

**MINUTES**  
July 15, 2008  
General Meeting

- 1) The meeting was called to order by Mayor, Charles Neff
  - a) Council members present were; Charles Neff, Mayor, Bob Dablow, Burl Ingebretsen and Shelley Poehls. Randy McFarland came in at 7:21 p.m.
  - b) Others present were; Becky Nyland, Clerk, Kim Johnson, Treasurer, Dan Hanson, Ulteig Engineering, Norm Nyland, Wastewater Superintendent, Kelan Boughton, Jeff Kanel, Wayne Rausch and Renee Wolf.
- 2) The Pledge of Allegiance
- 3) Previous Minutes
  - a) General Meeting, 6/17/2008  
A MOTION was made by Shelley Poehls to approve General Meeting, 6/17/2008 minutes. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.
  - b) Special Meeting, Public hearing for Second Street Residences, 6/26/2008  
A MOTION was made by Bob Dablow to approve the Special Meeting, Public hearing for Second Street Residences, 6/26/2008 minutes. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.
  - c) Special Meeting, 2nd Avenue and 2nd Street Project, Roland Holm, & Council Salary Increase Ordinance, 7/1/2008  
A MOTION was made by Shelley Poehls Special Meeting, 2nd Avenue and 2nd Street Project, Roland Holm, & Council Salary Increase Ordinance, 7/1/2008 minutes. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.
- 4) Zenas Baer, since there was nothing for him he was not present.
- 5) Ulteig Engineering – Dan Hanson
  - a) Street Project – Nothing really to report except he needs someone to open the doors on Monday, July 28<sup>th</sup> for the bid opening. Dan had sent a work order, #108.0274-2008 Utilities, Paving & Grading, to the council and to Zenas Baer and hopefully he will make any suggestions or corrections and it can be approved at the August meeting. Dan had met with a resident in Quarterline Crossing regarding putting in some fill in his yard. Dan told him how to go about it to make the water drainage acceptable. He noticed that several lot steaks have already been pulled and are missing. Dan mentioned that someone had complained about the scum in the pond. Norm and Bob are working on trying to get that under control. Norm asked about an e-mail about road patching that Dan had sent out. He wanted clarification on if a concrete patch was what Dan was NOT recommending or recommending? Dan explained the pros and cons for such a situation.
- 6) The Treasurer's Report stands as read. Charlie asked how the CTAS was going. Kim is working with Heather daily and she has a lot of data entered. There is no way to back up just the data files or password protect just the program. Until we get the entire program up and running we won't worry about what's going to happen.
- 7) Receipts & Disbursements – Charles asked if the city truck tabs should be exempt from road tax. Kim will ask them when she goes and gets the new tabs.

A MOTION was made by Shelley Poehls to approve the Receipts & Disbursements with the possibly exception Josh Granholt until Becky talks to Scott to make sure a full deposit should be made. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

- 8) Amendments to the Agenda
  - a) Credit Card Policy – 18e
- 9) Committee Reports – Public Hearings – Citizens Address the Council – Kim Johnson is having a problem with her back yard neighbor. He keeps trespassing in her yard and insists that the easement is his property. Kim wanted someone from the city council joins her and Dan Hanson to “explain” the easement that runs behind Kim’s house. Charles volunteered to go with Dan and Kim after the meeting.
  - a) Planning Commission – Aaron Skattum was not there. There is a meeting scheduled for July 22<sup>nd</sup>.
- 10) Roland Holm had sent a packet with the Quarterline Crossing Covenant, a proposed change to notify the contractors of the covenant and a suggestion to give the contractors to keep the sewer line plugged until connection the new house is totally enclosed. Becky and Norm will draft a letter with “more teeth” for Roland to hand out to the contractors and sub-contractors to remind them about the sewer drainage. The council gives Bob Dablow approval to have final say on the letter and once he approves it, a copy will be sent to Roland to hand out.
- 11) Fire Department Business, Commissioner Report – Bob Dablow – The generator is up and running so there is emergency power at the fire hall.
- 12) EMS Business, EMS Commissioner Report - Shelley Poehls, the rescue squad is wondering if there was a way to pay the Verizon bill so they don’t get the \$10 late charges. It could be put on their credit card or the city could just “pay it in advance”. The council feels the best way was to put the amount on the credit card.
- 13) Water Department - Rich Hayes, Supervisor was not present. Charles informed the council that the “bubbler” was installed and Tim Nundahl will be putting up the building this week. The tower will be painted next week. Kelan Boughton complained that when the tower gets drained he gets a lot of sludge in his water. Norm explained that once the 2<sup>nd</sup> Avenue project is done his problem should get a lot better.
- 14) Water/Sewer/Garbage Bills & Past Dues
  - a) 14 past dues were sent out for a total of \$6,229.97
    - i) Shut off notices on July 19<sup>th</sup>, Becky will not be there that day, but will have them ready to go. Someone will need to check the mail and the box for payments and send the ones that don’t have payments come in. Rich and Charles
    - ii) Shut off day is July 26th.
  - b) 206 6th St, hydroseeding Bill – the company that hydroseeded the yard at 206 6<sup>th</sup> Street used the city’s fire hydrant to water their lawn. Charles would like to bill the home owner for 5,000 gallons of water. Norm suggested that we contact the home owner to find out who the hydroseeding company was. Norm also wanted to know how he should handle a company like Jet Way using our water for a project around here. Shelley would like the outside contractor’s to pay a “hook-up fee” PLUS the \$5.00 per 1,000 gallons of water. Becky will get the contractor’s name and will send a bill.
  - c) 5,000 gallons Wolf Bill. The Wolf’s wanted their swimming pool filled and after it was filled they had to spend \$300 to get the water “cleared up enough” to swim in it.

A MOTION was made by to Charles Neff to forgive the 5,000 for the Wolf's for poor water quality. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

15) Sewer Department - Norm Nyland, Supervisor reported that Fitzgerald Construction finished the road at the lagoons. It really looks nice. Norm would like Jet Way back out to do some more cleaning. They don't do video taping any more. Norm wanted to know if we should look for another company to do the tapes or just wait for a couple of years and see how things go. He explained how taping helps keeping a good record as to what areas in town are deteriorating. Charles would like some numbers. Norm thought he would be able to get a proposal by the August meeting.

- a) Key Contracting Proposed \$16,125.00 to repair 14 manholes, replace 15 gate valves and replace 2 valve boxes in Quarterline Crossing. Dan was asked if this is a problem in other developments. He said it always has been.

A MOTION was made by Charles Neff to approve the Key contracting Proposal for \$16,125.00. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

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 published in the Barnesville Review and sent to Sterling Codifiers. It will go into effect January 1, 2009.

17) Old Business

- a) NIMS – Randy McFarland has completed one of the programs, but still needs to do another one.
- b) Park Committee – Randy McFarland
  - i) Ball Diamonds, still not land available.
  - ii) City Celebration – Renee Wolf – the celebration will be on Thursday, August 14<sup>th</sup> from 6:00 p.m. until 8:00 p.m. in the park shelter. Renee is talking with the Lions & Lioness regarding food, etc.
  - iii) Basketball Court – Randy talked to Aric Saign about getting the cement poured the last week in July.
  - iv) Concession stand – needs to be moved from Evert's land by the end of July. It was suggested that it be moved to the Harry Buth Memorial Park. The problem is that no one seems to know who the building belongs too. The Sabin Youth Softball would be willing to deed the building over to the city provided the building is placed in the city park. Special meeting was set for Monday, July 21st at 7:00 p.m.
- c) Community Center
  - i) Broken Outlet – Bob has not had a chance to fix that yet.
  - ii) The Cookers – they are still sitting out back, but it would be nice if they could be stored out of site. The council decided that they aren't a problem and wants this item removed from agenda.
  - iii) Re-finishing the Floors Monty will be doing in August.
- d) Security Deposit - tabled
- e) Ardis (David) Rosenfeldt Land Contract – Charles still hasn't done anything with this.
- f) PERA – Kim is still working on this.
- g) Citizen Complaint Form

A MOTION was made by Bob Dablow to approve the Citizen Complaint Form Policy. It was 2<sup>nd</sup> by Shelley Pohels

- h) Clerk's Resignation – interviewing on Thursday.

A MOTION was made by Shelley Poehls to pay the new clerk \$12/hour starting. It was 2<sup>nd</sup> by Randy McFarland and the motion carried.

- i) Culvert and driveway repair by park and Trinity Lutheran Church – Bob talked to Brad Fitzgerald and he is still getting the numbers together. There was some talk about having the contractor that is doing the 2<sup>nd</sup> Avenue and 2<sup>nd</sup> Street project. We'll have to wait for Fitzgerald to bid.

#### 18) New Business

- a) 3<sup>rd</sup> Street “Designated Truck” Sign

A MOTION was made by Shelley Poehls to put up a sign to restrict trucks from using 3<sup>rd</sup> Street to access Quarterline Crossing. It was 2<sup>nd</sup> by Bob Dablow and the motion carried.

- b) Petro Serve “Summer Fill Program”. Burl heard that prices are falling so he wouldn't suggest it. The city is on a keep fill program and will just leave it that way.
- c) FM Crusader's Street Dance
  - i) August 15, 2008

A MOTION was made by Randy McFarland to allow the FM Crusaders' to hold their street dance and close off “Main Street” from Osborne Avenue South to the Post Office between the hours of 5:00 p.m. and 2:00 a.m. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

- d) Temporary Liquor License for Crowbar
  - i) August 15, 2008

A MOTION was made by Bob Dablow to grant the Crowbar a temporary liquor license for the street dance on August 15, 2008 between the hours of 5:00 p.m. and 2:00 a.m. pending proof of insurance and the \$25 license fee. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

- e) Credit Care Policy

A MOTION was made by Shelley Poehls to approve the new Credit Care Policy. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

#### 19) Commissioner Reports & Appointments

- a) Weeds – Charles Neff – Nothing to report.
- b) Parks – Randy McFarland – Covered previously.
- c) Health – Charles Neff – is fine.
- d) Streets – Charles Neff – Covered previously.
- e) Recycling – Burl Ingebretsen – Nothing to report.
- f) Civil Defense - Randy Schmidt – Nothing to report.
- g) Building Official – Burl Ingebretsen – Covered previously.

#### 20) Adjournment

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

Meeting adjourned 10:13 p.m.

Respectfully Submitted

Becky Nyland, City Clerk

Approved 8/19/08