

Minutes
January 18, 2011
General Meeting

1) The meeting was called to order by Charles Neff/Mayor at 7:02.

a) Council Members present were Charles Neff/Mayor, Burl Ingebretsen, Mark Hanson, and Shelley Poehls. Bob Dablow was unable to attend.

b) Others Present were Wendy Otte/Clerk, Aaron Mayry, Rich Hayes, Richard Schenck, and Dan Hanson..

2) The Pledge of Allegiance was said.

3) Previous Minutes

a) General Meeting – December 21, 2010

A **MOTION** was made by Burl Ingebretsen to approve the General Meeting Minutes for December 21, 2010. It was 2nd by Shelley Poehls and the motion carried.

b) Special Meeting – Oath of Office - January 3, 2011

A **MOTION** was made by Shelley Poehls to approve the Special Meeting Minutes for January 3, 2011. It was 2nd by Burl Ingebretsen and the motion carried.

4) City Attorney – Zenas Baer – Not Present to report. Waiting on the AnyConnect lease.

5) City Engineer – Dan Hanson - Stopped in to see how everything's going. We let him know that we have a flood prep. meeting coming up in February at the fire hall. Let him know if we need help with any flood prep. issues.

6) Building Permits – Roland Holms – Not Present to report.

7) Amendments to Agenda – none.

8) Citizens concerns – none.

9) Maintenance Department – Aaron Mayry – Aaron has been doing a lot of snow removal and sanding at intersections. Council told him to do heavy sanding due to the icy conditions. He fixed the 4 wheeler and it seems to be working good now. Aaron has also been shoveling out the fire hydrants. He worked on a heat problem at the treatment plant, the tank had too much snow on it. He is currently working on stripping the floor in the community center.

Shelley brought up that the snow is piled too high at intersections and it needs to be moved back a bit or rounded off. Charley will talk to Fitzgeralds to see what can be done.

Burl brought up that one of the Welcome signs had blown down and he has talked with Chad about replacing it in the spring.

10) Water Department – Rich Hayes – Last year a total of 12,002,724 gallons were pumped. Last month 870,000 gallons were pumped.

a) Status of Chlorine Pumps – Pumps are in and working good.

b) Review readings - Council looked at spread sheets for samples, iron is going down and Rich is bringing up the chlorine slowly to balance everything out.

c) Water bill issue – A resident had e-mailed Charley asking for a \$100.00 credit for discolored

water ruining some clothing. Rich said washing whites could have been an issue for awhile before the pumps were replaced. Council agreed that we knew we were having a problem.

A MOTION was made by Shelley Poehls to give the resident a one time credit of \$100.00. It was 2nd by Burl Ingebretsen and the motion carried.

11) Sewer Department – Norm Nyland – Not Present – Norm left a note with totals for last month. With 3.36 inches of rainfall, 842,000 gallons were pumped to the lagoons last month. Norm has also suggested a campaign to start pumping outdoors earlier this year, anything we can keep out of the lagoons is good.

12) Mayors Minute – Charley has some concerns to share. Some people might think he is a little nit-picky on legal issues, but we are bound by laws and he will abide by the law as best he can. Charley had a long talk with Randy last week and one issue is firemen using the fire hall to work on their own personal vehicles. The sheriffs office using the fire hall was brought up which is fine it is for public use not private. The weight room in the fire hall is for firemen for their training only not for family and friends. It would be up to the District board to open the weight room to the public. Public is not to be used for private, use has to have a public purpose. Charley appreciated Randy taking the time to meet with him.

13) Treasurers Report – 2nd half of LGA has come in. The checkbook has been balanced for the end of the year. For some reason we took a \$10,000.00 hit in Property Taxes, Charley talked to Heather and she said that is normal, some people have not paid yet, so we will get it eventually. We need to make it to the end of June with \$111,000 in the general fund. Charley will review the debt service accounts to make sure they are right. Right now we are pretty healthy, we have a very skinny budget, but we are not doing too bad. Water has a \$44,000 reserve, but sewer still has a negative balance. LGA for this year will be lower than last year. We overspent our 2010 budget by \$71,000.

14) Receipts & Disbursements – were looked over.

A MOTION was made by Mark Hanson to approve the Receipts & Disbursements. It was 2nd by Shelley Poehls and the motion carried.

15) Water/Sewer/Garbage Bills & Past Dues – We have a pretty big list. One of the people on the shut off list has their shut off buried under a lot of snow. Council asked Wendy to send a letter to the homeowner informing them if payment is not made by the 25th of this month that we will hire someone to remove the snow covering the shut off at the homeowners expense and they will be shut off. We have let some of these people slide for too long shut offs need to be done this month. Rich will check in on the 25th for an updated list.

16) Old Business – none.

17) New Business

a) Harvest Days – Burl has talked with Aric about Harvest Days getting to know more about their group, they are a non-profit organization and are tax-exempt. Harvest Days would like to help out the city with city needs like fixing up the community center. They would like to sell raffle tickets as a fundraiser. Burl brought in a form that requires a city official signature for Lawful Gambling for the State. Charley would like to have Zenas look over the form before anyone signs it. Our current City Ordinance states a 10% fee that the organization returns to the city that the city then gives to the Sabin Fire Department and Sabin Lions Club. Ordinance also states any organization for charitable gaming be in existence for 3 years and have 30 or more active members. Council would have no problem with

Harvest Days if everything is done properly. Council proposed changing the city ordinance on gambling and raffles. The proposed changes are eliminate the 3 year 30 member requirements, eliminate the 10% designated to Sabin Fire Department and Sabin Lions Club and change to 10% of gaming monies earned by any organization within the city shall be returned to the city, all monies shall be spent for the community good. **A MOTION** was made by Mayor/Charles Neff to make the changes to the gambling and raffles Ordinance. It was 2nd by Burl Ingebretsen and the motion carried.

b) City Designations

- i) Engineer – Ulteig
- ii) CPA – Carlson Highland
- iii) Depositories for City Funds – Bank of the West & UBS
- iv) Newspaper – Barnsville Record Review
- v) Attorney – Zenas Baer & Associates
- vi) Vice Mayor – As Bob isn't present we will wait until next meeting.

c) Commissioner Appointments

- i) Weeds – Charles Neff
- ii) Parks – Burl Ingebretsen
- iii) Health – Charles Neff
- iv) Streets – Mark Hanson
- v) Recycling – Mark Hanson
- vi) Emergency Management Director (previously Civil Defense) – Randy Schmidt
- vii) Planning & Zoning – Aaron Skattum
- viii) Fire District – Bob Dablow & Shelley Poehls - Alt. Burl Ingebretsen
- ix) Rescue Squad – Shelley Poehls

A MOTION was made by Mark Hanson to approve the City Designations & Commissioner Appointments. It was 2nd by Burl Ingebretsen and the motion carried.

18) Commissioner Reports

a) Health & Weeds - Charles Neff – Nothing to report.

b) Emergency Management Director - Randy Schmidt – Not Present – Charley met with Randy and the main concern is a natural disaster. Charley would like to get a disaster plan together with Rich and Norm by April 1st. Randy has talked with Brian Green about putting a plan together (based off of Barnsvilles) that we can change to fit our needs. Charley would also like to review our Ordinances regarding emergency management as they were written years ago and may not include issues we might face today. We should also inventory what we have to offer in case of an emergency. This will be ongoing over the next few months.

c) Planning & Zoning - Aaron Skattum – Not Present to report.

d) Fire District - Bob Dablow – Not Present – Shelley brought in a copy of recent minutes and financial information. Meeting on February 7th at the Fire Hall to discuss Flood Prep.

e) Rescue Squad – Shelley Poehls – Shelley brought in and read a copy of the recent Rescue Squad Minutes. There is a blood drive on January 29th at the Lutheran Church. Rescue Squad is short about 5 pagers for new members. Rescue Squad has been working on getting a communications grant. Ventures has disbursed due to lack of members. Peggy has dropped of her year end report we will check it with ours.

f) Parks - Burl Ingebretsen – Nothing to report.

g) Recycling - Mark Hanson – Nothing to report.

h) Streets – Mark Hanson – Frozen.

19) Adjournment

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

The meeting adjourned at 9:20 p.m.

Respectfully Submitted

Wendy Otte, City Clerk

Approved 2-15-11