

Osakis City Council – Special Workshop Meeting
July 9, 2019
7:00 PM

Present: Keith Emerson, Laura Backes, Jerry Olson, Justin Dahlheimer, Randy Anderson

Absent: None

Others Present: Angela Jacobson, Reenie Goodwin, Chad Gulbranson

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

Project #24: Liquor Store

Reenie Goodwin was in attendance.

Goodwin received bids for moving the pull-tab booth in the amounts of \$1,200 and \$1,665. At this time, the council feels it is too much to pay and can move it ourselves.

Goodwin informed the council that the deck is complete. It is being used by lots of people.

Goodwin would like to have a booth for Moonshine Madness. O'Town Tavern picks up the cost for the band and that would have to be split for the event. The cost is \$7,000 and if too much, the Liquor Store could look for others to participate.

Goodwin will contact Paul for MMBA regarding Liquor Store reports.

Project #197: Water Pilot Study, Water Tower & Wastewater/MPCA

Gottwald was not in attendance.

Council received an email from Gottwald:

- Spoke with KLM regarding the water tower and will be discussing it further.
- The water plant upgrade will discuss when there is a better idea of the plan going forward. Eric Meester was in town and went over some of the options for finalizing the plan for the end of the pilot study.
- No new information from the MPCA. Sampling continues.

Project #309: City Hall

Jacobson discussed city hall with the council. She expressed her concern for safety regarding the existing building. Also efficiency in the office, break area, building age and other concerns.

Council would like to get costs and see plans for remodeling and new construction for city hall and shop.

Council was informed that the City of Wadena recently built a new building and could get costs for their building to plan for the future.

Also, it was suggested that we could use a consultant for help in planning for an expansion and to see what would be needed.

Project #84: Budget

The departments have been given their budgets to work on. They will give their finished budgets to Clerk Jacobson by the end of July.

Council will receive the budget information in August and special meetings will be scheduled to discuss.

Dahlheimer suggested the union negotiations should start in August. Try to plan for the 2020 union negotiations.

Project #388: On-Sale Liquor License

A public hearing has been set for July 24th, 2019 at 7:00 p.m. Anderson will be present at the hearing but can be by phone.

Jacobson will check into rules regarding phone conferences.

Council did not have any issue with the fee.

Project #249: Idlewilde Resort

The council discussed evaluating what needs to be done and get a cost.

Council suggested Jacobson talk to Tom Klecker and Gottwald to evaluate what can be done and what needs to be done to fulfill the Development Agreement.

It was suggested to encourage Jim Leigh to fulfill his Development Agreement.

Project #76: Police

Chad Gulbranson was in attendance.

Gulbranson discussed the following:

- Junk vehicles – some tickets were issued.
- House maintenance – some places are cleaned up and others are being worked on.

Project #60: Rental Ordinance

Council discussed and feels there needs to be more information in the rental ordinance.

Council would like Gulbranson to check on the following:

- Checklist for inspections – who does them
- Complaint form that is being used in Albany or Alexandria – These cities may be good resources to review.

Council felt we need more information in the rental ordinance to be able to sight violations and to have expectations for property owners.

Project #255: League of MN Cities

Council discussed costs for consultant. League of MN Cities does not do training for employee items. Consultant contacted to see what the best approach is and what needs to be done.

Council feels it is a good idea to get training; and look into the cost.

Project #254: Utility Program

Clerk Jacobson discussed the current utility billing program:

- Old program is 14 years old.
- Doesn't work with other programs.
- Credit card interface does not work with the program.
- Reporting is not very good.

Clerk Jacobson informed the council that we have funds for a new program. The estimated cost of a new program is \$11,000. Currently, we have \$7,900.00 saved and the rest would be taken out of the water and sewer funds.

Anderson suggested visiting other cities that are using the program and make sure it is what we are looking for.

Project #373: Policy

Does the council want the Personnel Policy to include the union contract language or should it be a separate policy without those items.

Council suggests doing a separate policy for all employees – union or not.

Project #213: Beach

Council was informed that the beach had a few complaints and they will be addressed.

Conference Information:

Anderson informed the council of the conference:

- Positive meeting.
- Dress up meeting notices – make them more welcoming and not lawyer written.
- Serve donuts and refreshments.
- Have door prizes and child care for the meeting.
- Classes on voting and how a vote goes or can go. Phrases of voting to help council and understand.
- DEED – promotion of businesses. Shovel-ready sights so there is not as much red tape to go through.
- Policies – to help with use of regulations.
- Town hall meetings for information for residents – not just a meeting.
- Budget – participation from the public during the process so they see if we do this we need to take funds from different areas.
- Administration grant for training is available for those that need additional training.

Meeting was adjourned at 8:25 p.m.

Mayor – Keith E. Emerson

City Clerk/Treasurer – Angela A. Jacobson