

**MINUTES**  
February 20, 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 in attendance were: Becky Nyland, City Clerk/Treasurer, Kim Johnson, Norm Nyland, Warren Hilde, Rick Morgan, Ronnie Fitzgerald, Joe Johanneck, Rich Hayes, Sheri Ernst, Fred Dickelman, Renee Wolf, Zenas Baer, Dan Hanson, Brad Rivers & Doug Buttenhoff

- 2) Previous Minutes
  - a) General Meeting, 1/16/07.

A MOTION was made by Lucy Fitzgerald to approve the General Meeting Minutes for 1-16-07. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

- 3) Zenas Baer
  - a) Regarding Fitzgerald's nuisance resolution, Zenas suggested to have Roland Holms look at the situation again to determine if the concerns were met. Charles Neff would like himself and Bob Dablow to work with Fitzgerald Construction and resolve the situation within the community.

A MOTION was made by Bob Dablow to table until next meeting. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

- b) Becky Nyland was contacted by an individual that was thinking about starting a Dog Groomer business in town and asked Zenas what was needed from the city. Zenas could not find any "conditional use" requirements for any type of businesses that would want to come into town. Since the individual in question was not present no action was taken.
  - c) Since the Former Fire Hall is owned jointly by the City Of Sabin and Elmwood Township a decision needs to be made on what is going to be done with the building. There was an appraisal done and it appears that both the land and building are jointly owned. Zenas suggested that they city make sure that they have no future need for the former fire hall before deciding on selling it. Brad Rivers, from City Scapes, has an offer to purchase and an offer to rent for 6 months.

A MOTION was made by Lucy Fitzgerald to have a special meeting on Tuesday, February 27, 2007, at 7:00 at the city hall to determine if there is a public need for the Former Fire Hall. It was 2<sup>nd</sup> Shelley Poehls and the motion carried.

- 4) Ulteig Engineering
  - a) The bid opening for Quarterline Crossing 3<sup>rd</sup> Addition Infrastructure was held on February 19, 2007. There were six (6) bids that varied from \$87,169.00 to \$118,258.49 with the lowest responsible bid being from Central Specialties, Inc.

A MOTION was made by Shelley Poehls to accept Resolution 2-20-07-01 Resolution Accepting Bids for Infrastructure on Quarterline Crossing Third Addition, Sabin, MN. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

Ulteig will put together the contract and get a copy to the city and contractor. Charles Neff asked when things would get started. It was pointed out that typically road restrictions are lifted

around May 15<sup>th</sup>. The bid request had stated a start date by May 21st with a completion date of June 30<sup>th</sup>. The city should have their notice to proceed by the May meeting.

b) Items are on order for the New Well and they should be able to start in early March.

There were questions as to why it's taking so long to get this well done since the city approved winter work and were told that the city would have to pay more for that and were led to believe that there was a definite need.

c) Dan Hanson checked with Tim and there were 8 other frozen water towers, so Sabin was not the only one. One reason for the problem is that our water usage has been cut in half so the water isn't moving enough. We received a bill for Magrire Iron, Inc. for \$4,020.00. Dan Hanson will check and see if there is anything "else" that can be done to prevent this. The danger of climbing the tower in the winter was brought up. Charles would like Rich, Norm, Ulteig and himself to work on a plan to prevent this from happening again next winter by the April meeting. Fred Dickleman was asked if the Magrire Iron, Inc. bill should be turned over to insurance and he said a claim should be filed. Becky will submit the claim.

d) Dan requested three checks for permits for the 3<sup>rd</sup> Quarterline Crossing addition. One for the MPCA for \$400.00 for the storm water permit, one for \$240.00 for the extension of the sanitary sewer and \$150 Department of Health for their permit. Dan will get the permits to Becky and she will send them out. The checks can be cut now and the money transferred from the bond account once it's established.

A MOTION was made by Bob Dablow to pay the permit fees. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

#### 5) Treasurer's Report

A MOTION was made by Lucy Fitzgerald to approve the Treasurer's Report. It was 2<sup>nd</sup> by Randy McFarland and the motion carried

#### 6) Receipts & Disbursements

a) Kim had a question on long distance providers; Charles is going to look at them.

A MOTION was made by Lucy Fitzgerald to approve the receipts and disbursements without paying the two long distance providers in question. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

b) Brian, from Eide Bailey, is coming to do the audit on March 29 & 30 so it should be done for the April meeting.

#### 7) There were no amendments to the agenda.

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

a) Park Committee – Renee Wolf discussed the basketball court being priority for this summer. Also the walking path around the pond in the new addition. She asked about the donations that Ed Wilson's Investments is making. She wanted to know if there is anything that the city wants them to look at. There is \$2,500 from the Crusader's available for the basketball court. She said that some of the parents would like the kids to approach the Lions and Lioness and possibly hold a pancake feed to raise more money. There was some discussion on trees for the parks. It was noted that there is money in the budget for the trees.

b) Planning Commission – Charles Neff reported that there is a rough draft of the comprehensive plan that the planning commission will be going over at their March 8<sup>th</sup>

meeting. Charles is hoping it will be finalized by the regular city council meeting in May for approval.

c) Knights of Columbus, Joe – would like a pull tab machine in Krabby’s Ale Haus. A MOTION was made by Lucy Fitzgerald that we allow the Knights of Columbus to put a pull tab machine in Krabby’s Ale Haus. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

Becky will contact Zenas for a resolution.

d) Sheri Ernst brought up how bad her water is. She had notes and examples of how bad her water is. She had given Rich samples he sent them down to Colorado they had some suggestions, but Rich doesn’t know if it will work. Rich will start flushing hydrants again now that it’s warmer. Putting a fire hydrant on their corner might be helpful and Sheri is requesting that the hydrant be put in.

A MOTION was made by Shelley Poehls to put in a new fire hydrant on the corner of county 67 and 3<sup>rd</sup> Avenue. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

A MOTION was made Bob Dablow to credit Jim Ernest and Brad Cossette 1200 gallons for their excess usage. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

Rich will make the contact to get the hydrant as soon as possible.

Fred Dickelman was moved up from New Business “E”.

e) He touched on a few things on the renewal. He had some questions that were answered by the council as a whole. The council needs to make a decision on the open meeting law and no fault water/sewer backup. It looks like we’re covered if the city is a fault anyway. He also needs a copy of the Fire District by-laws. He reported on bonding the City Clerk/Treasurer. He wants the city to update their bonding program, he will check into that and give the city a quote. He was given a copy of the city’s 2005 audit.

The council recessed for a 5 minute break. After said break the meeting was reconvened.

9) Fire Department Business, Commissioner Report, Bob Dablow, turned in the board meeting minutes, disbursements and financial statement.

A MOTION was made by Shelley Poehls to appoint Randy McFarland as an alternate for the fire district representative in case either Lucy or Bob are unable to attend. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

- a) The fire department was notified that the neighbor does not want the snow in her yard.
- b) Becky filled the council in on what Rich Dysen, Fire Inspector, would do for the city and what decision needs to be made as far as a contract.

A MOTION was by Randy McFarland to have an annual contact set up and that it be left up to Rich Dysen to do the inspections. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

A MOTION was made by Bob Dablow to have Kim cut a check for money that should have been put towards the Relief. It was 2<sup>nd</sup> by Randy McFarland and the motion carried.

10) EMS Business, EMS Commissioner, Shelley Poehls, reported and turned over minutes. The water is frozen in the hall again.

- 11) Water Department, Rich Hayes, Supervisor, most stuff was already covered with the Ernst and Cossette issue. He reported that we have used a lot less water this last year than the year before. This should really help extend the life of our lagoons. There is still no satisfaction from Ulteig on some of the “punch list” items. This is the third time we have discussed it. Charles wants a list of things that still have not been done and will be talking to Ulteig to get some things resolved. Kim wondered if she should send out the existing bills, but told to go ahead and send them out. Rich will be attending a seminar on March 16<sup>th</sup> in St. Cloud.
- 12) Water/Sewer/Garbage Bills & Past Dues there was lots of discussion again on this issue. On January 18 past dues were sent out for a total of \$5,998.62 and \$2,113.44 was collected. No one has been shut-off. The council agreed that penalties will continue to be put on past accounts and WILL NOT be wrote off. Sabin’s Getaway was reimbursed \$900 and sent his “final bill”. Becky will keep sending him bills and letters for collection. Burl Ingrabritson paid his garbage/health/waste invoice. To date, Norm Nitkorski has not. The Elevator water bills are coming in. \$3,392.25 was billed out and so far \$1,799.25 collected. Rich said he was going to shut off a couple of people as an example. The “joint” connections were brought up again. This situation really needs to be addressed. A decision has to be made on getting this situation straightened out. Who gets charged for putting in the new “separated” shut-offs?
- 13) Sewer Department, Norm Nyland, Supervisor
  - a) Received a bid for the gravel driveway at Lagoons. Norm would like a more precise bid. The bid for \$3,125.00 seemed reasonable to Norm, but he wanted to clarify the crushed concrete aspect or just gravel. There was some discussion on doing a fabric under lay. This will be done either next year or the year after, but the bid is needed for the budget.
  - b) Norm will be attending a conference on March 28, 29 and 30<sup>th</sup> where he’ll be receiving an award for the city.
- 14) Ordinances
- 15) Old Business
  - a) Community Center –
    - i) Scott is still working on the heat registers.
    - ii) There are two dances booked in March.
    - iii) The new vacuum cleaner is purchased and in the utility closet.
    - iv) Bob still needs to meet with Denis Johnk about the stage and bar carpet.
    - v) Becky still need to by a new “pot”, and now knows what kind of pot to get. There was some concern that Illman Bahtijar would be upset about the remainder of his deposit. Becky has already talked to him and there is no concern on his part.
    - vi) Charles has the ballast for the kitchen in his truck.
  - b) Bob and Becky still need to meet with Tom Hall regarding re-keying the city.
  - c) Richard Prudhomme requested copies of ordinances and has not paid anything on his bill.
  - d) Charles’ credit card is ordered and he can pick it up when he signs the signature card for the city checking account.
  - e) The Check Reader is in and will be up and working soon.
  - f) On-Line Bill Pay will be up and running soon.

16) New Business

- a) Investment policy per previous audits was tabled until next meeting.
- b) A representative for ICNT, the city's Internet provider, will be at next meeting.
- c) Becky is supposed to use her own judgment on office items such as envelopes, stationary, etc.
- d) Charles reported that we should have our 2nd line by the next meeting.

17) Commissioner Reports

- a) Weeds, nothing to report
- b) Parks, covered
- c) Health, nothing to report
- d) Streets, nothing to report
- e) Recycling, nothing to report
- f) Civil Defense, nothing to report

18) Adjournment

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

The meeting adjourned at 10:20 p.m.

Respectfully Submitted

Becky Nyland, City Clerk

Approved 3/20/2007