

**COUNCIL MEETING MINUTES
LIBRARY MEDIA CENTER
REGULAR MEETING
412 2nd Street, Ortonville, MN
Monday, November 16, 2015
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, Berkner, Hasslen, Reinke. Absent: Sykora, Dorry, Thomas. Staff present: Charleen Grossman, Susan Lundell, Jason Mork, David McLaughlin. Media: Mike Swenson (Independent). Also: Brian Hiles, Elsie Perrine, Bob and Darlene Born, Conrad and LaVonne Schuelke, Gary and Kathy Pillatzke, Butch and Mary Joe Knutson, Josh and Lindsey Lee, Cory and Chelsy Stattleman.

AGENDA AMENDMENTS:

PULL FROM CONSENT: Council Minutes-11-02-15

11.b. Parade Permit-BS Lake Area Chamber

12.a. Partial Ambulance Service Reimbursement

A motion was made by Hausauer and seconded by Reinke 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. *Approve Minutes Regular Council Meeting-11-02-15-Pulled from Consent

A motion was made by Hasslen and seconded by Reinke and passed unanimously to approve the Consent Agenda with the 11-02-15 City Council Minutes removed.

APPROVAL OF MINUTES:

A motion was made by Hausauer and seconded by Hasslen and passed unanimously to approve the amended 11-02-15 City Council Minutes to include a corrected version of Resolution 15-118.

PUBLIC HEARINGS:

Mayor Berkner closed the regular council meeting and called a Public Hearing to order at 5:05 P.M. to give affected property owners an opportunity to discuss any possible errors or inequities in the proposed special assessments for the 2015 Street and Utility Improvements on Evergreen Lane, Pomroy Street, Dyer Street and Spring Drive. Brian Hiles, Engineer with Ulteig Engineering gave a presentation on the project costs and assessment rates. He also reviewed the payment procedures for the assessments and the terms, interest rate and other applicable information. The City share was reported as \$360,003.57 and the assessable portion was set at \$78,200.48.

Joshua and Lindsey Lee of 109 Evergreen and Corey and Chelsy Stattleman of 629 Pomroy asked that their assessments be corrected as they were charged for the wrong footage. Hiles will recalculate the figures for those lots.

Mayor Berkner closed the Public Hearing and called the regular meeting to order at 5:22 P.M.

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

**RESOLUTION 15-119
RESOLUTION OF THE CITY OF ORTONVILLE
ADOPTING ASSESSMENT**

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for the 2015 Utility and Street Improvements-Evergreen Lane, Pomroy Street, Dyer Street and Spring Drive.

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

1. Such proposed assessment, a copy of which is attached hereto, as amended, and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2017, and shall bear interest at the rate of three (3%) percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2016. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city clerk/administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31st of the year in which such payment is made. Such payment must be made before November 15th or interest will be charged through December 31st of the next succeeding year.

5. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

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

Resolution 15-119 passed this 16th day of November 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

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

a. Ortonville Community Center Minutes-10-20-15

A motion was made by Hausauer and seconded by Hasslen and passed unanimously to accept the Ortonville Community Center minutes of 10-20-15.

STAFF REPORTS:

Clerk-Administrator Char Grossman reported the dredging project on the peninsula has begun. She also reported the Engineer she is working with from Apex Engineering, Bob Schlieman, was shot in a hunting accident and is recovering nicely. It will be some time yet before he returns to work.

NEW BUSINESS:

a. Resolution Approving Clifton Larson Allen Audit Agreement-\$13,950

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

**RESOLUTION 15-120
RESOLUTION RETAINING CLIFTON LARSON ALLEN LLP
FOR 2015 CITY FINANCIAL AUDIT-\$13,950.00**

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 2015 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.

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

Resolution 15-120 passed this 16th day of November 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

b. Parade Permit-Big Stone Lake Area Chamber of Commerce

A motion was made by Reinke and seconded by Hausauer and passed unanimously to approve a Parade Permit Application from the Big Stone Lake Area Chamber of Commerce on December 5 on State Trunk Highway 7.

City Attorney David McLaughlin arrived at the meeting at 5:30 P.M.

UNFINISHED BUSINESS:

a. Partial Ambulance Service Reimbursement

A discussion was held regarding the termination or transfer of the current contract with RWF Enterprises, Inc. (Stevens County Ambulance) for ambulance service management. A transfer for ambulance service management would be to the Grant/Roberts County Ambulance Service. A discussion was held regarding how to handle the annual subsidy and funding assistance paid to RWF in the interim while negotiations are being held regarding the transfer of ambulance management services.

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

**RESOLUTION 15-121
RESOLUTION APPROVING PARTIAL PAYMENT OF RWF ENTERPRISES, INC. ANNUAL
SUBSIDY AND FUNDING ASSISTANCE**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve a partial payment to RWF Enterprises (Stevens County Ambulance), Inc. in the amount of \$9,500.00 as partial payment of the \$57,000/year subsidy and funding assistance.

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

Resolution 15-121 passed this 16th day of November 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

CONSIDERATION OF BILLS:

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

NEW ACTIONS:

None.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

Berkner adjourned the meeting at 5:35 P.M.

APPROVE:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator