

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA  
AUGUST 11, 2014

The regular meeting of the council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, August 11, 2014 at 7:00 p.m.

The meeting was called to order by Mayor Offerdahl with the following members present: Hoialmen, Veum, Carlson and Dufault. Also present was Dave Larson, Deputy Tadman, Randy Landsverk, Larry Roed, Lee Cariveau and Ed Lavelle.

Motion was made by Veum seconded by Carlson to approve the agenda with no modifications. Motion carried by unanimous vote.

Motion was made by Hoialmen seconded by Dufault to approve consent agenda items A - C. Motion carried by unanimous vote.

- A) To approve the minutes of the regular meeting held July 14, 2014, the August 4, 2014 special meetings as per copies furnished each member.
- B) To approve Accounts Payable Bill Listing #14-08 in the amount of \$81,847.01 and AP Bill Listing #14-08A in the amount of \$679,472.03.
- C) To approve the Municipal Advisor Engagement Letter from David Drown Associates.

COMMITTEES/BOARDS/COMMISSION:

Law Enforcement: Chief Deputy Tadman was present to discuss law enforcement matters.

- ✓ Activities for the prior month were reviewed.
- ✓ Of the 204 total stops, 74 of those were traffic.
- ✓ Two juveniles have been arrested for the May spray painting incidents.

Streets/Sanitation/Utilities: Dave Larson reported on matters pertaining to his departments:

- ✓ Crews have done some tree removal on boulevards as time allows. Tree trimming along sidewalks and alleys will also be done this fall as time allows.
- ✓ Street sweeping continues and some alleys will be graveled.
- ✓ There is enough storage space at the lagoons to get us into the fall dumping season.
- ✓ All street lights along the Columbia Road had to be removed during that reconstruction project. They will be put up once that project is complete. A street light will also be set in the area of the new helipad.
- ✓ All projects have kept City crews extremely busy but it has gone well. Inter-duct was laid at the same time the Columbia Project was progressing so that is good for future.

Civic Center/Parks & Recreation: Veum reported that the Scoreboard that was donated by Homark Homes is up at the Sports Complex and looks good. Al's Electric will donate the wiring for it.

Hospital: Lucken reported that work on the helipad has begun. The parking lot will be blacktopped also.

Airport:

- ✓ Lucken and Veum met with a person to discuss crack sealing. This person recommends waiting a year.

- ✓ Because there are so many weeds on the west side, Veum suggested having someone farm that area – planting alfalfa and haying it. Consensus is that is a good option.

Star Committee:

- ✓ Once again the mini carnival was a success with just under 300 kids participating.
- ✓ The next meeting is tomorrow.

Lee Cariveau was present to discuss the 2014 Projects:

- Downtown: Gordons are waiting for the directional boring pipe to arrive before they can start.
- Second Street South: Gordons are also waiting for a big pump for the sanitary as they will be bypassing the sewer on Second Street South and S. Mark. Approximately 300 yards of contaminated soil was identified and removed. It was at the intersection of Johnson and Second by the old gas station. Landowners were notified. Other spots had potential but came back negative. Everything else on Second Street is clean.
- FIT Trail: The sub base for the bike path on the north side of Columbia Road has been put in. The rest of the bike path is ready for paving. Their mix design was submitted to WSN. People have been driving on the trail and we need to stop that. Cariveau discussed additional work on the west side of the cemetery. It's an additional 450 feet. This is the next item on the agenda and will be discussed further at that time.

Motion was made by Hoialmen seconded by Dufault to approve Change Order No. 1 for the Brandt Avenue Project in the amount of \$11,976.45 as recommended by the engineer. This is for parking spaces at the Veteran's Memorial Park. Motion carried by unanimous vote.

Motion was made by Veum seconded by Carlson to approve Change Order No. 1 for the Second Street South Project as recommended by the engineer in the amount of \$9,656.53. This is for an additional catch basin and storm sewer lead with additional manhole north of the potato warehouse and east of the Mark/2<sup>nd</sup> St. intersection. Motion carried by unanimous vote.

Consider quote from Hagen Construction for additional 450' of FIT Trail construction. Council reviewed the quote for additional work on this project. The quote Hagen submitted is \$35,000. According to State Statute, contracts above \$25,000 must have at least two quotes to proceed. The contract includes 200 feet of new fence which council determined was not necessary. It also determined that if using his original contract numbers, the additional footage would come in at \$18,000. After further discussion the council determined that if Hagen could do this project for \$24,900 he could proceed immediately. Motion was made by Dufault seconded by Veum to approve construction of an additional 450' of FIT Trail at a cost of \$24,900.00. Motion carried by unanimous vote.

Motion was made by Dufault seconded by Hoialmen to approve the application from the Fosston Golf Club Association, Inc. for a FEDA Micro-Loan in the amount of \$20,000 as recommended by the FEDA board. Motion carried by unanimous vote.

Member Hoialmen introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A \$513,813  
GENERAL OBLIGATION REVENUE NOTE, SERIES 2014A, AND PROVIDING  
FOR ITS PAYMENT  
RESOLUTION #14-51**

The motion for the adoption of the above named resolution was duly seconded by member Carlson and upon vote being taken thereon the following voted in favor thereof: Hoialmen, Carlson, Veum, Offerdahl and Dufault

And the following voted against same: None

Whereupon said resolution was passed and adopted this 11<sup>th</sup> day of August, 2014

---

James Offerdahl, Mayor

ATTEST:

---

Charles Lucken, City Administrator

Member Carlson introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF A \$572,308  
GENERAL OBLIGATION REVENUE NOTE, SERIES 2014B AND PROVIDING  
FOR ITS PAYMENT  
RESOLUTION #14-52**

The motion for the adoption of the above named resolution was duly seconded by member Hoialmen and upon vote being taken thereon the following voted in favor thereof: Hoialmen, Carlson, Veum, Offerdahl and Dufault

And the following voted against same: None

Whereupon said resolution was passed and adopted this 11<sup>th</sup> day of August, 2014

---

James Offerdahl, Mayor

ATTEST:

---

Charles Lucken, City Administrator

Motion was made by Veum seconded by Dufault to approve purchase of the Helga Aspen Estate Property for \$99,000 for 31 acres contingent upon the Utilities Commission approving the purchase using Utilities funds. Motion carried by unanimous vote.

Motion was made by Carlson seconded by Hoialmen to approve purchase of Lots 16-19 (Sixteen, Seventeen, Eighteen and Nineteen), Fairlawn Park Addition from Larry & Stephanie Roed for \$9,000 each for a total of \$36,000. Motion carried by unanimous vote.

Motion was made by Carlson seconded by Hoialmen to approve the sales of Lot Four (4) Block Two (2), Fosston Industrial Park Third Addition to Larry & Stephanie Roed for \$6,500. Motion carried by unanimous vote.

The council reviewed the Business Subsidy Application from Larry Roed, Total Track & Performance Products. The EDA board approved refunding 90% of the increment which would be about \$27,000. A development agreement needs to be drafted for this project and our financial advisor will do this. No action needed this evening.

Motion was made by Veum seconded by Carlson to approve Pay Request #6 (final) in the amount of \$14,953.00 from Gordon Construction for the Parallel Taxiway Project as recommended by the Engineer. Motion carried by unanimous vote.

Motion was made by Hoialmen seconded by Dufault to approve the Application for Exempt Permit from the Fosston/Lengby Lions Club for a Fosston High School fundraiser raffle. Motion carried by unanimous vote.

Motion was made by Dufault seconded by Hoialmen to approve the Application for Exempt Permit from the Fosston Sportsman's Club for its fundraiser at Ventures Bar & Grill on October 25<sup>th</sup>. Motion carried by unanimous vote.

Member Hoialmen introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING SIGNATORY AUTHORITY  
TO CITY ADMINISTRATOR  
FOR OBSOLETE MATERIAL ACQUISITION FROM THE U.S. NAVY

RESOLUTION No. 53

WHEREAS, the City of Fosston is making improvements to its Veteran's Memorial Park, and

WHEREAS, the improvements include the addition of military equipment for static displays as it becomes available, and

WHEREAS, the City of Fosston desires to acquire twelve (12) 16" Projectiles from the U.S. Navy when they become available.

WHEREAS, the City of Fosston desires to acquire an Anchor from the U.S. Navy should one become available

NOW, THEREFORE, BE IT RESOLVED, that the City Council authorizes the City Administrator to represent the City and to sign an application on its behalf for the purpose of acquiring obsolete material from the U.S. Navy.

The motion for the foregoing resolution was duly seconded by member Veum and upon vote being taken thereon, the following voted in favor thereof: Hoialmen, Veum, Carlson, Dufault and Offerdahl

And the following voted against same: None

Whereupon said resolution was passed and adopted this 11<sup>th</sup> day of August, 2014.

\_\_\_\_\_  
James Offerdahl, Mayor

ATTEST:

\_\_\_\_\_  
Charles Lucken, City Administrator

There being no further business to come before the council, motion was made by Hoialmen seconded by Dufault to adjourn. Motion carried by unanimous vote.

\_\_\_\_\_  
Charles Lucken, City Administrator