

Osakis City Council – Regular Meeting
Osakis City Hall – 14 Nokomis Street East
June 8, 2026
6:00 PM

Present: Judy Dvorsak, Laura Backes, Stephanie Finnegan, Randy Anderson, Tim Thornbloom
Others Present: Angela Jacobson, Sam Shrode, Raquel Shrode, Janet Sampson, Eric Zwilling, John Swenstad, Travis Middendorf

Meeting was called to order by Mayor Dvorsak at 6:00 p.m.

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

Motion by Thornbloom, seconded by Anderson, to approve the general consent items, including the April city bills in the amount of \$323,477.84 and meeting minutes from May 11, 2026 meetings and May 18, 2026. All Ayes

PROJECT #343: FIREWORKS

For many years, the city has entered into a lease agreement with the Osakis Country Club for the use of its property for the 4th of July fireworks display. The lease is primarily used to address liability and insurance requirements associated with the fireworks display. The past cost for the lease was \$1.00.

This past winter, Public Works Superintendent Quistorff discontinued plowing the road that provides access to the Country Club and some Country Club Board Members expressed concerns regarding this change, indicating that they believe there should be compensation for the use of their property for the fireworks display. Following a meeting of the Country Club board, the city received a letter requesting \$2,500 for the lease of the grounds. The city council invited them to attend the meeting, but no Country Club board members were present at this meeting to discuss the lease request.

Council discussed other options including Dana Hetland's property by the Country Club, Co Rd 2, Bonnie Schultz's property on County Rd 10, Osakis Creamery and the city's holding ponds.

Motion by Backes, seconded by Anderson, to approve the fire works lease for Dana Hetland's property or Bonnie Schultz's property, which ever Fire Chief Craig Dropik feels will work best. All Ayes

Motion by Backes, seconded by Finnegan, to approve \$10,000 for the 2026 Fireworks. All Ayes

PROJECT #22: CLERK

Council received the budget and actual expenditures through May 2026. Following the completion of the June financial reports, the council will receive a mid-year budget for review.

PROJECT #24: LIQUOR STORE

Gambling rent from May was \$5,268.56 with half being transferred to the EDA. Liquor Store Inventory total - \$158,475.43. This is a \$12,683 increase from April. It was indicated that the Liquor Store inventory is not correct because adjustments from the beginning of the year still need to be made.

Rylee Mickle resigned from her position. Troy Benning would like to hire Carter Zuhlsdorf at \$13.25 and David Williamson at \$14.00 per hour.

Mayor Dvorsak discussed meeting with Benning to discuss paper work, and ask Brenda from MMBA to help.

Liquor Store Camera – review if there are issues with customers. Would like to follow up on the reasons bartenders are resigning.

Motion by Thornbloom seconded by Finnegan, to approve hiring Carter Zuhlsdorf at \$13.25 and David Williamson at \$14.00 for part-time positions. All Ayes

PROJECT #73: FIRST RESPONDERS

Shannon Graff, is requesting council to approve to appoint Stephanie Larson as the secretary until the end of 2026.

Motion by Finnegan, seconded by Anderson, to appoint Stephanie Larson as the First Responder secretary for the remainder of 2026. All Ayes

PROJECT #76: POLICE

Council received information regarding the purchase of leave credits for PERA. When an employee takes a leave of absence without pay, PERA allows the employee to make up the missed retirement contributions. This process restores the salary and service credits that would have been earned during the period of unpaid leave.

Participation in this program is optional and is not required by either the employee or the employer.

Chad Gulbranson has requested that the city make the employer contribution associated with his leave period, while he would be responsible for paying the employee portion. Based on PERA estimate, the city's contribution would be approximately \$5,628.41 for principal and \$294.48 for interest.

During previous leaves taken by Gulbranson, the city approved two contributions toward the employer portion of the PERA leave credit purchase. These were made in 2010 and 2015.

Council discussed looking at the union contracts regarding any requirements related to a leave of absence.

Motion by Finnegan, seconded by Backes, to table the discussion and look at union contracts for leave regarding PERA. All Ayes

PROJECT #205: PUBLIC WORKS

Public Works Superintendent Quistorff would like to continue to employ Dan Fiedler as the city's seasonal lawn mower and is requesting the council consider a wage increase.

Fiedler has worked for the city during 2024 and 2025 seasons and is currently paid \$16.00 per hour. Fiedler does a great job for the city and is dependable.

The 2026 budget includes funding for a seasonal mower and a wage increase.

Motion by Backes, seconded by Finnegan, to approve a \$1.00 per hour wage increase for Dan Fiedler and will reevaluate in August the hours worked and the remaining budget for 2026. All Ayes

Quistorff is requesting to purchase a Demco 200G sprayer with a 21 ft boom for spraying parks, sewer ponds and any property of the city.

Motion by Anderson, seconded by Backes, to approve to purchase a Demco 200G sprayer with a 21 ft boom in the amount of \$7,250.00. All Ayes

PROJECT #312: BEAUTIFICATION TEAM

At the May workshop meeting, Mayor Dvorsak was looking to discuss the Beautification projects – more research is being done for those projects.

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

Council received the contract and agreement with Joe Riley Construction.

Motion by Finnegan, seconded by Backes, to approve WSB's bill in the amount of \$45,154.50 for the Main Street project and to sign the contract and agreement with Joe Riley Construction. All Ayes

PROJECT #7: COMMUNITY CENTER

The Community Center's floors were stripped and waxed on June 1st and 2nd. The cost is covered by the Osakis Seniors Club donations. The floors are complete and look very nice.

PROJECT #42: CLEAN UP DAY

Clean Up Day was held on May 16th. The event was supported by West Central Sanitation with volunteers from the Osakis Lions, STS of Todd and Douglas Counties, Pope/Douglas Solid Waste and the Osakis Lake Association.

A total of 75 vehicles participated in the event – 10 of those were with the Osakis Lake Association. The Osakis Police Department also assisted residents who were unable to transport their items.

West Central Sanitation fee for the Clean Up Day is \$434.00

Fire Department is requesting \$10,000 for the 2026 fireworks.

PROJECT #60: ORDINANCE / ADMINISTRATIVE CITATION

Steve Jones, Chad Gulbranson and Lynnette Swenstad completed checks for ordinance violations with letters mailed out on May 8th, 2026. Compliance deadlines varied depending on the type and severity of the violation.

At this time, there is no update on the status of the violations or the progress made by property owners.

Shawn Maher commented that the property at 310 1st Avenue West is in bad shape – holes under the windows. Animals tend to migrate to homes like this and they are a health and safety hazard.

Mayor Dvorsak will talk to Chief Gulbranson to start the process.

PROJECT #219: STATE HWY 27 PROJECT 2022.

Council received a letter explaining the city paid a total of \$230,973.64 for the utility portion of the State Hwy 27 project. The final project cost was \$224,281.98. A refund in the amount of \$6,691.66 will be remitted to the city as reimbursement.

Council will discuss at budget time what the funds will be used for.

PROJECT #489: MAIN LIFT STATION

Motion by Finnegan, seconded by Thornbloom, to approve payment to Killmer Electric Co for pay applications 1, 2 and 3 totaling \$273,980 for the Main Lift project. All Ayes

PROJECT #468: SPECIAL EVENTS

Motion by Backes, seconded by Anderson, to approve Special Event applications for Osakis Days Parade on June 21, 2026, Osakis Cruzers on July 11th, 2026 and VFW Street Dance on June 20th, 2026. All Ayes

PROJECT #213: LIFEGUARDS

Emmarose Oshlanger will be returning for the 2026 season.

Starting wage for lifeguards is \$15.00 per hour with returning lifeguards receiving an additional \$1.00 per hour. The city covers the cost of the lifeguard training, provided the employee works for the city through the summer season.

Motion by Anderson, seconded by Thornbloom to approve to hire Emmarose Oshlanger at \$16.00 per hour for a lifeguard. All Ayes

PROJECT #229: ELECTIONS / ELECTION JUDGES

Council received a list of election judges – the list includes individuals from the City of Osakis, Orange Township and Osakis Township.

Primary Election will be on August 11th, 2026 from 7 a.m. to 8 p.m.

General Election will be on November 3rd, 2026 from 7 a.m. to 8 p.m.

Mayor Dvorsak received information regarding changes to the absentee voting procedures:

- Absentee ballots are administered by the county. Based on the information and the counties administration of absentee voting, it is recommended to leave the city's absentee voting timeframe unchanged at 18 days.

Motion by Finnegan, seconded by Anderson, to appoint the election judges as presented for the Primary Election on August 11th, 2026 and General Election on November 3rd, 2026 and maintain the current 18-day absentee voting timeframe. All Ayes

PROJECT #46: WATER RATES / SUMMER

In past years, the city has offered a seasonal sewer rate for residents who use more water for lawns, gardens and filling swimming pools during the summer months.

Motion by Backes, seconded by Thornbloom, to approve to pause the summer sewer rate for this year. All Ayes

PROJECT #60: ORDINANCE / I & I

At the May meeting, Clerk Jacobson discussed the potential adoption of an ordinance related to inflow and infiltration (I & I) and the possible requirement for replacement of private sanitary sewer laterals as part of the street and utility improvement project.

The City Attorney is preparing a letter outlining the process and the steps that would be required if the council chooses to move forward with an ordinance.

A memo will be sent to the council when received.

PROJECT #382: UNION – CITY

A notice was received from AFSCME65 Union to start negotiations for the 2027 and 2028 contract.

PROJECT #195: SAFETY COMMITTEE

Council discussed a proposed three-year agreement with Lakes Country Service Cooperative for administering the city's safety program.

Services provided under this agreement include attending regular safety meetings, conducting required safety training, maintaining and updating the city's safety manual and performing periodic safety walk-throughs of city facilities and operations.

The proposed contract costs are \$9,069 for 2027, \$9,341 for 2028 and \$9,621 for 2029.

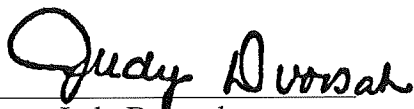
Previous cost for these services are \$7,775 for 2025, \$7,548 for 2024 and \$6,330 annually for years 2018-2023. Clerk Jacobson requested additional information from Lakes County Service Cooperative regarding a reason for the increase and was given a one year contract for \$8,350.

Motion by Backes, seconded by Finnegan, to approve the May 27, 2026 safety meeting minutes. All Ayes

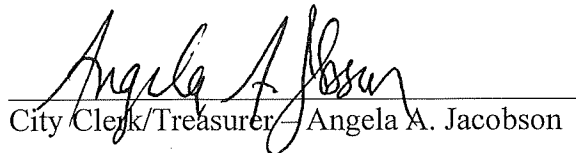
Motion by Finnegan, seconded by Thornbloom, to approve the annual service agreement in the amount of \$8,350.00. All Ayes

OTHER ITEMS: Next Council meeting – July 13, 2026.

Motion by Finnegan, seconded by Backes, to adjourn the meeting at 7:25 p.m. All Ayes



Mayor – Judy Dvorsak



City Clerk/Treasurer – Angela A. Jacobson

Pauline