

**COUNCIL MEETING MINUTES
LIBRARY MEDIA CENTER
REGULAR MEETING
412 2nd Street, Ortonville, MN
Monday, December 7, 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, Sykora, Dorry, Berkner, Hasslen, Thomas, Reinke. Absent: None. Staff present: Charleen Grossman, Susan Lundell, Jason Mork, David McLaughlin. Media: Mike Swenson (Independent). Also: Kevin Benson, Bill Thyne, Elsie Perrine.

AGENDA AMENDMENTS:

ADD: 9.f. Remove Police Commission Minutes-11-16-15

11.j. Skating Rink Improvements

11.k. Vacation of a Portion of Mark Drive

15.a. Legal Claim-First Midwest Municipal Lease Corporation

A motion was made by Dorry 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-11-16-15

b. *Approve Hangar Lease Agreement-Henry Kliner

c. *Resolution Approving Collection Agency Certification-\$4,568.50

d. *Resolution Approving Levied Accounts/Unpaid Utility Bills-\$7,573.03

e. *Resolution Approving Levied Accounts/Unpaid Mdse. & Labor Bills - \$390.75

f. *Resolution Approving Levied Accounts/Unpaid Mowing & Snow Removal - \$1,300.00

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

PUBLIC HEARINGS:

(6:00 P.M.-Under New Actions)

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

a. Planning & Zoning Minutes-11-16-15

A motion was made by Reinke and seconded by Hausauer and passed unanimously to accept the Planning & Zoning Minutes of 11-16-15 minutes.

b. Planning & Zoning Minutes-11-23-15

A motion was made by Dorry and seconded by Reinke and passed unanimously to accept the Planning & Zoning Minutes of 11-23-15 minutes.

1. Approve 1st Reading-Ordinance 15-07-Re-Zoning

A motion was made by Hausauer and seconded by Sykora and passed unanimously to approve the 1st reading of Ordinance 15-07-Re-Zoning.

c. Golf Board Minutes-12-01-15

A motion was made by Hasslen and seconded by Reinke and passed unanimously to approve the Golf Board Minutes-12-01-15.

d. Golf Board Minutes-12-10-15

A motion was made by Hasslen and seconded by Dorry and passed unanimously to approve the Golf Board Minutes-12-10-15.

e. Budget Committee Minutes-11-19-15

A motion was made by Hausauer and seconded by Hasslen and passed to approve the Budget Committee Minutes of 11-19-15. Nay: Thomas

Council Member Thomas was concerned with the City not funding the Economic Development Authority (EDA). The EDA made a request that the City fund their operations this year as their funding source, Fairway View, has been turned over to the Ortonville Area Health Services. Clerk-Administrator Grossman stated the Budget Committee assumed the EDA had enough reserve funds to fund their operations. Sykora expressed concern that the EDA was not contacted regarding the Budget Committee's intention not to fund the EDA for 2016.

A motion was made by Dorry and seconded by Thomas and passed unanimously to ask Clerk-Administrator Grossman to schedule a joint EDA/City Council workshop to resolve the issue of whether or not to provide City funding in 2016 for the EDA.

A discussion was held regarding the advisability of continuing the practice of transferring excess OAHS funds to the City's general fund for City use as is done with City enterprise funds. No action taken.

f. Police Commission Minutes-11-16-15-Pulled from Agenda

g. Police Commission Minutes-12-02-15

A motion was made by Hasslen and seconded by Hausauer and passed unanimously to approve the Police Commission Minutes of 12-02-15.

A discussion was held regarding the possibility of hiring 2 full-time officers and 1 part-time. No action was taken.

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

**RESOLUTION 15-122
RESOLUTION HIRING 1 FULL TIME AND 2 PART TIME POLICE OFFICERS**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to authorize the Police Commission to advertise for 1 full-time and 2 part-time Police Officers.

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

Resolution 15-122 passed this 7th day of December 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

STAFF REPORTS:

Clerk-Administrator Char Grossman reported City Engineer Bob Schlieman is out of the hospital and recovering from a hunting accident. He should be returning to work on a part-time basis in the near future.

NEW ACTIONS:

6:00 P.M. Final 2016 Budget & Levy Meeting

1. Allow Public Input
Mayor Berkner closed the regular council meeting and called the Public Hearing to order at 6:08 P.M. A discussion was held regarding the final 2016 Budget and Levy. There being no testimony offered, the public hearing was closed at 6:15.
2. Resolution Approving Final 2016 Budget

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

**RESOLUTION 15-123
RESOLUTION APPROVING THE FINAL 2016 BUDGET**

WHEREAS, the Property Tax Law requires local governments to adopt and certify to the County Auditor a Final Budget by December 28th; and

WHEREAS, the 2016 Final City budget, consisting of \$2,203,304.00 in revenues and \$2,203,304.00 in expenditures, is adopted under the provisions of the Property Tax Law; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ortonville that the City Council does hereby approve the Final 2016 Budget as filed in the office of the City Clerk-Administrator.

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

Resolution 15-123 passed this 7th day of December 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

3. Resolution Approving Final 2016 Levy

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

**RESOLUTION 15-124
A RESOLUTION APPROVING THE FINAL 2015 TAX LEVY,
COLLECTIBLE IN 2016**

BE IT RESOLVED by the Council of the City of Ortonville, County of Big Stone, Minnesota, that the following sums of money are to be levied for the current year, collectible in 2016, upon the taxable property in the City of Ortonville, for the following purposes:

General Fund:	\$596,473
Library:	<u>\$ 82,454</u>
Total Levy:	\$678,927

BE IT FURTHER RESOLVED by the Ortonville City Council that a meeting will be held on Monday, December 7, 2015 at 6:00 P.M. in the Library Media Center located at 412 2nd Street NW at which time the budget and levy will be discussed and public input allowed.

The City Clerk-Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Big Stone County, Minnesota.

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

Resolution 15-124 passed this 7th day of December, 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

NEW BUSINESS:

- a. *Approve Hangar Lease Agreement-Henry Kliner (Consent)
- b. *Resolution Approving Collection Agency Certification-\$4,568.50 (Consent)
- c. *Resolution Approving Levied Accounts/Unpaid Utility Bills-\$7,573.03 (Consent)
- d. *Resolution Approving Levied Accounts/Unpaid Mdse. & Labor Bills - \$390.75 (Consent)
- e. *Resolution Approving Levied Accounts/Unpaid Mowing & Snow Removal - \$1,300.00 (Consent)
- f. Resolution Authorizing Mayor & Clerk-Administrator to Sign Documents for OAHS Project

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

**RESOLUTION 15-125
RESOLUTION APPROVING AUTHORIZATION FOR MAYOR AND
CLERK/ADMINISTRATOR TO SIGN DOCUMENTS FOR OAHS MANAGEMENT
ASSIGNMENT AGREEMENT**

It is resolved by the City of Ortonville as follows:

- 1. That the Mayor and Clerk-Administrator are authorized to sign documents related to the Ortonville Area Health Services Management Assignment Agreement on behalf of the City of Ortonville.

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

Resolution 15-125 passed this 7th day of December 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

g. Resolution Awarding Bid-Airport Terminal Improvements

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

**RESOLUTION 15-126
RESOLUTION APPROVING BID FOR AIRPORT TERMINAL IMPROVEMENTS**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve a bid from Hasslen Construction Co., Inc. for the Airport Terminal Improvements in the amount of \$99,600.00.

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

Resolution 15-126 passed this 7th day of December 2015.

APPROVE:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

h. Accept Resignation-Clinton Sova-Police Officer

A motion was made by Reinke and seconded by Dorry and passed unanimously to accept the resignation of Clinton Sova as Police Officer as of December 11, 2015.

i. Accept Resignation-Joshua Keller-Police Officer

A motion was made by Dorry and seconded by Hasslen and passed unanimously to accept the resignation of Joshua Keller as part-time Police Officer effective immediately.

j. Skating Rink Improvements

A request for repairs to the steps leading from the roadway to the skating rink was received.

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

**RESOLUTION 15-127
RESOLUTION AUTHORIZING SKATING RINK IMPROVEMENTS**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to authorize the repair of the skating rink steps not to exceed \$250.00.

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

Resolution 15-127 passed this 7th day of December 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

k. Vacation of a Portion of Mark Drive

A motion was made by Hausauer and seconded by Reinke and passed unanimously to approve the 1st reading of Ordinance #15-08 An Ordinance Vacating a Portion of Mark Drive.

City Attorney David McLaughlin discussed with the Council the signing of the final plat map for the OAHs Senior Housing Project.

A motion was made by Hausauer and seconded by Hasslen and passed unanimously to authorize the City Attorney to secure the appropriate signatures on the final plat for the OAHs Senior Housing Project and file it with Big Stone County.

UNFINISHED BUSINESS:

a. Golf Fees-2016

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

**RESOLUTION 15-128
RESOLUTION APPROVING 2016 GOLF FEES**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the 2016 Golf Fee Schedule.

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

Resolution 15-128 passed this 7th day of December 2015.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

CONSIDERATION OF BILLS:

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

NEW ACTIONS:

(Earlier in the Meeting)

EXECUTIVE SESSION:

An executive session was called under the exception for attorney-client privileges. The topic to be discussed is a letter regarding bank-qualified tax-exempt project financing.

Mayor Berkner closed the regular session and called an executive session to order at 7:00 P.M. Mayor Berkner closed the executive session and called the regular Council meeting back to order at 7:22.

A motion was made by Hausauer and seconded by Hasslen and passed unanimously to authorize City Attorney David McLaughlin to respond to the letter regarding bank-qualified tax-exempt project financing.

ADJOURNMENT:

Berkner adjourned the meeting at 7:24 P.M.

APPROVE:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator