

March 3, 2016

CITY COUNCIL AGENDA

Tuesday, March 8, 2016

5:00 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
 - a) Roll Call of Members
 - b) Welcoming Remarks
 - c) Announcements
 - d) Pledge of Allegiance
2. Citizen's Comments. *Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification or explanation, but no council action or discussion will be held on these items.*
3. Agenda Additions or Deletions
4. Approval of Consent Agenda. *The following are non-controversial items intended to be approved with one motion, without discussion. If a council member, staff, or member of the public would like to discuss an item(s), please ask that it be removed and it will be placed elsewhere on the agenda.*
 - a) Approval of Minutes – 2/23/16
 - b) Approval of Accounts Payable Listing
 - c) Improvement Project No. 79 Request for Payment:
 - 1) PFA Pay Request #31 - \$3,701.41
 - 2) SEH Engineering - \$3,701.41
 - d) Improvement Project No. 83 Request for Payment
 - 1) SEH Engineering - \$1,910.00
 - 2) Magney Construction Inc. - \$68,311.65
 - e) Staff Reports
 - 1) Police Chief Report
 - 2) Street/Park Superintendent Report
 - 3) Library Report
 - 3) Financial Report
5. Otter Tail County Tourism & Economic Development – Nick Leonard
6. Planning Commission Resolution No. 2016-01 Heart of Lakes Meats Variance Consideration
7. Agreement for Ambulance Service
8. MN DOT Limited Use Permit – Resolution No. 2016-04

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 03-08-16 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 CJ Holl

Council Member Kevin Ballard Council Member Steve Foster

Other city staff present: Administrator Don Solga and Clerk-Treasurer Danielle Heaton.

General Attendance: Nick Leonard, Boy Scout 313 Members Nicholas Rockstead and Connor Nelson, and Lou Hoglund of Pelican Rapids Press were also present.

The Mayor welcomed everyone to the Council Meeting.

All present stood and said the Pledge of Allegiance led by Boy Scout Members Nicholas Rockstead and Connor Nelson.

There were no citizen's comments.

Motion by Ballard, seconded by Foster to approve the agenda with the addition of No. 9 Business Retention & Expansion Study Update, No. 10 Housing Update, No. 11 Market Area Profile Update, No. 12 Pool Committee. Motion carried.

Motion by Holl, seconded by Strand to approve the following consent agenda items:

- a) Approval of Minutes – 2/23/16
- b) Approval of Accounts Payable Listing
- c) Improvement Project No. 79 Request for Payment:
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Motion carried.

Nick Leonard of Otter Tail County Tourism & Economic Development gave an update on the ad campaign that Otter Tail County is currently working on.

Administrator Solga reported on the March 2, 2016, Planning Commission Public Hearing. The Planning Commission approved the application for a variance from Jason Stetz dba Heart O'Lakes Meats and recommended that Council do the same. Heart O'Lakes wants to add a 16x16 sausage room. Motion by Foster, seconded by Strand to accept the Planning Commission's recommendation to approve the variance. Motion carried.

Motion by Ballard, seconded by Foster to approve the annual agreement for ambulance service for \$30,800. Motion carried.

Motion by Foster, seconded by Holl to introduce the following written resolution entitled **RESOLUTION NO. 2016-04, CITY OF PELICAN RAPIDS LIMITED USE PERMIT NO. 5618-0027 FOR MUNICIPAL IDENTIFICATION SIGNS**. 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.)

Administrator Solga gave an update on the Business Retention & Expansion Study. The application has been submitted to the University of Minnesota and heard feedback that the task force needs to be bigger. The City received a grant from WCI for \$7,500 to apply to the study and the city will have to cover the rest of the expenses.

Council was updated on the Housing Committee meeting that happened earlier today. The next meeting will be on March 21, 2016.

Council Member Holl updated Council on the Market Area Profile Committee that met last week.

Council was updated on the recent Pool Committee meeting. Kim Embretson who was hired to do a feasibility study, said that Pelican Rapids is not ready to move forward. The Pool Committee is going to take a step back and reevaluate. More people are needed to join the committee and be willing to commit to the whole process.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 5:48 p.m. Motion carried. Opposed: Holl



Danielle Heaton
Clerk-Treasurer