

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

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

City of Ottertail
REGULAR CITY COUNCIL MEETING AGENDA
CITY HALL Thursday, March 19, 2026 – 5:30 P.M.

1. CALL TO ORDER – ALL RECITE PLEDGE OF ALLEGIANCE

2. 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 2-19-2026 Regular Meeting [pg. 3-4](#)
- b. Approve 3-12-2026 Work Session on Fire Hall Expansion [pg. 5](#)
- c. Approve Temp Liquor License for Ottertail Fire Dept Fire Feed April 15, 2026 [pg. 6](#)
- d. Special Event Permit Approval for “Open Air Market” May 2026-September 2026 [pg. 7](#)
- e. Resolution 2026-09 Approve Donations to City of Ottertail & Fire Dept [pg. 8](#)
- f. Monthly Financial Reports [pg. 9-19](#)
- g. Monthly Schedule 1a [pg. 20](#)
- h. Monthly Zoning Permits [pg. 21](#)
- i. Monthly Services Sold Report (Water Fund) [pg. 22](#)
- j. Approve claims with additions and approval to pay late-coming invoices [pg. 23](#)

3. Reports

- a. Reports **Fire Department-1) Report 2)**
City Hall-1) Approve Clerk Training on April 23, 2026 [pg. 24](#) 2) Equipment Purchase-Coordinator [pg. 25](#)
3) LMCIT Water Tower Loss 1-24-2026 [pg. 26](#)
OTCEPAC – Windey/Lohse
Ottertail Tourism Board – Carlson

4. Public Forum & Comment /Presentations

The City Council welcomes public input. Comments must relate to City business and comply with data privacy rules (no employee names). Please state your name and address for the record and limit remarks to four (4) minutes to allow all an opportunity to speak.

Council members may ask clarifying questions but will not engage in discussion or take action this evening. All comments should remain respectful. This is the designated time for public comment.

- a.
- b.

5. Old Business

- a. ENGINEER’S AGENDA/Bob Schlieman [pg. 27-32](#)
 - 1) Resolution 2026-10 Accepting Bids and Authorizing Award of Contract for Ottertail Ave & China St [pg. 33](#)
 - 2) Resolution 2026-13 MN PFA Loan Fund Application for Lead Service Line Replacement [pg. 34](#)
- b. Class 5 On Lueders Rd ([moved to April Agenda](#))
- c. Ottertail Fire Hall Expansion
- d.

6. New Business

- a. Ordinance 2026-01 Amend City Code Chapter 33: Emergency Billing Services [pg. 35](#)
- b. Resolution 2026-11 Amend Master Fee Schedule [pg. 36-38](#)
- c. Letter of Support and Resolution 2026-12 for Ottertail Community and Wellness Center [pg. 39-41](#)
- d. Request to allocate donation funds on behalf of OTBCA to Ottertail Community Wellness Center [pg. 41-43](#)
- e.

7. Correspondence/Meetings/Training/FYI-reminders/Local Events

- a. Ottertail City Hall Closed – March 31st, 2026 – Staff at Training (LMC Safety & Loss)
- b. Ottertail City Hall Closed – April 3rd, 2026
- c. Ottertail Community & Business Association Annual Easter Egg Hunt - April 4th, 2026 [pg. 44](#)
- d. Home Energy Workshop – April 11th, 2026 10am-2pm [pg. 45](#)
- e. Ottertail Community & Business Association Annual Membership Banquet-April 20th, 2026
- f.

8. Adjourn.

Respectfully,

[Amanda Thorson](#)

Clerk-Treasurer

