

Osakis City Council – Regular Meeting
City Hall – 14 Nokomis Street East
December 12, 2023
7:00 PM

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

Others Present: Angela Jacobson, Eli Martin, Autumn Martin, Hattie Thornson, Jason Schultz, Eric Jacobson, Shannon Graff, Amber Kral, Greg Gottwald, Jason Moundson, Chad Gulbranson, Calvin Uhl, John Peterka, Echo Press, Osakis Anchor

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

Motion by Larson, seconded by Backes, to approve the agenda as presented with the addition of Police, On-Sale Liquor License, Election Grant, Gambling Permit, Gas Bid. Motion Carried

Motion by Backes, seconded by Larson, to approve the general consent items, including the November city bills in the amount of \$341,322.11 and meeting minutes from November 13, 2023 and November 27, 2023. Motion Carried

Consent Staff Reports:

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

PROJECT #192/84/358: TRUTH IN TAXATION/BUDGET/TAX LEVY

Motion by Backes, seconded by Thornbloom, to open the public hearing at 7:03 p.m. Motion Carried

Final Budget:

- General Fund Revenue \$1,606,162
- General Fund Expenditures \$1,605,650
- Levy increase is 3% which is \$24,185.
- General fund levy is \$701,000
- 2012 Bond \$25,000
- 2008 Bond \$61,000
- Reserve Fund \$43,359
 - Total of \$830,359

Jacobson reviewed the budget highlights and general change information.

No comments were made from the public.

Motion by Backes, seconded by Finnegan, to close the public hearing at 7:07 p.m. and reopen the regular meeting. Motion Carried

Resolution 2023-41 was presented by Backes, seconded by Larson, to approve for the final tax levy increase of 3% or \$24,185 for a total levy of \$830,359. When put to a vote, the resolution passed unanimously.

Motion by Backes, seconded by Larson, to approve the 2023 Budget as presented and make an amendment to the budget. Motion Carried

Motion by Backes, seconded by Larson, to approve the 2024 Budget as presented. Motion Carried

PROJECT #469: AWARD BOARD

Mayor Wessel read the proclamation for John Peterka and Amber Kral. Both were nominated by the EDA to have their names appear on the Award Board.

PROJECT #499: RECOGNITION OF SERVICE

Mayor Wessel read and presented a plaque in recognition of Jason Schultz's 21 years of service to the Osakis Ambulance and First Responders.

PROJECT #73: FIRST RESPONDERS

Backes commented about gathering information from the group about moving forward. The council needs the truth to make good decisions. If it is not brought to the table, they can't make a good decision.

Council discussed the issue of the tie votes. Concerns of when on a call where they dedicate their time. Council feels fire will be working on fire and would be better that those officers are working on EMS.

Motion by Larson, seconded by Thornbloom, to not have fire members serve as EMS officer and Fire/EMS remain split and they go back to revote the EMS officers.

Discussion about the vote – Larson rescinded the last part that required the positions to be revoted for EMS officers. With this change the motion passed. Motion Carried

Motion by Backes, seconded by Larson, to keep the stipend process the same as 2023 for \$20,000. Motion Carried

PROJECT #76: POLICE

Gulbranson sent an email with information on the part-time officer wages.

Gulbranson commented – take call they get paid on-call for part-time if full-time officer is not available.

Council wants to get names and information of other cities that have wages to compare.

Motion by Wessel, seconded by Backes, to approve to table this discussion to get wage comparisons for other cities. Motion Carried

PROJECT #60: ORDINANCE ADMINISTRATIVE CITATION

Gulbranson – need state approval and in the system. Gulbranson stated it will be ready by April.

After the state approves, then the county will put into their system to write tickets.

Gulbranson needs to drive around and give letters to residents that need improvements.

PROJECT #151: STREET REPAIR / PLANNING

Larson discussed street improvements for Pike Street East into the Industrial Park.

A feasibility study and evaluations for the project and costs will be looked into.

PROJECT #312: PARK BEAUTIFICATION TEAM

Council received the updated spreadsheet.

PROJECT #216: EMPLOYEE PAY / ON CALL PAY

Gottwald discussed the on-call pay for the Public Works department.

Council received proposed draft language and discussed how to move forward.

Larson's comments:

- To be on-call – cover 17.33 weeks.
- Most cities around us have it better – this is simple and likes it better.
 - 2 hours on-call pay for having phone for 24 hours.
 - 2 hours comp time is for watering flowers, plowing – for them to work.

Thornbloom said that he thinks they should get it.

Wessel stated – the city clerk does all these extra things for you. She asked for a little bit extra.

Larson – on-call status is different. The pay is different.

Larson commented that the city meets top levels – that is what it is.

Motion by Backes, seconded by Thornbloom, to approve on-call pay as presented effective January 1, 2024 for Public Works. Motion Carried

PROJECT #197: WATER PLANT PROJECT

Motion by Thornbloom, seconded by Larson, to approve bill #1351 to Nero Engineering for the water tower project in the amount of \$3,440 and bill #1345 for the water plant in the amount of \$11,005 and water tower project in the amount of \$5,570. Motion Carried

PROJECT #444: WASTE WATER PROJECT

Motion by Backes, seconded by Thornbloom, to approve the service agreement for water systems reports with Nero Engineering in the amount of \$33,496. Motion Carried

PROJECT #388: ON-SALE LIQUOR LICENSE

Autumn Martin submitted an application for an On-Sale Liquor License for Osakis Pub. Martin will be purchasing Knights Pub & Grub from Matt Kruse on January 2, 2024.

Motion by Backes, seconded by Finnegan, to suspend the open meeting. Motion Carried

Council discussed with Martin the bars she has owned and managed. Martin plans to participate in the community and be a part of community events.

Motion by Backes, seconded by Larson, to open the regular meeting. Motion Carried

Motion by Backes. seconded by Thornbloom, to approve the On-Sale Liquor License, Sunday License and 2 AM License for the Osakis Pub LLC, contingent on completion of the needed items for the permit from Autumn Martin to close on January 2, 2024. Motion Carried

PROJECT #373: POLICIES

Resolution 2023-43 was presented by Thornbloom, seconded by Larson, to approve the policy for Earned Sick and Safe Leave. When put to a vote, the resolution passed unanimously.

PROJECT #3: ELECTED OFFICIALS / TRAINING

Elected Leaders training will be on February 23rd and 24th in Alexandria.

PROJECT #229: ELECTIONS

Minnesota law changed in 2023 for local elections would not be required to count write in votes for offices unless the amount of write-ins are equal to or greater than the fewest number of non-write in votes for the same office.

Resolution 2023-42 was presented by Backes, seconded by Larson, to approve Governing Write-In Vote Counting with Douglas County, Todd County and the City of Osakis. When put to a vote, the resolution passed unanimously.

PROJECT #229: ELECTIONS

Resolution 2023-44 was presented by Backes, seconded by Finnegan, to approve Voting Operations, Technology and Election Resources with Todd County and the City of Osakis. When put to a vote, the resolution passed unanimously.

PROJECT #387: CROSSWALK

Mayor Wessel discussed flashing lights at the crossing of Nokomis Street and Central Avenue.

PROJECT #124: SIGN

Mayor Wessel updated the council on the west entrance sign on Nokomis Street West and will continue to work on it.

PROJECT #50: TRANSFERS

Motion by Backes, seconded by Larson, to approve the transfers as presented as per the 2023 Budget. Motion Carried

PROJECT #110: GAMBLING PERMIT

Resolution 2023-45 was presented by Larson, seconded by Finnegan, to approve a Gambling License for Sportsmen's Club for April 6, 2024 at the VFW. When put to a vote, the resolution passed unanimously.

PROJECT #94: GAS BID

Motion by Thornbloom, seconded by Larson, to approve the low bid to Deluxe Oil for gas and diesel for 2024 with a savings of \$.15 per gallon of gas and per gallon of diesel. Motion Carried.

PROJECT #441: PARK COMMITTEE

Park Committee met with Jordan Gedrose and Brian Bourassa on November 28th and an open house for the park concepts was held on December 14th at the Community Center.

Motion by Backes, seconded by Finnegan, to approve ordinance change #138 for Park and Recreation Advisory Board. Motion Carried

PROJECT #7: COMMUNITY CENTER

Bids were submitted for the Community Center cabinets:

- Howard Handcrafted \$20,440
- Builders Firstsource \$23,448 and old cabinet install \$3,300 – total of \$26,748

Motion by Backes, seconded by Finnegan, to approve the bid to Howard Handcrafted Furniture in the amount of \$20,440 contingent that Douglas County Public Health approves the bid specs for the cabinets. Motion Carried

PROJECT #196 / 46: FEE SCHEDULE / WATER & SEWER RATES

Council reviewed the proposed fee schedule for 2024. Final approval will be at the January council meeting.

PROJECT #104: MAYOR APPOINTMENTS

Council reviewed the proposed mayor appointments for 2024. Final approval will be at the January council meeting.

PROJECT #156: ENGINEER

Council discussed moving forward with city engineers:

- Street improvements – W.S.B.
- Water and wastewater – NERO Engineering.

Motion by Larson, seconded by Backes, to approve W.S.B. be the engineering firm for the upcoming projects and shop plans. Motion Carried

PROJECT #321: VISITOR'S CENTER

Motion by Finnegan, seconded by Larson, to approve Osakis Anchor to rent the Visitor's Center at \$200 per month and that Osakis Anchor will take over the internet cost. Motion Carried

Motion by Finnegan, seconded by Thornbloom, to adjourn the meeting at 9:05 p.m. Motion Carried

Mayor – Daniel J. Wessel

City Clerk/Treasurer – Angela A. Jacobson