

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA
March 28, 2022

Pursuant to due call and notice thereof, a special meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, March 28, 2022 at 5:00pm.

The meeting was called to order by Mayor Offerdahl with the following members present: Bosselman, Anderson, and Dufault. Absent: Mulry. Others in attendance were: Cassie Heide, Sarah Manecke, David Larson and Lee Cariveau.

Mayor Offerdahl stated the purpose of the meeting was to:

- a. Consider adopting resolution authorizing execution of MN Housing Manufactured Home Community Redevelopment Program grant agreement.
- b. Consider selecting engineering services for Omland Court Redevelopment paving project.
- c. Consider adopting resolution authorizing execution of MN PFA application for funding for the Wastewater Expansion project.
- d. Consider adopting resolution authorizing execution of MN DNR application for funding for the FIT Trail Expansion project.

Heide noted the scope of work in the grant agreement will include paving the two cul de sacs, installing “drive-over” curb and gutter, replacement of existing off-street parking and sidewalk modifications. Execution of the grant triggers a deed restriction being placed on the property that requires the property remain a manufactured home park for 25 years and rent increases must be capped at 5% annually.

Per recommendation of FEDA, member Anderson introduced the following resolution and moved its adoption:

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

RESOLUTION NO. 22-14

**RESOLUTION AUTHORIZING EXECUTION OF MINNESOTA HOUSING
MANUFACTURED HOME COMMUNITY REDEVELOPMENT PROGRAM GRANT
AGREEMENT**

BE IT RESOLVED that the City of Fosston applied to Minnesota Housing, Manufactured Home Community Redevelopment Program for infrastructure redevelopment costs for Omland Court in the amount of \$320,000.

BE IT FURTHER RESOLVED that the City of Fosston was awarded \$320,000 for Omland Court Infrastructure Redevelopment.

BE IT FURTHER RESOLVED that the City of Fosston City Council authorizes Cassie Heide, City Administrator to execute the grant agreement documents.

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 and Offerdahl.

and the following voted against same: None.

Whereupon said resolution was declared passed and adopted this 28th day of March, 2022.

James Offerdahl, Mayor

ATTEST:

Cassie Heide, City Administrator

Council considered selecting engineering services for the Omland Court Redevelopment paving project. Based on the scope of work, Widseth proposes to perform the preliminary and final design engineering services for a not to exceed amount of \$22,000. If necessary, Widseth proposes to perform construction engineering services for a not to exceed amount of \$24,000. Based on the scope of work, Karvakko proposes to perform the preliminary and final design engineering services for \$24,500. If necessary, Karvakko proposes to perform construction engineering services for \$14,500.

Motion was made by Dufault, seconded by Anderson to select Widseth to provide the engineering services for the Omland Court Redevelopment paving project. Motion carried by unanimous vote.

Member Anderson introduced the following resolution and moved its adoption:

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

RESOLUTION NO. 22-15

**RESOLUTION AUTHORIZING EXECUTION OF MINNESOTA PUBLIC FACILITIES
AUTHORITY APPLICATION FOR FUNDING FOR WASTEWATER EXPANSION**

BE IT RESOLVED that the City of Fosston is hereby applying to the Minnesota Public Facilities Authority for a loan from the Clean Water Revolving Fund/Drinking Revolving Fund for improvements to its drinking water system/municipal wastewater treatment system as described in the loan application.

BE IT FURTHER RESOLVED that the City of Fosston estimates the loan amount to be \$13,168,709 or the as-bid cost of the project.

BE IT FURTHER RESOLVED that the City of Fosston has the legal authority to apply for the loan, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its design life.

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 and Offerdahl.

and the following voted against same: None.

Whereupon said resolution was declared passed and adopted this 28th day of March, 2022.

James Offerdahl, Mayor

ATTEST:

Cassie Heide, City Administrator

Member Dufault introduced the following resolution and moved its adoption:

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

**RESOLUTION NO. 22-16
RESOLUTION AUTHORIZING EXECUTION OF GRANT APPLICATION TO
MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR LOCAL TRAIL
CONNECTIONS PROGRAM – FIT TRAIL EXPASION**

WHEREAS, the City of Fosston supports the grant application made to the Minnesota Department of Natural Resources for the Local Trail Connections Program. The application is to construct a portion of the FIT Trail Expansion. The proposed trail will extend north from the Fosston Sport Complex to the Aspen Addition and terminate at the north edge of Berge-Stafford Park.

WHEREAS, the City of Fosston recognizes the 25% match requirement for the Local Trail Connections Program, and has secured the matching funds.

WHEREAS, Chapter 152 of the Fosston City Code includes subdivision regulations but does not presently include regulations requiring safe routes to school infrastructure in developments authorized by the City of Fosston.

NOW, THEREFORE, BE IT RESOLVED, that if the City of Fosston is awarded a grant by the Minnesota Department of Natural Resources, the City of Fosston agrees to accept the grant award and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Fosston will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED that the applicant has read the Conflict-of-Interest Policy contained in the Trail Program Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IF FURTHER RESOLVED, the City Council of the City of Fosston names the fiscal agent for this project as:

Cassie Heide, Administrator
City of Fosston
220 1st St. E.
PO Box 239
Fosston, MN 56542

BE IT FURTHER RESOLVED, The City of Fosston hereby assures the Fosston FIT Trail Expansion will be maintained for a period of no less than 20 years.

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 and Offerdahl.

and the following voted against same: None.

PASSED AND ADOPTED BY THE CITY COUNCIL OF FOSSTON THIS 28TH DAY OF MARCH, 2022.

Jim Offerdahl - Mayor

ATTEST: _____
Cassie Heide, City Administrator

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

Cassandra Heide, City Administrator