

**Osakis City Council
Regular Meeting
January 4, 2010
7:00 PM**

Present: Anderson, Pederson, Olson, Emerson

Absent: Gulbranson present at 7:35 p.m.

Others Present: Angela Jacobson, Phil Reed, Greta Petrich, Craig Dropik, Mark Pomerleau, Chad Mathews, Tim Nielsen and Jim Tholen

Mayor Emerson called the meeting to order at 7:00 p.m.

Pledge of Allegiance was spoken.

Motion by Anderson, seconded by Olson, to approve the agenda as presented with the addition of JD2 – Redetermination of Benefits. All Ayes Absent: Gulbranson

Motion by Pederson, seconded by Anderson, to approve general consent items, including December city bills in the amount of \$191,098.53, and December 7, 2009 meeting minutes. All Ayes Absent: Gulbranson

Project #24: Liquor Store

Joe Ketelboeter was not in attendance.

Project #73: First Responders

Craig Dropik was in attendance. Council received the December run report and the 2009 annual report.

The 2010 elected officers are:

President/Vice President:	Craig Dropik
Secretary/Treasurer:	Pete Erickson

Dropik informed the Council the cost of repairing the First Responder rig was \$360.00 and is running fine.

Motion by Anderson, seconded by Emerson, to approve the 2010 First Responder officers. All Ayes Absent: Gulbranson

Project #74: Fire Department

Mark Pomerleau was in attendance.

The 2010 Fire Department Officers are:

Chief:	Mark Pomerleau
1st Asst:	Chad Mathews

2nd Asst: Jon Backes
Training Officer: Ryan Larson
Secretary: Jim Anitzberger
Treasurer: Kenny Ferris

The 2010 Fire Department Relief Association Officers are:

President: Chis Randall
Vice President: Lenny Boogaard
Board Member: Ray Euerle
Board Member: Jon Backes
Secretary: Jim Anitzberger
Treasurer: Kenny Ferris
Executive Officer: Mark Pomerleau

Pomerleau informed the Council that the Fire Department would like to purchase a new gas meter for carbon monoxide detection at a cost of \$700.00 to \$1,100.00. Pomerleau will get more prices.

Pomerleau also informed the Council that the Fire Department will be having their annual meeting with township boards for 2010 fire protection.

Motion by Olson, seconded by Pederson, to approve the 2010 Fire Department Officers and the 2010 Fire Department Relief Association Officers. All Ayes Absent: Gulbranson

Project #76: Police

Mark Gilson was in attendance. Council received the December police report.

Gilson informed the Council that the Police Department was using two companies out of Alexandria. Those vehicles that were not towed came in late and parked after the streets were checked. Gilson will make sure the department does not miss these extra vehicles.

Tim Nielsen asked Gilson why vehicles that park parallel to the curb are allowed to park that way after the snow is removed from the streets.

Gilson stated that on snow days, the department is more lax on parking because of the snow. If they are parked there the next day, then they will be ticketed.

Project #205: City Crew

Ron Kleinschmidt was not in attendance. Council received the December Public Works report.

Project #97: Water

There have been no changes. We have not received any new information. Clerk Jacobson will call MRWA for the deadline on the plant. The Department of Health should have a timeline to respond.

Council member Gulbranson arrives.

Project #249: Planning & Zoning

Council received the Planning & Zoning meeting minutes from December 17, 2009.

Tim Nielsen was in attendance to discuss the Flood Plain Ordinance with the Council. It was discussed that the flood plain does not cover very much area in Douglas County. In Todd County, the flood plain would include part of Lake Street and the area around Black's Resort. The Planning & Zoning felt the percentage in the flood plain was very little. Problems would arise when additions are made to existing structures and the property owner would have to raise the house to build in the flood plain Nielsen had called several mortgage companies to get their opinion regarding this issue. The Planning & Zoning do not feel it is worth it. Council member Pederson would like to look into this further.

Motion by Pederson, seconded by Emerson, to table the Flood Plain Ordinance until the February meeting to search for more information. All Ayes

Council received a letter from John Anderson from the Municipal Development Group to contract for consulting planning services as needed through the year.

Motion by Anderson, seconded by Olson, to approve the agreement with Municipal Development Group for consulting planning services. All Ayes

Project #56: Insurance

Joe Ingebrand from the League of MN Cities visited the City on November 24, 2009, to review our employee safety and loss control

Council received a letter we received with his response.

At the February meeting, the Council will discuss the cost for the safety group.

Project #80: Garbage

At the December meeting, the Council wanted Clerk Jacobson to make changes as indicated in the minutes.

Items changed:

- Bids will come in per container size.
- City will do the billing for the contractor.
- Cleanup Day will be done free of charge.
- 3 year contract.
- Emerson will open bids on February 26, 2010 at 1:00 p.m.
- The contractor will be paid on what we collect

An additional item to add: Fuel increases will not be allowed in the contract.

Council is ok to go ahead with the publication.

Project #102: EDA

Council received the EDA meeting minutes from December 28, 2009.

Planning and Zoning and the EDA have discussed the option of leasing a lot in the Industrial Park for a cell tower. This would use up one of our lots or a portion of a lot and would generate monthly income.

The EDA would like the Council to discuss their ideas.

A figure of \$400.00 was discussed for a monthly lease. The City will see what other towns receive.

Emerson would like to see it built on city land. The lots are not selling very fast right now.

Phil Reed suggested having semi-truck parking on the rest of the lot to generate some funds.

We will ask for recommendation letters from other cities. Clerk Jacobson will check into what others have for towers, what they receive for rent, any problems they have had, and the design of the tower.

The EDA also approved to pay \$150.00 for a half page ad in the Osakis Visitor Guide for the lots in the Industrial Park and Osakis Properties.

Would the City also like to put a half page ad in for \$150.00?

Clerk Jacobson will update the ad before submitting it.

Motion by Pederson, seconded by Anderson, to approve to put a half page ad in the 2010 Osakis Visitor Guide for \$150.00. All Ayes

Project #110: Gambling

The Immaculate Conception Church is requesting a one day gambling license for March 21, 2010 for the Church Spring Carnival.

A Resolution was presented by Olson, seconded by Anderson, to approve a one day gambling license for the Immaculate Conception Church for March 21, 2010. When put to a vote, the Resolution passed unanimously.

Project #196: Fee Schedule

Council received the 2010 Fee Schedule with the changes suggested at the last meeting.

WAC and SAC charge \$1,500.00
Planning & Zoning special meeting \$250.00
Council special meeting \$500.00

Motion by Anderson, seconded by Gulbranson, to approve the 2010 Fee Schedule as presented. All Ayes

Project #357: Lindrite Expansion JOBZ

The EDA discussed the amendment to the Business Subsidy Agreement with Lindrite.

Council received letters from Lindrite and Traci Ryan regarding the change.

Olson asked how the JOBZ program works. JOBZ does not pay tax on expansion. Lindrite did not meet the four extra jobs requirements. This amendment change would decrease it by two jobs. By amending the agreement they will lose one year on the program and if they do not meet the requirement this time, they will not be able to be on the program.

Motion by Anderson, seconded by Pederson, to call for a Public Hearing for the Lindrite Expansion JOBZ amendment for the Business Subsidy Agreement on February 1, 2010. All Ayes

Project #370: Osakis Information Center & Heritage Board

Council stated at the last meeting that they would like to look at the Visitor Center with the City staff to see how it would work to move the offices there.

Clerk Jacobson will set up a time for the Council and City staff to meet at the Center.

Project #104: Mayor Appointments

Council received the 2010 Mayor Appointments.

Motion by Pederson, seconded by Olson, to approve the 2010 Mayor Appointments. All Ayes

Project #360: Employee

Clerk Jacobson informed the Council that she is expecting a baby on June 5th. Jacobson is planning on taking ten to twelve weeks off. Jacobson will be coming in each week to help out with the items as needed, and doing the main duties of her job. The last two weeks of her leave, she will be coming in two and three days a week before putting in a full week.

Clerk Jacobson and Deputy Clerk Swenstad have discussed this and feel we do not need to hire someone to be City Clerk. The City could hire someone part-time to fill in and do the extra items for about fifteen hours a week. This could be someone home from college or someone that just wants to work some extra hours over the summer. Clerk Jacobson suggested the pay to be about \$8.00 to \$10.00 per hour.

Clerk Jacobson informed the Council that elections will be coming up this year and she will handle those items.

Motion by Emerson, seconded by Olson, to approve Clerk Jacobson to take maternity leave for up to twelve weeks and hire someone part-time. All Ayes

Other Items:

JD2 – Redetermination of Benefits for JD2

Council received the minutes from the Drainage Authority meeting that was held on November 19, 2009.

Dick Nelson spoke with Council member Pederson.

A Public meeting will be held on January 25, 2010 at the Douglas County Public Works building in Alexandria.

Motion by Anderson, seconded by Gulbranson, to adjourn regular meeting at 8:25 p.m., have a short recess, and to open a closed meeting. All Ayes

Mayor – Keith Emerson

City Clerk – Angela A. Jacobson