



## ***TO THE CITY OF OSAKIS RESIDENTS:***

*The following information is being provided to help everyone become familiar with the rules and regulations that are to be followed to make the working relationship between the residents and city employees easier.*

**WATER METERS:** The installation of the new water meters has been completed as of August 2011. Meter reading consumptions will be collected around the 15th of each month. Meter readings can be checked by opening the blue cover on top of the meter. Please call city hall if you have any questions.

**UTILITY BILL INFO:**

RWTR – Residential Water	CWTR – Commercial Water
SWR – Sewer	STDR – Storm Drain Residential
STWF – State Water Fee (Annual)	STDM – Storm Drain Multi-Family
GR35 – Garbage – 35 Gallon	STDC – Storm Drain Commercial
GR64 – Garbage – 64 Gallon	USER – User Fee
GR96 – Garbage – 96 Gallon	RECY – Recycle & Yard Waste

*The dates on the utility bill are the dates that the bill is printed not the dates of the meter readings.*

**GARBAGE: Holiday Schedule-** There will be no pickup on holidays (December 25, January 1, Memorial Day, July 4<sup>th</sup>, Labor Day and Thanksgiving Day). For any holiday that falls on a weekday, pickup will be one day later.

**WATER CONSERVATION:** A silent leak in your toilet can waste several thousand gallons of water each year and place unnecessary demands on the sewer system or your septic tank.

*How can you discover if your toilet leaks?*

- Lift the lid off from your toilet tank.
- Place three or four drops of ordinary food coloring into the toilet tank (do not use dye).
- Do not flush or disturb the toilet for one to two hours or longer.
- At the end of the waiting period, observe the toilet bowl. If the color dye you placed into the tank shows up in the bowl, you have a leak.

*How do you fix a leaking toilet?*

- Most frequently, leaks in toilets are caused by a defective flush valve. A flush valve is a flap or ball plunger device that acts as a stopper in the bottom of your toilet tank. After several years and many flushings, the stopper can be knocked out of shape or simply worn out.
- To fix the leak that is caused by a defective flush valve, see your hardware dealer or plumber and obtain a replacement valve or complete replacement kit.

With the installation of the new water meters, a 170 day flow data logging would be available on your meter if you feel you have a leak. The reports include a 24-hour consumption graph, weekly consumption graph or monthly consumption graph. The data collected will include the reading time, status of the meter and consumption.

**SUMP PUMP - STORM SEWER:** *No person(s) shall discharge or cause to be discharged any unpolluted waters such as storm water, roof runoff, sump pump discharge, foundation drain, cistern overflow, area drain or cooling water to any sanitary sewer. Sump pump systems shall have permanently installed discharge lines which shall **NOT** at any time discharge into the sanitary sewer system.*  
(Ordinance 52.02)

OVER

**The City of Osakis is an Equal Opportunity Employer and Provider**

**SNOW REMOVAL (RESIDENTIAL AND COMMERCIAL):** It shall be unlawful for a person, or another person at his direction, to remove, plow, clear, blow or shovel snow from property under the person's ownership, possession or control, in a manner that causes such snow being removed to be plowed, dumped or placed in any manner upon the property of another or upon any public street or public property without permission. Snow plowing removal, clearing or blowing shall be done in a manner that retains such snow being moved, or shall be hauled off the property for dumping at a lawful location. *The owner and the occupant of any property adjacent to a public sidewalk shall use diligence to keep the walk safe for pedestrians. No like owner shall allow snow, ice, dirt or rubbish to remain on the walk longer than 12 hours after its deposit thereon.* (Ordinance 92.21)

**PARKING DURNING PERIODS OF SNOW:** *Whenever existing or forecasted weather condition require that snow plowing be carried out, no person shall stop, stand or park any vehicle or permit it to stand upon any street or street right of way during periods of snow removal.* (Ordinance 71.03)

**All vehicles will be ticketed and towed.**

**DOGS:** All dog owners are asked to keep their dogs from running at large and barking habitually day or night. If violated, fines will be enforced. Dog licenses are due on May 1<sup>st</sup> of every year. The next vaccination clinic will be held April 2013.

**JUNK VEHICLES:** Any vehicle that is not in running order or is not legally licensed is considered a junk vehicle according to the city ordinance. Violators will be prosecuted.

**YARD CLEAN-UP:** All residents are asked to make a special effort to help keep our city clean. Please clean up your yard and keep your grass mowed. Do not mow grass onto the city streets because this causes the plugging of drains and creates problems when heavy rains occur. *It is the primary responsibility of any owner or occupant of any lot or parcel of land to maintain any grass growing thereon at a height not more than 6 inches.* (Ordinance 92.22)

**COMPOST SITE:** A compost site is available to the residents of the City of Osakis. The site is located south of the wastewater ponds on 8th Avenue West. A key for the gate is available at city hall during regular business hours.

**BURNING:** Permits are issued by the MN Dept. of Natural Resources. You may apply for a burning permit by accessing the DNR web site at [www.dnr.mn.us](http://www.dnr.mn.us). *Burning shall be prohibited within 100 feet of the ordinary high water level of a general development and recreational development lake.* (Ordinance 53.02)

**CRIME FUND:** Our local police department has a Crime Fund. Donations may be made at the city clerk's office. This money will be used for rewards for information leading to the arrest and conviction of persons committing crimes in the city.

**BUILDING PERMITS:**

Building and Zoning permits are required in the City of Osakis. Please contact city hall for information or on our website at [www.cityofosakis.com](http://www.cityofosakis.com) for information regarding building and zoning permits.

**If a permit is not received prior to starting, the fee doubles.**

**If you have any questions or problems you feel we can help you with, please call City Hall at 320-859-2150, Monday through Friday from 8:00 a.m. to 4:30 p.m.**

THE OSAKIS CITY COUNCIL  
Angela A. Jacobson – City Clerk