

Osakis City Council – Regular Meeting
January 8, 2018
7:00 PM

Present: Keith Emerson, Jim Snyder, Justin Dahlheimer, Jerry Olson
Absent: Randy Anderson

Others Present: Angela Jacobson, Julie Didier, Jason Schultz, Travis Middendorf, Chad Gulbranson, Mark Grinstead, Sheila Krohse, Paul Hartmann, Lil Ortendahl, Bev Snyder, Sharon Fredrickson, Alan Larson, Osakis Review

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

Pledge of Allegiance was spoken.

Motion by Dahlheimer, seconded by Snyder, to approve the agenda as presented. All Ayes Absent: Anderson

Motion by Dahlheimer, seconded by Olson, to approve the general consent items, including the December city bills in the amount of \$512,415.24, December 12, 2017 meeting minutes, EDA minutes and OT Report. All Ayes Absent: Anderson

Project #24: Liquor Store

Julie Didier was in attendance. Council received the December Liquor Store reports.

- Sales for On-Sale for December was \$1,184.
- Sales for Off-Sale for December was -\$6,487.
- Total for December is -\$5,303.

- 2017 YTD Liquor Store total without transfers and capital outlay was -\$13,908.36.
- Capital outlay expenditures for 2017 was \$10,973.

Didier discussed the following with the council:

- Inventory on January 1st
- Monthly checks of inventory should be done and included in council packet. Do spot checks.
- Failed a tobacco compliance check.

Jacobson will check the state statute for loss at the Liquor Store. The Liquor Store has lost money 2 out of the last 3 years.

Didier had a Sunday sales sheet and informed the council what happens at the Liquor Store on those days. Purchased two more TV's for sporting events.

Project #73: First Responders

Jason Schultz was in attendance. Council received the run reports for the entire year of 2017. The report included run hours, percentage of calls in Osakis and to the townships, and the runs and meetings per member.

Council received the by-law changes presented at the December meeting. This includes the discussion regarding the stipend pay per call.

A letter was given to the council that will be sent to the townships for their March Board meeting. If the council has any changes they are to let Schultz know.

Schultz informed the council of the following:

- 202 calls in 2017.
- 11 active members.
- Donkey Basketball fundraiser on January 27th.
- Received a \$1,500 donation from OEDC donation.
- Pay per call is active – May help to get more members.
- Meet with Bill Engebretson regarding First Responder pensions. May look at a legislative bill for 2018.

Project #74: Fire Department

Travis Middendorf was in attendance.

- 5 fire calls and 1 accident call in December.
- 38 calls for 2017.
- Chad Zimmel and Mike Lloyd are new members on the department.

The following are the newly elected officers of the fire department:

- Chief – Travis Middendorf
- 1st Assistant – Craig Dropik
- 2nd Assistant – Kyle Kostrzewski
- Training Officer – Craig Schultz
- Secretary – Tony Van Acker
- Treasurer – Dirk Hagedon

Motion by Snyder, seconded by Dahlheimer, to approve the Fire Department officers as presented for 2018. All Ayes Absent: Anderson

Project #13: Fire Relief

The following are the newly elected officers of the fire relief:

- President – Kyle Kostrzewski
- Vice-President – Ryan Larson
- Board Member – Matt Kral
- Board Member – Adam Trisco

Council received the full copy of the Fire Departments by-law changes that Kostrzewski presented at the December council meeting.

Motion by Snyder, seconded by Dahlheimer, to approve the Fire Relief officers for 2018 and the by-law changes for 2018. All Ayes Absent: Anderson

Project #76: Police

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

Gulbranson informed the council of the following:

- Sidewalks are looking pretty good – have only had to do reminders.
- 17% above last year's calls.
- 65% above 2012 calls.
- In 2017 there were 109 arrests that went to jail. Average arrests are 65.
- In 2017, the department issued 158 citations. This is up 26% from 2016.
- Warnings were up 12% from 2016 which were parking warnings.
- 105 city nuisance violations.
- The department has been proactive on drug activity.
- In 2016, there were 13 domestic calls and in 2017 this increased to 36 calls.
- With DWI the department did not see a big change from 2016 to 2017.

Emerson asked Chief Gulbranson about the night of December 31st. Emerson had noted there was no officer on duty. Gulbranson informed the council that the other officers were on vacation and he was on call.

Project #205: City Crew

Greg Gottwald was not in attendance. Council received the December public works report.

Council reviewed the monthly report. Gottwald will update the council regarding the process on the downtown holiday decorations and the ice skating rink at the next meeting.

Project #460: Downtown Project

Sheila Krohse from Bolton & Menk was in attendance.

Council received a grant update for the Commercial and Residential properties. Emajeane Zweig is still looking for more residential projects for the grant.

Krohse stated that 21 Main Street East needs to have the brick replaced but no one wants to pay to fix it.

The light by H & R Block is out. Krohse will discuss the warrantee for the lights and banner arms with Gottwald.

Krohse stated that Robbie Schultz has concerns about the drive over curb. Schultz was ok with it before but now wants a driveway apron which requires a cut into the new road.

Krohse stated the bill from Schultz for gravel and work done on the south side of Howard Swenstad's shop was more than expected.

Krohse informed the council that Granite Ledge will give an estimate on the downtown clock. Krohse and Snyder will work on this.

Project #467: 2017 Project

Krohse informed the council of the following:

- No word on the PFA loan.
- All cracks will be fixed and finished in the spring if needed.
- Jeanna Barnes – put in a claim for the project and working to get her basement damage covered.

Project #386: Street Name

At the last council meeting, Mike Redetzke was in attendance to ask to have his street named. Redetzke was unable to stay for the meeting so the discussion was tabled.

Redetzke is asking for the council to allow him to put up a sign that says “Redetzke Drive” on his property. This sign is more of a personal sign for his property and he is not asking to change his address or the street name.

Motion by Snyder, seconded by Dahlheimer, to approve Mike Redetzke to install a sign that says “Redetzke Drive on his property. All Ayes Absent: Anderson

Project #110: Gambling

At the last council meeting, Clerk Jacobson informed the council that our city ordinance states we can collect 10% of net profits from gambling profits from all gambling establishments in Osakis.

Council received a copy of the ordinance. According to the ordinance, the city can charge 10% to each establishment in the city. If we do charge the 10%, we can only use the funds for lawful purposes.

Council reviewed the section of the report that must be filed with the state annually stating the authorized purposes. The funds could be used to offset the cost of training/equipment in our current budget for the police, fire department and first responders. The funds can also be used for park improvements that currently we have in our budget.

Clerk Jacobson spoke with other cities and suggested we just ask for the funds annually, and if we don't get funds from all groups then look at enforcing the ordinance.

Clerk Jacobson has asked the Elks organization for funds for the fireworks and Visitor's Center staffing. They have approved the request for the full amount.

City will look into the gambling funds. Clerk Jacobson will ask the council for gambling requests for future funding so they are aware of the request.

Project #80: Garbage

At the last meeting, the council wanted to set up a meeting in January with Jeff Bertram with West Central Sanitation to discuss renewing the garbage contract.

Clerk Jacobson had visited with Bertram and he will be out of the office until the end of January. Bertram will contact Clerk Jacobson to set up a time to meet.

Clerk Jacobson informed Bertram to put a written proposal together with the rates and changes to be discussed at the meeting.

Clerk Jacobson has looked at the schedule for the RFP process. The last date the council can decide if we are going out for RFP is February 9th, 2018 in order to meet the April 1st contract renewal date.

Clerk Jacobson will meet with Bertram as soon as possible.

At the last meeting, the council also was informed about the Organix use in Osakis.

Council would like to find out who is wanting Organix.

Motion by Snyder, seconded by Olson, to approve tabling the discussion regarding Organix until we figure out a provider. All Ayes Absent: Anderson

Project #249: Planning & Zoning

Council received the Planning & Zoning minutes from December 21st, 2017.

The council would like to visit with other cities to receive information as to how their Planning & Zoning works and if they have someone to check the sites.

Project #373: Policies

At the last meeting, the council met with Chief Gulbranson regarding comp time payout and some language changes. Gulbranson presented the council a Memorandum of Understanding from the Police Union.

Clerk Jacobson has talked with the city attorney regarding the comp time issue. Council received a letter of response to this issue. The letter states that the city should have a policy in place for comp time accrual and use. This is not required to be a part of the union contract. It can be a city policy.

Clerk Jacobson has done some research with a couple of cities so far and those cities did not pay out comp time. Those cities have a policy on comp time and a cap. The police department did some of their own research and found departments that did pay out comp time. More research is needed for this issue.

Clerk Jacobson can gather more information for the council to review and asked the council if they would like to set up a meeting to review a policy for comp time.

Council would like to have a meeting and Clerk Jacobson will try to get a meeting scheduled.

Project #109: Licenses

Council reviewed the list of the 2018 Licenses. Licenses renew on January 15th. All applicants have filled out their renewal forms and provided to the city the required documents, proof of training, fee payments and insurance.

- VFW: On-Sale Club Intoxicating Liquor, Sunday Liquor Club, Tobacco, 2 AM
- Osakis Bowl: On-Sale 3.2% Beer, Bottle Club
- Osakis Municipal Liquor Store: On-Sale Intoxicating Liquor, Tobacco, 2 AM
- Osakis Country Club: On-Sale 3.2% Beer, Bottle Club
- JP Kalpin (O'Town Tavern): On-Sale Intoxicating Liquor, Sunday Liquor
- Knights Pub & Grub: On-Sale Intoxicating Liquor, Sunday Liquor, 2 AM
- Panther Distillery: Micro Distillery .375 Off-Sale

- Gas Mart: Tobacco
- Paul's Pump & Pantry: Tobacco
- Osakis Family Foods: Tobacco
- Alex Rubbish: Garbage, Roll-Off
- West Central Sanitation: Garbage, Roll-Off
- Waste Management: Garbage, Roll-Off
- Todd County Roll-Off: Roll-Off
- Osakis Silo: Roll-Off
- Tom Kraemer Inc.: Roll-Off

Motion by Olson, seconded by Dahlheimer, to approve all 2018 Licenses as presented providing all required paperwork has been turned in. All Ayes Absent: Anderson

Project #318: Lake Osakis Resort Association (LORA)

At the last meeting, the council received a copy of the expenditures for LORA for 2017.

Clerk Jacobson informed the council of the following:

- The 2017 Lodging Tax Collected was \$31,666.
- Two resorts were assessed for lodging tax that was unpaid for 2017. The total amount put on taxes for 2018 was \$5,200.
- Total lodging tax projected to collect for 2018 is \$36,866.

With the council's permission, Clerk Jacobson will continue to look into the use of these funds and how they serve our community.

Council would like to continue to look into the use of funds.

Project #196: Fee Schedule

Council received the proposed 2018 Fee Schedule.

At the last meeting, the council reviewed the fee schedule and the following changes were made:

- IRS mileage rate changed from .575 to .535
- Changes made during the year to the WAC and SAC fee for apartments.
- Water turn on fee after hours changed from \$45 to \$150.

Motion by Emerson, seconded by Olson, to approve the 2018 Fee Schedule as presented. All Ayes Absent: Anderson

Project 242: West Central Initiative

Council received a letter from West Central Initiative asking for the city to pay our commitment of \$500. This is the last payment of our \$2,500 commitment.

Motion by Snyder, seconded by Emerson, to approve the final payment of \$500 to West Central Initiative. All Ayes Absent: Anderson

Project #369: CenterPoint Energy

Council received a letter from CenterPoint Energy regarding a rate increase proposal. This is an informational letter.

Project #143: Cable TV (Charter)

Council received a letter from Charter Cable regarding channel changes.

Clerk Jacobson has been working with Charter on renewing their Franchise Agreement. Over a year ago, the council received information about this grant agreement and asked them to make a few changes to the agreement. Hopefully, we will have their draft copy back in the next couple of months for the council to review.

Project #110: Gambling

Ducks Unlimited would like approval of a gambling license for their raffle to be held at the VFW on March 23rd, 2018.

Resolution 2018-02 was presented by Olson, seconded by Emerson, to approve the Duck's Unlimited gambling license for March 23rd, 2018 at the VFW. When put to a vote, the resolution passed unanimously. Absent: Anderson

Open Floor

Alan Larson was in attendance. Larson lives on Oak Street East where there is a boulevard, but Larson has concerns about all the snow that gets put up on the sidewalks. Larson feels the city has the equipment to clean it off. Larson's property also abuts County 82 and also feels the city should clean those sidewalks off.

Larson said he cleans the snow and the county comes by and he has to clean it off again. The ordinance is discriminatory and does not address all sidewalks. Addresses sidewalks in certain areas.

Paul Hartmann spoke and said the snow is heavy after plowing and can only be moved with a plow afterwards. Plowing snow on others property will not be good either.

Snyder stated that he understood. If he made a motion to have the city clean the sidewalks he may get a second but it's very complicated to work out. This is being talked about and we are trying to resolve the issue.

Public safety if for the whole town and not just certain areas for public safety.

Dahlheimer said that the sidewalk ordinance should be removed then we don't have to worry about it.

Larson did not want to see that the city ordinance is removed.

Larson said the city could charge for snow removal if the skid loader is used.

Discussion was held regarding the parking issues.

Jerry Olson was figuring the cost for plowing and snow removal for 60 ft lots.

The businesses could be billed for this cost. Snyder said that would need to be considered. There may be salt and lawn care issues and would have more problems to complain about.

Dahlheimer thought a district accessibility with options for snow removal could be set up.

This will be discussed with Gottwald and the council.

Meeting adjourned at 8:42 p.m.

Mayor – Keith E. Emerson

Admin/Clerk/Treasurer – Angela A. Jacobson