

**Osakis City Council – Regular Meeting**  
**Osakis City Hall – 14 Nokomis Street East**  
**May 12, 2025**  
**7:00 PM**

Present: Randy Anderson, Judy Dvorsak, Stephanie Finnegan, Laura Backes, Tim Thornbloom  
Others Present: Angela Jacobson, Jeremy Pederson, Chad Gulbranson, Craig Dropik, Troy Benning, Laura Ostlie, Paulette Dunn, Mark Reicks, Karen Reicks, Lisa Johnson

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

Motion by Backes, seconded by Finnegan, to approve the agenda as presented. All Ayes

Motion by Finnegan, seconded by Anderson, to approve the general consent items, including the April city bills in the amount of \$447,730.02, and meeting minutes from April 14, 2025 and tabled EDA minutes for review. All Ayes

**PROJECT #249/60: PLANNING & ZONING / CANNABIS ORDINANCE**

Planning & Zoning held a public hearing on the cannabis business ordinance. Per discussion with the city attorney, the Planning & Zoning held the meeting with the full ordinance located in chapter 125 of the city code.

Motion by Finnegan, seconded by Thornbloom, to approve Ordinance Amendment 142 for Chapter 125, Cannabis Business. All Ayes

Resolution 2025-05 was presented by Thornbloom, seconded by Anderson, to approve the summary publication of the Cannabis Ordinance. When put to a vote, the resolution passed unanimously.

Motion by Finnegan, seconded by Thornbloom, to approve Planning & Zoning minutes from April 17, 2025. All Ayes

**PROJECT #22: CLERK**

Mayor Dvorsak discussed bank statements and reconciliations in the packet.

Discussed the budget as of May – will discuss budget numbers in July, Council budget meeting will be in August. Discussed a budget amendment need after contracts are finalized, will need to increase budget on personnel services. Receive LGA and taxes in June, and July use our balance until then.

**PROJECT #24: LIQUOR STORE**

Council received the April Liquor Store reports.

Benning discussed 2 different inventory systems. Credit Card processing companies will have cash or credit card pricing so fees of the credit card payments are paid by the user.

Wine and Bourbon tasting will be coming in May and June.

**PROJECT #74: FIRE**

Dropik asked for an amount to put together an order for the fireworks. Adjustments can be made when we purchase them. Last year, we spent \$7,500.

Motion by Backes, seconded by Anderson, to approve \$8,000 for the 2025 Fireworks. All Ayes

Dropik informed the council:

- Fed 433 people at the Pancake Breakfast.
- iPads installed in the fire trucks – they will be used to map out calls and used for pictures and reports.

Dropik brought up concerns about people parking in front of the firehall doors. Had to find the owner of someone that was parked in front of the doors when they had a call.

Motion by Finnegan, seconded by Backes, to approve to paint lines in front of each door at the Fire Hall to the street to prevent parking in front. All Ayes

### **PROJECT #76: POLICE**

Council received minutes of discussion this past year regarding part-time officers and shift differential pay.

Motion by Finnegan, seconded by Anderson, to approve shift differential pay of \$1 per hour for 4 p.m. to 6 p.m. for part-time officers and part-time on call at 1/4<sup>th</sup> pay, 2 hours if called out for part-time officers with experience at step 3. All Ayes

Motion by Finnegan, seconded by Anderson, to amend motion to approve hiring part-time officer David Determan at step 3 instead of step 1 because of his experience. All Ayes

Gulbranson ordered a new squad in January 2025 and is not built as of yet. A motion was never made to order/replace his squad at that time. The existing squad has 80,000 miles and new transmission. Discuss the use of the truck at a future meeting. If sold it will be public auction.

Motion by Anderson, seconded by Thornbloom, to approve to purchase a new police truck at the bid amount of \$51,880 and upfitting costs of up to \$15,000. All Ayes

### **PROJECT #309: CITY HALL / CAMERA**

Discussed putting up a camera at the beach and fishing pier. Also, getting electrical for the cameras.

Discussed the cameras outside of city hall. Also, putting a camera facing the window in city hall and it having a microphone to hear discussion.

Clerk Jacobson stated the microphone is not necessary to come on with the camera. A button would be best if needed to record conversation.

Request a policy for the cameras – required to notify employees and who has access. What the cameras will be used for.

### **PROJECT #76: POLICE / FENCE**

Impound fence cost \$2,000 to install. Use funds from DWI Fund. Discussed impound fees – vehicles sold to be set aside to maintain the impound lot.

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

Council received a list of the properties. Two letters sent will be revisited after cleanup day. Citations will be issued if no progress after cleanup day.

**PROJECT #205/489: PUBLIC WORKS / LIFT STATION**

Quistorff received a quote in the amount of \$7,402 to replace the guard rails on lift station #3. Existing rails are broken.

Motion by Finnegan, seconded by Backes, to approve to replace the guard rails on lift station #3 in the amount of \$7,402. All Ayes

Quistorff hired Dan Filder as a summer lawn mower. Last year, we paid Filder \$5,900 from mid-June to October. This was not included in the 2025 Budget. Council made some changes at the beach so \$3,900 will go towards lawn mowing.

Motion by Thornbloom, seconded by Backes, to approve the amount of \$6,500 for summer lawn mowing. All Ayes

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

Council discussed summer watering.

Motion by Thornbloom, seconded by Finnegan, to approve the summer water rate at \$38.10 for the months of June through September for 2025. All Ayes

Motion by Finnegan, seconded by Backes, to approve Eagle Construction bill #16 in the amount of \$201,009.36. All Ayes

**PROJECT #489: MAIN LIFT STATION**

Council discussed the main lift stations and upgrades. The first phase was completed in 2023.

Council reviewed information from Eric Meester regarding a bid date.

Motion by Anderson, seconded by Finnegan, to approve to advertise for bids. All Ayes

**PROJECT #312: BEAUTIFICATION TEAM**

Amber Kral was not in attendance.

Backes updated the council:

- Ordered a Lilly Pay – put signage up for it.
- Paddle board ordered.
- Fishing pier is in.
- Beach party is scheduled for June 22<sup>nd</sup>.
- Beach equipment has been delivered and will be installed.

**PROJECT #441: PARK COMMITTEE**

Council decided on a final banner design. The banners will be for the summer months. Requests for funding were sent to local gambling organizations.

Motion by Finnegan, seconded by Thornbloom, to approve the Park Committee meeting minutes from April 29, 2025. All Ayes

Motion by Backes, seconded by Finnegan, to approve WSB design invoice of \$9,063 and consulting invoice of \$750. All Ayes

**PROJECT #73: FIRST RESPONDERS**

Motion by Finnegan, seconded by Thornbloom, to approve Jackie Smith as a new First Responder. All Ayes

First Responder class is scheduled for May 20<sup>th</sup>.

**PROJECT #505: LAVENS LAKEVIEW DRIVE**

Quotes have been received for gravel for Lavens Lakeview Drive.

Motion by Thornbloom, seconded by Finnegan, to approve G&K Sand & Gravel as low bid at \$17.50 per yard. All Ayes

Work to be done includes hauling in gravel, cut ditches back along the side of the road. Will work on culverts that need to be replaced.

Paulette Dunn, Mark and Karen Reicks expressed concern of the water flow and ditching. Quistorff will look into it.

**PROJECT #275: PIKE STREET PROJECT**

Motion by Finnegan, seconded by Anderson, to deny moving forward with a feasibility study for Pike Street East. All Ayes

**PROJECT #203: SNOW REMOVAL ORDINANCE**

Council received ordinances from the City of Melrose and the City of Albany. The committee includes Chad Gulbranson, Darrin Quistorff, Angela Jacobson, Judy Dvorsak and Tim Thornbloom. The committee will be tasked with going through ordinances and discuss what has working in the past and what hasn't.

**PROJECT #42: CLEAN UP DAY**

Clean Up Day is scheduled for May 17<sup>th</sup> from 9 a.m. to 11 a.m. The Osakis Lions and Todd and Douglas Counties STS will be helping. Pope/Douglas Incinerator will have the hazardous trailer there also.

**PROJECT #213: BEACH / LIFEGUARDS**

Motion by Anderson, seconded by Finnegan, to hire EmmaRose Oshchlagher as a lifeguard for 2025 at a rate of \$15 per hour, contingent on a background check, drug test and certification. All Ayes

**PROJECT #110: GAMBLING**

A reminder to the council that the quarterly meeting with the gambling organizations will be held on Monday, May 19<sup>th</sup>, 2025 at 5:30 p.m.

**PROJECT #124: WELCOME TO OSAKIS**

EDA has Brian Ferris and Joachim Wiener working on this project. The Osakis Lions are willing to help with the funding along with the Beautification Team. Clerk Jacobson will check on solar lights.

**PROJECT #444/419: WASTE WATER PROJECT / I & I / MPCA**

The I & I Ordinance was passed in January. Part of the ordinance is to televise all lateral lines in the city of Osakis. Cost to complete the televising is \$250 for each connection. \$9,000 is normally spent annually on televising and this amount would be used towards the cost. The estimated cost for all of Osakis is about \$198,000 based on 793 connections.

Motion by Finnegan, seconded by Thornbloom, to approve Main Street focus for lateral line inspection and televising for the project. All Ayes

**PROJECT #468: SPECIAL EVENTS**

Motion by Backes, seconded by Anderson, to approve a Special Event application for a Beach Party to be held on June 22<sup>nd</sup>, 2025 after the parade, contingent on receiving all necessary approvals and insurance for the event and include a ribbon cutting ceremony for the fishing pier at the event. All Ayes

Motion by Backes, seconded by Finnegan, to approve a Special Event application for Silverstreaks Abroad – Goat Yoga to be held June 7<sup>th</sup>, 2025 at Park Osage, contingent on receiving all necessary approvals and insurance for the event. All Ayes

**PROJECT #239: GRANTS**

Laura Ostlie (Bollig) was in attendance. Ostlie will complete the Greater MN Housing Infrastructure Grant and Task Order #1 for the needs assessment and funding analysis.

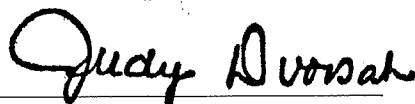
Resolution 2025-13 was presented by Backes, seconded by Anderson, to approve the Grant Navigator. When put to a vote, the resolution passed unanimously.

Resolution 2025-14 was presented by Anderson, seconded by Thornbloom, to approve the Greater MN Housing Infrastructure Grant. When put to a vote, the resolution passed unanimously.

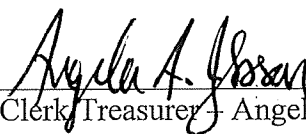
**OTHER ITEMS:**

May 19<sup>th</sup>, 2025 – special meeting.

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



Mayor – Judy Dvorsak



City Clerk/Treasurer – Angela A. Jacobson

John A. Jones