

**Osakis City Council – Regular Meeting**  
**City Hall – 14 Nokomis Street East**  
**August 12, 2024**  
**7:00 PM**

Present: Dan Wessel, Alan Larson, Laura Backes, Tim Thornbloom, Stephanie Finnegan  
Others Present: Angela Jacobson, Eric Jacobson, Tonya Danielson, Becky Hensley, Randy Anderson, Travis Middendorf, Reenie Goodwin, Jason Schultz, Bruce Mast, SRWD, Echo Press, Brandon Manderschied, Chad Gulbranson, Darrin Quistorff, Bonnie Jacobs, Joanne Ranum, Twyla Myrin, Calvin Uhl, Jason Brown

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

Motion by Thornbloom, seconded by Finnegan, to approve the agenda as presented with the addition of Personnel Policy, Bowling Barn One Day Liquor License, Special Event Block Party. Motion Carried

Motion by Larson, seconded by Finnegan, to approve the general consent items, including the July city bills in the amount of \$864,651.74 and meeting minutes from July 8, 2024, August 5, 2024 and change for mayor and council as public info. Motion Carried

**PROJECT #24: LIQUOR STORE**

Ben Clink provided a bid for sewer tank replacement at the Liquor Store.

- Option 1 - \$47,350. This option does not include traffic rated tanks, so the area where the tanks are located could not be driven over.
- Option 2 - \$66,250. This option is for traffic rated tanks.

Motion by Thornbloom, seconded by Larson, to approve Option 2 for the traffic rated tanks in the amount of \$66,250. Motion Carried

Goodwin will attend the Taste of Osakis meeting this Wednesday.

Goodwin will keep advertising for part-time employees.

**PROJECT #22/84: CLERK / BUDGET**

Jacobson requested to attend the Advanced Clerk Academy Program to be held on September 18<sup>th</sup> to the 20<sup>th</sup>. The training will be held at Sorceland in Staples. Cost is \$225 – Jacobson received a \$100 grant.

Motion by Thornbloom, seconded by Finnegan, to approve Jacobson to attend the Advanced Clerk Academy Training Program on September 18<sup>th</sup> to the 20<sup>th</sup> in Staples. Motion Carried

Council scheduled August 27<sup>th</sup>, 2024 at 5:30 p.m. to meet for the budget.

Council received a draft copy of the budget:

- Expenditures: \$1,690,358
- Revenue: \$1,579,629
- Difference: -\$110,729

**PROJECT #167: TAX INCREMENT FINANCING**

Council received the 2023 TIF report from David Drown Associates.

**PROJECT #76: POLICE**

Brandon Breer was sworn in as an Osakis PD full-time officer. Breer talked about his start in life and being a police officer.

Resolution 2024-20 was presented by Larson, seconded by Backes, to approve Officer Brandon Breer to be enrolled in the Police PERA. When put to a vote, the resolution passed unanimously.

National Night Out will be with the Beach Party on August 15, 2024.

Gulbranson informed the council that he had been checking into a grant from Sourcewell for public safety. Gulbranson was notified that he could receive \$50,000 and put in 25% matching funds for a new pickup.

Wessel questioned if we need a pickup truck. Gulbranson said the costs for an SUV and pickup are about the same.

Gulbranson will get the signed contract for the public safety grant. Discussed bidding and advertising for the current pickup to be put up for sale for the public to purchase.

**PROJECT #60: ORDINANCE / ADMINISTRATIVE CITATION**

Gulbranson updated the council:

- No citations have been issued.
- Talked to all the residents that received letters and they are working on their violations.
- Comply by July 26<sup>th</sup>, 2024 and all are working on making progress.
- Trees & Grass – Gulbranson will insist properties need to be cleaned and permits pulled.
- Talked that they need to be completed in about 4 years.
- Businesses will be looked at this week.

**PROJECT #160: OSAKIS PUBLIC SCHOOL**

With the resignation of Officer David Gizinski, the council discussed the open position for the School Resource Officer. Council suggested having the school explore the option of a Douglas County employee for the SRO.

The DO CO Sheriff was at the school meeting tonight and he will get going on the process to have a SRO in by the start of school.

Gulbranson gave a copy of the contract and on-call policy to the Council. Officer Breer is 10 minutes away and call time can be split up evenly on the schedule.

**PROJECT #197: WATER PLANT / WATER TOWER**

Still working on Lead Service inspections. We have been given to the end of August to complete. 60% should be complete by the August 31<sup>st</sup> deadline.

Water main leak on July 4<sup>th</sup> at 4<sup>th</sup> Avenue East and Main Street.

Quistorff is looking for a backup generator for the water plant.

Motion by Thornbloom, seconded by Larson, to approve Eagle Construction Pay Application #8 in the amount of \$39,455.63. Motion Carried

Motion by Thornbloom, seconded by Larson, to approve S.J. Stezer Pay Application #3 in the amount of \$130,862.50. Motion Carried

Motion by Thornbloom, seconded by Larson, to approve Pay Application for Nero Engineering in the amount of \$40,709.00. Motion Carried

**PROJECT #479: COMPOST SITE**

Quistorff submitted a bid for grinding and separating the burnt brush from Mid-Minnesota Mulch in the amount of \$6,200. Composit site fund balance is \$1,750 but will use funds out of the street maintenance for the difference.

Motion by Thornbloom, seconded by Finnegan, to approve the bid from Mid-Minnesota Mulch in the amount of \$6,200. Motion Carried

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

Council has been reviewing an ordinance to address sump pumps and Inflow and Infiltration (I&I). Eric Meester will review to see if the timelines are feasible.

**PROJECT #275: PIKE STREET PROJECT / INDUSTRIAL PARK**

Council received a 30% cost estimate for the Pike Street Project and mapping for the project prepared by WSB.

The EDA has asked the council to discuss what funds they would like to use for the project and then request EDA funding.

Motion by Finnegan, seconded by Larson, to approve the bill for WSB in the amount of \$8,954.75. Motion Carried

**PROJECT #489: MAIN LIFT STATION**

Clerk Jacobson has not received any new information for the Lift Station project. Eric Meester has received a few quotes for the project.

**PROJECT #441: PARK COMMITTEE**

Park Committee meeting minutes will be included in the next consent agenda items.

Motion by Finnegan, seconded by Backes, to approve the Park Committee minutes from July 29, 2024. Motion Carried

**PROJECT #312: OSAKIS BEAUTIFICATION TEAM**

The license to sell wood to the DNR should be here Friday. This is needed in order for the DNR to supply the materials for the fishing pier repairs.

Beach Party is August 15<sup>th</sup>, 2024 at 7 p.m.

Park Beautification Team will be changed to Osakis Beautification Team.

**PROJECT #7: COMMUNITY CENTER**

Al Larson updated the council on the Community Center project.

Council received information for tables and chairs for the Community Center. Many options have been looked at.

A donation of \$6,000 was received from Judy Jensen to be used towards the purchase of the tables and chairs. Use capital outlay finds to pay the remaining balance. Wessel will check with Hillyard to help also.

Motion by Thornbloom, seconded by Finnegan, to approve to purchase tables and chairs for the Community Center from Bizchair in the amount of \$8,546.06. Motion Carried

**PROJECT #249: PLANNING & ZONING**

Council received a letter from Breanna Gould regarding the letters she received for siding their garage. Jacobson tried to contact her and have had no reply.

Council suggested this matter should be discussed at the Planning & Zoning meeting. Breanna Gould was directed to the Planning & Zoning.

Motion by Backes, seconded by Finnegan, to approve the July 17<sup>th</sup>, 2024 Planning & Zoning minutes. Motion Carried

**PROJECT #468/109: SPECIAL EVENT / LIQUOR LICENSE**

O-Town Tavern is requesting permission to have a bean bag tournament, music and an outside beer tent from Friday, September 6<sup>th</sup> at 6 p.m. to Sunday, September 8<sup>th</sup> at 1 a.m. Insurance and applications have been submitted for the event.

Motion by Larson, seconded by Finnegan, to approve a Special Event and One Day Liquor License for O'Town Tavern and Osakis Bowling Barn for September 6<sup>th</sup> to September 8<sup>th</sup> providing all paperwork is submitted and all alcohol must be in designated area. Motion Carried

Resolution 2024-19 was presented by Backes, seconded by Larson, to declare the Taste of Osakis event a Community Festival from September 6<sup>th</sup> to September 8<sup>th</sup>, 2024. When put to a vote, the resolution passed unanimously.

Motion by Larson, seconded by Thornbloom, to approve a Special Event for the 2<sup>nd</sup> Annual Pike Street Block Party on August 24, 2024. Motion Carried

**PROJECT #299: BONDS**

A closing date of August 23<sup>rd</sup>, 2024 is scheduled for closing on the two Rural Development bonds:

- \$800,000 Bond – annual payment of \$25,544 with an interest rate of 1.25%.
- \$651,000 Bond – annual payment of \$24,328 with an interest rate of 2.125%.
- Each bond is for 40 years.

Resolution 2024-21 was presented by Larson, seconded by Thornbloom, to approve the \$800,000 Bond. When put to a vote, the resolution passed unanimously.

Resolution 2024-22 was presented by Larson, seconded by Thornbloom, to approve the \$651,000 Bond. When put to a vote, the resolution passed unanimously.

**PROJECT #296: FILING / COUNCIL AND MAYOR**

Filing for Mayor and Council is open from July 30<sup>th</sup> to August 13<sup>th</sup>.

Current filings for council include Alan Larson, Tim Thornbloom and Randy Anderson  
Filing for Mayor is Judy Dvorsak.

**PROJECT #243: CANVASS BOARD**

The Canvass Board is scheduled for November 12<sup>th</sup>, 2024 at the regular meeting.

**PROJECT #196: FEE SCHEDULE**

Council reviewed the suggested fee schedule changes from the Planning & Zoning for 2025.

**PROJECT #294: TRUCK TRAFFIC**

Jacobson reached out to Douglas County regarding an update on the google traffic and signage. Tim stated that google was not able to change the route because it is an open road. The signage request is at MN DOT to review.

**PROJECT #110: GAMBLING**

Council reviewed a request from the Little Sauk Legion to sell pull-tabs outside the Osakis Pub during Taste of Osakis.

Resolution 2024-23 was presented by Thornbloom, seconded by Finnegan, to approve a one day off site Gambling License for Oscar Jacobson American Legion on September 7, 2024. When put to a vote, the resolution passed unanimously. Abstain: Larson

**PROJECT #110: GAMBLING**

Council held a join meeting with the EDA and Gambling Organizations on July 15, 2024. Next meeting will be Monday, October 21<sup>st</sup>, 2024.

Want a request form to use for requesting gambling funds.

**PROJECT #124: ENTRANCE SIGN**

MN DOT has given notice that the Limited Use Permit for the Welcome to Osakis sign will expire February 12<sup>th</sup>, 2026. During this time, the sign can be upgraded or improved.

Lions will talk about this at their next meeting.

**PROJECT #481: WATER/SEWER UTILITY BILL / PRIVATE**

Jacobs Lefse Bakeri is requesting a reduction of her utility bill. Jacobs's normal bill per month is between \$77 to \$94. Last June, the bill was \$194.94. Jacobs discovered a leaking water heater and the bill for July was \$2,034.73.

Historically, the city has not given breaks on utility bills for water that goes through the meter. The water that goes through the meter is treated and then goes to the ponds and is treated again.

Wessel will discuss this matter with Bonnie Jacobs and will revisit at the budget meeting or the September regular meeting.

**PROJECT #154: EMPLOYEE HIRING**

After the resignation of David Gizinski, the council motioned to advertise for a full-time SRO. No applications had been received. Council wants to pull the advertising for the full-time SRO.

City has received 17 applications for the 4<sup>th</sup> Public Works position. Quistorff and Jacobson are currently reviewing the applications and interviews will be scheduled.

Council will discuss at the August 27<sup>th</sup>, 2024 meeting hiring for the Public Works position.

**PROJECT #430: STORM WATER PONDS**

Quistorff met with Jon Roeschlein from Sauk River Watershed regarding cleaning out the ponds.

Council received a letter from SRWD:

- Noticed vegetation growth – grows on phosphorus.
- City has two ponds to maintain. In 2019 the ponds were surveyed for sediment and SRWD helped to get it cleaned.
- Contact local contractors – see charges for getting to construction grade.
- Check with Lake Association to help with the costs.

**OPEN FLOOR**

Tonya Danielson (Osakis Chamber) – more work to do before August 16 for the Christian Motorcycle group (paint benches, etc...)

Jason Schultz was present – commented that the grass is over 3 ft tall by Panther Distillery and Northstar Bottled Water.

Becky Hensley –Liquor Store ad states profit back to Osakis. For Taste of Osakis, we need businesses to donate some time to help with the event. Also need volunteers and sponsors.

Council will discuss at the budget meeting with Reenie Goodwin to attend the next Taste of Osakis meeting.

**PROJECT #373: PERSONNEL COMMITTEE**

The Personnel Committee was to review the policy and to have by July 15<sup>th</sup>. This has not been completed. Supervisors need to review the policy by the September meeting.

Quistorff mentioned snow plowing onto the lake at the public landing. See about the costs and insurance liability coverage.

**CLOSED MEETING**

Motion by Larson, seconded by Finnegan to open a closed meeting and suspend the regular meeting. Motion Carried

Present: Finnegan, Larson, Backes, Thornbloom, Wessel, Jacobson, Gulbranson and Goodwin.

Motion by Larson, seconded by Finnegan, to open the regular meeting and close the closed meeting. Motion Carried

Motion by Wessel, seconded by Thornbloom, to give a verbal warning that this behavior is not acceptable and if anything like this happens again, will get documentation. Motion Carried

Motion by Larson, seconded by Finnegan, to adjourn the meeting at 9:35 p.m. Motion Carried

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Mayor – Daniel J. Wessel

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City Clerk/Treasurer – Angela A. Jacobson