

**MINUTES**  
April 17, 2007  
General Meeting

- 1) The meeting was called to order at 7:00 p.m.
  - a) Council members present were Charles Neff, Mayor, Bob Dablow, Randy McFarland, Shelley Poehls and Lucy Fitzgerald
  - b) Others present were Becky Nyland, Clerk, Kim Johnson, Treasurer, Norm Nyland, Randy Schmidt, Ronnie Fitzgerald, Charles Neff, Jr., Anne Skjold, Douglas Butenhoff, Paul Garnaas and Denise Wade
  
- 2) The pledge of allegiance was done
  
- 3) Previous Minutes
  - a) Special Meeting, Joint Township Meeting, 3-19-07  
A MOTION was made by Bob Dablow to approve the Special Meeting, Joint Township Meeting, 3-19-07. It was 2<sup>nd</sup> Shelley Poehls and the motion carried.
  - b) General Meeting, 3-20-07  
A MOTION by Shelley Poehls to accept the General Meeting, 3-20-07. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.
  
- 4) Zenas Baer
  - a) Fitzgerald's nuisance resolution - Charlie reported that there has been progress made, several trucks are gone and other things are being cleared away. Ronnie stated that he doesn't like the fact that it has to be discussed at every meeting. It was clarified that it has to remain on the agenda until the resolution is completed. Ronnie will continue to get things cleaned things up.
  - b) Former Fire Hall - Zenas needs the abstract in order to continue with the purchase of the former fire hall. Norm and Randy would like one week to look for it again.  
A MOTION was made by Lucy Fitzgerald to have Zenas have a new abstract if he doesn't hear from Becky by April 24 stating the abstract has been found. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

Shelley again brought up that she would like to see something guaranteeing that the Rescue Squad will never be displaced against their wishes. There was some discussion, but it was brought up that it wouldn't be prudent for the City Of Sabin to enter into a contract with itself. It is also hard to bind a future council to any contract with itself.

  - c) ICNT Internet provider - Brian Rom was not present and Zenas hasn't heard from either Brian or his lawyer. Charles wants to find out if they are or are not interested in renting space. If not we can find someone who is.
  - d) Richard Prudhomme – he was billed and a past due sent out. His bill is now paid in full.
  - e) Rich Dysen., Fire Inspector - There was a lot of discussion on whether it was mandatory or necessary to have a fire inspector for the City of

Sabin. It was pointed out that the City Of Sabin has already passed the issue of having inspections done, so the only question is if the contract is viable for the City of Sabin.

A MOTION was made by Bob Dablow to accept the contract with Moorhead's Fire Department to have Rich Dysen do fire inspections for the City of Sabin. It was 2<sup>nd</sup> by Randy McFarland and the motion carried.

- f) Charitable Gaming, Knights of Columbus – They are no longer interested because, according to our ordinance, they would have to give 10% back to the City Of Sabin.

5) Ulteig Engineering

- a) New Well – Dan Hanson reported that they are still waiting on the Department of Health.
- b) Quarterline Crossing 3<sup>rd</sup> Addition – Dan would like to have a pre-construction meeting on May 1<sup>st</sup> at 9:00 a.m. Becky can not really be available, but Dan stated that he didn't really need a city representative. Norm and Kim volunteered to open the hall for Dan on that day.
- c) Paul Garnaas, Drainage Easement

A MOTION was made by Bob Dablow to suspend the general meeting for the public forum regarding vacating the easement for Paul Garnaas. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

There was no opposition and the City of Sabin called its general meeting back into session.

A MOTION was made by Shelley Poehls to support the vacation of the easement and allow Paul Garnaas to re-plat his lots and build his house and recognize that there is a new master plan for those lots. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

- d) "Punch List" items, Dan reported that all the punch list items have been resolved. Charlie wanted to know why it took so long if these things were so simple to fix. Dan stated that they didn't realize they were going to be so simple. There still is an odor in the front mechanical room that Rich is trying to find.

6) The treasurer's report stood as read

7) Receipts & Disbursements

A MOTION was made by Randy McFarland to approve the receipts and disbursements. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

8) Amendments to the Agenda

- a) Charitable Gaming – Zenas Baer – #4F
- b) Work release crew – New Business – 17B
- c) New Commissioner – Building Official – 18J
- d) Installing new curb stops – Water Department – 12A

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

- a) Denise Wade questioned her property next to the new fire hall. According to her property tax her property is supposed to be 70' wide, not 65' as surveyed. It was stated that Ulteig Engineering did the actual survey. Randy Schmidt and Denise agreed that the fire hall was indeed built between the pegs but Denise plans on doing some measuring.
  - b) Park Committee – Randy McFarland reported that they have a verbal quote on the concrete for the basketball court, but will be receiving a written quote by the next meeting. He asked about size and it was stated that a half court size was agreed on.
  - c) Planning Commission – the public meeting was held and the final draft of the comprehensive plan should be available at the next meeting for approval.
  - d) Community Center
    - i) The registers are ordered.
    - ii) Stage and bar carpet should be quoted shortly.
    - iii) Kitchen Remodel – Randy had 1 quote that was quite expensive. It was for around \$30,000.00. He's going to work on more quotes and ideas.
- 10) Fire Department Business, Commissioner Report, Lucy Fitzgerald/Bob Dablow. Bob presented his re-cap of the open house and presented his treasurers report. Everybody agreed that it was a good open house. There was some discussion on if the sheriff's department was going to a "hub" located in the fire hall. It's was clarified that it will basically be a place for them to stop and use the bathrooms, do some reporting on-line and base out in case of an mass emergency situation.
- 11) EMS Business, EMS Commissioner, Shelley Poehls – Shelley reported that Sabin Rescue approved their "Scene Photography" protocol and it was presented to the council. They recertified in CPR and will finish recertification at the next meeting.
- 12) Water Department, Rich Hayes, Supervisor – Rich reported that all the hydrants in town were flushed on Saturday, April 8<sup>th</sup>. It took him all day long. Rich did a bunch of testing as far as arsenic and chlorine levels while he was flushing. Arsenic was way down. He needs to try and keep the chlorine levels at a minimum of 1%. If it gets to low it gives off an order when softened.
- a) Installing new curb stops – Rich got a quote from Randal's for \$2,500 per shut off. There are 12 curbs stops that are shared on 4<sup>th</sup> Avenue. Rich was asked to get Randal's out on 4<sup>th</sup> Avenue to pinpoint exactly which and how many curb-stops are shared. Zenas will also be contacted to see what procedures need to be followed to make the corrections to 4<sup>th</sup> Avenue.
- 13) Water/Sewer/Garbage Bills & Past Dues
- a) 10 Past dues sent out on 4/9/2007
    - i) For a total of \$5,259.24

- ii) \$4,462.86 was collected
- iii) Shut off notices will go out on 4/19/07
- b) Sent Sabin's Getaway a reminder that he still owes \$401.05
- c) Elevator water bills
  - i) \$49.50 left to collect, should be receiving check soon
- d) User Charge Analysis Water & Sewer Rates Workshop – May 15th
  - i) Garbage Rates – Becky reported that the City Of Sabin is loosing \$1,006.44 per year on garbage rates alone NOT including covering administrative fees. Some checking needs to be done on how the rates can be adjusted.
  - ii) Sewer Rates – Becky stated that other cities charge a sewer rate based on water usage. There didn't seem to be any interest in perusing this option.

- 14) Sewer Department, Norm Nyland, Supervisor – Norm reported that the pump alarm had gone off. Norm shut off the pump and determined that there was a problem with the pump. He had Bill Hughes look at it and he wasn't sure what was going on, but the pump shook itself off the pedestal. Norm will continue to monitor the pump. There was a new quote for a transfer switch that will allow the generator to start and transfer power automatically if the power goes out at the lift station.

A MOTION was made by Bob Dablow to get the transfer switch wired in at the lift station. It was 2<sup>nd</sup> by Randy McFarland and the motion carried.

- 15) Ordinances – There are no new ordinance being worked on.

16) Old Business

- a) Re-keying the city – Bob and Becky still need to get together with Tom Hall.
- b) Investment policy per previous audits – Tabled again.
- c) Qwest, 2nd line – The line is ordered and should be put in soon.
- d) Lawn mower – Bob did some more checking on the lawnmower and got it down to \$7,850.00 plus tax. That's down from \$8,500.00.

A MOTION was made by Shelley Poehls to get the mower even if it is just a little over the budgeted amount. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

17) New Business

- a) Thomson West Subscription, \$213.00 – There was no interest in subscribing to Thomson West.
- b) Work release crew – Lucy would like to see the city do something for the work release crew to show their appreciation for all they do. There was some discussion on if public funds can be used for something like that. It was believed that the city can purchase something that the crew can use. She will see if there is something specific they need.

18) Commissioner Reports

- a) Weeds – Commissioner, Charles Neff – Nothing to report.
- b) Parks – Commissioner, Randy McFarland – Covered already.
- c) Health – Commissioner, Charles Neff – Nothing to report.
- d) Streets – Commissioner, Lucy Fitzgerald – Nothing to report.

- e) Recycling – Commissioner, Randy McFarland
  - i) Joe Olke wants a raise. There was a lot of discussion on if Joe gets a raise everybody should get a raise. It was also mentioned that if you've been at a job for three years you should expect some kind of a raise. It was agreed that Joe has done a very good job. Charlie stated that \$10 an hour is more than generous for a non-skilled position.
- f) Civil Defense – Commissioner, Randy Schmidt – Nothing to report.
- g) New Commissioner – Building Official – the city council needs to appoint a Building Official to work with Randy Schmidt and Rich Dysen on fire inspections.

A MOTION was made by Bob Dablow to adjourn but was withdrawn to finish the building official business.

A MOTION was made by Charles Neff to appoint a building official. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

Charlie asked for volunteers and Randy McFarland said he would do it.

19) Adjournment

A MOTION was made by Bob Dablow to adjourn. It was 2<sup>nd</sup> by Randy McFarland and the motion carried.

Meeting adjourned at 9:56 p.m.

Respectfully Submitted

Becky Nyland, City Clerk

Approved 5/15/07