

**Council:** Grobeck, Carlson, Windey, Augustus, Martin  
**Staff:** Thorson, Hensel, Lohse  
**Fire Chief:** Ahlfs

**FILE COPY \* PUBLIC \* ADVOCATE**  
**Attorney:** Felix **Engineer:** Schlieman/Ruppert  
**Economic Dev. Consultant:** Ryan

**City of Ottertail**  
**REGULAR CITY COUNCIL MEETING AGENDA**  
**CITY HALL Thursday, January 15, 2026 – 5:30 P.M.**

**1. CALL TO ORDER – ALL RECITE PLEDGE OF ALLEGIANCE**

**2. OPEN PUBLIC HEARING**

- a. Street Improvements on Ottertail Ave & China St (presentation from Apex Engineering)

**3. CLOSE PUBLIC Hearing**

- a. Resolution 2026-04 Ordering Improvements the Street Surfaces on Ottertail Ave & China St pg. 3

**4. ADDITIONS TO AGENDA AND APPROVAL OF CONSENT AGENDA**

*The following items are considered routine or non-controversial by the Council and will be approved with one motion. **There will be no separate discussion of these items unless a council member, city staff or citizen so requests**, in which case the item(s) will be removed from the consent agenda and be considered in its normal sequence in the agenda.*

- a. Approve Minutes 12-18-2025 Regular Meeting pg. 4-5
- b. Approve Minutes 12-18-2025 Truth in Taxation Public Hearing pg. 6
- c. Resolution 2026-01 Official Designation for City of Ottertail pg. 7
- d. Resolution 2026-02 Authorizing Signatures pg. 8
- e. Resolution 2026-03 Procedure to Comply with Regulations to Reimbursement of Bonds pg. 9-12
- f. Resolution 2026-05 Accepting Donations pg. 13
- g. 3.2 Off-Sale for Carr Enterprises 2026-2027 contingent on paperwork and fee paid
- h. Resolution 2026-06 Limited Use Permit with MnDOT for City Sign pg. 14-22
- i. Monthly Financial Reports pg. 23-39
- j. Monthly Schedule 1 pg. 40
- k. Monthly Services Sold Report (Water Fund) pg. 41
- l. Monthly Zoning Permits pg. 42
- m. Approve claims with additions and approval to pay late coming invoices pg. 43

**5. Reports**

- a. Reports **Fire Department-1) Report 2)**  
**City Hall-1) Approve Staff Training on March 31, 2026 Mahnomen pg. 44**  
**OTCEPAC – Windey/Lohse**  
**Ottertail Tourism Board – Carlson**

**6. Public Forum & Comment /Presentations**

*The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City business and must adhere to Data Privacy Rules, no employee's names may be used. **Please do not expect action from the Council this evening regarding your concerns.** We also request that your comments be limited to four (4) minutes. **Council members may ask clarifying questions but is not intended to be a back-and-forth discussion.** At this time, we ask that anyone who would like to address the City Council to please step up and state your name and address for the record. We ask that citizens maintain social distancing and that all comments remain respectful.*

*This agenda item is intended to provide an opportunity for citizens to address the City Council. The topics can include any agenda item or general comment they would like to share with the City Council. We do expect that all participants provide a name and address of their residence and expect that all parties remain respectful and adhere to the four-minute period to permit all to participate. This is the only portion of the meeting where public comments are allowed.*

- a.

**7. Old Business**

- a. ENGINEER'S AGENDA/Bob Schlieman pg. 45-46
  - 1) Ottertail Ave & China St. Surface Improvements Task Order #12 pg. 47-50
  - 2) Lead Service Line Replacement Project Task Order # 13 pg. 51-59
- b. Agreement for services between City of Ottertail & Design Intent Architects of Fergus Falls pg. 60-92
- c. Solar on Community Center pg. 93-95
- d.

**8. New Business**

- a. 2026 Liaisons pg. 96
- b. 2026 Regular Meeting Schedule pg. 97
- c.

**9. Correspondence/Meetings/Training/FYI-reminders/Local Events**

- a. City Hall Closed Monday January 19<sup>th</sup> – Martin Luther King Jr. Day
- b. City Hall Closed Monday February 16<sup>th</sup> – President's Day
- c. Ottertail Polar Plunge February 7, 2026 – Registration 11am / Plunge Begins @ Noon
- d.

**10. Adjourn.**

Respectfully,

Amanda Thorson

Clerk-Treasurer