

**Osakis City Council – Regular Meeting
December 2, 2013
7:00 PM**

Present: Randy Anderson, Jerry Olson, Bruce Pederson, Kyle Kostrzewski, Kip Emerson
Absent: None
Others Present: Angela Jacobson, Chad Mathews, Craig Dropik, Kurt Haakinson, Roberta Olson, Jim Snyder, Pete Jennings, Gary Barber

Meeting called to order by Mayor Kip Emerson at 7:00 p.m.

Pledge of Allegiance was spoken.

Motion by Kostrzewski, seconded by Olson, to approve the agenda as presented. All Ayes

Motion by Pederson, seconded by Anderson, to approve the general consent items, including the November city bills in the amount of \$159,873.52, and November 4, 2013 meeting minutes. All Ayes

Project #192 & 84: Truth-n-Taxation and Budget

Motion by Kostrzewski, seconded by Olson, to open the public hearing and suspend the regular meeting at 7:01 p.m. All Ayes

The purpose of the hearing is to hear public comment on the proposed tax levy for 2014. This public hearing is not for the value on the properties but the tax the city charges.

Council received the ad that was put in the paper.

At the September meeting, the council approved no increase to the levy for 2014.

Public had the opportunity to speak.

Motion by Anderson, seconded by Kostrzewski, to close the public hearing and open the regular meeting at 7:03 p.m.

Council received the 2014 Budget. At the Special Assessment meeting in October, the council proposed not to levy for the 2012 Improvement Project on Oak Street and to use the funds we have available to pay the levy portion. Clerk Jacobson added the additional \$7,000 to the expenditures to transfer out to the bond for the 2012 Improvements.

Expenditures:	\$995,828.00
Revenue:	\$1,012,170.00
Balance remaining:	\$16,342.00

Motion by Olson, seconded by Emerson, to approve the 2014 Budget as presented and approve the 2014 Levy at 0%. All Ayes

Project #94: Gas Bid

Clerk Jacobson mailed notices and forms to the three gas stations in town for the 2014 Gas Bid.

Bid closing was December 2nd.

As of the date of this meeting, no bids had been received. This will be put on the agenda for next month.

Project #24: Liquor Store

Julie Blair was not in attendance.

The council received the monthly reports for November 2013.

- Off Sale total is -\$2,967.65
- On Sale total is \$3,773.73
- Total profit for November is \$806.08

Discussion was held regarding inventory which is usually on January 1st. Due to the new system being installed, inventory will be done when the new system is up and running.

\$10,645.00 has been paid with the November bills for the new system.

Project #73: First Responders

Craig Dropik was in attendance. Council received the November run report.

Dropik informed the council that the First Responders had nine calls in November.

Project #74: Fire Department

Chad Mathews was in attendance. Mathews informed the council that the department had two calls in November. The first was a report of a grass fire and the second was at Bridgewell for a smoke detector.

Mathews informed the council that the Fire Fighter Grant has been sent in. A notice will be received by February or March as to the results of the grant.

Project #76: Police

Chief Gulbranson was not in attendance. Council received the November police report.

Project #205: City Crew

Kurt Haakinson was in attendance. Council received the public works report.

Haakinson informed the council that he will be purchasing safety items needed for the safety program.

The cost for the cemetery fence (front only) would be about \$10,000 for material. Council would like Haakinson to check other costs for fences before purchasing.

Verizon will be putting information together for the council in regards to installing antennas on the water tower.

The Osakis Creamery is looking at building out of city limits. The structure would include office space/meeting room and cold storage. They have talked to Haakinson about hooking up to city water and sewer.

Project #444: Waste Water Project

At the November council meeting, Kris Swanson from Bolten and Menk was in attendance to present to the council the options for the Waste Water Facility Project. At that time, the council discussed if the city should submit the plan with paper work to MN Pollution Control Agency or to wait until the city received our new limit for phosphorus. The discussion was tabled at that time.

Haakinson, Clerk Jacobson and Kostrzewski had met with Frank Strumke and he suggested waiting to see what the limit will be before we react.

Gary Barber from Lake Osakis Association was in attendance. Barber stated that the Lake Association will be support and assist the city. Barbers feels that the city needs to have a plan for other routes for discharge in case of another disaster.

Motion by Kostrzewski, seconded by Olson, to approve to get a final TMDL limit for the phosphorus before the city submits a plan. All Ayes

Project #446: Boat Landing

Pete Jennings was in attendance.

Council received the County Line Marine Rules and Regulations for renting a boat slip.

Council also received a letter from the Douglas County Sheriff regarding the Mooring System.

The Mooring System is meant for those that want to leave their boats here, but do not live in Osakis.

Discussion was held on charging 1/3 of the \$250.00 base fee for each phase and \$10.00 for each available slip.

The first year cost would be \$343.00.

Motion by Kostrzewski, seconded by Pederson, to approve Phase I of the Boat Mooring Project as proposed. All Ayes

Project #451: Land Purchase

Clerk Jacobson contacted by Lee Backhaus to receive an appraisal on the Whipp's property.

The appraisal from Backhaus came in at \$80,000.00. Century 21 is the realtor selling the property.

The following are the fees that may apply:

Removal of existing building by Didier Excavating:	\$2,500.00
Removal of a tree by Larson Tree Service:	\$1,000.00

Council is undecided about selling the beach. Barber doesn't feel the city should sell the beach property.

Project #249/60: Planning & Zoning

Council received the Planning & Zoning minutes from November 21st, 2013.

At the meeting, the Planning & Zoning approved the preliminary plat for Paul Hartmann as long as all conditions are met.

Items that still need to be addressed:

- Grading Plan – DOT commented that no additional drainage can drain onto their right-of-way. No drainage plan has been submitted.
- Utility Plan – Currently the property is serviced with one 6” and two smaller lines. Also, the property is currently serviced by a 6” line and a 4” line. These lines are not large enough to service this type of development. (Each unit must have its own lines)
- Utility Easement – must be addressed.

Council received John Anderson's staff report. In his email, he cautions the city on approving this plan without the needed engineering, grading and DNR comments.

Motion by Olson, seconded by Kostrzewski, to table approval of the preliminary plat until all items are in compliance. All Ayes

Motion by Anderson, seconded by Kostrzewski, to approve the Planning & Zoning minutes of November 21st, 2013. All Ayes

Project #56: Insurance

Council received a letter from Joe Ingebrand from the League of MN Cities. Ingebrand visited Osakis in October and commented on some safety items he would like to see addressed.

Council also received a letter from Lakes Country Service Coop that states that the city received a insurance refund in the amount of \$15,447.32 due to the fact that the city staff has been healthy and did not use the amount allowed.

Council received an agreement to be enrolled in the Lakes Country Service Coop pool.

Motion by Pederson, seconded by Emerson, to approve to deposit the insurance refund of \$15,447.32 into the general fund. All Ayes

Motion by Emerson, seconded by Olson, to approve to enroll in the Lakes Country Service Coop pool. All Ayes

Project #104: Mayor Appointments

Council received the 2013 Mayor Appointments. Council members can notify Mayor Emerson of any changes. 2014 Mayor Appointments will be on the January agenda.

Project #167: Tax Increment

Council received the TIF reports prepared by Traci Ryan from David Drowns for the 2012 year. The letter stated that the city should decertify TIF for Sandy Shores. Clerk Jacobson had discussed this with Ryan and the city will decertify the district in February after we receive out final 2013 tax payment. This will allow the council to levy an additional \$7,000.00 next year with no change to the taxes of other property owners.

Project #196: Fee Schedule

Council received the 2013 Fee Schedule. Council will review and will be adopted in January 2014.

Project #233: Sauk River Watershed District

Clerk Jacobson was informed that the SRWD will be assessing each parcel in the City of Osakis for the cleaning of Judicial Ditch 2. The JD2 was cleaned out in 2012. The assessment would be a one year payment.

Total for Todd County is \$3,493.00. Total for Douglas County is \$20,185.79.

The SRWD sent Clerk Jacobson an assessment spreadsheet for all parcels in Osakis. They are proposing to assess the properties based on value.

The council had the decision to leave the assessment as is or levy each property the same amount.

Motion by Kostrzewski, seconded by Pederson, to approve the JD2 clean out and to assess the properties the same as in the past. All Ayes

Project #110: Gambling

Immaculate Conception Church is requesting a gambling license for March 9, 2014.

A Resolution was presented by Olson, seconded by Anderson, to approve the Immaculate Conception Church gambling license for March 9, 2014. When put to a vote, the Resolution passed unanimously.

Other Items for the Council:

Jim Snyder would like to request Mayor Emerson to make a proclamation for Osakis to be the home of the Western Grebe. The Western Grebe is a special bird to Lake Osakis. The bird has been featured on the show MN Bound with Ron Schara.

Motion Anderson, seconded by Olson, to adjourn the meeting at 8:20 p.m. All Ayes

Mayor – Keith E. Emerson

City Clerk – Angela A. Jacobson