

**City of Ottertail,
Regular Meeting
City Hall, December 16, 2021 - 6:00 PM**

Council Members Present were: Mayor Ron Grobeck, Mike Windey, Jill Carlson and Jessica Grimes
Staff Present were: Maintenance Coordinator Justin Lohse; Deputy Clerk Amanda Thorson; Fire Chief Stuart Fleischauer; Assistant Chief Joe Ahlfs
Also Present were: Bob Schlieman, City Engineer-Apex and Seth Dokken
Attending by Zoom: Clerk-Administrator Elaine Hanson: Traci Ryan, Ryan Consulting and
Council Member Jan Hill (abstain from voting)
Call to Order by Mayor Grobeck at 6 p.m. with the Pledge of Allegiance

PUBLIC HEARING: Truth-In-Taxation Hearing. Hanson reviewed budget and levy numbers. General Fund – Revenues and Disbursements balanced at \$ 593,939.00 Amount to be levied \$ 513,480.00 which includes \$56,244.00 for 2017 GO Bond and is a 5% increase from 2020.

Fire Department – Revenues: \$ 79,612.00 and Disbursements: \$ 106,595.00 Fire Truck levy of \$ 18,512.00 is included in general fund levy and will be transferred to Fire Fund. Water Fund – Revenues: estimated at \$356,225.00 and Disbursements: \$ 351,916 due to unknown factors for the water increase to Henning. Comment from Seth Dokken as a resident, suggested levy increase must be okay as there were so few residents that attended the hearing. A motion to close the hearing made by Grimes and second by Carlson. All voted in favor, carried.

PUBLIC HEARING: Council reviewed staff report, there was discussion of how many trees would need to be removed for the expansion. Mr. Fleischauer commented that there are a hundred trees surrounding the property, but would be willing to replace any that needed to be removed. Council member Grimes mentioned that she would not feel he would need to replace any trees. Council member Hill asked if there was an issue with their storm water or adding any more drainage ditches on the property. Motion by Carlson and second by Grimes to close the public hearing, all voted in favor, carried.

CONSENT AGENDA:

Motion by Windey and second by Carlson to approve the consent agenda with additional payables. All voted in favor, motioned carried.

- a. Approve Minutes of 11/18/2021
- b. Resolution 2021-44 Acknowledging American Rescue Plan Funds
- c. Resolution for donation from Michael Zurn for Pickle Ball Court
- d. Financials & various reports
- e. Approve claim numbers 3525-3556 equaling the amount of \$ 105,101.01 and approval to pay late coming invoices.

STAFF REPORTS:

Fire Department: 1) No reports. 2) New member Michael Love has filed all needed paperwork, motion to approve new member pending clean drug test results made by Carlson and second by Grimes. All in favor, motion carried. 3) Chief Fleischauer introduced Joe Ahlfs. Fleischauer will be stepping into Assistant Fire Chief and Joe Ahlfs will be taking over as Chief. This has been voted on by the Fire Department Members. Windey made a motion to accept new slate of offices, it was second by Carlson. All voted in favor, carried. 4) Lease radios, it was discussed at last council that the Fire Department would purchase 5 new radios each year over the course of several years. Chief Fleischauer suggested that the department could lease/purchase 15 new radios with the option to pay for them over seven years. Motion made by Grimes and second by Carlson to approve lease of 15 new radios with Motorola. All voted in favor, carried.
OTCEPAC: 1) Nothing to report

OLD BUSINESS:

Water Contract: Resolution 2021-46 Adopting Mediation Settlement, motion made by Carlson to adopt and also send letter addressed to Mayor Wiese and Henning Council thanking them for agreeing to a resolution on the water purchased by the City of Ottertail through the end of our contract, second by Grimes all voted in favor, carried.

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Utility Rates: A work sessions to discuss the water rate increase to residents will be set at a later time, it was said that Ehlers would be helpful in setting the new rate and would like them included them in this session.

Water Tower: Bob Schlieman, City Engineer, spoke of the need to make a decision on the design for the water tower to move forward with bids. After much discussion on the design and placement of the logo and colors on the water tower, a motion was made by Grimes to have the city logo on the side of the city name with the wavy water and the entire stem in Casey blue, second by Carlson. All voted in favor, motion carried. Motion made by Grimes to give approval to advertise for bids, second by Carlson. All in favor, carried

TA Grant: It has been decided that Wohler's Trail will be taken off the application for the TA Grant. It was discussed that many would like to see Wohler's trail finished much sooner than if/when the grant dollars would be available. Mayor Grobeck asked council to start the bid process to re-advertise for bids for the Wohler's Trail Project. There has been some advancement in funding on their end and would like to see this project move forward. Motion made by Windey for Apex Engineering to re-advertise for bids on Wohler's Trail Project, seconded by Carlson. All voted in favor, carried.

2022 Salaries: Motion made by Carlson and second by Grimes to approve the 2022 Salaries for staff as presented in the during budget discussion.

2021 Budget: Motion made by Carlson and second by Grimes to approve **Resolution 2021-47**, setting the 2022 Budgets as presented. All voted in favor, carried.

Levy Certification: Motion to approve Resolution 2021-48 Certifying the 2022 Final Levy of \$ 513,480.00 was made by Grimes and second by Carlson. All voted in favor, carried.

NEW BUSINESS:

All Seasons Variance Request: Motion made by Grimes to approve variance with staff recommendations of a Storm Water Retention Plan and an up to date Septic Compliance Certification, second by Carlson. All voted in favor, carried.

Combining Arvilla Lots: Mayor Grobeck brought a suggestion to council to pull the Arvilla Lots from the City of Ottertail Dollar Lots for Affordable Senior Housing. City Staff recommended that the lots remain open to single family housing, or if a developer came forward, to then move in that direction. Motion by Carlson and second by Grimes to revise **Resolution 2021-49 to block off lots in Lakeview Addition on Arvilla Drive to only be developed for Affordable Senior Housing, till June of 2022** at which time will be revisited.

Pass-Through Partnership with WCI: City of Ottertail has been asked by West Central Initiative to be a pass-through for funds donated by Ottertail River Management Project. Motion made by Windey and second by Carlson. All voted in favor, carried.

2022 Master Fee Schedule: Addition to fee schedule for Meter Repair was discussed, an amount of \$ 25.00 for the call, parts not included. Motion made by Carlson to approve 2022 Master Fee schedule with addition of Meter Repair Call Fee, second by Grimes. All voted in favor, approved.

Dock Liability Insurance Increase: Discussion to increase liability on City owned property leased by home owners on Wallenberg Drive. This discussion will be tabled to January meeting.

Zoning:

2021-58 All Seasons @ 216 W Main St – 30' x 112' Shop Addition

Meetings & Correspondence: January 20th 2022 council meeting will be the annual organization meeting.

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With no further business to discuss, the council adjourned at 7:22 pm. A motion by Carlson and second by Grimes to adjourn.

Respectfully submitted

s/s _____
Amanda Thorson, Deputy Clerk

Attest:
s/s _____
Ron Grobeck, Mayor

Following the regular meeting, a closed meeting was held pursuant to MN Statutes 13.D.05 subd. 3(c) to consider negotiations for a land purchase for the purpose of economic development in the city as advised by legal counsel. Record is sealed in the office of the Clerk-Administrator.