

CITY OF ONAMIA REGULAR COUNCIL MEETING

Regular Meeting Minutes – November 12th, 2025

Council members present: Randy Anderson, Sandy Nelson, Joe Boeringa, Bill Hill. Marge Agnew/Mayor.

Council members absent: None.

Other staff present: City Clerk-Treasurer/Michelle Peterson. Public Works Supervisor/Gene Falconer. Josh True/Public Works. Police Chief/Amy Paschelke. Fire Chief/Bruce Peterson.

At 6:00pm the regular meeting was called to order with the Pledge of Allegiance. A **motion** was made by Joe Boeringa to **approve** October 8th, 2025, regular meeting minutes as written, motion seconded by Bill Hill, AIF, motion carried. A **motion** was made by Joe Boeringa to **approve** October 15th, 2025, special meeting minutes as written, motion seconded by Bill Hill.

Public Hearing: Property Tax Assessment Roll.

- A. At 6:02pm a **motion** was made by **Bill Hill** to **approve** opening the Public Hearing on delinquent city utility accounts and public service invoices for the 2026 property tax assessment roll, Randy Anderson seconded, AIF, motion carried.
 - a. Marge Agnew stated that the public hearing is about Resolution 2025-11C for accounts over 90 days past city utility accounts and public services to be assessed on 2026 property taxes.
 - i. Marge asked if there were any questions or statements about the property tax assessments.
 - b. Discussion between City Council and Jessie Milton – rental property – 103 Birch Street South.
 - i. Chad and Jessie Milton have taken ownership of the property and had given the current tenant a court order to leave the premises by October 31, 2025. The tenant was also given a court order to pay all utility billings owed. Milton stated that the tenant has not left the property, as ordered, and she would like verification from the city council that the delinquent utilities owed would not be assessed to the property taxes.
 - ii. Marge Agnew stated that the delinquent utilities being assessed are for accounts that are currently 90 days past due, and that her property was no longer on that list.
 - iii. Milton stated that she also has concerns that the tenant might purposely leave the water running and leave them with the bill.
 - iv. Bill Hill stated that there are several landlords in town, including himself, that have been down that same road and that they have all been stuck paying for those charges.
 - v. Mayor Agnew asked if there were any other discussion questions from the council or the audience on this information about the hearing.

- c. At 6:09pm Bill Hill made a **motion to approve** closing the public hearing, Randy Anderson seconded, AIF, motion carried.
- d. Joe Boeringa made a **motion to approve Resolution 2025-11C, A Resolution Certifying to the County Auditor Certain Delinquent Accounts**, Sandy Nelson seconded, AIF, motion carried.

Presentation on Financials & Claims:

- A. Bill Hill made a **motion to approve** all financials and claims presented, Randy Anderson seconded, AIF, motion carried.

Open Forum – (5-minute limit) *Requests to be on the agenda.

- A. Howard Resnikoff – 306 Cherry Lane.
 - a. Howard Resnikoff stated he had concerns regarding 301 Cherry Lane.
 - i. A camper has been parked in the driveway with people living in it the last few months.
 - 1. At times, there is a strong smell of sewage coming from the property.
 - 2. Garbage accumulating on the property.
 - b. Marge Agnew stated that the city will work with the Police Department to address Mr. Renikoff's concerns.
- B. Lacs Time Liquor, Todd Nyquist, stated that his Cannabis Application with the State of Minnesota was denied due to the City's current Zoning regulations.
 - a. A public hearing will be held during the December 10th, 2025 council meeting with proposed changes to the current zoning set-backs for low potency cannabis retailers.

Presentations of Audits, Petitions, Bonds, Insurance, Legislative Announcements, Complaints, and Requests. – None.

Reports of Officers, Council Committees, Departments, & Commissions.

Engineer – Water Treatment Plant:

- A. A progress report was included in the council packet. Water Treatment Plant startup began at the end of August, and water was pumped into the distribution system on September 25th. Approximately 95% of the project will be paid and 100% has been constructed per the Contractor's October Payment Application.
- B. Rice Lake Payment Application #20 for \$55,862.80
 - a. Bill Hill made a **motion to approve Rice Lake Construction Payment #20 in the amount of \$55,862.80**, Sandy Nelson seconded, AIF, motion carried.

Police Department: Police Chief Paschelke presented.

- A. 100 ICR's were recorded in October.

- B. Both squads have the new dash camera system up and fully operational.
- C. *National Prescription Drug Take Back Day* was October 25th, 2025.
 - a. 94lbs. of medications were collected.
- D. Fusion Tech went over the networks, firewalls, and equipment.
- E. There have been numerous bear sightings in town.
 - a. Notices have been posted not to feed wild animals or stray cats.
- F. *Taser Training* will be held on Monday, November 17th, 2025. *Firearms Training* will be held within the next two weeks.
- G. Bill Hill recommended a 1-step pay increase for Chief Paschelke's review. Bill Hill made a **motion** to **approve** giving Chief Paschelke a 1-step pay increase, Marge Agnew seconded, AIF, motion carried.
- H. The Police Department will be looking for quotes for a new speed sign.
- I. The city council discussed the Police Department driving the squad cars home.

Fire Department: Fire Chief Bruce Peterson presented.

- A. Jackson Flett put in his resignation. Marge Agnew made a **motion** to **approve** Jackson Flett's resignation, Joe Boeringa seconded, AIF, motion carried.
- B. Joe Boeringa made a **motion** to **approve** advertising for two (2) volunteer firefighter positions, Randy Anderson seconded, AIF, carried.
- C. Fire Chief Peterson would like to see three (3) items added to the City's Fee Schedule.
 - a. Structure Fires – for townships that are not contracted with the city.
 - b. Vehicle Fires – for Commercial Vehicles.
 - c. Equipment Rental Cost – Cost for any equipment rental needed.
- D. The Fire Department just finished training with the Isle Fire Department on *Mass Casualties' and School Bus Extraction*.
- E. There are currently two fire fighters training on *Fire Apparatus Pump Operations*.
- F. Waiting for two Townships to sign and return their Fire Contracts.

Maintenance: Public Works Supervisor Gene Falconer presented.

- A. The plow truck has been put back together.
- B. The new loader is back, and maintenance is waiting for a part to finish repairs.
- C. Maintenance will be decorating the Tree outside of City Hall for Christmas.
 - a. Mille Lacs Electric will be putting up Christmas Decorations on Main Street during the week of Thanksgiving.
- D. Still looking for quotes to replace the furnace in City Hall.

Water/Sewer: Public Works Supervisor Gene Falconer presented.

- A. The Water has been shut off in the City Park and at the RV Dump Station.
- B. The Water Treatment Plant is running.
- C. Well #3 is back in operation.
- D. Hydrants have been flushed.

- E. There is a new mixer in the water tower.
- F. The MN Department of Health did their yearly inspection.
- G. There will be a minimum of \$350.00 per month that will be needed for testing supplies at the Water Treatment Plant.
 - a. This will be ongoing until the MN Department of Health says otherwise.
- H. The Pontoon has been wrapped and put away.
- I. Not enough in the sewer ponds to do a discharge this fall, and the pilot study will be pushed off until next spring.
- J. The generator in the main lift station has been fixed, and pump maintenance has been completed.

Planning & Zoning: Public Works Supervisor Gene Falconer presented.

- A. The Planning Committee recommends hiring Jimi Archambault as a Planning Committee member.
 - a. Marge Agnew made a **motion to approve** hiring Jimi Archambault as a Planning Committee member, Sandy Nelson seconded, AIF, motion carried.
- B. The Planning Committee held a Public Hearing and recommends approving a Variance Permit submitted for Brian Benson at 301 Cherry Lane South.
 - a. Application requesting reduce the required lot area for a proposed subdivision on an existing parcel as well as to reduce the required front yard setbacks for a proposed structure located at 301 Cherry Lane South.
 - i. Specifically, an application to reduce the minimum lot area by subdividing the two lots from 10,000 square feet to 9,902 square feet and to reduce the front yard setback requirement from 30 feet to 15 feet for a proposed structure.
 - 1. Bill Hill made a **motion to approve Resolution 2025-11A A Resolution for a Variance at 301 Cherry Lane South, Onamia, Minnesota**, and Sandy Nelson seconded, AIF, motion carried.
- C. During last month's council meeting, it was reported that a fence would be taken down which separates 101 Spruce Street and Onamia School Districts property.
 - a. The property owner, Gwen Cziok, spoke with Council Member Bill Hill, and stated that they didn't agree to the fence coming down altogether.
 - i. The city council would like a letter sent to the school stating that the fence needs to be put back up.
 - b. The city council would like a letter sent to 300 Evergreen Lane. The residence needs skirting put up on the home.

Parks:

- A. Benches and crosswalk signs have been removed for winter.
- B. The city park has re-opened.
- C. The Mulch has been installed in the city parks.

- D. The Skating Park is scheduled to be open on Fridays, Saturdays, and Sundays.
 - a. Hours of operation are to be determined.
- E. Joe Boeringa is looking for someone to work in the city parks gardening next year.

Unfinished Business: City Clerk Peterson presented.

- A. Bill Hill made a **motion to approve** adding impound/towing insurance to the City's LMC Insurance Policy, Sandy Nelson seconded, AIF, motion carried.

New Business: City Clerk Peterson presented.

- A. Mille Lacs Corporate Ventures water meter multiplier has been incorrect since September of 2023. A digit was added to every reading during that time.
 - a. Total amount overbilled: \$5,498.82
 - i. Bill Hill made a **motion to approve** reimbursing Mille Lacs Corporate Ventures the \$5,498.82, Sandy Nelson seconded, AIF, motion carried.
- B. Marge Agnew made a **motion to approve** an *Electronic Funds and Wire Transfers Policy*, Sandy Nelson seconded, AIF motion carried.
- C. Marge Agnew made a **motion to approve** a *Safe Electronic Transfer and Payments Policy*, Sandy Nelson seconded, AIF, motion carried.
- D. The city council reviewed a draft *Fee Schedule Ordinance Schedule*.
 - a. Public Hearing is scheduled for December 10th, 2025.
- E. The utility billing clerk's computer hard drive is failing, a quote for a new computer from *Insight Public Sector* was included in the council packet.
 - a. Bill Hill made a **motion to approve** an *HP Workstation Z2 G1i – Tower 4U. Material Number: BN5J3UT#ABA* for \$2,538.20, Randy Anderson seconded, AIF motion carried.
- F. Randy Anderson made a **motion to approve** *Resolution No. 2025-11D, Resolution approving 40-per week work week for the Utility Billing Clerk*, Joe Boeringa seconded, AIF, motion carried.
- G. Marge Angew made a **motion to approve** *Statement of Work – Audit Services – Special Purpose Framework & Statement of Work – Client Accounting & Advisory Services* from *CliftonLarsonAllen LLP*, Joe Boeringa seconded, AIF, motion carried.
- H. Clerk Peterson completed the Utility Billing Clerk's 6-month review and recommended a 3-step increase. Sandy Nelson made a **motion to approve** a 3-step increase for Colby Hubbell, Bill Hill seconded, Marge Agnew and Joe Boeringa were in favor, Randy Anderson opposed.
- I. Marge Agnew completed Clerk Peterson's annual review and recommended a 2-step increase. Joe Boeringa made a **motion to approve** a 2-step increase, Sandy Nelson seconded, AIF, motion carried.

Clerk's Report: None.

Other:

- A.** The Final Budget and Levy for the 2026 tax year will be discussed at 6:00pm during the Wednesday, December 10th, 2025, regular City Council meeting.
- B.** The City Council will be scheduling a Water Treatment Plant Tour in January.
- C.** The annual Tree Lighting Ceremony will take place on Friday, November 28th, 2025, at 6:30pm.
- D.** The Fire Township meeting will be held at 5:30pm on December 10th, 2025, at the Onamia City Hall.

Adjourn: At 7:33PM a **motion** to adjourn was made by Joe Boeringa, seconded by Randy Anderson. AIF, motion carried.

Dated on this 17th day of November 2025
November 12th, 2025 – Regular Meeting Minutes

APPROVED on this 10th day of December 2025.

Marge Agnew – Mayor

ATTEST:

Michelle Peterson, MCMC Clerk-Treasurer

CERTIFIED BY VOTE:

Motion: _____

Second: _____

MARGE AGNEW

BILL HILL

RANDY ANDERSON

SANDY NELSON

JOE BOERINGA