

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

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

Absent: Jerry Olson

Others Present: Angela Jacobson, Kurt Haakinson, Chad Gulbranson, Craig Dropik, Julie Blair, Jon Backes, Roberta Olson, Jim Snyder, Jim Tholen, Pete Jennings, Mike Barber, David Schultz, Beth Schultz

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 Absent: Olson

Motion by Pederson, seconded by Anderson, to approve the general consent items, including the June city bills in the amount of \$349,856.47, June 2, 2014 meeting minutes. All Ayes Absent: Olson

**Project #24: Liquor Store**

Julie Blair was attendance.

Council received the June Revenue and Expenditures report. Total for the month was -\$2,234.05.

Blair informed the council that the seal coating was completed and paid for this month. Blair is going to call about the work that was done. Blair was not happy with the patching.

Blair will work on a report to find out how to see what is used for on and off sale.

**Project #73: First Responders**

Craig Dropik was in attendance. Council received the June run report. There were 24 calls for the month.

Dropik wants to have more members participate in calls. Dropik is asking how this issue should be addressed. What would help the members to respond?

Dropik will take a poll to see if an increase in the annual stipend would help for the members to participate in calls. The current annual stipend is \$100.00 for 1 to 4 years; \$150.00 for members that have been on 5 to 10 years; \$250.00 for members that have been on 11 years or more.

**Project #74: Fire Department**

Jon Backes was in attendance.

Backes informed the council that the truck committee is still working on a new truck.

Backes also informed the council that a new ice machine has been ordered from Central Lakes Restaurant Supply.

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

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

Chief Gulbranson discussed the following issues:

- No Parking signs will be put up by MN DOT by Blacks Resort.
- Ten properties have received their second notice for cleaning up their property.
- Rural Development and Habitat for Humanity will help with financing to those that qualify. The cleanup and painting will be done by volunteers for those that need help.
- Building Permit ordinance needs to be strengthened and a deadline needs to be put on for the permit to expire. The deadline would help with those that have a permit to finish their project.

Motion by Kostrzewski, seconded by Anderson, to approve a Summary Abatement for the Randy Leithe property to be cleaned up. All Ayes Absent: Olson

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

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

Haakinson discussed the following issues:

- Weather vane made by John Tax. The weather vane was on the old watertower. The weather vane will be on display at the Information Center.
- The compost site will be locked. Keys can be checked out at city hall.
- Discussed hiring an employee. The two guys do a very good job but Haakinson feels we are understaffed compared to the work load needed.
- Haakinson will work with Mike Barber on the water drainage problem on his property on Oak Street West.

### **Project #454: 2014 Improvements**

Council received change order #1 for the 2014 Improvement Project on Pike Street East and a pay application for \$80,752.38.

Council also received a bill from Landteam for the Engineering Services for June.

Motion by Emerson, seconded by Anderson, to approve to pay Landteam \$4,076.00 for Engineering Services for Pike Street East and Pay Application #1 to Voss Plumbing and Heating for \$80,752.38. All Ayes Absent: Olson

A Resolution was presented by Pederson, seconded by Kostrzewski, to approve change order #1 for the 2014 Utility Project in the amount of \$9,311.00. When put to a vote, the Resolution passed unanimously. Absent: Olson

### **Project #446: Boat Landing – Mooring System**

At the June council meeting, Pete Jennings was present to request the city fill out the DNR Public Waters Permit and pay the application fee. At that time, it was mentioned that this should not be the cities responsibility to fill out the application and pay the fee for a private party.

The DNR Public Waters Work Permit needs to be filled out because the mooring system will be used commercially. The application fee can be from \$150.00 to \$1,000.00 depending on the information provided. The form also has a section to fill out regarding the aquatic impact, along with a map to show where these species are found. An estimated cost of \$750.00 was received from Landteam.

Jennings explained to the council that the new system would include 20 slips. The area of the mooring system is 19,228 sq ft. The system would fit into the 66 ft width and would extend out in the lake 301 ft.

Jennings would like the city to pay all the fees.

Clerk Jacobson stated she did not feel the city should pay the fees.

Detroit Lakes will be contacted to find out who their permit holder is.

Jim Snyder stated that the EDA could pay for the fees of the application. Snyder will discuss this issue at the next EDA meeting.

### **Project #261: Water Problems**

Mike Cowdery wanted to discuss water shut off issues and a rental ordinance but was not in attendance.

Cowdery owns the property at 202 Nokomis Street West. The person who rents the property has been on the disconnect list but does not pay. Cowdery paid for his past due amount last fall but feels this is not his responsibility.

Council had no discussion regarding this matter.

### **Project #60: Ordinance Change**

At the June meeting, the council discussed city ordinance #34: Planning Commission states: the city council may select one member of the commission from its own membership.

Clerk Jacobson discussed the language of this ordinance with our city attorney and in his opinion the ordinance means one member only; the language is permissive, so he reads it to mean that the council is permitted to appoint one member from its own membership.

It was discussed to change the ordinance to select up to two members to be on the Planning & Zoning Commission.

Clerk Jacobson will redo the ordinance and it will be read at the next council meeting.

### **Project #102: EDA**

Council received the June 23, 2014 meeting minutes.

The EDA Board has been working to negotiate a land purchase from the KBHL radio station located on Pike Street East. The property is adjacent to our Industrial Park. They have come to an agreement per acre and will be drafting a purchase agreement for the property. The board feels this land would allow expansion of the Industrial Park and allow an option of a large lot if a business would like to be located in Osakis.

With the purchase of the property, the city share of the assessment on Pike Street East will increase.

### **Project #146: Lodging Tax**

At the May meeting, the council discussed the past due lodging taxes of the Lakes Area Resort members.

At that meeting, the council was informed that LORA (Lake Osakis Resort Association) met and said the delinquent accounts would be paid up by July 1, 2014. Clerk Jacobson followed up with all the resorts that were delinquent and informed them that their lodging taxes must be paid in full by July 1, 2014. As of today, all resorts have paid but one.

The council also wanted the city attorney to strengthen our city ordinance to allow any unpaid lodging tax to be put on their property taxes. The city attorney is still working on the draft.

### **Project #154: Employee Hiring**

Council received an ad that was posted to hire a seasonal/fulltime employee.

This position will be considered seasonal but Haakinson would like to hire someone full time. Ron Kleinschmidt left in 2012 and we have had just two employees in the public works department.

Council feels the city should see what the applicants are like and if any would be qualified to be hired fulltime. If there are none that work out, the city will advertise again.

Emerson and Anderson will sit in on the interviews with Haakinson and Clerk Jacobson.

### **Project #172: Car Club**

Wayne Karl from the Cruzers Car Club is requesting to block off Main Street from 1st Avenue West to Central and from Central to 1st Avenue East on July 12, 2014. They will leave access to the bank drive up and grocery store.

Motion by Anderson, seconded by Kostrzewski, to approve to block Main Street from 1st Avenue West to Central Avenue and from Central Avenue to 1st Avenue East and leave access to the bank drive up and grocery store. All Ayes Absent: Olson

### **Project #229: Election Judges**

Council received a list of election judges for the 2014 elections.

The election judges have been paid \$10.00 per hour and Clerk Jacobson is asking for an increase in pay to \$11.00 per hour.

This year, Randy Anderson and Bruce Pederson are up for election as council members and Keith Emerson is up as mayor. The filing period opens July 29, 2014 and closes August 12, 2014 at 5:00 p.m.

Motion by Emerson, seconded by Pederson, to approve the election judges as presented for the 2014 Primary and General Elections and to approve a raise from \$10.00 per hour to \$11.00 per hour. All Ayes Absent: Olson

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

Council received the June 19, 2014 minutes.

The commission reviewed the plans from Verizon Wireless again and have denied reviewing the application because the property is over on impervious surface.

Council received a copy of the letter that was sent to Larry Dillehay from our city attorney giving him 30 days to correct his zoning violation.

### **Project #286: Donations**

Council received a letter from the Initiative Foundation requesting contributions.

The city has not donated in the past.

Consensus of the council is to not donate to the Initiative Foundation. The city donates to West Central Initiative.

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

Council received a signed contract with the Osakis Country Club for the fireworks.

### **Project #456: Land Purchase**

The purchase of the Helberg Property was finalized on June 30, 2014. Helberg has until July 31, 2014 to remove his property.

### **Nokomis Street News**

Council received a copy of the Nokomis Street Newsletter from George Bender. The letter discusses snow removal along Nokomis Street. If the city starts windrowing along Cty Rd 82, the city would have more man hours and we then would have to clean out all driveways. The same process has been done for years and nothing has changed.

### **Skate Park**

Pederson attended the skate park dedication. They thanked the city for their support and work in the skate park.

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

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Mayor – Keith E. Emerson

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City Clerk – Angela A. Jacobson