

**ORR CITY COUNCIL
MINUTES OF REGULAR MEETING
DECEMBER 11, 2023**

The regularly scheduled meeting of the Orr City Council was held Monday, December 11, 2023, at the Orr City Hall.

Mayor Robert Antikainen called the meeting to order at 6:03 p.m. Present at roll call:

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| Present: | Mayor | Robert Antikainen |
| | Councilperson | Bruce Black |
| | Councilperson | Melissa Wright |
| | Councilperson | Hannah Manick |

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| Absent: | Councilperson | John Jirik |
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Also present: Clerk/Treasurer, Angela Lindgren; Airport Manager Ethan Olson; Dave Colburn, *Timberjay*; members of the public. Amy Shuster, *Cook News Herald*, arrived after roll call.

Deletions to the Agenda: None

Additions to the Agenda: Agenda Item O. Contract with Cheri Carter for bank reconciliation and Agenda Item N. Laptop for City Clerk/Treasurer

Motion by Bruce Black, second by Melissa Wright, to approve Consent Agenda consisting of Minutes of Regular Meeting of November 13, 2023 and expenditures in the amount of \$196,355.09. All in favor. MOTION CARRIED. One (1) Absent.

Discussion of storage shipping containers to be used at Ryan's mini storage. Motion by Hannah Manick, second by Bruce Black, to allow storage containers with no permit or fee as it is not covered in an ordinance. All in favor. MOTION CARRIED. One (1) Absent.

Motion by Bruce Black, second by Melissa Wright, to approve Dennis & Ericka Cote's request to renew Osprey Ridge's Short Term Rental for 2024. All in favor. MOTION CARRIED. One (1) Absent.

Motion by Bruce Black, second by Melissa Wright, to approve the 2024 On-Sale and Sunday Liquor licenses for Oveson's Pelican Lake Resort & Inn, LLC. It has successfully passed the St. Louis County Sheriff's background check and has no state or local liquor law violations within the past five years. All in favor. MOTION CARRIED. One (1) Absent.

Motion by Bruce Black, second by Hannah Manick, to close financial accounts at the North Star Credit Union and 4M Fund and transfer to Park State Bank. All in favor. MOTION CARRIED. One (1) Absent.

Motion by Hannah Manick, second by Melissa Wright, to use unallocated funds from the Fire Department to replace existing light fixtures with 8 LED High Bay fixtures in the amount of \$3,500.00. All in favor. MOTION CARRIED. One (1) Absent.

Motion by Melissa Wright, second by Hannah Manick, to approve Ambulance Invoice from A&D Appliance Repair in the amount of \$596.50 for control unit. All in favor. MOTION CARRIED. One (1) Absent.

Reviewed Snow Removal Bids received from Scott Wright and Steven Udovich for the 2023-24 Season. Bruce Black advised that he will meet with Ambulance Director, Donna Hoffer, to review bids. Motion by Hannah Manick, second by Bruce Black, to table. Bruce Black and Hannah Manick. Melissa Wright abstained. MOTION CARRIED. One (1) Absent.

Discussion of approving Amendment #A01 to MnDOT Grant Agreement #1049812 and Resolution 2023-22 to Execute Minnesota Department of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition. Bruce Black shared his frustration with the work already started on the airport and did not feel that we should have to contribute more local funds for the project. Motion made by Hannah Manick, second by Melissa Wright, to approve Amendment #A01 to MnDOT Grant Agreement #1049812 and Resolution 2023-22 to Execute Minnesota Department of Transportation Grant Agreement for Airport Improvement Excluding Land Acquisition. Voting in favor: H. Manick, M. Wright. Opposed: B. Black. MOTION CARRIED. One (1) Absent.

Motion made by Bruce Black, second by Melissa Wright, to approve request made by Alan Johnson of Benchmark Engineering to approve Pay Request No. 4 for King Road Lift Station in the amount of \$13,516.75 contingent upon receiving IC-134 and to approve Change Order accepting lower contract amount of \$270,335.00. All in favor. MOTION CARRIED. One (1) Absent.

Motion made by Bruce Black, second by Hannah Manick, to approve increase in utility debt service by \$830 to allot for sewer bond rate. All in favor. MOTION CARRIED. One (1) Absent.

Motion made by Bruce Black, second by Hannah Manick, to approve 2023 Local Weed Inspector Annual City Report. All in favor. MOTION CARRIED. One (1) Absent.

Motion by Bruce Black, second by Melissa Wright, to approve 2024 insurance coverages from League of Minnesota Cities for property, general liability, and automobile in the amount of \$37,023 and to decline the excess liability coverage of \$1,000,000. All in favor. MOTION CARRIED. One (1) Absent.

Resolution 2023-23 Adoption of Final Budget/FY2024 and Tax Levy for Year 2023 Collectible in Year 2024 was discussed as bank reconciliation has not been able to be completed since July. Motion by Hannah Manick, second by Bruce Black, to table. All in favor. MOTION CARRIED. One (1) Absent.

Minnesota's earned sick and safe time law is discussed as it requires employers to provide paid leave to all employees who work 80 hours at a rate of 1 hour per every 30 hours worked. The City of Orr's existing sick leave policy does already meet Minnesota's Earned Sick and Safe Leave (ESST) leave time requirements for Key employees but does not currently address the allowance for part-time or seasonal workers, along with Ambulance and Fire Department employees who earn 80 hours in a year. Comments made by public advised this will hurt

volunteer staff who are already short-handed. Options were discussed and decided that employees will have 80 hours front loaded with no pay out and no carryover designated as ESST and the remaining 64 hours for key employees will follow personnel policy found in handbook. The ESST hours will be available to employees as of January 1, 2024. Motion made by Bruce Black, second by Hannah Manick, to approve Resolution 2023-24 for Sick and Safe Time policy to be added to the City's Personnel Policy, effective January 1, 2024. All in favor. MOTION CARRIED. One (1) Absent.

Motion by Bruce Black, second by Hannah Manick to approve contract with former Clerk/Treasurer, Cheri Carter at \$35/hr to help with bank reconciliation and journal entries/ledger from May 1, 2023- Dec. 1, 2023 for 60 hours. All in favor. MOTION CARRIED. One (1) Absent.

Motion by Melissa Wright, second by Hannah Manick, to approve laptop for Clerk/Treasurer at the lowest option of \$609.99. All in favor. MOTION CARRIED. One (1) Absent.

REPORTS FROM DEPARTMENT HEADS

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

Ambulance: Ambulance Director Donna Hoffer was not present.

Fire Dept: Fire Chief Jeremy Wirght not present. Assistant Fire Chief John Barto asked for approval of payroll provided for staff. Council advised payroll was approved.

Water and Sewer: Maintenance Supervisor Paul Koch was not able to be present but provided the council with a report. Advised that he replaced the inner door handle and head light on his pickup. They finished landscaping, seeding and mulching at the water tower. Paul installed a storm collar for water tower made by Nels Gabrielson. Climbed water tower and removed unused internet dishes and cables. DNR lift station pumps were removed, check valves were cleaned. Had to replace 2 pump hold down pipes that were rotten. NPDES permit (WWTP) was reviewed and okayed for public comment. Asked Wingers for price on replacing rotten piping at WWTP Imhoff tank.

Streets: Lake Country Power fixed the 2 streetlights requested. Removed dead tree from sidehill. Asked Wingers to price out replacing catch basin and culvert in Catholic Church parking lot. Set up and took down cones for Snow City Christmas parade.

Airport: Brought tractor weight from boneyard to airport yard. Ears welded on to tractor weight by Jeff Zgaynor for better traction and safety. Serviced international plow truck. Borrowed range finder, measured and marked clear zone at airport (250' from center line). Cut trees and brush in clear zone (8-10' tall). Called airport rep to look at placard light not working. Replaced headlight assembly on pickup plow and needed to hook up hot wire for it to work. 1015.5 useable gallons of 100 LL and 1834 useable gallons of Jet A.

Community Center: Cleaned pilot tubing on stove top. Had trouble getting water heater pilot. Called Morton Buildings to have look at North Entrance doors for replacement or repair and they sent special tool for adjusting jambs and will look at doors next Spring.


Parks and Rec: Removed leaves from skating rink and replaced 4x4 post for skating rink gate.

Comments from Mayor/Council: Hannah Manick thanked everyone involved for their hard work in making the Snow City Christmas Festival a success. Melissa Wright added that the Legion/ community center was full and that there were more float participants than years past.


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

Meeting adjourned at 6:42 p.m.

Respectfully submitted,



Mayor Robert Antikainen

Attest: 

Angela Iundgren, Clerk/Treasurer