

MINUTES
September 18, 2007
General Meeting

- 1) The meeting was called to order by Mayor, Charles Neff at 7:00 p.m.
 - a) Council members present were: Charles Neff, Bob Dablow, Shelley Poehls, Randy McFarland and Lucy Fitzgerald
 - b) Others present were Becky Nyland, Clerk, Kim Johnson, Treasurer, Norm Nyland, Waste Water Supervisor, Burl & Lou Ingebretsen, Gary Storms and Randy Schmidt.

- 2) The Pledge of Allegiance was said

- 3) Previous Minutes
 - a) General Meeting, 8/21/2007
A MOTION was made by Bob Dablow to approve the General Meeting, 8/21/2007 Minutes. It was 2nd by Lucy Fitzgerald and the motion carried.
 - b) Special Meeting, 9/11/2007, Preliminary Budget Meeting & Tax Levy
A MOTION was made by Randy McFarland to approve the Special Meeting, 9/11/2007, Preliminary Budget Meeting & Tax Levy Minutes. It was 2nd by Bob Dablow and the motion carried.

- 4) Zenas Baer
 - a) ICNT Internet, Zenas received a call from ICNT;s lawyer and is going over the contract and is trying to come up with a figure and a finalization. At least there was some contact.
 - b) Gambling Resolution #09/18/07-01 – There was some discussion on how this renewal would affect the Fire Relief Association if they decide to do gaming in Sabin again. One point being made was was it fair to the Crowbar to make them go without gaming until the Relief is up and running? Randy Schmidt tried to explain how the gaming originated and that the Fire Relief was granted exclusive rights in the City Of Sabin. Zenas stated that he couldn't see that it was possible for a city to grant "exclusive" rights.
A MOTION was made by Shelley Poehls to approve the Gambling Resolution #09/18/07-01. It was 2nd by Charles Neff motion carried with Lucy Fitzgerald voting nay.
 - c) Fitzgerald Resolution – moved from 18-d – Burl and Lou Ingebretsen handed out pictures to plead their case that the former resolution has not been met. He re-capped the progress and the steps taken by Fitzgerald's Construction and the Council progress. Charles explained to Burl that as a business in a commercial zone is working in the law of the ordinances. Zenas recommended that Lucy not participate in this discussion. Charles stated that the tires definitely need to go. Shelley would like to talk to Ronnie to see if he has more cleaning up planned before more action is taken. Zenas suggestion that the city be more specific on what exactly they would like to see done. He also suggested that the process be restarted if the city were to re-open this issue. Brad and Ronnie will be requested to attend the October meeting.

- 5) Ulteig Engineering – Dan Hanson
 - a) Quarterline Crossing 3rd Addition – Dan handed out the proposed assessment and explained the timeline for publication and certified mailings. He explained how the bonds work. Dan explained that there is still "contingency money" available for misc. projects that the city can use if necessary.
 - i) Dan would like a public hearing for special assessments at the October 16th meeting.

ii) Resolution Declaring Costs to be Assessed and Ordering Preparation Of Proposed Assessment, #09/18/07-02

A MOTION was made by Shelley Poehls to approve the Resolution Declaring Costs to be Assessed and Ordering Preparations of Proposed Assessment, #09/18/07-02. It 2nd by Bob Dablow and the motion carried.

A MOTION was made by Lucy Fitzgerald to approve the Resolution for Hearing on Proposed Assessment, #09/18/07-04. It was 2nd by Bob Dablow and the motion carried.

Dan also handed out the Final Pay Request #2 for \$87,169.00 and suggested holding the check until Dan gives us the ok. He is still waiting for some items.

b) The new well has been developed and things are going good. The Dept. of Health has been on site and everything looks good. They will have to come back to cap the old well. There were some questions on who is going to clean up the mess left from running the new well water out to the street and out to the storm drains. Dan is going to contract the contractor

6) Rolan Holm's report was handed out. Bob brought up that there are some shut offs that were cemented over. The council felt that Rolan needs to watch for things like this. It was stated that it looks like he is looking at culvert height. Becky will e-mail him to watch for that.

7) The Treasurer's Report stands as read

a) Eide Bailly Audit, Brian did not attend.

8) Receipts & Disbursements

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

9) Amendments to the Agenda

a) Norm Nitzkowski – 16-b

b) Fitzgerald Resolution – 18-d was “re-moved” to 4-c

c)

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

a) Citizens address the council

b) Park Committee – Bob Dablow would like to have the signage redone to try and keep motorized vehicles out of the park. Norm would like signs out at the lagoons.

A MOTION was made by Bob Dablow to pay up to \$1,000 for signs for the Harry Buth Memorial Park and the lagoons. It was 2nd by Shelley Poehls and the motion carried.

Bob will check with the new “local” sign company.

c) Planning Commission – Tom Berglind asked the city what they would like him to do regarding a fencing ordinances.

d) Community Center

i) Stage and bar carpet, quote - \$752.95

A MOTION was made by Shelly Poehls to accept this bid IF it included labor. It was 2nd by Bob Dablow and the motion carried.

e) Kitchen remodeling – Randy is going to coordinate the removal with the installation with Monty Martin and the contractor. It will most likely be done during the week either the

1st or 2nd week in October. Becky requested getting hard dates so hall bookings are easier.

11) Fire Department Business, Commissioner Report, Bob Dablow handed out the financial report. Their secretary was not at the last meeting so they didn't have minutes. Shelley asked if the master keys for the council open the new fire hall. She was told that they do not and she wanted to know why? The general feeling should be that city officials given keys for the new fire hall. It will be discussed at the next fire district board.

12) EMS Business, EMS Commissioner, Shelley Poehls reported on their last meeting. The next Clay County EMS meeting will be held here in Sabin. A sketch will be made and brought to the next city meeting of how the Rescue Squad would like to partition off the New Rescue Center.

a) New Member variance request for Heather Haarstad

A MOTION was made by Bob Dablow to approve the variance and accept Heather Haarstad as a new member of the Sabin Rescue Squad. It was 2nd by Randy McFarland and the motion carried.

13) Water Department, Rich Hayes, Supervisor was in Duluth making a presentation for American Water Works Association. Dan Hanson brought up the freezing of the water tower and reminded the council that they were going to address the situation before the weather turned cold again. He wanted to know if the city wanted him to check and see what options are out there. The council agreed it was a good idea and have him work on something for the next meeting.

14) Water/Sewer/Garbage Bills & Past Dues – there was some discussion on what to do about John Beck's place. His water has been off since April 19, 2007. There could be a safety issue with sewer gas backing up. Becky will do some research with other cities and see how they handle this kind of problem.

i) 13 Past dues sent out on 9/8/2007, for a total of \$4,343.31

ii) 10 Shut off notices will go out on 9/18/07, with a Shut off date of 9/25/07

15) Sewer Department, Norm Nyland, Supervisor – Reported that the Rip Rap was done and looks great. Norm also did the barley straw "t-bag" to help keep the Total Suspended Solids (TSS) down before discharge. He also reported that he's been getting calls for an individual that keeps calling reporting hearing the sewer alarm. Every time Norm goes down there it is not going off and everything is ok. He wanted to know if anybody else on the council has heard anybody "hearing" the siren. Nobody else has. Norm will contact Jet Way and have them add spraying out the culverts in Quarterline Crossing to their "normal" maintenance trip this year. Norm had allowed Jet Way to use a fire hydrant to flush culverts for the railroad. They will be paying the city for the usage.

a) Road Fitzgerald Construction, Inc.

i) Crushed Concrete Driveway - \$5,025.00

ii) Gravel Driveway - \$3,125.00

A MOTION was made by Bob Dablow to accept the bid from Fitzgerald Construction for \$5,025.00. It was 2nd by Randy McFarland with Lucy Fitzgerald abstaining.

This amount will go on the budget for 2008.

16) Ordinances

- a) There are no new ordinances in progress.

17) Old Business

- a) Re-keying the city, Bob called Tom Hall couple and didn't get any answer. Bob guarantees that this will be done before the next meeting.
- b) Former Fire Hall sale
 - i) The documents are signed & checks wrote and received.
- c) Minnesota Freedom to Breathe Law
 - i) Becky just wanted to remind the council that the new law goes into effect October 1, 2007.

18) New Business

- a) 2008 Preliminary Budget
 - i) The next budget meeting on Wednesday 3, 2007, at 7:00. We are looking at probably at least one more meeting after that.
 - ii) We will go over the Utility Bills after we have more of the budget in place. The council realizes that they will probably have to go up . . . it's just a matter of how much.
- b) Petty Cash & Cash Box – Becky would like a petty cash box in the office for minor purchases such as batteries for the hand towel dispensers and to give people change for pet licenses and hall rental payments.

A MOTION was made by Lucy Fitzgerald to approve a \$100 petty cash and cash box purchase for the office. It was 2nd by Shelley Poehls and the motion carried.

- c) Tool Box Donation Resolution #09/18/07-02 – Becky showed the council the tool box and tools that were donated by the Old 52 General Store and Mac's Hardware.

A MOTION was made by Shelley Poehls to accept the Tool Box donation from Old 52 General Store and Mac's Hardware, Resolution #09/08/07-02. It was 2nd by Lucy Fitzgerald and the motion carried.

- d) Street Parking Problem – Parking on both sides of the streets makes it pretty hard to get through some of the residential areas. Becky will put something in the next billing reminding people to make sure emergency vehicles and maintenance equipment can get through the streets.
- e) RFP's – there was a lot of discussion on weather RFP's "have" to be done to change city suppliers like engineers, attorneys, etc. Becky has checked on the listserv and nobody has responded. Dan Hanson stated that he didn't think it was necessary, and there is a difference between RFP's (request for proposal) and RFQ's (request for qualifications). Kim would like to see an RFP done for the auditors because she doesn't have the time to call around.
 - i) Engineering Companies
 - ii) Auditors
 - iii) Attorneys
- f) Welcome to the City Business Certificates – Bob had mentioned to Becky that it would be nice to have some kind of "Welcome to the City" certificate for new businesses that come to Sabin. Becky drafted up one for the Old 52 General Store and presented it to the city for their approval. It passed inspection so she did one for Krabby's Ale Haus & Pub. Bob and Charley will deliver them.

At this point Lucy had to leave.

- g) Zoning Ordinances “Task Force” – Charley would like to have the Planning Commission start looking at updating ordinances.

A MOTION was made by Shelley Poehls to have the planning commission start going over ordinances and present their revisions at up coming meetings when they have them. It was 2nd by Bob Dablow and the motion carried.

18) Commissioner Reports

- a) Weeds – Commissioner, Charles Neff
- b) Parks – Commissioner, Randy McFarland
- c) Health – Commissioner, Charles Neff
- d) Streets – Commissioner, Lucy Fitzgerald
- e) Recycling – Commissioner, Randy McFarland
- f) Civil Defense – Commissioner, Randy Schmidt
- g) Building Official – Randy McFarland

19) Adjournment

A MOTION was made by Shelley Poehls to adjourn. It was 2nd by Bob Dablow and the motion carried.

Meeting adjourned at 9:50 p.m.

Respectfully Submitted

Becky Nyland, City Clerk

Approved 10/16/07