

Osakis City Council
Regular Meeting
January 3, 2011
7:00 PM

Present: Keith Emerson, Jerry Olson, Bruce Pederson, Randy Anderson, Chad Gulbranson
Absent: None

Others Present: Angela Jacobson, Mark Gilson, Ron Kleinschmidt, Julie Blair, Mark Pomerleau, Craig Dropik, Amy Chaffins, Carol Mihalchick, Brian & Deb Griesert Family

Oath of Offices for Mayor Keith Emerson, Council Member Bruce Pederson and Council Member Randy Anderson were sworn in for the Osakis City Council.

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

Pledge of Allegiance was spoken.

Motion by Anderson, seconded by Gulbranson, to approve the agenda as presented with the addition of Carol Mihalchick and the old theater lot. All Ayes

Motion by Pederson, seconded by Anderson, to approve the general consent items, including December city bills in the amount of \$219,914.64, and December 6, 2010 meeting minutes. All Ayes

Project #24: Liquor Store

Julie Blair was in attendance.

Blair updated the Council on how the inventory went. Blair felt it went pretty well. Some of the counts were off but inventory is improving. Cases that are being transferred need to be transferred in the computer better.

Blair also discussed with the Council the possibility of changing the weekend of the street dance. There are conflicts with other cities in the area and may be better to change it to the week before. The street dance is advertised with the Osakis Festival weekend. Council will discuss this issue at the February meeting.

Blair asked the Council for a raise for Darrell Nelson. Currently he makes \$800.00 per month and works 80 hours per month.

Motion by Pederson, seconded by Olson, to approve a \$100.00 per month raise for Darrell Nelson. All Ayes.

Blair asked for approval from the Council to attend the MN Municipal Beverage Association Boot Camp in February. The cost would be \$295.00, which includes the room, lunch and cost of the classes.

Motion by Olson, seconded by Gulbranson, to approve Julie Blair to attend the MN Municipal Beverage Association Boot Camp in February for a cost of \$295.00. All Ayes

Project #73: First Responders

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

First Responder Officers are as follows:

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

Motion by Emerson, seconded by Gulbranson, to approve the 2011 election of officers as shown above. All Ayes

Discussion was held regarding the \$100 stipend for the year 2010.

Motion by Pederson, seconded by Emerson, to leave the 20% for stipend pay, but for the officers to use discretion to pay those making an honest effort that fall below the 20% and to pay all the \$100.00 stipend for 2010 year. All Ayes

Project #74: Fire Department

Mark Pomerleau was in attendance.

Fire Department Officers are as follows:

Chief:	Mark Pomerleau
1st Assistant:	Chad Mathews
2nd Assistant:	Jon Backes
Training Officer:	Ryan Larson
Secretary:	Craig Schultz
Treasurer:	Dirk Hagedon

Fire Department Relief Officers are as follows:

President:	Chris Randall
Vice President:	Lenny Boogaard
Board Member:	Travis Middendorf
Board Member:	Jon Backes
Secretary:	Craig Schultz
Treasurer:	Dirk Hagedon
Executive Officer:	Mark Pomerleau

Motion by Anderson, seconded by Gulbranson, to approve the 2011 election of officers as shown above. All Ayes

Pomerleau informed the Council that the Fire Department is planning a meeting with the Townships in February.

Pomerleau also informed the Council that the pumps had some minor problems and will send an estimate on the cost of repairing them.

Project #76: Police Department

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

Emerson asked Chief Gilson about vehicles passing on the right and asked if they are ticketed.

Gilson stated they stop those vehicles if they see them do it.

Project #205: City Crew

Ron Kleinschmidt was in attendance. Council received the public works report for December.

Kleinschmidt informed the Council that he had talked to Holly Christenson regarding our limits. This issues is still being worked on.

Kleinschmidt discussed with the Council about salt and sanding. Kleinschmidt said if they do not leave a name and number when they call, they will not do anything to correct it. Kleinschmidt said if there are complaints or problems to call or talk to him directly.

Project #197: Water Plant

Kleinschmidt informed the Council that final approval of the design will be ready for Council to review in February.

Olson asked about available green money. Kleinschmidt will check on the green grant and where in the process it is.

Project #6: Theatre Lot

Carol Mihalchick, representing Quilts Along the Trail, was in attendance to present the Council with a plan to improve the lot between AJ's Restaurant and Dahlquist Chiropractic on Central Avenue.

The lot is owned by Douglas County.

Mihalchick presented a proposed design for a flower garden. Possibilities to look to the school for a landscaping class to do the work and Quilts Along the Trail will hire the heavy work that needs to be done. Then they would have volunteers finish the work and do the planting.

Mihalchick informed the Council that they do have liability insurance and are not asking the city for any money.

Mihalchick talked to Bev Bales and she mentioned transferring the property to the city. They could do this for a small fee. Quilts Along the Trail would then lease the property from the city.

Pederson asked Mihalchick why doesn't Quilts Along the Trail just lease the property from the county. Mihalchick said they did not explore that option.

It was suggested that Cari and Chad from AJ's Restaurant should be asked if this project would be ok with them.

All maintenance will be done by Quilts Along the Trail which includes mowing, watering and maintenance on the lot.

Clerk Jacobson will check with the county about the lot. Jacobson informed the Council that the city currently has an assessment on the property.

Project #102: EDA

Council received the EDA meeting minutes for December 20, 2010.

Rod Femrite had giving his resignation to the EDA Board, Femrite recommended Paul Backes or Dan Kotek to replace him as the Industrial Representative.

Olson asked if Integrated Manufacturing was buying the building. It was mentioned that the notes are in the EDA meeting minutes.

Motion by Emerson, seconded by Pederson, to approve to nominate Dan Kotek for the EDA Board and to approve the December 20, 2010 meeting minutes. All Ayes

Project #104: Mayor Appointments

Council received a list of Mayor Appointments for 2011. Emerson and Clerk Jacobson had met and made some changes to the schedule to better reflect the duties that each council member was already performing.

Motion by Pederson, seconded by Anderson, to approve the Mayor Appointments for 2011 as presented. All Ayes

Project #143: Cable TV

Council received a letter from Charter Communications regarding rate changes.

Project #191: Skating Rink

Anderson and Kleinschmidt informed the Council that there has been no progress for a skating rink at this point. Anderson will work on getting a meeting setup will Gregg Allen, Kleinschmidt and Anderson next month.

Project #255: Consultant John Anderson

Council received a letter from the Municipal Development Group.

John Anderson is the representative from the Municipal Development Group that works with the City of Osakis. The city is billed only when we use their services.

Motion by Anderson, seconded by Olson, to approve the agreement with John Anderson and the Municipal Development Group. All Ayes

Project #196: Fee Schedule

Council received the fee schedule for 2011.

The changes that were discussed at the prior meetings are included. Council also received the Building Permit fees for 2011.

Water rates will change from \$18.50 to \$20.00 and the sewer rate will change from 15.04 to \$16.00 for 2011.

Motion by Emerson, seconded by Gulbranson, to approve the fee schedule as presented. All Ayes

Project #376: Capital Improvement Planning Summary

The Council discussed at the December meeting to get together with Traci Ryan and discuss the Capital Improvement summary.

Clerk Jacobson will see what dates work for Ryan and then call Council members.

Project #45: FEMA (Floodplain)

Council received an email and letter received from the DNR regarding participating in the Floodplain Insurance Program.

Motion by Olson, seconded by Emerson, to approve to stay in the same position and not participate in the Floodplain Insurance Program. All Ayes

Project #406: Easement

Council received a survey showing the newly constructed Rush Street and three easements across the lot to the south of Rush Street. The EDA has reviewed these easements and feels it is best to have them recorded at this time. The cost to record the easements would be approximately \$800.00 and will be paid out of the Industrial Park Fund.

Motion by Anderson, seconded by Emerson, to approve to record the three easements on Rush Street. All Ayes

Project #408: Vacating Street and Alley

Council received a survey showing 3rd Avenue East in the Industrial Park. When the Industrial Park was plotted, it was plotted with an 88' right-of-way, but the city only needs 66'. The extra 22' feet would need to be vacated.

The EDA Board has discussed this matter and feels it is best to vacate the 22' and also claim the 22' to the lots adjacent to the property with three of the lots being owned by the EDA. The cost to do this would be approximately \$1,500.00 to \$1,800.00.

Motion by Olson, seconded by Pederson, to approve to call for a Public Hearing regarding vacating 22' of 3rd Avenue East at the regular Council meeting on February 7, 2011. All Ayes

Project #437: Lake Osakis Visitor Guide

Council received a copy of the Lake Osakis Visitor Guide from 2010. The same ad for 2011 would be at a cost of \$150.00.

Motion by Emerson, seconded by Anderson, to approve to put an ad in the 2011 Lake Osakis Visitor Guide for a cost of \$150.00. All Ayes

Motion by Anderson, seconded by Gulbranson, to adjourn the meeting at 8:10 p.m. All Ayes

Mayor – Keith Emerson

City Clerk – Angela Jacobson