

**COUNCIL MEETING MINUTES
LIBRARY MEDIA CENTER
REGULAR MEETING
412 2nd Street, Ortonville, MN
Monday, October 6, 2014
5:00 P.M.**

CALL TO ORDER AND ROLL CALL:

Mayor Berkner called the Regular Meeting to order at 5:00 P. M. Roll Call was taken with the following present: Hausauer, Sykora, Dorry, Berkner, Hasslen, Thomas, Reinke. Absent: None. Media: Mike Swenson (Ortonville Independent). Staff present: Char Grossman, Susan Lundell, Jason Mork, Tim Scherer, Roy Bailey, David McLaughlin. Also: Brian Hiles, Paul Skinner, Elsie Perrine, Rick Ash, Kevin Benson, Bruce Sitter, Jon Mathes, Sara Mathes, Linda Toner, Ardis Brehmer, LaVonne Schuelke, Conrad Schuelke, Gary Knutson, Mary Jo Knutson, Julie Beyer and other interested citizens.

AGENDA AMENDMENTS:

MOVE: 8. a. b. c. after Unfinished Business

ADD: 10.a. Library Grant

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

PUBLIC PARTICIPATION AND CORRESPONDENCE:

None.

CONSENT AGENDA:

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

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

a. *Approve Minutes Regular Council Meeting-09-15-14

Mayor Berkner closed the regular Council meeting at 5:15 P.M. and called a Public Hearing to order.

PUBLIC HEARINGS:

a. Public Improvement: Evergreen Lane, Pomroy Street, Dyer Street & Spring Drive
Brian Hiles, Engineer with Ulteig Engineers, stated the purpose of this hearing was to present information regarding the proposed improvements to Evergreen Lane, Pomroy Street, Dyer Street & Spring Drive and to obtain comments from the adjacent property owners or other residents. The proposed project consists of three streets that are currently gravel surface roads and one street that has very poor condition asphalt surfacing. Replacement of the sanitary sewer on Pomroy Street is also part of the project. Hiles stated

the project is estimated to cost a total of \$419,200.00. Assessable costs, the city cost share, and the project timelines were discussed.

The following topics were discussed with affected property owners: Scope of the project, the assessable costs to a corner lot, assessable costs in general, including interest and number of years to pay assessments, the need for curb & gutter, width of the streets, snow removal, drainage and access to affected properties during construction.

A motion was made by Thomas and seconded by Hausauer and passed unanimously to close the public hearing at 5:47 P.M.

Mayor Berkner called the Regular meeting to order at 5:48 P.M.

b. Resolution Ordering Improvement and Preparation of Plans- Evergreen Lane, Pomroy Street, Dyer Street & Spring Drive

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

RESOLUTION 14-088

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a resolution of the city council adopted the Second day of September, 2014, fixed a date for a council hearing on the Improvement of EVERGREEN LANE, POMROY STREET, DYER STREET, AND SPRING DRIVE by installing storm sewer, concrete curb and gutter and bituminous paving, and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the Sixth day of October, 2014, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ORTONVILLE, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the Second day of September, 2014.
3. Brian Hiles of Ulteig Engineers, Inc is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

4. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax exempt bonds, if necessary.

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

Resolution 14-088 passed this 6th day of October 2014.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

Hiles stated the Plans and Specifications for the project will be completed by the Council meeting on November 17.

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

- a. Health Care Board-08-26-14 (Moved to 11.c.)
- b. OAHS Finance Committee Minutes-08-19-14 (Moved to 11.d.)
- c. Rick Ash-OAHS Senior Housing & 2015 Budget (Moved to 11.e.)
- d. EDA Minutes-09-15-14

A motion was made by Dorry and seconded by Sykora and passed unanimously to accept the EDA minutes of 09-15-14.

STAFF REPORTS:

- a. Brian Hiles-Closing Out the Force Main Project

Brian Hiles, Engineer with Ulteig Engineers, reported some homeowners are not happy with the lawn restoration after the open trenching on their property done in conjunction with the Force Main Project along the Lake Road and on McCloud Street. Hiles stated the contractor met the terms of the contract as far as lawn restoration was concerned but property owners are not happy with the result. A video file of what the property looked like before the open trenching occurred will be reviewed and Council members will tour the area. Also the change order will be reviewed to see if other representations regarding the restoration were cited.

- b. Police Chief Jason Mork-Police Department Update & Kyle Arndt’s Resignation

Police Chief Jason Mork reported interviews with prospective police officers will take place soon. He plans to have the needed officers hired by December 1.

A motion was made by Reinke and seconded by Thomas and passed unanimously to accept the resignation of Police Officer Kyle Arndt with his final day of work being October 18, 2014.

c. City Dock Removal

City Clerk-Administrator Char Grossman stated she has requests that the city docks be left in the lake longer than the October 1 deadline. Public Works Director Tim Scherer stated he needs a crane to remove the floating dock so needs some lead time to get it removed.

A motion was made by Hausauer and seconded by Sykora and passed unanimously to remove the city docks no earlier than the 3rd weekend in October unless Scherer determines that it needs to be done at another time.

d. Hockey Association-Lease Agreement

The lease agreement as presented was not acted on. Amendments to the agreement will be considered.

NEW BUSINESS:

a. Library Grant

Council Member Thomas stated the Library has received a grant to provide funding for a circular learning area for children.

UNFINISHED BUSINESS:

a. Paul Skinner-Dilapidated Properties

A discussion was held regarding improvements made to a house owned by Paul Skinner located at 253 3rd St SE. Further discussion was held regarding properties at 422 and 428 2nd St SE.

A motion was made by Thomas and seconded by Hausauer and passed unanimously to table until the next Council meeting any action on bringing the home into compliance with city ordinances.

A discussion was held regarding improvements needed at 422 2nd St SE.

Skinner stated the house will be demolished. Building Inspector Roy Bailey will be present when the building is taken down.

A motion was made by Hausauer and seconded by Hasslen and passed unanimously to table action proposed for 422 2nd St SE. until the next Council meeting.

A discussion was held regarding improvements needed to 428 2nd St. SE.

Skinner plans to make some improvements and use the building for storage.

A motion was made by Hausauer and seconded by Reinke and passed to table action proposed for 428 2nd St SE and to ask that Skinner provide a list of repairs he plans for the property and a business plan for development of the property by the next Council meeting on October 20. Nay: Thomas.

Building Inspector Bailey will determine what needs to be done to this property and report to the Planning Commission at their meeting on October 20.

b. Sale or Lease of Property to Kevin Backstrand

Kevin Backstrand will be making application for a variance for a new building on his property.

8.a. Health Care Board-08-26-14

A motion was made by Dorry and seconded by Sykora and passed unanimously to accept the Health Care Board Minutes of 08-26-14.

8.b. OAHS Finance Committee Minutes-08-19-14

A motion was made by Hausauer and seconded by Reinke and passed unanimously to accept the OAHS Finance Committee Minutes of 08-19-14.

8.c. Rick Ash-OAHS Senior Housing & 2015 Budget

OAHS Financial Officer Kevin Benson gave a presentation of the proposed 2015 budget.

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

**RESOLUTION 14-089
RESOLUTION APPROVING ORTONVILLE AREA HEALTH SERVICES FISCAL
YEAR 2015 BUDGET**

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Ortonville to approve the Ortonville Area Health Services Fiscal Year 2015 Budget as presented by Hospital Finance Officer Kevin Benson.

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

Resolution 14-089 passed this 6th day of October 2014.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

OAHS Administrator Rick Ash reported on the complexity of the actions needed to proceed with the proposed Senior Housing project. He asked that the Council authorize OAHS officials to proceed without consulting the City Council unless there are action items that need to be approved.

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

**RESOLUTION 14-090
RESOLUTION AUTHORIZING ORTONVILLE AREA HEALTH SERVICES
OFFICIALS TO PROCEED WITH SENIOR HOUSING PROJECT**

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Ortonville to authorize Ortonville Area Health Services (OAHS) to incur expenses necessary to retain the

necessary construction professionals to explore feasibility and design of the proposed Senior Housing Project, to engage in the feasibility studies and desirability of the various financing options and take other preliminary steps necessary to develop the project plan and specifications and determine financing options. Final approval of any construction, financing or acquisition agreements remain subject to obtain approval of the City Council.

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

Resolution 14-090 passed this 6th day of October 2014.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

Ash asked what arrangements could be made to secure city-owned property for the project. City Attorney McLaughlin was asked to research the issue.

CONSIDERATION OF BILLS:

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

NEW ACTIONS:

- a. Ottertail Agreement-Service Territory-Strata Project

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

RESOLUTION 14-091

RESOLUTION APPROVING ELECTRIC SERVICE TERRITORY AGREEMENT

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Ortonville to approve the Electric Service Territory Agreement between the City of Ortonville and Otter Tail Power Company which will provide the terms and conditions under which a utility may provide retail electric service within an assigned electric service territory. The boundaries are depicted and described on the Confirmed Territory Map.

Upon roll call vote the following voted Aye: Hausauer, Sykora, Dorry, Berkner, Hasslen, Thomas. Nay: Reinke.

Resolution 14-091 passed this 6th day of October 2014.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

EXECUTIVE SESSION:

None.

ADJOURNMENT:

Hausauer moved to adjourn the meeting at 7:15 P. M.

APPROVE:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk Administrator