

Osakis City Council – Regular Meeting
City Hall – 14 Nokomis Street East
June 10, 2024
7:00 PM

Present: Dan Wessel, Laura Backes, Stephanie Finnegan, Al Larson, Tim Thornbloom
Others Present: Angela Jacobson, Reenie Goodwin, Chad Gulbranson, Travis Middendorf, Lee Lueth, Karen Koopman, Dean Berkeland, Travis Thom, Anna Thom, Sharon Fredrickson, Amber Kral, Lisa Johnson (Echo Press)

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

Motion by Backes, seconded by Larson, to approve the agenda as presented with the additions of Community Center wages, welcome sign, #205 – Public Works discussion and O.T. Report discussion.
Motion Carried

Motion by Finnegan, seconded by Thornbloom, to approve the general consent items, including the May city bills in the amount of \$514,856.41 and meeting minutes from May 13, 2024. Motion Carried

PROJECT #79: AUDIT

Dean Berkeland (Carlson SV) was in attendance and presented the 2023 Audit.

Comments from Berkeland:

- Audit report – unmodified opinion. The audit received a gold standard which is the best an audit can have.
- The General Fund balance is in a good position for use compared to required balances by state.
- Enterprise Fund balance is good.
- Reviewed the long term debt schedule.
- Internal control findings – lack of segregation of duties is reported because every transaction needs to be viewed by two people. Good internal controls are place for the staff the city has.
- Preparation of financial statement – Jacobson reviews the statement and approves it.

Jacobson and staff are well prepared for the audit. Berkeland stated the audit went well – the whole team does a very good job to prepare and have everything complete.

PROJECT #24: LIQUOR STORE

Goodwin informed the council at the workshop she was going to get information for part-time employee ads published, full-time employee cost and gambling information.

Goodwin submitted a week comparison of sales including days and hours. Goodwin presented to the Council sales per hour are on Sundays and Mondays.

Goodwin said she is hiring Cory Jobe for part-time. Council asks Goodwin to post the ad in the Liquor Store and paper and on Facebook.

No meat raffle will be held this summer.

Goodwin will get a bid to replace the septic tanks.

PROJECT #79: CLERK

Council received fund balances. Council will receive all fund balances at the end of June for 6 months. Budget meeting will be in August.

PROJECT #60/76: ORDINANCE / ADMINISTRATIVE CITATION / POLICE

Gulbranson informed the council Jake Huebsch will have the updated letters.

Council commented – if someone is on duty for day shift, and when they should be on duty they are not to put on-call to get callouts.

PROJECT #205: PUBLIC WORKS

Motion by Larson, seconded by Finnegan, to approve Gottwald to work at current wage and council will review at the July meeting. Motion Carried

PROJECT #197: WATER PLANT / WATER TOWER / METERS

Water Plant updates:

- Currently working on the rehab of the existing gravity filter.
- New pressure filter for iron removal will arrive later in June.

Water Tower:

- Residents are still asked to conserve water. A CODE RED message has been sent to conserve water and not to use extra water that is not a necessity. This includes watering lawns, gardens and washing vehicles.
- Water tower colors were chosen – Mediterranean Blue and Delphinium Blue. Painting will begin soon.

Water Meters:

- Over the last few months, the meters have not been reading when the city crew drive past to collect the readings. It has been discovered that the batteries are failing and need to be replaced. The cost to replace the battery and sender head assembly is \$179 per meter. The city currently has over 100 meters that are not reading. After multiple discussions with Mueller Systems, they said we can buy 150 replacement batteries from them at a time and start the process of replacement. The initial cost for the 150 meters will be \$26,850. Replacing all 686 meters, batteries will be \$122,794. Council will need to look at a larger increase in the water rates for 2025.
- A quote to replace all of the meter for 686 meters is \$247,371.50.

Motion by Backes, seconded by Finnegan, to approve Eagle Construction Pay Application #6 in the amount of \$211,346.09. Motion Carried

Motion by Larson, seconded by Thornbloom, to approve S.J. Stezer Pay Application #1 in the amount of \$116,770.20. Motion Carried

Motion by Larson, seconded by Finnegan, to approve to purchase meter batteries per bid as needed. Motion Carried

PROJECT #444/60: WASTE WATER PROJECT I & I / ORDINANCE

I & I plan has been sent to the MPCA.

Council reviewed the City of Brandon’s ordinance for sump pumps and I & I.

City will ask the engineer about clay pipe testing and if lines can be lined instead of putting in place.

Motion by Larson, seconded by Finnegan, to approve to move forward with reviewing a draft copy of the City of Brandon's ordinance for sump pumps and I & I. Motion Carried

PROJECT #441: PARKS & RECREATION

Motion by Backes, seconded by Larson, to approve the Park & Rec meeting minutes from May 28, 2024. Motion Carried

PROJECT #312: PARK BEAUTIFICATION TEAM

Amber Kral updated the council:

- All sections of the fishing dock should be put in Wednesday at noon. Kral hopes the community is supportive of the progress. The first storm will test how it will hold up. This is a big project with a lot of things to accomplish.

PROJECT #7: COMMUNITY CENTER

Larson updated the progress of the Community Center:

- Painting is complete.
- Boy and Girls Scouts will be making new matching boards.
- Would like a curtain on the back wall to cover the boards for events. Larson will talk to the Amish about this.
- Wessel and Larson will meet with the janitor about floor stripping and buffing.

Instructions for cleaning the grill will be put up.

Tables and chairs were discussed. An event was in the Community Center and chairs were missing. It was mentioned that only the old tables were thrown away on clean-up day, not any chairs.

Larson will check into where the chairs went.

Motion by Backes, seconded by Larson, to refund Lake Osakis Association the cost of the rental due to not enough chairs. Motion Carried

Quotes for new tables and chairs will be reviewed at the July meeting.

PROJECT #428: ALLEY

Travis and Anna Thom (owners of Tip Top Dairy Bar) were in attendance to discuss the blocking of the alley way between them and the grocery store. Thom's said they checked in the alley and it has been open for many years for the public to use.

Property owner of the grocery store and parking lot is Paul Hartmann.

Thom's had spoken with an attorney to have a prescriptive easement in place for a passage that has been used for 7 to 10 years. Would like to leave it the way it was and put up signs and speed bumps.

Council would not have any issues if Thom's get a prescriptive easement put in place.

PROJECT #249: PLANNING & ZONING

Council reviewed an ordinance for Solar Energy Systems in city limits. This ordinance consists of roof mounted, solar collectors, wall mounted and ground mounted systems. Council discussed the ordinance and the provision to allow solar ground mounted systems. The ordinance would allow in the Urban

Reserve district with 10 acres or more. Solar farms have a life expectancy of 25 to 30 years and would tie up the land for the life of the solar panels.

Rollie Walsh has been contacted regarding a proposed Purchase Agreement in combination with the solar farm ordinance.

A public hearing was held for Paul Hartmann. Hartmann is requesting approval for a Conditional Use Permit and a Preliminary Plat.

Council received information for Hartmann's request:

- Resolution 2024-15 – Conditional Use for individually owned storage units with seven conditions.
- Sauk River Watershed Permit.
- Preliminary Plat.

Discussion of the access to the property:

- State of MN has to approve to give access to the highway.
- Or all other property owners must agree to allow access across their properties.

At this time, Hartmann has not provided any information regarding the easement.

Motion by Backes, seconded by Finnegan, to approve the Solar Energy System Ordinance without the ground mounted solar farm systems. Motion Carried

Motion by Larson, seconded by Finnegan, to table the approval of Paul Hartmann's CUP and Preliminary Plat until next month and see if information is submitted for an access. Motion Carried

PROJECT #468: SPECIAL EVENT

Motion by Thornbloom, seconded by Backes, to approve a Special Event License and One-Day Liquor License for the VFW street dance on June 22, 2024, contingent on receiving the required insurance for the event. Motion Carried

PROJECT #154: EMPLOYEE HIRING

At the council workshop, council offered the 3rd Public Work's position to Damian Majerus and the 4th position to Darrin Stoetzel. Majerus will start in two weeks and Stoetzel denied the position. Will look to advertise for position again.

Officer Gizinski will not be taking the squad home after SRO. Gizinski stays in town and doesn't go home if he is on-call.

Motion by Larson, seconded by Thornbloom, to approve to hire Brandon Breen as a full-time office at Step 1 at \$26.08. Motion Carried

PROJECT #213: LIFEGUARD / CITY BEACH

Returning lifeguards include Connor Gulbranson, Aaron Collins and Faith Schmidtbauer.

Madison Albers and Zoe Wright will be the two new lifeguards and will be taking the lifeguard training.

PROJECT #321: VISITOR'S CENTER

Visitor's Center staff will be Anna Jacobson and Jackie Schultz.

PROJECT #56: INSURANCE

Motion by Larson, seconded by Wessel, to approve the deductible option for worker's comp in the amount of \$250. Motion Carried

PROJECT #263: POLICE UNION

Council received a notice to negotiate.

PROJECT #229: ELECTION / ELECTION JUDGE

Motion by Thornbloom, seconded by Finnegan, to approve Election Judges for the 2024 Elections. Motion Carried

PROJECT #368: EXCEL ENERGY

Council received information from Xcel Energy on upcoming public hearings.

PROJECT #110: GAMBLING

Council will set up quarterly meetings with the gambling organizations. Each will be contacted to invite 1 to 2 members. The first meeting will be July 15th at 6 p.m.

PROJECT #294: TRUCK TRAFFIC

Truck Traffic was discussed last November. Jacobson reached out to Tim Peterson (Douglas County) for an update on traffic and signage but has not heard back.

PROJECT #21: DEMOGRAPHER

Council received the state demographer update. Estimated population of Osakis is 1776.

PROJECT #160: OSAKIS PUBLIC SCHOOL

Council approved to move forward with the School Resource Officer program. No updated contract from the school.

PROJECT #343: FIREWORKS

At the last council meeting, Craig Dropik requested approval of the amount of fireworks.

Motion by Wessel, seconded by Finnegan, to approve to purchase fireworks in the amount of \$7,500. Motion Carried

PROJECT #42: CLEAN UP DAY

Clean Up Day was held May 11th. No final report from West Central Sanitation has been received.

PROJECT #505: LAVENS LAKE VIEW DRIVE

Quistorff will discuss with Wessel to get the road figured out and taken care of.

PROJECT #489: MAIN LIFT STATION

At the March meeting, the council approved to go out for bids. No bids or updates at this time.

OPEN FLOOR

Welcome Signs – no one wants to make a commitment to the lease.

Council does not want to add a Welcome Sign at this time on Hwy 82.

Wessel will see if the Osakis Lions will take care of the Welcome Sign on Hwy 27 by I-94. Needs some repair.

Discussed wages for the Community Center janitor. Has been \$12.50 since Bob started and he is allowed to move hours for events.

Motion by Wessel, seconded by Thornbloom, to raise the wage to \$13.00 and to look at it again at budget time. Motion Carried

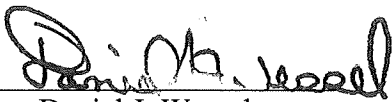
Overtime Reports (Finnegan) – council have it in on time. Issues getting payroll submitted on time puts it back. Need to crack down to get it done so there is a time to process the report.

Need to make decisions on the Liquor Store and is more help by part-time employees needed. Discussed counting the gambling pull-tabs – someone else to do them instead of the manager. If Goodwin is spending 13 to 15 hours on pull-tabs, the group can count and give Goodwin more time to be the manager.

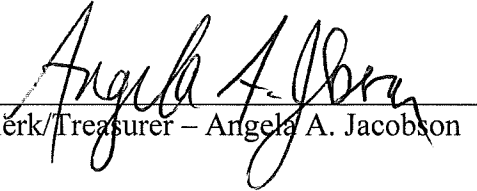
Meeting with clubs to decide how to move forward with the pull-tabs and counting. 13 hours can be put back to the manager's schedule instead of counting. Goodwin then can work on other things for the Liquor Store.

Thornbloom to line it up as liaison and meeting with gambling groups. Part-time help – advertise on Facebook, on the Liquor Store sign and in the paper for part-time help.

Motion by Thornbloom, seconded by Finnegan, to adjourn the meeting at 9:20 p.m. Motion Carried



Mayor – Daniel J. Wessel



City Clerk/Treasurer – Angela A. Jacobson