

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA
March 12, 2018

The regular meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, March 12, 2018 at 7:00 p.m.

The meeting was called to order by Mayor Offerdahl with the following members present: Veum, Dufault, Hoialmen and Anderson. Also present was: Charles Lucken, Cassie Heide, Lee Cariveau, David Larson, Karen Graham, Amelia Linehan, Keith Kinnen, Steven Lyseng, Scott Bixby, Chett Carlson, and Tracee Bruggeman.

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

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

- A) To approve the minutes of the regular meeting held February 12, 2018 regular meeting minutes, and February 26, 2018 special meeting minutes.
- B) To approve Accounts Payable Bill Listing #18-03 in the amount of \$116,862.03 and AP Bill Listing #18-03A in the amount of \$55,519.03.

COMMITTEES/BOARDS/COMMISSION:

Law Enforcement: Scott Bixby was present to discuss matters pertaining to his department

- Deputy Bixby introduced Fosston's new officer Chett Carlson. Chett has completed all of his training and will be a great addition to the Fosston area.
- Drug task force continues to work on cases, as well as traffic and other typical calls for service.
- Member Dufault inquired what law enforcement does to ensure our schools are safe. Deputy Bixby explained that they have the safe schools program where they make a presence in and around the schools, speaking with faculty and student body. They also regularly check doors to ensure they are locked during school session. Reports have been made where doors are left propped open during lunch breaks. Law enforcement will work with the school district to ensure that students do not leave doors propped open and will continue to be present and check doors regularly. Officers have also been trained in active shooter scenarios.
- Member Dufault brought to law enforcements attention the need to enforce ordinances regarding junk vehicles and unkempt lawns. Administrator Lucken has a list of violations and will work with law enforcement to get the list taken care of.

Civic Center/Parks & Recreation: Karen Graham was present to discuss matters pertaining to her departments.

- Lee Plumbing replaced the rusted pipes in the maintenance room. The previous galvanized steel has been replaced with plastic.

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

- Street sweeper, mowers and other spring and summer equipment is being checked over and maintenance is being performed so they are ready for the season.
- City crew will work with Recreation crew to ensure all of the City property is being maintained.
- There have been 9 water main breaks since November. Crews have been working diligently to make the necessary repairs.
- IPF samples have been better than last year.
- Water is being moved up north in preparation of Spring.
- Ed Lavelle expressed his concern for speeding in the alley behind the 13 towns. Larson will have speed bumps installed that can be removed for the winter season.

Tracee Bruggeman of Brady Martz was present to report the findings of the 2017 City Audit. Bruggeman reported that the City received an unmodified opinion, as they did the prior year.

Mayor Offerdahl called the public hearing in session. Engineer Lee Cariveau was present to present final plat maps for the Aspen Addition. The maps did not include any changes from the last map presented at the special meeting of council held February 26th. The plat includes the addition of 26 lots and approximately 6 blocks.

Member Anderson introduced the following resolution and moved its adoption:

CITY OF FOSSTON
COUNTY OF POLK
STATE OF MINNESOTA
RESOLUTION NO. 18-10
A RESOLUTION APPROVING THE
FINAL PLAT FOR THE ASPEN ADDITION

WHEREAS, the City is proposing to plat land into a 26-lot subdivision and two outlots; and

WHEREAS, the subject property is currently zoned R-1, Single Family Residential; and

WHEREAS, the subject property advances Housing Goal #1 in the Fosston Comprehensive Plan to *promote a continuum of housing for all economic levels*; and

WHEREAS, all lots in the proposed plat conform to the minimum requirements of the R-1, Single Family Residential District; and

WHEREAS, the Planning Commission held a public hearing to consider the matter at a special meeting on February 26, 2018, and members of the public were provided the opportunity to comment and present information to the Planning Commission; and

WHEREAS, the Planning Commission has considered all the comments and the City Engineer's report; and

WHEREAS, the Planning Commission of the City of Fosston made the following Findings of Fact in relation to the recommendation of approval:

1. The proposed plat is consistent with the intent of the Fosston Comprehensive Plan.
2. The proposed plat will be consistent with the present and future zoning and land uses in the area.
3. The proposed plat will meet the requirements of the Fosston Zoning Ordinance.
4. The proposed plat will not create undue burdens on public systems, including streets and utilities.
5. The proposed plat will not create substantial impacts, visual or otherwise, on neighboring land uses.

WHEREAS, the Fosston City Council reviewed the recommendation of the Planning Commission; and

WHEREAS, the Fosston City Council reviewed the preliminary plat on February 26, 2018 and the final plat on March 12, 2018; and

WHEREAS, the City Council of the City of Fosston makes the following Findings of Fact in relation to the approval:

1. The Final Plat provides an appropriate means of furthering the intent of the Comprehensive Plan for the site by putting the proposed improvements and parcels to residential use.
2. The proposed improvements on the site under the Final Plat are consistent with the needs of the development in this location as a residential area.
3. The improvements will have expected impacts on public services, including water, sewer, stormwater and traffic which have been planned to serve the property for the development proposed.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Fosston, Minnesota that the final plat of the Aspen Addition is hereby approved.

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

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 12th day of March, 2018.

James Offerdahl, Mayor

ATTEST:

Charles Lucken, City Administrator

Council discussed pricing for the sale of lots, taking into consideration the approximate cost of the development over the next twenty or so years, along with trends in Fosston for lots for sale. A motion was made by Anderson, seconded by Dufault to sell the three lots on the east side, waterfront for \$30,000 per lot, with the three lots on the west side for \$25,000 per lot. All six lots will qualify for a \$5,000 rebate, contingent upon completion of home construction in the 2018, 2019 year. Motion carried by unanimous vote.

Council tabled the consideration of approval of revision to Section 9.05.03, Sick Pay Allowance at Termination and Section 9.06.4, Accrual/Carryover of the Personnel Policy.

Karvakko engineer Keith Kinnen was present to report warming house discrepancy updates. Kinnen met with Dennis Hemmingsen. Hemmingsen has agreed to replace the concrete in the warming house and will do so this Spring with appropriate slope. Member Anderson inquired if a

trough style drain could be put in. Kinnen has requested Hagen to give a quote for the installation of a trough drain. This will be at the expense of the City and Kinnen will have that amount by the next City council meeting. Other items that are in delinquency have been reported to general contractor for the project, Mark Hagen and he has a deadline to correct the issues. Kinnen will keep the council updated.

Cariveau reported on the progress of the 2018 Street and Utility Improvement project. Cariveau has permits and they will be sent off. Bid opening is set for April 4th and a panel will need to be formed to score the contractors who bid the project. Administrator Lucken will work on forming the panel in the coming weeks.

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

Charles Lucken, City Administrator