

COUNCIL MEETING MINUTES
Library Media Center
412 2nd Street NW, Ortonville, MN
Monday, November 15, 2021
5:00 P.M.

CALL TO ORDER AND ROLL CALL: Mayor Hausauer called the meeting to order at 5:00 P. M. Roll Call was taken with the following present: J. Dorry, Sykora, M. Dorry, Berger, Radermacher and Karels. Absent: None. Staff present: Char Grossman, Deb Ellingson, Scott Huizena, Jason Mork and Sam Berger. Media: Mike Swenson. Other: Bob Schlieman, Vicki Bartz, Bill Powell and Artie Arndt.

AGENDA AMENDMENTS: Pull: 10.b. Audit Agreement

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

PUBLIC PARTICIPATION AND CORRESPONDENCE:

4.a. Vicki Bartz-Head Librarian

Vicki would like to change the hours of the library over the winter months from 11 am – 7 pm to 10 am – 6pm Monday thru Thursday. The Friday and Saturday hours will remain the same from noon – 7 pm. Council approved of the change.

4.b. Bob Schlieman

4.b.1. Resolution Adopting Assessments

Bob summarized and submitted the letters of the assessments of some concerned citizens that he had received through written objections of which the council considered. After much discussion the council agreed to remove parcel number 22-1382-000 from the assessment roll as the parcel is considered to be non-buildable and therefore no assessments will be allocated on this parcel.

A motion was made by Karels and seconded by Sykora with M. Dorry abstaining and passed for the removal of parcel number 22-1382-000 for no assessments to be allocated on this property.

Parcel number 22-1433-00 is currently undeveloped and has no structures on it, so the council decided to defer the special assessments on that parcel as well. The council will adopt the following resolution as presented per the review and approval of the city attorney.

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

RESOLUTION 21-99
Resolution Adopting Assessment
2019 Utility and Street Improvements
City of Ortonville, Minnesota

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment for the improvement of the following areas:

- Monroe Avenue from 2nd Street NW to North Minnesota Street
- Madison Avenue from 2nd Street NW to 5th Street NW
- Jefferson Avenue from 5th Street NW to North Minnesota Street
- Pacific Avenue from Cliff Street to 5th Street NW
- North Minnesota Street from Stephens Avenue to Monroe Avenue
- 5th Street NW from Pacific Avenue to Madison Avenue
- 4th 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 amended such proposed assessment as it deems just.

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

1. Such proposed assessment as amended, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
2. Such assessment shall be payable in equal annual installments extending over a period of 20 years, the first of the installments to be payable on or before the first Monday in January 2022, and shall bear interest at the rate of 2.00 percent per annum starting January 1, 2022. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.
3. The first installment of special assessments to undeveloped properties shall be deferred in whole until the property is sold, ownership of the property changes, the property is improved by the construction of a building, or ten (10) years pass from the date the council adopts the assessment roll. Interest on deferred assessments shall be forgiven through December 31st of the year before the first installment becomes due.
4. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid on or before December 31, 2021; and he/she may, at any time thereafter, pay to the city treasurer the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.

5. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

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

Resolution 21-99 passed this 15th day of November 2021.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

4.b.2. Amendment to Wellhead Protection Plan

Public water suppliers are required to update their Wellhead Protection Plan at, or about, every 10 years. A draft amendment to Wellhead Protection Plan has been prepared for the City of Ortonville to local units of government for review and comment. A motion was made by Berger and seconded by J. Dorry and passed to hold a public hearing on the city's amendment to the plan on Monday, December 6th at 5:30 p.m.

Artie Arndt and West-Con are requesting that the city schedule a public hearing to consider the vacating of Ingersoll Street. A motion was made by Berger and seconded by J. Dorry with M. Dorry abstaining and passed to hold a Public Hearing on December 20th at 5:30 P.M.

CONSENT AGENDA:

Mayor 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 Karels and passed unanimously to approve the Consent Agenda as presented.

APPROVAL OF MINUTES:

6.a.*Approve Minutes Regular Council Meeting 11/1/21

A motion was made by Berger and seconded by Karels and passed to approve the council minutes of 11/1/21.

PUBLIC HEARINGS:

7.a. None.

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

8.a.*Public Hearing Meeting 11/4/21

8.b.*Park Board Meeting Minutes 11/4/21

8.b.1. Recommendation to nominate Meredith Semel to Park Board

A motion was made by Berger and seconded by Karels and passed unanimously for Meredith Semel's appointment to the Park Board.

STAFF REPORTS:

9.a. No report.

NEW BUSINESS:

10.a.*Resolution Approving Polling Place

Berger moved and Karels seconded that the following resolution be adopted:

**RESOLUTION 21-100
RESOLUTION APPROVING THE ANNUAL DESIGNATION POLLING PLACE**

WHEREAS, the City of Ortonville has determined that the annual designation polling place will serve the public's interest for future elections.

NOW THEREFORE BE IT RESOLVED, that the City of Ortonville has approved designating the official election polling place at the Armory Building located at 309 Madison Avenue, City of Ortonville for Precinct 1 and Mail Ballot Precinct 2 located at Big Stone County Auditor's Office, 20 2nd Street SE, City Of Ortonville for State and Federal Elections.

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

Resolution 21-100 passed this 15th day of November 2021.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10.b. Pulled:*Resolution Approving CliftonLarsonAllen Auditing Agreement-\$19,950.00

10.c.*Midco Agreement

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

**RESOLUTION 21-101
RESOLUTION APPROVING THE RENEWAL SERVICE AGREEMENT WITH
MIDCONTINENT COMMUNICATIONS FOR SERVICE AT ORTONVILLE CITY
HALL**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to renew the agreement with Midcontinent Communications for internet services at the City Hall.

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

Resolution 21-101 passed this 15th day of November 2021.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

10.d.*Gambling Permit-Healthcare Foundation 4/23/21

10.e.*Lease Agreement-State of Minnesota

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

RESOLUTION 21-102
RESOLUTION APPROVING LEASE AGREEMENT WITH THE DEPARTMENT
OF PUBLIC SAFETY, DRIVER & VEHICLE SERVICES AND CITY OF
ORTONVILLE

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve a lease agreement between the Department of Public Safety and City of Ortonville for the use of the Community Center premises for the drivers exam station for (3) three years (6) months commencing January 1, 2022 through June 30, 2025, at a rental fee of \$150/a quarter for a total of \$600.00/a year.

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

Resolution 21-102 passed this 15th day of November 2021.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

10.f. Police Dept. Workstation Proposals

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

RESOLUTION 21-103
RESOLUTION APPROVING PURCHASE OF NEW WORKSTATIONS, CHAIRS
AND CONFERENCE TABLE FROM OFFICE PEEPS QUOTE OF \$15,542.25
PLUS 3.2% INCREASE OCT. 1ST FOR THE PUBLIC SAFETY BUILDING

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to purchase new work stations, chairs and conference table from Office Peeps quote of \$15,542.25 plus 3.2% increase Oct. 1st for the Police Department at the Public Safety building.

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

Resolution 21-103 passed this 15th day of November 2021.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

UNFINISHED BUSINESS:

11.a.

CONSIDERATION OF BILLS:

Approve Expenditures-11/15/21

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

RESOLUTION 21-104
RESOLUTION APPROVING EXPENDITURES OF 11/15/21

BE IT AND IT IS HEREBY RESOLVED that the expenditures as listed in the Council report and on file at the City Clerk's Office in the amount of \$106,343.84 to be paid.

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

Resolution 21-104 passed this 15th day of November 2021.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

NEW ACTIONS:

EXECUTIVE SESSION:

ADJOURNMENT:

Meeting adjourned at X:XX P.M

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator