

Osakis City Council – Special Meeting Workshop
December 27, 2018
3:00 PM

Present: Jim Snyder, Keith Emerson, Justin Dahlheimer, Jerry Olson, Randy Anderson
Absent: None

Others Present: Angela Jacobson, Julie Didier, Greg Gottwald, Chad Gulbranson, Lynnette Swenstad

Meeting was called to order by Mayor Keith Emerson at 3:00 p.m.

Project #24: Liquor Store

Julie Didier was in attendance.

Five applications for the Liquor Store manager position were received.

Didier gave her recommendation regarding the points system and requirements. Some of the items may not be needed due to the few applications submitted.

Didier recommended that the new manager know how to do incentives, have liquor experience. A local person may go over better. The manager must be able to be a good supervisor, be organized, and know how to markup products. Must have experience for displaying and promotion for both off/on-sale.

Didier stated that we have good staff now at the Liquor Store and will need to work on the future. BNG is always there to help.

Other items Didier discussed with the council:

- Loyalty program.
- Stain the deck in the summer.
- Other outside stain.
- Outside signs and banners.

The council discussed the applicants and wants to interview 3 of them. Each will be interviewed for 30 minutes with a 10 minute break in between for discussion.

Clerk Jacobson will setup interviews for an afternoon meeting.

Council discussed and decided to offer Rennie Goodwin \$20.67 per hour or \$42,994 annual to be the Interim Liquor Store Manger until a decision is made.

Didier's party will be held at the Liquor Store on Saturday, December 29th at 3:00 p.m.

Project #205: City Crew

Greg Gottwald was not in attendance.

Clerk Jacobson informed the council of the following:

- A meeting has been set for January 2nd to discuss the pilot study.
- There was damage to the ice rink due to the water being shallow. Going to flood the ice rink again this weekend and next Monday.

Clerk Jacobson discussed naming the park. The council will pick the top 5 for the meeting and may be able to select one that is liked by all at that time.

Project #467: 2017 Project

At the December meeting, the final project payment was approved at \$152,727.24. Clerk Jacobson reviewed the final payment amount and information and the \$60,000 in liquidated damages was not withheld. After subtracting the \$60,000, the final payment will be \$92,727.24 to be paid in December.

Project #167: TIF #1-7

The council was informed that TIF #1-7 for J Wiener Construction did not have enough increment to support administration fees and funds will need to be transferred for the overage of the amounts.

Motion by Emerson, seconded by Dahlheimer, to approve to transfer \$6,874 from the 530 fund to the 560 fund for administration fees and \$4,351 from the 530 fund to the 560 fund for extra increment received to close out the fund. Proceeds will be deposited in the 100 fund. All Ayes

Project #167: TIF #1-9

TIF #1-9 was set up for Paul Hartmann for the apartments on Main Street West.

Motion by Dahlheimer, seconded by Anderson, to approve TIF #1-9 for Paul Hartmann in the amount of \$125,000 as of December 20, 2018. All Ayes

Council discussed they would like a list of bills approved to pay before the meeting.

List of Bills:

Council discussed they would like a list of bills approved to pay before their meeting now that the meetings have been pushed back one week and some bills may need to be paid before the meeting.

Project #76: Police

Chad Gulbranson was in attendance.

Gulbranson informed the council of the following:

- No comments have been received from the city attorney regarding the rental ordinance. Will get back to him to review at the next meeting.
- New schedule begins in January.

The council discussed parking on lawns in the front yards which is not allowed as per Planning & Zoning ordinance. The snow removal ordinance requires them to be off the street and that makes residents park on their lawns in the front yards. Other ordinances should be considered when passing new ones and how it will affect all ordinances.

Project #76: Police – Forfeiture Vehicles Expense

The council wanted to know if all expenses for forfeitures was taken out and for sold police car expense to get it ready.

Gulbranson stated that they were.

A resolution for forfeiture was presented and shows that the city attorney can charge 30% of the fees but waives the fees. But the city is paying the attorney fees so we can keep the 30% for recouping the cost.

Gulbranson will check if the city can keep the 30% for attorney fees.

Resolution 2018-35 was presented by Dahlheimer, seconded by Olson, to approve to deposit \$2,053.73 to forfeiture funds minus the 30% attorney funds if they can be used for attorney fees already paid. When put to a vote, the resolution passed unanimously.

Resolution 2018-34 was presented by Dahlheimer, seconded by Olson, to approve to deposit \$1,375.32 into the general fund for capital outlay. When put to a vote, the resolution passed unanimously.

Resolution 2018-33 was presented by Dahlheimer, seconded by Olson, to approve to transfer \$1,300.06 from the general fund to DWI fund for 2018. When put to a vote, the resolution passed unanimously.

Meeting adjourned at 5:45 p.m.

Mayor – Keith E. Emerson

City Clerk/Treasurer – Angela A. Jacobson