

## MINUTES

January 16, 2007

General Meeting

- 1) The meeting was called to order by Mayor, Charles Neff at 7:02 p.m.
  - a) Council members present were: Charles Neff, Bob Dablow, Lucy Fitzgerald, Shelley Poehls and Randy McFarland
  - b) Others present were: Becky Nyland, Clerk, Kim Johnson, Treasurer, Burl & Lou Ingebretsen, Lois Arntson, Barb Sellant, Charles Neff, Jr., Tom Berglind, Chad Spieker, Ronnie Fitzgerald, Rich Hayes, Randy Schmidt, Harold Schenck and Rodney Schmidt.

- 2) Previous Minutes

- a) General Meeting, 12/19/06

A MOTION was made by Lucy Fitzgerald to approve the 12/19/06 General Meeting Minutes. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

- b) Special Meeting, Oath of Office, 1/2/07

A MOTION was made by Lucy Fitzgerald to approve the 1/2/07 Special Meeting Minutes. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

- 3) Zenas Baer

- a) Everything looks good for Krabby's Ale Haus & Pub
  - b) The Get-A-Way liquor license

A MOTION was made by Bob Dablow refund the remaining liquor license fee and apply it to the past due utility bill. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

- c) Resolution 12/19/06-01 Receiving Report and Ordering Improvement and Preparation of Plans on Quarterline Crossing Third Addition (approved at the previous meeting) was presented to the council.
  - d) The council received an e-mail from Richard Prudhomme requesting his garbage portion of his utility bill be refunded. As far as Zenas is concerned we are within our rights to continue billing as we are and the council decided to continue until pressed further and proven wrong by the law.
  - e) Unfortunately no ordinance was made to raise the council members' salaries so legally the raises cannot go into effect until an ordinance is done and another election has passed.

- 4) Ulteig Engineering – Dan Hanson

- a) Dan presented a spec book and reported that all is going well for Quarterline Crossing 3<sup>rd</sup> addition.
  - b) Resolution 1/16/07-01 Approving Plans and Specifications and Ordering

Advertisement for Bids for the infrastructure for the 3<sup>rd</sup> Addition was presented

A MOTION was made by Bob Dablow to accept Resolution #1-16-07-01. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

Becky will put in the Barnesville Record on January 22<sup>nd</sup> and the Fargo Forum on January 29<sup>th</sup> and Dan will put it in the Construction Bulletin on January 29<sup>th</sup>. The bib opening will be on February 19<sup>th</sup> at 10:00 a.m. at the Sabin Community Center.

- c) Dan also reported that Wilson Investments wanted to know if the city was interested in doing more additions. The general consensus was the council would be willing to talk. The planning commission is already looking at new areas for development.
- d) There was nothing new to report about the new well.

5) Treasurer's Report - Stands as read

6) Receipts & Disbursements

A MOTION was made by Lucy Fitzgerald to accept the receipts and disbursements. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

Charles Neff needs to added to the signature card at Wells Fargo

Kim asked about US Bank bill. She was instructed to keep trying to contact them to find out what it is for.

7) There were no amendments to the Agenda

8) Citizens Address the Council – Committee Reports – Public Hearings

- a. Park Committee – Renee Wolf was not present
- b. Planning Commission - Tom Berglind reported that he had little to report. He will get information out as soon as he knows anything. Charles Neff would like to continue on the Planning Commission Committee through the adoption of the comprehensive plan. No one on the council had a problem with that.

9) Fire Department Business, Commissioner Report - Bob Dablow

- a. Annual Fire District meeting with all the fire fighters was January 8<sup>th</sup>.
- b. The Fire Fighters made their recommendations for officers as follows:
  - i. Chief – Randy Schmidt
  - ii. Assistant Chief – Monty Martin
  - iii. Captain – Chris Rassmuson
  - iv. Lieutenant – Norm Nyland
  - v. Safety Officer - Jared Nelson
  - vi. Training Officer - Gary Storms
  - vii. Maintenance Officer – Rick Evert

These are pending the approval of the Fire District.

- c. There was some discussion on trading in the Well Houses' emergency generator for a bigger one and having it serve both the Fire Hall and Well House. It would save money on a new separate generator.
- d. There have been several offers to buy the old fire building, but nobody wants to lease it. The Fire District would like to know what the City Of Sabin and Elmwood Township would like to do.

A MOTION was made by Charles Neff to table the old fire hall business until the next meeting to see if the Fire District could get some more solid numbers. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

A MOTION was made by Charles Neff to appoint Bob Dablow and Lucy Fitzgerald as Fire District members. It was 2<sup>nd</sup> by Randy McFarland and the motion carried.

- 10) EMS Business, EMS Commissioner - Shelley Poehls.
  - a. The Ventures are continuing their first aid training and will be medics at the Ripley Rendezvous this summer.
  - b. The radios that were going to be rejuvenated and donated to the Squad didn't really work so well, so they will not be receiving them.
  - c. The Squad is looking at purchasing a couple of "Rescue Disk" for water rescues.
  - d. Collapsible signs will soon be mandatory, but nothing will be done until more information is solidified by the State.
  - e. The Rescue Squad is looking at protocols for their digital camera.
  - f. Members "passed the hat" to pay for a plaque honoring previous members that are now deceased. If a name has been missed they would like to be notified.
  - g. Trauma Tactics is Sunday, January 28.
  - h. Their Blood Drive is on Saturday, January 27<sup>th</sup>
  - i. Kim is still looking into their UBS Account
  - j. We got one more Joint Powers contract back from Moorhead Township for \$918.00.
  - k. Gary and Becky still need to get together and get the Rescue Squad's laptop internet access.

A MOTION was made by Lucy Fitzgerald to appoint Shelley Poehls as Rescue Squad Commissioner. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

- 11) Water Department - Rich Hayes, Supervisor
  - a. We have used 1-55 gallon drum of RE-OX. It seems to be working and things are looking good.
  - b. The corrosion issue in the well house still hasn't been resolved. Rich will contact Ulteig again.
  - c. The timer issue hasn't been resolved yet either. Rich will call on that also.
  - d. Norm Nyland passed his Class "C" License test.

A MOTION was made by Bob Dablow to appoint Charles Neff as Water Commissioner. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

- 12) Water/Sewer/Garbage Bills & Past Dues
  - a. 20 past dues sent out for a total of \$6,416.60
    - i. So far \$529.36 has been collected
    - ii. There was some discussing on shutting off delinquent accounts via "meter locks" if curb stops cannot be found. Home owners are required by law to allow the City of Sabin access to water meters and are subject to fines if the meter is tampered with.

A MOTION was made by Bob Dablow to put a NSF policy in place that allows the city to charge \$30 for each NSF check. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

- b. Burl Ingebretsen and Norm Nitkowski letters informing them that as Sabin residence they were going to be billed for garbage, health and waste went out.
- c. There was some discussion on why the city bills out the water that the elevator allows the farmers to use. It was tabled until a later meeting.

- 13) Wastewater Department - Norm Nyland, Supervisor was not present
  - a. The quote for the access road was turned in. It was \$3,125.00
  - b. Nothing new to report on sump pump inspections.
  - c. Bob and Norm have not had a chance to talk to Dave Coalwell regarding the Lift-Station Generator transfer switch.

A MOTION was made by Charles Neff to appoint Bob Dablow as Wastewater Commissioner. It was 2<sup>nd</sup> by Randy McFarland and the motion carried.

- 14) No new ordinances

- 15) Old Business

- a. Community Center –
  - i. The County Work Release Crew cleaned all the chair legs.
  - ii. It is not know if the registers have been fixed.
  - iii. A new vacuum cleaner will be purchased soon.
  - iv. Bob Dablow talked to Dennis Jonk about new “used” stage and bar carpet. They will be getting together to see what is needed and what’s available.
  - v. The wooden broken cutting board has been thrown away.
  - vi. Becky still needs to buy a new pot to replace the one that disappeared during the Illman Bahtijar engagement party. As soon as that is done he will be refunded the remainder of his deposit.
  - vii. Some of the kitchen light bulbs were replaced, but some need new ballasts. Charles and Rich will continue working on them.
- b. Bob and Becky still need to get together with Tom Hall to re-key the city.
- c. Becky will get the necessary paper work for Charles’ credit card together.
- d. On-Line Banking/Bill Pay is still in process. It is a more complicated process for a city entity.
- e. The 2007 Budget was posted and published
- f. Becky and Kim attended the Newly Elected Officials Conference in Grand Rapids and reported that it was VERY informative and highly recommended that Randy McFarland attends one of the sessions.
- g. The Fitzgerald’s nuisance resolution, stating that the property was supposed to be cleaned up by December 31, 2006, expired and, according to Burl Ingrabritson a lot of things have been moved around, but not a lot has been “cleaned up”. Ronnie Fitzgerald reported that there are 5 trucks that are sold, but have not picked up and that a lot of tires have been removed from the property Charles Neff proposed that he and another council person deal with this issue, check out the property and come up with some suggestions for the next meeting. He asked for a council member volunteer and Bob Dablow offered his assistance.

- 16) New Business

- a) City Designations
  - i) Engineer – Ulteig Engineering
  - ii) CPA – Eide Bailey
  - iii) Depositories for City Funds – Wells Fargo
  - iv) Newspaper – Barnesville Record

- v) Attorney – Zena Baer
- vi) Vice Mayor – Bob Dablow

A MOTION was made by Lucy Fitzgerald to accept the City Designations listed above. It was 2<sup>nd</sup> by Randy McFarland and the motion carried.

17) Commissioner Reports & Appointments

- a. Weeds – Charles Neff
- b. Parks – Randy McFarland
- c. Health – Charles Neff
- d. Streets – Lucy Fitzgerald
- e. Recycling – Randy McFarland
- f. Civil Defense – Randy Schmidt

A MOTION was made by Lucy Fitzgerald to accept the City Commissioners as listed above. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

18) Adjournment

A MOTION was made by Lucy Fitzgerald to adjourn the 1/16/07 meeting. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

The meeting adjourned at 9:35 p.m.

Respectfully Submitted

Becky Nyland, City Clerk

Approved 2/20/2007