

City of Ottertail
February 12, 2016
Work Session Notes
7:00 AM

*This is an open forum. Council and Staff may speak openly.
No other business will be discussed at this session in order to keep under one-hour.*

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

Absent: Darold Woessner

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

Discussed Performance Management System. Reviewed employee self-evaluation questions and raters for employees. Most thought it was a good idea, maybe a little too detailed for our size city. Narrowed questions down.

Learned there will be no increase from Henning on water. Will review information for increases to base rate and Elaine to draft a letter for council approval for the Council meeting on Tuesday.

Discussed zoning and the need for updating our zoning map and uses. May need to work at this with the City Engineer, but need to be aware of requests that are coming in that are not addressed by our ordinance. Elaine will call City Attorney to get information on what the city can and can't do. Council will discuss this more in depth at another work session. With summer coming, signage may be a problem. May be time to consider attempting a Comprehensive Plan again and get it finished.

Elaine Hanson, MCMC
City Clerk-Treasurer