

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA
July 13, 2020

The regular meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, July 13, 2020 at 7:00 p.m.

The meeting was called to order by Mayor Offerdahl with the following members present: Anderson, Dufault, Bosselman, and Hoialmen via zoom. Members absent: none. Also present was: Cassie Heide, David Larson, Mike Norland, Matthew Bellamy, Lee Cariveau, Keith Kinnen, Mark Hagen, Ed Lavelle, Sarah Manecke, Amelia Linehan, Stephen Larson, in person. Also present via zoom was: Karen Graham.

Motion was made by Anderson, seconded by Bosselman to approve the agenda with no modifications.

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 June 8, 2020 and special meeting held June 22, 2020.
- B) To approve Accounts Payable Bill Listing #20-07 in the amount of \$150,862.32 and AP Bill Listing #20-07A in the amount of \$156,484.38
- C) To approve Accounts Payable Bill Listing – Omland Court, \$5,510.18

COMMITTEES/BOARDS/COMMISSION:

Law Enforcement: Deputy Matthew Bellamy and Chief Mike Norland were present to report on matters pertaining to Fosston Law Enforcement

- June was a relatively slow month.
- Scams continue to be an issue with new ones cropping up on a regular basis.

City Administration: Cassie Heide reported on matters pertaining to City Administration

- League of Minnesota Cities will not increase membership dues in 2021 as a direct result of COVID-19.
- MnDOT is contributing approximately \$19,000 in additional funding for the City Bus over the 2020-2021 years under the CARES Act.
- MnDOT is contributing \$20,000 in additional funding for airport activities to be used in the next three years under the CARES Act.
- The City received \$112,182 CARES funding and will work to identify eligible expenses for the funds.

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

- Information on excess flow valves (EFV) for natural gas was sent to customers via the June newsletter. The installation of EFV's is now mandatory. The City has been installing EFV's since 2001 on any new services.
- The electric substation feeder project is set to begin the first week of August.
- Utilities Commission will meet with AE2S and discuss the water and wastewater rate analysis the firm has been performing and has completed.
- DO sensors at the wastewater plant were installed by IPS.

Civic Center: Karen Graham reported on matters pertaining to her department.

- Summer Rec and swimming programs will began in June with approximately 35-40 kids in the pool each day and 71 registered children in summer rec.

Community Development

- Dufault informed the council the EDA board met at noon today and largely discussed the mobile home park and future plans for the park.

Hospital Board: No report

Arts & Culture Commission:

- Heide reported that local artist Mike McColl is currently constructing the new statue and making good progress.
- A virtual art walk is being planned for August while trying to boost business activity without the in person artists.

City Attorney: No Report

Council considered approval of a variance application from Betty VonHoldt per recommendation of the planning commission. The planning commission met prior to council and recommended approval of the variance that is a request for placing a garden shed two (2) feet from the side yard property line, whereas zoning ordinance calls for a ten (10) foot side yard setback.

Motion was made by Anderson, seconded by Bosselman to approve the variance application from Betty VonHoldt per recommendation of the planning commission. Motion carried by unanimous vote.

Council considered approval of low bid for mobile home demolition. Heide reported that last year the City evicted Jason Killian, Four Seasons Contracting from the mobile home park for nonpayment. Killian did not appear in court and the city received a default judgement. Manufacturer information for the home has been removed from the home. Therefore, a title search could not be performed. The home has needed to have the water shut off due to leaks and doors and windows boarded by city staff. The home presents a risk to the general public.

Two bids were received. One bid from Hagen Construction, Inc in the amount of \$4,800 and one bid from Lenex Sand and Gravel in the amount of \$4,250 was received.

Motion was made by Anderson, seconded by Dufault to award the low bid to Lenex Sand and Gravel in the amount of \$4,250 for the demolition of said mobile home. Motion carried by unanimous vote.

Council considered approval of a proposal from the Caulkers Co., Inc to repair the rock wall at the Civic Center. Graham reported that the proposal was received prior to the last meeting and the addition of the repairs of the pillars was added to the proposal bringing the cost to \$24,660. The work was not budgeted. Heide reported that the City can apply for the rock wall to be placed on the national historical society in order to be eligible for grant funding. There are grants available for \$10,000 and up for restoration work.

Motion was made by Anderson, seconded by George to not approve the proposal at this time and apply to be placed on the national historical society and apply for grant funding, as well as identify necessary people to raise funds for the work. Motion carried by unanimous vote.

Council considered approval of a lease for the incubator space used by Ignite Youth Center, Inc for 2019-2021. Heide informed the council that the lease expired in March of 2019 and the lease as presented covers the time from expiration to March 31, 2021. Ignite Youth Center is beginning to welcome youth in after a few months of being closed due to COVID-19.

Motion was made by Bosselman, seconded by Anderson to approve the lease for incubator space used by Ignite Youth Center, Inc. Motion carried by unanimous vote.

Council considered approving 2020-2021 workers compensation premium options. Heide reported a modification factor of .84 with approximately a \$4,000 increase over the prior year. The City usually accepts a \$1,000 deductible.

Motion was made by Bosselman, seconded by Hoialmen to approve the 2020-2021 workers compensation premium options. Motion carried by unanimous vote.

Council considered approving an extension from MDV, Inc. Heide reported general manager Jim Noyes called to explain that COVID-19 has delayed plans for construction on the lots in connection with the land option. Noyes expressed his interest to apply for a loan from the City through DEED. Michelle Landsverk has been tasked to work with MDV on an application.

Motion was made by Anderson, seconded by Dufault to approve a one year extension on land option expiring June 30, 2021 with MDV, Inc. Motion carried by unanimous vote.

Council considered accepting bids for concrete removal and replacement at various sites. Per discussion and direction at the last regular council meeting the city wished for staff to identify other areas in the city that could better use the concrete minding the removal and installation costs. Larson reported that the bids will include various sidewalks throughout the city as well as concrete at the city shop location in shop buildings and aprons.

Two sealed bids were received. One bid from Quam Construction was received in the amount of \$72,461.25 and one bid from Osland Concrete Construction in the amount of \$83,824 was received. Larson reviewed the bids and locations included in each bid and verified the composition of each bid to include the same identified locations as provided by city staff.

Motion was made by Anderson, seconded by Hoialmen to award Quam Construction the concrete work in the amount of \$72,461.25. Motion carried by unanimous vote.

Council considered approval of final pay application for 2019 East end multi use path to Gordon Construction in the amount of \$24,961.37. Kinnen has approved the final pay application and informed the council that the project is entirely complete.

Motion was made by Anderson, seconded by Hoialmen to approve final pay application for 2019 East end multi use path to Gordon Construction in the amount of \$24,961.37. Motion carried by unanimous vote.

Council considered approval of additional work on 6th St as part of the 2020 Street & Utility Improvement project. Lee Cariveau, Widseth, informed the council that the work includes water connection services and is necessary as the new plastic line will go into cast iron. If the work can be done now during this improvement project, there stands to be a fair amount of savings. It was the consensus of the council to authorize engineer Cariveau to work with Hagen Construction on the necessary change order to be approved by council at the next regular meeting.

Council considered approval of pay application number 2 from Hagen Construction, In for 2020 street and utility improvements in the amount of \$59,872.80. Cariveau has approved the pay application.

Motion was made by Anderson, seconded by Bosselman to approve application number 2 from Hagen Construction, In for 2020 street and utility improvements in the amount of \$59,872.80. Motion carried by unanimous vote.

Council considered approval of change order number 1 from Hagen Construction, Inc for 2020 street and utility improvements in the amount of \$34,916. Cariveau reported that the change order is due to soil differences that were unidentified at the beginning of the project and for rehabilitation of the sanitary sewer on Eaton Avenue North from 6th to 8th street.

Motion was made by Anderson, seconded by Dufault to approve change order number 1 from Hagen Construction, Inc for 2020 street and utility improvements in the amount of \$34,916.0. Motion carried by unanimous vote.

Lee Cariveau, Widseth was present to discuss the 2020 street and utility improvement project and the wastewater expansion. Cariveau reported that pressure tests for the water main will be performed tomorrow. There were issues with the compaction tests where Hagens testing company and the city's testing company had differing results. Hagen feels the city's testing company, Terracon, was not competent in their testing. Cariveau is working to identity why both

tests are not passing. The project is not at a place where timing is crucial, and the contractor can work while waiting for passing test results.

Cariveau reported the facility plan for the wastewater facility improvements was approved by the Minnesota Pollution Control Agency (MPCA). The loan application has been sent into United States Development Authority (USDA). Cariveau believes USDA will have changes to the facility plan based on prior experience in working with the agency for funding.

Keith Kinnen, Karvakko was present to discuss the highway 2 corridor study and airport. Kinnen reported that MnDOT has expressed interest in making progress towards completing the highway 2 corridor study. Mayor Offerdahl feels it is important to wait until the Governor has lifted his executive order and no longer has limitations on public participation in meetings.

Kinnen reported that the airport commission met a couple weeks ago and requested a revised airport layout that could lead to the need for the City to transfer a small amount of golf course land to the airport. The plans are far from final and more work needs to be done.

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

Cassie Heide, City Administrator