

Osakis City Council – Regular Meeting
March 2, 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, Steve Mihalchick, Steve Wegman, Tony Dorlan, Bev Snyder, Kevin Haglund, Julie Blair, Sam Larson, Al Edenloff, Roger Akervik, Evelyn Akervik, 2 Students

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 Kostrzewski, seconded by Anderson, to approve the general consent items, including the February city bills in the amount of \$361,382.54, and council meeting minutes from February 2, 2015. All Ayes

Project #24: Liquor Store

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

Council received the 2014 Year End totals:

- Off-sale total -\$4,146.14
- On-sale total \$3,753.92
- February total -\$392.22
- February 2014 total -\$8,236.15

Project #73: First Responders

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

Schablin informed the council of the following:

- The First Responders had 16 calls in February
- Three new members have joined. New members will be required to take 48 hours of training at North Memorial.
- Six grants have been submitted for new and updated equipment.

Olson stated that the response time is not quick enough for 911 calls in Todd County. Schablin will check into this issue.

Project #74: Fire Department

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

- The new truck should arrive in about ten days.
- No news regarding the FEMA Grant.
- The township fire meeting last Wednesday went well.

Project #76: Police

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

Gulbranson informed the council that the sidewalk cleaning is going better now.

Project #205: City Crew

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

Haakinson informed the council of the following:

- The city crew has put up the red banners in the downtown area. There were not enough blue banners to hang up. The Council wants Kurt to hang up the blue banners he has.
- No update regarding the Xcel rebate.
- Would like to plant 18 new trees in the cemetery and update the fence this year.
- Talked to Douglas County regarding the trail and ditches. The city crew would like to clean up brush and small trees along the trail and along the highway. Douglas County will let the city crew borrow their ditch mower for this.
- Would like to purchase a Gate Valve Cutoff tool. The cost is \$3,500.00.
- Information was received for a new 2015 F-350 1 ton pickup truck. The cost is \$32,198.00. The last pickup truck was purchased in 2004. This is a state bid price.
- A new Boss V-Plow will also need to be purchased at a cost of \$6,995.00 (state bid price).

Motion by Anderson, seconded by Snyder, to approve to purchase a Gate Valve Cutoff tool for \$3,500.00, 2015 F-350 1 ton pickup with 1 ½ cab for \$32,198.00 and a Boss V-Plow for \$6,995.00. All Ayes

Project #105: Street Lights

Kevin Haglund was in attendance. Haglund owns the property at 15 4th Avenue East.

Jim Snyder stated he would step down as council regarding this issue because he is a neighbor to Haglund.

Haglund discussed with the council the possibility of turning off the street light located at the corner of 4th Avenue East and K Street. The light shines into his yard and house.

Haakinson will check with Xcel Energy to see if a cone can be placed on the light to cover some of the light that is shining into their yards.

The council will consider this request.

Project #249: Planning & Zoning

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

Council received the following:

- Staff Report for a Text Amendment to allow wireless communication towers.
- Ordinance #99. A text amendment to allow wireless communication towers.

- Conditional Use Permit to allow a Verizon Communication Tower to be located on the property at 816 Nokomis Street West. The property is owned by Roger and Evelyn Akervik.
- Resolution 2015-03.

Steve Wegman and Tony Darlan were in attendance. Wegman informed the council some of the specs regarding the tower:

- The tower is 190 ft tall.
- No lights or guides will be on this type of tower. The tower is designed for no guild lines. This type of tower will break at the middle if something should ever happen.
- The 100' x 100' area will be fenced in.
- The tower will allow for two additional antennas.

An easement from Darrin Hensley will need to be redone. The signed easement is a condition of the CUP.

A public hearing was held and the neighbors are not in favor of the tower to be constructed in this location. They feel their property values will decrease with the tower in this area.

Motion by Anderson, seconded by Snyder, to approve Ordinance #99 to add a Text Amendment to the Zoning Ordinance to allow for wireless communication towers. Ayes: Anderson, Olson, Emerson, Snyder Against: Kostrzewski

Resolution 2015-03 was presented by Anderson, seconded by Snyder, to approve the Conditional Use Permit for the installation of a wireless communication tower to be located at 816 Nokomis Street West (property owner – Roger and Evelyn Akervik). When put to a vote, the Resolution passed. Ayes: Anderson, Olson, Emerson, Snyder Against: Kostrzewski

Council received the following information regarding a new residential district to the zoning ordinances:

- Staff Report for a Text Amendment to correct language in the R-1 District and add the new R-O District (Old Town District)
- Ordinance #100. A text amendment to approve the new R-O District.
- Zoning Map with and overlay in yellow for this new R-O District.

Motion by Kostrzewski, seconded by Olson, to approve Ordinance #100 to add a Text Amendment to the Zoning Ordinance to add the new R-O District. All Ayes

Motion by Kostrzewski, seconded by Emerson, to approve the February 19, 2015 Planning & Zoning minutes. All Ayes

Project #444: Waste Water Project

Clerk Jacobson informed the council that she has not received any new information from the MNPCA regarding the last letter for the waste water pond and phosphorus limit.

Project #156: Engineer

A meeting was held on Wednesday, February 25, 2015 to review the ten applications the city received for the engineering request. Those in attendance were Keith Emerson, Randy Anderson, Kurt Haakinson, Angela Jacobson and Dave Robley.

The group reviewed and discussed the firms. The following firms will be called for interviews:

- WSN (Widseth, Smith, & Nolting)
- Apex
- Ulteg
- Bolton & Menk

The meeting will be held on March 12, 2015 at 2:00 p.m. Each interview will be held for 45 minutes.

The council received information from each firm and their applications. The information includes a list of questions.

Kostrzewski cannot attend the meeting but will rate the four applicants.

Project #460: Downtown Project

The council discussed hiring a design engineer at the meeting held on Wednesday, February 25, 2015. The group is recommending the council to hire HKGI. Clerk Jacobson contacted the cities that used the two firms we were looking at and HKGI had a great response.

HKGI had a formal scope of the project and a contract price for the council to review and approve at the meeting on Monday.

Motion by Kostrzewski, seconded by Anderson, to approve \$17,500.00 for 1-3 and \$2,500.00 for Vision/Listening for a total cost of \$20,000.00 with HKGI. All Ayes

Project #110: Gambling License

Council received a request from Knights Pub & Grub to have the VFW have gambling pull-tabs.

A Resolution was presented by Kostrzewski, seconded by Anderson, to approve the VFW gambling pull-tabs at Knights Pub & Grub. When put to a vote, the Resolution passed unanimously.

Project #16: Pay Equity

Council received the Pay Equity for 2015. The city must submit a Pay Equity every three years.

Motion by Kostrzewski, seconded by Olson, to approve the pay Equity for 2015 and to have Mayor Emerson sign. All Ayes

Project #19: Wellhead Protection Plan

Council received a letter sent to the MN Department of Health. The letter is requesting them to approve Part 1 of our Wellhead Protection Plan.

The city installed a new Osakis 3 well with the new water plant and that area is outside of the Wellhead Protection Area for the Osakis 1 well. Council received a map of this area.

Because of the new well, the city will be required to go through the process of creating a Wellhead Protection Plan. Minnesota Rural Water and city staff will help with this process so the city will not have to hire a consultant for this plan.

The next step is to hold a public hearing will be scheduled with the help of Aaron Myers from Minnesota Rural Water. Myers will help facilitate this meeting.

Motion by Kostrzewski, seconded by Olson, to approve Part 1 of the Wellhead Protection Plan for approval by MN Department of Health. All Ayes

Project #43: Board of Review

The 2015 Board of Review is scheduled for Tuesday, April 14, 2015 from 9:00 a.m. to 11:00 a.m.

Mayor Emerson is the only member that is trained for Board of Review. His training will expire 7/1/2015.

Council received an email from Keith Albertson with the Douglas County Assessor's Office. The email includes some dates to attend the training before the Board of Review meeting. After July 1, 2015 the training is online, and there will be no more classroom trainings.

Kostrzewski will attend a class on Wednesday, March 25, 2015.

Project #79: Audit

Due to Liquor Store inventory discrepancies, a recount of the inventory was done and the 2014 Audit will be presented at the April council meeting.

Project #143: Cable TV

Council received a letter from Charter Communications regarding channel changes.

Project #255: Consultant

Council received the agreement with Municipal Development Group (John Anderson). The only change in the contract is the mileage.

Council felt this is a good investment. He is a good resource for the city to have.

Motion by Kostrzewski, seconded by Olson, to approve the 2015 contract for consulting services with Municipal Development Group. All Ayes

Project #389: Trail Maintenance

Council received a letter from Central Lakes Trail. They are asking for a membership fee for 2015 in the amount of \$750.00.

Motion by Olson, seconded by Anderson, to approve the Central Lakes Trail 2015 Membership. All Ayes

Project #443: Fishing Tournament

Council received a letter from North Country Bassin'. They would like to hold a fishing tournament on Lake Osakis on August 15, 2015. The shelter at the landing is also being requested for use for the weigh-ins.

Motion by Emerson, seconded by Snyder to approve the North Country Bassin' fishing tournament to be held on August 15, 2015. All Ayes

Project 382: Union Contract – City

Council received the proposed 2015-2016 Union Contract. As stated at the January meeting, the council wanted to see the raises and comparables for the increase.

The spreadsheet shows the following:

- The contract language changes.
- The steps and COLA increase.
- The comparables for each job class with other same size cities.
*note: the comparables from the other cities are wages from 2014.

After the council has had time to review these items, our union rep will set up a meeting to finalize the contract.

Clerk Jacobson explained that the contract and the changes in the wages now show the cost of living in the step instead of in addition to the steps.

Anderson asked about the job descriptions that were used and would like to see them. Anderson would like to see comparables for the following cities:

- Clearwater
- Pierz
- Lester Prairie
- Wheaton

Motion by Snyder, seconded by Emerson, to approve to call a special closed meeting with council to discuss wage negotiations. All Ayes

This meeting will take place before the union negotiation meeting.

Motion by Anderson, seconded by Olson, to adjourn the meeting at 8:10 p.m. All Ayes

Mayor – Keith E. Emerson

City Clerk/Treasurer – Angela A. Jacobson