

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF FOSSTON, POLK COUNTY MINNESOTA
September 9, 2019

The regular meeting of the Council of the City of Fosston, Polk County Minnesota was held in council chambers on Monday, September 9, 2019 at 7:00 p.m.

The meeting was called to order by Mayor Offerdahl with the following members present: Dufault, Hoialmen, Anderson, and Bosselman. Members absent: none. Also present was: Cassie Heide, Chuck Lucken, David Larson, Matthew Bellamy, Jim Tadman, Amelia Linehan, Ed Lavelle, Karen Graham, Stephen Larson, and Keith Kinnen.

Motion was made by Anderson, seconded by Hoialmen to approve the agenda as presented.

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

- A) To approve the minutes of the regular meeting held August 12, 2019.
- B) To approve Accounts Payable Bill Listing #19-09 in the amount of \$90,333.95 and AP Bill Listing #19-09A in the amount of \$83,800.20.
- C) To approve Accounts Payable Bill Listing – Omland Court, \$4,635.83.

A forum for members of the public present to speak was held.

COMMITTEES/BOARDS/COMMISSION:

Law Enforcement: Deputy Bellamy and Sheriff Tadman reported on matters pertaining to law enforcement.

- Deputy Bellamy reported there were approximately 200 calls for service in August with an increase in traffic stops.
- Member Dufault expressed his concern with the dispatching staff and competency in taking emergency or non emergency phone calls.

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

- A natural gas inspection with MNOPS was done last month
- MDV is back up and running.
- Some more maintenance work at the IPF is still needed.
- Water has been discharged at the wastewater treatment ponds and sampling will begin to ensure the city is meeting the phosphorus limits.
- The substation feeder replacement project will likely have to wait until 2020 as railroad permits have still not been received.

Aquatics & Recreation: Graham reported on matters pertaining to her departments.

- Faith Hill Academy of Bagley will be bringing their 3rd and 4th grade classes over each Tuesday through March for swimming lessons.
- Railings on the bleachers in the balcony will be installed.

Council considered approving the 2019-2020 Civic Center lease with Independent School District No. 601.

Motion was made by Dufault, seconded by Anderson to approve the 2019-2020 Civic Center lease with Independent School District No. 601. Motion carried by unanimous vote.

Council considered approving a farm land lease with Jeff Broadwell for 2020-2022. Heide informed council that the land lease is currently with Mike Grandbois and expires at the end of 2019. Grandbois recommended to Heide and the City to allow Broadwell to farm the land in the coming years as he is retiring and Broadwell is taking other land over for him.

Motion was made by Anderson, seconded by Hoialmen to approve the farm land lease with Jeff Broadwell for 2020-2022. Motion carried by unanimous vote.

Council considered approving employee health insurance renewal for 2020 per recommendation of the personnel committee. Rates are up slightly and the plan is not changing.

Motion was made by Dufault, seconded by Bosselman to approve employee health insurance renewal for 2020 per recommendation of the personnel committee. Motion carried by unanimous vote.

Council considered approving 2020 cost of living adjustment and step increases for city employees per recommendation of the personnel committee.

Motion was made by Bosselman, seconded by Hoialmen to approve 2020 cost of living adjustment and step increases for city employees per recommendation of the personnel committee. Motion carried by unanimous vote.

Member Hoialmen introduced the following resolution and moved its adoption:

RESOLUTION IMPLEMENTING THE FEDERAL TRANSIT

ADMINISTRATION REGULATIONS ON DRUG USE AND ALCOHOL MISUSE

RESOLUTION NO. 19-27

WHEREAS, the City of Fosston Transit system has an obligation to insure that its employees perform their jobs safely, efficiently and in a professional manner.

WHEREAS, the City of Fosston Transit system recognizes that alcoholism and other drug dependencies has a significant potential for causing safety hazards for transit system employees.

NOW THEREFORE, the purpose of this document is set forth the Fosston Transit System Policy regarding urine drug testing and breath alcohol testing for safety-sensitive positions in accordance with the terms of 49 CFR Part 655. I further certify that the employee training conducted under this part meets the requirements of 49 CFR Part 655.

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

and the following voted against same: none.

Whereupon said resolution was declared passed and adopted this 9th day of September, 2019.

(City Administrator) (Date)

(Mayor) (Date)

Council considered approving partial pay estimate no. 4 in the amount of \$6,272.72 for 2019 street and utility improvements from Hagen Construction and Trucking, Inc. Lee Cariveau, WSN informed council this payment is to reduce retainage to 2.5% on the project. The remainder of the work includes seeding and videotaping sewer lines.

Motion was made by Anderson, seconded by Bosselman to approve partial pay estimate no. 4 in the amount of \$6,272.72 for 2019 street and utility improvements from Hagen Construction and Trucking, Inc. Motion carried by unanimous vote.

Council considered approving change order no. 2 in the amount of \$20,815.20 for 2019 street and utility improvements from Hagen Construction and Trucking, Inc. Cariveau explained that there were a few items that came up during construction that were unforeseen including an old storm culvert that needed to be replaced, poor soil conditions that required clay fill to be brought in and some various spot repairs. The total change order was for approximately \$12,000 more,

but Cariveau is only approving \$20,815.20 at this time and has asked Hagen for more information before he will, if at all, approve the remaining request.

Motion was made by Dufault, seconded by Hoialmen to approve change order no. 2 in the amount of \$20,815.20 for 2019 street and utility improvements from Hagen Construction and Trucking, Inc. Motion carried by unanimous vote.

Council considered approving partial pay estimate no. 1 in the amount of \$76,300.86 for the East end multi use path from Gordon Construction of Mahnomen, Inc. Keith Kinnen, Karvakko Engineering informed council that he approves the payment and the contractual completion date is September 17th.

Motion was made by Anderson, seconded by Bosselman to approve partial pay estimate no. 1 in the amount of \$76,300.86 for the East end multi use path from Gordon Construction of Mahnomen, Inc. Motion carried by unanimous vote.

Lee Cariveau, WSN was present to report on the 2019 street and utility improvement project. Cariveau informed council that Knife River Paving is set to do the City portion of the paving on Newton, Eaton and Hilligoss the end of September or early part of October. Cariveau is working with city staff and the county on some spot repairs on Johnson Avenue/county road 6 that were unfavorable for the county.

Keith Kinnen, Karvakko was present to report on the East end multi use path, airport and highway 2 corridor study.

Kinnen informed the council that the East end multi use path had some asphalt laid today. The crews have dealt with unfavorable weather conditions but still have working days left.

A notice of decision on the wetland delineation at the airport has been received.

Kinnen reported that the first community review panel meeting took place last Wednesday with good attendance. Kinnen hoped the conversation would have led to possibilities of the construction for the highway, but the group focused on slowing down traffic and safety. Overall the discussions were productive. A public survey will be done in the next month or so and the next community review panel meeting will be the week of November 18th.

There being no further business to come before the council, Mayor Offerdahl closed the open meeting at 7:56p.m., for attorney-client privilege to discuss the City's mediation strategy in *Warren Affeldt and Deborah Affeldt v. City of Fosston, Polk County Court File No. 60-CV-18-931*, which is currently pending in Polk County District Court.

Mayor Offerdahl opened the closed meeting at 9:14p.m. and a motion to adjourn was made by Anderson, seconded by Hoialmen. Motion carried by unanimous vote.

Charles Lucken, City Administrator