

## Minutes

August 21, 2018

General Meeting

**1) The meeting was called to order** by Mayor Bob Dablow at 7:02PM.

**a)** Council Members present were Mayor/Bob Dablow, Tom Berglind, Drew Schwan and Lloyd Helgeson. Adam Jenstead was unable to attend.

**b)** Others Present were Wendy Otte/City Clerk, Zenas Baer, Kelan Boughton, Dan Hanson and Mike Kurkowski.

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

**3) Previous Minutes**

**a)** General Meeting – July 17, 2018

**A MOTION** was made by Tom Berglind to approve the general meeting minutes for July 17, 2018. It was 2<sup>nd</sup> by Drew Schwan and the motion carried.

**4) City Attorney – Zenas Baer**

The City of Sabin adopted the State Building Code in 2010. We have not yet adopted a resolution appointing Sid as our building official.

**A MOTION** was made by Bob Dablow to adopt a resolution appointing Sid Fossan as the City of Sabin Building Official. It was 2<sup>nd</sup> by Lloyd Helgeson and the motion carried.

**a) Hazardous Properties –** Abatement orders have been drafted for 2 properties, there will be a summons attached and the property owners will be given 30 days to comply.

**A MOTION** was made by Tom Berglind to adopt a resolution Adopting Abatement Order for parcel # 59.650.0530 at 115 2<sup>nd</sup> St N. It was 2<sup>nd</sup> by Drew Schwan and the motion carried.

**A MOTION** was made by Tom Berglind to adopt a resolution Adopting Abatement Order for parcel #59.650.0510 at 107 2<sup>nd</sup> St N. It was 2<sup>nd</sup> by Lloyd Helgeson and the motion carried.

**b) Ordinance Enforcement –** Nothing new.

**c) Easement -** Midco would like an easement to bring a wire to the water tower, there is only 1ft of land between the Fire Hall and the home next door. If they could stay within the 1ft we would grant the easement, but they may be better off working with some homeowners for a larger work area. If they can stay within the 1ft we would need to grant the easement at next months meeting.

**5) City Engineer – Dan Hanson**

**a) LRIP –** There is a conflict with the testing company we were going to use for the project, so we need to approve a different company.

**A MOTION** was made by Drew Schwan to use Braun Materials for the Cty 67 road project testing. It was 2<sup>nd</sup> by Tom Berglind and the motion carried.

The final assessment hearing will be held on September 18<sup>th</sup> at 7:05PM.

**6) Amendments to Agenda –** none.

**7) Citizens Concerns –** How soon will the issue keeping us from posting the meeting minutes online be resolved? The person who updates our website is working on getting the issue resolved, we hope to get it up very soon.

**8) Old Business**

**a) Kitchen Hood System – Mike got a bid from Tweeten Refridgeration, but has some questions on it.** He will check with them on his questions. The cost looks to be \$13,000.00 for installation if we supply the parts and \$47,000.00 if they supply the parts.

**b) Land Rent – \$210.00** of the past due has been being paid monthly along with the current months rent.

**c) Clay County HRA –** Plans to be here next month.

**d) Water Tower Contracts –** Some changes will be made and we will get them sent back to Midco again.

## **9) New Business**

### **a) Proposed Tax Levy**

**A MOTION** was made by Tom Berglind to set the proposed tax levy at \$162,800.00, which is a 10% increase from last years final levy. It was 2<sup>nd</sup> by Lloyd Helgeson and the motion carried. As always we do plan to lower this amount during budgeting this fall.

**b) Employee Request System –** Tom has been looking into a system that we can submit requests of things that need to be done. We could get an ap on our phone or on our computers to receive our requests or submit them for others. There are a few Tom is looking into one costs \$3.00 per month per person, another is \$40.00 per month for up to 10 users. If it is a phone ap Mike wants the city to increase the monthly cell phone reimbursement he is given from \$20.00 per month to \$40.00 per month.

**10) Water/Sewer/Maintenance Department –** Mike Kurkowski – Mike feels he and Wendy are at a road block on getting new homeowner information when a meter is installed. In the past the Water Supervisor has always gotten the homeowner information when the meter is delivered, but that is not happening anymore. Wendy will set up new accounts based on the information on the building permit from this point on after Mike has turned in the meter information. The splasher in the pond was fixed as well as the mosquito sprayer. The mowing deck on the tractor is working. 1.42 million gallons of water were pumped last month and .950 million gallons were pumped to the lagoons. We need to spread chemical into the secondary pond to bring our TSS levels down. Mike wants to bring both ponds down to 2ft this fall.

**11) Treasurers Report –** Looked over.

**12) Receipts, Disbursements & Claims –** Were looked over.

**A MOTION** was made by Tom Berglind to approve the Claims. It was 2<sup>nd</sup> by Drew Schwan and the motion carried.

**13) Water/Sewer/Garbage Bills & Past Dues –** There are 7 to be shut off this month if payments aren't made by the 25<sup>th</sup>.

## **14) Commissioner Reports**

**a) Health –** Adam Jenstead – Not present to report.

**b) Weeds –** Bob Dablow – Bob has been spraying often.

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

**d) Fire & Rescue -** Bob Dablow – The Harvest Days activities at the Fire Hall went well.

**e) Parks –** Adam Jenstead – Not present to report. People are still asking for a skating rink for the winter and Bob would like to look at equipment for the playground as well.

**f) Recycling –** Drew Schwan – Drew visited with Doug last week, and all is going well.

The center has been wired in for heat.

**g) Streets** – Tom Berglind – The streets were cleaned before Harvest Days.

**h) Zoning** – Tom Berglind – The dead tree at the water plant has been removed, we should plant another in its place.

**15) Adjournment**

**A MOTION** was made by Lloyd Helgeson to adjourn. It was 2<sup>nd</sup> by Drew Schwan and the motion carried.

The meeting adjourned at 9:36pm.

Respectfully Submitted

---

Wendy Otte, City Clerk

Approved 9-18-18