

COUNCIL MEETING MINUTES
Library Media Center
412 2nd Street NW, Ortonville, MN
Monday, March 20, 2023
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, T. Dorry, Berger, Powell and Karels. Absent: None. Staff present: Char Grossman, Deb Ellingson, Jesse Roscoe, Scott Huizenga and Sam Berger. Media: None. Other: Kari Franklin, Bernice Robinson, Val Rausch, Bill Vangness, Shane Ayres, Dr. Al Ross, Allison Friedly and Charlie Spencer.

AGENDA AMENDMENTS: Move 10.c. O’Kayes Home Center Request to 4.c.

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. Bernice Robinson-Upper Minnesota Valley RDC

4.a.1.Contract

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

RESOLUTION 23-25

**RESOLUTION APPROVING CONTRACT FOR PROFESSIONAL SERVICES WITH
UPPER MINNESOTA VALLEY REGIONAL DEVELOPMENT COMMISSION**

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville and city attorney approval to enter into a contract for professional services with Upper Minnesota Valley Regional Development Commission. Compensation for services and unit goals with the maximum amount the city will pay is \$36,750, including all fees and any other claims for compensation or reimbursement by UMRDC due under the contract.

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

Resolution 23-25 passed this 20th day of March 2023.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

- 4.a.2. Resolution
- 4.a.3. Anti-Displacement Plan
- 4.a.4. Income Reuse Plan
- 4.a.5. Owner Occupied Rehab Policy & Procedural Guide
- 4.a.6. Excessive Force Policy
- 4.a.7. Drug Free Workplace
- 4.a.8. Section 3 Plan
- 4.a.9. Commercial Rehab Policies & Procedural Guide
- 4.a.10. Fair Housing Plan of Action

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

RESOLUTION 23-26
RESOLUTION APPROVING AND ADOPTING
1. RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE
PLAN
2. PROHIBITION OF EXCESSIVE FORCE POLICY
3. FAIR HOUSING PLAN OF ACTION
4. CERTIFICATION FOR A DRUG FREE WORKPLACE
5. INCOME REUSE PLAN
6. SECTION 3 PLAN

WHEREAS, the City of Ortonville is participating in the Small Cities Development Program; and

WHEREAS, through this participation it is understood that owner-occupied and commercial rehabilitation will occur; and

WHEREAS, there exists the potential for displacement of home-owners as a result of the proposed rehabilitation activities, although this is not anticipated.

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

That, in preparation for any required mitigation of adverse effects of displacement on low to moderate income persons that may occur as a result of the City's participation, the attached "Residential Anti-Displacement and Relocation Assistance Plan" is hereby adopted as a guide to mitigation steps that should be taken.

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

Resolution 23-26 passed this 20th day of March 2023.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

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

RESOLUTION 23-27
RESOLUTION APPROVING PROCEDURAL GUIDELINES FOR THE SMALL
CITIES DEVELOPMENT PROGRAM FOR THE OWNER OCCUPIED
REHABILITATION POLICY AND THE COMMERCIAL REHABILITATION
POLICY

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to approve the procedural guidelines as presented under the Small Cities Development for the owner occupied rehabilitation policy and the commercial rehabilitation policy.

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

Resolution 23-27 passed this 20th day of March 2023.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

4.b. Shane Ayres-OAHS-FY2022 Financial and Operational Analysis Audit
OAHS Chief Financial Officer Shane Ayres gave an overview of the 2022 OAHS audit report and went over the statement of net position performance ratios and the financial performance ratios.

A motion was made by J. Dorry and seconded by Powell and passed to approve the FY2022 OAHS Financial and Operational Analysis Audit.

4.c. O’Kays Home Center Request

A motion was made by Berger and seconded by Karels and passed unanimously to approve the 1st Reading of Ordinance 23-01 to create a unloading zone/five minute parking between 1st Street and 2nd Street on Jackson Ave on the north side of the street.

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 J. Dorry and passed unanimously to approve the Consent Agenda as presented.

APPROVAL OF MINUTES:

6.a.*Approve Minutes Regular Council Meeting 3/6/23

A motion was made by Berger and seconded by J. Dorry and passed to approve the council minutes of the 3/6/23 meeting.

PUBLIC HEARINGS:

7.a.

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

8.a.*Planning & Zoning Meeting Minutes 3/7/23

8.a.1. Recommendation to rezone 3 Parcels

8.b.*Park Board Meeting Minutes 3/8/23

8.b.1. Unattended Kayak Kiosks-Bill

STAFF REPORTS:

9.a. None.

NEW BUSINESS:

10.a.*Resolution Approving County Project within Municipal Corporate Limits

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

RESOLUTION 23-28

RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS

WHEREAS, plans for Project No. SAP 006-626-227 & SAP 006-630-008 showing proposed alignment, profiles grades and cross-sections for the construction, reconstruction or improvement of County State-Aid Highway No. CSAH 26 & CSAH 30 within the limits of the City as (Federal) (State) Aid Project have been prepared and presented to the city.

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

Resolution 23-28 passed this 20th day of March 2023.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

10.b.*Co-Pool Director Recommendation

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

RESOLUTION 23-29
RESOLUTION HIRING LILLY HARTMAN AND LEXI HYNNEK AS SWIMMING
POOL CO-DIRECTORS

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to hire Lilly Hartman and Lexi Hynnek as Swimming Pool Co-Directors as of March 20, 2023 at Step 3, Pool Director (\$20.67).

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

Resolution 23-29 passed this 20th day of March 2023.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

10.c. O-Kaye's Home Center Request-Moved to 4.c.

UNFINISHED BUSINESS:

11.a. Clubhouse Proposal

Val Rausch and Bill Vangness made a recommendation from the Golf Board regarding the position of a clubhouse manager. They found that Allison Freidly and Charlie Spencer were the most qualified applicants and that they had the most responsible bid. Allison and Charlie also requested that the city make an investment of roughly \$30,000 for the kitchen/bar equipment and a working kitchen that would be up to code.

T. Dorry moved and Powell seconded that the following Resolution be adopted:

RESOLUTION 23-30
RESOLUTION APPROVING LEASE AGREEMENT WITH ALLISON
FRIEDLY AND CHARLIE SPENCER FOR THE GOLF COURSE
CLUBHOUSE

WHEREAS, the City has solicited bids to operate the Clubhouse at the Ortonville Golf Course; and

WHEREAS, the City has received a recommendation from the Golf Board regarding the position; and

WHEREAS, the City Council finds that Allison Friedly and Charlie Spencer is the most qualified applicants considering their experience, sufficient start-up capital, good public relationships, the length of the proposed lease, the fact that Allison and Charlies bid is the most responsible bid, and

BE IT AND IT IS HEREBY RESOLVED by the City Council of the City of Ortonville to enter into the Lease Agreement with Allison Friedly and Charlie Spencer for 5 years for the Ortonville Golf Course Clubhouse, in the form substantially as submitted by Friedly and Spencer.

BE IT FURTHER RESOLVED that a Surety Bond acceptable to the City in the amount of \$8,500.00 be supplied by Friedly and Spencer.

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

Resolution 23-30 passed this 20th day of March 2023.

APPROVE:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

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

RESOLUTION 23-31
RESOLUTION APPROVING EXPENDITURE OF UP TO \$30,000 TO INVEST
FOR MAJOR KITCHEN AND BAR EQUIPMENT FOR THE GOLF CLUBHOUSE

BE IT AND IT IS HEREBY RESOLVED by the Council of the City of Ortonville to authorize Allison Friedly and Charlie Spencer request to have an expenditure of up to \$30,000 to invest for major kitchen and bar equipment for the golf clubhouse.

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

Resolution 23-31 passed this 20th day of March 2023.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk-Administrator

CONSIDERATION OF BILLS:

12.a. Approve Expenditures-3/6/23

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

**RESOLUTION 23-32
RESOLUTION APPROVING EXPENDITURES OF 3/20/23**

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 \$201,917.67 to be paid.

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

Resolution 23-32 passed this 20th day of March 2023.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk Administrator

NEW ACTIONS:

13.

EXECUTIVE SESSION:

14.

ADJOURNMENT:

15. Meeting adjourned at 6:20 P.M.

APPROVED:

ATTEST:

Gene Hausauer
Mayor

Charleen Grossman
City Clerk Administrator