

**City of Ottertail  
Regular Meeting  
City Hall, August 18, 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

Also Present: Chad Koenen, Citizen's Advocate; Darold Woessner, Woessner Construction; David Walden, Bruce Strand, Robert Lahman, Pennie Astle, John Carlson, Bob Waters, Cathy Waters, George Myhre, Judah Burlingame, Leah Davis, Gabriel Leonhard, and Hannah Leonhard

**PUBLIC HEARING:**

Mayor Grobeck opened the public meeting at 5:30 pm. All present recited the pledge of allegiance.

Resolution 2022-24 Authorizing Otter Tail County HRA & CDA to Function in the City of Ottertail: Clerk Thorson presented resolution 2022-24 that the Otter Tail County HRA transfer all it's assets and assign all of it's obligations to Otter Tail County HRA, and the County will dissolve the HRA prior to January 1, 2023.

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

**COUNCIL MEETING:**

Meeting was called to order by Mayor Grobeck at 5:35 p.m.

Motion made by Hill to approve Resolution 2022-24; Windey seconded the motion. All voted; carried.

Motion made by Carlson to approve the consent agenda with no additions, seconded by Grimes. All voted; motion carried.

- a. Approve Minutes 7-21-2022
- b. Approve 1-4 Temp Liquor Permit for Ottertail Lions 9/8/2022-9/10/2022
- c. Approve 1 Day Temp Consumption and Display Liquor Permit for Ottertail Lions 9/8/2022, 9/9/2022, and 9/10/2022
- d. Resolution 2022-25 Declaring Intent to Reimburse Expenses from Bonds
- e. Financials & various reports
- f. Approve claims – claim numbers 3854-3892

## **REPORTS-FORUM-PRESENTATIONS:**

**Fire Department:** 1) Ahlfs reported 9 medical calls and 1 fire call this month. This brings the yearly total to 122 calls with 23 being fire calls. 2) Otter Fest and dunk tank were a huge success. 3) The old grass rig fire department pickup truck will be available for sealed bids starting Monday August 22<sup>nd</sup>. The truck is a 1980 Chevy Scottsdale C20 4x4 2 door single cab. Bids will need to be either mailed in or dropped of in a sealed envelop at City Hall. Bids need to be a minimum of \$1,500. Envelopes will be open at next council meeting, September 15<sup>th</sup> with the opportunity for those present to raise their bid if desired. Carlson made a motion to approve Resolution 2022-26 Declaring Sale of Surplus Property, second by Hill, all voted; motion carried.

**City Hall:** 1) Clerk Thorson proposed to the council that she be allowed to work from home a few days each month. After the council discussed concerns and details with Clerk Thorson, Carlson made a motion to approve Thorson's request. Hill seconded the motion. All voted; motion carried. 2) Clerk Thorson applied for Business Resilience Coaching. The city currently does not have IT services. As a small municipal entity this service would be very helpful for all City Hall staff.

**OTCEPAC:** Council Member Windey spoke about the OTCEPAC meeting that was held earlier in the day. There could be 50/50 funding available for a generator or an outdoor siren. Also spoke about a play by play emergency plan for the City. October there will be Supervisor and Elected Officials training in Fergus Falls for crisis and leadership and social media training.

**Robert Lahman:** Robert is running for County Commissioner and introduced himself to the council

**Pickleball and Basketball courts:** Judah Burlingame presented his concern on the pickleball court improvements. Burlingame stated that he was unaware of the plans to improve the pickleball courts. Burlingame shared that the pickleball courts sent a clear message to kids that "we don't want you here". Burlingame also stated that he had heard reports of adults kicking kids out of the court area so they can play pickleball. Burlingame proposed the idea of taking down the east basketball hoop that is currently broken and move the pickleball courts over. Burlingame shared that this would give enough room without bringing in more concrete to have shared basketball and pickleball courts. He also proposed that the city get a new, non-adjustable hoop for the west side of the court.

Mayor Grobeck mentioned the idea of installing more concrete to the west of the existing courts for a half basketball court. Grobeck mentioned this was discussed already with Darold Woessner and Pete Thiel.

Darold Woessner shared how his wife plays pickleball a lot and that he hasn't heard of anyone kicking kids off the court but did not deny that it could be happening. Woessner mentioned that the pickleball courts are currently painted closer together than standard pickleball courts. Woessner also mentioned that Justin Lohse suggested the half court next to the existing, newer courts to the west. Woessner is not sure what the costs would be. Woessner stated that there was still \$3,000 to \$4,000 left from the pickleball improvement budget. Clerk Thorson informed council and Woessner that the project has come in right at budget. Clerk Thorson also mention the city has still not received the \$10,000 from the Ottetail Lions and the \$5,000 from the Ottetail Community Foundation that was promised in donations towards the

improvements. Woessner shared that he was in support of the half court to be built to the west. Carlson mentioned that at a past meeting it was decided to post a sign of rules. Everyone was still in favor of rules being posted. There was discussion on if a half court would fit in the proposed area west of the existing courts. Dave Waldon mentioned that it could work if it is a high school 3-point line. Leah Davis mentioned going to the park 3 times a week and not even bothering to ask for a turn since there are about 20 people already playing pickleball.

Bruce Strand wanted to share how he is pleasantly surprised of the pickleball court improvements and additions. Strand advocates for posting rules and guidelines with sharing the courts. He stated it's good for kids and adults. Gabriel Leonhard mentioned his son plays basketball there every day. There have been times where adults have "kicked him off" of the basketball court to play pickleball. Leonhard mentioned that he would love to learn pickleball sometime and is not against pickleball. Leonhard suggested combining the two ideas for expanding the courts: push the pickleball courts to the east and still pour concrete to the west. More discussion was had on fencing and cutting down on the west side of the courts to make room. Carlson mentioned getting Carr's Tree Service to look at the tree to see if it is dead or not. Windey reported seeing children playing pickleball as well.

Mayor Grobeck suggested a committee be established and develop a plan to fix the courts.

**98 Lueders Rd Nuisances Property:** Bob Waters shared his concerns on the lot at 98 Lueders Rd. Waters reported that there is typically a pile of garbage and unsightly storing of trailers and other large items. Waters wants to know what the city regulations are. Waters also mentioned the space behind Betty's Pantry (64 Elevator Dr) posing a health hazard to the city with biohazard waste such as old car/truck batteries. Waters asked if there was any ordinance in place for "dumping junk on property". George Myhre who resides at 108 Lueders Rd also shared his concerns asking if the trailers are in use. Myhre and Waters both agree that commercial properties in Ottertail should have ordinances on unsightly properties. Mayor Grobeck proposed looking into an ordinance at the city's next work session. Carlson agreed that both the personal and commercial regulations be looked over at the work session.

Pennie Astle, property owner of 98 Lueders Rd shared that the semi-trailers do not come and go often but, they do have jobs where they are needed. Astle reported that she was unaware that the foreman did not do a good job of cleaning up. She was under the impression that the mess had been taken care of. Discussion was had about the trailers being placed somewhere else and if they are up-to-date and licensed. Astle reported that they are licensed and up to date but that she was having difficulties obtaining more area to store trailers. Carlson asked if lining up the trailers differently or in a more orderly fashion would be possible, Astle answered, probably yes. Astle reported contacting Soo Line Railroad in the past to see if they would be willing to sell her property or lease her property and she is still waiting to hear from them. Carlson suggested that the ordinance should be changed for the fence height to be higher than 7 feet.

### **OLD BUSINESS:**

**Engineer's Agenda Apex:** Coordinator Lohse presented on behalf of Apex and City Engineer Schleiman. 1) **Water Tower:** Lohse reported that the water tower improvements are going smoothly. Welding should be done soon, and the apron is attached for sandblasting. The paint is still expected at the

same time, around September 5<sup>th</sup> or 6<sup>th</sup>. 2) **Thalman Rd:** Lohse reported that Engineer Schleiman is still looking in to GPS data and how Thalman Rd can be fixed.

**City Hall Roof Repair:** Clerk Thorson reported getting a quote for the repair of the damaged shingles. Thorson presented the idea of replacing the entire roof at once instead of just replacing the damaged ones. Council agreed that it was a good idea. Carlson recommended waiting on the quote for the full replacement and to report at the next council meeting.

**Restoration letter:** Mayor Grobeck constructed a letter addressed to the property owners of the “otter’s tail” of Otter Tail Lake. Grobeck stated that the restoration order will not be coming from the DNR. Grobeck stated that the letter is simply telling the property owners to return the breached area to the way it was in 2021. Clerk Thorson mentioned that the work that was done in late October of 2021 was past the timeframe allowed for “ice damage repair”. Clerk Thorson informed council that Julie Aaland from the DNR has meet with Brad Carr about the damage from this springs high water levels. The reason the DNR aren’t putting any restoration orders in place is because they cannot say that it was in fact from the alterations done in October of 2021 or spring melt. It was discussed and agreed that the letter should only site Ottetail City’s ordinances and not Otter Tail County Shoreland Management. It was also mentioned that the city should follow up with Julie to make sure things are being done properly and in an orderly fashion. The restoration should be completed by January 1<sup>st</sup>, 2023. Motion made by Hill to approve sending out the letter after revisions are made by Clerk Thorson. Seconded by Carlson; all voted, carried.

### **NEW BUSINESS:**

**Business Improvement Funds:** Funds donated by Kenny Nelson are now available through West Central Initiative for business improvements. There are 3 different loans available. The city has received it’s first application from Williams Company to replace their siding. A motion was made by Windey to approve the application and distribute funds after all required paperwork is received from Williams Company, seconded by Hill; all voted, motion carried.

**Request for Private Well:** Will McGregor has requested the council approve of him placing a deep well on his property. The well is used for his geothermal cooling system. He currently has a sand point well, but it is not deep enough. Will guaranteed it will not be hooked up to city water. Carlson made a motion to approve the placement of the well, seconded by Grimes; all voted, motion carried.

**Happy Acres:** Barry Fabian has shown interest in purchasing a lot in Happy Acres. He is unsure of at this time if he is able to make it her permanent home because of work restrictions. He is willing to apply for Otter Tail County & Ottetail City Big Build Tax Abatement program. Motion to approve purchase of lot 8 for \$1 with special specifications made by Carlson. Seconded by Hill; all voted, motion carried.

**City Shed:** Dave Waldon presented a plan to divide up the shared shed for storage that will allow the Ottetail’s Rod and Gun Club more room for pull tabs. Dave also mentioned using the city’s old shed for additional storage. Clerk Thorson mentioned the city’s auditor, Brian Koehn advised to have an amount for the utilization of city’s property from the Lion’s Club and the Rod and Gun Club. Hill made a motion

to approve the proposed changes to the shared storage shed and for Clerk Thorson to create new leases for both parties. Seconded by Carlson; all voted, motion carried.

**ZONING:**

- 2022-38 | 211 Main St W – Blacktop Parking Lot
- 2022-39 | 102 Long Blvd – 20’ x 12’ Shed
- 2022-40 | 520 Three Lakes Rd – Concrete Driveway
- 2022-41 | 117 Lynn Rd – Blacktop Driveway
- 2022-42 | 115 West Ave – Blacktop Driveway
- 2022-43 | 100 Thalmann Rd – Addition on Storage Building
- 2022-44 | 206 Cozy Oak Dr E – Shed

**CORRESPONDENCE/MEETINGS/TRAINING/FYI-REMINDERS:**

Clerk Thorson presented Council with OHWL Reports received from the DNR for lakes; Long, Portage, and Donalds.

City Ordinance §92.35-§92.43 Weed Ordinance was presented to council for a review.

Thorson shared a letter from City Attorney Sam Felix on the closing of the opening referred to as “Un-natural Cut”

Curbs in Downtown Ottertail will be painted by Coordinator Lohse and Clerk Thorson on August 23, 2022.

Grimes made a motion for the meeting to be adjourned at 7:17 PM, Hill seconded the motion, all voted; motion carried.

Respectfully,

s/s \_\_\_\_\_  
Amanda Thorson  
Clerk-Treasurer  
(written by Nessa Burlingame)

s/s \_\_\_\_\_  
Ron Grobeck  
Mayor