

May 21, 2015

CITY COUNCIL AGENDA

Tuesday, May 26, 2015

5:00 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
 - Roll Call of Members
 - Welcoming Remarks
 - Pledge of Allegiance
2. Citizen's Comments
3. Additions / Deletions to Agenda
4. Approval of Minutes – 5/12/2015
5. Approval of Accounts Payable Listing
6. 2014 Annual Fire Report
7. Liquor Store Report
8. Utility Report – PeopleService Inc.
9. Hazardous Property 117 1st Ave NW Xiaoyong O'Neal Update – Attorney Greg Larson
10. Community Center Architect Proposal
11. Liquor License Renewal
12. Certify Utility Billing to Property Taxes
13. Planning Commission Update
14. Vehicles and Equipment Parked on Boulevards and Lawns

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 05-26-15, 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 two members of the Council were present at roll call:

Council Member Steve Strand - absent

Council Member Kevin Ballard - arrived at 5:07 p.m.

Council Member CJ Holl

Council Member Steve Foster

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Liquor Store Manager Maggie Johnson.

General Attendance: Representative Bud Nornes, Barbara Garrity from Pelican Valley Nursing Home, Fire Chief Trevor Steeves, Richard Gabe from the VFW, City Attorney Greg Larson, Jordan Plotz of PeopleService, Girl Scout Troop 30102 Members Daisy Holl and Claire Schleske, Renato Molina 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 Girl Scout Members Daisy Holl and Claire Schleske.

During Citizen's Comments, Richard Gabe Commander of VFW asked if the City would consider lowering the two outside flagpoles in Veteran's Memorial River Park. Because the poles are too close together, the center flag is wearing faster and needs to be replaced more often.

Motion by Foster, seconded by Holl to approve the agenda with the addition of No. 15 Representative Bud Nornes. Motion carried.

Representative Bud Nornes reported on the status of the last legislative session. LGA, the transportation bill for small cities and Pelican Valley Nursing Home funding increase were some of the items he discussed. He also touched on what could be happening in the special session.

The 2014 Fire Report was presented by Fire Chief Trevor Steeves. There was a total of 72 calls with a total of 1,121 man hours. Fireman Rick Fossan retired in 2014. The Fire Department currently has 25 firefighters.

Motion by Holl, seconded by Foster to approve the minutes of 05-12-2015 as presented. Motion carried.

Motion by Foster, seconded by Ballard to approve the Accounts Payable Listing of 05-26-15 as presented for City bills in the amount of \$45,542.43 and Liquor Store bills in the amount of \$78,538.41. Motion carried.

The Liquor Store Report was presented by Liquor Store Manager Maggie Johnson. She asked Council to accept the resignation of Roger Baker effective June 2, 2015 and authorize advertising to fill the position. Motion by Holl, seconded by Ballard to accept his resignation and advertising to fill the position. Motion carried.

Liquor Store Manager Johnson asked Council if they would consider allowing an 18 year instead of a 21 year old work at the Liquor Store. Council Member Holl suggested checking the city's policy but also stated he would be very hesitant to lower the age from 21 to 18. Motion by Ballard, 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 Foster to approve the Utility Report as presented. Motion carried.

Administrator Solga provided Council with some background information on the hazardous property at 117 1st Ave NW, owned by Xiaoyong O'Neal. The City has had some correspondence with the owner through an attorney, but has never been able to locate her physically to serve her.

City Attorney Greg Larson informed Council of the next steps in the legal process. Since the owner cannot be physically served, the city can publish a notice for 4 consecutive weeks in the local paper and post it on the front door. The owner would have 20 days file a response explaining why she doesn't agree with the city's findings. Then it will head to District Court.

BHH Architect from Perham did a quick walk through of upstairs (community center). They recommended a two phase approach. Phase One (plans and specs) would be \$4,750.00 plus \$2,000.00 for the commercial kitchen part. Phase Two would be 8% of the hard construction costs but that part is negotiable. Payment would come out of Economic Development Funds. No timeline is available at this time because he would have to look at the building more extensively to figure that out. Motion by Foster, seconded by Holl to go ahead and approve the architect's proposal of Phase 1 and Phase 2. Motion carried.

Clerk-Treasurer Danielle Heaton reviewed Liquor License renewals. Motion by Ballard, seconded by Foster to approve renewal of an Intoxicating On-Sale and Sunday On- Sale License to Aurora Escobar of Taqueria Escobar at 100 N. Broadway for the term of one year, beginning 07-01-15 and renewal of a 3.2% Malt Liquor On-Sale License to Sara Furey of Pelican Pizza at 41 N. Broadway for the term of one year, beginning 07-01-15. Motion carried.

Clerk-Treasurer Danielle Heaton recommended an unpaid utility bill for certification to property taxes at 9 Industrial Park Drive. Motion by Foster, seconded by Holl to certify \$96.61 for an unpaid utility bill for 9 Industrial Park Drive, parcel number R76000990866000, to County Auditor Wayne Stein for collection with property taxes. Motion carried.

Administrator Solga gave an update on Planning Commission. On May 7, 2015 the Planning Commission went on their spring tour looking for nuisance properties. There were 88 properties with nuisances and of those 75 still need to be addressed. Then he gave an update on the meeting that was held earlier today.

The Mayor has received many comments about vehicles and equipment parked on boulevards and front yards. It kills the grass and looks unsightly. He asked if the police department could enforce the ordinance that pertains to parking on front yards and boulevards.

Motion by Ballard, seconded by Foster to adjourn the City Council meeting at 6:35 p.m. Motion carried. Opposed: Holl

Danielle Heaton

Danielle Heaton
Clerk-Treasurer