

**MINUTES**  
May 15, 2007  
General Meeting

- 1) The meeting was called to order by Mayor, Charles Neff at 7:05 p.m.
  - a) Council members present were Charles Neff, Mayor, Bob Dablow, Shelley Poehls and Lucy Fitzgerald. Randy McFarland arrived later
  - b) Others present were Becky Nyland, Clerk, Kim Johnson, Treasurer, Norm Nyland, Rich Hayes, Charles Neff, Jr. Kelan Boughton, Ronnie Fitzgerald, Don Grande, Tom Berglind, Joel Quanbeck, Tammy Alfstad and Nan Boughton
  
- 2) The pledge of allegiance was said.
  
- 3) Previous Minutes  
A MOTION was made by Shelley Poehls to approve the General Meeting, 4-17-07, minutes with the corrections of adding Rich Hayes as attending. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.
  
- 4) Zenas Baer was unable to attend
  
- 5) Ulteig Engineering – Dan Hanson
  - a) New Well – Dan reported that the permit was pending a site visit and after that everything will be approved. The permit should be in the mail this week. The contractor was notified that they will be needed as soon as the permit is received.
  - b) Quarterline Crossing 3<sup>rd</sup> Addition – Bond
    - i) Resolution No. 05/15/07-01, the reading was waved due to length and that it should have been read before meeting.  
A MOTION was made by Bob Dablow to accept the Resolution Awarding the Sale, Authorizing the Issuance and Establishing the Terms of \$145,000 General Obligation Improvement Bonds, Series 2007, and Providing for Their Payment, Resolution #05/15/07-01. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.
  - c) Pre-Construction Meeting – Dan handed out minutes from the pre-construction meeting. Everything went as planned and things should go pretty quickly as soon as they are able to start. Ed Wilson had told Norm Nyland that he's already sold 3 lots in the 3<sup>rd</sup> addition and only has one lot left to sell in the 2<sup>nd</sup> addition.
  - d) Dan needed signatures for Notice to Proceed and they were signed and returned to him.
  
- 6) The Treasurer's report stands as read
  
- 7) Receipts & Disbursements  
A MOTION was made by Lucy Fitzgerald 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) Workers' Comp. Audit – 17-a

- b) On site Liquor License for Wedding Dance – 17-b
  - c) Eide Bailly Audit – 17-c
- 9) Committee Reports – Public Hearings – Citizens Address the Council
- a) Park Committee – Neither Renee Wolf or Randy McFarland were present at this time
  - b) Planning Commission – Tom Berglind reported that the Planning Commission met. Joel Quanbeck presented the Sabin Comprehensive Plan to the council. There was some discussion on whether the council needed time to read it before a decision was made. A special meeting was set for Tuesday, May 29, 2007, at 7:00 p.m. to discuss and possibly approve the Sabin Comprehensive Plan.
  - c) Community Center
    - i) The registers are ordered, but not word as to when they will be installed.
    - ii) Stage and bar carpet – Still waiting for quote.
  - d) Kitchen Remodel – Rand McFarland is still getting bids for counter tops and cupboards.
  - e) Tammy Alfstad complained about dogs running loose in Sabin. There was lots of discussion on who was responsible for impounding dogs. A notice will go out with the next Utility Bill reiterating dog leash laws and noise ordinances and reminding citizens to make sure their dog are tagged. Charles is going to check with the sheriff’s department to see what their steps involve and get that information to Becky for the notice.
- 10) Fire Department Business, Commissioner Report, Lucy Fitzgerald/Bob Dablow. Bob handed out the Sabin-Elmwood Fire District Board Meeting Minutes and Treasures’ Report.
- 11) EMS Business, EMS Commissioner, Shelley Poehls. Shelley reported that at their last meeting all members had to re-certify their skills.
- a) All Joint Powers are now collected and the City of Sabin’s money will be transferred to the Rescue Squad fund.
- 12) Water Department, Rich Hayes, Supervisor. Rich reported that his “sampling” for Battel is all done. He has 1 more barrel of Re-Ox to use, but there have been little complaints about the water lately.
- a) Installing new curb stops on 4<sup>th</sup> avenue will probably not be necessary because so far each of the houses’ checked have had their own shut-offs.
- 13) Water/Sewer/Garbage Bills & Past Dues
- a) 8 Past dues sent out on 5/8/2007
    - i) For a total of \$3,014.69
    - ii) Shut off notices will go out on 5/18/07
    - iii) Shut off date will be 5/25/07
  - b) Sabin’s Getaway
    - i) Still owes \$401.05. There was some discussion of what recourse to take to collect the Getaway’s outstanding bill. We could go after the

property owner, try a collection agency or continue to try and collect on our own.

A MOTION was made by Bob Dablow to contact Collection Specialists International Incorporated. It was 2nd by Shelley Poehls and the motion carried.

- c) Elevator water bills – Becky reported that all elevator water bills are collected. There was some discussion on having the elevator bill their farmers for their usage. Charles is going to write them a letter and inform them of the change.
  - i) Their meter has been installed.
- d) The council agreed to bring the under-charged Garbage Rates in line. They will be changed on the next Utility Bill.

14) Sewer Department, Norm Nyland, Supervisor. Norm reported that his lagoons are full. He was told to discharge by the state even though his Total Suspended Solids were high because he was too full. Unfortunately this means the city will probably not get an award again next year. Norm also reported on the power surges. He is still waiting for the re-bid for the road. He will submit it once he gets it. There was some discussion on why there was so much water pumped to the lagoons. We either have people running the sump pumps into the sewer or we have a leak in the system that allows rain to run into the sanitary sewer. Norm asked what recourse the city wanted to take on sump pump violators. Shelley would like a notice on sump pumps to go out with the next water bills. Charles suggested having Rolan Holm do the inspections.

A MOTION was made by Shelley Poehls to send a notice with the Utility Bills. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

15) Ordinances

16) Old Business

- a) Re-keying the city, Bob and Becky will meet with Tom Hall on Saturday.
- b) Investment policy per previous audits, table again, but Becky was “promised” that it would be handled at the June meeting.
- c) Qwest, 2nd line – It was installed and the new fax number is 218-789-7577.
- d) Lawn mower – It is paid for, delivered and works great.
- e) Work release crew – there was some discussion on what to do for the Work Release Crew. According to Lucy, Monty Martin Jr. said that they get checks from other cities. Becky checked on what other “listserv” cities do and many of them purchase the crew’s lunches and or snacks.

A MOTION was made by Bob Dablow to pay the work release crew \$200.00. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

- f) Paul Garnaas, Drainage Easement, Resolution 4/15/07-01 – was presented and signed since it was already approved at the April meeting.
- g) Fitzgerald’s nuisance resolution - Things continue to improve.
- h) Former Fire Hall - Zenus is working on the paperwork to get everything moving along.

- i) ICNT Internet provider - Don Grande, attorney for ICNT, wanted to know what exactly the city wanted from ICNT as far the company. Charles wanted the paper trail and wanted to know if ICNT's intention is to provide for the citizens of Sabin. Charles wanted to know how long it's going to be. Don is going to correspond directly with Charles.
- j) Rich Dysen., Fire Inspector – Becky was contacted that there was some wording that needed to be changed in the contract that they sent to the city. They are going to make the corrections and return the contract to Becky for the proper signatures again.

17) New Business

- a) Workers' Comp. Audit – The city had an audit and it went very well, but we'll have to wait for the results.
- b) On site Liquor License for Wedding Dance for the Crowbar

A MOTION was made by Shelley Poehls to approve the Crowbar for an on site liquor license for a wedding dance. It was 2<sup>nd</sup> by Lucy Fitzgerald and the motion carried.

- c) Eide Bailly Audit - Kim reported that Brian from Eide Bailly started on the city audit, and found some real problems. She filled in the council on all the work that needs to be done. Brian's suggestion was to hire a bookkeeping and have them go over every bank statement and double check all entries. Kim made several phone calls and did not find one company that would be able to do all the work in time to get the audit done in time to submit it to the state. Kim offered to take some time off work from her regular job and re-key the 2006 totals into the Our Town software so we could have a fresh balance for Brian to come back and do the audit in plenty of time to meet the deadline. She would like to be compensated for her time off work and the extra work that will be involved. Charles volunteered his wife do it because she's a bookkeeper.

A MOTION was made by Shelley Poehls to have Kim and Becky do the work since they are familiar with the software. It was 2<sup>nd</sup> Bob Dablow and the motion carried.

A MOTION was made by Shelley Poehls to pay Kim and Becky time & ½ (\$15.00) per hour while the do the 2006 re-keying. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

18) Commissioner Reports

- a) Weeds – Commissioner, Charles Neff – nothing really to report.
- b) Parks – Commissioner, Randy McFarland - Randy reported that the signs will be going up on the 16<sup>th</sup> or 17<sup>th</sup>. Bob brought up the fact that people shouldn't be putting their garbage in the park.
- c) Health – Commissioner, Charles Neff - there was some mosquito larva and treatments have been done.
- d) Streets – Commissioner, Lucy Fitzgerald – the street in front of the fire hall needs to be paved. Ronnie Fitzgerald stated that it would be done by Wednesday, May 23<sup>rd</sup>.
- e) Recycling – Commissioner, Randy McFarland – nothing to report

- f) Civil Defense – Commissioner, Randy Schmidt – nothing to report
- g) Building Official – Randy McFarland – nothing to report

19) Adjournment

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

Meeting adjourned at 9:48 p.m.

Respectfully Submitted

Becky Nyland, City Clerk

Approved 6/19/07