

Osakis City Council – Regular Meeting
City Hall – 14 Nokomis Street East
November 13, 2023
7:00 PM

Present: Dan Wessel, Laura Backes, Tim Thornbloom, Stephanie Finnegan

Absent: Al Larson

Others Present: Angela Jacobson, Greg Gottwald, Reenie Goodwin, Chad Gulbranson, Sheila Krohse, Jason Brown, Becky (Osakis Anchor), Jason Schultz, Craig Schultz, Amber Kral, Tonya Danielson, Calvin Uhl, David Gizinski, Echo paper

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

Motion by Backes, seconded by Thornbloom, to approve the agenda as presented with pulling out Public Works, First Responders, Planning & Zoning Minutes. Motion Carried Absent: Larson

Consent Staff Reports:

- #24 Liquor Store – monthly reports
- #74 Fire Department – report
- #13 Fire Relief
- #76 Police Report and schedules

Motion by Backes, seconded by Thornbloom, to approve the general consent items, including the October city bills in the amount of \$380,452.46 and meeting minutes from October 9, 2023. Motion Carried Absent: Larson

Comments made for a closed meeting. Accusations were denied. No action was taken.

PROJECT #73: FIRST RESPONDERS

Jason Schultz informed the council of the following:

- Brenda Majerus resigned.
- Hattie Thorson is on probation – asking if she can be an officer if on probation.

Motion by Backes, seconded by Finnegan, to approve that if a First Responder is on probation or not, they can hold an officers position. Motion Carried Absent: Larson.

Colton Thieschafer has low calls for the last six months. Backes said she will talk to him and see what his intent is.

Discussed calls paid and an increase up to \$1,000 for the numbers of years of service. Pay for being on the department.

PROJECT #205: PUBLIC WORKS

Backes asked about the decorations – will the decorations be put up before the Christmas Parade on December 1st? Gottwald stated the decorations will be up before December 1st.

The ice rink will be put up in December if the temperature starts to get to zero so it can freeze.

PROJECT #249: PLANNING & ZONING

Discussion was held regarding the letters that were sent out for sign permits. New businesses did not get a permit for their signs and thought it was best if new businesses could get a phone call. The property owners received the letters.

PROJECT #84: BUDGET

Council received the preliminary budget. Some of the proposed numbers still need to be finalized before the final budget:

- Proposed levy increase of \$24,185 or 3%.
- Liquor Store transfer to EDA for economic growth in the amount of \$5,000.
- Increase for on-call for 2024.
- Fire Relief increase request of \$3,000.
- Liquor Store staffing – full time and part time.

The Truth in Taxation hearing will be held on December 12th at 7 p.m.

A special meeting will be held on November 27 at 5:30 p.m. to discuss updates.

PROJECT #262: SELLING OF CITY LAND

Resolution 2023-39 was presented by Backes, seconded by Finnegan, to approve the city of Osakis as authorized signers for selling of city land. When put to a vote, the resolution passed unanimously. Absent: Larson

Resolution 2023-40 was presented by Backes, seconded by Thornbloom, to approve selling of city land at 704 Oak Street West and splitting the parcel into two lots. When put to a vote, the resolution passed unanimously. Absent: Larson

PROJECT #499: RECOGNITION OF SERVICE

Mayor Wessel discussed the recognition of services to the city of Osakis for volunteers – recognition for those that have given time to Osakis.

PROJECT #24: LIQUOR STORE

Council reviewed the Liquor Store reports. Goodwin informed the council that Felicia Turnquist will be coming back and would like to hire her at \$13.00 per hour.

Goodwin mentioned the pull tabs came up short due to giving out the wrong amounts in the pull-tab boxes.

Motion by Thornbloom, seconded by Finnegan, to approve a \$.50 per hour raise for the part time employees and to hire Felicia Turnquist at an hourly rate of \$13.00. Motion Carried Absent: Larson

PROJECT #309: CITYHALL

Council approved the old police vehicle for travel uses. The vehicle has been repaired and new tires put on.

Calvin Uhl asked if the council intends to make this vehicle available for all those that work or volunteer for the city to use for travel.

Council confirmed:

- Will be paid mileage if you do not use the white vehicle.

- If you use the white vehicle no mileage will be paid.
- Can use the white vehicle if you want but if an extra vehicle needs to be used for city use, you must use the white vehicle.

PROJECT #76: POLICE

Gulbranson discussed with the council:

- Part-time officers take call and get paid for being on-call and the call outs.
- Shift differential pay for part-time officers.
- Calvin Uhl work comp – potential time off. Will know at a later date.
- Part-time officers with 3 years' experience – start at step 2. If working 2080 hrs or 2 shifts a month, then work to the next step after one year.

It was noted that Avon/Albany pay \$24 to \$26 per hour. Wessel said the Glenwood is at \$24 as per ad in the paper.

On-call pay for part-time officers – if a part-time officer is placed on call to pay the same as a full-time officer which is ¼ of the hourly rate.

Council received the on-call pay that has not been paid to Gulbranson. Total hours 1,093.75 x hourly wage of \$9.17 totals \$9,862.34.

Gulbranson updated the council on the SRO – attorney recommended no contract until legislation changes are made.

David Gizinski asked for a trial period for weekends. Works 4 days a month when on-call and is asking to bring the squad home on Friday and Saturday to take call at home.

Council agreed to a 3 month trial period on only on-call days to take home the squad – this is for on-call days (4 per month). Council will revisit after 2 months.

Motion by Finnegan, seconded by Thornbloom, to approve to pay on-call time for Chad Gulbranson as of January 1, 2023. Motion Carried Absent: Larson

PROJECT #60: ORDINANCE ADMINISTRATIVE CITIATION

Gulbranson is working on the updates.

PROJECT #197: WATER /WATER PLANT PROJECT

Resolution 2023-27 was presented by Backes, seconded by Thornbloom, to approve funding from MN Rural Development in the amounts of a loan for \$651,000 and a grant for \$497,000. When put to a vote, the resolution passed unanimously. Absent: Larson

PROJECT #151: STREET REPAIR – PLANNING

Discussion regarding street improvements for a section of Pike Street East leading into the Industrial Park.

Council would like a cost estimate for assessments and the project to see if it is feasible to do.

PROJECT #216: EMPLOYEE PAY – ON CALL PAY

Gottwald has not received any draft copy for the MOU agreement.

No changes made – need to understand what is wanted. Council will review the comp hours and discuss at the December meeting.

OPEN FLOOR:

No comments.

PROJECT #312: PARK BEAUTIFICATION TEAM

No new updates – comment that the seasonal pots look great.

PROJECT #441: PARK COMMITTEE

The park committee met on October 31st to discuss the park planning process. Jordan Gedrose and Brian Bourassa were present and went through a vision process with the committee. A meeting will be held to review the information one more time before a public hearing is set up.

PROJECT #124: SIGN

The flashing stop signs have been delivered and will be put up today (November 13) for the 4 way intersection.

PROJECT #156: ENGINEER No new information.**PROJECT #7: COMMUNITY CENTER**

Al Neumann has been working on some quotes for the kitchen, storage room and scrubber.

The floor scrubber has been delivered. Updated on the kitchen cabinets to work to get better specs.

Osakis Lions donated \$500 to the Community Center towards the floor scrubber.

Others will be talked to that use the building for donations to help with the upkeep.

PROJECT #196: FEE SCHEDULE

Council received the proposed fee schedule for 2024.

PROJECT #104: MAYOR APPOINTMENTS

Council received the 2023 Mayor Appointments. Any changes to the 2024 list should be discussed with Mayor Wessel.

PROJECT #321: VISITOR'S CENTER

Backes discussed the Visitor's Center internet service – currently, the Chamber is paying for the internet service and splitting the cost with the Osakis Anchor.

Council discussed the renewal with Jason Brown/Osakis Anchor. Brown is paying \$200 a month for rent and is happy with the location and would like to continue to rent at \$200 a month.

Brown has had a successful year with a lot of support. There will be employment changes and is looking for another writer.

Brown will have the internet bill in the name of Osakis Anchor as the renter.

One quote was received for the replacement of carpet and flooring. Thornbloom will work on getting an additional bid.

PROJECT #373: POLICES

Discussion of the drug testing policy and process with the legalization of THC products.

The city attorney gave his opinion on our policy and how we should move forward – note of the law changes, treat as any other controlled substance – employees cannot use it at work.

PROJECT #294: TRUCK TRAFFIC

Council discussed the outcome of the truck traffic meeting. Council will revisit this matter in 6 months.

PROJECT #3: ELECTED OFFICIALS / TRAINING

Practical Leadership training was held November 2, 2023. The class focused on the tools to use to improve team work and communication.

PROJECT #97: DELINQUENT BILLS

Council received a list of delinquent bills for the city for 2023. The deadline for payment is November 15, 2023 and any unpaid amount will be certified to the county by November 30th.

Motion by Backes, seconded by Thornbloom, to approve to certify the 2023 list of unpaid delinquent bills to the county by November 30, 2023. Motion Carried Absent: Larson

PROJECT #89: ATTORNEY

Council received a letter from Thornton Law Office regarding rate changes for 2024. Current rate is \$125 and will increase to \$160.

Motion by Thornbloom, seconded by Backes, to approve the 2024 contract with Thornton Law Office at the rate of \$160. Motion Carried Absent: Larson

PROJECT #451: COUNCIL MEETING

Council was reminded of the Truth in Taxation and December council meeting will be December 12, 2023 at 7:00 p.m.

PROJECT #444: WASTE WATER PROJECT

Motion by Backes, seconded by Finnegan, to approve bills from Flaherty and Hood for the amounts of \$123.75 and \$323.75. Motion Carried Absent: Larson

Motion by Finnegan, seconded by Thornbloom, to adjourn the meeting at 9:10 p.m. Motion Carried

Mayor – Daniel J. Wessel

City Clerk/Treasurer – Angela A. Jacobson