

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA
November 9, 2020

The regular meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, November 9, 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. Members absent: none. Also present was: Cassie Heide, David Larson, Matt Bellamy, Scott Bixby, Lee Cariveau, Ed Lavelle, Sarah Manecke, Amelia Linehan and Mark Hagen.

Motion was made by Anderson, seconded by Bosselman to approve the agenda.

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 October 19, 2020
- B) To approve Accounts Payable Bill Listing #20-11 in the amount of \$170,208.03 and AP Bill Listing #20-11A in the amount of \$320,152.03
- C) To approve Accounts Payable Bill Listing – Omland Court, \$8,624.53

COMMITTEES/BOARDS/COMMISSION:

Law Enforcement: Deputy Matt Bellamy and Sergeant Scott Bixby were present to report on matters pertaining to Fosston Law Enforcement

- Deputies are active in and around the schools as well as with the typical traffic enforcement
- Burglaries & other crimes are happening in surrounding areas, so deputies continue to urge residents to be vigilant and contact them if they notice anything suspicious
- Bixby reports that they are seeing an increase in domestic & mental health issues

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

- Heide reports there will be a public meeting on the Highway 2 Corridor Study in the Civic Center or online via zoom on November 30th. There are two different times available: 3:00 – 5:00 pm or 6:00 – 8:00 pm
- Heide continues to work with Cariveau on the wastewater expansion project

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

- The substation feeder line replacement project is substantially complete. All the wire and pipe are in except for a small section near the substation, which will not be completed until next Spring

- Water from pond 2 and pond 3 has been completely dumped with current levels about the same as last year
- The street department has been busy sweeping streets and taking care of odds & ends before winter. Christmas decorations will be put up next week before the City's Light Up the Night event.

Civic Center: Karen Graham was not present to report on matters pertaining to her department.

Community Development

- Dufault informed the council the EDA board met at noon today and primarily discussed the future of the Prairie Pines Childcare Center. A non-profit has recently taken ownership of the former Prairie Pet Clinic building. There has been \$15,000 in donations to date which will help with the planning costs. Preliminary drawings and costs will be available at the next meeting

Hospital Board: Dufault reported the hospital is financially solid, a few doctors have been working a significant number of hours and they are continuing with doctor recruitment

Arts & Culture Commission: No report

City Attorney: No report

A public hearing continuance was held to determine whether a substandard or hazardous conditions exists on the property located at 204 Inderlee Avenue North, Fosston, MN 56542, Parcel No. 87-00173.00 and to determine what action needs to be taken to remedy such conditions.

Motion was made by Anderson, seconded by Bosselman to continue the public hearing to the next monthly council meeting. Motion carried by unanimous vote.

Council considered approving the coronavirus relief fund (CRF) expense report to the State of Minnesota Management and Budget office for October 2020 CRF expenses. Heide informed the council that monthly reports are due to the Minnesota Management and Budget Department where a special department was formed to deal with the CARES funding the state received. Expenses included in the report are eligible under Coronavirus Relief Fund, as they were a necessary expenditure to respond to the COVID-19 public health emergency, were not accounted for in the current budget, and were incurred during the covered period.

Motion was made by Anderson, seconded by Hoialmen to approve the coronavirus relief fund (CRF) expense report submittal to the State of Minnesota Management and Budget office for October 2020 CRF expenses. Motion carried by unanimous vote.

Member Anderson introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING
PROPERTY TAX ABATEMENTS
RESOLUTION NO 20-26**

WHEREAS, Minnesota Statutes 469.1812 through 469.1815 authorize property tax abatements for economic development purposes,

THEREFORE BE IT RESOLVED, by the Board of Independent School District #601, Polk County, Minnesota, that the ISD #601 desires to provide for a tax abatement program as authorized by M.S. 469.1812 through 469.1815, said program will be a housing incentive tax abatement program with the following parameters required for ISD 601's participation:

1. The three primary taxing authorities, City, Polk County and Independent School District #601, are all participating in the incentive program.
2. The program would apply to new residential construction only. New residential construction shall include modular homes, manufactured homes and stick-built homes.
3. The program would apply to single-family dwellings ready for occupancy within two years of acquisition of the undeveloped real property.
4. The abatement of real property taxes would be for two years, in the first two years where payment of taxes are based upon the final value of the new dwelling as determined by the Polk County Assessor.
5. Term of the program shall be December 31, 2021.
6. The City of Fosston shall be responsible to notify Polk County of which properties are in the program at the time the real property is acquired and arrange for the appropriate hearing(s) as required by law.

The motion for 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 9th day of November, 2020

James Offerdahl, Mayor

ATTEST:

Cassie Heide, City Administrator

Council considered approval of pay application number 6 from Hagen Construction, Inc for 2020 street and utility improvements in the amount of \$119,520.12. A small percentage of retainage will be withheld until Spring 2021 when final inspection can be done. Cariveau has approved the pay application.

Motion was made by Anderson, seconded by Dufault to approve application number 6 from Hagen Construction, Inc for 2020 street and utility improvements in the amount of \$119,520.12. Motion carried by unanimous vote.

Lee Cariveau, Widseth was present to discuss the 2020 street and utility improvement project, 2021 street improvement projects and the wastewater expansion. Cariveau reported that the 2020 street and utility project is completed except for a small amount of retainage to be released in the Spring of 2021 upon final inspection.

Cariveau reported that the wastewater survey has been completed and there will be a meeting with our staff in early December to discuss the wastewater options. The wetland regulatory individuals are satisfied with the plan we have submitted for the wastewater ponds.

Preliminary cost estimates for four (4) different scenarios plus several different subcomponents for the proposed 2021 Eaton Ave extension were discussed further.

Keith Kinnen, Karvakko was not present to discuss the Highway 2 Corridor study or Airport but did provide an update for Council. Airport – the next step will be to purchase wetland credits (approximately \$75,000 that was budgeted in CIP). The project will be bid in January with construction fill taking place between May and October. There will likely be surveyors on site in the coming weeks to get topo for upcoming projects. Corridor Study – Kinnen submitted the final draft of the report and design to MnDOT for final round of comments. The next public meeting will be November 30th at the Civic Center and online via zoom.

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

Cassandra Heide, City Administrator