

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA  
March 11, 2019

The regular meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, March 11, 2019 at 7:00 p.m.

The meeting was called to order by Mayor Offerdahl with the following members present: Dufault, Anderson, Hoialmen, and Bosselman. Members absent: none. Also present was: Cassie Heide, Lee Cariveau, David Larson, Steven Lyseng, Keith Kinnen, Kyle Anderson, Barbara Johnson Ethan Nagel, and Chet Carlson

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

- Consider approving IRP loan application from Joel & Wanda Manecke in the amount of \$100,000 per recommendation from FEDA.
- Consider approval of new solid waste hire.

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

- A) To approve the minutes of the regular meeting held February 11, 2019.
- B) To approve Accounts Payable Bill Listing #19-03 in the amount of \$97,262.37 and AP Bill Listing #19-03A in the amount of \$371,705.24.
- C) To approve Accounts Payable Bill Listing – Omland Court, \$7,538.83.

COMMITTEES/BOARDS/COMMISSION:

Law Enforcement: Deputies Ethan Nagel and Chet Carlson were present to report on matters pertaining to Fosston Law Enforcement

Deputy Ethan Nagel is taking the position of Chet Carlson and is learning Fosston from Deputy Carlson. Started working at the justice center.  
Working on parking violations to make sure snow removal will be handled easily.

City Administration: Heide reported on City matters.

Minnesota Department of Transit approved a one time across the board additional 5% towards operating grant. The operating grant for the City Bus is a 90/10 split for 2019.

Heide & Kinnen presented to the ATP on the 21<sup>st</sup> for the Safe Routes to School/Transportation Alternative Program grant application. The grant was awarded for 2023 in the amount of \$173,000.

The Star Committee is updating the street pole banners in a theme honoring service members. Businesses and individuals will have the opportunity to sponsor banners with a service member's information.

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

Water & Wastewater samples from the IPF have been coming in consistent and in the appropriate levels.

Minnesota Pollution Control Agency is concerned about ponds flooding and has reached out to operators to remain diligent and ready to respond to possible flooding.

MDV has indicated they are putting off their project for one year. This allows the City time to continue working on the wastewater expansion plans

Civic Center: Member Roy Dufault reported on matters pertaining to the Civic Center

The toolcat has had mechanical issues recently and is being worked on tomorrow. We should consider trading it off before it reaches 1000 hours.

A senior water exercise program was started with Essentia a couple of months ago and now has about ten participants. The installation of the wheelchair lift has made the program very successful.

Excessive snow on the Civic Center roof created leaking issues. Graham was thankful for the City crew who cleared the snow from the roof.

The new toilets and urinals have been installed.

Renovations on the kitchen are underway and should be completed before the community's event Tango & Cash.

Member Dufault introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PLANS  
AND SPECIFICATIONS FOR THE 2019 STREET AND  
UTILITY IMPROVEMENT PROJECT AND ORDERING  
ADVERTISEMENT FOR BIDS  
RESOLUTION NO. 19-10

**WHEREAS**, pursuant to resolution passed by the council adopted February, 11, 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:

Granum Avenue N. between 3<sup>rd</sup> St. NE and 4<sup>th</sup> St. NE  
Newton Ave. N. between 8<sup>th</sup> St. NW and 9<sup>th</sup> St. NW

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 April 4, 2019 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 April 8, 2019 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 Hoailmen and upon vote being taken thereon the following voted in favor thereof: Dufault, Hoialmen, Anderson, Bosselman, and Offerdahl.

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 11<sup>th</sup> day of March, 2019.

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James Offerdahl, Mayor

Attest:

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Charles Lucken, City Administrator

Council considered approval of liquor license applications for on sale, and Sunday On Sale applications from Ventures Bar & Grill, Daroos Pizza, and Palubicki's Inc. As well as applications for off sale from Fosston Off Sale and Palubicki's, Inc.

A motion was made by Hoialmen, seconded by Bosselman to approve the liquor licenses. Motion carried by unanimous vote.

Council considered approval of an application for exempt permit from Prairie Toms Chapter NWTD for the annual Sportsmen banquet at Ventures on March 28, 2019.

A motion was made by Anderson, seconded by Hoialmen to approve the application for exempt permit from Prairie Toms Chapter NWTD for the annual Sportsmen banquet at Ventures on March 28, 2019. Motion carried by unanimous vote.

Council considered approval of an application for exempt permit from First Care Medical Services Foundation for Tango & Cash on April 6, 2019.

A motion was made by Bosselman, seconded by Dufault to approve the application for exempt permit from First Care Medical Services Foundation for Tango & Cash on April 6, 2019. Motion carried by unanimous vote.

Council considered approving a sanitation rate increase for April 1, 2019. Larson reported that the increase is \$.45 per month for residents. The commercial rates vary based on a formula that identifies replacement cost, number of times serviced in a month, and size of dumpster.

A motion was made by Hoialmen, seconded by Anderson to approve a sanitation rate increase for April 1, 2019. Motion carried by unanimous vote.

Member Dufault introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING THE SALE  
OR DISPOSAL OF REAL PROPERTY  
RESOLUTION NO. 19-11

WHEREAS, it is and was in the best interest of the City of Fosston, Minnesota (“City”) to sell or otherwise dispose or transfer real property located in the County of Polk, State of Minnesota, as follows:

Legal Description:

---Lots One (1), Two (2), Three (3), and Four (4), Block One (1), Fosston Industrial Park, Second Addition located in the Southeast Quarter of the Northwest Quarter (SE1/4NW1/4), Section Four (4), Township One Hundred Forty-seven (147) West of Range Forty (40) West.---

(“Land”)

Transferee:

Fosston Economic Development Authority (“Transferee”); and

WHEREAS, Minnesota Statutes, Sections 412.201 and 412.211 provide that real property of the City may be disposed of as its interests require.

NOW, THEREFORE, IT IS RESOLVED by the City Council as follows:

1. That the City sell, convey or otherwise dispose of or transfer the Land to the Transferee or any previous disposal or transfer of the Land to the Transferee is ratified and approved. More specifically, the City ratifies the transfer to the Fosston Economic Development Authority by virtue of the Quit Claim Deed dated November 18, 1991 and recorded November 26, 1991 in Book 487 of Deeds on page 295.
2. That the Mayor and the City Administrator are authorized and directed to sign and deliver an instrument of conveyance of the land to the Transferee and any such instrument of conveyance which was previously signed and delivered is ratified and approved.

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

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 11<sup>th</sup> day of March, 2019.

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James Offerdahl, Mayor

Attest:

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Charles Lucken, City Administrator

Council considered approval of amendment to task order no. 10, East end multi use path from Karvakko Engineering. Keith Kinnen of Karvakko Engineering reported that earlier this Fall when council approved task order no.10, only design engineering costs were included. By creating an amendment to the task order at a later time, construction engineering costs that would more closely match the actual costs was beneficial to the City. Kinnen reported that his original estimates for construction engineering are very close to the actual amount in the amendment. The total cost of engineering in design in construction for the East end multi use path is \$70,000.

A motion was made by Anderson, seconded by Hoialmen to approve amendment to task order no. 10, East end multi use path from Karvakko Engineering. Motion carried by unanimous vote.

Lee Cariveau, Widseth Smith Nolting was present to discuss the 2019 street & utility improvement project. Plans are moving forward with a bid date of April 4, 2019. The portion of the work the City is bidding with the County does not have a bid date set yet.

Cariveau reminded council that the wastewater expansion study continues to move forward.

Council considered an IRP loan from Joel & Wanda Manecke in the amount of \$100,000 per recommendation from FEDA. Mayor Offerdahl informed the council that the economic development authority met today and has recommended to the council the approval of the loan application. The loan application came in late on Friday and was not included in council members packet for review. Council would like more time to review the application.

A motion was made by Anderson, seconded by Hoialmen to table the approval of an IRP loan from Joel & Wanda Manecke in the amount of \$100,000. Motion carried by unanimous vote.

Council considered approval of new solid waste handler. Heide reported that Bryan Dahl of Winger was interviewed. References were checked and Dahl has completed a pre employment drug screening. His current job duties match closely the job description for solid waste handler.

A motion was made by Anderson, seconded by Hoialmen to approve new solid waste handler hire, Bryan Dahl. Motion carried by unanimous vote.

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

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Charles Lucken, City Administrator