

**Minutes**  
November 20, 2012  
General Meeting

**1) The meeting was called to order** by Charles Neff/Mayor at 7:01 p.m.

a) Council Members present were Charles Neff/Mayor, Burl Ingebretsen, Mark Hanson and Bob Dablow. Shelley Poehls was unable to attend.

b) Others Present were Wendy Otte/Clerk, Aaron Mayry, Norm Nyland, Becky Nyland, Richard Schenck, Del Lass, Peggy Rezac and Katie Noening.

**2) The Pledge of Allegiance** was said.

**3) Previous Minutes**

a) General Meeting – October 16, 2012.

**A MOTION** was made by Bob Dablow to approve the General Meeting Minutes for October 16, 2012. It was 2<sup>nd</sup> by Mark Hanson and the motion carried.

b) Special Meeting October 16, 2012

**A MOTION** was made by Bob Dablow to approve the Special Meeting Minutes for October 16, 2012. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

c) Special Meeting – November 14, 2012.

**A MOTION** was made by Burl Ingebretsen to approve the Special Meeting Minutes for November 14, 2012. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**4) City Attorney** – Zenas Baer – Not Present to report.

**5) City Engineer** – Dan Hanson – Unable to attend.

**6) Amendments to Agenda** – none.

**7) Citizens Concerns** – none.

**8) Maintenance Department** – Aaron Mayry – Aaron worked on the community center heating and cleaning. There was some maintenance work done on the water tower by KLM.

**9) Water Department** – Norm Nyland – 1,294,000 gallons were pumped last month. Hydrants were flushed last month. There have been some complaints of brown water again, Norm feels it is due to the flushing and cleaning. The water tower was cleaned again by KLM who did an excellent job, they also repaired a hole in the tower. Iron and manganese levels are really good right now. Norm is working on filling paperwork with the department of health about monitoring our chlorine that was due November 9<sup>th</sup>. Norm will set up a meeting with Moore Engineering to look into cleaning the distribution system. Aaron still hasn't found the shut off at a residence that has been continually on the shut off list, a sizable recent payment has been made by the resident, but council wants it found for future reference.

a) **Shut Off Policy** – Council discussed what the policy should be in the past once someone was \$250.00 behind they would be on the shut off list. The council also feels that the \$5.00 monthly late fee is not high enough to encourage residents to submit payments more promptly. We will also update the past due letter to show costs to replace damaged curb stops. The city is willing to work with residents when they are behind, but would just like to set a clear policy as to what normally will be done.

**A MOTION** was made by Charles Neff to change the monthly late fee from \$5.00 to 5% of the past due amount. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**A MOTION** was made by Bob Dablow to add all residents that are \$100.00 or more behind to the shut off list, residents that haven't made payments in at least 2 months and residents with a balance that is more than 90 days past due will be shut off. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

**10) Sewer Department** – Norm Nyland – 848 million gallons were pumped to the lagoons last month. The lagoons are set for winter. The pump in the storm water pond should have at least 2 feet of water above it to keep from freezing, Aaron will look at it. Fitzgeralds will do the rip rap in the next few weeks.

**11) Treasurers Report** – Financials were looked over.

**12) Receipts, Disbursements & Claims**

**A MOTION** was made by Mark Hanson to approve the Claims. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

**13) Water/Sewer/Garbage Bills & Past Dues** – There are none to be shut off this month.

**14 Old Business**

**a) Ordinance Regarding Building Code** – The ordinance was read for the second time.

**A MOTION** was made by Bob Dablow to approve the Building Code ordinance. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

**b) 2013 Rescue Squad Budget** – The issue at our last meeting was that the general budget is in bad shape and while the Rescue Squad putting money away for a new vehicle is not a bad idea we have a 5 to 10 thousand deficit to make our general budget. The city would like to eliminate the \$2,000.00 that the Rescue Squad has requested from the city in their budget keeping in mind the city already pays the heat, electric, insurance and internet for the Rescue Squad out of the general budget. If we eliminate the \$2,000.00 the Rescue Squad would have to forgo setting aside savings for 1 year according to the budget presented by the Rescue Squad. The Rescue Squad requested the city email them costs for what the city pays on their behalf. Wendy will get the information together for them on the heat, electric and internet and check with the insurance agent for that information.

**c) 2013 General Budget** – A special meeting will be set up to work on the general budget.

**15) New Business**

**a) Citizen of the Season** – Becky Nyland was presented with the award and thanked for all she does for the community.

**16) Commissioner Reports**

**a) Health & Weeds** - Charles Neff – Nothing to report.

**b) Emergency Management Director** - Randy Schmidt – Not present to report.

**c) Fire District** - Bob Dablow – No meeting last month.

**d) Rescue Squad**- Shelley Poehls – Minutes were looked over.

**e) Parks** – Burl Ingebretsen – Nothing to report.

**f) Recycling** - Mark Hanson – Nothing to report.

**g) Streets** – Mark Hanson – 3 stop signs have been replaced. There is a manhole that has broken concrete around it we will need to look into fixing next year with the yearly manhole work. There was a big dip by the elevator that has been filled.

**18) Adjournment**

**A MOTION** was made by Burl Ingebretsen to adjourn. It was 2<sup>nd</sup> by Mark Hanson and the motion

carried.

The meeting adjourned at 8:39 p.m.

Respectfully Submitted

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Wendy Otte, City Clerk

Approved: 12-18-12