

**COUNCIL MEETING MINUTES
LIBRARY MEDIA CENTER
REGULAR MEETING
412 2nd Street, Ortonville, MN
Monday, September 19, 2016
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, Radermacher, Reinke. Absent: None. Staff present: Char Grossman, Susan Lundell, Sam Berger, Kent Novak, Jason Mork. Media: Mike Swenson (Independent). Also: Bob Schlieman, Mary Hillman, Marty Siefert, Melissa Streich, Lee Kanten, Jean Kanten.

AGENDA AMENDMENTS:

Staff Report: OAHS Project Update

11.a. Correction: Steve Backstrand to Kevin Backstrand

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

PUBLIC PARTICIPATION AND CORRESPONDENCE:

a. Bob Schlieman-Public Improvements

Bob Schlieman of Apex Engineering presented a Preliminary Engineering Report on proposed Pacific Avenue, Jefferson Avenue, Wood Street, and South Minnesota Street Underground Utility and Street Improvements, Courthouse Alley Improvements and Central Park Drainage Improvements.

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

**RESOLUTION 16-89
RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING
PREPARATION OF PROPOSED ASSESSMENT UTILITY, STREET, AND
DRAINAGE IMPROVEMENTS-AREA NEAR WATER TOWER
CITY OF ORTONVILLE, MINNESOTA**

WHEREAS, estimated costs have been calculated for the improvement of areas west, north, and east of the City's water tower including Roy Street from a point approximately 140 feet north of Crestview Avenue to Mark Drive, Mark Drive from Roy Street to Center Street, and Summerset Street from Mark Drive to Lundell Avenue by making improvements to the sanitary sewer collection system, water distribution system, storm sewer collection system, street, curb and gutter, and sidewalk and the estimated cost for such improvement is \$644,077.55, and the estimated expenses incurred in the making of such improvement amount to \$223,312.97 so that the estimated total cost of the improvement will be \$867,390.52.

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

1. The estimated portion of the cost of such improvement to be paid by the City is hereby declared to be \$249,550.41 and the estimated portion of the cost to be assessed against benefited property owners is declared to be \$617,840.11.
2. Assessments 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 3.00 percent per annum from the date of the adoption of the assessment resolution.
3. The city clerk, with the assistance of the consulting engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

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

Resolution 16-89 passed this 19th day of September 2016.

APPROVED:

ATTEST:

 Steve Berkner
 Mayor

 Charleen Grossman
 Clerk-Administrator

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

RESOLUTION 16-90
RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT
UTILITY, STREET, AND DRAINAGE IMPROVEMENTS-AREA NEAR WATER
TOWER CITY OF ORTONVILLE, MINNESOTA

WHEREAS, by a resolution passed by the council on September 19th, 2016, the city clerk was directed to prepare a proposed assessment of the cost of improving areas west, north, and east of the City's water tower including Roy Street from a point approximately 140 feet north of Crestview Avenue to Mark Drive, Mark Drive from Roy Street to Center Street, and Summerset Street from Mark Drive to Lundell Avenue by making improvements to the sanitary sewer collection system, water distribution system, storm sewer collection system, street, curb and gutter, and sidewalk

AND WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his office for public inspection,

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

1. A hearing shall be held on the 7th day of November, 2016 in the Library Media Center located at 412 2nd Street NW, Ortonville, MN at 5:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
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, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He may at any time thereafter, pay to the city clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

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

Resolution 16-90 passed this 19th day of September 2016.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

b. Mary Hillman-Chamber of Commerce

Mary Hillman of the Big Stone Lake Area Chamber of Commerce asked to use Lakeside Park for the 2017 Lake Days Celebration to be held June 16 and 17.

A motion was made by Hausauer and seconded by Sykora and passed unanimously to authorize the Big Stone Lake Area Chamber of Commerce to use Lakeside Park for Lake Days on June 16 and 17, 2017.

c. Marty Siefert-Coalition of Greater Minnesota Cities

Marty Siefert of the Coalition of Greater Minnesota Cities gave a Legislative update covering such topics as Local Government Aid, Broadband, property tax exemptions and highway aid.

d. Melissa Streich-Prairie Waters Regional Tourism

Melissa Streich of the Upper MN Valley RDC presented a funding request in the amount of \$3,500.00 for membership in the Prairie Waters Regional Tourism Program. No action taken.

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-09-06-16

b. *Approve Homecoming Parade Permit-September 30

A motion was made by Hausauer and seconded by Radermacher 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. Budget Committee Minutes-09-07-16

A motion was made by Hausauer and seconded by Reinke and passed unanimously to approve the Budget Committee minutes of 09-07-16.

b. Planning Commission Minutes-09-06-16

A motion was made by Reinke and seconded by Sykora and passed unanimously to approve the Planning Commission Minutes of 09-06-16.

c. Street-Utility Minutes-09-14-16

A motion was made by Reinke and seconded by Hausauer and passed unanimously to approve the Street-Utility Minutes of 09-14-16.

1. Resolution Approving Sidewalk Leveling-Up to \$10,000

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

**RESOLUTION 16-91
RESOLUTION APPROVING SIDEWALK LEVELING-\$10,000.00**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the expenditure of up to \$10,000.00 for sidewalk leveling using a foam material.

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

Resolution 16-91 passed this 19th day of September 2016.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

2. Resolution Naming Lakeside Park street-“Lakeside Park Lane”

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

**RESOLUTION 16-92
RESOLUTION NAMING CITY STREET**

WHEREAS, complaints have been received by the Ortonville Police Department regarding the lack of a street name for the street running through Lakeside Park and,

WHEREAS, it is a safety hazard not having a name for the street,

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED, by the City Council of Ortonville, to name the street running through Lakeside Park “Lakeside Park Lane.”

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

Resolution 16-92 passed this 19th day of September 2016.

APPROVE:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

3. Resolution Hiring Apex Engineers-Air Relief Valve Study

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

**RESOLUTION 16-93
RESOLUTION HIRING APEX ENGINEERING-AIR RELIEF VALVE STUDY**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Apex Engineering to complete an air relief valve study on the sewer man holes

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

Resolution 16-93 passed this 19th day of September 2016.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

4. Resolution Approving Waste Treatment Plant Ventilation System Study-\$2,000

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

**RESOLUTION 16-94
RESOLUTION HIRING APEX ENGINEERING-WASTE WATER TREATMENT
PLANT VENTILATION SYSTEM STUDY-Up to \$2,000.00**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Apex Engineering to facilitate a Waste Water Treatment Plant Ventilation System Study at a cost not to exceed \$2,000.00.

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

Resolution 16-94 passed this 19th day of September 2016.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

d. Economic Development Authority Minutes-08-15-16

A motion was made by Sykora and seconded by Reinke and passed unanimously to approve the EDA Minutes of 08-15-16.

STAFF REPORTS:

a. Council Member Dorry gave an update on the construction of the new nursing home. He reported the sidewalks and the landscaping are done and the paving is almost complete. Move-in date is set for January 31.

NEW BUSINESS:

a. *Approve Homecoming Parade Permit-September 30 (Consent)

b. Resolution Approving Proposed 2016 Tax Levy Collectible in 2017-\$733,241.00-Setting Meeting Place & Time for Discussion of Proposed Budget & Levy

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

**RESOLUTION 16-95
A RESOLUTION APPROVING THE PROPOSED 2016 TAX LEVY,
COLLECTIBLE IN 2017**

BE IT RESOLVED by the Council of the City of Ortonville, County of Big Stone, Minnesota, that the following sums of money are proposed to be levied for the current year, collectible in 2017, upon the taxable property in the City of Ortonville, for the following purposes:

General Fund:	\$644,191
Library:	<u>\$ 89,050</u>
Total Levy:	\$733,241

BE IT FURTHER RESOLVED by the Ortonville City Council that a meeting will be held on Monday, December 5, 2016 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, Radermacher, Reinke. Nay: None.

Resolution 16-95 passed this 19th day of September, 2016.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

c. Resolution Approving Proposed 2017 Budget-\$2,551,369.00

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

**RESOLUTION 16-96
RESOLUTION APPROVING THE PROPOSED 2017 BUDGET**

WHEREAS, the Property Tax Law requires local governments to adopt and certify to the County Auditor a Proposed Budget by September 30th; and

WHEREAS, the 2017 Proposed City budget, consisting of \$2,551,369.00 in revenues and \$2,551,369.00 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 Proposed 2017 Budget as filed in the office of the City Clerk-Administrator.

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

Resolution 16-96 passed this 19th day of September 2016.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

d. Accept Resignation-Paula Reisdorph-Community Center Coordinator-October 28
A motion was made by Sykora and seconded by Reinke and passed unanimously to accept the resignation, with regret, from Paula Reisdorph as Community Center Coordinator as of October 28.

e. Resolution Approving 2017 MN Energy Assistance Program Vendor Agreement

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

**RESOLUTION 16-97
RESOLUTION APPROVING MINNESOTA ENERGY ASSISTANCE
PROGRAM VENDOR AGREEMENT**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville that the Minnesota Energy Assistance Program Vendor Agreement between the Prairie Five Community Action Council, Inc. and the City of Ortonville is approved and that Mayor and City Clerk/Administrator are hereby authorized to execute necessary documents to carry out the intent of this resolution.

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

Resolution 16-97 passed this 19th day of September 2016.

APPROVED:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

UNFINISHED BUSINESS:

a. Resolution Approving 2nd Reading and Adoption of Ordinance 16-08-Authorizing Sale of Real Property-Steve Backstrand

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

**RESOLUTION 16-98
RESOLUTION APPROVING SECOND READING AND ADOPTION OF
ORDINANCE 16-08 AN ORDINANCE SELLING CERTAIN REAL ESTATE
OWNED BY THE CITY OF ORTONVILLE**

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Ortonville to approve the second reading and the adoption of Ordinance 16-08 An Ordinance Selling Certain Real Estate Owned by the City of Ortonville, Lot A, Outlot 115, City of Ortonville to Kevin Backstrand.

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

Resolution 16-98 passed this 19th day of September, 2016.

APPROVE:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator

b. Weed Trimming Bill-Paul Skinner

A motion was made by Berkner and seconded by Hausauer and passed unanimously to give Clerk-Administrator Char Grossman discretion to settle a City bill for weed trimming and mowing issued to Paul Skinner.

CONSIDERATION OF BILLS:

A motion was made by Sykora and seconded by Radermacher and passed to approve the bills as presented. Abstain: Dorry, Reinke.

NEW ACTIONS:

None.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

Hasslen moved to adjourn the meeting at 7:10 P.M.

APPROVE:

ATTEST:

Steve Berkner
Mayor

Charleen Grossman
Clerk-Administrator