

**COUNCIL MEETING MINUTES**  
**Library Media Center**  
**412 2<sup>nd</sup> Street NW, Ortonville, MN**  
**Monday, December 6, 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: Sykora, M. Dorry, Berger, Radermacher and Karels. Absent: J. Dorry. Staff present: Char Grossman, Deb Ellingson, Scott Huizenga, Jason Mork, Sam Berger, Jesse Roscoe and Vicki Oakes. Media: Mike Swenson. Other: Bob Schlieman, Julie Rayman, John Sovell, Linda Sovell, Steven Fliflet, Ken Kuefler, Bev Kuefler, Bill Powell, Jennifer Thymian and Nick Thymian.

**AGENDA AMENDMENTS: Add: 10.e and 10.f. INCONTROL PROPOSALS**

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

**PUBLIC PARTICIPATION AND CORRESPONDENCE:**

**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 Sykora and passed unanimously to approve the Consent Agenda as presented.

**APPROVAL OF MINUTES:**

6.a.\*Approve Minutes Regular Council Meeting 11/15/21

A motion was made by Berger and seconded by Sykora and passed to approve the council minutes of 11/15/21.

**PUBLIC HEARINGS:**

7.a. 5:30 PM-Wellhead Protection Plan

A motion was made by Berger and seconded Sykora and passed unanimously directing the submission of the final Plan to the Minnesota Department of Health for state agency review.

7.b. 6:00 PM-2022 Budget & Levy Meeting

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

8.a.\*Street-Utility Meeting Minutes 11/15/21

8.a.1. Recommendation for Fault Wizard

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

**RESOLUTION 21-105**  
**RESOLUTION APPROVING THE PURCHASE OF A FAULT WIZARD FOR**  
**\$10,095.00 FOR THE ELECTRICAL DEPARTMENT**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the purchase of a fault wizard for \$10,095.00 for the electrical department.

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

Resolution 21-105 passed this 6th day of December 2021.

APPROVED:

ATTEST:

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Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk-Administrator

8.a.2. Recommendation for Hydraulic Arm

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

**RESOLUTION 21-106**  
**RESOLUTION APPROVING THE PURCHASE OF A HYDRAULIC ARM FOR THE**  
**VAC TRAILER FOR \$13,600.00**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the purchase of a hydraulic arm for the vac trailer for 13,600.00

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

Resolution 21-106 passed this 6<sup>th</sup> day of December 2021.

APPROVED:

ATTEST:

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Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk-Administrator

8.b.\*OAHS Meeting Minutes 10/27/21

8.c.\*OAHS Meeting Minutes 11/12/21

8.d.\*OAHS Financial Summary-October 2021

**STAFF REPORTS:**

9.a. Compliments to the Street crew on getting the Christmas decorations done. They look really nice. The dog park is now completed but will have to keep the gate locked until spring.

**NEW BUSINESS:**

10.a. Change Order for Public Safety Building

A motion was made by M. Dorry and seconded by Berger and passed unanimously to authorize the City Clerk to sign for change orders from Hasslen Construction on the Public Safety Building not to exceed the contingency of \$55,076.00.

10.b.\*Liquor License-Lakeshore Wonders –On Sale, Sunday & 3.2 Off Sale

10.c.\*Resignation from Fire Dept-Bill Schellberg

10.d.\*CliftonLarsonAllen Audit Agreement

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

**RESOLUTION 21-107  
RESOLUTION RETAINING CLIFTON LARSON ALLEN LLP  
FOR 2021 CITY FINANCIAL AUDIT-\$15,950.00 PLUS THE 5% TECHNOLOGY  
FEE**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville that the accounting firm of Clifton Larson Allen LLP is retained to perform the 2021 financial audit for the City of Ortonville in accordance with its engagement letter and that the Mayor and City Clerk/Administrator are hereby authorized to execute necessary documents as amended by the City Attorney to carry out the intent of this resolution. The stated cost of completing the audit is \$15,950.00 plus the 5% technology fee.

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

Resolution 21-107 passed this 6th day of December.

APPROVED:

ATTEST:

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Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk Administrator

10.e. Main Station Control On-Site Startup and Commissioning

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

**RESOLUTION 21-108**  
**RESOLUTION APPROVING THE PROPOSAL FROM INCONTROL FOR**  
**MATERIALS AND SERVICES ON THE MAIN LIFT STATION CONTROL PANEL**  
**ON STARTUP AND COMMISSIONING FOR \$9,600.00**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the proposal from INCONTROL for materials and services on the main lift station control panel on the startup and commissioning for \$9,600.00.

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

Resolution 21-108 passed this 6th day of December 2021.

APPROVED:

ATTEST:

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Gene Hausauer  
Mayor

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Charlene Grossman  
Clerk-Administrator

10.f. Main Lift Station Control Panel Improvements

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

**RESOLUTION 21-109**  
**RESOLUTION APPROVING THE PROPOSAL FROM INCONTROL FOR**  
**IMPROVEMENTS OF THE MAIN LIFT STATION CONTROL PANEL FOR**  
**\$17,465.00**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the proposal from INCONTROL for improvements of the main lift station control panel for \$17,465.00.

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

Resolution 21-109 passed this 6th day of December 2021.

APPROVED:

ATTEST:

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Gene Hausauer

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Charlene Grossman

Mayor

Clerk-Administrator

**UNFINISHED BUSINESS:**

11.a. Electric Rate Study

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

**RESOLUTION 21-110  
RESOLUTION APPROVING MISSOURI RIVER ENERGY SERVICES RATE  
STUDY-\$8,500.00**

WHEREAS, the City of Ortonville wishes to review its current electric utility rates to determine if rate adjustments are necessary, and

WHEREAS, Missouri River Energy Services is proposing to provide such consultative services to the City of Ortonville,

NOW THEREFORE BE IT RESOLVED, that the City of Ortonville, Minnesota hereby hires Missouri River Energy Services to perform an Electric Rate Study, as set forth in the Scope of Services Agreement, for the Ortonville Electric Utility at a cost of \$8,500.00.

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

Resolution 21-10 passed this 6<sup>th</sup> day of December, 2021.

APPROVED:

ATTEST:

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Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk-Administrator

**CONSIDERATION OF BILLS:**

Approve Expenditures-12/6/21

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

**RESOLUTION 21-111  
RESOLUTION APPROVING EXPENDITURES OF 12/6/21**

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 \$303,033.70 to be paid.

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

Resolution 21-111 passed this 6th day of December 2021.

APPROVED:

ATTEST:

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Gene Hausauer  
Mayor

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Charleen Grossman  
City Clerk-Administrator

**NEW ACTIONS:**

**6:00 P.M. Final 2022 Budget & Levy Meeting**

1. Allow Public Input

Mayor Hausauer called the Public Hearing to order at 6:00 P.M.

A discussion was held regarding the final 2022 Budget and Levy. There was testimony from some of the Ortonville residents in regards to their property taxes going up. After the testimony was heard, the public hearing closed at 6:40 P.M.

2. Resolution Approving Final 2022 Budget

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

**RESOLUTION 21-112  
RESOLUTION APPROVING THE FINAL 2022 BUDGET**

WHEREAS, the Property Tax Law requires local governments to adopt and certify to the County Auditor a Final Budget by December 27<sup>th</sup>; and

WHEREAS, the 2022 Final City budget, consisting of \$2,793,451.00 in revenues and \$2,793,451.00 in expenditures, is adopted under the provisions of the Property Tax Law; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ortonville that the City Council does hereby approve the Final 2022 Budget as filed in the office of the City Clerk-Administrator.

Upon roll call vote the following voted Aye: Sykora, M. Dorry, Hausauer, Berger and Karels. Nay: Radermacher.

Resolution 21-112 passed this 6<sup>th</sup> day of December 2021.

APPROVED:

ATTEST:

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

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Charleen Grossman  
Clerk-Administrator

3. Resolution Approving Final 2022 Levy

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

**RESOLUTION 21-113  
A RESOLUTION APPROVING THE FINAL 2021 TAX LEVY,  
COLLECTIBLE IN 2022**

BE IT RESOLVED by the Council of the City of Ortonville, County of Big Stone, Minnesota, that the following sums of money are to be levied for the current year, collectible in 2022, upon the taxable property in the City of Ortonville, for the following purposes:

General Fund:	\$746,795
Library:	\$ 87,661
2019 Street Project:	\$157,006
Public Safety Building:	<u>\$ 93,761</u>
Total Levy:	\$1,085,223

BE IT FURTHER RESOLVED by the Ortonville City Council that a meeting was held on Monday, December 6, 2021 at 6:00 P.M. in the Library Media Center located at 412 2<sup>nd</sup> Street NW at which time the budget and levy were discussed and public input allowed.

The City Clerk-Administrator is hereby instructed to transmit a certified copy of this Resolution to the County Auditor of Big Stone County, Minnesota.

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

Resolution 21-113 passed this 6<sup>th</sup> day of December, 2021.

APPROVED:

ATTEST:

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Gene Hausauer  
Mayor

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Charleen Grossman  
Clerk-Administrator

**EXECUTIVE SESSION:**

**ADJOURNMENT:**  
Meeting adjourned at 7:15 P.M

APPROVED:

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Gene Hausauer  
Mayor

ATTEST:

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Charleen Grossman  
City Clerk-Administrator