

**MINUTES**  
May 20, 2008  
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, Mayor, Shelley Poehls and Burl Ingebretsen. Randy McFarland came in at 7:14 p.m. Bob Dablow was ill and did not attend.
  - b) Others present were Becky Nyland, Clerk, Kim Johnson, Treasurer, Norm Nyland, Wastewater Supervisor, Rich Hayes, Water Supervisor, Dan Hanson, Ulteig Engineering, Zenas Baer, Larry Kolle, Heather Johnson and Aaron Skattum.
  
- 2) The Pledge of Allegiance was said.
  
- 3) Previous Minutes
  - a) General Meeting, 4/15/2008A MOTION was made by Shelley Poehls to approve the General Meeting, 4/15/2008 minutes. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.
  
- 4) Zenas Baer
  - a) Ulteig Master Agreement, Zenas reviewed the contract that was sent to him by Dan Hanson. He has reviewed many other contracts like this and did not recommend the city sign the contract. Dan stated that the contract could be changed to make it more “city friendly”. Ulteig is willing to change the number to satisfy the requests. The contract only defines the role between the City of Sabin and Ulteig Engineering. Zenas’ rebuttal was that he will go through the contract and “fly spec” it if directed. He figures it would take at least a full days worth of work which would be a waste of city funds because common law has already defined what an engineering firm is supposed to do for a city and what they are liable for. Charles wanted to verify that not signing the contract will not jeopardize the quality of service for Ulteig Engineering. Dan assured them that that would not be the case.
  
- 5) Ulteig Engineering – Dan Hanson handed out a report on what streets need to be repaired, seal coated, and actual replaced. One of the priorities the city has is the ISO rating for the fire insurance. We have two 4” water mains in town and that will be a problem during the next ISO inspection. Switching them to 8” mains will dramatically help the water pressure to the new development. There is also some clay tile pipe for sewer that would be replaced while the street is open. If Dan was authorized he could get everything in place and things could get started on September 3<sup>rd</sup> and should only last for a month. There was some discussion on weather to do special assessments for 2<sup>nd</sup> Street. Charles stated that most of the roads in Sabin were surprisingly in good condition with the exception of the street around the park. All the cracks need to be grouted and sealed this year. Plus several manholes and water shutoff’s need to be adjusted.  
A MOTION was made by Burl Ingebretsen to authorize Ulteig Engineering to do the preliminary report. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.
  
- 6) Treasurer’s Report – stands as read
  - a) Audit - Heather Johnson from Carlson Highland presented the audit to the council and opened herself up for questions.

A MOTION was made by Randy McFarland to pass Resolution Closing Development Fund, No. 05/20/08-01. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

7) Receipts & Disbursements

A MOTION was made by Shelley Poehls to allow Kim to pay the \$563.00 to the Relief Association if that is in deed what the receipt was for. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

A MOTION was made by Randy McFarland to approve the Receipts & Disbursements excluding the Eide Bailly bill for \$450.00. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

8) Amendments to the Agenda

- a) Ordinance Regulating The Burning Of Solid Fuels – 17 a
- b) Ordinance Establishing Salaries for the Mayor and Council Members of the City of Sabin – 17 b

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

- a) Citizens Addressed the Council - Larry Kolle was present and complained about the condenser that the Old 52 General Store installed facing his yard and is making a lot of noise. According to him it comes on every 20 seconds. After a lot of discussion things got a little heated and Larry Kolle threatened to contact his lawyer. Charles Neff recessed the meeting for 5 minutes while Mr. Kolle left.
- b) Burl brought up that he had received a call from Tammy Alfstad complaining about Gerald Streifle's back yard. There was some discussion on who should look at it and decide if something should be done. Charles is going to take a look and see if something needs to be done.

10) Roland Holm – Only Reports Quarterly

11) Fire Department Business, Commissioner Report - Bob Dablow handed out the minutes and financial reports for the Fire District before he went home sick. Randy was available for any other questions. Shelley wanted to know how things were progressing on the new Jaws of Life. They are very expensive and the Fire District is in the early stages of raising the funds.

12) EMS Business, EMS Commissioner - Shelley Poehls reported that the squad would like to wait to have an open house until they are done with renovations. Becky found out the expenses for an open house can be taken from the general fund. They recommended Ashley Buttenhoff as a member.

A MOTION was made by Randy McFarland to accept Ashley Buttenhoff as a member of Sabin Rescue. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

13) Water Department, Rich Hayes, Supervisor – They are still working on getting the bubbler for the water tower. Rich plans on flushing hydrants on May 27<sup>th</sup>. The Public Assuredness Reports will be going out with the June Utility Bills. Shelley wanted to know if the drips in the water plant were taken care of. Rich told her they were good.

14) Water/Sewer/Garbage Bills & Past Dues were not done because Becky forgot.

15) Sewer Department, Norm Nyland, Supervisor – Norm requested that some sewer maps be reprinted. Dan Hanson and Norm will get together and make some changes and get maps updated. Norm reported that his pre-discharge tests came back great and his discharge is all done. He commented on how well the barley straw thing worked. He had 4 manholes repaired. He reported that there was a problem at the lift station that he had Bill Hughes check it out and found a rope tangled up in the pump. The road has still not been done, but it should be done pretty soon. He will check with Fitzgerald's Construction again.

16) Ordinances

- a) Ordinance Regulating The Burning Of Solid Fuels, tabled until next meeting.
- b) Ordinance Establishing Salaries for the Mayor and Council Members of the City of Sabin, tabled until next meeting.

17) Old Business

- a) NIMS – nobody else has finished.

10) Planning Commission – Tom Berglund's term expired and Aaron Skattum in the new Chair. Aaron reported that they reviewed the draft of the zoning ordinance. They'll have another meeting in June.

- a) Zoning Sub-Committee - Charles Neff - this item will be taken off future agendas, because it falls under the Planning Commission.
- b) Park Committee – Randy McFarland reported that he really has nothing more to report. Nobody wants to sell land for our new ball complex.
- c) Community Center – The bathroom, Kitchen and other improvements were tabled until next meeting.
- d) The Broken Outlet has still not been fixed.
- e) The cookers have not been moved.
- f) Scott did not turn in a bid for Air Conditioning yet.
- g) Becky will get with Monty and get the necessary supplies for finishing the floors.
- h) According to Zenas “he could not defend the City in court” if we increased our Security Deposit for people that lived outside the Sabin area.
- i) Charles had not had time to contact Ardis Rosenfeldt regarding her expired land contract.

18) New Business

- a) PERA – Kim Johnson is getting more information as to how much we need to pay to catch up on PERA.
- b) Becky would like to see a “Citizen Complaint Form” and policy put in place for people that call and complain about things. They just expect the Clerk, or whoever, to present their cases for them and they should be doing that themselves.
- c) Pyrotechnics Show, Becky will contact Randy Anderson to get more information and see if he can attend the next meeting.
- d) Clerk's Resignation – A subcommittee of Bob Dablow, Charles Neff, Kim and Becky was set up to screen applicants for the clerk's position.

A MOTION was made by Charles Neff to accept Becky's Resignation. It was regrettably 2<sup>nd</sup> by Shelly Poehls and the motion carried.

19) Commissioner Reports & Appointments

- a) Weeds – Charles Neff – Nothing to report
- b) Parks – Randy McFarland – Nothing to report
- c) Health – Charles Neff – Nothing to report

- d) Streets – Charles Neff – Nothing to report
- e) Recycling – Burl Ingebretsen – Nothing to report
- f) Civil Defense - Randy Schmidt – Nothing to report
- g) Building Official – Burl Ingebretsen – Nothing to report

20) Adjournment

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

The meeting adjourned at 10:43 p.m.

Respectfully Submitted

Becky Nyland, City Clerk

Approved 6/17/2008