

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA  
JANUARY 13, 2014

The regular meeting of the council of the City of Fosston, Polk County Minnesota was held in Council Chambers on Monday, January 13, 2014 at 7:00 p.m.

The meeting was called to order by Mayor Offerdahl with the following members present: Veum and Dufault. Members absent: Carlson and Lambert. Also present was Dean Vikan, Gabe Weiner, Jerry Winkler, Lee Cariveau, Pat Hanlon and Deputy Sondrol.

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

Motion was made by Veum seconded by Dufault to approve consent agenda items A – H. Motion carried by unanimous vote.

- A) To approve the minutes of the regular meeting held December 9, 2013 as per copies furnished each member.
- B) To approve Accounts Payable Bill Listing #14-01 in the amount of \$74,469.50 and AP Bill Listing #14-01A in the amount of \$171,902.99.
- C) Resolution Designating Official Depositories for City Funds
- D) Resolution Appointing 2013 Boards and Commission members
- E) Resolution Approving Collateral Pledged by Depositories
- F) Resolution Approving Surety Bond for City Administrator
- G) Resolution Designating The Thirteen Towns as the Official Newspaper
- H) Approve 2014 Cigarette Licenses and Non-Intoxicating Malt Liquor Licenses for 2014

Member Veum introduced the following resolution and moved its adoption:

**RESOLUTION DESIGNATING OFFICIAL DEPOSITORY  
AND SUPPLEMENTAL DEPOSITORIES  
RESOLUTION NO. 14-1**

**WHEREAS**, Minnesota Statutes Section 118 sets forth the procedures for the deposit of Public Funds and it is necessary for the Fosston City Council or the Treasurer or Chief Financial Officer to annually designate a bank as the official depository for City funds and manage the collateral pledged to such funds; and

**WHEREAS**, the First National Bank, American Federal Bank and the Ultima Bank Minnesota are now the official depositories; and

**WHEREAS**, other financial institutions from time to time have offered to pay the City of Fosston interest rates on deposits which are greater than can be obtained by other investments.

**NOW THEREFORE BE IT RESOLVED**, that the City of Fosston City Council does hereby designate the First National Bank, American Federal Bank and the Ultima Bank Minnesota as the City's official depositories for 2013.

**BE IT FURTHER RESOLVED**, that the 4M Fund be designated as additional depositories for 2014 for investment purposes only; and

**BE IT FURTHER RESOLVED**, that checks of the City of Fosston drawn on any of the official depositories shall be signed by the following officers:

**James Offerdahl, Mayor**

**Charles Lucken, City Administrator**

**BE IT FURTHER RESOLVED**, that the City Administrator is authorized to use a facsimile signature stamp at such time as it becomes necessary for Mayor James Offerdahl, and

**BE IT FURTHER RESOLVED**, that the City Administrator shall have authority to wire transfer funds from one official depository to another for the purpose of investing City funds, and

**BE IT FURTHER RESOLVED**, that the Treasurer of the City of Fosston is hereby designated as the approval authority for the acceptance and release of all collateral to be held by the City in conjunction with City Funds on deposit with authorized institutions.

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

and the following voted against same: None

Whereupon said resolution was declared passed and adopted this 13<sup>th</sup> day of January, 2014.

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

**Attest:**

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

Member Veum introduced the following resolution and moved its adoption:

**CITY OF FOSSTON  
COUNTY OF POLK  
STATE OF MINNESOTA**

**RESOLUTION NO. 14-02**

**A RESOLUTION APPOINTING 2014 BOARDS & COMMITTEES**

**WHEREAS**, the City Council annually appoints individuals to serve in an advisory capacity on various boards and commissions;

**WHEREAS**, Included is the designation of Acting Mayor and appointment of City Council members and staff to various committees;

**THEREFORE, BE IT RESOLVED:** The City Council does hereby make the following annual appointments:

**See Exhibit A**

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

and the following voted against same: None

Whereupon said resolution was declared passed and adopted this 13<sup>th</sup> day of January, 2014.

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

**Attest:**

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

Member Veum introduced the following resolution and moved its adoption:

**RESOLUTION DESIGNATING OFFICIAL DEPOSITORY  
AND SUPPLEMENTAL DEPOSITORIES  
RESOLUTION NO. 14-03**

**WHEREAS**, Minnesota Statutes Section 118 sets forth the procedures for the deposit of Public Funds and it is necessary for the Fosston City Council or the Treasurer or Chief Financial Officer to annually designate a bank as the official depository for City funds and manage the collateral pledged to such funds; and

**WHEREAS**, the First National Bank, American Federal Bank and the Ultima Bank Minnesota are now the official depositories; and

**WHEREAS**, other financial institutions from time to time have offered to pay the City of Fosston interest rates on deposits which are greater than can be obtained by other investments.

**NOW THEREFORE BE IT RESOLVED**, that the City of Fosston City Council does hereby designate the First National Bank, American Federal Bank and the Ultima Bank Minnesota as the City's official depositories for 2013.

**BE IT FURTHER RESOLVED**, that the 4M Fund be designated as additional depositories for 2011 for investment purposes only; and

**BE IT FURTHER RESOLVED**, that checks of the City of Fosston drawn on any of the official depositories shall be signed by the following officers:

**James Offerdahl, Mayor**

**Charles Lucken, City Administrator**

**BE IT FURTHER RESOLVED**, that the City Administrator is authorized to use a facsimile signature stamp at such time as it becomes necessary for Mayor James Offerdahl, and

**BE IT FURTHER RESOLVED**, that the City Administrator shall have authority to wire transfer funds from one official depository to another for the purpose of investing City funds, and

**BE IT FURTHER RESOLVED**, that the Treasurer of the City of Fosston is hereby designated as the approval authority for the acceptance and release of all collateral to be held by the City in conjunction with City Funds on deposit with authorized institutions.

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

and the following voted against same: None

Whereupon said resolution was declared passed and adopted this 13<sup>th</sup> day of January, 2014.

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

**Attest:**

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

Member Veum introduced the following resolution and moved its adoption:

**CITY OF FOSSTON  
COUNTY OF POLK  
STATE OF MINNESOTA**

**RESOLUTION NO. 14-04**

**A RESOLUTION APPROVING COLLATERAL PLEDGED**

**WHEREAS**, the City Council annually approves the collateral pledged by the official depositories of city funds;

**THEREFORE, BE IT RESOLVED:** The Council of the City of Fosston hereby approves the following collateral pledged:

First National Bank	\$ 1,150,000
American Federal Bank	\$ 250,000
Ultima Bank Minnesota	\$1,450,000

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

and the following voted against same: None

Whereupon said resolution was declared passed and adopted this 13<sup>th</sup> day of January, 2014.

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**James Offerdahl, Mayor**

**ATTEST:**

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**Charles Lucken, City Administrator**

Member Veum introduced the following resolution and moved its adoption:

**CITY OF FOSTON  
COUNTY OF POLK  
STATE OF MINNESOTA**

**RESOLUTION NO. 14-05**

**A RESOLUTION APPROVING TREASURER'S SURETY BOND**

**WHEREAS**, the City Council annually approves a surety bond in the amount of \$100,000 for the Treasurer (City Administrator) as required by Auditor of Polk County and the State of Minnesota;

**THEREFORE, BE IT RESOLVED:** The Council of the City of Fosston hereby approves a surety bond for the Treasurer in the amount of \$100,000.

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

and the following voted against same: None

Whereupon said resolution was declared passed and adopted this 13<sup>th</sup> day of January, 2014.

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**James Offerdahl, Mayor**

**ATTEST:**

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**Charles Lucken, City Administrator**

Member Veum introduced the following resolution and moved its adoption:

**CITY OF FOSTON  
COUNTY OF POLK  
STATE OF MINNESOTA  
RESOLUTION NO. 14-06**

**A RESOLUTION DESIGNATING THE THIRTEEN TOWNS  
AS THE OFFICIAL NEWSPAPER**

**WHEREAS,** the City Council annually designates a local publication as the City's official newspaper;

**THEREFORE, BE IT RESOLVED:** The City of Fosston designates **The Thirteen Towns** as the Official Newspaper.

The motion for the adoption of the foregoing resolution was duly seconded by member Dufault and upon vote being taken thereon the following members voted in favor thereof; Veum, Dufault and Offerdahl

And the following voted against same: None

Whereupon said resolution was declared passed and adopted this 13<sup>th</sup> day of January, 2014.

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**James Offerdahl, Mayor**

**ATTEST:**

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Charles Lucken, City Administrator

**2014 APPLICATIONS TO SELL TOBACCO & TOBACCO PRODUCTS AT RETAIL**  
**\$12.00 EACH**

American Legion Club	Wayne Bouchard
Venture's Bar & Grill	Jesse Manecke
LePier's East	Larry LePier
LePier's West	Larry LePier
Palubicki's, Inc.	Leah Hemmingsen
Palubicki's Express	Leah Hemmingsen
Fosston Off-Sale	Dale Disrud
Rosebud Co-op Oil Ass'n.	Chad Blaser

**NON-INTOXICATING LIQUOR LICENSE – OFF/ON SALE**

LePier's West	Off Sale - \$50.00
LePier's East	3.2 On - \$50.00

**SPECIAL SUNDAY LIQUOR LICENSE**

American Legion Club	\$25.00 Super Bowl Sunday
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**COMMITTEES/BOARDS/COMMISSION:**

**Law Enforcement:** Deputy Sondrol reported on law enforcement matters.

- There were twenty-one 911 calls last month.
- They are currently dealing with an ongoing dispute between Denny's Repair and Cenex as it pertains to a fuel truck's exhaust blowing into other person's property.

- The Prescription Drug collection box has been installed.
- The County just finished with new hires.

Civic Center/Parks & Recreation: Pat Hanlon reported on matters pertaining to his departments:

- Hanlon was wondering about the status of the transformer/switch gear/old boiler taking up space in the room off the gym and if it can be removed.
- The new pool cover should arrive around the 20<sup>th</sup>.
- Gregg Roragen is supervising the skating rink. Skaters are out now that the weather has warmed up.

Community/Economic Development:

- The FEDA board met today and as Offerdahl explained a committee has been formed and has been working on the North Johnson Development project along with the developers involved. They are Kristi Noel, Gabe Weiner and Larry and Aaron Lenes. The proposed development is from the 13 Towns Building and South to the highway. The Potvin building has been purchased, we own the Soto building and are working on the Harry and Lloyd's Service property. The only building left is the property owned by Gerald Winkler. The committee believes that acquisition/demolition and redevelopment that the city will be involved with should be funded with TIF dollars and a grant if that application is successful. We will do an internal loan or bond. What the city needs to consider this evening is to purchase the Winkler building. The cost of that property is \$45,000. This purchase can be funded internally. Council agreed that this is a good project.

Motion was made by Veum seconded by Dufault to approve the purchase of Parcel No. 87.00245.00, Lot 16, Block 8, West Fosston Addition, owned by Gerald and Mary Winkler for \$45,000. Motion carried by unanimous vote.

Council directed the City Administrator have the City Attorney prepare a Purchase Agreement for the property.

Airport:

- Some long range plans include extending the runway and adding new hangars.

Motion was made by Veum seconded by Dufault to approve Partial pay estimate No. 17 in the amount of \$33,479.10 for the Wastewater Treatment Facility Expansion Project, to Approve Change Order No. 18 in the amount of \$5,047.35; to Approve Change Order No. 19 in the amount of \$11,525.66; to Approve Change Order No. 20 in the amount of \$17,244.27 all for the Wastewater Treatment Facility Expansion Project as recommended by the Engineer. Motion carried by unanimous vote.

Council considered the Revised Real Estate and Sale Agreement for the purchase of BNSF property for alley right-of-way (Carco Tire One east to LePiers). Section 8(e) requires a chain link fence to be constructed along the track side of the property. All agree that this would not suit our needs. Consensus of the council is that the City is not interested in purchasing this property.

Member Dufault introduced the following resolution and moved its adoption:

**RESOLUTION ACCEPTING DONATIONS RECEIVED  
BY THE CITY OF FOSSTON IN 2013**

**RESOLUTION 14-07**

WHEREAS, the City of Fosston received numerous donations in 2013; and,

WHEREAS, Minnesota Statutes Section 465.03 provides that donations to the City be accepted by resolution of the City Council; and

WHEREAS, the City Council expresses its gratitude for the donations given to the Fosston community; and

WHEREAS, the City Council agrees that said donations would be of benefit to the citizens of Fosston.

NOW, THERFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT the City Council of the City of Fosston, Minnesota hereby acknowledges and agrees to accept said donations as described in Exhibit A attached to this resolution.

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

and the following voted against same: None

Whereupon said resolution was declared passed and adopted by the City Council of the City of Fosston on this 13<sup>th</sup> day of January, 2014.

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

Attest:

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

Motion was made by Veum seconded by Dufault to approve the 2013 Tax Increment Financing reimbursement in the amount of \$4,388 for Anytime Fitness. Motion carried by unanimous vote.

Motion was made by Dufault seconded by Veum to approve the FIT Trail Easement Appraisals as prepared by Tinjum Appraisal Company. Motion carried by unanimous vote.

Member Veum introduced the following agenda and moved its adoption:

**RESOLUTION AUTHORIZING SUBMISSION OF  
REDEVELOPMENT GRANT PROGRAM APPLICATION TO  
THE MINNESOTA DEPARTMENT OF EMPLOYMENT  
AND ECONOMIC DEVELOPMENT**

**RESOLUTION 14-08**

BE IT RESOLVED that the City of Fosston act as the legal sponsor for project contained in the Redevelopment Grant Program application to be submitted on February 3, 2014 and that City Administrator is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Fosston.

BE IT FURTHER RESOLVED that the City of Fosston has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Fosston has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

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

And the following voted against same: None

Whereupon said resolution was declared passed and adopted this 13<sup>th</sup> day of January, 2014.

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

Attest:

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

Lucken presented an estimate for re-keying locks in the Theatre portion of the Library building. The reason for this request is that there may be too many keys out. Lucken will get more information and report back.

There being no further business to come before the council, motion was made by Dufault seconded by Veum to adjourn.

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

