

**ORR CITY COUNCIL
MINUTES OF REGULAR MEETING
NOVEMBER 13, 2023**

The regularly scheduled meeting of the Orr City Council was held Monday, November 13, 2023, at the Orr City Hall.

John Jirik was sworn in as councilperson for remaining term ending 12/31/24.

Mayor Robert Antikainen called the meeting to order at 5:30 p.m. Present at roll call:

Present:	Mayor	Robert Antikainen
	Councilperson	Bruce Black
	Councilperson	Melissa Wright
	Councilperson	Hannah Mannick
	Councilperson	John Jirik

Also present: Clerk/Treasurer, Angela Lindgren; Maintenance Supervisor, Paul Koch; Airport Manager Ethan Olson; Ambulance Director, Donna Hoffer, Amy Shuster, *Cook News Herald*; Dave Colburn, *Timberjay*; members of the public.

Deletions to the Agenda: None

Additions to the Agenda: Agenda Item K. Contract with Cheri Carter for bank reconciliation and Agenda Item L. City Hall Hours

Motion by Bruce Black, second by Melissa Wright, to approve Consent Agenda consisting of Minutes of Regular Meeting of October 10, 2023, Minutes of Special Meeting of November 8, 2023, and expenditures in the amount of \$111,857.02. All in favor. MOTION CARRIED.

Motion by Hannah Manick, second by Melissa Wright, to approve the following 2024 Liquor and Cigarette Licenses: (1) Norman's One Stop – 3.2 Off-Sale Malt Liquor and Cigarette; (2) Pelican Bay Foods – 3.2 Off-sale Malt Liquor and Cigarette. Both businesses have successfully passed the St. Louis County Sheriff's background check and have no state or local liquor law violations within the past five years. All in favor. MOTION CARRIED.

Melissa Wright advised that the community-wide lighting decoration contest was a success last year. Would like to sponsor again this year with 1st place - \$125.00; 2nd place - \$75.00; and 3rd place - \$50.00. Prizes to be awarded in cash or taken as a discount on water and sewer and will again come from the Economic Development Fund. Motion by Hannah Manick, second by Bruce Black, to approve city sponsorship. All in favor. MOTION CARRIED.

Melissa Rabas requested a donation from the City of Orr for the Orr City Snow Festival. Melissa Wright questioned if money was budgeted for this event. Clerk/Treasurer Angela Lindgren advised that \$250.00 was still in the Economic Development Fund budget. Motion by Hannah Manick, second by Melissa Wright, to approve covering advertising expenses up to the budgeted amount of \$250.00. All in favor. MOTION CARRIED.

Bruce Black made motion, second by Hannah Manick, to not waive monetary limits on Municipal Tort Liability in excess of \$1000,000.00.

Melissa Wright made motion, second by Hannah Manick, to appoint Clerk/Treasurer Angela Lindgren as Wellhead Protection Manager. All in favor. MOTION CARRIED.

Liquor Store Manager Laura Manai submitted an estimate for a new security camera for the Liquor Store. Bruce Black questioned if it was in the budget. After finding that it would fit into the budget, motion was made by Hannah Manick, second by Melissa Wright, to replace security camera. All in favor. MOTION CARRIED.

Council reviewed an invoice from Lundgren Motors for recent work done to Ambulance in the amount of \$5,127.36. Councilperson Black questioned Ambulance Director Donna Hoffer about her budget. She did advise that she has questions regarding the budget as there have been some problems with staff turnover. Clerk/Treasurer advised that she is working on obtaining credit for one double paid invoice that would most of the Lundgren's invoice. Motion made by Bruce Black, second by Hannah Manick, for payment of Lundgren's invoice. All in favor. MOTION CARRIED.

Hannah Manick requests change of monthly council meetings for the winter to 6:00pm due to travel time from her job. Motion made by John Jirik, second by Bruce Black, to change meetings to 6:00 pm until the weather improves. All in favor. MOTION CARRIED.

Ambulance Director Donna Hoffer asked the Council to approve switching oxygen company to M02 Minneapolis Oxygen instead of continuing with Linde (formerly Praxair). She advises that we paid Linde's April invoice twice in May 2023, and they never credited us. She has sought quotes from two other vendors and recommends change to M02 Minneapolis Oxygen who is the lowest quote. Asking to sign a three-year agreement to lock in the prices. Motion made by Bruce Black, second by John Jirik, to approve switch to M02 Minneapolis Oxygen. All in favor. MOTION CARRIED.

Discussion regarding the purchase of K & D Oxygen Cylinders for Ambulance. Donna Hoffer advises that this eliminates the monthly fee charge and Ambulance would only pay upon a refill that the company will switch out the tank and do the requested testing every 5 years by switching tanks. Motion by Bruce Black, second by Melissa Wright, to approve purchase of three K cylinders at a cost of \$1,005.00 and 10 - D cylinders at a cost of \$800.00 for a total of \$1,805.00. All in favor. MOTION CARRIED.

REPORTS FROM DEPARTMENT HEADS

Liquor Store: Liquor Store Manager Laura Manai was not present.

Ambulance: Ambulance Director Donna Hoffer thanked the council for approving the vendor change to Minneapolis O2. Officer elections were held in October with re-elections of Donna as Ambulance Director. Sierra (Sokoloski) Hoffer will remain as training officer. She advises that no one wanted the Assistant Ambulance position and it was white balloted back to Patrick Hoffer for a 3 year term. Lundgren's invoice pertained to leaking exhaust. Snow removal bids were posted through 11/17/23. She is looking at renting the ambulance garage for larger items, boats and RVs. She has been in contact with the insurance company and is awaiting a decision from

underwriters. Keyless entry has been added to the garage. She is working on EMS recruitment as Bill Hoffer wants to reduce hours. She has submitted her budget for 2024. Advises that she is working with Clerk to complete CMS survey that is due by May.

Fire Dept: Fire Chief Jeremy Wright was not present.

Water and Sewer: Maintenance Supervisor Paul Koch water tower was put back in service Oct 12th. Utility Systems will need to come back in Spring to paint belly of the tower. He and Ethan reinstalled the building for the circulating pump and built support legs for the standpipe. They had to dig by hand to make water shed away from building. Reinstalled fencing after Steven Udovich dug outside to keep out 4 feet. Dehumidifier was added. Lead & Copper letters were sent to residents water meters, know may have 3 homes with issues. Shutdown the chlorine. USA to finish punch list. Had to drain pumpstation water heating system. Nick Gibson added valve for shutoff. Flushed system. Boiler water and antifreeze added. Filled digester floating cover, will freeze if not full.

Streets: Plows were moved from storage to heated hangar. Shoes put on both plows. Lt turn signal on plow not working. \$500.00 to replace. Council advises to fix.

Airport: Fixed T-Hangar doors that didn't unlock leading to wedging. All 8 runway lights have been fixed and replaced. Working on spares that can be used for quick replacement if needed. Started servicing large plow truck. LCP leveled and changed conduits. Replaced beacon light. Fuel System project is underway with the power buried and cement pad poured. International Falls is not interested in fuel due to cross contamination leaving 1900 gallons of heating oil.

Community Center: Cleaned gutters, replaced roof jack that was leaking.

Tourist Information Center: Dump station shut down

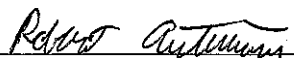
Parks and Rec: Tennis nets put away. Sticks removed from skating rink.

Comments from Mayor/Council: Thanks to Ethan for his work. Welcome to John Jirik.

There being no further business before the Council, motion by Bruce Black, second by Hannah Manick to adjourn. All in favor. MOTION CARRIED.

Meeting adjourned at 6:12 p.m.

Respectfully submitted,



Mayor Robert Antikainen

Attest: _____
Angela Lindgren, Clerk/Treasurer