

**COUNCIL MEETING MINUTES
LIBRARY MEDIA CENTER
REGULAR MEETING
412 2nd Street, Ortonville, MN
Monday, March 19, 2018
5:00 P.M.**

CALL TO ORDER AND ROLL CALL:

Mayor Hausauer called the Regular Meeting to order at 5:00 P. M. Roll Call was taken with the following present: Sykora, M. Dorry, Hausauer, Berger, Radermacher, Roggenbuck. Absent: J. Dorry. Staff present: Charleen Grossman, Susan Lundell, Deb Ellingson, Jason Mork, Scott Huizenga, Sam Berger, Jesse Roscoe, Vicki Oakes, David McLaughlin. Media: Mike Swenson (Independent). Also: Tom Oakes.

AGENDA AMENDMENTS:

None.

A motion was made by Berger and seconded by Radermacher and passed unanimously to approve the agenda as presented.

PUBLIC PARTICIPATION AND CORRESPONDENCE:

a. Dave McLaughlin-Keith Adelman Property-437 2nd Street SE

1. Keith Adelman Property-Non-Conforming Use

A discussion was held regarding the Keith Adelman property at 437 2nd Street SE located in the B-2 General Business District. This property changed from Residential to Commercial some years ago and according to City ordinances it cannot go back to Residential. It was reported that it is now being used as a residential property. City Attorney David McLaughlin will contact the property owner and request they abide by City ordinances.

2. Water Hook-Ups

Real Estate Agent Tom Oakes stated he has a prospective home buyer who was questioning whether or not he had to hook up to City water as the house he is proposing to buy has a private well. City Attorney McLaughlin stated that City ordinances require all city residents to be connected to the municipal water supply system. No action taken.

CONSENT AGENDA:

Mayor Hausauer asked if there were any additions, corrections, or deletions to be made to the Consent Agenda.

- a. *Approve Minutes Regular Council Meeting-02-20-18
- b. *Approve EDA Minutes-01-08-18
- c. *Approve Street-Utility Minutes-03-14-18
- d. *Approve Temporary On-Sale Liquor License-BS Lake VFW Post 3964-April 6-National Guard Armory
- e. *Advertise for Sealcoat Bids
- f. *Advertise for Quotes-Bituminous, Class 5, Pit Run, Sidewalk Removal, Curb & Gutter Removal, Sidewalk Installation, C & G Installation

A motion was made by M. Dorry and seconded by Berger and passed unanimously to approve the Consent Agenda as presented.

PUBLIC HEARINGS:

None.

ACCEPTANCE OF BOARD AND COMMITTEE MINUTES AND, WHERE NECESSARY, COUNCIL ACTION ON THEIR RECOMMENDATIONS:

- a. *Approve EDA Minutes-01-08-18
- b. *Approve Street-Utility Minutes-03-14-18
- 1. Fish Cleaning Station

A discussion was held regarding the repair or replacement of the inoperable fish cleaning station. Replacing the motor and controls would cost \$4,600.00. Council Member Radermacher stated the Corp of Engineers has a used unit the City could have if no one in their district claims it first.

M. Dorry made a motion to deny the request for fish cleaning station repair or replacement. There being no second the motion died.

The Council will make a decision once it is known whether or not the used Corp of Engineer's fish cleaning station is available.

- 2. Amend Snow Removal Ordinance

The Council discussed a recent issue with city billing for residential sidewalk snow removal. Residents complained the snowfall was minimal and the cost of removal by the City crew should not have been billed out. Consensus was to amend the City ordinance to read that snow shall be removed from residential sidewalks within 48 hours when there is a 3" or more snowfall.

A motion was made by M. Dorry and seconded by Berger and passed unanimously to approve the 1st reading of Ordinance 18-01 AN ORDINANCE AMENDING 95.02 REMOVAL OF SNOW, ICE AND THE LIKE, SECTION (A) Duties of Owners and Occupants AND AMENDING 94.18 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY, SECTION (A) Snow and Ice Removal.

- 3. Approve Reimbursement-Sidewalk Snow Removal Fees

Sykora moved and Radermacher seconded that the following Resolution be adopted:

**RESOLUTION 18-25
RESOLUTION AUTHORIZING REIMBURSEMENT OF RESIDENTIAL SNOW
REMOVAL FEES**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to authorize the reimbursement of Residential sidewalk snow removal fees collected in the beginning of the 2018 winter season.

Upon roll call vote the following voted Aye: Sykora, M. Dorry, Hausauer, Berger, Radermacher, Roggenbuck. Nay: None.

Resolution 18-25 passed this 19th day of March 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

STAFF REPORTS:

Golf Course Superintendent Jesse Roscoe asked the Council to consider the purchase of a used greens mower. Jesse will check on prices for a used mower and for the cost of leasing a mower. No action taken.

NEW BUSINESS:

- a. *Approve Temporary On-Sale Liquor License-BS Lake VFW Post 3964-April 6-National Guard Armory
- b. *Advertise for Sealcoat Bids
- c. *Advertise for Quotes-Bituminous, Class 5, Pit Run, Sidewalk Removal, Curb & Gutter Removal, Sidewalk Installation, C & G Installation
- d. Resolution Hiring Clinton Dale-Deputy Clerk/Utility Billing Clerk-Effective April 2-Grade 4-Step 4

M. Dorry moved and Berger seconded that the following Resolution be adopted:

**RESOLUTION 18-26
RESOLUTION HIRING CLINTON DALE AS DEPUTY CLERK/UTILITY BILLING
CLERK**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Clinton Dale as Deputy Clerk/Utility Billing Clerk as of April 2, 2018 at Grade 4 Step 4.

Upon roll call vote the following voted Aye: Sykora, M. Dorry, Hausauer, Berger, Radermacher, Roggenbuck. Nay: None.

Resolution 18-26 passed this 19th day of March 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

- e. Resolution Hiring Gina Nelsen-Swimming Pool Director-Effective March 20-Step 8-Seasonal Wage Schedule

Berger moved and Hausauer seconded that the following Resolution be adopted:

RESOLUTION 18-27
RESOLUTION HIRING GINA NELSEN AS SWIMMING POOL DIRECTOR

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Gina Nelsen as Swimming Pool Director as of March 20, 2018 at Step 8 Seasonal Wage Schedule.

Upon roll call vote the following voted Aye: Sykora, M. Dorry, Hausauer, Berger, Radermacher, Roggenbuck. Nay: None.

Resolution 18-27 passed this 19th day of March 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

- f. Resolution Hiring Alisha Ross-Asst Swimming Pool Director-March 20-Step 8-Seasonal Wage Schedule

Hausauer moved and Radermacher seconded that the following Resolution be adopted:

RESOLUTION 18-28
RESOLUTION HIRING ALISHA ROSS AS ASSISTANT SWIMMING POOL DIRECTOR

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Alisha Ross as Assistant Swimming Pool Director as of March 20, 2018 at Step 8 Seasonal Wage Schedule.

Upon roll call vote the following voted Aye: Sykora, Hausauer, Berger, Radermacher, Roggenbuck. Abstain: M. Dorry. Nay: None.

Resolution 18-28 passed this 19th day of March 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

- g. Resolution Hiring Hannah Strei-Asst Swimming Pool Director-March 20-Step 8-Seasonal Wage Schedule

M. Dorry moved and Roggenbuck seconded that the following Resolution be adopted:

**RESOLUTION 18-29
RESOLUTION HIRING HANNAH STREI AS ASST SWIMMING POOL
DIRECTOR**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Hannah Strei as Assistant Swimming Pool Director as of March 20, 2018 at Step 8 Seasonal Wage Schedule.

Upon roll call vote the following voted Aye: Sykora, M. Dorry, Hausauer, Berger, Radermacher, Roggenbuck. Nay: None.

Resolution 18-29 passed this 19th day of March 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

- h. Resolution Hiring Joshua Berger-Seasonal Park Worker-April 16-Step 5 of Seasonal Wage Schedule

M. Dorry moved and Sykora seconded that the following Resolution be adopted:

**RESOLUTION 18-30
RESOLUTION HIRING JOSHUA BERGER AS SEASONAL PARK WORKER**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Joshua Berger as Seasonal Park Worker as of April 16, 2018 at Step 5 Seasonal Wage Schedule.

Upon roll call vote the following voted Aye: Sykora, M. Dorry, Hausauer, Radermacher, Roggenbuck. Abstain: Berger. Nay: None.

Resolution 18-30 passed this 19th day of March 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

- i. Northridge Recommendation
A discussion was held regarding the pros and cons of taking ownership of the OAHS Nursing Home building. Information was given regarding demolition costs and costs for rehabbing the building for City use. No action taken.
- j. Resolution Declaring Sufficiency of Petition-Setting Public Hearing-Vacation of Alley Commenced by Petition

M. Dorry moved and Sykora seconded that the following Resolution be adopted:

RESOLUTION NO. 18-31

A RESOLUTION DECLARING SUFFICIENCY OF PETITION AND SETTING A PUBLIC HEARING ON A VACATION COMMENCED BY A PETITION OF A MAJORITY OF ABUTTING LANDOWNERS

WHEREAS, a petition signed by the majority of property owners abutting the Alley between Lot 5 and the Northwesterly 30' of Lot 4, Block 10, Cliff's Addition to the City of Ortonville

AND the southerly 75' of Lot 6, Block 9, Cliff's Addition in the city of Ortonville was received by the City Clerk on the 12th day of March, 2018; and

WHEREAS, the petition requested that the City Council pursuant to Minnesota Statute §412.851 vacate an alley legally described as:

The alley between Lot 5 and the Northwesterly 30' of Lot 4, Block 10, Cliff's Addition to the City of Ortonville AND the southerly 75' of Lot 6, Block 9, Cliff's Addition in the City of Ortonville

WHEREAS, the City Clerk has reviewed and examined the signatures on said petition and determined that such signatures constitute a majority of the landowners abutting upon the alley to be vacated; and

WHEREAS, a copy of said petition is attached hereto.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ORTONVILLE, MINNESOTA AS FOLLOWS:

The City Council will consider the vacation of such alley and a public hearing shall be held on such proposed vacation on the 16th day of April, 2018, before the City Council in the Library Media Center located at 412 2nd Street NW at 5:00 P.M. and

BE IT FURTHER RESOLVED that the City Clerk is hereby directed to give published, posted and mailed notice of such hearing as required by law.

Upon roll call vote the following voted Aye: Sykora, Hausauer, Berger, Radermacher, Roggenbuck. Abstain: M. Dorry. Nay: None.

Resolution 18-31 passed this 19th day of March 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

UNFINISHED BUSINESS:

None.

CONSIDERATION OF BILLS:

a. Approve Expenditures-From 03-05 Meeting

A motion was made by Sykora and seconded by Berger and passed unanimously to ratify that the bills due at the March 5, 2018 meeting were paid.

b. Approve Expenditures-Current

A motion was made by Roggenbuck and seconded by M. Dorry and passed unanimously to approve the bills as presented.

NEW ACTIONS:

None.

ADJOURNMENT:

Meeting adjourned at 6:12 P.M.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator