

**Osakis City Council – Regular Meeting  
December 1, 2014  
7:00 PM**

Present: Kip Emerson, Kyle Kostrzewski, Bruce Pederson, Jerry Olson, Randy Anderson

Absent: None

Others Present: Angela Jacobson, Chad Gulbranson, Kurt Haakinson, Julie Blair, Craig Dropik, Jon Backes, Roberta Olson, Jim Snyder, Ken Grossell

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

Pledge of Allegiance was spoken.

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

Motion by Kostrzewski, seconded by Olson, to approve the general consent items, including the November city bills in the amount of \$418,709.42, and November 3, 2014, and November 10, 2014 meeting minutes. All Ayes

**Project #84 & #192: Budget and Truth in Taxation**

Council received the proposed 2015 Budget. The budget reflects changes made per the union contracts. Expenses increased, so Clerk Jacobson changed the revenue transfer amount from the Liquor Store to \$32,900.00. This is an increase of \$6,000.00. Changes to the budget can be made if needed when the final contracts are negotiated.

Motion by Anderson, seconded by Kostrzewski, to suspend the regular meeting and open the public hearing at 7:02 p.m. All Ayes

There was no public comments.

- Budget Revenue is \$1,102,175.00
- Budget Expenditures are \$1,101,613.00
- Difference \$ 562.00

Motion by Olson, seconded by Pederson, to close the public hearing and reopen the regular meeting at 7:04 p.m. All Ayes

The council discussion was to adopt the budget as presented and make changes if needed for the union negotiations.

Motion by Pederson, seconded by Emerson, to approve the 2015 Budget as presented with Revenues at \$1,102,175.00 and Expenditures at \$1,101,613.00 with a surplus of \$562.00. All Ayes

**Project #94: Gas Bids**

Council received a copy of the ad and form that was sent to all the gas stations in Osakis. Proposals needed to be presented to the council by 7:00 p.m. on Monday December 1, 2014.

The council received one gas bid from Deluxe Oil.

- Gas - \$2.434                      Gas cost total - \$2.584                      Profit - \$.15
- Diesel - \$3.411                      Diesel cost total - \$3.561                      Profit - \$.15
- Prices are as of December 1, 2014

Motion by Anderson, seconded by Kostrzewski, to approve the 2015 gas bid from Deluxe Oil as read.  
All Ayes

### **Project #24: Liquor Store**

Julie Blair was in attendance with the November reports.

Council received the 2014 spreadsheet for on-sale and off-sale. The sheet reflects a report that Blair presented which shows the actual cost for liquor, beer, wine and miscellaneous items for on-sale.

Blair stated that BNG has been helpful with the reports.

Council member Kostrzewski likes seeing the transfers shown between the off-sale and on-sale.

Blair suggested taking inventory at the liquor store on Sunday, January 4, 2015. Blair asked the council if 9:00 a.m. would be ok.

Council is ok with taking inventory on Sunday, January 4, 2015 at 9:00 a.m.

### **Project #73: First Responders**

Craig Dropik was in attendance. Council received the November run report. The First Responders had 16 calls for the month. Total for the year is 183 calls.

Dropik informed the council of Donkey Ball on Saturday, December 6, 2014 at 7:30 p.m. at the Osakis High School gym. This is a fund raiser for the First Responders.

Olson had called 911 about 3 weeks ago. Olson did not get a good response and wants to look into why the call was not dispatched immediately and why it took so long for a response.

Dropik will check into the call.

Dropik informed the council that the FEMA Grant for a new ambulance is being worked on by Neil Meierhofer. The deadline for the grant is December 5th.

### **Project #74: Fire Department**

Jon Backes was in attendance.

Backes informed the council that a check for \$200,000.00 has been sent for the down payment for the new fire truck.

The FEMA Grant has opened up again for the fire department. Neil Meierhofer is also helping the fire department with the grant application.

### **Project #76: Police**

Chad Gulbranson was in attendance. Council received the November police report.

Gulbranson informed the council about the forfeited vehicle in the impound lot. Gulbranson said it would probably be spring before this vehicle is taken care of.

Gulbranson also informed the council that the snow removal is going good.

### **Project #205: City Crew**

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

Ken Grossell was in attendance to discuss a sewer backup issue in his house.

Grossell's sewer line from the house was clay tile. A new sewer line was installed with the 2008 project. The new pipe was connected to the clay tile which was not replaced at that time.

Grossell's bills for the new line was \$942.00.

Motion by Olson, seconded by Pederson, to approve to pay 50% of the cost for Grossell. The motion was not approved and was rescinded.

Motion by Olson, seconded by Pederson, to approve to pay 75% of the cost for Grossell. All Ayes

Haakinson discussed with the council:

- Power poles on Oak Street and King Street will be replaced this month.
- Repairs will be made on the street sweeper this winter.
- The probation period for the seasonal employee is up in February. Council will discuss this at their January meeting.

### **Project #283: Snow Removal**

Council received the revised Ordinance #98 to allow 72 hours to clean the sidewalk.

Ordinance #98 was read by Kostrzewski for the seconded time.

Motion by Kostrzewski, seconded by Emerson, to approve Ordinance #98 as read and to be published in the official paper. All Ayes

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

Council received a letter from Centerpoint Energy on rate changes.

### **Project #97: Delinquent Bills**

Council received the 2014 Delinquent Bill list.

- Total for Todd County is \$3,249.44.
- Total for Douglas County is \$24,686.94.

Motion by Kostrzewski, seconded by Anderson, to approve to assess the Todd County and Douglas County Delinquent Bill list to taxes for 2015. All Ayes

#### **Project #104: Mayor Appointments**

Council received the proposed Mayor Appointments for 2015. The appointments will be adopted at the January meeting.

Discussion was held regarding the following:

- Chamber minutes in council packets.
- Kostrzewski will be the chamber representative.
- Council did not see a need to have a council representative for LORA or OEDC at this time.

#### **Project #122: Cemetery**

Mike Didier wanted Clerk Jacobson to update the council regarding the fixing of the head stones. Didier is still working on the second phase of the head stone and will continue in the spring of 2015.

#### **Project #196: Fee Schedule**

Council received a revised fee schedule. Items that changed are the color copy prices and the public works fees.

#### **Project #233: Sauk River Watershed District**

Council received an email that Clerk Jacobson received from Adam Hjelm from the Sauk River Watershed District.

Council would like Clerk Jacobson to send an email that we are waiting for a response and as we proceed, we will contact them to discuss.

#### **Project #249: Planning & Zoning**

Council received the November 20, 2014 Planning & Zoning meeting minutes.

The Planning & Zoning is asking the city council to comment on a proposed text amendment to the R-1 District. They are proposing to add an R-1B District that would overlay the current R-1 District in the old part of town where the lots are smaller and setbacks are hard to meet.

Council received the staff report and full proposed ordinance change. A public hearing would be required to be held.

Discussion was held regarding George Bender. Water and Sewer easements need to be in place when selling the Sportsmen's Motel.

Motion by Kostrzewski, seconded by Emerson, to approve the Planning & Zoning meeting minutes from November 20, 2014. All Ayes

## **Project #460: Downtown Project 2016**

At the October meeting, Jessica Peterson was in attendance to explain the SHIP Program. Peterson explained that their group has \$15,000.00 to allocate to Osakis for the planning of the downtown project.

The money can be used for the following:

- Hiring a design engineer to plan how the project will look.
- Facilitate the meetings and get people involved.
- Advertising to get people involved.
- Meals for the meetings.

Clerk Jacobson is recommending contacting HKGI and other communities that have redone their downtown and see who was hired to design it.

Clerk Jacobson informed the council about the grant. Emma Jean Zweig from Douglas County received a good response to the commercial grant applications but did not receive enough residential grant applications. The city cannot apply for the grant at this time. Zweig suggested more communication to the public and apply for the grant again in 2015.

Motion by Kostrzewski, seconded by Anderson, to approve to start the process to have Jessica Peterson and Emma Jean Zweig work on the 2016 Downtown Project. All Ayes

Motion by Anderson, seconded by Olson, to adjourn the meeting at 8:15 p.m. All Ayes

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Mayor – Keith E. Emerson

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City Clerk – Angela A. Jacobson