

Osakis City Council – Regular Meeting
November 5, 2018
7:00 PM

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

Others Present: Angela Jacobson, Julie Didier, Greg Gottwald, Travis Middendorf, Calvin Uhl, Sheila Krohse, Eric Jacobson, Bev Snyder, Jacob Uhl, Danny Dillabough, Laura Backes, Paul Hartmann, Brent Thompson, April Thompson, Celeste Edenloff

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

Pledge of Allegiance was spoken.

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

Motion by Anderson, seconded by Olson, to approve the general consent items, including the October city bills in the amount of \$311,411.09 and the October 1, 2018 meeting minutes. All Ayes

Project #24: Liquor Store

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

Council received an email from Barb Tilbury regarding the Liquor Store public hearing.

Council received the following reports:

- Statement of Revenue & Expenses
- Liquor Store Revenue & Expenses
- Liquor Store Sales Report
- Exp/Rev for On and Off Sale
- Inventory Report
- Hourly Sales and Sales Statistics
- Inventory Count Sheet

Liquor Store sales for October totaled -\$1,563 for Off & On Sale.

Didier stated that Jim Snyder helped tremendously and can't thank him enough for all his help. She explained that they moved the middle shelving 11 inches and reset the store. Didier feels it looks good.

Didier also informed the council of the following:

- Purchased sweatshirts and T-shirts for resale in the amount of \$1,800 in October. This is not a normal purchase.
- For Bargo – bring in a canned food item for the Food Shelf and get a card for drawing.
- In December she will have donations for Toys for Kids and donate to the OWA for Mitten Tree.
- Credit Card fees run about \$1,000 per month. Didier will look at a minimum purchase for credit card use fee. Will look into other card processors for better rates.

Project #73: First Responders

Jason Schultz was not in attendance. The council did not receive a run report for October.

Project #74: Fire Department

Travis Middendorf was in attendance.

Middendorf informed the council of the following:

- 4 calls for October – They were a barn fire, grass/combine fire, semi-truck fire and grain dryer fire.
- An open house was held at the fire hall. The turnout was not as good as in the past.
- Turn out gear is \$68,000 – An application was submitted for a FEMA Grant.

Project #76: Police

Chad Gulbranson was not in attendance. Council received the October reports and November schedule.

Project #205: City Crew

Greg Gottwald was in attendance. Council received the October Public Works report. Gottwald reviewed the report.

Project #444: Waste Water Project

Council received a letter from Flaherty and Hood that was sent to the MPCA.

Council received a bill from Flaherty and Hood in the amount of \$498.90.

Motion by Dahlheimer, seconded by Olson, to approve the bill from Flaherty and Hood in the amount of \$498.90. All Ayes

Project #467: 2017 Project

Sheila Krohse was in attendance.

Council received a bill from Ferguson Brothers to rip rap along the shoreline at the public access. The total bill is \$51,555.

Council discussed if they wanted to take the funds out of the 2017 project expense. The council feels that is ok to do and will get 50% cost share from SRWD.

The council held a public hearing on October 17th and did not adopt the assessment policy at this time.

There was a question on lot assessment for Brent and April Thompson's property on the corner of 1st Avenue East and Main Street East.

Krohse checking into this and the lot assessment was incorrectly calculated because of the services on each side. Thompson's assessment would change from \$6,468.82 to \$2,685.55. Krohse checked on the other corner lots and they had been calculated correctly.

Brent and April Thompson were in attendance and did not state any concerns about this change. This amount includes \$894.30 for street and \$1,791.25 for water service stub.

Motion by Snyder, seconded by Dahlheimer, to approve the bill from Ferguson Brothers for shoreline rip rap in the amount of \$51,555. All Ayes

Resolution 2017-27 was presented by Anderson, seconded by Olson to approve adopting the final assessment for the 2017 Project. When put to a vote, the resolution passed unanimously.

Project #139: Lions Park

Calvin Uhl and Jacob Uhl were in attendance to discuss an Eagle Scout project they would like approval for.

Jacob Uhl explained that he has prepared a contract and will maintain the sign until he graduates on June 1st, 2021.

Council is ok with this project.

Motion by Olson, seconded by Anderson, to approve the Smokey the Bear sign in the Lion's Park. All Ayes

Project #102: EDA

Council received the October 22nd, 2018 EDA meeting minutes.

At the meeting, the EDA Board motioned to have the council consider running a contest to name the downtown park (Ortendahl's lot) and offer \$100 in Chamber Bucks to the winner of the contest.

Council discussed if they would like to have a contest to name the park or the council name it themselves.

There is no official need to have a park designation.

Council will decide the name of the park.

Olson mentioned Hendricks Addition – Feels we should have soil samples done. Snyder will talk with the EDA regarding this.

Motion by Dahlheimer, seconded by Snyder, to approve to designate the lot a park. All Ayes

Motion by Dahlheimer, seconded by Snyder, to approve to run a contest to name the park and the winner will receive \$100 in Chamber Bucks and council will pick the name. All Ayes

Project #472: Housing Assistance (MCP)

Council received information from Minnesota Housing regarding assistance for first time home buyers buying a new home or refinancing. The program offers a lower interest rate and a down payment loan option for those that qualify.

If the city participates in the program, the city can receive a minimum of \$100,000 for the program but must use at least 50% or the city is not allowed to participate the next year.

Council discussed if this is something they think would be used in the community and if they want to participate.

Council also discussed if they would like the EDA Board to be in charge of the program or if they would want to be. EDA board can receive the reports that will be included in the minutes.

Motion by Anderson, seconded by Dahlheimer, to approve the Housing Assistance Program for the City of Osakis. All Ayes

Project #60: Ordinance Change

The council voted to make a change to the council meeting date beginning January 2019.

Council received city ordinance change #119. Dahlheimer read the ordinance and the second reading will be at the December meeting.

Earlier this year, the council discussed the water bills being put in the property owner's name instead of the renter's name. After reviewing the ordinance, there were a couple of conflicting statements so Clerk Jacobson had Tom Klecker give his opinion on what should be changed with the ordinance. Klecker suggested to eliminate the items that have been struck through to clean up the language. This would allow the city to bill the property owners for the water bill and the owner will collect the water bill from the renter. After the ordinance is passed, a letter will be sent to the property owners to give them time to change their lease arrangements.

Council received city ordinance change #120 to clean up the language for renters. Dahlheimer read through ordinance.

Project #196: Fee Schedule

Council received the proposed fee schedule for 2019. Clerk Jacobson has noted some changes.

Planning & Zoning will review the fee schedule for Building Permits fees at their November meeting and will make recommendation to the council.

Project #46: Water Rates

Council received a spreadsheet for the water and sewer rates needed to fund the water and sewer expenditures.

Accounting to the costs for the water/sewer accounts Clerk Jacobson is proposing to increase the fee schedule with rounding numbers. This would mean about a \$6 increase per household per month.

Council reviewed this information and want to think about the rate increase. They will discuss this at the December meeting.

Project #452: Township

Council received a Road Maintenance Agreement with Gordon Township for 2013 which includes five years of road maintenance for their portion of 8th Avenue East. Clerk Jacobson and Gottwald reviewed the agreement and felt that \$500 was enough for the maintenance cost. Clerk Jacobson suggested a three year contract with Gordon Township for the road maintenance at \$500 per year.

Clerk Jacobson will send a letter to Gordon Township asking for a three year contract at \$500 per year and will draft an agreement.

Council will discuss this matter at the December meeting. A letter will be sent to Gordon Township for a three year contract at \$500 per year.

Project #7: Community Center

Snyder and Clerk Jacobson talked with Bob Kanninen (custodian for the Community Center). Kanninen has been working for the city for one year and would like to get a few more hours in per month so he can work on some maintenance items. Kanninen will work with Snyder and Clerk Jacobson to get a list of items to work on.

Kanninen is also requesting a \$.25 per hour raise which would be \$12.25 per hour.

Motion by Emerson, seconded by Olson, to approve a raise for Bob Kanninen to \$12.25 per hour. All Ayes

Project #243: Canvass Votes

A meeting has been scheduled for November 14th, 2018 at 3:00 p.m. to canvass votes for the 2018 Election. A quorum of the council must be present.

Project #213: Lifeguards/Beach

Totals for the 2018 Swimming Beach are as follows:

<u>Month</u>	<u>Swimmers</u>	<u>Picnic</u>
June	667	262
July	1,264	606
August	756	310
September	63	20
Totals	2,750	1,198
Wages	\$7,607	
Schooling & Ads	\$450	
Beach Maintenance	\$1,700	

It has been a good year for the beach with the 4th of July the biggest day again this year.

Open Floor

Laura Backes stated that she has heard comments of naming the park and the council may see some opposition.

Paul Hartmann asked about the tips for Liquor Store employees.

Clerk Jacobson stated that she presented information to the council to review and there is no documentation that states there is no tips for Liquor Store employees. A manager cannot take tips or items from vendors in return for buying a product because it may influence their buying.

Meeting adjourned at 8:00 p.m.

Mayor – Keith E. Emerson

City Clerk/Treasurer – Angela A. Jacobson