

City of Ottertail
January 21, 2016
7:00 PM
Organizational Meeting

Council present: Mayor Myron Lueders, Heather Rosenthal, Jill Carlson and Ronald Grobeck.
Absent: Darold Woessner.

Staff present: City Clerk/Treas., Elaine Hanson; Maintenance/Zoning Coordinator, Loren Hawes; Shari Wheeler, Deputy Clerk.

Others present: Brad Stevens, Thumper Pond; Stan Weis, HYTech Construction; Chad Koenen, Citizen's Advocate and Heidi Kratzke, Perham Focus.

Regular meeting of the Ottertail City Council was called to order at 7 p.m. with the Pledge of Allegiance recited by all present.

A motion to approve Organization appointments and meeting & planning schedules was made by Carlson and second by Rosenthal. All voted in favor, carried.

Meeting Schedule: 3rd Thursday – 7:00 p.m. except for exceptions of Tuesday, February 16;
Thursday, March 10; Thursday April, 14
Special Called by Mayor or two council members
City Hall unless specified elsewhere

Deputy Mayor: Heather Rosenthal

Official Newspaper: Citizen's Advocate

Official Depository: 1st National Bank – Ottertail

Weed Inspector: Mayor Myron Lueders

Emergency Services

Director: Mayor Myron Lueders

Legal Advisor: Karkela, Hunt, Cichosz & Jenson,
Terry Karkela as Primary City Attorney

Auditor: Brian D. Koehn, CPA

Planning Committee: Keith Fleischauer, Chair Tom Behm
Jerry Martin Michael T. Windey
Vanessa Neels Marnie Whitehead
Ronald Grobeck, Council ex-officio
Loren Hawes, City Maintenance/Zoning Coordinator

Personnel Committee: Heather Rosenthal and Darold Woessner

Ottertail Convention

& Tourism Rep: Jill Carlson

Mileage Rate: 2016 IRS rate .54 ¢/mile

A motion was made by Rosenthal and second by Carlson to approve **Resolution #2016-01 Adopting 2016 Designation of Official Depository, Designation of Official Newspaper for the City of Ottertail.** All voted in favor, motion carried.

A motion made by Rosenthal and second by Grobeck to approve **Resolution No. 2016-02** Authorizing Official Signatures of Mayor Myron Lueders, Deputy Mayor Heather Rosenthal, City Clerk-Treasurer Elaine Hanson and Deputy Clerk Shari Wheeler. All voted in favor, motion carried.

Additions were made to the Consent Agenda. A motion to approve consent agenda items was made by Carlson and second by Grobeck. Motion carried.

- a. Minutes of Dec. 17, Regular Meeting, Jan. 15 Special Meeting & Work session Notes.
- b. Resolution #2016-03 Certifying Delinquent Water Bills.
- c. HHHW Collection Date confirmation June 10, 2016 10-2 p.m.

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- d. LG220 Exempt Permit with No Wait – West Central MN Friends-Raffle@Thumper 4-7-2016
LG220 Exempt Permit with No Wait – OTBCA, Otterfest 8-13 & Otterdazzle 12-3
- e. Month End – Dec/Quarter End/Year End Financials
- f. Approved bills of \$38,529.55

PRESENTATIONS/PUBLIC FORUM:

Grobeck reviewed planning meeting notes. Group is looking to begin an Art Advisory Council. More information will be available in March.

Brad Stevens and Stan Weis (architect) from Thumper Pond were present to discuss plans for re-building the swimming area where the roof collapsed in April of 2015. There will be no additional impervious and other than additional seating, the pool area will see only slight changes. A motion was made by Rosenthal and second by Grobeck to approve the zoning application to be signed by council present. Motion carried.

OLD BUSINESS:

A meeting with townships to discuss future needs of the fire department has been scheduled on Thursday, January 28th at 5:30.

Resolution 2016-04 Calling to Commence Septic System Upgrades or Repairs was not approved because of weather constrictions. Bill Schueller, city sewer inspector suggested waiting until road posting go off and then proceed with repairs if no contacts have been made by the non-compliant system owner.

Jerry Kern and Joe Rice, OtterJam Concert, inquired changing the date for OtterJam to August 27th. Council had no objections.

NEW BUSINESS:

Hanson provided 2 contract quotes for water tower interior sandblasting, painting and repairs. Central Tank \$39,800 and Maguire Iron \$44,750 with additional work on interior platforms for \$10,500. Through direct negotiation the preferred vendor offered a 3 year contract for the desired work for a total of \$53,250. The majority of the work would commence in year 1 with subsequent inspections and touch-ups and/or warranty work in year 2 & 3. Another 5 year contract was offered but declined which would include painting the water tower in the year 5 for \$24,916 per year. A motion was made by Carlson and second by Rosenthal to approve the 3 year contract with Maguire Iron for a total cost of \$53,250. All voted in favor, carried.

Resolution No. 2016-05 MnDOT Limited Use Permit (LUP) Approving a 10 year LUP for welcome sign on S. Hwy 78 was made by Rosenthal and second by Carlson. Carried.

Council declined sending a letter to Otter Tail County testifying neither for or against an Off-Sale located at Playtime Sports Bar and Ballroom citing no vested interested.

City will apply for a free membership with the Cooperative Purchasing Venture (CPV) through Admin Minnesota.

Motion by Carlson and second by Grobeck to approve advanced 3-Day Consumption & Display Liquor and 3.2 Malt Liquor License for Ottertail Lions for Polka Daze September 8-10. All voted in favor, carried.

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Motion by Grobeck and second by Carlson to approve 3.2 Off-Sale Licenses for Ottertail Oasis and Carr's Lake Country Supermarket contingent upon insurance and fee submission. All voted in favor, carried.

Motion to approve 3.2 Malt Liquor license to OTBCA for their Annual Banquet to be held at the Community Center on February 9th contingent on liquor liability insurance received. All voted in favor, carried.

Zoning Permits:

No other zoning permits were presented.

Correspondence/Meetings/Trainings/FYI-reminders

Next work session is scheduled for Friday, February 12th, 7 a.m. Performance Management System will be topic so far. Agendas will be provided for the Tuesday, February 16th regular meeting (note date change.)

Reminder that Otter Tail County caucuses will be held on Tuesday, March 1st. No public meetings should be held.

With no other business to discuss, a motion was made by Rosenthal and second by Carlson to adjourn. Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Elaine Hanson, MCMC
Clerk-Treasurer

Myron Lueders, Mayor