

A COUNCIL MEETING MINUTES
Ortonville Community Center
Library Media Center
412 2nd St. N.W., Ortonville, MN
Monday, December 17, 2018
5:00 P.M.

CALL TO ORDER AND ROLL CALL:

Mayor Gene Hausauer called the Regular Meeting to order at 5:00 P. M. Roll Call was taken with the following present: J. Dorry, M. Dorry, Berger, Radermacher and Roggenbuck. Absent: Sykora. Staff present: Charleen Grossman, Deb Ellingson, Jason Mork, Scott Huizenga and Sam Berger. Media: Mike Swenson. Also: Mary Hillman, Joseph Glasrud.

AGENDA AMENDMENTS: Add: 10. j. Appointment to Park Board

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

PUBLIC PARTICIPATION AND CORRESPONDENCE:

a. Mary Hillman from the Big Stone Lake Area Chamber presented to the council that TRAM will be returning to Ortonville July 23-25, 2019. The bike ride is now called Bike MS. They anticipate approximately 500-600 riders for this event. Mary will keep the council informed on any updates.

CONSENT AGENDA:

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

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

6. a. Approve Minutes Regular Council Meeting 12-3-18

10. a. Resolution Approving Collection Agency/Unpaid Utility Bills

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

RESOLUTION 18-109
RESOLUTION APPROVING COLLECTION AGENCY/UNPAID UTILITY
BILLS-\$6,585.14

BE IT AND IT IS HEREBY RESOLVED that the properties as listed on file in the Office of the Clerk/Administrator be submitted to the Collection Agency for unpaid utility bills in the amount of \$6,585.14.

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

Resolution 18-109 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10. b. Resolution Approving Levied Accounts/Unpaid Mdse & Labor Bills

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

RESOLUTION 18-110
RESOLUTION APPROVING LEVIED ACCOUNTS/UNPAID MDSE & LABOR
BILLS-\$4,330.25

BE IT AND IT IS HEREBY RESOLVED that the properties as listed on file in the Office of the Clerk/Administrator be levied for unpaid MDSE & Labor bills in the amount of \$4,330.25.

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

Resolution 18-110 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10. c. Resolution Approving Levied Accounts/Unpaid Utility Bills

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

RESOLUTION 18-111
RESOLUTION APPROVING LEVIED ACCOUNTS/UNPAID UTILITY BILLS-
\$4,594.37

BE IT AND IT IS HEREBY RESOLVED that the properties as listed on file in the Office of the Clerk/Administrator be levied for unpaid utility bills in the amount of \$4,594.37

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

Resolution 18-111 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10. d. Task Order-Apex Engineering-Water Tower

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

RESOLUTION 18-112
RESOLUTION APPROVING AGREEMENT BETWEEN CITY OF ORTONVILLE
AND APEX ENGINEERING GROUP, INC. FOR PROFESSIONAL SERVICES-
TASK ORDER EDITION DATED DECEMBER 17, 2018

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to authorize the Mayor to enter into a Task Order Agreement dated December 17, 2018 with Apex Engineering Group, Inc. for professional services for the Water Tower Rehabilitation.

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

Resolution 18-112 passed this 17th day of December 2018.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10. e. Big Stone County Attorney Service Agreement

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

RESOLUTION 18-113
RESOLUTION APPROVING PURCHASE OF SERVICES AGREEMENT
BETWEEN THE CITY OF ORTONVILLE AND BIG STONE COUNTY FOR
PROSECUTION SERVICES

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to authorize the Mayor and Clerk-Administrator to enter into a Purchases of Services Agreement with Big Stone County for prosecution of misdemeanor, gross misdemeanor and ordinance violations within the City at a sum of \$110.00/Hour with the term of the agreement being from January 1, 2019 through December 31, 2019.

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

Resolution 18-113 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10.f. Appointment of Shane Ayres to the EDA Board

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

**RESOLUTION 18-114
RESOLUTION APPOINTING SHANE AYRES TO THE ECONOMIC
DEVELOPMENT BOARD**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to appoint Shane Ayres to the Economic Development Board for a term of 6 years.

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

Resolution 18-114 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10. g. Accepting Cody Hiepler Resignation

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

**RESOLUTION 18-115
RESOLUTION ACCEPTING RESIGNATION OF CODY HIEPLER**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to accept the resignation of Cody Hiepler from the position as a Full-Time Police Officer effective December 26, 2018 but continuing as a part-time police officer.

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

Resolution 18-115 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

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

8. a. Approve Minutes Planning & Zoning 12-4-8
1. Resolution Approve Findings of Fact of Conditional Use Permit for Brittany Heck

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

**RESOLUTION 18-116
RESOLUTION APPROVING FINDINGS OF FACT AND RECOMMENDATIONS
FOR THE BRITTANY HECK HAIR SALON CONDITIONAL USE PERMIT
APPLICATION**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville, Minnesota to find as stated in section 150.268 of the City's Zoning Ordinance that the Conditional Use Permit Application from Brittany Heck does meet the minimum requirements of the City Ordinances and therefore the City Council finds that the issue of public health, safety and welfare have been adequately addressed and were found to be in compliance with all City requirements. The City Council adopts the Findings of Fact and hereby approves the issuance of Conditional Use Permit #18-01 to Brittany Heck for a Hair Salon to be located at 776 Highland Highway.

Upon roll call vote the following voted Aye: J. Dorry, M. Dorry, Hausauer, Roggenbuck and Radermacher. Abstained: Berger.

Resolution 18-116 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

8. b. EDA Meeting Minutes 12-11-18

1. Moving of EDA Office to the lower level of the Community Center as of February 1, 2019.

A motion was made by Berger and seconded by J. Dorry and passed unanimously to approve the move of the EDA office to the lower level of the Community Center.

8. c. Street-Utility Meeting Minutes 12-12-18

8. d. Police Commission Minutes 12-12-18

1. Hiring of Cody Hager as Police Officer

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

RESOLUTION 18-117

RESOLUTION HIRING CODY HAGER AS A FULL-TIME POLICE OFFICER

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Cody Hager as a full-time Police Officer at Grade 6, Step 1 contingent upon them completing a one-year probationary period.

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

Resolution 18-117 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

STAFF REPORTS: Scott reported that the Skating Rink may not be open by Christmas due to the warm temperatures.

NEW BUSINESS:

10. h. Listing Contract with Shady Oak Realty-After reviewing the contract, David McLaughlin suggested it should state that a purchaser should re-convey the property to the City of

Ortonville if they do not commence construction on the property within 12 months and finish it within 2 years.

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

RESOLUTION 18-118
RESOLUTION APPROVING A LISTING CONTRACT WITH SHADY OAK
REALTY ON THE FAIRWAY VIEW LOTS

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve Shady Oak Realty contract for the sales of the Fairway View Lots pending City Attorney approval.

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

Resolution 18-118 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10.i. Sue Lundell-Temporary Employment

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

RESOLUTION 18-119
RESOLUTION APPROVING HIRING SUSAN LUNDELL ON A TEMPORARY
BASIS FOR CITY OFFICE DUTIES

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Susan Lundell on a temporary basis for City Office Duties at a Grade 6, Step 11.

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

Resolution 18-119 passed this 17th day of December 2018.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk Administrator

10. j. Appointment to Park Board

Hausauer moved and J. Dorry seconded that the following Resolution be adopted:

RESOLUTION 18-120
RESOLUTION APPOINTING MATT FELLOWS TO THE PARK BOARD

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to appoint Matt Fellows to the Park Board for a 3 year term.

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

Resolution 18-120 passed this 17th day of December 2018.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

UNFINISHED BUSINESS: NONE

CONSIDERATION OF BILLS:

Approve Expenditures

A motion was made by Berger and seconded by Radermacher and passed unanimously to approve the bills.

EXECUTIVE SESSION: NONE

ADJOURNMENT:

Meeting adjourned at 5:25 P.M.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator