

**Osakis City Council – Regular Meeting**  
**February 11, 2019**  
**7:00 PM**

Present: Jerry Olson, Randy Anderson, Keith Emerson, Laura Backes, Justin Dahlheimer  
Absent: None

Others Present: Angela Jacobson, Reenie Goodwin, Mark Grinstead, Eric Jacobson, Danny Dillabough, Sharon Fredrickson, Becky Hensley, Osakis Review, Travis Middendorf, Lil Ortendahl

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

Pledge of Allegiance was spoken.

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

Motion by Dahlheimer, seconded by Backes, to approve the general consent items, including the January city bills in the amount of \$594,311.28, the January 14<sup>th</sup>, 2019 meeting meetings. All Ayes

**Project #55: OEDC/Pull-Tabs**

The OEDC Board has requested to amend their lease at the Osakis Liquor Store to include electronic pull-tabs and Bingo games to be an option at the bar.

This would mean the pull-tab booth would still be open for operation as it has in the past, but the electronic pull-tab/Bingo games will be an option for those playing at the bar operation.

OEDC is willing to pay the 15% commission on the electronic games. The rest of the games would be at a 10% commission as it has in the past.

The OEDC will setup the I-Pad and train the bartenders on how to use the electronic pull-tab. The OEDC will provide their own internet connection and will use a POS system for the electronic transactions.

Council received the Resolution to review.

Items that were discussed:

- Two I-pads to start.
- The VFW is busier with electronic pull-tabs.
- There is a trial period.
- The policy at the Liquor Store is to have at least 5 customers in the Liquor Store or it will be closed even if customers are playing pull tabs.

The OEDC should be aware of this practice and be aware of what is done if only 5 customers are in the Liquor Store.

The OEDC will provide WIFI and a POS System. Shortages are taken from rent. 15% commission for the electronic pull-tabs and 10% cap on other games or \$1,750.

The OEDC will provide training.

Resolution #2019-03 was presented by Anderson, seconded by Olson, to approve to renew the rent for the OEDC at the Liquor Store and allow electronic pull-tabs/bingo with a commission fee of 15%. When put to a vote, the resolution passed unanimously.

### **Project #24: Liquor Store**

Reenie Goodwin was in attendance.

Council received the January Liquor Store reports:

- Liquor fund statement for Revenues and Expenditures.
- Liquor Store inventory.
- Liquor Store sales report.
- Exp/Rev accounts for On-Sale.
- Exp/Rev accounts for Off-Sale.
- Items Sales report.
- Cycle counts completed in January.

Total loss for January was -\$26,723.49. This total includes a payout for the previous Liquor Store Manager in the amount of \$15,546.76 and an annual payment for Liquor Liability Insurance in the amount of \$4,200.

Last year, January sales were -\$17,097.

Council received a list of upcoming events at the Liquor Store.

More people have been coming in due to specials. This includes new customers also.

Backes informed the council that she had talked to a food safety person. Advertising for a potluck could put the Liquor Store at risk if something happens.

Mayor Emerson stated that Reenie is doing a good job as interim manager and has stepped up to do the job.

### **Project #73: First Responders**

Mark Grinstead was in attendance. Council received January run reports.

Grinstead informed the council of the following:

- Received a 3<sup>rd</sup> application for a First Responder member.
- Funding reimbursement from Sourcewell for the First Responders. Clerk Jacobson has been utilizing training funds and may get more funding for training. Sourcewell is a great resource for funding.
- Chief Gulbranson and Officer Uhl will be joining the First Responders.

### **Project #76: Police**

Chief Gulbranson was not in attendance. Council received the January Police report. Council did not receive the police schedule.

Grinstead was in attendance and informed the council of the following:

- P.T. coverage of 20 hours per week was not used in January 2019 so calls are slightly lower with less hours of coverage.
- Opioid Norco helps to prevent opioid overdoses. Grinstead will work on getting this product for police use.

Council asked about Gulbranson. Council was not given a proper notice that he was going to be gone. This creates a hard situation for everyone.

Grinstead stated he did not know why the council was not informed. He was told in mid-January.

The council asked about the police truck.

Grinstead informed the council that the police truck is at Gulbranson's house and does not see a need to have it at city hall.

Grinstead also informed the council that Officer Uhl will be taking day shift for the time Gulbranson is gone.

### **Project #74: Fire Department**

Travis Middendorf was in attendance.

Middendorf informed the council of the following:

- The calls for January included a shed fire on State Hwy 27, car fire on Pike Street, fire by a house in West Union and a mutual aid call.
- The department will be having a burn on April 27<sup>th</sup> for the house on 8<sup>th</sup> Avenue East.
- No information on the FEMA grant.
- The department will not be having Ice Golf this year. Instead the department will be having a pancake breakfast fundraiser on May 5<sup>th</sup>, 2019.
- Firefighter I and II classes will be finishing up soon. There is a possibility of a final burn at the football field parking lot.
- The Fire Department will be having a workshop on Friday, February 15<sup>th</sup>, 2019 at 6:00 p.m. Mayor Emerson and Backes will attend.
- The annual meeting with the townships will be held Wednesday, February 20<sup>th</sup>, 2019.

A reminder should be put in the paper and on Facebook to clean out around the fire hydrants.

### **Project #205: City Crew**

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

### **Project #102: EDA**

Council received the EDA minutes from January 28<sup>th</sup>, 2019.

The EDA Board had a discussion regarding the Hendricks Addition purchase and the concerns of the costs of the council. EDA representative Ryan Peterson has been working with Jerry Hendricks about a lower negotiated price for the property. Hendricks has indicated that his price of \$90,000 is firm.

Council received a copy of the purchase agreement to review and must decide to move forward with the purchase agreement or not.

Council received information about the Hendricks Addition property:

- The Hendricks Addition property has over four acres of land that can be divided into six single family residential homes or eight patio homes that would be in an association.
- The properties have water/sewer and street access. The street access does not have curb and gutter and is not as wide as a typical street. This can mean future improvement costs for the property owners.

The EDA Board has discussed properties and options for building in Osakis. No option has been a cheap option for additional expansions and settled on Hendricks Addition first because it had the most potential of all the properties discussed. It also has the availability to be used immediately.

The money used to purchase Hendricks Addition will be used from the funds that we are holding for our Osakis Residential Revolving Fund TIF 1-5. Currently, the balance is over \$400,000.

These funds are also being used for single family improvements:

- \$5,000 for demolishing a house.
- \$10,000 for remodeling a house.
- \$15,000 for building a new dwelling.

Clerk Jacobson will be working on another push for this funding in February for this year.

Council asked if Hendricks Addition is set to city standard for water and sewer. There would be costs if those have to be upgraded to city standards.

Dahlheimer feels we are bailing him out and do we want to see the lots sit like the ones in Osakis Properties and we would be competing with the buyer of the Osakis Properties lots.

Dahlheimer also felt that the city would have to buy equipment to be able to take care of the road.

Motion by Anderson, seconded by Dahlheimer to approve the EDA meeting minutes from January 28<sup>th</sup>, 2019. All Ayes

### **Project #249: Planning & Zoning**

Council received the Planning & Zoning meeting minutes from January 17<sup>th</sup>, 2019.

Council also received the following ordinance changes:

- #122 – Amending Zoning Ordinance Section 18 & 22 to add a Conditional Use for a shed over 1,200 sq. ft. to be built using pole style construction.
- #123 – Amending Zoning Ordinance Section 32 to change the ordinance regarding fences to be a maximum of 6 feet in height.

Motion by Anderson, seconded by Olson, to approve the Planning & Zoning meeting minutes from January 17<sup>th</sup>, 2019 and Ordinance Amendments #122 and #123 as presented. All Ayes

### **Project #43: Board of Review**

The Board of Review will be held on Tuesday, April 9<sup>th</sup>, 2019:

- 9:00 a.m. – Todd County
- 10:00 a.m. – Douglas County

The purpose of the Board of Review is for the property owner to have the option to appeal the value of their property that is being taxed. This meeting is not to dispute the taxes the city charges.

There must be a quorum of the council present at this meeting and at least one member must have attended the Board of Review training. Anderson and Backes have both received the training.

Council received a copy of the notice that is posted for the Board of Review hearings. This date and time is also included on every tax statement.

### **Project #42: Clean Up Day**

Pope/Douglas currently has May 11<sup>th</sup>, 2019 open for the Hazardous Waste Trailer.

This is the Fishing Opener and Mother's Day weekend but it is the same weekend as we have had Clean Up Day in the last couple years.

Clerk Jacobson will contact Sentence to Serve. West Central Sanitation will make May 11<sup>th</sup>, 2019 work for them.

### **Project #50: Transfers**

Council received the following transfers:

- Close out the 2017 Project – Transfer \$14,007 from water (630 fund) and \$14,007 from sewer to 2017 Project (515 fund).
- Close out the Downtown Project – Transfer \$97,718 from the Downtown Project (510 fund) to the 2016 Bond (516 fund).
- Per the city's budget – annual transfer of User Fee funds from water (600 fund) to the Hwy/Oak/Pike Bond (511 fund). Amount of transfer is \$42,609 to help pay for the bond.

Motion by Dahlheimer, seconded by Anderson, to approve the transfers as presented above. All Ayes

### **Project #325: Ordinance Book**

Council received ordinance book changes approved for 2018.

Council also received Resolution 2019-04 adopting the ordinance for S-7 supplement pages to review.

Resolution 2019-04 was presented by Emerson, seconded by Dahlheimer, to approve adopting the ordinance S-7 supplement pages as presented. When put to a vote, the resolution passed unanimously.

### **Items for council to consider for future:**

Lil Ortendahl was in attendance and commended the street department on a good job.

Meeting was adjourned at 7:45 p.m.

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Mayor – Keith E. Emerson

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City Clerk/Treasurer – Angela A. Jacobson