

January 4, 2013

CITY COUNCIL AGENDA

Tuesday January 8, 2013

4:30 p.m.

Council Chambers, City Hall

1. Call to Order
2. Mayor and Council Members Oaths of Office
3. Agenda Additions or Deletions
4. Approval of Minutes – 12/11/12
5. Approval of Accounts Payable Listing
6. Police Chief Report
7. Street/Park Superintendent Report
 - New Skating Rink Employees
8. Utility Superintendent Report
9. Library Report- Board Appointment
10. Financial Report – Administrator Don Solga
11. Election of Acting Mayor
12. Set Time, Place, & Date of Regular Meeting
 - Second Tuesday, 4:30 p.m., Council Chambers, City Hall
 - Last Tuesday, 4:30 p.m., Council Chambers, City Hall
13. Appoint Clerk-Treasurer Glenys Ehlert

14. Appoint City Administrator as Deputy Clerk-Treasurer
15. Appoint City Attorneys: Krekelberg, Skonseng & Miller PLLP and Svingen, Cline & Larson PA
16. Designate Official Newspaper: Pelican Rapids Press
17. Designate Official Depositories: Wells Fargo, Minnesota National Bank, Wells Fargo Investments and Bell State Bank and Trust
18. Approve Expenses to Fire, Water, Wastewater and Bio Solids Schools, Police Training, Liquor Store, Police Chiefs', Clerks' and Mayors' Conferences, LMC Conference and Regional Meetings.
19. Approve Payment of Administrator and Clerk-Treasurer Bonds
20. Approve Payment of Liquor Store Bond
21. Approve 2013 Appointments to Boards and Authorities
22. Approve City Fee Schedule
23. Internet Service – Arvig
24. Fifth Avenue Northeast Utilities
25. Minnesota Rural Water Association Financing Final Sale Resolution and Documents
26. 2013 License Renewals
27. Lake Country Service Cooperative Membership Renewal
28. Adjourn to EDA Meeting
29. Review EDA Actions

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 01-08-13

The City Council of the City of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 01-08-13, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members James Strand, Steve Foster, Kevin Ballard and John Waller, III, were present. No one was absent. Administrator Don Solga, Acting Secretary Danielle Heaton, Police Chief Jeff Stadum, Street and Park Superintendent Brian Olson, Utility Superintendent Brent Frazier, Wayne Johnson from Super Septic, Andy Klinnert and Tom Sund from Arvig Communication Systems and Charles Albright from Loretel Systems, and Lou Hoglund of Pelican Rapids Press were also present.

Mayor Ben Woessner called meeting to order. All present stood, addressed the flag and said the Pledge of Allegiance.

Mayor Ben Woessner, Council Members Kevin Ballard and Steve Foster took their oaths of Office.

Motion by Ballard, seconded by Strand to approve the agenda. Motion carried.

Motion by Foster, seconded by Strand to approve 12-11-12 minutes as presented. Motion carried.

Motion by Strand, seconded by Foster to approve the Accounts Payable Listing of 01-08-13 in the amount of \$203,441.69 for City bills, \$47,307.86 for Liquor Store bills, \$1,560.41 for Library bills. Motion carried.

Police Chief Jeff Stadum presented his report for December 2012 and 2012 Year to Date Activities.

Street and Park Superintendent Brian Olson reported that the skating rink is now open. Council considered recommendation to hire four skating rink employees. Motion by Ballard, seconded by Strand to approve the hiring of Austin Lammers as a returning skating rink employee and Arturo Saavedra, Brooke Lammers, and Andrew Buck as new skating rink employees. Motion carried.

Utility Superintendent Brent Frazier reported that he, City Administrator Don Solga and Jordan Plotz met with SEH Engineering about the upcoming WWTF project and are now in the process of doing soil borings. Electric Pump came and serviced the submersible pumps and Marty Electric replaced a heater in the Effluent Sampling Area.

Motion by Strand, seconded by Ballard to elect John Waller, III, as acting mayor. Motion carried.

Council Member John Waller III arrived at 4:45 p.m.

Motion by Strand, seconded by Ballard to set meeting time, place and date of regular meeting, as follows:

Second Tuesday, 4:30 p.m., Council Chambers, City Hall

Last Tuesday, 4:30 p.m., Council Chambers, City Hall
Motion carried.

Motion by Strand, seconded by Ballard to appoint Glenys Ehlert as Clerk-Treasurer.
Motion carried.

Motion by Strand, seconded by Ballard to appoint Don Solga as Deputy Clerk-Treasurer.
Motion carried.

Motion by Strand, seconded by Ballard to approve the appointment of City Attorneys Krekelberg, Skonseng & Miller, PLLP, and Svingen, Cline & Larson, PA. Motion carried.

Motion by Strand, seconded by Ballard to approve designation of the Official Newspaper as the Pelican Rapids Press. Motion carried.

Motion by Strand, seconded by Ballard to approve the official depositories of Wells Fargo, Minnesota National Bank, Wells Fargo Investments and State Bank and Trust.
Motion carried.

Motion by Strand, seconded by Ballard to approve expenses to Fire, Water, Wastewater and Bio Solids Schools, Police Training, Liquor Store, Police Chiefs', Clerks' and Mayors' Conferences, LMC Conference and Regional Meetings. Motion carried.

Motion by Strand, seconded by Ballard to approve payment of the Clerk-Treasurer and Administrator Bonds. Motion carried.

Motion by Strand, seconded by Ballard to approve payment of the Liquor Store Bond.
Motion carried.

City Administrator Don Solga reviewed the Appointments to Boards and authorities and the council's representative to Planning Commission. Motion by Strand, and seconded by Foster to appoint John Waller, III, to Planning Commission as council representative and to approve Boards and Authorities as presented. Motion carried.

Administrator Don Solga reviewed the 2013 City Fee Schedule. Motion by Waller, seconded by Strand to approve the fees as scheduled. Motion carried.

Andy Klinnert and Tom Sund from Arvig Communication Systems and Charles Albright from Loretel Systems attended the council meeting to hear concerns about internet speeds for which customers are paying, the price here compared to other communities, and whether high speed internet is available if businesses should require it. Klinnert assured Council that if there is a business that would require high speed internet, it is available. He also stated he would take back Council's concerns and there would be future conversations about those concerns.

City Administrator Don Solga reported there were water samples taken from rental properties on Fifth Avenue Northeast that have levels of Nitrates which exceed the States

recommendation for safe drinking water. There may be properties on Fifth Avenue Northeast that have open pit or open bottom septic tanks, which are illegal in the state of Minnesota, and that could lead to the high nitrates. Council considered the recommendation to have the septic systems inspected by Otter Tail County. Motion by Strand, seconded by Foster to approve to request Otter Tail County to inspect the septic systems on Fifth Avenue Northeast. Motion carried.

Council Members considered the following written resolution, entitled **RESOLUTION PROVIDING FOR THE ISSUANCE, SALE AND DELIVERY OF \$503,800 GENERAL OBLIGATION TEMPORARY SEWER REVENUE NOTE, SERIES 2013A; TO PAY A PORTION OF THE COSTS OF CONSTRUCTION OF SEWER SYSTEM IMPROVEMENTS; ESTABLISHING THE TERMS AND CONDITIONS THEREFOR; CREATING A PROJECT FUND AND A DEBT SERVICE FUND THEREFOR; AND AWARDED THE SALE THEREOF.** (A complete text of this resolution is part of permanent public record in City Clerk's Office.)
Voting yes: Mayor Woessner Council Members Foster, Waller, Ballard and Strand.
Voting no: none. Resolution declared duly adopted.

Motion by Waller, seconded by Strand to approve City Administrator Don Solga and Mayor Ben Woessner to sign Minnesota Rural Water Association interim financing documents for the WWTF project. Motion carried.

Motion by Waller, seconded by Strand to add Mark Green of Green's Plumbing & Heating Inc., Thomas Hills of Ellingson Plumbing & Heating AC & Electrical, Scott Nelson of Nelson's Plumbing & Heating, LLC. and Joe Esser of Esser Plumbing & Heating Inc. to the Plumbers Registration List. Motion carried.

Motion by Strand, seconded by Waller to approve membership renewal in Lakes Country Service Cooperative for 2013. Motion carried.

Mayor Woessner adjourned City Council Meeting at 5:59p.m. to Economic Development Authority meeting.

Council meeting resumed at 6:01 p.m.

Motion by Waller, seconded by Strand to approve Economic Development Authority's actions including election of officers and approval of the 9-25-12 minutes. Motion carried.

Motion by Strand, seconded by Ballard to adjourn the meeting at 6:01 p.m. Motion carried.

Danielle Heaton
Acting Secretary