

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA
January 14, 2019

The regular meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, January 14, 2019 at 7:00 p.m.

The meeting was called to order by Mayor Offerdahl with the following members present: Dufault, Anderson, Bosselman, and Hoialmen. Members absent: none. Also present was: Charles Lucken, Cassie Heide, Lee Cariveau, David Larson, Steven Lyseng, Keith Kinnen, Ed Lavelle, Amelia Linehan, Karen Graham, James Tadman, Chett Carlson, Bonnie Stewart, and Barbara Johnson.

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

- Discussion on blight properties
- Consider approval of Partial Pay Estimate No. 5 in the amount of \$20,505.72 to Davidson Construction Inc for 2018 Utility and Street Improvement Projects.
- housing incentive program in the City of Fosston.

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

- A) To approve the minutes of the regular meeting held December 17, 2018.
- B) To approve Accounts Payable Bill Listing #19-01 in the amount of \$263,281.64 and AP Bill Listing #19-01A in the amount of \$637,291.17 and AP Bill Listing #19-01B in the amount of \$247,889.00.
- C) To approve Accounts Payable Bill Listing – Omland Court, \$5,206.78.
- D) Member Anderson introduced the following resolution and moved its adoption:

**RESOLUTION DESIGNATING OFFICIAL DEPOSITORY
AND SUPPLEMENTAL DEPOSITORIES
RESOLUTION NO. 19-1**

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 2019.

BE IT FURTHER RESOLVED, that the 4M Fund be designated as additional depositories for 2018 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 Bosselman and upon vote being taken thereon the following members voted in favor thereof: Anderson, Bosselman, Dufault, Hoialmen, and Offerdahl.

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 14th day of January, 2019.

James Offerdahl, Mayor

Attest:

Charles Lucken, City Administrator

E) Member Anderson introduced the following resolution and moved its adoption:

**CITY OF FOSSTON
COUNTY OF POLK
STATE OF MINNESOTA
RESOLUTION NO. 19-02**

A RESOLUTION APPOINTING 2019 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 Bosselman and upon vote be taken thereon the following voted in favor thereof: Anderson, Bosselman, Dufault, Hoialmen, and Offerdahl.

and the following voted against the same: none.

Whereupon said resolution was declared passed and adopted this 14th day of January, 2019.

James Offerdahl, Mayor

ATTEST:

Charles Lucken, City Administrator

**BOARDS AND COMMISSIONS - 2019
EXPIRATION DATE - DECEMBER 31, 2019
New appointments in red**

PLANNING COMMISSION

City Council

AIRPORT COMMISSION (5 YEAR TERM)

Charlie Anderson	2023
Bruce Emmel	2019
Tom Jones	2020
Paul Votova	2021
Kyle Vig	2022

UTILITIES COMMISSION (3 YEAR TERM)

Orland Aspen	2019
Bobby Lofstrand	2021
Jim Offerdahl, Council Appointee	

SAFETY COMMITTEE (APPOINTED ANNUALLY)

Dave Larson

Charlie Anderson
Cassie Heide
George Bosselman

STAR COMMITTEE

Greg Mireault
Cassie Heide
Amelia Linehan
Charlie Anderson
Dean Vikan
Don Brinkman
Ed Lavelle
Kacie Anderson

APPOINTMENTS FOR 2019

Vice President of the Council
2nd Vice President of the Council
Assistant Weed Inspector
Emergency Management Director
Zoning Official
Hospital Board
Liaison to Library Board
Street
Civic Center

Roy Dufault
Charlie Anderson
Jim London
Dave Larson
Dave Larson
Roy Dufault
Charlie Anderson
Doug Hoialmen
Roy Dufault

PERSONNEL COMMITTEE

Bob Lofstrand
Orland Aspen
Jim Offerdahl
Chuck Lucken
Dave Larson
Cassie Heide

LAW ENFORCEMENT COMMITTEE

James Tadman, Polk County Sheriff
George Bosselman, Council Appointee
Jim Offerdahl, Council Appointee
Jim Aagenes
Harold Vig
Joan Lee, County Commissioner
Chuck Lucken, City Administrator

PARK COMMITTEE

Jim Offerdahl
Charlie Anderson

Chuck Lucken
Dave Larson
Karen Graham
Cassie Heide

MEMORIAL DAY PLANNING COMMITTEE

Bob Saeter
Curt Nelson
Dean Vikan
Cassie Heide
Robert Vorce

VETARANS MEMORIAL PARK COMMITTEE

Jim Offerdahl
Chuck Lucken
Cassie Heide
Dave Larson
Dean Vikan
Curt Nelson
Ann Offerdahl

ARTS & CULTURE COMMISSION

Cassie Heide Liason
Bonnie Stewart
Barbara Johnson
Jeff Olson
Dawn Skeie-Crane
Jason Steinbrenner
Michael McColl
Tyler Stynsberg

APPOINTMENTS FOR 2019

MAYOR AND COUNCIL

ELECTED

EXPIRE

Jim Offerdahl, Mayor	2018	2020
Roy Dufault	2016	2020
Charlie Anderson	2018	2022
Doug Hoialmen	2016	2020
George Bosselman	2018	2022

FOSSTON ECONOMIC DEVELOPMENT AUTHORITY

Mona Nelson

2019

Mark Finstad	2020
Mike Breckel	2022
David Burggraf	2023
Paul Peltier , appointed to Winjum's vacated seat	2024
Jim Offerdahl, Council Appointee (appointed 1/11/10)	
Roy Dufault, Council Appointee (appointed 6/10/13)	
(John Keller resigned effective May 6, 2016)	
(Dr. Chuck Winjum resigned effective September 1, 2018)	

Revised January 1/2019

F) Member Anderson introduced the following resolution and moved its adoption:

**CITY OF FOSSTON
COUNTY OF POLK
STATE OF MINNESOTA
RESOLUTION NO. 19-03**

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	\$ 885,000
American Federal Bank	\$ 250,000
Ultima Bank Minnesota	\$1,550,000

The motion for the adoption of the foregoing resolution was duly seconded by member Bosselman and upon vote being taken thereon the following members voted in favor thereof: Anderson, Bosselman, Dufault, Hoialmen, and Offerdahl.
and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 14th day of January, 2019.

James Offerdahl, Mayor

ATTEST:

Charles Lucken, City Administrator

G) Member Anderson introduced the following resolution and moved its adoption:

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

RESOLUTION NO. 19-04
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 Bosselman and upon vote being taken thereon the following members voted in favor thereof: Anderson, Bosselman, Dufault, Hoialmen, and Offerdahl.

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 14th day of January, 2019.

James Offerdahl, Mayor

ATTEST:

Charles Lucken, City Administrator

H) Member Anderson introduced the following resolution and moved its adoption:

CITY OF FOSSTON
COUNTY OF POLK
STATE OF MINNESOTA

RESOLUTION NO. 19-05
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 2019 Official Newspaper.

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

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 14th day of January, 2019.

James Offerdahl, Mayor

ATTEST:

Charles Lucken, City Administrator

- D) A motion was made by Anderson, seconded by Bosselman to approve Cigarette and Non-Intoxicating Malt Liquor Licenses for 2019. Motion carried by unanimous vote.

COMMITTEES/BOARDS/COMMISSION:

Law Enforcement: Sheriff James Tadman and Chett Carlson were present to report on matters pertaining to Fosston Law Enforcement

- December call volume was down a bit, with a slight increase in motorist assist due to colder temperatures.
- Dufault informed the Sheriff and deputy of a vehicle that has not moved in several weeks. Deputy Carlson will investigate and take the necessary action.

City Administration: Heide reported on City matters.

- Heide reported that the local post office has informed the City that as the developer of the Aspen addition we are required to put up cluster box units (CBU's) as the mode of deliver for the two new homes and future new homes in the addition. Heide requested that these homes receive door or curbside deliver as the homes just south of the homes in the addition on Eaton Avenue receive door delivery. Heide explained that in the past when new homes have been built the City has not been involved in terms of mode of delivery; it has been set up between the new resident and post office. Juves also asked the post office for curbside delivery. Both the City and Juves were given documentation that the "preferred" mode of delivery is CBU's in "new" developments, but that the final say in delivery is left at the discretion of the local postmaster. The local postmaster has indicated that she would need the City to put up the CBU. Jaloweics have requested curbside delivery as well due to being disabled. The City has not heard if their request was granted. Heide provided a map with the proposed platted lots earlier this Spring with addresses given for each of the six lots that were to be platted. The post office did not indicate the necessity of CBU's at that time. Therefore, the City has not designed or set aside an appropriate place outside of private lot property for the unit to be placed. Heide reached out to the League of Minnesota Cities attorneys regarding the issue. They have not had an instance where a City has inquired on the issue, but read the regulation provided by the post office to be left at the local postmasters discretion rather than a firm

requirement. Heide also reached out the district postmaster, Jeff Hubert, in Souix Falls South Dakota. He provided the regulation documentation that the local postmaster also provided.

Council would like Heide to draft a formal request to the local post office to reconsider their request for the City to put in a CBU. Heide will inform state representative Collin Peterson of the issue as well.

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

- The garbage truck was in Bemidji for repairs on Friday. A new part has been ordered, but the truck is operational until the part comes.
- The first water break of the year occurred today and was repaired. It was on Third Street Southwest. Since 2004 there have been 101 breaks.
- Larson and City staff continue working with Mark Hallan of Widseth, Smith, Nolting on the wastewater expansion study. Preliminarily it is looking like the City will need at least one additional holding cell.
- Crews are doing routine maintenance on the electrical distribution. Electrical sales are up about 2.5%.
- There have been some complaints on the smell at the IPF. Dave has put MDV on notice to make sure they are doing proper maintenance and pretreatment to ensure the smell does not continue or reoccur. May Offerdahl informed Larson that they must get the issue fixed.

Civic Center: Karen Graham was present to discuss matters pertaining to her department.

- The toolcat recently had some hydraulic and belt issues. Ironhide/Bobcat came to service the equipment and did a thorough evaluation and tune-up. It is operating again.
- Harlan Haroldson and Justin Marquis would like to set up skating lessons at the ice rink. Graham will work with them on a schedule.
- Graham is gathering a couple of quotes to replace what Graham believes is the original late 60's toilets and urinals. There is money in the repair and maintenance portion of the Civic Center budget that could cover the costs.

Community Development

- Mayor Offerdahl informed the council that the board met at noon and continues to discuss the daycare shortage issue as well as being updated on the mobile home park monthly.

Hospital Board

- Member Dufault informed the council that Essentia continues to work to recruit new quality healthcare professionals.
- Essentia is currently very busy with the major expansion at the Duluth campus.

Member Dufault introduced the following resolution and moved its adoption:

**RESOLUTION ACCEPTING RESPONSIBILITY
AS THE SPONSORING AGENCY
RESOLUTION 19-06**

BE IT RESOLVED, that the City of Fosston act as sponsoring agency for a Safe Routes to School project and acknowledges herewith that it is willing to be the project sponsor knowing full well that such sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED, that Cassandra Heide is hereby authorized to act as agent on behalf of this applicant.

Agreement to Maintain Facility

WHEREAS: The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way acquired without prior approval from FHWA; and

WHEREAS: Transportation enhancement projects receive federal funding from the reauthorization of the Surface Transportation Program (STP) of the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991; and

WHEREAS: The Minnesota Department of Transportation (Mn/DOT) has determined that for projects implemented with transportation enhancement funds, this requirement should be applied to the project sponsor; and

WHEREAS: The City of Fosston is the project sponsor for the transportation enhancement project identified as Safe Routes to School project.

THEREFORE BE IT RESOLVED THAT, the Project Sponsor hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation enhancement project.

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

And the following voted against same: none

Whereupon said resolution was declared passed and adopted this 14th day of January, 2019

James Offerdahl, Mayor

ATTEST:

Charles Lucken, City Administrator

Certification

I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the City of Fosston on this 14th day of January, 2019.

SIGNED:

WITNESSED:

Charles Lucken
City Administrator

Cassandra Heide
Assistant City Administrator

Council considered approving Build Fosston Rebates to William & Tammi Jalowiec and James Juve in the amount of \$5,000 for their homes built in Aspen Addition.

Motion was made by Dufault, seconded by Hoailmen to approve Build Fosston Rebates to William & Tammi Jalowiec and James Juve in the amount of \$5,000 for their homes built in Aspen Addition. Motion carried by unanimous vote.

Council considered approving an application for transient merchant license for Greg Parenteau, DBA Oof-da Tacos.

Motion was made by Dufault, seconded by Hoialmen to approve the application for transient merchant license for Greg Parenteau, DBA Oof-da Tacos. Motion carried by unanimous vote.

Council considered approving the final pay estimate to Davidson Construction, Inc in the amount of \$22,283.48 for airport apron and taxilane rehabilitation project.

Motion was made by Dufault, seconded by Anderson to approve the final pay estimate to Davidson Construction, Inc in the amount of \$22,283.48 for airport apron and taxilane rehabilitation project. Motion carried by unanimous vote.

Council considered approving the final 2018 tax increment financing reimbursement in the amount of \$4,711 to Anytime Fitness.

Motion was made by Hoialmen, seconded by Anderson to approve the final 2018 tax increment financing reimbursement in the amount of \$4,711 to Anytime Fitness. Motion carried by unanimous vote.

Council considered approving 2017 & 2018 tax increment financing reimbursement in the amounts of \$1,726 and 1,904, respectively, to Total Track & Performance Products.

Motion was made by Anderson, seconded by Bosselman to approve 2017 & 2018 tax increment financing reimbursement in the amounts of \$1,726 and 1,904, respectively, to Total Track & Performance Products. Motion carried by unanimous vote.

Council considered a donation to the East Polk Heritage Center for 2019 in the amount of \$4,000. Bonnie Stewart, secretary of the East Polk Heritage Center was present. Stewart provided a 2019 board budget prior to the meeting which was furnished to each member. Lucken reported the request came after the preliminary levy was set, but funds in unallocated expenses could be used for the request. In the future the board will provide the request and proposed budget prior to the preliminary budget the City sets.

Motion was made by Hoailmen, seconded by Bosselman to approve the donation to the East Polk Heritage Center for 2019 in the amount of \$4,000. Motion carried by unanimous vote.

Council considered a request for funding from the Arts & Culture Commission in the amount of \$2,595 for quarterly newsletters, website design and maintenance, and advertising. Offerdahl would like to give administration time to review the budget to ensure there are funds available, as this request was not made before the levy was set. Dufault recalls the formation of the commission and questioning if the City would have a financial obligation. Bonnie Stewart and Barbara Johnson from the commission were present. Stewart recalls informing the council that there wouldn't be a financial obligation at the time of the formation of the commission.

Motion was made by Bosselman, seconded by Anderson to table to funding request from the Arts & Culture Commission in the amount of \$2,595. Motion carried by unanimous vote.

Member Anderson introduced the following resolution and moved its adoption:

RESOLUTION ACCEPTING DONATIONS RECEIVED
BY THE CITY OF FOSSTON IN 2017
RESOLUTION 19-07

WHEREAS, the City of Fosston received numerous donations in 2018; 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, THEREFORE, 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 Hoialmen and upon vote being taken thereon the following voted in favor thereof: Anderson, Hoialmen, Bosselman, Dufault, 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 14th day of January, 2019.

James Offerdahl, Mayor

Attest:

Charles Lucken, City Administrator

Council considered approving an engineer services agreement with Widseth Smith Nolting for 2019. Lee Cariveau of Widseth Smith Nolting was present to inform council that rates have increased, but, the contract remains otherwise unchanged.

Motion was made by Anderson, seconded by Dufault to approve the engineer services agreement with Widseth Smith Nolting for 2019.

Lee Cariveau, WSN was present to discuss the 2018 street improvement project and proposed 2019 projects. Cariveau reported that the 2018 project will have some re-seeding in the Spring, but, the project is otherwise substantially complete.

Council was given four priority projects at the last meeting including a sewer repair on Granum Avenue North, mill and overlay on Newton Avenue North, second lift on Eaton Avenue North and extension of water and sewer and asphalt on Foss Avenue North. Offerdahl questioned what needed to be done and what could wait. Larson informed that the Eaton Avenue second lift should be done as well as the sewer repairs on Granum. Cariveau informed council that with oil prices low and the county working in close proximity of the City this year would be an ideal time for asphalt work. Lucken informed that there is bond money remaining for the second lift on Eaton Avenue North. Larson believes Foss Avenue can wait. A manhole on City property on South Mark Avenue needs to be done. Spot repairs need to be done annually as well.

Lucken provided funding recommendations in an interfund loan with a 3% interest rate and a first year interest only payment.

It was the consensus of the council to order plans and specifications on the following projects for 2019:

- Sewer replacement work on Granum Avenue North
- Second lift on Eaton Avenue North
- Mill and overlay on Newton Avenue North
- Manhole on Mark Avenue South

- Various spot repairs

Member Hoialmen introduced the following resolution and moved its adoption:

**RESOLUTION RECEIVING REPORT
AND CALLING HEARING ON 2019 STREET
AND UTILITY IMPROVEMENT PROJECT
RESOLUTION NO. 19-08**

WHEREAS, pursuant to resolution of the council adopted January 14, 2019, a report has been prepared by Widseth Smith Nolting with reference to the improvement of the following streets:

Granum Avenue N. between 3rd St. NE and 4th St. NE
Eaton Avenue N. between 8th Street NE and 11th Street NE
Newton Ave. N. between 8th St. NW and 9th St. NW

and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429, and this report was received by the council on January 14, 2019, and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

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

1. The council will consider the improvement of such streets in accordance with the report and the assessment abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$137,000.
2. A public hearing shall be held on such proposed improvement on the 11th day of February, 2019, in the council chambers of the city hall at 7:15 p.m. and the City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

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: Hoialmen, Anderson, Bosselman, Dufault, and Offerdahl.

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 14th day of January, 2019.

James Offerdahl, Mayor

Attest:

Charles Lucken, City Administrator

Member Dufault introduced the following resolution and moved its adoption:

**RESOLUTION ORDERING THE
PREPARATION OF REPORT ON THE
2019 STREET AND UTILITY IMPROVEMENT PROJECT
RESOLUTION NO. 19-09**

WHEREAS, it is proposed to improve of the following streets and avenues
Granum Avenue N. between 3rd St. NE and 4th St. NE
Eaton Avenue N. between 8th St. NW and 11th St. NW
Newton Ave. N. between 8th St. NW and 9th St. NW

and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

That the proposed improvement be referred to Lee Cariveau, P.E., Widseth Smith Nolting for study and that he is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended. 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: Dufault, Anderson, Bosselmen, Hoialmen, and Offerdahl.

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 14th day of January, 2019.

James Offerdahl, Mayor

Attest:

Charles Lucken, City Administrator

Keith Kinnen, Karvakko was present to report on the 2019 East end multi use path. Kinnen reported design plans are 90% complete and the project is tracking about a month ahead of schedule. The project should be bid in May for construction in the 2019 season. Kinnen reported that he is currently working on a wildlife hazard assessment plan at the airport while the environmental assessment is on hold for this work.

Council discussed blight properties in the City of Fosston. Anderson informed the council of a property on Second Street Northeast that is severely blighted with a hole in the roof of the property. Lucken informed the council that to have the property demolished a building inspection would have to be done to deem the property inhabitable. Offerdahl encouraged the council to report any blighted property to administration. Heide will contact Brad Bail of InDepth Inspection to inspect properties.

Council considered approving partial pay estimate number 5 from Davidson Construction, Inc for 2018 Street and Utility Improvement projects in the amount of \$20,505.72. Cariveau reported this is a release of previously retained funds. There is still some retainage for necessary re-seeding in the Spring.

Motion was made by Anderson, seconded by Hoialmen to approve partial pay estimate number 5 from Davidson Construction, Inc for 2018 Street and Utility Improvement projects in the amount of \$20,505.72. 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.

Charles Lucken, City Administrator