

**A COUNCIL MEETING MINUTES**  
**Library Media Center**  
**412 2<sup>nd</sup> St. N.W., Ortonville, MN**  
**Monday, March 4, 2019**  
**5:00 P.M.**  
**DRAFT**

**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: Char Grossman, Deb Ellingson, Jason Mork, Scott Huizenga, Jesse Roscoe. Media: Mike Swenson. Also: Bob Schlieman, Melissa McMahon, John Hartman, Krista Hartman, Dave McLaughlin, Vicki Bartz, Nicole Lovgren, Kristin Ohm and Dave Rogers.

**AGENDA AMENDMENTS: Add: 4.d.-Vicki Bartz-Library Annual Statistics**  
**Add: 4.e-Kristin Ohm & Nicole Lovgren-Pool Update**

**PUBLIC PARTICIPATION AND CORRESPONDENCE:**

**a. Missy McMahon-4-H Cloverbuds-Working with the organization and looking into overseeing Central Park for a summer project. She was advised to contact the Park Board.**

**b. Bob Schliemann-Civil Engineer**

**1. 2019 Utility & Street Improvements Outline-The plans and specifications are substantially completed in regards to the 2019 Utility & Street Improvements. A proposed schedule has been outlined with an estimated cost of the proposed improvements of \$5,300,000.00.**

**2. Resolution Receiving Report & Ordering Preparation**

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

**RESOLUTION 19-15**  
**RESOLUTION RECEIVING REPORT AND ORDERING PREPARATION OF PLANS**  
**FOR 2019 UTILITY AND STREET IMPROVEMENTS**

WHEREAS, a report has been prepared by Apex Engineering Group, Inc. with reference to the improvement of the following areas:

- Monroe Avenue from 2<sup>nd</sup> Street NW to North Minnesota Street
- Madison Avenue from 2<sup>nd</sup> Street NW to 5<sup>th</sup> Street NW
- Jefferson Avenue from 5<sup>th</sup> Street NW to North Minnesota Street
- Pacific Avenue from Cliff Street to 5<sup>th</sup> Street NW
- North Minnesota Street from Stephens Avenue to Monroe Avenue
- 5<sup>th</sup> Street NW from Pacific Avenue to Madison Avenue
- 4<sup>th</sup> Street NW from Madison Avenue to Monroe Avenue

by making improvements to the sanitary sewer collection system, water distribution system, storm sewer collection system, street, curb and gutter, sidewalk, retaining walls, and adjoining driveways, and this report was received by the council on February 20, 2018 and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible.

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

Apex Engineering Group, Inc. is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

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

Resolution 19-15 passed this 4<sup>th</sup> of March 2019.

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Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk Administrator

### **3. Resolution Approving Plans & Specifications for Advertisement of Bids**

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

#### **RESOLUTION 19-16**

#### **RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2019 UTILITY AND STREET IMPROVEMENTS**

WHEREAS, pursuant to a resolution passed by the council, Apex Engineering Group, Inc. has prepared plans and specifications for Improvements to the following areas:

- Monroe Avenue from 2<sup>nd</sup> Street NW to North Minnesota Street
- Madison Avenue from 2<sup>nd</sup> Street NW to 5<sup>th</sup> Street NW
- Jefferson Avenue from 5<sup>th</sup> Street NW to North Minnesota Street
- Pacific Avenue from Cliff Street to 5<sup>th</sup> Street NW
- North Minnesota Street from Stephens Avenue to Monroe Avenue
- 5<sup>th</sup> Street NW from Pacific Avenue to Madison Avenue
- 4<sup>th</sup> Street NW from Madison Avenue to Monroe Avenue

by making improvements to the sanitary sewer collection system, water distribution system, storm sewer collection system, street, curb and gutter, sidewalk, retaining walls, and adjoining driveways and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for at least 3 weeks, shall specify the work to be done, shall state that bids will be received by the clerk until 2 p.m. on Thursday, April 4, 2019, at which time they will be publicly opened in the council chambers of the city hall by the city clerk and engineer, will then be tabulated, and will be considered by the council at 5 p.m. on Monday, April 15, 2019, in the council chambers at the library media center. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for five (5) percent of the amount of such bid.

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

Resolution 19-16 passed this 4<sup>th</sup> day March 2019.

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Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk Administrator

#### **4. Resolution Receiving Report & Calling Hearing**

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

#### **RESOLUTION 19-17**

#### **RESOLUTION RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT FOR 2019 UTILITY AND STREET IMPROVEMENTS**

WHEREAS, a report has been prepared by Apex Engineering Group, Inc. with reference to the

improvement of Utility, Street, and Drainage Improvements to the following areas:

- Monroe Avenue from 2<sup>nd</sup> Street NW to North Minnesota Street
- Madison Avenue from 2<sup>nd</sup> Street NW to 5<sup>th</sup> Street NW
- Jefferson Avenue from 5<sup>th</sup> Street NW to North Minnesota Street
- Pacific Avenue from Cliff Street to 5<sup>th</sup> Street NW
- North Minnesota Street from Stephens Avenue to Monroe Avenue
- 5<sup>th</sup> Street NW from Pacific Avenue to Madison Avenue
- 4<sup>th</sup> Street NW from Madison Avenue to Monroe Avenue

by making sanitary sewer collection system, water distribution system, storm sewer collection system, street, curb and gutter, sidewalk, and retaining wall improvements, and this report was received by the council on February 20, 2018 and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

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

1. The council will consider the improvement of such project areas in accordance with the report and the assessment of abutting and/or benefitting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$5,300,000.
2. A Public hearing shall be held on such proposed improvement on the 11th day of April, 2019, at the Ortonville Senior Community Center located at 200 Monroe Avenue, Ortonville, MN at 5:30 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

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

Resolution 19-17 passed this 4<sup>th</sup> day of March 2019.

APPROVED:

ATTEST:

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 Gene Hausauer  
 Mayor

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 Charleen Grossman  
 Clerk Administrator

**c. DaveRogers-Possible Sale of Northridge-A preliminary purchase offer of \$110,000.00 from Shady Oak was presented to the council with a 14 day inspection period with a**

**closing date of March 27<sup>th</sup>. It would exclude the access road to the softball field and park behind Northridge.**

**d. Vicki Bartz-Ortonville Public Library 2018 Annual Statistics**

**e. Kristin Ohm & Nicole Lovgren-Pool Committee-They have raised \$20,000.00 so far for the pool upgrading and was wondering where does the council sit or fit in on the idea of a new pool. They are working on applying for grant monies and working with different organizations on raising funds. They were advised that they have full council support.**

**CONSENT AGENDA: NONE**

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

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

6. a.\*Approve Minutes Regular Council Meeting 2/19/19

**ACCEPTANCE OF BOARD AND COMMITTEE MINUTES AND, WHERE NECESSARY, COUNCIL ACTION ON THEIR RECOMMENDATIONS: NONE**

**STAFF REPORTS:**

**NEW BUSINESS:**

10. a.\*Advertise Summer Rec Director Position Internally & Externally

10. b.\*Advertise Part-Time Parks Position

10. c. Decide on Design for Water Tower

A motion was made by Berger and seconded by J. Dorry and passed unanimously to recommend Design #1 for the watertower.

10. d. Accept Resignation of Jesse Folk from the Ortonville Fire Dept. and Relief Association as of January 25, 2019.

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

**RESOLUTION 19-18  
RESOLUTION ACCEPTING RESIGNATION OF JESSE FOLK FROM THE  
ORTONVILLE FIRE DEPT & RELIEF ASSOCIATION**

**BE IT AND IT IS HEREBY RESOLVED** by the Council of the City of Ortonville to accept the resignation of Jesse Folk from the position of the Ortonville Fire Dept. and Relief Association effective January 25, 2019.

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

Resolution 19-18 passed this 4<sup>th</sup> day of March 2019.

APPROVED:

ATTEST:

\_\_\_\_\_  
Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk-Administrator

10. e. Hiring of Police Officer Dillion Gulbrandson

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

**RESOLUTION 19-19  
RESOLUTION HIRING DILLION GULBRANDSON AS A FULL-TIME  
POLICE OFFICER**

**BE IT AND IT IS HEREBY RESOLVED** by the Council of the City of Ortonville to hire Dillion Gulbrandson 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 19-19 passed this 4<sup>th</sup> day of March 2019.

APPROVED:

ATTEST:

\_\_\_\_\_  
Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk Administrator

**UNFINISHED BUSINESS: NONE**

**CONSIDERATION OF BILLS:**

Approve Expenditures

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

**EXECUTIVE SESSION: NONE**

**ADJOURNMENT:**

Meeting adjourned at 6:05 P.M.

APPROVED:

ATTEST:

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Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk Administrator