

**Monday July 29, 2024**

**Work Session Notes**

*This is an open forum. Council and Staff may speak openly.  
No business will be discussed other than on agenda.*

**4:00 PM Work Session Notes 2025 Budget**

Council Present: Mayor Ron Grobeck, Jan Hill, Elizabeth Augustus, Michael Windey, and Jill Carlson  
Staff Present: Clerk-Treasurer Amanda Thorson, Deputy Clerk Patty Hensel

Staff and council reviewed the budget for 2025

General Fund – Reviewed the CIP for streets and will investigate seal coating River View and Shores Rd for 2025. Discussed a 3% COLA with step increase for staff. Also increased insurance cost by 20% for liability, work comp and property. Continued to budget capital outlay for Henning Ambulance. A budget line item was introduced for engineering and architect work for the remodel of the Community Center and expansion of the Fire Hall.

Water/Enterprise Fund – Discussion on increasing the water rates by 2% for 2025. There will be an increase in billing software due to current software being sold and being replaced. Water Tower project is complete by still waiting to complete final payment. Aging meters will need to be replaced as they go bad, this will be a cost to the city as they are replaced.

Fire Fund – Council and staff and thankful and grateful for the wonderful donation out local organization have given to contribute to the Ottertail Volunteer Fire Department. This has made it possible for their equipment to be updated when needed. Did add line item to budget for the expansion of the fire hall.

Work session adjourned at 5:18 p.m.

**5:30 PM Work Session Notes Ottertail Family Recreational Center**

Council Present: Mayor Ron Grobeck, Jan Hill, Elizabeth Augustus, Michael Windey, and Jill Carlson  
Staff Present: Clerk-Treasurer Amanda Thorson, Deputy Clerk Patty Hensel  
Others Present: Tammy Anderson, Jordan Rasmuson, Kenny Nelson, Tyler & Alex Rupe

Ottertail Family Center wanted to talk about possible lots the city would have to build a few family homes that could be leased or rented out for day care. Discussion of the purchase agreement Ottertail has with Otter Tail County HRA on the Arvilla lots, and if the county would be willing to let them go earlier or if we would need to let it expire the end of December 2024.

It was also questioned if the city would allow a three or 4 plex on those parcels. It would only be allowed by a variance, and the city would need to review what precedent this would set for future development. The lots would need to be moved out of the Building Big Ottertail Program.

The Ottertail Family Rec group will come up with some drawings and present at another work session in the future.

Work session adjourned at 6:20 p.m.

s/s

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Amanda Thorson  
Clerk-Treasurer