

**COUNCIL MEETING MINUTES
LIBRARY MEDIA CENTER
REGULAR MEETING
412 2nd Street, Ortonville, MN
Monday, March 16, 2015
5:00 P.M.**

CALL TO ORDER AND ROLL CALL:

Mayor Pro Tem Mike Dorry called the Regular Meeting to order at 5:00 P. M. Roll Call was taken with the following present: Sykora, Dorry, Hasslen, Reinke. Absent: Hausauer, Berkner. Thomas. Media: Mike Swenson (Ortonville Independent). Staff present: Char Grossman, Susan Lundell, Tim Scherer, Jason Mork, David McLaughlin, Vicki Oakes. Also: Rick Ash, Elsie Perrine, Bob Meyer, Bill Powell.

AGENDA AMENDMENTS:

REMOVE: 4.a. Roger Sandberg-County EDA

TABLE: 8.C.5. Purchase of Lot 17, Blk 3, Lundell-Stegner Addition

A motion was made by Reinke and seconded by Hasslen and passed unanimously to approve the Agenda as amended.

PUBLIC PARTICIPATION AND CORRESPONDENCE:

None.

CONSENT AGENDA:

Mayor Pro Tem Dorry asked if there were any additions, corrections, or deletions to be made to the Consent Agenda.

- a. *Approve Minutes Regular Council Meeting-03-02-15
- b. *Approve Minutes Council Workshop-03-04-15
- c. *Approve Minutes Continued Council Meeting-03-04-15
- d. *Resolution Advertising for Sealcoat Bids
- e. *Resolution Advertising for Quotes-Bituminous, Class 5, Pit Run, Sidewalk Removal & Installation, Curb & Gutter Removal & Installation
- f. *Approval of Gambling Permit-BS Health Care-Sioux Historic-April 25-Raffle

A motion was made by Reinke and seconded by Hasslen and passed unanimously to approve the Consent Agenda as presented.

PUBLIC HEARINGS:

None.

ACCEPTANCE OF BOARD AND COMMITTEE MINUTES AND, WHERE NECESSARY, COUNCIL ACTION ON THEIR RECOMMENDATIONS:

a. Planning Commission Minutes-03-02-15

A motion was made by Hasslen and seconded by Reinke and passed unanimously to accept the Planning Commission minutes of 03-02-15.

1. Approve 1st Reading-Ordinance 15-03-Rezoning

A motion was made by Hasslen and seconded by Sykora and passed unanimously to approve the 1st Reading of Ordinance 15-03-Rezoning.

b. EDA Minutes-03-02-15

A motion was made by Hasslen and seconded by Reinke and passed unanimously to accept the EDA minutes of 03-02-15.

c. Street-Utility-Airport Minutes-03-11-15

A motion was made by Reinke and seconded by Dorry and passed unanimously to accept the Street-Utility-Airport minutes of 03-11-15.

1. Resolution Approving Engineer Contract-SEH-Airport Terminal Improvements-Phase 1-\$14,000.00-Phase 2-\$5,200.00

Reinke moved and Sykora seconded that the following Resolution be adopted:

**RESOLUTION 15-033
RESOLUTION APPROVING SEH PROPOSAL FOR PROFESSIONAL SERVICES
FOR ORTONVILLE AIRPORT TERMINAL IMPROVEMENTS**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the SEH proposal for professional services for the Ortonville Airport Terminal Improvements Project. The fees are computed on a lump sum basis with Phase 1 being \$14,000.00 and Phase 2 at \$5,200.00 both inclusive of reimbursable expenses for travel, reproductions and mailing costs related to the project.

Upon roll call vote the following voted Aye: Sykora, Dorry, Hasslen, Reinke and the following voted Nay: None.

Resolution 15-033 passed this 16th day of March 2015.

APPROVED:

ATTEST:

Mike Dorry
Mayor Pro Tem

Charleen Grossman
Clerk-Administrator

2. *Resolution Advertising for Sealcoat Bids

A motion was made by Reinke and seconded by Hasslen and passed unanimously to advertise for bids for seal coating streets.

3. *Resolution Advertising for Quotes-Bituminous, Class 5, Pit Run, Sidewalk Removal & Installation, Curb & Gutter Removal & Installation

A motion was made by Reinke and seconded by Hasslen and passed unanimously to advertise for bids for Quotes-Bituminous, Class 5, Pit Run, Sidewalk Removal & Installation, Curb & Gutter Removal & Installation.

4. Resolution Hiring Engineer for Downtown Sidewalk Replacement Project

Reinke moved and Sykora seconded that the following Resolution be adopted:

**RESOLUTION 15-034
RESOLUTION APPROVING HIRING ENGINEER TO DESIGN DOWNTOWN
SIDEWALK PROJECT**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to authorize Clerk-Administrator to hire an Engineer to design the Downtown Sidewalk Project.

Upon roll call vote the following voted Aye: Sykora, Dorry, Hasslen, Reinke and the following voted Nay: None.

Resolution 15-034 passed this 16th day of March 2015.

APPROVED:

ATTEST:

Mike Dorry
Mayor Pro Tem

Charleen Grossman
Clerk-Administrator

5. Approve Refusal to Purchase Lot 17, Block 3, Lundell-Stegner Addition at Increased Price for OAHS Senior Housing Project

Action tabled.

A discussion was held regarding the need for Lot 17 for a road connecting with Lundell Avenue. City Attorney McLaughlin reported the bids for the OAHS project go out tomorrow and will be back by April 7. He stated a change order could be done to move or remove the road. Rick Ash expressed concern should the road be moved closer to the proposed OAHS Senior Housing Project.

STAFF REPORTS:

Clerk-Administrator Char Grossman reported the agreement with Rush City for an Airport Fund Transfer was executed. Grossman also stated estimates for roof repair to the library will be presented at the next library meeting.

NEW BUSINESS:

- a. *Approval of Gambling Permit-BS Health Care-Sioux Historic-April 25-Raffle
- b. Resolution Approving Audit Services Agreement-Clinton-Larson-Allen – Including a Single Audit (\$13,950 Plus up to \$2,500 for the Single Audit)

Reinke moved and Hasslen seconded that the following Resolution be adopted:

**RESOLUTION 15-035
 RESOLUTION RETAINING CLIFTON LARSON ALLEN LLP
 FOR 2014 CITY FINANCIAL AUDIT-\$13,950.00-INCLUDING A SINGLE AUDIT UP
 TO \$2,500.00**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville that the accounting firm of Clifton Larson Allen LLP is retained to perform the 2014 financial audit for the City of Ortonville in accordance with its engagement letter and that the Mayor and City Clerk/Administrator are hereby authorized to execute necessary documents as amended by the City Attorney to carry out the intent of this resolution. The stated cost of completing the audit is \$13,950.00. The Cost of a single audit will be an additional \$2,500.00.

Upon roll call vote the following voted Aye: Sykora, Dorry, Hasslen, Reinke. Nay: None.

Resolution 15-035 passed this 16th day of March 2015.

APPROVED:

ATTEST:

 Mike Dorry
 Mayor Pro Tem

 Charleen Grossman
 Clerk-Administrator

- c. Resolution Approving Contract Amendment No. 15-SEH Engineers-\$9,600.00-(\$480.00 City Share)-Airport Pavement Project

Reinke moved and Hasslen seconded that the following Resolution be adopted:

RESOLUTION 15-036
RESOLUTION APPROVING SEH CONTRACT AMENDMENT NO. 15 CLOSEOUT
2015 AIRPORT PAVEMENT MAINTENANCE PROJECT-\$9600.00 (\$480.00 CITY
SHARE)

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve SEH Contract Amendment No. 15 to include the Plans and Specifications, Bidding Assistance, Construction Observation and Project Closeout for the 2015 Pavement Maintenance Project, Taxiway and Apron Crack and Slurry Seal with lump sum value of \$9,600.00 (\$480.00 City Share).

Upon roll call vote the following voted Aye: Sykora, Dorry, Berkner, Hasslen and the following voted Nay: None.

Resolution 15-036 passed this 16th day of March 2015.

APPROVED:

ATTEST:

 Mike Dorry
 Mayor Pro Tem

 Charleen Grossman
 Clerk-Administrator

UNFINISHED BUSINESS:

- a. Resolution Approving Fire Contract Fee Increase-\$100.00/Section

Hasslen moved and Sykora seconded that the following Resolution be adopted:

RESOLUTION 15-037
APPROVING TOWNSHIP FIRE CONTRACT RATE INCREASE

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Ortonville, Minnesota to increase the fire contracts with the 4 townships it serves to \$100.00/Section.

Upon roll call vote the following voted Aye: Sykora, Dorry, Hasslen, Reinke and the following voted Nay: None.

Resolution 15-037 passed this 16th day of March 2015.

APPROVE:

ATTEST:

Mike Dorry
Mayor Pro Tem

Charleen Grossman
City Clerk Administrator

b. Closeout Forcemain Project-J & J Earthworks

Reinke moved and Hasslen seconded that the following Resolution be adopted:

**RESOLUTION 15-038
RESOLUTION APPROVING PARTIAL PAYMENT TO J & J EARTHWORKS-
CLOSEOUT OF FORCEMAIN PROJECT**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve payment of \$4,300.00 to J & J Earthworks for the closeout of the Forcemain Project. The amount of \$700.00 will be held back in an attempt to pay one outstanding claim. If no settlement is reached within 60 days the money will be paid out to J & J Earthworks at that time.

Upon roll call vote the following voted Aye: Sykora, Dorry, Berkner, Hasslen and the following voted Nay: None.

Resolution 15-038 passed this 16th day of March 2015.

APPROVED:

ATTEST:

Mike Dorry
Mayor Pro Tem

Charleen Grossman
Clerk-Administrator

CONSIDERATION OF BILLS:

A motion was made by Sykora and seconded by Hasslen and passed unanimously to approve the bills as presented.

NEW ACTIONS:

None.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

A motion was made by Sykora to adjourn the meeting at 5:30 P.M.

APPROVE:

ATTEST:

Mike Dorry
Mayor Pro Tem

Charleen Grossman
Clerk-Administrator