

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA  
February 10, 2020

The regular meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, February 10, 2020 at 7:00 p.m.

The meeting was called to order by Mayor Offerdahl with the following members present: Anderson, Hoialmen and Bosselman. Members absent: Dufault. Also present was: Charles Lucken, Cassie Heide, Lee Cariveau, David Larson, Steven Lyseng, Keith Kinnen, and Ethan Nagel.

Motion was made by Anderson, seconded by Bosselman to approve the agenda with the following modifications:

- Consider approval for use of Civic Center for Art class fundraiser that includes serving of wine.

Motion was made by Anderson seconded by Hoialmen to approve Consent Agenda items A., B., C. Motion carried by unanimous vote.

- A) To approve the minutes of the regular meeting held January 13, 2020.
- B) To approve Accounts Payable Bill Listing #20-02 in the amount of \$79,938.46 and AP Bill Listing #20-02A in the amount of \$510,231.71.
- C) To approve Accounts Payable Bill Listing – Omland Court, \$6,288.38

COMMITTEES/BOARDS/COMMISSION:

Law Enforcement: Deputy Ethan Nagel was present to report on matters pertaining to Fosston Law Enforcement

- Performed directed patrol of Highway #2 for speed issues. Stopped six vehicles with one ticketed for 51 mph in a 30 mph zone.
- Parking issues have been an ongoing effort.
- Animal complaints remain steady.

City Administration: No report

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

- Work continues on the wastewater plan review.
- The excessive snow has kept City crews busy. Crews will work to clean out around electrical cabinets and fire hydrants that have been covered.
- Training of utility staff is ongoing. Working on year end reports.
- MDV is not processing due to lack of affordable potatoes.
- Working with WSN on updating utility maps.

Civic Center: No report

Community Development

- Mayor Offerdahl informed the council that the EDA board met at noon today with regular business being conducted.

Hospital Board: No report

Arts & Culture Commission: No report

Motion was made by Anderson, seconded by Hoialmen to approve the application for transient merchant license from Greg Parenteau, DBA: Oof-Da Tacos for 2020. Motion carried by unanimous vote.

Member Bosselman introduced the following resolution and moved its adoption:

**A RESOLUTION OF ACCEPTANCE AND INTENT REGARDING WASTEWATER TREATMENT FACILITIES.**

**RESOLUTION 20-08**

**WHEREAS,** the City of Fosston has legal authority under MN Statute 429 to contract and assess the cost of wastewater treatment facilities, and

**WHEREAS,** the City of Fosston has legal authority under MN Statute 444 to provide for the necessary financial, institutional and managerial resources to operate and maintain wastewater treatment facilities, and

**WHEREAS,** a Facility Plan has been completed in accordance with US Environmental Protection Agency, Minnesota Pollution Control Agency and USDA Rural Development regulations and requirements, which indicates proposed alternatives for wastewater treatment improvements to the City's existing wastewater treatment facilities to accommodate the future growth and welfare of the community,

**NOW THEREFORE BE IT RESOLVED** that the City hereby accepts the Facility Plan and authorizes its submittal to the MPCA for review and approval,

**BE IT FURTHER RESOLVED** that the City accepts and designates the Facility Upgrade Alternative, as outlined in the Facility Plan, dated February 10, 2020, for the improvement to the City's existing wastewater treatment facility.

**BE IT FURTHER RESOLVED** that the City authorizes staff to file applications for State and Federal assistance to coincide with the City's intent to design, construct, operate and maintain the proposed facilities upon approval and assistance from the US Environmental Protection Agency, the Minnesota Pollution Control Agency, and the USDA Rural Development.

The motion for adoption of the foregoing resolution was duly seconded by member Anderson and upon vote being taken thereon the following members voted in favor thereof:

Offerdahl, Anderson, Bosselman and Hoialmen

and the following voted against same: None

Whereupon said resolution was declared passed and adopted this 10<sup>th</sup> day of February, 2020.

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

**ATTEST:**

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

Lee Cariveau updated the Council on the proposed 2020 Street and Utility Project. The project included replacement of water main on Eaton Ave N. from 4<sup>th</sup> St. NE to 6<sup>th</sup> St. NE, replacement of water main on Eaton Ave. N. from 6<sup>th</sup> St. NE to 8<sup>th</sup> St. NE. It will also includes utility spot repairs throughout the City. Bids will be submitted on three separate schedules. Schedule A will include 4<sup>th</sup> St. NE to 6<sup>th</sup> St. NE, Schedule B will include 6<sup>th</sup> St. NE to 8<sup>th</sup> St. NE and Schedule C will include the spot repairs. Bids will be opened on Thursday, March 5<sup>th</sup> at 3:00 p.m. Council will consider awarding the contract to the apparent low bidder at its regular meeting on March 9<sup>th</sup>.

Member Hoialmen introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING PLANS  
AND SPECIFICATIONS FOR THE 2020 STREET AND  
UTILITY IMPROVEMENT PROJECT AND ORDERING  
ADVERTISEMENT FOR BIDS  
RESOLUTION NO. 20-09**

**WHEREAS**, pursuant to resolution passed by the council adopted December 9, 2019, the city engineer, Widseth Smith Nolting, has prepared plans and specifications for the improvement of the following streets and avenues and has presented such plans and specifications to the council for approval:

4<sup>th</sup> Street Northeast to 6<sup>th</sup> Street Northeast  
6<sup>th</sup> Street Northeast to 8<sup>th</sup> Street Northeast

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

1. Such plans and specifications, a copy of which is attached and made a part hereof, are hereby approved.

2. The City Administrator shall prepare and cause to be inserted in the official paper and in the Construction Bulletin an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for three weeks, shall specify the work to be done, shall state that bids will be received by the City Administrator until 3:00 p.m. on March 5, 2020 at which time they will be publicly opened in the council chambers of the city hall by the city administrator and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on March 9, 2020 in the council chambers of the city hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Fosston for 5% of the amount of the bid.

The motion for the adoption of the foregoing resolution was duly seconded by member Anderson and upon vote being taken thereon the following voted in favor thereof:

Offerdahl, Anderson, Bosselman and Hoialmen

and the following voted against same: None

Whereupon said resolution was declared passed and adopted this 10<sup>th</sup> day of February 2020.

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James Offerdahl, Mayor

Attest:

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Charles Lucken, City Administrator

Keith Kinnen from Karvakko reported on the progress of the Highway #2 Corridor Study. MNDOT's web site is being updated with the most recent map layouts and various informational brochures regarding the project. Kinnen reported that he will have turning templates completed prior to the Open House on February 18<sup>th</sup>.

Bosselman suggested that the City proceed with certain safety enhancements as soon as possible, prior to any possible lane configurations on Hwy #2. The enhancements would include radar speed signs on the east and west side of the City on Hwy #2. The Council also discussed school safety zones in front of the elementary school and on 2<sup>nd</sup> St. NE by the high school where reduced speed signs could be installed. In addition, clearly marked crosswalks with flashing signs could be installed to enhance safety for students crossing the street. There was also consensus that a crosswalk with flashing safety lights should be installed on Highway #2 where students cross the highway over to LePiers. All council members were in agreement that these improvements should begin as soon as possible in the spring.

Bosselman made motion, seconded by Anderson to authorize city staff to begin planning for the installation of school safety zones on First St. E. in front of the elementary school and on 2<sup>nd</sup> St. NE in front of the high school. Safety zones to include crosswalks and flashing lights, In

addition authorize the installation of radar speed signs on Highway #2 at the east and west entrances to the City. Motion carried by unanimous vote.

Anderson made a motion, seconded by Hoialmen to approve the use of the Civic Center by the Fosston High School Art Class for a fundraiser that will include serving wine by Palubiki's, Inc. who hold a Alcohol Caterer's Permit from the State of Minnesota Alcohol and Gambling Division. Motion carried by unanimous vote.

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

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Charles Lucken, City Administrator