

MEETING

March 20, 2007
General Meeting

- 1) The meeting was called to order by Mayor, Charles Neff at 7:01 p.m.
 - a) Council members present were Charles Neff, Mayor, Bob Dablow, Lucy Fitzgerald, Randy McFarland and Shelley Poehls
 - b) Others present were Becky Nyland, City Clerk, Kim Johnson, Treasurer, Dan Hanson, Ulteig Engineering, Norm Nyland, Wastewater Supervisor, Kelan Boughton, Rose Beck, Lioness, Rich Hayes, Water Supervisor, Arlene Dickelman, Lioness, Donald Dickelman, Lions, Tom Welle, Ulteig Engineering, Charles Neff, Jr., Joel Quanbeck, Ulteig Engineering, Brian Rom, ICNT, Paul Garnaas and Nancy Boughton

- 2) The Pledge of Allegiance was done.

- 3) Previous Minutes
 - a) General Meeting, 2-20-07
A MOTION was made by Shelley Poehls to approve the 2-20-07 General Meeting minutes. It was 2nd by Lucy Fitzgerald and the motion carried.
 - b) Special Meeting, Former Fire Hall, 2-27-07
A MOTION was made by Shelley Poehls to approve the 2-27-07 Special Meeting, regarding the Former Fire Hall minutes. It was 2nd by Bob Dablow and the motion carried.
 - c) Special Meeting, Joint Township Meeting, 3-19-07
Approval of these minutes were table until next meeting to check “per lot” charge.

- 4) Zenas Baer, City Attorney
 - a) Bob and Charles met with Ronnie Fitzgerald and Burl Ingebretsen regarding the nuisance resolution. A privacy fence was suggested for Fitzgerald’s north land. Charles had an idea for a land swap for south business location. The city would make his south lot into a “green” area and the city would have to find a different section of land for Fitzgerald to run their business from. Bob was wondering “when” things are going to be done and finalized. Lucy brought up that there are other properties in town that need cleaning up. Zenas reminded that city council that they currently only have a resolution for the Fitzgerald property and it must be dealt with and resolved. Shelley was wondering if we shouldn’t be dealing with Brad Fitzgerald. It pointed out that the actual “land” is owned by Ronnie Fitzgerald and therefore he is the one that city needs to deal with. Zenas reminded the city that they have the right to hire someone to clean up the property and charge that fee back to the property owner. It was reiterated that the city would still like to rectify this situation in an amiable way. Ronnie Fitzgerald had told Charles and Bob at their meeting that a lot of the tractors on the north lot would be gone by Easter. Charles would like Bob, Ronnie Fitzgerald, Burl Ingebretsen and himself to try and resolve the issue again. Randy and Shelley agreed that it would be nice to have it done without legal action. It was agreed to wait until the next meeting to see how things go.

- b) Zenas was given the information on the city purchasing Elmwood Township's portion of the former Fire Hall and Elmwood Township purchasing the city's portion of the land under the current fire hall. He is going to write up the necessary paper work. He needs to have the abstract and the proper figures. Becky will get him the numbers and try and locate the abstract.

Shelley had some concerns regarding the Rescue Squad and wanted some assurance that the squad would not be kicked out in the future. Some kind of agreement will be set up at a future meeting once the building sale and purchase is finished.

- c) Brian Rom from ICNT, the city's Internet provider, was present and informed the council as to the "verbal" agreement that the city and ICNT entered into as an "incubation" business. Charles stated that according to former minutes the city should be getting \$400/month rent for the antennas located on top of the water tower. Charles also stated that the normal charge is "pre antenna" and Brian disagreed and stated that "normally" their company is charged per space at other locations. The consensus was that there needs to be a paper trail both ways. The city needs to bill for the antenna space on the water tower and the city needs to receive a bill for internet services.
 - d) Zenas tried contacting Richard Prudhomme's lawyer and had no reply. The council's feeling was that he should be sent the shut off. Becky will send the past due and shut off as per our ordinance.
- 5) Ulteig Engineering, City Engineers
- a) Dan gave a time line for the New Well. He reiterated that the city council wanted to get the new well done during the winter to avoid any major problems. It has been three months since the council expected to see something regarding the construction of the new well. Dan informed the council that one of the reasons nothing had happened yet was that the drilling company needed to order a screen for the new well and it didn't come right a way. Another problem was that the Department of Health would not approve the permit. Dan admitted that Ulteig should not have "assumed" that the well drillers knew what they were doing when they submitted to permit. Currently Ulteig is still waiting for the permit. The drillers are ready to go as soon as the permit shows up. Now Dan's concern is weather it's going to be too wet and sloppy to start the new well. Norm had some questions as too if it was going to be a problem that the two wells are so close together. Ulteig's representatives assured him that there should not be a problem. Charles made his disappointment in Ulteig Engineering very clear. Dan stated that communications could have been better between the driller, Ulteig and the council. According to the drilling company the earliest they could have drilled the well would have been the end of February, however this information was not told to either Ulteig or the City Council. Tom reminded the council that if there are no frost issues the council will not have to pay the extra costs that was approved in December. Charles stated his disappointment again.

- b) The contracts for the contractor for Quarterline Crossing 3rd Addition were given to Becky. They will be signed and sent out. Kim is working on the bonds. Things are moving along.
- c) Paul Garnaas would like to vacate an easement and make two lots into one in the 2nd addition of Quarterline Crossing. Dan presented an alternative grading plan for the two lots and stated that it could very easily be done. Zenas stated that a petition to vacate the right of way will be needed. There must be a public hearing with a two week prior notice. Zenas reminded Paul Garnaas that the city vacating the property does not automatically change the plat. That will need to be changed by having the city and Ulteig Engineering approve the new plat.

A MOTION was made by Bob Dablow accept the petition and proceed with the legalities to vacate the easement. It was 2nd by Lucy Fitzgerald and the motion carried.

- d) Dan stated that there have been several meetings regarding the “Punch List” items in the new water plant. Some things have been done and some things still need to be done. A couple of items were supposed to be done when the new well was put in. Charles wanted to know why these things haven’t been done. Tom was told that some things should be done by the end of this week. The contractor is waiting for a toggle switch, once that is in they will be out here. Tom reiterated that it takes some time to troubleshoot and find the actual problem for some things. Tom wanted to make sure there is a point of contact for the council that will make sure both the council and Ulteig keep informed. Tom gave his word that the well thing will get done. Norm brought up the tower freezing and it was agreed that it will be addressed closer to next winter.

6) The Treasurer’s Report stands as presented

7) Receipts & Disbursements

A MOTION was made by Lucy Fitzgerald to approve the receipts and disbursements. It was 2nd by Shelley Poehls and the motion carried.

8) Amendments to the Agenda

- a) Web-site – Old business 16-g
- b) AirBorne – New business 17-b
- c) Worker’s Compensation – Old business 16 - h

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

- a) Park Committee – Renee Wolf was not present
- b) Planning Commission – Joel Quanbeck reported that the met on March 8th. He went over the time line with the city.
- c) Community Center – Rose Beck and Arlene Dickelman from the Sabin Lioness brought up how disgraceful the kitchen looks and how dirty it is. The drawers are in bad need of repair. The commercial grade stove & oven is a hazard. Lucy stated that she tried to get new cupboards, but couldn’t get anybody to do it. The Lioness want to know “whose job it is” to look at remodeling the kitchen. Randy volunteered to look at what

has or could be done and Bob said he would be willing to help Randy with it.

- i) Scott Mead is working on a bid for the registers.
- ii) Bob talked to Dennis Jonhk regarding carpet for the stage and bar, but doesn't have a price yet.
- iii) New "pot" is purchased, Illman Bahtijar is refunded the remainder of his deposit
- iv) Fixing the kitchen lights will now be part of the remodel.

10) Fire Department Business, Commissioner Report, Lucy Fitzgerald/Bob Dablow.

- a) Bob turned in their Financial Statement.
- b) A "suggested" contract was presented to the council for Rich Dysen, Moorhead's Fire Inspector, to do the fire inspections for Sabin. Becky was instructed to have Zenas look it over and re-present it at the next meeting.

11) EMS Business, EMS Commissioner, Shelley Poehls

- a) Shelley gave the report for Sabin Rescue and informed the council of their recommendation for officers.

A MOTION Lucy Fitzgerald to accept Doug Buppenhoft as President and Peggy Rezac as Secretary of the Sabin Rescue. It was 2nd by Bob and the motion carried.

12) Water Department, Rich Hayes, Supervisor.

- a) Rich reported that the water is getting bad again. He will start flushing hydrants again with a city wide flush happening in April. Notification with a date will go out in the next utility bills. As far as the chlorine smell goes, Rich did a test and by-passed his softener and the chlorine smell went away. The new hydrant went in at the corner of 1st Street South and 3rd Avenue and the changes in the water quality at Jim Ernest was almost immediate. The fire hydrant in front of the former fire hall was hit by a truck. Rich knows who it was and has pictures so if the hydrant is damaged we know who to bill for the replacement.

13) Water/Sewer/Garbage Bills & Past Dues

- a) 29 Past dues sent out on 3/9/2007
 - i) For a total of \$10,726.29
 - ii) \$992.14 was collected
 - iii) 23 Shut off notices went out on 3/19/07

There was a lot of discussion on fixing the "duel" connection. Rich and Norm will try and find where all of the duel shut-offs are and see what can be done in the future. Rich talked to Randal Excavating and was quoted approximately \$2,500.00 curb stop (\$1,250.00 per home).

- b) Sent Sabin's Getaway a reminder that he still owes \$369.91
- c) Elevator water bills
 - i) \$76.00 left to collect

- ii) There was more discussion as to why the city was doing this billing. Someone will need to talk to the elevator and have them start charging for their own water.
- 14) Sewer Department, Norm Nyland, Supervisor
- a) Norm and Dan discussed the driveway at Lagoons, Dan will send Norm some information on a new type of way to top the road that supposedly lasts a lot longer and is easier to maintain.
 - b) Norm will be attending a Waste Water Conference on March 28, 29 & 30 in Brooklyn Park. He needs the contact hours to keep his license current.
 - c) According to Norm the City has pumped about half the amount of water to the lagoons this month this year compared to last year.
 - d) Charles wanted to know if there are any sewer concerns. Norm's only concern is that if we add another addition, depending on where it is, the lift station could be taxed pretty hard.
- 15) There were no ordinances to be discussed.
- 16) Old Business
- a) Bob and Becky still need to meet with Tom Hall regarding re-keying the city. Bob stated that Tom's sheriff's work will be done soon and he'll have some free time to meet.
 - b) Charles' credit card should be coming soon.
 - c) The Check Reader is in and working great.
 - d) Kim and Becky plan on trying the On-Line Bill Pay as soon as the audit is over.
 - e) Investment policy per previous audits was tabled until the next meeting again.
 - f) The 2nd line for the fax machine was tabled until next meeting again.
 - g) Becky stated that she has done some work on the City's web-site. The welcome letter has been added, council member's pictures were removed and Randy McFarland's information was added. She is working on a minutes page, but isn't happy with the way the file from OurTown opens the documents.
 - h) A Worker's Compensation renewal was presented to the city.
- A MOTION was made by Lucy Fitzgerald to have Becky Nyland get in touch with Fred Dickleman and go with his recommendation. It was 2nd by Randy McFarland and the motion carried.
- 17) New Business
- a) Bob got two bids on lawn mowers. The price for the one Bob wants is slightly over budget. Bob is going to see what the lead time for ordering is and if we can get a better deal.
 - b) We received information from AirBorne in regards to aerial mosquito spraying for the City of Sabin. Charles will look into this. Becky reminded that City that Gary Storms would be interested in spraying for the city if they want him to.

18) Commissioner Reports

- a) Weeds – Commissioner, Charles Neff, had nothing to report.
- b) Parks – Commissioner, Randy McFarland, reported on some trees in the new park and the area for a walking path. It was also brought up that the city need signs to keep motorized vehicles out of the new park. Randy will look into getting signs.
- c) Health – Commissioner, Charles Neff, had nothing to report.
- d) Streets – Commissioner, Lucy Fitzgerald, is having more gravel put in the trenched out area in front of the new fire hall. There was some discussion on street signs for the new addition, such as street identification signs, a couple of stop signs and a slow children signs. Randy is going to look into this along with the park signs.

A MOTION was made by Bob Dablow to order street identification signs. It was 2nd by Shelley Poehls and the motion carried.

- e) Recycling – Commissioner, Randy McFarland, checked with Fuchs about curb side recycling. He isn't sure whether it would be doable in a city of Sabin's size. He's going to do more checking.
- f) Civil Defense – Commissioner, Randy Schmidt, had nothing to report.

19) Adjournment

A MOTION was made by Shelley Poehls to adjourn the meeting. It was 2nd by Lucy Fitzgerald and the motion carried.

Meeting adjourned at 10:55 p.m.

Respectfully Submitted

Becky Nyland, City Clerk

Approved 4/17/2007