

**Osakis City Council – Regular Meeting  
January 5, 2015  
7:00 PM**

Present: Kip Emerson, Randy Anderson, Kyle Kostrzewski, James Snyder

Absent: Jerry Olson

Others Present: Angela Jacobson, Kurt Haakinson, Craig Dropik, Jon Backes, Brian Schablin, Chad Gulbranson, Julie Blair, Roberta Olson

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

Pledge of Allegiance was spoken.

Oath of Office for Mayor Keith Emerson was read and sworn in by Kyle Kostrzewski.

Oath of Office for Council Members Kyle Kostrzewski, Randy Anderson and James Snyder was read and sworn in by Mayor Keith Emerson.

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

Motion by Kostrzewski, seconded by Snyder, to approve the general consent items, including the December city bills in the amount of \$195,201.30, and council meeting minutes from November 25, 2014, December 1, 2014 and December 16, 2014. All Ayes Absent: Olson

**Project #24: Liquor Store**

Inventory at the Liquor Store was held on Sunday, January 4, 2015 at 9:00 a.m.

The December and 2014 Liquor Store reports were not present at the council meeting.

**Project #73: First Responders**

Craig Dropik and Brian Schablin were in attendance.

Dropik presented the 2015 First Responder officers to the council:

President/Vice President	Brain Schablin
Secretary/Treasurer	Cindy Halbur
Training Officer	Jason Leonard

Council received the December run report. The First Responders had a total of 190 calls for the year which was the most calls that they have had in the last few years.

The First Responders raised \$4,444.00 at their Donkey Ball fundraiser which was held in December.

Motion by Emerson, seconded by Anderson, to approve the 2015 First Responder officers. All Ayes  
Absent: Olson

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

Jon Backes was in attendance.

Backes presented the 2015 Fire Department officers to the council:

Chief	Jon Backes
1st Assistant Chief	Chad Mathews
2nd Assistant Chief	Mark Pomerleau
Training Officer	Kyle Kostrzewski
Treasurer	Dirk Hagedon
Secretary	Craig Schultz

Backes presented the 2015 Fire Relief officers to the council:

President	Lenny Boogaard
Vice President	Kyle Kostrzewski
Board Member #1	Adam Trisco
Board Member #2	Travis Middendorf

Council received a proposal from Ellingsons to put in a meter and gate valve in the fire hall for \$3,958.00.

Backes would like to set up a township meeting for February 25, 2015 to meet at the fire hall. Letters will be sent and include contracts and amounts due for township fire protection.

Motion by Emerson, seconded by Anderson, to approve the 2015 Fire Department and Fire Relief officers. All Ayes Abstain: Kostrzewski Absent: Olson

Motion by Snyder, seconded by Emerson, to approve the proposal from Ellingsons to install a meter and gate valve in the fire hall for \$3,958.00. All Ayes Absent: Olson

## **Project #76: Police**

Chad Gulbranson was not in attendance. Council received the December police report and the 2014 totals for calls.

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

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

Haakinson informed the council of the 2015 plans for improvements:

- Cemetery fence
- LED lighting
- Cleanup at the boat landing
- New city pickup
- Paint the new shop (Helberg building)
- Shingle the shed/bathroom at Park Osagi
- Removal of the circle building

**Project #197: Water**

Council received a water report from the Minnesota Department of Health.

**Project #79: Audit**

Council received the Audit Contract from KDV for the 2014 Audit. The estimated fee for preparing the city audit is \$16,350.00.

Previous costs:

2013 Audit	\$15,550
2012 Audit	\$15,150
2011 Audit	\$14,800
2010 Audit	\$14,370
2009 Audit	\$13,950

Council would like Clerk Jacobson to call KDV to review the increase for the 2014 Audit. Council feels a 3 year plan and contract would be a good idea.

Motion by Emerson, seconded by Snyder, to approve Clerk Jacobson to sign the Audit Contract if needed for the 2014 Audit. All Ayes Absent: Olson

**Project #104: Mayor Appointments**

Council received the Mayor Appointments for 2015.

Chamber meeting minutes will be sent for council to review.

Motion by Kostrzewski, seconded by Anderson, to approve the Mayor Appointments for 2015. All Ayes Absent: Olson

**Project #196: Fee Schedule**

Council received the Fee Schedule for 2015

Motion by Anderson, seconded by Snyder, to approve the Fee Schedule for 2015 as presented. All Ayes Absent: Olson

**Project #109: Liquor License**

Council received a list of licenses for 2015. All businesses have completed their renewal form and provided the required documentation and insurance.

On-Sale Intoxicating Liquor

- VFW Club
- O'Town Tavern
- Osakis Liquor Store

Sunday Liquor

- VFW Club
- O'Town Tavern

Off-Sale Intoxicating Liquor  
Osakis Liquor Store

Off-Sale and On-Sale 3.2% Beer  
Lakeview Lanes

Club License  
VFW Club

Bottle Club  
Osakis Country Club  
Lakeview Lanes

2 AM License  
Osakis Liquor Store  
VFW Club

Motion by Emerson, seconded by Kostrzewski, to approve all 2015 licenses as presented above. All Ayes Absent: Olson

**Project #134: County Commissioner**

Council received the County Commissioner's Report from Bev Bales.

**Project #140: Todd County**

Council received the Water Management Survey from Todd County. Shannon Haasser would like input from the city council regarding the survey. Council was asked to complete the survey or the online survey by February 4, 2015.

**Project #444: Wastewater Project**

The council met on December 16, 2014 to discuss the letter from the MPCA regarding a response to our letter. At the meeting, the council chose to comment back to the MPCA.

Council received a draft letter to be reviewed by January 2, 2015. Council was to notify Clerk Jacobson of any changes to the letter by that date.

The letter was emailed to Holly at MPCA on January 5, 2015.

**Project #454: 2014 Project**

A special meeting was held on December 16, 2014 to certify the special assessments for the 2014 Project to taxes.

Council received a letter that Clerk Jacobson received on December 29, 2014 from Dale Isaacson objecting the assessment.

Council received the state statutes that will be giving to Isaacson.

The city attorney will review the letter and comment on what the city should reply back to Isaacson if he is pursuing a lawsuit.

**Project #460: 2016 Downtown Project**

Council received a letter from Emajeane Zwieg regarding the DEED Small City Grant Application.

Jessica Peterson has been contacted to start the process for the 2016 Downtown Project.

RFP for engineering firms for the 2016 Downtown Project.

Motion by Kostrzewski, seconded by Snyder, to approve RFP for bids for the 2016 Downtown Project.  
All Ayes Absent: Olson

**Project #360: Employee**

Council had hired Greg Gottwald on August 21, 2014 as a seasonal employee for six months.  
Gottwald's probation period will be up on February 21, 2015.

Haakinson recommended the council to hire Gottwald full time.

Motion by Kostrzewski, seconded by Anderson, to approve to hire Greg Gottwald as a full-time employee as of February 21, 2015 at a starting wage of \$17.17 per hour. All Ayes Absent: Olson

**Project #382: Union City**

The council received a copy of an email regarding the agreed upon changes to the 2015-2016 contract.

Council has questions on the wages and steps for the wages and their understanding.

Council would like to revisit this information.

Seema will give the information to the council.

**Project #110: Gambling License**

Council received a resolution for the Ducks Unlimited gambling license.

A resolution was presented by Emerson, seconded by Kostrzewski, to approve Resolution 2015-01 for a gambling license for Ducks Unlimited for Mary 27, 2015. When put to a vote, the Resolution passed unanimously. Absent: Olson

Motion by Anderson, seconded by Kostrzewski, to adjourn the meeting at 8:30 p.m. All Ayes Absent: Olson

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Mayor – Keith E. Emerson

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City Clerk – Angela A. Jacobson