

**Osakis City Council – Regular Meeting**  
**Held Via Virtual Meeting Zoom**  
**July 13, 2020**  
**7:00 PM**

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

Absent: None

Others Present: Angela Jacobson

Others Present – conference via phone: Reenie Goodwin, Chad Gulbranson, Craig Dropik, Mark Grinstead, Greg Gottwald, Anne Marie Loehning, Eric Jacobson, Celest Edenloff, Nathan Reinhold,

The July 13<sup>th</sup>, 2020 meeting was called to order by Mayor Keith Emerson at 7:00 p.m.

Roll Call – All present as indicated above.

Pledge of Allegiance was spoken.

Motion by Backes, seconded by Dahlheimer, to approve the agenda as presented with the addition of Rental Ordinance and MPCA/wastewater lawsuit moved to the end of the meeting for a closed session..

Roll Call Vote – Motion Carries

Motion by Dahlheimer, seconded by Backes, to approve the general consent items, including the June city bills in the amount of \$341,889.50, meeting minutes from June 8<sup>th</sup>, 2020. Roll Call Vote – Motion Carries

Motion by Backes, seconded by Dahlheimer, to approve to remove #174 (Overtime Report) for discussion. Roll Call Vote – Motion Carries

**Project #24: Liquor Store**

Reenie Goodwin was in attendance via phone.

Council received the following reports:

- Statement of Revenue & Expense
- 2 Year Liquor Store Expenditures & Revenues
- Bullet Points
- Liquor Store Sales
- Exp/Rev On Sale
- Exp/Rev Off Sale
- Inventory cycle counts
- Session Summary for June
- Sales for the month total -\$201.00

Goodwin informed the council of the following:

- Ordered \$12,000 more in inventory.
- Pull tabs are up and running. Currently have 4 e-tab machines and looking to get 1 more.

- Happy hour has been busy and has been going well.
- Darrin and Greg helped with the cooler which saved the cost of a repair person.
- Sales were \$37,000 for July 2<sup>nd</sup> to July 4<sup>th</sup>.

Backes questioned the OT Report – shows overtime pay of \$600 and a loss on the Liquor Store funds.

Goodwin stated that she is short on staff and it has been hard to call in workers. When the off-sale is open, 1 person is running both the on-sale and off-sale.

The reports show the off-sale profit is not as high as the on-sale.

Dahlheimer – with salaries of \$135,000 a year and they can't show up to work does not set right.

Dahlheimer also questions that we have record revenue in the off-sale, so why is it not making a profit?

Backes said other municipals are making record profits and questioned why we can't. Backes will get some information from other municipal liquor stores for the August meeting.

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

Mark Grinstead was in attendance via phone.

Council received the May reports:

- 22 calls for the month, 1 no-show on a Friday at 11 a.m.
- 2.6 average member response per call.
- 4 calls had a solo responder.
- 125 calls year to date.
- 64% of the calls were between 6 a.m. to 6 p.m.
- 50% were in town.

Grinstead informed the council of the following:

- The First Responders had their June meeting at the Community Center. Interviewed a new applicant and discussed another applicant. The First Responders recommend putting Kyle Swenstad on the OEMR, upon their two newest members be fully trained and his successful completion of EMR training tentatively this fall.
- New members Shannon Graff and Amber Kral have been issued pagers and medic bags and will begin training with us during calls and at the monthly meetings.
- The First Responders were awarded a Centerpoint Energy grant of \$2,500, with the understanding it is to be used toward the purchase of a computerized training mannequin that all city departments can use for training. Council received a quote for a mannequin training simulator with an iPad for adjusting training settings.
- First Responders received a \$1,000 donation.

Motion by Dahlheimer, seconded by Olson, to approve Kyle Swenstad to be a member of the OEMR as per recommendation. Roll Call Vote – Motion Carries

Motion by Dahlheimer, seconded by Backes, to approve to purchase a mannequin training simulator as presented in the amount of \$8,540.00 Roll Call Vote – Motion Carries

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

Craig Dropik was in attendance via phone.

Council received the June Fire Department report. The department had 9 calls for the month.

Dropik informed the council of the following:

- 30,000 gallons of water was used in June.
- #1105 lighting upgrade is complete.
- Had 2 house burns for training.
- 44 calls for the year so far.

Dropik also informed the council that the 2020 Fireworks went well. Heard a lot of compliments.

## **Project #76: Police**

Chad Gulbranson was in attendance via phone.

Council received the following:

- Police Report for June
- Monthly schedule for July

Gulbranson informed the council of the following:

- Uhl was working on junk vehicles when he was on light duty. The property owners have 30 days to comply when they get a letter.
- In June, Uhl was on light duty and was quarantine due to Covid. He is now back to full duty.
- Will be hiring 2 new part-time officers. 1 has started training.
- Hard to get people to work. At the Budget meeting, part-time pay should be discussed. Better pay for those with more years of experience. They are now paid \$19 per hour and would like to see those with experience paid more.
- Have had drug related arrests in town. Arrested the same person 3 times.
- The car decals from Winning Edge Graphics did not turn out as we had asked for. They will fix it the way we want or different if we want. Gulbranson feels it looks good but if the council wants it redone they will.

Backes said that they should do it the way we requested it to be done and would like pictures sent to the council.

Grinstead will email to Gulbranson. The darker gray would be on top. Pictures will be sent out so the council can see and review what it should look like. Point of discontent and the council needs to review.

## **Project #205: Public Works/City Crew**

Greg Gottwald was in attendance via phone.

Council received the monthly Public Works Report.

Dahlheimer was at a school board meeting and they want to give away some elementary playground equipment. Dahlheimer suggested the 8<sup>th</sup> Avenue West Park maybe an option for this equipment.

Gottwald will call and see what is feasible and moveable to our area. Will try to use what we can.

Gottwald informed the council that the beach was cleaned up so people can use it but that there are no lifeguards at this time.

Backes – complimented the guys on the downtown flowers. They are staying nice and it was worth the extra money spent for them.

It was also mentioned that the parks look nice.

### **Project #388: Liquor/Business License**

It was brought to Jacobson's attention that other cities are helping businesses out by refunding part of their liquor license because they had to be closed due to Covid. The City of Alexandra voted to refund 3 months of their liquor license.

The license fees for the City of Osakis are as follows:

- On-Sale - \$2,000
- Special Sunday - \$200
- Club License - \$300
- Club Sunday - \$100

The council felt a refund could help out the businesses we license.

Motion by Anderson, seconded by Dahlheimer, to refund 3 months of license fees for each establishment. Roll Call Vote – Motion Carries

### **Project #80: Garbage - Organics**

Nathan Reinhold from Pope/Douglas was in attendance by zoom and discussed the Organics Recycling program. Reinhold said the 2 year pilot study did not go as expected. Of the 15% of the people in town that signed up for the program, only 20% of them kept using the program on a regular basis. This was not enough people to continue the program.

Reinhold is proposing an alternative for the program:

- Proposing a spot by the public works building – east side of the building by the monument area or in front by the cardboard recycling.
- 4 ft x 8 ft fenced in area with different recycling bins.
- Serviced on a weekly basis.
- The program is paid by taxes that Pope/Douglas collects.

Reinhold will send a drawing and a plan.

Gottwald had no objection. Feels it would work in that location and that the hauler will pick up garbage cans as needed.

Motion by Dahlheimer, seconded by Anderson to approve a 4 ft x 8 ft drop site by the city garage. Roll Call Vote – Motion Carries

## **Project #482: COVID-19**

Council received a preparedness plan directing staff what to do regarding Covid response.

Council received the following:

- Preparedness plan.
- Cleaning and disinfecting your facility.
- Visitor and Employee Health Screening.
- What to do if you are Sick.
- Covid-19 return to work.

Jacobson has had a few people ask about opening the city beach and if we should have lifeguards that clean the facility.

Jacobson informed the council that the Visitor's Center had opened up a few days and will see how it goes.

Jacobson discussed the preparedness plan draft and the council felt they want more discussion at the workshop about this plan.

Gottwald has cleaned up the beach but should not open with lifeguards at this time.

Motion by Olson, seconded by Dahlheimer, to discuss this matter at the workshop. Roll Call Vote – Motion Carries.

## **Project #84: Budget**

Council would like to set up a budget meeting in July. Jacobson asked if any additional information is needed.

Dahlheimer requested to see capital outlay plans:

- What to spend capital outlay on for future plans.
- Balances for each department.

Jacobson will schedule a date to meet.

## **Project #429: Election Grant**

At the June meeting, Jacobson submitted information on a grant from Todd County for a new voting machine.

After reviewing the program information, if we stay with our current equipment, it will cost the city between \$400 to \$500 per election occurrence to program the machine, and an additional cost for replacing it when they stop supporting the equipment.

Jacobson suggests that we participate in the grant and purchase the equipment in the amount of \$3,620.

Motion by Anderson, seconded by Emerson, to approve to participate in the grant from Todd County for the assistive voting device system for a cost of \$3,620. Roll Call Vote – Motion Carries

## **Project #229: Election**

Jacobson informed the council that 2020 is an election year and the following mayor/council seats are up for election in 2020:

- Keith Emerson
- Jerry Olson
- Justin Dahlheimer

Filings for these positions will open on July 28, 2020 and close on August 11, 2020. Notices will be posted in the paper and on the city website beginning July 10, 2020.

Primary Election will be held on August 11, 2020. Council received a list of election judges for the primary election to review.

Resolution 20-13 was presented by Anderson, seconded by Emerson, to approve the election judges for the 2020 Primary Election held on August 11, 2020 as presented. Roll Call Vote – Resolution 20-13 Passes

## **Project #389: Trail**

The Central Lakes Trail will be holding the 3<sup>rd</sup> Annual 100 Bike event on August 1, 2020. Bikers will be traveling through Osakis and stopping for lunch in town from 11 a.m. to 1 p.m. The event will be located on the trail.

## **Project #60: Rental Ordinance**

Dahlheimer updated the council regarding the Rental Ordinance:

- Mark Harren outlined the items that he wants and we would use. Dahlheimer has not heard back from him.
- Some are not happy regarding VRBO issues. If they are violating an ordinance and they would need to file a complaint form. Police will review the issues and go through the process.

If people are violating the ordinance, they will need to file a complaint. The police will take of the issues and go through the process.

Rental should be month to month.

Some people are looking at renovating the lodge at Idlewilde Resort and would like to remove the sunset clause in the Development Agreement.

Planning & Zoning gave information of the items that need to be addressed and taken care of before the council will look at reviewing the sunset clause.

Any impact to the rental ordinance will also impact the property that is rental.

## **Project #174: Overtime Report**

The Overtime Report was pulled from the consent agenda to review.

Motion by Dahlheimer, seconded by Anderson, to approve the Overtime Report as presented. Roll Call Vote – Motion Carries

**Project #444: Wastewater Project**

Council received a letter from the MPCA dated 6/17/2020.

Council also received the following bills:

- June bill from Flaherty & Hood in the amount of \$13,713.05
- July bill from Flaherty & Hood in the amount of \$2,190.
- Hall & Associates June bill in the amount of \$12,486.
- Hall & Associated July bill in the amount of \$3,281.25.

Council was informed that the MPCA stated they were going to have a conversation this our attorney Danial Marxs on Friday.

Motion by Dahlheimer, seconded by Olson, to approve the bills for Flaherty & Hood and from Hall & Associates as presented above for a total of \$31,670.30. Roll Call Vote – Motion Carries

Meeting will continue in a closed session, MN statue 0020028 to discuss litigation with the MPCA with our attorney Danial Marxs. Present at the closed session will be Keith Emerson, Justin Dahlheimer, Randy Anderson, Jerry Olson, Laura Backes, Greg Gottwald, Angela Jacobson and Danial Marxs.

Motion by Anderson, seconded by Dahlheimer, to suspend the regular council meeting and open the closed session at 8:45 p.m. Roll Call Vote – Motion Carries

Motion by Dahlheimer, seconded by Anderson, to close the special session and open the regular meeting at 9:43 p.m. Roll Call Vote – Motion Carries

**Other Items for Discussion:**

None.

**Items for Future Meetings:**

No comments for future items.

Meeting adjourned at 9:45 p.m.

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Mayor – Keith E. Emerson

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City Clerk/Treasurer – Angela A. Jacobson