

**OSAKIS CITY COUNCIL
SPECIAL MEETING
AUGUST 27, 2019
6 P.M.**

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

Absent: None

Others Present: Angela Jacobson, Wayne, Chad Gulbranson, Greg Gottwald, Travis Middendorf

Meeting called to order by Mayor Keith Emerson at 6:00 p.m.

Motion by Anderson seconded by Dahlheimer to approve agenda, all ayes.

Project #249 – Planning and Zoning - Brian Danielson store front approval

Motion by Anderson seconded by Olson to approve the store front of Brian Danielson to put vertical steel at 40 main Street East. All Ayes

Project #6 – Theatre Lot

The council approved to relinquish the land back to the county but the county needs a resolution.

A resolution was presented by Anderson 2nd by Dahlheimer to approve 2019-12 to relinquish the theatre lot back to the county, when put to a vote the resolution passed unanimously.

Project #197 – Pilot Study

Greg Gottwald stated they are finishing up the pilot study and looking to see if the current iron filter can be used as a pressure filter, this will minimize the reconstruction needed to the plant. If we were to use the big filter as the biological filter it would need to be back washed with raw water and the plant is not set up for that right now.

The Dept of Health approved the city to use the media in the test study as the media to get the biologic activity started in the filter, because it takes time to work. Eric Mester should have a report in October and will set up a meeting with the council to go over the report and explain the process.

Water Tower

KLM gave us an estimate of \$375,000 to paint and repair our water tower inside and out. Will have to look into funding for both projects and see what is most cost effective to borrow or use existing money.

#444 – Waste Water Project

Still testing Faille lake and the Sucke disk is still clearly seen at the bottom of the lake even after the extra discharge we had this year with the high water . We discharged 200 kg of phosphorus this year already and our permit they are proposing us to be at is 121 kg.

#205 – Public works

Greg is looking at a plow truck and will have the information at the next council meeting he will be putting a \$1,000 down payment for them to hold it until after the next meeting.

#76 – Police

Chad Gulbranson was in attendance and explained that the nuisance storage have most of them cleaned up.

Nuisance maintenance and appearance –

Jim Fry is putting shingles on.

Robby Schultz needs to remove house and the city is more than serious that it needs to be taken care of, need to move to the next step.

8th Ave W house burn – they need to get the hole cleaned up, it has been long enough

People not getting their projects done need to be sent a letter or continue the process to get it cleaned up.

#60 – Ordinance – Rental

Chad Gulbranson looked into the ordinance in Alexandria. Alexandria has Horizon public health do their inspections and they would be willing to discuss doing them for us. They would do them every 2 years and the property owners would pay the fee and they would handle complaints, the neighbors would be required to have the property owners phone number.

Chad should work on ordinance and work with Horizon to get a draft ordinance together.

Dan felt like after the hearing we need to have the ordinance more spelled out and enforcement measures included.

Project #84 – Budget

Greg public works reviewed his budget items and explained adding a fourth guy to the crew and that is was figured in and the council can decide if they feel that it can work to help with the workload.

Chad Gulbranson police discussed the changes to his budget. He would like to add one part time shift to every Saturday during the year. That seems to have the most call outs. The council was concerned with a 13% increase in the police budget this year, and don't want to see a big increase.

Chad would also like to raise the part time help from \$18 to \$19 per hour.

Capital Outlay was put on \$15,000 last year was \$5,000 because he would like to replace the squad every 3 years

Fire department Travis Middendorf he stated his fire department handed out the forecast for replacing the equipment and at the end of replacement we fall short in funds. So Travis wanted the council to be aware and think about how we will deal with this in the next 20 years.

He asked if the salaries for the fire department officers could have an annual increase of 3.5% each year. He also asked the council to consider increasing the \$20,000 they put in the relief retirement fund by 1% a year, currently each fire department member makes \$3,300 each year towards their retirement fund.

The relief meeting has been moved to September 30th at 7pm.

#24 – City Clerk

Angela discussed the city budgets for the general funds and asked to have a raise for Candy part time help from \$18 to \$19 or \$19.50. Asked to change Lynnette from ¼ each department to 1/5 because she feels this is more accurate of her time. The Election cost will go up next year because we will be required to hold 3 elections instead of 2 because of the presidential primary.

Commented about the quality of the city hall and testing that will be done. Council ok with getting cost on some new desks or partitions.

Items for council discussion:

- Street Department add 4th guy – felt they would give him a 6 month full time person for help in the summer and a lawn mower for 3 months as needed.
- Police Department had 1 shift a week and \$1 wage increase – council decided that the part time officers can get a raise but not to add the extra shift each week.
- City Clerk – Candy raise of \$1 to \$1.50 – Within budget up to Angela
- Lynnette 1/5 instead of ¼ cost share – this is ok, make more sense
- Comprehensive plan cost \$11,000 – include in budget
- CGMC fee for members \$3,904 – included in budget
- TIF Funds Transfers for Admin – included in budget
- Beach Lifeguards – evaluate need for all summer – see use this year
- Water rate Increase by \$1 base and .10 per 1,000 gallons (see fee schedule) ok
- Sewer rate Increase by \$.50 base and .20 per 1,000 gallons (see fee schedule) ok
- EDU rate change -ok
- TIF 1-6 Roach – Downtown TIF – will evaluate later in the year
- Levy Increase- 3%
- Public hearing date – Truth in Taxation – December 9th – yes set as regular meeting
- Organics Recycling – kept the same no extra money over grant amount

Budget for bond funds include:

Industrial Park bond (503) Principal balance \$137,000
Bond (503) fund balance \$83,689
Industrial Park (530) balance \$124,226

The budget reflects asking the OEDC for \$10,500 towards the payment for the bond for 2020.

2014A Bond was fund 504 now (514)
This bond was refinancing for the 1st Ave E and 8th Ave E project bond.

Because this project received many unanticipated repayments we do not make the interest on the assessments as originally calculated, so we have to increase revenues to offset.

2020 bonds levy \$73,000

2002 Bond fund Hwy/Oak/Pike (511)
Bonds shows needing levy of \$45,000

Downtown Project Bond 2016A (516)
Bond shows needing levy of \$25,000

Transfers between funds:

These funds are in the budget to be transferred between funds to pay for cost projects and TIF agreements

Transfer from water fund (600) to Hwy project bond (511) to pay bond cost
Budget is \$37,000

Transfer from sewer fund (601) to 2012A bond (512) for 8th Ave W and Oak St W to cost
levy amount needed for project
Budget is \$10,000

Transfers of Admin Cost from TIF funds 502, 570, 571
Budget is \$2,400

Fee schedule changes to water/sewer funds – per the projected costs

| Water and Sewer rate changes | 2019 | 2020 |
|---|-------------|-------------|
| Base Charge - Minimum charge per month (includes 1,000 gallons) | \$29.50 | \$30.50 |
| Each 1,000 - 5,000 Gallons | \$3.40 | \$3.50 |
| Each 5,000 to 10,000 Gallons | \$3.70 | \$3.80 |
| Each 10,000 to 20,000 Gallons | \$4.00 | \$4.10 |
| Each 20,000 and above Gallons | \$4.30 | \$4.40 |
| Bulk water (per gallon) | \$0.03 | \$0.03 |
| EDU charge per 4,000 gallons used for multi family properties | \$26.00 | \$30.50 |
| Seasonal Water & Sewer user per month | \$29.50 | \$30.50 |
| Sewer | | |
| Base Charge - Minimum charge per month | \$19.00 | \$19.50 |
| Each 1,000 Gallons | \$2.60 | \$2.80 |
| Fixed Charge Non Metered - Minimum charge per month | \$27.50 | \$28.00 |
| User Fee - Minimum billed per month | \$8.50 | \$8.50 |
| Seasonal Sewer user | \$16.00 | \$16.50 |
| Not Metered sewer Multi-family increase 2% | | |

Council needed to balance the budget. Currently \$60,000 over budget.

Council cut the 1 shift a week for the police part time help
Council did not want to hire another full time public works guy, but will add a 6 month full time help and a lawn mower if needed.
Council did approve a \$300 increase in fire department officer's wages, they made adjustments to Police, public works, City Clerk capital outlay amounts.

Council chose to increase the levy by 3% or \$22,250.

Meeting adjourned at 10:00pm

Mayor – Keith E. Emerson

City Clerk/Treasurer – Angela A. Jacobson