



PELICAN RAPIDS

March 26, 2015

CITY COUNCIL AGENDA

Tuesday, March 31, 2015

5:00 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
 - Roll Call of Members
 - Welcoming Remarks
 - Pledge of Allegiance
2. Additions / Deletions to Agenda
3. Approval of Minutes – 3/10/15
4. Approval of Accounts Payable Listing
5. Liquor Store Report
6. Utility Report – PeopleService Inc.
7. Bridge L5805 Update
8. Housing Development – Kelly Funk
9. Golf Course Road – Pelican Township
10. Historic City Hall Signage Reconsideration
11. Swimming Pool – Brian Olson
12. Pelican Youth Soccer 5 K Run – Fillo Diaz
13. Public Hearing at 6:00 P.M. – For Intent to Issue Bonds and Proposal to Adopt Capital Improvement Plan
14. Ambulance Subsidy and Contract for 2015
15. T-Mobile Water Tower Project Update
16. Contract for Deed Mortgage Letter of Consent
17. Mayors Conferences & Training – Brent E. Frazier
18. Arbor Day Proclamation
19. Downtown Parking
20. Wellhead Protection Public Informational Meeting 4/14/15 at 5:30 p.m.
21. Board of Appeal and Equalization – 4/2/15 at 2 – 3:00 p.m., Council Chambers, City Hall

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 03-31-15

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 03-31-15, in Council Chambers, City Hall.

Mayor Frazier called the meeting to order at 5:00 p.m.

Roll call was taken by Clerk-Treasurer Danielle Heaton.

Mayor Brent E. Frazier and four members of the Council were present at roll call:

Council Member Steve Strand Council Member Kevin Ballard

Council Member Steve Foster Council Member CJ Holl

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Liquor Store Manager Maggie Johnson, Street and Park Superintendent Brian Olson and Police Chief Jeff Stadum.

General Attendance: Jordan Plotz of PeopleService, Terry L. Harrison, Larry Gray, Richard Gade, Fillo Diaz, Dennis Ouren, Kelly Funk, Girl Scout Troop 30601 Member Blair Hurley, and Lou Hoglund of Pelican Rapids Press were also present.

All present stood and said the Pledge of Allegiance led by Girl Scout Member Blair Hurley.

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

Motion by Foster, seconded by Ballard to approve the minutes of 03-10-15 as presented. Motion carried.

Motion by Ballard, seconded by Foster to approve the Accounts Payable Listing of 03-31-15 as presented for City bills in the amount of \$77,954.77 with the addition of MN Department of Health for \$250.00, Library bills in the amount of \$60.00 and Liquor Store bills in the amount of \$38,021.97. Motion carried.

The Liquor Store Report was presented by Liquor Store Manager Maggie Johnson. The coolers are going to be reset this spring. Whitney Gravlin will be returning as part-time liquor store clerk this summer. Liquor Store Manager Johnson asked about credit card processing. Clerk-Treasurer Danielle Heaton said that she had checked with a few and was waiting to hear back from them. She also stated that the City and Liquor Store are under contract until November 28, 2015. Councilmember Holl recommended finding out who has the co-op purchasing agreement with the state. Motion by Strand, seconded by Holl to approve the Liquor Store Report as presented. Motion carried.

The Utility Report was presented by Jordan Plotz of PeopleService Inc. Motion by Holl, seconded by Strand to approve the Utility Report as written. Motion carried.

Fillo Diaz requested Council permission to use City streets for a Pelican Youth Soccer 5K Run/Walk. Proceeds would go towards tournament fees, traveling costs, uniforms and player card fees. It would be on Saturday, May 2, 2015 and would start at approximately 7:00 a.m. He is hoping to have 100 participants. He will work with Police Chief Stadum and Street and Park Superintendent Olson to figure out the safest route. Motion by Foster, seconded by Holl to approve the use of City streets for the Pelican Youth Soccer 5K run/walk. Motion carried

Administrator Don Solga gave an update on Bridge L5805. A meeting of the engineers and the surrounding property owners was held on March 16, 2015. After seeing the plans, the property owners decided they would like to see the bridge removed instead of replaced. Eventually the

City could consider putting a walking bridge there. Motion by Holl, seconded by Frazier to approve not proceeding with replacing bridge L5805 and request the County to remove the bridge. Approved: Holl, Frazier. Opposed: Foster, Strand, Ballard. Motion did not pass.

Kelly Funk is considering a new Housing Development. He would like to know a cost estimate for getting water and sewer to the area. He is asking for permission to contact the City Engineer to figure cost estimate for water and sewer infrastructure. Motion by Ballard, seconded by Holl to approve city engineer to figure cost estimate for water and sewer infrastructure for the potential housing development. Motion carried.

Dennis Ouren from Pelican Township addressed Council about Golf Course Road. Pelican Township owns the north half and the City owns the south half. Now that oil prices are dropping, Pelican Township is considering chip sealing their half of the road and wondered if the city is interested in the same for the south half. Chip sealing is cheaper than mill and fill but probably won't last as long. Street & Park Superintendent Olson has not heard of chip sealing and would like to look into it. He would like to also talk to the city engineer.

Historic City Hall Signage has arrived. After Council approved ordering the yellow sign, some area business owners were concerned about the color, that it might overshadow retail signs. The neutral one was ordered also. Superintendent Olson is asking council to consider putting the yellow on back of Historic City Hall and the neutral on the front. Motion by Holl, seconded by Ballard to approve hanging the yellow sign on the back and neutral on the front of Historic City Hall. Motion carried.

Street and Park Superintendent Brian Olson requested Council Approval to increase rates at the pool. Council Member Holl had some questions on the new rates. Street and Park Superintendent Olson will make some changes and discuss at next Council Meeting.

Mayor Frazier called the Intent to issue Bonds and Proposal to Adopt Capital Improvement Plan public hearing, subject to due call and published notice thereof, to order at 6:00 p.m.

Administrator Solga explained the Capital Improvement Plan. By acquiring the Fire Hall from Pelican Rapids Economic Development Authority, the City can issue a GO bond which will result in a net debt service cost savings of approximately \$62,000.

There were no questions from the public or from Councilmembers. Mayor Frazier closed the public hearing. Motion by Foster, seconded by Holl to introduce the following written resolution, entitled **RESOLUTION NO. 2015-5, RESOLUTION APPROVING CAPITAL IMPROVEMNET PLAN AND CONFIRMING INTENT TO ISSUE BONDS**. Motion carried and resolution declared duly adopted. (A complete text of this resolution is part of permanent public record in the City Clerk's office.)

Street and Parks Superintendent Brian Olson asked if anyone would be interested in joining the pool committee. Council members Holl and Ballard said they would both like to be on the committee. Mayor Frazier said he may also be interested.

Motion by Ballard, seconded by Holl to approve the Ambulance Contract for 2015 in the amount of \$30,800 with Ringdahl Ambulance, Inc., and authorize the Mayor and Clerk-Treasurer to sign the contract on behalf of the City. Motion carried.

Administrator Don Solga gave an update on the T-Mobile Water Tower Project. T-Mobile has decided not to add microwave antennas to the Water Tower. They will be installing updated

antennas and fiber optic cable to their electronics. The City wants to know the route to ensure it is in the easement.

Administrator Don Solga was asked to provide a letter of consent for parcel no. 760009900864000 in the Industrial Park, owned by Steve Strand of Assembly Engineering Inc. The agreement stated that during any applicable time frames contemplated herein, Grantee shall cause no mortgage or other liens to be attached to the subject premises without first obtaining written consent from the Grantor to do so. Motion by Holl, seconded by Foster to approve writing the letter of consent for the Grantee to cause a mortgage or lien on the property. Motion carried. Abstain: Strand

Mayor Frazier updated the Council on the trainings he had attended.

Motion by Strand, seconded by Ballard to approve the Arbor Day Proclamation stating Arbor Day in the City of Pelican Rapids will be on Friday, April 24, 2015, and the month of May 2015 as Arbor Month. Motion carried.

The City has received a few complaints about people parking on Broadway. Some feel that business owners and renters are parking for long periods of time and blocking spots for potential customers. Council discussed whether parking limitations are a good idea. At this time, no parking change will be made.

Wellhead Protection Public Informational Meeting 4/14/2015 at 5:30 p.m.

Board of Appeal and Equalization – 4/2/2015 from 2:00 p.m. to 3:00 p.m., Council Chambers, City Hall.

Councilmember Kevin Ballard asked to have more discussion on Bridge L5805 added to the next agenda. He felt more discussion is needed before a decision can be made. Councilmember Steve Foster agreed.

Motion by Foster, seconded by Strand to adjourn the City Council meeting at 6:55p.m. Motion carried. Opposed: Holl



Danielle Heaton
Clerk-Treasurer