

**Osakis City Council**  
**Regular Meeting**  
**May 5, 2008**  
**7:00 PM**

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

Mayor Gary Astleford called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was spoken.

Motion by Pederson, seconded by Tholen, to approve agenda as presented with the addition of Arnold Schultz Waterbill and to approve the Consent items including City bills in the amount of \$187,460.90. All Ayes.

Mayor Astleford stated the rules to address the Council. Each individual must first be acknowledged by the Mayor and then state their name and business. The Council will then decide if they want to address the comment.

**Project #73: First Responders**

Pete Erickson was in attendance and brought the financial information and the run sheet for April.

Erickson was wondering if the City would pay for EMT classes for the First Responders that are interested.

Council will look at this issue when some of the current EMTs have retired.

Emerson will attend the next First Responder meeting if needed to discuss the financial transfer.

**Project #74: Fire Department**

Clerk Jacobson met with Bruce Pederson, Mark Pomerleau, and Vic Perushek. They discussed the Fire Department funds transfer and worked out the details.

Pomerleau was in attendance and reported to the Council that there were five fire calls in April. Would like the Council to approve a \$100.00 fireworks license and \$2,400.00 for repair work to the Argo.

Motion by Emerson, seconded by Pederson to approve a renewal license of \$100.00 for fireworks and \$2,400.00 for the repair costs of the Argo. All Ayes.

**Project #76: Police**

Chief Gilson was in attendance. He presented the April police report to the Council.

**Project #205: City Crew**

Council received the April report.

Ron Kleinschmidt was in attendance.

At the April meeting Kleinschmidt was to check with Mark Anderson regarding the scenic road.

Kleinschmidt talked with Anderson and there are no restrictions on calling it a scenic road.

**Project #147: First Avenue East**

Tom Klemenhausen was in attendance and updated the Council on the progress of First Avenue East.

City will be putting an ad for bids in the paper and construction bulletin to have bids open on June 5, 2008.

Kleinschmidt and Klemenhausen looked at First Avenue East and determined it will need wetland delineation and MNDot will need to approve. Also will need two easements from properties for storm drain.

**Project #396: 8th Avenue East, Nestor and Osage Streets Project**

Tom Klemenhausen was in attendance.

Klemenhausen presented the Engineering Agreement at the April Council meeting. Total Engineering fees are \$175,000. Council must approve agreement.

Klemenhausen has talked with MNDOT regarding the damage done to 8th Avenue East when detoured. Klemenhausen has asked them if they will put on the final wear course after they are done with their project.

MNDOT timeline is summer of 2009.

Council will call for bids in July on this project.

Landteam has billed \$21,588.55 of the above agreement. Council must approve to pay this amount which was not included in the list of bills.

Motion by Pederson, seconded by Emerson to approve the Engineering Agreement for \$175,000 and partial payment of \$21,588.55 of this agreement to Landteam. All Ayes.

Merlin Wolterstorff was in attendance regarding his assessment and the assessment policy.

Wolterstorff asked the Council if they have made any decision on the assessment policy with a change to urban 70% (city)-30% and rural 70%-30% (city).

City adopted the assessment policy in October 2000. Klemenhausen and Traci Ryan worked on the policy based on the area and size of other cities compared to the size of Osakis.

Policy states that owners on corner lots pay ½ of the long side and all of the short side. Pay water and sewer on benefiting side only. Pay 100% of services. The improvement must reflect the Assessment Value of the property.

Klemenhausen suggested if the City is comfortable with the amount they will pay, any savings on bids could be given to the properties.

Ryan informed the Council if someone does not agree with the assessment they must attend the final Assessment Hearing and sign a declaration to dispute the assessment and the courts will decide for the City or the property owner.

### **Project #376: Capital Improvement & Planning Summary**

Traci Ryan was in attendance. Ryan will be giving the Council information on our debt and revenues and how we compare to other communities.

Ryan presented to the Council a spreadsheet and graphs on the water tower project and the First Avenue East, 8th Avenue East, Nestor and Osage projects.

The City can afford all of the projects with the use of utility and levy fees, and cash reserves to pay for the bond.

Council also received a breakdown of the bond payments for all projects.

### **Project #242: West Central Initiative**

Brianna McAleer from West Central Initiative was in attendance.

McAleer informed the Council that she is the contact for West Central Initiative for our area.

McAleer also informed the Council about donor services for the area. West Central Initiative has granted \$7,800.00 since 2004.

West Central Initiative has funds and grants available for business improvements or relocations in town.

### **Project #42: Clean Up Day**

Clean Up Day will be held May 17, 2008 from 8:00 a.m. until 12:00 noon at the Liquor Store parking lot.

Todd County STS is able to help.

Also the Osakis Lions will have 12 to 14 people there to help.

Leaf pickup for the City residents will also be this day.

Council received a price list for cleanup day, and the ad that was put in the paper for the cleanup day and yard waste pickup.

Jeff Bertram will be at the June Council meeting to meet with the Council on Clean Up Day and answer any questions.

### **Project #56: Insurance**

Council received a letter from Joe Ingebrand after his loss control evaluation.

The City is required to respond to his comments.

Council received the letter that was sent to Ingebrand with the City's action. Consensus of Council to send the letter.

Tholen has the last dock before the City beach. Tholen also has a survey of his property so we know where the City property ends.

**Project #69: Information to the Council**

Council received a list of County, Township, and City officials.

Council also received a letter from the League of Minnesota Cities regarding a vacancy on the board of directors, if anyone is interested.

**Project #102: EDA**

Council received the meeting minutes from the April 28, 2008 meeting.

Motion by Pederson, seconded by Anderson to approve the EDA meeting minutes on April 28, 2008. All Ayes.

City will need to ask the EDA if they want to paint the sign poles for the Industrial Park sign.

The EDA changed their enabling Resolution. Council received an amended Resolution for the Council to pass to make those changes.

A Resolution was presented by Pederson, seconded by Anderson to approve the amended Resolution 2008-12 to make changes to the EDA enabling Resolution that was adopted September 3, 1996. When put to a vote the Resolution passed unanimously.

**Project #174: Overtime Report**

Council received the April Overtime Report.

**Project #310: Black's Resort Blocking Lake Street**

Black's Resort will be blocking Lake Street on Friday evening, May 2, 2008, and Saturday, May 3, 2008 to put in docks.

**Project #325: Ordinance Book**

Council approved the Municipal Development Group to update our Zoning Ordinance and Subdivision Ordinance for \$10,050.00. Karin Tank had finished the Zoning Ordinance. Tank is no longer employed with Municipal Development Group and John Anderson will be our new contact person.

The Zoning Ordinance book has been finished and we are now working on the Subdivision Ordinance. The cost for additional meetings and Ordinance additions will be \$1,800.00.

Council will need to approve the finishing of the Subdivision Ordinance.

Motion by Emerson, seconded by Tholen to approve the completion of the Subdivision Ordinance with Municipal Development Group at an additional cost of \$1,800.00. All Ayes.

### **Project #343: Fireworks**

Clerk Jacobson had sent letters asking for donations to those that had donated last year. A total of \$3,432.86 has been donated so far.

Mayor Astleford will talk to Jim Leigh from the Lake Osakis Resort Association and to Al Kral from the VFW for donations.

### **Project #400: Street Dedication**

Council received a copy of the letter that Clerk Jacobson had sent out to the nine property owners on 8th Avenue West.

Clerk Jacobson had received calls from four of the property owners and they have no problems with the easements.

### **Project #410: Sidewalk Sale**

Council received a request from Trixie's New to You.

She is requesting permission to have a sidewalk sale on Thursdays and Fridays of each week.

A sidewalk sale would be allowed on the City wide garage sale weekend.

Motion by Astleford, seconded by Tholen to deny request for Trixie's New to You to have a sidewalk sale. All Ayes.

### **Project #261**

Arnold Schultz is asking the Council to consider reducing the waterbill for 110 Main Street West. The bill is normally about \$50.00 but this last month it was \$148.75. The higher bill was due to water leaks from a sink, 2 toilets, and a bath tub.

Council decision is to not change the bill.

Council member Emerson asked about the sewer fee for individuals who water their lawn. Kleinschmidt will check with other towns on what they do for their residents.

Motion by Emerson, seconded by Tholen to adjourn meeting at 9:10 p.m. All Ayes.

---

Mayor - Gary L. Astleford

---

City Clerk – Angela A. Jacobson