

October 20, 2022

City of Ottertail
Regular Meeting & Special Hearing
City Hall, October 20, 2022 – 5:30 PM

Council Members Present: Mayor Ron Grobeck, Mike Windey, Jill Carlson, Jan Hill, and Jessica Grimes

Absent: None

Staff Present: Amanda Thorson, Clerk-Treasurer; Justin Lohse, Maintenance Coordinator; Joe Ahlfs, Fire Chief; and Bob Schlieman, City Engineer; Traci Ryan, Ryan Consulting.

Also Present: Jenna Baker – Citizen’s Advocate, John Hume, Stacy Cannady and Eric Gabrielson.

COUNCIL MEETING

Motion made by Carlson to approve the agenda with additional items and payables. Seconded by Grimes. All voted; motion carried.

- a. Approve Minutes 9-15-2022, Work Session 10-11-2022
- b. Resolution 2022-33 Acknowledging Donation from Ottertail Community Foundation
- c. Resolution 2022-34 Acknowledging Donation from 1st National Bank, NEVO & Tri-County Health
- d. Resolution 2022-35 Winter Maintenance Agreement Otter Tail County
- e. Application for Exempt Raffle by Heartland Buglers Rocky Mountain Elk Foundation
- f. Approve claims 3928-3963 for \$180,114.17 with additions and approval to pay late coming invoices

PUBLIC HEARINGS

Mayor Grobeck opened the public hearing at 5:31 p.m. for the final reading and approval of Ordinance 2022-09 to remove Cluster Development from Chapter 151.028 Table I and III. Clerk Thorson explained why Cluster Development needs to be removed from both tables. Motion made by Hill and seconded by Carlson to close hearing, all voted in favor. Hearing closed at 5:33 p.m. Motion made by Hill and seconded by Grimes to approve Ordinance 2022-09, all voted in favor, motion carried.

Mayor Grobeck opened the public hearing at 5:34 p.m. for the final reading and approval of Ordinance 2022-10 to define definitions from Chapter 151.004. Clerk Thorson explained that the Planned Unit Development that was part of the 1st reading has been removed because there was feedback from the DNR, and it needs to be looked at closer. Motion made by Carlson and seconded by Hill to close hearing, all voted in favor. Hearing closed at 5:35 p.m. Motion made by Hill and seconded by Grimes to approve Ordinance 2022-10 to define definitions in Chapter 151.004, all voted in favor, motion carried.

Mayor Grobeck opened the public hearing at 5:36 p.m. to modify Ottertail TIF 1-7 to include Hume Plumbing. Consultant Traci Ryan, Ryan Consulting addressed the council the City of Ottertail has been asked to provide Tax Increment Financing assistance on a third project which will require Modification No. 1 to TIF District 1-7. The additional project is for Hume plumbing, Inc. Project which will be located along Highway 108, to the East of the Auto Fix project which was included in the original district 1-7. The project will involve the construct of an approximate 2,800 square foot plumbing office and warehouse. Pas-as-you-go TIF assistance is proposed to help write down land acquisition and site

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improvements. Increment projection is estimated at \$55,294 over the life of the district. Motion by Hill, seconded by Carlson to close the public hearing, all voted in favor. Hearing closed at 5:44 p.m. Motion made by Hill and seconded by Grimes to approve Resolution 2022-37 Modify No. 1 of Economic Development TIF 1-7, all voted in favor, carried. Motion made by Grimes and second by Hill to Execute Development Agreement with Hume Plumbing, LLC, all voted in favor.

Discussion on Ottetail Dollar Lots was moved up to accommodate meeting attendance. Interest has been seen for the purchase of a lot for Non-Homestead Residence. Consultant Ryan spoke to council on what they would like to see the lots sold for, depending on what the council feels they want to re-coop on their investments into the lots. Council agreed to push the conversation to the next work session. Eric Gabrielson spoke up from attendance, requesting to purchase several lots for the construction of Duplexes for rent. Gabrielson was informed by Clerk Thorson that covenants will not allow for a duplex on the property. More discussion will take place at a later date.

REPORTS-FORUM-PRESENTATIONS

Fire Department: 1) The fire department had 8 medical calls, 0 fire calls for the month of October. Also has been some interested in new members this month. 2) Chief Ahlfs presented several quotes for equipment or replacement equipment needed by the department. Replace 2 of the Mustang Ice Suits is needed, also needed is an auger for the Grain Rescue Equipment that was received by donation last year. Replacement hose is needed ruffly every 2 years. Chief Ahlfs presented 2 quotes for an inflatable boat for rescues with motor. Motion for the fire department to purchase replacement hose from the general fund, purchase 2 ice suites, inflatable boat and Yamaha motor, and auger using restricted funds donated by Ottetail Lions was made by Hill and second by Carlson all voted, motion carried.

City Hall: 1) Clerk Thorson informed council due to the 11th being a holiday Canvas Results the earliest canvas results cannot be held till the following Monday. Election Canvas Results Meeting will be held November 14th, 2022 at 10 a.m. City Council next work session is scheduled for November 2, 4:30 p.m.

OTCEPAC: Council Member Windey informed council that AED units are being placed in public places, and Otter Tail County is mapping AED locations. Windey spoke about a pilot project for Elected Officials Meeting in November. Currently a county wide capability assessments is going on. Also the county is looking for suggestions on where they should place their one of their 2 support trailers.

PRESENTATION:

Eric Gabrielson presented a question to the council on whether the council would allow for the units built on Eagles Trail to be split into single parcel properties. Clerk Thorson, informed Mr. Gabrielson to move forward he would need to begin with the Sub-Division Ordinance set by City Code.

TOURISM BOARD:

Councilman Carlson informed us plans are underway for the Ottetail 100 by COR Powersports Race that will be held January 6-8 2023. No permits are needed for the event from the city as a majority of it will take place on the ice or the DNR Public Access off Highway 78. The tourism board is looking at holding

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some type of event to attract shoppers and encourage overnight stays during the deer hunting season. Events for March are also being planned.

OLD BUSINESS:

Engineer's Agenda: 1) Water tower improvements update-painting of the tower is finished and turned out very nice. Tower is currently being filled. KLM is finished and will not need to return for anymore inspections. Schlieman also suggested that there will be 3rd payment in November and final payment most likely will not be till next year. Clerk-Thorson informed council that she has not heard back from RDO on whether they will be replacing their equipment on the tower, the contract was up in September of 2022. **2)** Capital Improvement Planning-Schliemann presented a 5 year plan for 2023-2027.

Discussion was made on what each council person felt was a priority on the schedule. Council agreed the Bike Trail and Maple Ave are a top priority. Another priority is the low spots on Donalds Rd and Three Lakes Rd. Motion made by Carlson and second by Hill to allow Schliemann and Apex Engineering to move forward with field work and preliminary assessments to Maple Ave and the alley.

Otter Tail County Seal Coat Contract: More discussion will be held at November meeting when possible points in the city are determined and presented.

Otter Tail Restoration Update: Council was informed that the DNR has issued a "friendly" Restoration Order to the parcels located at the North end of the Otter's Tail. Work will need to be complete by May 31, 2023.

Wohler's Trail: Clerk-Thorson provided the answers to questions that were brought up at the work session held on 11th of October, It was discussed that in order to move forward, the first step will be to apply for a permit from MnDOT. It was learned that the \$50,000 Deposit for the permit is required to be paid until construction of the trail is moving forward. A motion was made by Hill and seconded by Grimes to allow Engineer Schlieman to submit a permit to MnDOT on behalf of the City of Ottertail, submitting this permits does not commit the city to the project.

Lease Agreement for City Storage Shed: Council was presented with a 5 year lease agreement for Ottertail Lions, Ottertail Rod & Gun and Ottertail Chamber to lease space in city owned shed. Motion was made by Hill and seconded by Carlson to approve the presented cost per square for space leased with an increase of 5% per year for the next five years.

Basketball Court Relocation: Clerk-Thorson spoke with Darrel Woessner of Woessner Construction earlier in the day. Final size is 36' by 36', prep work has begun. Concrete will hopefully be poured the following week. A hoop will need to be purchased by the city and decide if they want to paint the court the following spring.

NEW BUSINESS

New Water Rate Schedule Resolution 2022-36: Council was presented with Resolution 2022-36 to implement new water rate schedule for the utility service starting in January 2023. Rates were discussed by council after reviewing information presented by Ehler's for the rate study done earlier in

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the year. Motion made by Windey and seconded by Carlson to approve new utility rates and resolution 2022-36. All voted in favor, motion carried.

Otter Tail County Board of Commissioners Interim Ord. on THC: It was decided that Otter Tail County Commissioners will be holding a public hearing on Monday November 21, 2022 at 7:30 pm to discuss passing a moratorium in the County of Otter Tail. Council was questioned whether they feel a moratorium is needed for the new law that went into effect on July 1, 2022 for the sale of THC edible cannabinoid products. Council agreed the City of Ottertail should look into their own City Ordinance to allow the city to be exempt from the moratorium if it is passed by county commissioners.

November Council: Due to scheduling conflicts November council meeting will be moved 1 week ahead and will be held November 10, 2022 at 5:30 p.m.

Resolution 2022-38 to Remove Non-Qualifying Lots from TIF 1-3: Motion was made by Grimes and seconded by Windey to approve the removal of 3 lots from Increment Financing District 1-3. All voted in favor, motion carried.

Resolution 2022-39 Assignment of Development Agreement to new Owner of Otter Fitness Garage: Motion made by Grimes and seconded by Hill to approve the development agreement be transferred to Jesse Wunderlich after the purchase of the Otter Fitness Garage. All voted in favor, motion carried.

ZONING

2022-53 ▪ 100 S Maple Ave – Increase to Pickleball & Basketball Courts

2022-54 ▪ 152 E Cozy Oak Dr – New Home 2557' sq ft including Garage

2022-18 ▪ 107 Lynn Rd – Revise to add 12' x 14' Patio to on East Side of Home

CORRESPONDENCE/MEETINGS/TRAINING/FYI-REMINDERS

- a. Work Force Summit October 26 at Thumper Pond – City Hall Closed/By Appointment Only
- b. Amanda out of Office November 15 – City Hall Closed/By Appointment Only
- c. MNRW Asset Class Bemidji November 22 – City Hall Closed/By Appointment Only
- d. MCFOA Region Meeting December 1 – City Hall Closed/By Appointment Only
- e. Truth in Taxation Hearing December 15, at 6:30 p.m.

Motion made by Carlson seconded by Windey. All voted; motion carried.

Meeting adjourned at 7:28 PM

Respectfully,

s/s _____

Amanda Thorson
Clerk-Treasurer

s/s _____

Ronald Grobeck
Mayor