

Osakis City Council – Regular Meeting
April 6, 2015
7:00 PM

Present: Randy Anderson, Kip Emerson, Jim Snyder, Kyle Kostrzewski, James Snyder, Jerry Olson
Absent: None

Others Present: Angela Jacobson, Kurt Haakinson, Jon Backes, Brian Schablin, Chad Gulbranson, Julie Blair, Sam Larson, Sheila Krohse, Roberta Olson, Jennifer Piekarski, Rod Grove, Barbara Grove, Jeff Kalpin, 6 Students

Meeting called to order by Mayor Kip Emerson at 7:00 p.m. The council introduced themselves to the students.

Pledge of Allegiance was spoken.

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

Motion by Kostrzewski, seconded by Anderson, to approve the general consent items, including the February city bills in the amount of \$158,708.68, and council meeting minutes from March 2, 2015. All Ayes

Project #79: Audit

Jennifer Piekarski from KDV was in attendance for the 2014 Audit Report.

Council received the audit reports to review.

Piekarski discussed with the council the Communication Letter and reviewed the prepared power point presentation.

Piekarski thanked Clerk Jacobson and staff for all the work in preparing the audit.

Project #24: Liquor Store

Julie Blair was in attendance. Council received the Liquor Store reports for March.

Profit for March was \$3,906.44

Blair is requesting to attend the MMBA Conference in May at Arrowwood.

Motion by Olson, seconded by Snyder to approve Julie Blair to attend MMBA Conference in May at Arrowwood. All Ayes

Project #73: First Responders

Brian Schablin was in attendance. Council received the March run report.

Schablin informed the council of the following:

- The First Responders had 16 calls in March.
- The First Responders have three new members. One of the members is Tyler Spanswick who is in high school but will be able to respond to calls after graduation. First Responders must be 18 years old. Clerk Jacobson will check into the case of Eric Doehling.
- A donation of \$200.00 was received from Little Sauk.
- Also a donation of \$5,000.00 was received from EDA.

Project #74: Fire Department

Jon Backes was in attendance to update the council of the following:

- The new truck arrived and is in service.
- The old truck was sold for \$6,500.00.

Project #76: Police

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

Gulbranson informed the council that he is looking at purchasing a new police truck.

Gulbranson is proposing to keep the two squad cars the department currently has. This is mainly due to the fact that Ford has quit manufacturing the Crown Vic models. The newest squad is too small to fit a full cage in the back seat. Also, the sale of the old police squads are very low, the last squad was sold for \$2,500.00.

Clerk Jacobson is concerned if we will be able to pay for purchasing the truck, the equipment for the truck, and the upkeep of three vehicles with our current budget. Clerk Jacobson feels if the council wants to have three vehicles, adjustments will need to be made to the budget. It could be that the third vehicle is kept until it is not cost effective to keep.

Proposed 2015 Ford 1500 SSV:

• State Bid from Juettners	\$27,966.00
• Equipment	<u>\$23,285.00</u>
Total Cost	\$51,251.00

Mayor Emerson was concerned about the expenses for having three squads.

Motion by Snyder, seconded by Kostrzewski, to approve to purchase a 2015 Ford 1500 SSV from Juettner Motors, keep all three squads and review in one year. All Ayes

Project #205: City Crew

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

Haakinson informed the council of the following:

- Lead and Copper samples were taken.
- Review the Wellhead Protection Plan.
- Cutting and trimming trees.
- Xcel Energy Rebate – Replace fixtures at the Liquor Store would cost \$2,500.00. Rebate would be \$250.00 and use 1/3 less energy.

- Xcel Energy Rebate – Replace fixtures in the Fire Hall would cost \$3,000.00. Rebate would be \$600.00.
- The cost for the cemetery fence would be \$2,000.00.
- Insurance will cover the cost for the road grader.
- Using a road grader from Bob Walsh.
- Mulch, thatch and fertilizer.

Project #460: Downtown Project 2016

At the March council meeting, the council approved to hire HKGI for the downtown design and visioning session. The total cost is \$20,000.00. Clerk Jacobson received a response from Jessica that Horizon (Douglas County) will cover the full \$20,000.00.

Council received the approved contract.

Clerk Jacobson received an email from Paul Paige from HKGI. Paige would like to setup a visioning meeting in April.

The council would like to setup the meeting for April 28, 2015 at 7:00 p.m. The meeting will be held at the Community Center and a notice to the public who will be affected will be sent out to attend the meeting.

Sheila Krohse was in attendance. Krohse informed the council of a proposed time schedule for the Downtown Project.

Project #444: Waste Water Project

Council received a letter from the Minnesota Pollution Control Agency (MPCA) regarding the letter the city sent to them on January 5, 2015 with our concerns on our new discharge permit requirements.

A meeting will be scheduled to include the MPCA, Steve Nyhus (our attorney), Kris Swanson (Bolton and Menk) and the city.

Project #389: Trail Head

Council received an email from Erik Anthonisen from the MN DNR.

The letter asks the city council for support in purchasing a property adjacent to the downtown and the trail to be used for parking for trail head use and downtown businesses. The property is currently owned by Rod Grove.

Snyder had talked to Anthonisen. The parking area would include about 15 new parking spaces. The proposed project could take one to five years to complete. Letters of support will help the process along.

It was suggested that with the down town project coming soon, it may work to have a joint project to get this done at the same time.

Motion by Kostrzewski, seconded by Snyder, to approve to send a letter to Erik Anthonisen from the MN DNR in support of the project.

Snyder will contact the Snowmobile Club and Chamber for support.

Project #23: Osakis Festival Days

OWA would like to ask permission to allow overnight camping in Park Osagi during the festival on June 26, 2015 through June 28, 2015.

Motion by Kostrzewski, seconded by Olson, to approve overnight camping every year in Park Osagi for the Osakis Festival until the council motions to change it. All Ayes

Project #25: Dogs

Council received a flyer that will be sent to all dog owners reminding them of the vaccination clinic to be held on Wednesday, April 29, 2015 from 6 p.m. to 8 p.m.

Project #42: Clean Up Day

Clerk Jacobson contacted West Central Sanitation and Sentence to Serve. The date for the Clean-Up Day is scheduled for May 16th.

Clerk Jacobson asked if the council and Osakis Lions would help.

Project #43: Board of Review

The 2015 Board of Review is scheduled for Tuesday, April 14th.

- Todd County 9:00 a.m.
- Douglas County 10:00 a.m.

A quorum of the council will need to be in attendance and one council member must have current training.

Council members who will attend are: Emerson, Kostrzewski, Olson and Snyder

Project #69: Information to the Council

Council received a notice for training from the League of MN Cities.

The council will consider this.

Project #109/110: Liquor License and Gambling License

St. Agnes and the Immaculate Conception Church are asking approval for:

- One Day Liquor License for their annual festival on July 12, 2015.
- Gambling License for a raffle to be held on July 12, 2015 during their festival.
- Gambling License for a raffle to be held on September 30, 2015.

A Resolution was presented by Olson, seconded by Anderson, to approve the Gambling and Liquor License for the Immaculate Conception Church for the days listed above. All Ayes

Project #134: County Commissioners

Council received an update from Bev Bales from the county commissioner's meetings.

Project #204: Computers/Software

Council received a quote for new computers for city hall and the police department. The quotes show options for each system.

The new computers would consist of the following:

Peer to Peer Server (1)	\$2,895.00
MS Office (3)	\$675.00
Keyboard/Mouse (3)	\$180.00
Workstation Computers (2)	\$2,790.00
Police VPN (1)	<u>\$500.00</u>
Total	\$7,040.00

The Police VPN is an estimate of cost depending on what is needed to connect to the Douglas County Law Enforcement system.

The cost is for the computers and does not include setup.

The current computers were purchased in 2007. The cost for the computers has been budgeted in our capital outlay fund.

Other items that will be looked into are digital timecards and direct deposit for city employees.

Project #213: City Beach/Lifeguards

Last year, the council discussed the city beach and if we should look at hiring lifeguards. Alexandria Recreation only trains those that have already been hired for a lifeguard job.

The council discussed the option if we want to have lifeguards or swim at your own risk.

Last year it was mentioned to see if we could recruit students from the school to be lifeguards and have them trained.

Council would like to send a letter to the school and an ad to the Osakis Review for a lifeguard position.

Motion by Anderson, seconded by Olson, to approve to put an ad in the paper and send a letter to the school. All Ayes

Project #249: Planning & Zoning

Council received the March 19, 2015 Planning & Zoning minutes.

At the March meeting, the council approved a lot split for Jerry Olson's property that was recommended for approval from the Planning & Zoning. Olson is asking the council to rescind the motion. A revised lot split will be reviewed.

Motion by Anderson, seconded by Emerson, to approve to rescind the lot split motion for Jerry Olson's property that was approved at the February 19, 2015 Planning & Zoning meeting and the March 2, 2015 council meeting and to approve the Planning & Zoning meeting minutes from March 19, 2015. All Ayes

Project #297: Summer Recreation

Council received a letter from Osakis Public School regarding the summer recreation program.

Snyder attended the meeting and informed the council of the following:

- Snyder attended the Joint Powers Committee meeting on March 23rd. This was hosted by Superintendent Broderick and Dawn Kaelke who is the summer recreation coordinator.
- Snyder was informed that the program will not change much for 2015.
- The issue of funding was discussed. It appears that the expenses have become greater than the resources and has created a deficit in funding. To compensate, the Joint Powers Committee has increased the fees to the athletes for 2015.
- It is likely that the 2016 fees will increase from the traditional \$10.00 per athlete that the city pays.
- It is noted that this amount has not changed in many years.

The city will make note to adjust the 2016 Budget for this increase.

Project #310: Black's Resort Blocking Lake Street

Neil Mierhoffer is asking permission for Black's Resort to put in their docks on April 18th or April 25th. This depends on schedules and ice out conditions.

Motion by Olson, seconded by Anderson, to approve to allow Black's Resort to block Lake Street East on April 18th or April 25th. All Ayes

Project #382: Union Contract

Council received the final changes to the Union Contracts and a Memo of Understanding from our union representative.

Motion by Kostrzewski, seconded by Anderson, to approve the 2015 & 2016 Supervisor and Professional Contracts and Memo of Understanding. All Ayes

Project #408: Vacating Streets & Alleys

Council received a petition from Reed and Julie Peterson and from Randy and Amy Anderson requesting to vacate the north end of 1st Avenue West. Council received a map for the area that is requested to be vacated.

Haakinson explained what the city will need for drainage.

Motion by Kostrzewski, seconded by Snyder, to approve the Peterson and Anderson vacation and call for a public hearing with the understanding that an easement of 20 feet will be included. All Ayes
Abstain: Anderson

Project #461: Panther Distillery

Adrian Panther is working to move a bill through the legislators to allow Panther Distillery to sell a souvenir bottle of his whiskey. Because of this, he had requested Clerk Jacobson to send a letter stating that he cannot receive an off-sale liquor license.

Council received the letter written to Panther regarding an off-sale liquor license.

After this letter, Paul from the MN Municipal Beverage Association called to explain that Panther is looking to sell a souvenir bottle of his liquor to the public. The size of the bottles would be 375 ml. Paul asked if the city council would be ok with this but Clerk Jacobson told him that she would not make a statement without discussing this issue with the council.

The issue is that once it is allowed, the door is open to allow changes for the entire liquor industry. If approved, rules could be put in place to state the size that could be sold, price the product the same as the industry, licensing only to distilleries, and etc.

Bill Englebretson is the author of the bill and it seems to be getting more support.

The city council does not need to make an official statement, but Clerk Jacobson wanted to bring this to the council's attention.

Majority of the council feels that this would not be an issue for Panther Distillery to sell a 375 ml souvenir bottle.

Other Information

Jeff Kalpin was in attendance. Kalpin had some questions regarding downtown parking. The signs for the no parking between 2:30 a.m. to 5:30 p.m. do not state all of downtown or in between signs. The signage will be changed with the 2016 project.

It was explained that it is for snow removal, street cleaning and painting. Street parking is not allowed for the residential apartments in the downtown.

Motion by Anderson, seconded by Olson, to adjourn the meeting at 9:05 p.m. All Ayes

Mayor – Keith E. Emerson

City Clerk/Treasurer – Angela A. Jacobson