

Minutes
April 19, 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 Bob Dablow. Shelley Poehls was unable to attend.

b) Others Present were Wendy Otte/Clerk, Aaron Mayry, Norm Nyland, Becky Nyland, Rich Hayes, Heather Johnson, Kelsey Kelly, Ryan Hintz, and Dan Hanson.

2) The Pledge of Allegiance was said.

3) Previous Minutes

a) General Meeting – March 15, 2011.

A **MOTION** was made by Bob Dablow to approve the General Meeting Minutes for March 15, 2011. It was 2nd by Mark Hanson and the motion carried.

b) Special Meeting – April 14, 2011.

A **MOTION** was made by Burl Ingebretsen to approve the Special Meeting Minutes for April 14, 2011. It was 2nd by Bob Dablow and the motion carried.

4) City Attorney – Zenas Baer – Not Present to report.

5) City Engineer – Dan Hanson - Said Steve has been working with Rich and it sounds like he will be flushing hydrants this week which will help. Council informed Dan that we have a couple of roads that will probably need to be redone next year. Council also asked Dan how often we should be doing crack sealing. Dan believes we should be doing the crack seals yearly, we haven't done any since 2008. We should be good on seal coating for a few years. Dan will check with the County and let us know when they will be doing crack sealing.

6) Carlson Highland Audit – Heather Johnson - Heather went over this years final audit packet with the council. We did not receive all that we levied for property taxes, so we were short around \$10,000.00 for receipts in 2010. Sewer shows a negative balance due to a sewer line problem, to make it positive will take time. Heather suggested borrowing from another account or raising rates and it will slowly show improvement. Council informed Heather that rates had been raised to help improve the sewer fund. The mosquito fund has shows a loss, but it's to be expected because we had built up a surplus and suspended the charges for that service.

7) Building Permits – Roland Holm – Not Present to report.

8) Amendments to Agenda – Moved Carlson Highland up.

9) Citizens concerns – none.

10) Maintenance Department – Aaron Mayry – Aaron has done some clean-up after events in the community center, talked with Fitzgeralds on clearing ditches, some sanding and snow removal. He put in a programmable thermostat in the community center, fixed the tire on the lawn mower, purchased and painted barricades. Aaron also helped Rich with water shut offs. Worked on pumping water with the Fire Department and started up the pond pump. Checked the equipment in the park, some bolts need replacing and a swing needs paint. Burl will get together with Aaron to go through the park to see

if there are issues that need attention. Rich will talk to Randalls about the road torn up by the church. Discussed whether or not to sell the tractor, Aaron will also look into getting a loader for it.

11) Water Department – Rich Hayes – 822,000 gallons were pumped in March. Rich has been working with Steve at Moore Engineering. Rich started adding phosphates yesterday for corrosion control. Aaron and Rich will be flushing hydrants on Friday. Steve suggested to keep the baseline going and concentrate on the treatment plant for testing. An adjustment has been made on length of time the water sits in the contact tanks.

a) Past Due & Shut Off Rates – One has been shut off and turned back on and a few others had been about to be shut off that came in to make payments. Discussed whether our rates for late fees and shut off fees be changed. Wendy checked with other cities on their rates and many have a 10% of past due added for late fees. Council thinks our \$5.00 late fee isn't high enough, but 10% might be too high. The current amounts for late fees and reconnection fees are set in our ordinance, so if we decide to raise these rates we will have to amend our ordinance to reflect the new amounts. We will review these rates at the next meeting.

12) Sewer Department – Norm Nyland – 2.22 million gallons were pumped to the lagoons last month. Norm believes it is due to pumps running into the sewer system. We need to deal with the sump pump issue or dig another lagoon. December 1st to March 1st is ok to be hooked into the system, but the rest of the year pumps need to be run outdoors. We will have to be checking on the hook-ups twice per year. We will work to resolve the issue by July 1st and set up special meetings if needed. The easiest way to check is a smoke test, but we would need a camera which costs around \$10,000.00. We will discuss the camera at the next meeting. Norm will start discharging in about a week it will take around 8 days to get rid of the water and be about a 1 to 2 month project. Norm will talk to Key Contracting this week for manhole surveys, we have \$12,000.00 in the budget and will prioritize which to do this year.

13) Mayors Minute – none.

14) Treasurers Report – We will need to adjust the budget to cover snow removal, as it is about \$4,800.00 over budget for the year. Looks like we won't lose state aid this year.

15) Receipts & Disbursements – were looked over.

A MOTION was made by Bob Dablow to approve the Receipts & Disbursements. It was 2nd by Burl Ingebretsen and the motion carried.

16) Water/Sewer/Garbage Bills & Past Dues – Some progress has been made.

17) Old Business

a) Gaming Ordinance – The Ordinance was looked over for the second approval.

A MOTION was made by Mark Hanson to approve the Gaming Ordinance for the second time. It was 2nd by Bob Dablow and the motion carried.

18) New Business – none.

19) Commissioner Reports

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

b) Emergency Management Director - Randy Schmidt – Not Present to report.

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

d) Fire District - Bob Dablow – Brought in copies of the recent minutes, treasures report, and invoices. The apparatus used by the Fire Department is not included in the recall, but the Fire Department is looking into grants to replace them all at once. Thank You to the Fire Department for all of their work moving the water out of town.

e) Rescue Squad – Shelley Poehls – Not Present to report – A copy of the minutes was sent to look at. Becky Nyland came in to explain why the wireless modem was wanted by the Rescue Squad. There is only one hook-up in the building in the office which doesn't provide enough space to accommodate all members to use during meetings. Charley is concerned with wireless and offered to have he and Aaron install some more hook-ups in the building so more members can get service. Becky agreed that would be fine if enough are installed.

f) Parks - Burl Ingebretsen – Burl will get together with Aaron to do a survey in the park and check on trees.

g) Recycling - Mark Hanson – Nothing to report.

h) Streets – Mark Hanson – We mentioned to Dan earlier some streets will need to be redone next year. Mark also mentioned the road next to the church needs work as well. Charley will call the county to see when they plan on doing some work on the county roads that run through town.

20) Adjournment

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

The meeting adjourned at 9:43 p.m.

Respectfully Submitted

Wendy Otte, City Clerk

Approved 5-17-11