

Osakis City Council
February 5, 2007
7:00 PM

Present: Hagemann, Tholen, Pederson, Astleford, Emerson
Absent: None

Mayor Gary Astleford called the meeting to order at 7:00 pm

The pledge of Allegiance was spoken.

Motion by Pederson, seconded by Hagemann to approve the agenda as presented. All Ayes.

Motion by Emerson, seconded by Pederson to approve January 2, 2007 meeting minutes, January 19, 2007 and January 29, 2007 special meeting minutes. All Ayes.

Motion by Emerson, seconded by Pederson to approve the City bills in the amount of \$400,901.42 and Fire Department bills in the amount of \$354.26. All Ayes.

Project #76: Police Department

Police Chief Mark Gilson was present. He presented the monthly report to the council.

Motion by Pederson, seconded by Astleford to approve report. All Ayes.

Project #24: Liquor Store

Council received a letter from Total Register System about the outdated software being used at the Liquor Store and about the option to upgrade the software.

Joe Ketelboeter presented quotes from Total Register and Country Consultant.

Joe will review quotes and compare to make sure they both have the same items.

Project #205: City Crew

Jim Tholen presented the following items for changes in the future –

- Purchase a pipe locator for the city crew. Cost would be about \$3,500.00
- Metal storage cabinet for paint that is fire safe.
- Maps to be placed in a basement room with a fire safe door.
- Equipment logging (keep track of truck maintenance)
- Logging what the city crew personnel does daily (done by the supervisor)

City Council commended Darrin Quistorff and Kurt Haakinson for the repair work done on the main break on First Avenue. They did a great job on the clean up which consisted of plowing the ice on the streets and opening up residents driveways.

Project #299: Bonds

Traci Ryan was in attendance. She presented the bond fees and 15 schedule for payments. Will revisit with the final amount of the project costs.

Council will need to do the following to start the bond process –

1. Resolution to participate in the pooled bond.
2. Resolution to authorize debt.

Council will need to manage the assessments before the bond is issued for any one disputing the assessment.

Clerk will talk to Traci after we get bids in and before we award the bid.

Project #5: East Side Pond/Industrial Park Improvements

Council received the Encroachment Agreement from Xcel Energy.

Council received the professional services proposal agreement.

Tom Klemenhausen was in attendance.

Jim Tholen discussed the lighting and hookups in the Industrial Park.

Tom will get a project map for the city in a bigger size showing more detail.

Stubs are in the existing lots already so they do not show on the map.

Xcel should put in the lighting before the road is constructed so we don't have to dig up the road.

Tom will meet with the Sauk River Water District to go over the pond.

City will need an easement from Jerry Olson to proceed with the project.

Motion by Pederson, seconded by Tholen to approve Mayor Astleford to sign the Encroachment Agreement with Xcel Energy-NSP. All Ayes.

Project #80: Garbage

Council received the proposal from the garbage committee.

The changes are as follows:

- #1 is changed from 655 residential accounts to 580
- #2 ask for a 64 gallon recycling cart that is single sort
- #8 add no additional fees
- #10 add Residential
- #11 8 Street containers downtown

Council will decide what price to charge for residential/commercial garbage haulers. The council approved the fee schedule in January for a license at \$1,300.00

Council will also decide the deadline and the time for opening the proposals and when the proposals will be reviewed.

This proposal is only asking for residential proposals and would open the commercial up to the company that will pay the license to operate in the city. Does the city want to regulate what the days will be for commercial pickup?

Council received an email from Jeff Bertram from West Central Sanitation. Commercial hauler is open after getting license to haul.

Attorney will write up the proposal.

Ordinance change from one hauler to many.

Motion by Astleford, seconded by Tholen to resend the fee schedule motion on the garbage fee and to make the garbage license fee \$100.00. All Ayes.

Project #15: Fire Department Relief

Council received a letter from Osakis Fire Department Relief Association.

John Swenstad was present and reviewed the recommendation of the Office of the State Auditor and the Relief Association to increase the benefits per year from \$2,300.00 to \$2,700.00.

Motion by Emerson, seconded by Pederson to increase the benefits from \$2,300.00 to \$2,700.00 per year with no additional money from the city. All Ayes.

Project #102: EDA

Council received the December 18, 2007 meeting minutes.

Project #249: Planning & Zoning

Council received the January 18, 2007 meeting minutes and chapters 21-24 of the new zoning ordinance the covers commercial uses.

Motion by Emerson, seconded by Hagemann to approve the Planning and Zoning minutes. All Ayes.

Project #233: Sauk River Water District

Council received:

- January 2, 2007 meeting minutes
- January 16, 2007 agenda
- January 16, 2007 meeting minutes
- February 6, 2007 agenda

Project #19: Wellhead Protection

Council received a letter from the Minnesota Department of Health regarding the Wellhead protection plan.

Project #110: Gambling License

Osakis Bluebills Ducks Unlimited is requesting a one day gambling license and waive the waiting period to get the license. The date of their event is March 23, 2007 at the local VFW.

Motion by Emerson, seconded by Hagemann to approve a one day gambling license for Osakis Bluebills Ducks Unlimited for March 23, 2007. All Ayes.

Project #22: Clerks

Clerk received a notice for the MCFOA Conference that will be held March 6-9, 2007 at Arrowwood Resort. Cost for all four days is \$245.00.

Motion by Tholen, seconded by Emerson to approve Angela to attend the MCFOA Conference. All Ayes.

Project #170: Osakis Chamber of Commerce

Council received the January 17, 2007 meeting minutes.

Project #231: Visitor and Heritage Center

Council received the January 16, 2007 meeting minutes.

Project #312: Osakis Onward

Council received the January 11, 2007 meeting minutes.

Project #154: Employee Hiring

Council received the resumes that the city has received for the superintendent position.

There are more applicants than last time so they will need to be narrowed down by knowledge, street experience, water and sewer experience, job history and supervisor experience.

A special meeting will be held February 12, 2007 at 3:15 p.m. to choose the applicants to be interviewed for the superintendent position.

Project #44: Swimming Lessons

The Osakis Public School is arranging swimming lessons for the children in the area.

Last year the City Council approved paying \$20.00 per child for lessons. No one is turned down if they are unable to pay.

This year the fee increases from \$35.00 per child to \$37.00 per child.

The American Red Cross reimburses the city for this cost from the Osakis Swimming Fund.

City Paid –

Swimming Lessons		Summer Rec	
2004	\$1960.00	2004	\$1780.00
2005	\$2140.00	2005	\$2000.00
2006	\$2295.00	2006	\$2220.00

Motion by Emerson, seconded by Pederson to approve to pay \$20.00 per child for swimming lessons. All Ayes.

Project #69: Information to the Council

Council received a letter from the League of MN Cities for 2007. A copy is at city hall or you can receive the letter from their website www.imnc.org.

Council also received a letter from the State Auditor for out 2006 audit and a statement of the auditor's position on:

- City Fire Department Accounts and Fire Relief Association Accounts
- Internal Controls for Municipal Liquor Stores
- Federal Check 21 Act
- Importance of Internal Controls
- Employee Recognition Programs and Events

VFW

Pressure is needed for a 2" line – 55 psi to 60 psi of pressure. A flow test and pressure test is needed for the 270 ft.

Motion by Hagemann, seconded by Tholen to approve the VFW to connect to the Liquor Store if the pressure is correct and a flow test comes back okay. All Ayes.

Water hookup is a \$12,000 charge. They would like to see the city help out with these charges.

VFW have contributed \$65,000.00 over the last 5 years. Clerk will ask Karin about paying for water hookup and will contact League of MN Cities about paying for the charge.

Community Center

Lil Ortendahl was present and stated that the kitchen and the floor in the kitchen have been updated. The floor has been waxed and would like the council's permission to apply for a grant from West Central Initiatives to pay for the painting of the walls and ceiling.

Lil will contact Mrs. Resley about painting a mural.

Motion by Hagemann, seconded by Tholen to cleanup the Community Center, refurbish and repaint and apply for a grant for the paint. All Ayes.

Jan Moore will let Angela know when they are ready to take down the Christmas decorations.

Jerry Olson asked the council to reconsider the 300 ft blacktop on Pike Street in front of his property.

Council will reconsider the blacktop in front of the 3 lots. Will discuss with Tom Klemenhagen.

Motion by Hagemann, seconded by Emerson to adjourn the meeting at 9:25 p.m. All Ayes.

Mayor - Gary L. Astleford

City Clerk - Angela A. Jacobson