

**City of Ottertail
Regular Meeting
City Hall Thursday 15, 2025 – 5:30 PM**

Council Members Present: Mayor Ron Grobeck, Mike Windey, Elizabeth Augustus, and Jerry Martin
Staff Present: Amanda Thorson, Clerk-Treasurer; Patty Hensel, Deputy Clerk; Justin Lohse, Maintenance Coordinator and Joe Ahlfs, Fire Chief.
Others Present: Chad Koenen

Mayor Grobeck opened the Council Meeting at 5:30 pm and all recited the pledge of allegiance.

Council Member Windey made a motion to approve the consent agenda; Augustus seconded the motion. All voted in favor, motion carried.

- a. Approve Minutes 4-17-2025 Regular Meeting
- b. Approve Minutes 5-5-2025 Work Session
- c. Resolution 2025-12 Accepting Donations for Ottertail Fire Department
- d. Resolution 2025-13 LG214 Permit for Lawful Gambling at Marge’s Diner 102 W Main
- e. Approve 1-4 Day Temp Liquor License for Ottertail Lions Community Auction July 19, 2025
- f. Approve 1-4 Day Temp Liquor License for Ottertail Lions October Fest August 9, 2025
- g. Approve 1-4 Day Temp Liquor License for Ottertail Rod and Gun Demo Derby August 8, 2025
- h. Monthly Schedule 1
- j. Monthly Financial Report
- k. Approve claims 5062-5099 for a total of \$47,552.50 with approval to pay late coming

REPORTS

Fire Department-1) Fire Chief Ahlfs reported there was 6 medical calls with 1 structure fire and 2 searches for natural gas leaks. **2) Emergency Drinking Water Program-**The OT Fire Department was chosen to receive one pallet of canned drinking water (2,352 cans). This is made possible by Anheuser-Bush and the National Volunteer Fire Council. **3) Safety Saturday** is June 7 from 11:00am to 2:00pm at the Fire Hall/Community Center. At this time the Perham, Battle Lake and Henning fire departments will attend. Along with the OT Sheriff’s Department, OT Rod and Gun, and the Perham and Henning ambulance. Life Link 3 will do a landing if they are available. Information will be available for Smart 911 and burn permits. Hoping to have demonstrations on electrical safety from either OT Power or Lake Region Electric and a “Stop the Bleed” seminar. This may be the final year for Safety Saturday. The Fire Department is considering transitioning to a Fire Safety Night in October. 4) Chief Ahlfs reported he completed and passed the Fire Officer Class and offered the certificate for council to view.

City Hall-1) MNRW Non-Operator training Clerk Thorson asked permission for her and Deputy Clerk Hensel to attend the MNRW Non-Operator Training May 22, 2025, in Ortonville and close the office that day. Motion by Martin, seconded by Augustus, to allow the office to be closed to allow Clerk Thorson and Deputy Clerk Hensel to attend MNRW. All voted in favor. **2) World Otter Day Giveaway-**Clerk Thorson Presented the Council with the Facebook Giveaway Post that will be Shared in Celebration of World Otter Day. Stickers provided will be paid Ottertail Tourism Board. **3)** Accounting error wage correction – Clerk Thorson reported an accounting error regarding the 2025 cost-of-living increase for city employees. Clerk Thorson asked the Council to allow her to do a one-time payroll correction to amend the error. Motion by Martin, seconded by Windey, to allow Clerk Thorson to do a one-time payroll correction to amend the payroll error. Motion carried.

Ottertail Tourism Board – No Report.

OTCEPAC-Windey reported – No meeting.

OLD BUSINESS

- a. **Engineer’s Agenda/Bob Schlieman:** Nothing to report
- b. **Three Little Otters Public Hearing Scheduled June 3, 2025 @ 3:00pm.** – Thorson stated that Staff Reports will be available at that time.

NEW BUSINESS

- a. **Chicken Ordinance** – Yes or No - After a lengthy discussion, it was decided that Clerk Thorson review ordinances from other cities of similar size and write a Chicken Ordinance or as suggested by Council Member Martin to amend our current Farm Animal Ordinance. Clerk Thorson will have something to present to the council at the July Meeting.
- b. **1st Review Repeal Chapter 115: -Tetrahydrocannabinol Products** -Thorson presented the removal of Chapter 115 from Ottertail City Code, this is no longer needed as Ottertail City has moved to have Otter Tail County permit Cannabis and Lower Potency Hemp Products within the city. Council also reviewed Otter Tail County’s Ordinance to Regulate Cannabis and Lower Potency Hemp Business.

ZONING – April Zoning Report

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

- a. Safety Saturday June 7
- b. City Wide Clean Up Day (cards are mailed) – Collection June 7, 2025
- c. Tri-City Garage Sale is planned for June 21, 2025
- d. World Otter Day is May 28, 2025
- e. Household Hazardous Wast Collection – OT Community Center June 12, 10:00a m-2:00pm
- f. City Wide Clean Up Day – Collection is June 7th, 2025
- g. Wohler’s Trail Dedication 11am June 21, 2025

Augustus made a motion to close the meeting. Martin seconded the motion. Motion carried. The meeting was adjourned at 6:13 PM.

Respectfully,

____s/s_____
 Amanda Thorson
 Clerk-Treasurer
 Prepared by D. Clerk Patty Hensel

____s/s_____
 Ron Grobeck
 Mayor