

July 21, 2022

**City of Ottertail
Regular Meeting
City Hall, July 21, 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; Nessa Burlingame, Deputy Clerk; Justin Lohse, Maintenance Coordinator; Joe Ahlfs, Fire Chief; Bob Schlieman, City Engineer; and Samuel Felix, City Attorney

Also Present: Jenna Baker – Citizen’s Advocate, Darold Woessner, Mike Zurn, Leah Davis, and Samantha VanWechel-Meyer – WCI

PUBLIC HEARING:

Mayor Grobeck opened the public hearing at 5:30 pm. All present recited the pledge of allegiance. Tax Abatement Hearing. R & S Development LLC made 4 applications for tax abatement in conjunction with the Otter Tail County Housing Big Build Tax Abatement program and the City’s Building Big mirrored program for up to \$15,000 or 5 years whichever comes first for Twin Homes being built at 112, 114, 122 and 124 Thumper Pond Dr. This public hearing is a requirement of that application. The County will hold their own hearing.

Carlson made a motion to close the public hearing. Grimes seconded the motion, all voted; motion carried.

COUNCIL MEETING:

Meeting was called to order by Mayor Grobeck at 5:37 PM.

Tax Abatement Resolution 2022-20: Carlson made a motion to approve the proposed Tax Abatement Resolution for Thumper Lodge Rd twin homes. Hill seconded the motion, all voted; motion carried.

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

- a. Approve Minutes Regular Meeting 6-16-2022, Public Hearing 6-30-2022, Public Hearing 5-23-2022, Work Session 7-11-2022
- b. Resolution 2022-21 Calling for Public Hearing on Otter Tail County HRA transfer to CDA
- c. Resolution 2022-22 Ottertail’s Lions Donation to Ottertail Fire Department
- d. Resolution 2022-23 Authorizing Employee Credit Card
- e. Resolution 2022-24 Authorizing Signatures
- f. Community Center-Celebration of Life Sept 10, 2022 – Alcohol Request
- g. Special Event Permit Application Approval Annual Kickball Fundraiser on August 20, 2022
- h. Special Even Permit Application Approval The Otter Supper Club on September 3, 2022
- i. Special Event Permit Application Approval The Woodshed on August 13, 2022
- j. Special Event Permit Application Approval The Woodshed on August 12, 2022
- k. Financials & various reports
- l. Approve claims with additions and approval to pay late coming invoices

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REPORTS-FORUM-PRESENTATIONS:

REPORTS

Fire Department: 1) The OTFD have been on 15 medical calls and 1 fire call 2) Dunk Tank set for Otter Fest with Joe Ahlfs and Ron Grobeck as volunteers. City to look into insurance. 3) Methodist Church wanting to get recertified on their AED, staff to possibly get recertified.

City Hall: 1) Leftover Fluorescent bulbs found-will be disposed of at Fergus Falls facility 2) Ottertail Ave potholes that were missed will be completed by Anderson Brothers under \$1,000 3) Budget Work Session planned for September 1st at 5:30 p.m. to discuss water rates and new law making regarding the sale of certain cannabinoid products 4) Clerk Thorson presented council with a new 3-year contract for the Wi-Fi service in the Smart Room at City Hall. Grimes motioned to accept the contract, seconded by Carlson, all voted; motion carried.

OLD BUSINESS:

River: Julie from DNR to work with landowners on river opening.

West Central Initiative: Samantha VanWechel-Meyer presented updates from West Central Initiative on New Projects and Initiatives through out Otter Tail County.

Pickleball Court: Darold Woessner shared the progress of the pickleball court renewal. They have stayed on budget and the court should be done by the week of July 25th. There was also discussion about fair play between pickleball players and basketball players. It was discussed that a sign for “fair play” rules may need to be posted. Council also discussed possibly investing in security cameras to monitor and deal with vandalism to the basketball hoops and fence.

Engineer’s Agenda/Bob Schlieman: 1) Water Tower Improvements-paint will now be available September 5th or 6th. Due to the delay in paint a new schedule has been presented showing the start date of August 8th with a completion date of September 15th. 2) Thalmann Road Damage- neighbor that was approached about potential easement is not interested. An updated plan to come from a different direction is in the works. 3) Wohler’s Trail- The permit from MnDOT has been revoked. Sam Felix proposed his recommendation that if the city does obtain property of the plans that they should not be public information. Hill made a motion to approve the task order for the Final Design of Wohler’s Trail. Grimes seconded the motion. All voted; carried.

NEW BUSINESS:

Steve Sanda: Needing to complete community service and is looking to do so within the City of Ottertail. The council discussed not to allow him to do community service for the city at this time.

Property Damage: Clerk Thorson presented a Summary received from LMCIT for the property damage the city incurred during the June 20, 2022 Windstorm. Damage to the ball diamond back stop, missing shingles on City Hall, announcers stand went down and flagpole at City Hall was lost. City staff will get estimates for City Hall and the back stop at the ball field.

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ZONING:

- 2021-28 ▪ 126 Shores Rd – Solar Panels
- 2022-29 ▪ 223 Hilltop Rd – 12’ x 26’ Addition
- 2022-30 ▪ 111 Lynn Rd – 12’ x 18’ Porch
- 2022-31 ▪ 203 Wallenberg Dr – 16’ x 24’ Deck
- 2022-32 ▪ 105 N Jackson Ave – 598’ x 6’ Fence
- 2022-33 ▪ Maple & 1st St W – 30’ x 5’ Park Bench
- 2022-34 ▪ 306 MN Hwy 78 N – 68’ x 180’ Steel Roof
- 2022-35 ▪ 111 West Ave – 40’ x 22’ Driveway & Walkway
- 2022-36 ▪ 107 Main St W – 14’ x 25’ Cement Slab
- 2022-37 ▪ 239 MN Hwy 78 n – 30’ x 50’ Maintenance Shop

CORRESPONDENCE/MEETINGS/TRAINING/FYI-REMINDERS:

- a. Amanda will be on vacation July 28th – Aug 5th
- b. Demo Derby/Otter Fest August 12th & 13th
- c. East Ottertail County Fair – Perham, MN July 21st – July 24th
- d. City Office Filing Period August 2nd – August 16th (2 Council Seats & Mayor)
- e. Minnesota State General Elections Tuesday August 9, 2022 Polls Open at 7am

Grimes made a motion to adjourn the meeting at 6:36pm. Hill seconded the motion. All voted; motion carried.

Respectfully,

S/S _____
Amanda Thorson
Clerk-Treasurer
(written by Nessa Burlingame)

S/S _____
Ronald Grobeck
Mayor