

**Minutes**  
October 15, 2013  
General Meeting

**1) The meeting was called to order** by Mayor Bob Dablow at 7:03PM.

a) Council Members present were Bob Dablow, Adam Jenstead, Tom Berglind, Shelley Poehls and Burl Ingebretsen.

b) Others Present were Wendy Otte/Clerk, Aaron Mayry, Norm Nyland, and Richard Schenck.

**2) The Pledge of Allegiance** was said.

**3) Previous Minutes**

a) General Meeting – September 17, 2013

A **MOTION** was made by Adam Jenstead to approve the General Meeting Minutes for September 17, 2013. It was 2<sup>nd</sup> by Shelley Poehls and the motion carried.

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

**5) City Engineer** – Dan Hanson – Dan Hanson was unable to attend.

**6) Building Inspector** – Roland Holm – Bob brought in sheets for the council listing what types of building permits are required in the city.

**7) Amendments to Agenda** – 4 Way Stop and Street Lights were added under Old Business.

**8) Citizens Concerns** – none.

**9) Maintenance Department** – Aaron Mayry – Aaron installed a light upstairs in the EMS Building, but has mostly been working on water this month. The stop signs haven't been moved yet, Aaron will wait until next spring to move them.

**10) Water Department** – Norm Nyland – .98 million gallons were pumped last month. The clearitas has been added to help clean out the water lines. The fluoride pump has been acting up, Norm had someone from Hawking out to check it out. Hydrants will be flushed and winterized soon. Aaron was asked to pull out the meter at the elevator.

a) **Theft of Services/Obstruction of City Utilities** – There is a home that has been accessing an unused curb stop and using the water unmetered to water a garden. Aaron has looked into installing lock boxes on the unused curb stops. The council would like Aaron to get some lock boxes and install them on the unmetered curb stops. We also need to make sure the sewer lines are capped properly. Bob will write a letter to the homeowner that had been accessing the curb stop.

**11) Sewer Department** – Norm Nyland – 1.068 million gallons were pumped to the lagoons last month. Key is working on the manholes. JetWay is also in town working on the yearly cleaning. The line on Main is plugged again we need to make sure it is cleaned every year. We are barely at limits for the discharge, Norm will wait a week and then look at starting the discharge.

a) **Sump Pumps** – not discussed.

**12) Treasurers Report** – Financials were looked over.

a) **Budget** – We will have a budget meeting October 22<sup>nd</sup> at 7:00PM to start working on the

2014 budgets.

**13) Receipts, Disbursements & Claims** – Were looked over.

**A MOTION** was made by Tom Berglind to approve the Claims. It was 2<sup>nd</sup> by Burl Ingebretsen and the motion carried.

**14) Water/Sewer/Garbage Bills & Past Dues** – There are 6 to be shut off this month if payments aren't made by the 25<sup>th</sup>. We also have some that have made arrangements and if they miss payments they will also be shut off.

**15) Old Business**

a) **4 Way Stop** – The county is not going to put in a 4 Way Stop, but may put in a cross walk.

b) **Street Lights** – The council wants a light put in around 211 4<sup>th</sup> Ave W and wants the light on the corner near 220 4<sup>th</sup> Ave W moved closer to the corner and angled toward the intersection. Wendy will contact Xcel with the council requests. The council will also look into adding street lights in other areas as well.

**16) New Business**

**17) Commissioner Reports**

a) **Health** – Adam Jenstead – nothing to report.

b) **Weeds** – Bob Dablow – nothing to report.

c) **Emergency Management Director** - Randy Schmidt – Not present to report.

d) **Fire District** - Bob Dablow – minutes and financials were looked over.

e) **Rescue Squad**- Shelley Poehls – Minutes were looked over. We have not received the proposed Rescue Squad budget yet, we should have it by the budget meeting. The Rescue Squad would like us to transfer \$3,000.00 to the UBS account as well.

f) **Parks** – Adam Jenstead – Aaron was asked to pick up and put away the bases for the year.

g) **Recycling** – Burl Ingebretsen - nothing to report.

h) **Streets** – Burl Ingebretsen – Burl talked to the Sheriff's office about adding minimum fee signs for failure to stop to the stop signs. He also looked at we love our children signs and adding speed bumps. We will look at the budgets to see if we can add funds to the budget to cover these items next year.

**17) Adjournment**

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

The meeting adjourned at 8:52PM.

Respectfully Submitted

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Wendy Otte, City Clerk

Approved 11-19-13

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