

COUNCIL MEETING MINUTES
Library Media Center
412 2nd Street NW, Ortonville, MN
Monday, April 18, 2022
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, Jason Mork, Scott Huizenga, Sam Berger and Jesse Roscoe. Media: Mike Swenson. Other: Terry LaVoi, Bill Powell, Artie Arndt, Samantha Zahn, Mary Reddy, Danny Tuckett and Dave McLaughlin.

AGENDA AMENDMENTS: Take off: 8.b.1. Punch Card Fees & Add: 10.g. Hazardous Waste Collection.

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

PUBLIC PARTICIPATION AND CORRESPONDENCE:

4.a. Mary Reedy-CliftonLarsonAllen Audit

Mary Reddy of CliftonLarsonAllen gave a presentation on the findings of the 2021 City Financial Audit. She stated that there was no disagreements with management about matters that could be significant to the financial statements. Management was most cooperative and helpful.

A motion was made by Berger and seconded by M. Dorry and passed unanimously to approve the Financial Audit by CliftonLarsonAllen for 2021.

4.a.2. Artie Arndt-Drain Tile Extension @ Econo Lodge

Artie came before the council to explain that he has filed for a permit from the Upper Minnesota River Watershed District to level the ditch at the Econo Lodge. He needed to get the adjoining land owners permission to proceed with the project for additional parking. After some discussion on the matter with the city attorney it was decided to have the city engineer look into the matter the next day.

A motion was made by J. Dorry and seconded by Sykora and passed to authorize the city clerk or the mayor to sign the permit upon city engineer approval.

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 3/21/22

A motion was made by Berger and seconded by Karels and passed to approve the council minutes of 3/21/22.

PUBLIC HEARINGS:

7.a.

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

8.a.*Planning & Zoning Meeting Minutes 4/5/22

8.a.1. 1st Reading of Ordinance 22-02, 22-03, 22-04

A motion was made by Radermacher and seconded by Berger and passed unanimously to approve the 1st Reading of Ordinance 22-02, 22-03, & 22-04 the rezoning of certain property in the City of Ortonville from Limited Industrial (I 1) to Highway Business District (B-3).

8.b.*Golf Board Meeting Minutes 4/8/22

8.b.2.*Family Discount increase to \$1150. After April 15th-\$1200.

8.b.3.*Green Fees increase to \$23.00 for 9 holes and \$35.00 for 18 holes.

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

**RESOLUTION 22-43
RESOLUTION APPROVING CHANGES TO THE 2022 GOLF FEES ON THE
FAMILY DISCOUNT FEES & GREEN FEES**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the 2022 Golf Fee Schedule with changes to the family discount fee and the green fees.

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

Resolution 22-43 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

8.b.1. *Punch Card Fee Increased to \$175.00

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

RESOLUTION 22-44
RESOLUTION APPROVING THE INCREASE CHANGE OF PUNCH CARD
FEES FROM \$150 TO \$175

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the 2022 Golf Fee Schedule with the increase of a punch card from \$150 to \$175.

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

Resolution 22-44 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

8.c.* Park Board Meeting Minutes 4/7/22

8.c.1. Recommendations:

> Decontamination Station

A motion was made by Karels and seconded by Berger and passed unanimously to pursue the contribution from the AIS Board of \$30,000 for a Decontamination Station.

> Grand Opening for Dog Park

The Grand Opening will be held on April 30th at 10:00 AM.

>Trees at Dog Park

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

RESOLUTION 22-45
RESOLUTION APPROVING PURCHASE OF 10 TREES INSIDE AND OUTSIDE
THE DOG PARK NOT TO EXCEED \$1500

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the purchase of 10 trees for the inside and outside of the Dog Park not to exceed \$1500. This would come out of the tree budget.

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

Resolution 22-45 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

> Water Filling Station at Ballfields

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

**RESOLUTION 22-46
RESOLUTION APPROVING A WATER FILLING STATION AT NORTHSIDE
BALL FIELDS**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the purchase of a water filling station at the Northside Ball Field upon grant approval and not to exceed \$1500.00

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

Resolution 22-46 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

>10 Cement Pads

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

**RESOLUTION 22-47
RESOLUTION APPROVING THE PURCHASE OF 10 CEMENT PADS FOR
BENCHES**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the purchase of 10 cement pads for under the benches at a cost \$87.00 per pad for a total cost of \$870.00.

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

Resolution 22-47 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

>4-H Garden Beds & Pollinator Garden

A motion was made by Hausauer and seconded by Sykora and passed unanimously to allow the 4-H to start the planning for a pollinator garden near the dog park.

> Hiring of Summer Rec Director

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

**RESOLUTION 22-48
RESOLUTION HIRING BRYAN BJORGAN AS SEASONAL RECREATION
DIRECTOR**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Bryan Bjorgan as Seasonal Recreation Director as of April 18, 2022 at a Step 1.

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

Resolution 22-48 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

>Increase of Summer Rec Director Wage to match Pool Director

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

**RESOLUTION 22-49
RESOLUTION APPROVING THAT THE SUMMER REC DIRECTOR AND
POOL DIRECTOR ARE ON THE SAME WAGE SCALE**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve that the summer rec director and pool director are on the same wage scale.

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

Resolution 22-49 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

STAFF REPORTS:

9.a. Seasonal Wage Scale-Char

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

**RESOLUTION 22-50
RESOLUTION APPROVING TO INCREASE THE SEASONAL PART-TIME
WAGE SCHEDULE BY \$4.00 FOR EACH STEP**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the increase of the seasonal part-time wage schedule by \$4.00 for each step.

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 22-50 passed this 18th day of April 2022.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

9.b. Advertise for Street Employee-Scott

Discussion was held on the vacant positions of the street dept and the parks.

A motion was made by Hausauer and seconded by M. Dorry and passed with Radermacher voting nay to advertise for a Public Works Generalist 1 and for a seasonal part-time park employee.

NEW BUSINESS:

10.a. Commitment with Big Stone County for Policing

With no applicants for the Police dept coming in, Karels and Hausauer have met with some of the Big Stone County personnel to discuss negotiating with the county for services. The Civil Service Commission controls how the police perform with their duties, so with that if the city no longer has control of a police department they may have to abolish.

10.b. *Gambling Permit-Chamber of Commerce-July 1st

10.c.*Letter of Resignation-Nathan Vossen-Police Dept.

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

**RESOLUTION 22-51
RESOLUTION ACCEPTING RESIGNATION OF NATHAN VOSSEN**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to accept the resignation of Nathan Vossen from the position of a Police Officer as of April 25, 2022.

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

Resolution 22-51 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10.d.*Letter of Resignation-David Davis-Parks

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

**RESOLUTION 22-52
RESOLUTION ACCEPTING RESIGNATION OF DAVID DAVIS**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to accept the resignation of David Davis from the Parks position as of April 21, 2022.

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

Resolution 22-52 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
Clerk-Administrator

10.e.*Hangar/Tie Down Agreement-Bryan Delage

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

RESOLUTION 22-53
RESOLUTION APPROVING HANGAR/TIE DOWN LEASE-BRYAN DELAGE

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 1-year airport hangar/tie down lease with Bryan Delage providing the year of the aircraft on the lease agreement match the year stated on the insurance certificate.

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 22-53 passed this 18th day of April 2022.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk Administrator

10.f.*Hiring of Wil Bakeberg-Part-Time-Golf Course

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

RESOLUTION 22-54
RESOLUTION HIRING OF WIL BAKEBERG AS A SEASONAL PART-TIME
GOLF COURSE EMPLOYEE AT A STEP 1

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Wil Bakeberg as a seasonal part-time golf course employee at a Step 1.

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

Resolution 22-54 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

10.g. Added: Hazardous Waste Collection

Councilman Radermacher was requesting for the city to provide the space for the counties hazardous waste and appliance pick up at the Public Safety building parking lot as they had in the past.

A motion was made by Radermacher and seconded by Karels and passed for the Big Stone County to hold their hazardous waste and appliance pick up at the Public Safety building parking lot.

UNFINISHED BUSINESS:

11.a

CONSIDERATION OF BILLS:

Approve Expenditures-4/18/22

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

**RESOLUTION 22-55
RESOLUTION APPROVING EXPENDITURES OF 4/18/22**

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 \$248,787.52 to be paid.

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

Resolution 22-55 passed this 18th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

NEW ACTIONS:

12.

EXECUTIVE SESSION:

13.

Recessed at 7:00 P.M. April 18th meeting for a public hearing on the Street Project of 2022 and possibility of awarding a construction bid on April 19th at 6:00 P.M. at the Community Center.

Mayor Gene Hausauer welcomed the Citizens of Ortonville on April 19th @ 6 P.M. to the public hearing on the 2022 Utility & Street Improvements. Council present: Sykora, M. Dorry, Berger, Radermacher and Karels. Absent: J. Dorry. Staff present: Char Grossman, Debbie Ellingson, Jason Mork and Scott Huizenga. Also: Bob Schlieman, Jerry Koenen, Jeff Carlson, Dorothy Richardson, Art Vollmer, Sandy Schake, Cheryl Carl. Linda Bailey, Ryan Stattelmann, Angela Kriesel, Kyle Kirkeby, Linda Krogsrud, Cindy Nelson, Jim Nelson, Shannon Millerbernd , Larry Millerbernd and Bill Powell.

2022 UTILITY AND STREET IMPROVEMENTS: This public hearing was called to allow public comment on the 2022 Underground Utility and Street Improvements:

- Roy Street-Otto Ave to Eastvold Ave.
- Eastvold Ave.-Roy Street to Cliff Ave.
- Stephens Ave.-Cliff Street to Minnesota St.
- Minnesota Street-Jackson Ave to Monroe Ave.
- 5th Street-Monroe Ave to Lincoln Ave.
- 4th Street-Monroe Ave to Lincoln Ave.
- Jackson Ave.-2nd Street to Minnesota Street
- Lincoln Ave.-2nd Street to 5th Street

Bob Schlieman of Apex Engineering gave an overview of the 2022 Utility and Street Improvements. He addressed the public on the project areas, project needs, proposed improvements, estimated project costs, project financing, estimated cost sharing, estimated assessment rates, estimated assessment amounts, estimated assessment terms, assessment calculations, funding and project schedules. Questions and or comments were taken from the public and addressed.

The public hearing was closed @ 7:00 P.M.

The construction bid on the 2022 Utility and Street Improvements was discussed.

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

RESOLUTION 22-56
RESOLUTION ACCEPTING & AWARDED BID
2022 Utility and Street Improvements

WHEREAS, pursuant to an advertisement for bids for the improvement of the following areas:

- Roy Street from Otto Avenue to Eastvold Avenue
- Eastvold Avenue from Roy Street to Cliff Street
- Stephens Avenue from Cliff Street to Minnesota Street
- Minnesota Street from Monroe Ave. to Jackson Ave.
- 5th Street from Monroe Avenue to Lincoln Avenue
- 4th Street from Monroe Avenue to Lincoln Avenue
- Jackson Avenue from 2nd Street to Minnesota Street
- Lincoln Avenue from 2nd Street to 5th Street

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, bids were received, opened, and tabulated according to the law, and the bids included on the attached Bid Tabulation were received complying with the advertisement.

AND WHEREAS, it appears that J. & J Earthworks of Milbank, South Dakota is the lowest responsible bidder,

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

1. Upon receiving funding approval from the Minnesota Public Facilities Authority with no significant changes in the anticipated funding amounts and/or terms, the mayor and clerk are hereby authorized and directed to enter into a contract with J & J Earthworks of Milbank, South Dakota in the name of the city of Ortonville for the improvement of the following areas for the Base Bid and Additive Alternate:

1. Roy Street from Otto Avenue to Eastvold Avenue
2. Eastvold Avenue from Roy Street to Cliff Street
3. Stephens Avenue from Cliff Street to Minnesota Street
4. Minnesota Street from Monroe Ave. to Jackson Ave.
5. 5th Street from Monroe Avenue to Lincoln Avenue
6. 4th Street from Monroe Avenue to Lincoln Avenue
7. Jackson Avenue from 2nd Street to Minnesota Street
8. Lincoln Avenue from 2nd Street to 5th Street

according to the plans and specifications therefore approved by the city council and on file in the office of the city clerk.

2. The city clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

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

Resolution 22-56 passed this 19th day of April 2022.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

ADJOURNMENT:

14. Meeting adjourned at 7:35 P.M.

APPROVED:

Gene Hausauer
Mayor

ATTEST:

Charleen Grossman
City Clerk Administrator