

**City of Ottertail**  
**February 16, 2017**  
**7:00 PM**

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

Staff present: City Clerk/Treas. Elaine Hanson; Maintenance/Zoning Coordinator, Loren Hawes; Fire Chief Stuart Fleischauer; Bob Schlieman, Apex; Doug Green, Springsted.

Others present: Rick Adams, Verizon; Jerry Martin; Dennis Utenof; Chad Koenen, Citizen's Advocate, official paper; Heidi Kratzke, independent reporter.

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

**CONSENT AGENDA:**

A motion to approve consent agenda with additions and corrections and payable items with additions and corrections including those regular that come later, was made by Carlson and second by Rosenthal. Motion carried. Following are consent items approved.

- a. Approve Minutes- Work Session and Regular Meeting of January 19, 2017; Public Hearing/Special, January 30<sup>th</sup>.
- b. LG220 Application for Exempt Permit-National Wild Turkey Federation Raffle-Thumper Pond – March 16<sup>th</sup>.
- c. Month End Financials & various reports
- h. Approve payable of \$63,294.13 including transfer of \$17,208.98 to Fire Fund for contracted services.

**PUBLIC HEARING:**

Motion by Grobeck and second by Carlson to open the hearing on **Ordinance 2017-01 Adopting Performance Standards for Wireless Communication Towers/Summary Ordinance for Publication**, all voted in favor. Carried.

Mayor Lueders asked for any comments from the public. Hanson reported that Attorney Mark Sugden looked over the ordinance as well as the League of MN Cities and small changes were suggested. There being no other comments, a motion was entertained by Grobeck and second by Windey to close the hearing. All voted in favor, carried.

Motion made by Grobeck and second by Carlson to approve **Ordinance #2017-01 Adopting Performance Standards for Wireless Communication Towers along with the Summary Ordinance for Publication** with the changes/suggestions made by the attorney and League. All voted in favor. Motion carried.

**PRESENTATIONS/PUBLIC FORUM/STAFF REPORTS:**

Bob Schlieman reported that the Downtown project is in the hands of the Central office of MnDOT according to the project engineer. Schlieman will provide plans for the South of 108 and Eagles Trail at the next council meeting on March 9<sup>th</sup>.

**Staff Reports:**

Fire Department: Chief Fleischauer provided a report with fire calls/rescue runs, number of members responding to the various townships served. He and Nick Torgerson will complete the paperwork provided by Clerk to file for the grant for extraction equipment. Department will be doing some training which will include some medical.

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Clerk's Office: 1) Clerk-Treasurer Hanson gave the annual report on credits to utility customers. 2) No more information from the Otter Supper Club on the request concerning liquor delivery. Hanson did say that she obtained a sample ordinance from one city that adopted an ordinance, but because of the insurance the licensee did not pursue. The League contact basically says there doesn't really need to be an ordinance approving liquor delivery unless it already regulates it. Nothing our ordinance indicates that it is not allowed. 3) No other information on the vacant lot curb stops in new developments other than what was reported at the work session prior to the regular meeting.

#### **OLD BUSINESS:**

A motion was made by Carlson and second by Rosenthal to adopt **Resolution #2017-12 Calling for Public Hearing on Proposal to Adopted Reconstruction Plan and Intent to Issue General Obligation Street Reconstruction Bonds**. Doug Green, Springsted reminded the council of the reason to adopt this resolution is because of statutory rule for issuing bonds and is a requirement. With no other comments, all voted in favor, motion carried. The hearing date will be published in the Citizen's Advocate on February 21 with hearing date of March 9 during the regular meeting, 7 :00 p.m.

In discussion with Doug Green, Springsted, Clerk said that an amendment to the assessment policy is needed. The amendment would state an interest rate to be charged to properties and a length of term of the assessment. Therefore, a motion was made by Rosenthal and second by Grobeck to amend and include in the policy as follows:

#### **C. Interest Rate and Terms**

1. Interest on assessment will be charged at 1% over the current bond rate which will allow for security and administration costs.
2. Term of the Assessment will coincide with the repayment terms of the bond or another term to be decided dependent upon the project.

All voted in favor, motion carried.

At the last regular meeting Hanson reminded the council that a snow plowing agreement was to be made with Thumper Pond on snow removal. Hanson requested authorization to sign the document but stated that the agreement should be reviewed annually. Discussion should also be started regarding what needs to be done for the city to begin maintaining the roads that are in Thumper Pond. Perhaps a committee could be set up to discuss those issues regarding specs. Council agreed. A motion was made by Carlson and second by Windey to authorize signing the agreement as presented. All voted in favor, carried.

There were a couple changes to the Purchase Agreement between Tim Dally, developer in Fairway View Addition, which originally had been approved in December. The Developer Agreement is also in need of approval. A motion was made by Rosenthal and second by Windey to approve the Mayor to sign both agreements . All voted in favor, carried.

Motion to approve agreement between Otter Tail County Solid Waste Management for this year's Household Hazardous Waste collection to be held on June 9, 2017 at the fire hall was made by Carlson and second by Grobeck. All voted in favor, carried.

#### **NEW BUSINESS:**

Reviewed and discussed a model ordinance for Right-of Way administration. Rick Adams will meet with staff and council committee to recommend an ordinance that would fit the city's needs.

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A resolution was presented by Clerk that would support dedicated street funding and a bill that is now at the legislature and recommended by the League of MN Cities. A motion to adopt **Resolution #2017-13 Supporting Dedicated State Funding for City Streets** was made by Grobeck and second by Windey. All voted in favor, carried.

A motion was made by Rosenthal and second by Carlson to appropriate annual funding to the East Otter Tail County Agricultural Society in the amount of \$500 pursuant to MN Statutes §38.12 Appropriations by Municipalities which authorizes the city to make the appropriation. All voted in favor, carried.

Jerry Martin representing Ottetail Community Foundation stated that the City could apply for funds from the Foundation to help with painting, carpet and table and chairs for the Community Center. A motion was made by Grobeck and second by Carlson to authorize the application which would include equipment for the Fire Department. All voted in favor, motion carried.

**Zoning Permits:** None

**Correspondence/Meetings/Trainings/FYI-reminders**

Next work session will take place 1 hour before the City Council meeting on March 9 (6 p.m.)

Loss and Safety Control workshop on March 30<sup>th</sup> – Hanson/Wheeler will attend.

In closing, Council member Windey asked that he can address HF 600 with our state legislators which addresses Uniform State Labor Standards which is legislating control over an employer’s (including local governments) ability negotiate wages and benefits through ordinance, policy or resolution. Council agreed a letter should be sent indicating no support for this bill.

With no other business to discuss, the Council adjourned at 7:55 p.m. with a motion by Carlson and second by Rosenthal. Meeting adjourned.

Respectfully submitted,

s/s

s/s

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Elaine Hanson, MCMC  
Clerk-Treasurer

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Myron Lueders, Mayor