

Osakis City Council – Regular Meeting
Osakis City Hall – 14 Nokomis Street East
October 13, 2025
7:00 PM

Present: Randy Anderson, Laura Backes, Judy Dvorsak, Stephanie Finnegan, Tim Thornbloom
Others Present: Angela Jacobson, Kyle Kostrzewski, Craig Dropik, Calvin Uhl, Troy Benning, Jim Snyder, Shannon Graff, Mark Reicks, Paulette Dunn

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

Motion by Finnegan, seconded by Anderson, to approve the agenda as presented with the additions Insurance and PMFL. All Ayes

Motion by Finnegan, seconded by Anderson, to approve the general consent items, including the September city bills in the amount of \$348,748.45 and meeting minutes from September 8, 2025 and September 22, 2025. All Ayes

PROJECT #60: ORDINANCE / ADMINISTRATIVE CITATION

Council received an updated list for the property violations.

PROJECT #7: COMMUNITY CENTER

Per the council's discussion at the budget meeting, beginning January 2026 the rate will increase to \$.80 per meal with Nutrition Services.

PROJECT #124: SIGN / WELCOME TO OSAKIS

Clerk Jacobson received a call from MN DOT stating they will be renewing our sign permit and will include both welcome signs. The permit will be renewing in February 2026 and now is the time to make any changes.

Resolution 2025-23 was presented by Anderson, seconded by Thornbloom, to approve limited-use permit 2113-0051 with MN DOT. When put to a vote, the resolution passed unanimously.

PROJECT #368: XCEL ENERGY FRANCHISE

Council discussed the renewal of the Xcel Energy Franchise agreement. The city attorney and Xcel have been working on the draft agreement.

Mayor Dvorsak read the summary publication.

Motion by Finnegan, seconded by Thornbloom, to approve Ordinance No. 144, an ordinance amending Ordinance No. 59, updating and renewing the electric franchise agreement between the City of Osakis and Northern States Power Company (Xcel Energy) and waive the second reading. All Ayes

Motion by Finnegan, seconded by Backes, to approve the summary publication for Ordinance No. 144, amending Ordinance No. 59, electric franchise agreement between the City of Osakis and Northern States Power Company (Xcel Energy). All Ayes

PROJECT #60-1: ORDINANCE / RENTAL

The EDA discussed at their September meeting and requested the council to consider implementing a rental ordinance. The EDA board members emphasized the importance of ensuring that rental properties are properly maintained and meet the basic safety standards in the City of Osakis.

In 2019, the council received a draft rental ordinance that was prepared by the Police Department with Officer Uhl. At that time, the council did not move forward with a rental ordinance.

Council is requesting the Planning & Zoning to review the ordinance. Steve Jones (Planning & Zoning consultant) will get a copy to review and compare how rental ordinances work in other cities.

PROJECT #24: LIQUOR STORE

Council received the Liquor Store reports. No new quotes have been submitted for paving the parking lot.

Benning received a quote in the amount of \$12,990 for updating the cameras. A grant from Sourcewell was approved in the amount of \$2,000.

Benning also informed the council of the following:

- Had 2 Bloody Mary bars for the games – turnout was good.
- Quarterdrop going well – half the cost of the tickets was paid for.
- Bargo will start on Saturday - \$50 running Bargo
- Computer system – trouble navigating to new systems.
- Parking lot bid – Mark Lee and O’Reilly. Concrete bids waiting to get bid.

Motion by Finnegan, seconded by Thornbloom, to approve updating the cameras at the Liquor Store with Allstate Communications for \$12,900 with receiving a \$2,000 grant from Sourcewell the cost will be \$10,990. All Ayes

PROJECT #73: FIRST RESPONDERS

Shannon Graff was in attendance. First Responders have received an application from Amanda Kramer. Kramer is EMR certified.

Motion by Backes, seconded by Anderson, to approve Amanda Kramer as a new First Responder contingent on background checks and training. All Ayes

PROJECT #76: POLICE REPORT

Council received the September police report.

Douglas Machine employees donated 616 vests with rifle plates. We received 4 of them.

Resolution 2025-26 was presented by Anderson, seconded by Thornbloom, to approve to enroll Matthew Alf in Police PERA with the City of Osakis. When put to a vote, the resolution passed unanimously.

Resolution 2025-26 was presented by Anderson, seconded by Thornbloom, to approve to enroll Cody Senger in Police PERA with the City of Osakis. When put to a vote, the resolution passed unanimously.

PROJECT #74/13: FIRE DEPARTMENT / FIRE RELIEF

The Fire Department served 250 people at the open house on October 8th.

Craig Dropik and Allan Stoll attended the State Fire Chiefs Conference in Duluth.

No calls in the month of September. Had 3 calls for October.

Fire Relief – resolution will be at the November meeting for increasing the fire relief levy.

PROJECT #205: PUBLIC WORKS

At the budget meeting, the council discussed the replacement of the city shop. Council reviewed the proposed design and estimated cost per square foot.

Notice was given to all property owners regarding the lead/copper results. Two had higher levels.

PROJECT #197: WATER

Motion by Backes, seconded by Thornbloom, to approve Eagle Construction’s invoice for pay application #20 in the amount of \$56,744.96 and Nero Engineering’s bill in the amount of \$24,569.90. All Ayes

PROJECT #489: MAIN LIFT STATION

Council met on September 22, 2025 to discuss the Main Lift Station project. Council awarded the contract to Killmer Electric Company in the amount of \$523,350.

Motion by Finnegan, seconded by Thornbloom, to give approval for Mayor Dvsorak to sign the Notice to Proceed for Killmer Electric. All Ayes

Motion by Finnegan, seconded by Backes, to approve Nero Engineering’s bill in the amount of \$7,917. All Ayes

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

Council will need to discuss plans on moving forward with the project and funding to pay for it. To move forward, we will need to receive funding from PFA and MPCA.

Motion by Backes, seconded by Thornbloom, to table the discussion to get more information and a timeline for the project. All Ayes

PROJECT #312: BEAUTIFICATION TEAM

The Park Committee discussed the possibility of relocating the middle shelter from Park Osagi to the beach area instead of construction a new building. The Park Committee does not plan to cover moving costs for the structure.

Fishing pier – bird droppings have been on the fishing dock and can be cleaned up or work next year to keep it clean.

PROJECT #441: PARK COMMITTEE

Park Committee information from their meeting:

- Splash Pad – several designs and cost estimated were presented. Final plans are expected in November.

- Park Shelter – one of the existing shelters may be moved to the city beach if it is in good enough condition. More discussion after an inspection.
- Bike Share Program – cement pad and rack have been installed. The system is operational with active use reported.
- Banners – 56 senior banners are expected soon and will be installed.

Motion by Finnegan, seconded by Anderson, to approve the September 30, 2025 meeting minutes. All Ayes

Motion by Finnegan, seconded by Backes, to approve WSB’s invoice for Park Osagi engineering in the amount of \$14,591. All Ayes

OPEN FLOOR

Jim Snyder – 13 K Street – raised public concern.

Trunk or Treat – October 31 in the downtown from 3:30 p.m. to 5:00 p.m.

PROJECT #505: LAVENS LAKEVIEW DRIVE

Lavens Lakeview Drive – not sure if MBC Drainage will get it cleaned out this year or next.

PROJECT #203: SNOW REMOVAL ORDINANCE

Council received a flyer that will be put in the paper. On the city website and Facebook. The flyer was also included in our city newsletter.

PROJECT #261: WATER PROBLEM

Bryan Danielson was in attendance at the August meeting regarding water issues on his property at 226 Central Avenue.

Currently, the city does not have a legal right-of-way through the alley behind the Central Avenue properties. Because of this, the city cannot access the area to complete any storm drainage or grading work.

There are a few options and Backes will discuss them with Danielson.

PROJECT #387: CROSSWALK

AT the July meeting, the council discussed crosswalks and getting more defined with the crosswalk at Nokomis Street East and 1st Avenue East.

Uhl checked with the county, the cost would be \$630 each to upgrade the crosswalk.

Council will follow up at the February meeting.

PROJECT #110: GAMBLING

Discussed the date of October 20, 2025 to meet with the gambling groups. Mayor Dvorsak has a handout for the meeting

PROJECT #196: FEE SCHEDULE

Updated fees from the Building Inspector. Any updates should be submitted to Clerk Jacobson by December.

PROJECT #179: BUILDING INSPECTION

Beginning January 2026, Inspectron will increase the new flat rate to \$125.00. Current rate is \$100.

Check with Horizon Public Health regarding rental enforcement, inspections and fees

PROJECT #46: WATER & SEWER RATES / EDU

The EDA discussed at their September meeting and requested the council to consider implementing an availability or access charge for all properties within the city, whether vacant or developed. The EDA members expressed interest in encouraging property owners to make active use of their properties in Osakis.

Discussion of Equivalent Dwelling Units and “Availability” or “ready to serve charges” for vacant properties, land, commercial lots and residential lots.

New homes flexibility to be charged and vacant land charged. Language will be drafted for a new ordinance and reviewed with the city attorney.

PROJECT #56: INSURANCE

Council received information on health insurance rate. There will be a 12.25% increase for 2026 which will impact the General Fund for employees covered under the budget. If the council wishes to make changes to the insurance plan, the co-op requires notifications by October 24th or it will delay the renewal process. The council was also informed that any plan change may require discussion with the unions, as it would alter an employee benefit.

PROJECT #56: PFML

Council received information for PMFL and a quote from ShelterPoint. The quote is \$0.80 per \$100.00 of wages compared to the state plan rate of \$0.88 per \$100.00. The city must decide by October 24th whether to remain with the state plan or certify that it will be participating in a private plan.

Motion by Anderson, seconded by Finnegan, to approve the quote from ShelterPoint in the amount of \$0.80 per \$100.00 for PMFL. All Ayes

PROJECT #167: TAX INCREMENT FINANCING

The EDA is working with the help of Jason Murray (David Drowns) to modify TIF District 1-5. This will capture the next two years of increments before the district is decertified in December 2027.

Resolution 2025-25 was presented by Backes, seconded by Anderson, to approve calling for a public hearing for the modification of Tax Increment District 1-5. When put to a vote, the resolution passed unanimously.

PROJECT #373: POLICIES – PERSONNEL POLICY

Each department head has received a copy of the personnel policy. Clerk Jacobson suggests the council schedule a workshop to discuss the policy before final adoption.

PROJECT #286: DONATIONS

Resolution 2025-20 was presented by Backes, seconded by Thornbloom, to approve donations to the City of Osakis for the purposes as listed for the First Responders, DARE, National Night Out and Park Osagi Improvements. When put to a vote, the resolution passed unanimously.

OTHER ITEMS:

Next Council meeting will be November 10, 2025.

Motion to adjourn the meeting. All Ayes

Mayor – Judy Dvorsak

City Clerk/Treasurer – Angela A. Jacobson