

## **CITY OF OXBOW**

### **Council Meeting Minutes 3-20-2024 Oxbow Country Club Maintenance shop**

**Present:** All members present.

Meeting called to order by Mayor Nyhof at 6:00 pm.

Motion by Triebold, second by Campbell, to approve the minutes from February 21, 2024. Motion carried.

Building plans – none to approve.

Landscaping plans – none to approve.

**Sheriff's report** – 24 calls for service with 14 of these being Community Orientated Policing. Deputy Hanson noted that he is not on most of the calls that come through, he is only the information from the reports submitted. If there are any questions on the sheriff's reports, Deputy Hanson will do his best to answer these.

#### **City Engineer update:**

- Street light project – no update
- Swale drainage project update – a lengthy discussion was had for this topic with the addition of the potential TIF district.
  - The TIF district would be a 5-year period. This way the city does not have to get approval from the county or the school district to set up the TIF.
  - Assessor Rolczynski to set the assessed valuation once the plans have been approved by the city council, which tentatively will be 20 townhouse units valued at \$600k each. This will generate roughly \$100k in taxes per year for the city. The value of the TIF would be approximately \$500k. The tentative build time is 2 years.
  - The city decides when the TIF starts, specifically when the values of the townhouses are set.
  - Along with the swale drainage project, the city will have to tear up part of S Schnell drive to put in a sewer stop and a curb stop for water.
- Mill and overlay project – field work has been completed. Plan production is ongoing. Should have plans ready for approval at the April meeting.
- Water Service Line Inventory – no update.
- Temporary septic system and drain field request from Hendrickson Construction – the construction manager from Hendrickson construction, who will be in the area for about 18 months completing the ring dike around the Bakke addition and west of Hwy 81, requested to install a septic system and drain field for their duration of the project. Being the area that their construction trailer will be located, it is in city limits and according to our covenants, there are no septic systems allowed. Engineer Aakre to reach out to the construction manager to let him know that his two options are a holding tank or a port-a potty.
- Compost/Recycling Center/Dumpster area proposal site – square off the area to the west of the water treatment plant for this site. Will need to reach out to the Joint Water District to get approval to use this land being the city does not own it. This project could be completed along with the mill and overlay project.

### **Water treatment plant:**

- Generators have been serviced.
- Sweeney Controls panel update – new panel is installed; Dennis is just waiting to have the read-outs to come to his phone.
- Security system update – no update.
- Lift station is running fine.
- Hydrants are good to go. Flushing will take place in late April/early May. An email announcement will be sent out to the residents prior to the flushing of the hydrants.
- Question from Althoff on the water line responsibilities. The city is responsible for water lines up to the curb stop. Homeowners are responsible for their water lines from the curb stop into the house.

### **Oxbow City Park update:**

- President Zach Schnitzler was in attendance to update the city council on the happenings at the park for the 2023 season and for potential projects for the 2024 season.
  - 2023 updates:
    - Bathroom updates – hand dryer installed, auto-closing and auto-locking mechanisms installed, open from 8 am to 8 pm. The code will not be shared to residents as this time was voted upon by the park district board members.
    - 2 new basketball hoops – one was donated by Scheels, the other was paid for through the raffle tickets.
    - Extra concrete was added around the pickle ball court and was landscaped after the installation of the extra concrete.
    - City to add to the next month's agenda prices on lawn mowers from John Deere and Swanston Equipment and prices on dirt/seed to help out the park district.
  - 2024 projects:
    - Fill in low spots with dirt and seed. A volunteer day will be scheduled in April/May for residents to help out with this.
    - Would like to request help in attaining a new lawn mower. The cost of using a third party does not fit into the budget.
    - The mulch area is overrun with weeds. Need a possible solution in this area.
    - Hockey rink on the basketball court as long as the weather is adequate for the water to freeze.
    - A raffle will be held again this year, but in the summertime to maximize the full potential for raffle sales. The park board agrees that the items on the raffle will be donated prizes and/or cash prizes.

Motion by Campbell, second by Schulz, to approve bills. Motion carried.

Motion by Triebold, second by Schulz, to transfer \$443.71 from the General fund to the American Rescue Plan Act fund to close out the fund. Motion carried.

Motion by Campbell, second by Triebold, to approve financials. Motion carried.

Triebold requests to have an oxbownd.com email address. Auditor Fett to reach out to Leo Worner at S&L Computers to get this set up.

Discussion on the sanitary sewer cleaning and televising contract that was signed back in June of 2023. Auditor Fett to send the contract to Johnson Jet-Line to complete prior to the mill and overlay project is started.

Motion by Schulz, second by Althoff, to approve the ProSweep contract as proposed. Motion carried.  
Motion by Campbell, second by Triebold, to adjourn the meeting. Meeting adjourned at 7:48 pm.

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Mayor Jim Nyhof

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Stacey Fett – City Auditor