

**Osakis City Council – Regular Meeting**  
**Osakis City Hall – 14 Nokomis Street East**  
**January 12, 2026**  
**7:00 PM**

Present: Randy Anderson, Laura Backes, Judy Dvorsak, Stephanie Finnegan, Tim Thornbloom  
Others Present: Angela Jacobson, Craig Dropik, Laura Ostlie, Carlene Dean (Osakis Anchor), Troy Benning, Amber Kral

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. All Ayes

Motion by Finnegan, seconded by Backes, to approve the general consent items, including the December city bills in the amount of \$709,127.70 and meeting minutes from December 8, 2025 and pull the Police from the consent list. All Ayes

Mayor Dvorsak noted the water loss reported. Public Works stated the 50,000 gallon extra per day has stopped and suspect it was an industrial user. Could have been someone with a meter that needed the part but can't be sure.

**PROJECT #451: COUNCIL MEETINGS – SCHEDULE FOR 2026**

Council discussed the date and time for the regular monthly council meetings.

Motion by Anderson, seconded by Finnegan, to approve the 2026 meeting calendar. All Ayes

Motion by Backes, seconded by Finnegan, to approve the 2026 regular council meeting as listed within the staff report on the 2<sup>nd</sup> Monday of the month at 6:00 p.m. All Ayes

**PROJECT #104: MAYOR APPOINTMENTS**

Mayor Dvorsak made her recommendations for the 2026 Mayor Appointments.

Motion by Backes, seconded by Thornbloom, to approve the 2026 Mayor Appointments with the addition of Angela Jacobson as logistic manager and Stephanie Finnegan and Judy Dvorsak as negotiation committee. All Ayes

**PROJECT #109: LICENSE RENEWALS**

Motion by Thornbloom, seconded by Anderson, to approve the 2026 Licenses for the City of Osakis as presented. All Ayes

**PROJECT #488: NEWSPAPER**

Council opened a quote from Long Prairie Leader - \$9.50 per column inch. This is an increase of \$1.00 per inch. No other quotes were received.

Motion by Anderson, seconded by Thornbloom, to approve the Long Prairie Leader as the official newspaper for the City of Osakis for 2026. All Ayes

**PROJECT #22: CLERK**

Council received City Policy 05-2008. Policy requires designation of a designated business administrator as per the mayor appointments. Reviewed the Electronic Funds Transfer Authorization form.

Motion by Finnegan, seconded by Backes, to approve the Electronic Funds Transfer form for 2026 and to authorize Angela Jacobson as the designated business administrator. All Ayes

Resolution 2026-01 and 2026-02 were presented by Backes, seconded by Finnegan to approve for official depositories for the city and for appointments for corporate authorized signers. When put to a vote, the resolutions passed unanimously.

Clerk Jacobson asked the council to attend the Clerks Conference in Brookly Center from March 17<sup>th</sup> to March 20<sup>th</sup>. Cost to attend the conference is \$495.00. Room rate is \$125.00 per night.

Motion by Thornbloom, seconded by Finnegan, to approve Clerk Jacobson to attend the 2026 Clerks Conference. All Ayes

**PROJECT #60-1: ORDINANCE / RENTAL**

Motion by Finnegan, seconded by Thornbloom, to table discussion of the rental ordinance until the February meeting. All Ayes

**PROJECT #60: ORDINANCE / METERS**

Council approved to move forward with a draft ordinance from the city attorney on the meter non-compliance language.

Motion by Finnegan, seconded by Anderson, to approve moving forward and prepare a notice of the proposed language with a \$50 fee. All Ayes

**PROJECT #508: ENGFER LAND DEVELOPMENT**

Laura Ostlie was present to explain task 2.

Motion by Backes, seconded by Thornbloom, to approve Task Order #2 with Bollig for the Engfer Land Development. All Ayes

**PROJECT #168: COUNTRY CLUB**

Council discussed snow removal for the Osakis Country Club parking lot and driveway. There were concerns with using city resources and time for snow removal on private property.

Motion by Backes, seconded by Thornbloom, to deny removal of snow at the Osakis Country Club or any private property with no charge. All Ayes

**PROJECT #261: WATER PROBLEM**

Bryan Danielson was at the August meeting with concerns regarding the drainage of water at his property at 226 Central Avenue.

At the meeting, Danielson showed a video of water running into the buildings behind Central Avenue. The access area behind the properties does not drain properly. The area is privately owned and maintenance responsibility is shared among them.

The council asked Danielson to speak with the neighboring property owners and see if they were interested in establishing the area as an alley so repairs could be made. Danielson stated that he would not speak with the neighbors, noting that he had already brought the issue forward.

Council discussed setting up a committee. Clerk Jacobson will send out letters to effected properties to set a date to discuss.

### **PROJECT #73: FIRST RESPONDERS**

Council reviewed the 2026 officers:

- President: Shannon Graff
- Vice-President: Lindsay Haan
- Secretary: Hattie Thornson

First Responders received a resignation letter from Kyle Swenstad.

Motion by Finnegan, seconded by Anderson, to approve the 2026 First Responder officers and accept the resignation of Kyle Swenstad. All Ayes

### **PROJECT #74/13: FIRE DEPARTMENT / FIRE RELIEF**

Council reviewed the 2026 Fire Department officers:

- Chief: Craig Dropik
- 1<sup>st</sup> Asst. Chief: Travis Middendorf
- 2<sup>nd</sup> Asst. Chief: Kyle Kostrzewski
- Training Officer: Allan Stoll

Council reviewed the 2026 Fire Relief officers:

- President: Kyle Kostrzewski
- Vice-President: Matt Kral
- Treasurer: Bob Kallstrom
- Secretary: Craig Schultz
- Board Member 1: Chad Zimmer
- Board Member 2: Adam Trisco

A meeting has been scheduled with the townships for February 25, 2026 at 7:00 p.m.

Motion by Thornbloom, seconded by Backes, to approve the 2026 Fire Department officers and Fire Relief officers as presented. All Ayes

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

Council received the December Police Report and a letter from Calvin Uhl to step down to part-time status.

Council discussed posting for the full-time position if Austin Becker is not interested.

Council will need to discuss Uhl's position as part-time and what the expectations are. Mayor Dvorsak will check into this and pay for the part-time status. Uhl's position will officially change to part-time status on February 4, 2026.

### **PROJECT #24: LIQUOR STORE**

Council received the December Liquor Store reports.

Information from Troy Benning:

- New inventory system for off-sale is up and running. Able to track sales and what products are needed to purchase.
- Advertised 1/2 price drinks. Wild game/qualify for Wild tickets. Sale ads are being done on the radio.
- Working to get setup – Skytemp for on-sale inventory.

- New camera system in place. Cleaning crew every Friday and Monday.
- A customer slipped and fell and broke an ankle. The deck melts and then freezes. No light on the door to have it closed. Now blocked off.

Transfers were done per the 2025 budget. \$10,250 was transferred from each of the 900 fund and 901 fund. Year to Date Liquor Store income before transfers and capital improvements was \$21,596. After the transfers, the amount was -\$15,577.00

**PROJECT #46: WATER AND SEWER EDU CHARGE**

Council received information on the EDU charges in December.

Council requested the following:

- Vacant houses: 7
- Vacant commercial or businesses: 4
- Empty lots: 42

Information from the city attorney is that the city can charge a base or minimum water/sewer fee to any property that is connected or capable of connecting to the system (Minnesota State Statute 444.075). The charges must be used only for authorized system costs.

Motion by Anderson, seconded by Thornbloom, to approve to draft an ordinance to clearly define EDU charges for capable properties that are not connected. All Ayes

**PROJECT #102: EDA**

Motion by Thornbloom, seconded by Finnegan, to approve the EDA minutes from December 15, 2025. All Ayes

Resolution 2026-03 was presented by Finnegan, seconded by Backes, to approve delegating the authority to administer the loan program to the EDA. When put to a vote, the resolution passed unanimously.

**PROJECT #441: PARK COMMITTEE**

Motion by Finnegan, seconded by Anderson, to approve the Park Committee meeting minutes from December 16, 2025. All Ayes

Motion by Anderson, seconded by Thornbloom, to approve the WSB invoice for Park Osagi engineering for \$6,274.25. All Ayes

**PROJECT #312: BEAUTIFICATION TEAM**

The Beautification Team is working on a project for the overlook at Park Osagi. Project will include a swing, bench and landscaping with a fireplace. Bids for the project will be sent to the council as soon as they are received. Project will be done in 2026 using Beautification funds.

Motion by Finnegan, seconded by Backes, to approve the invoice from Shrode Concrete for Park Osagi for the lookout area in the amount of \$24,700.00. All Ayes

**PROJECT #49: MAIN STREET PROJECT / SANITARY SEWER REPLACEMENT**

Council received an email regarding whether the city can assess for the lateral lines on private property:

The city has the authority under state law to repair or replace privately owned water service lines and assess the full cost to the property owner. Before certifying these costs to the county for collection with property taxes, the city should first invoice the property owner. While not legally required, it is

recommended that the city notify property owners in advance that the service lines may be relaxed if necessary and that they will be responsible for 100% of the cost under the city's assessment policy.

Motion by Thornbloom seconded by Finnegan, to approve WSB's invoice for engineering for \$9,194.00. All Ayes

**PROJECT #196: FEE SCHEDULE**

Council received the final fee schedule for 2026.

**PROJECT #205: PUBLIC WORKS**

Council discussed the proposal from WSN at the December meeting. Mayor Dvorsak and Thornbloom were going to discuss the size and options for the new public works building with Darrin Quistorff.

Cecko Construction sent an email and explained how he could help with the process.

Quistorff will update the equipment list and have submitted for the next workshop meeting.

**PROJECT #7: COMMUNITY CENTER**

Bob Kanninen has resigned from the janitor at the community center. Deedra Greene has filled in and has been cleaning as needed since Kanninen notice and has been doing a great job.

Clerk Jacobson would like council approval to open the position and to work with Anderson and Mayor Dvorsak to discuss how to proceed with filling the position – review and define duties, pay and expectations so the process is clear and consistent.

Council wants to post for advertisement for the position.

**PROJECT #43: BOARD OF REVIEW**

City is required to have at least one member certified and trained to serve on the Board of Review and Equalization. Backes is certified through 2026. Mayor Dvorsak will receive training.

**PROJECT #110: GAMBLING**

Council scheduled the next meeting with the gambling groups for March 9<sup>th</sup>, 2026 at 5:30 p.m.

**PROJECT #286: DONATIONS**

Resolution 2026-04 was presented by Finnegan, seconded by Backes, to approve donations to the City of Osakis for the purposes of First Responders, General fund, Osakis Beautification and Park Improvements. When put to a vote, the resolution passed unanimously.

Donations are much appreciated and the city is thankful for the community support and generosity.

**OTHER ITEMS:**

Next Council meeting will be February 9, 2026.

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

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Mayor – Judy Dvorsak

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City Clerk/Treasurer – Angela A. Jacobson