

June 9, 2016

CITY COUNCIL AGENDA

**Tuesday, June 14, 2016**

**5:00 p.m.**

**Council Chambers, 315 N. Broadway**

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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 – 5/31/16
  - b) Approval of Accounts Payable Listing
  - c) Improvement Project No. 79 Request for Payment:
    - 1) PFA Pay Request #34 - \$1,884.60
    - 2) SEH Engineering - \$1,884.60
  - d) Improvement Project No. 83 Request for Payment
    - 1) PFA Pay Request #3 - \$48,833.40
    - 2) SEH Engineering - \$10,879.00
    - 3) Magney Construction Inc. - \$37,954.40
  - e) Staff Reports
    - 1) Police Chief Report
    - 2) Library Report
    - 3) Financial Report
  - f) Intoxicating Liquor License and Sunday On Sale for Aurora Escobar at Taqueria Escobar
5. The Gathering Day Event
6. Request to Defer Special Assessments on the Empty Lot at 810 SE 5<sup>th</sup> St – Keith Gummeringer
7. Public Works Report
  - Pool Personnel
8. Water Tower Project #86 Update – Bob Schlieman
9. Street Utility Project #87 Update – Bob Schlieman
10. WWTF Project #79 Update and Payment Request Consideration
11. Removal of Industrial Park Signs – Attachment International and Henry Building Systems

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 06-14-16 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, Clerk-Treasurer Danielle Heaton, Police Chief Jeff Stadum, City Attorney Greg Larson and Street and Parks Superintendent Brian Olson.

General Attendance: Gage Stromberg with Boy Scout Troop 313, Dawn Finn 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 Member Gage Stromberg.

Motion by Foster, seconded by Strand to approve the agenda with the deletions of No. 6 Request to defer Special Assessments on the empty lot at 810 SE 5<sup>th</sup> St – Keith Gummeringer, No. 8 Water Tower Project #86 Update – Bob Schlieman, and No. 9 Street Utility Project #87 Update – Bob Schlieman and the additions of No. 12 City Council Transparency, No. 13 MAP Update. The Police Report and Improvement Project No. 79 Request for Payment were removed from the consent agenda for further discussion. The agenda was approved as amended. Motion carried.

The Mayor asked Police Chief Jeff Stadum a few questions about his written report. He wanted some clarification on the 2016 Activity Report that was supplied in the Council Packet.

Council Member Foster asked if No. 10 WWTF Project #79 Update and Payment Request Consideration is the same as consent agenda item c) Improvement Project No. 79 Request for Payment: 1) PFA Pay Request #34 - \$1,884.60, 2) SEH Engineering - \$1,884.60. Administrator Solga replied that yes they were two different items.

Motion by Holl, seconded by Ballard to approve the consent agenda items as presented.

- a) Approval of Minutes – 5/31/16
- b) Approval of Accounts Payable Listing
- c) Improvement Project No. 79 Request for Payment:
  - 1) PFA Pay Request #34 - \$1,884.60
  - 2) SEH Engineering - \$1,884.60
- d) Improvement Project No. 83 Request for Payment
  - 1) PFA Pay Request #3 - \$48,833.40
  - 2) SEH Engineering - \$10,879.00
  - 3) Magney Construction Inc. - \$37,954.40
- e) Staff Reports
  - 1) Police Chief Report
  - 2) Library Report
  - 3) Financial Report
- f) Intoxicating Liquor License and Sunday On Sale for Aurora Escobar at Taqueria Escobar at 100 North Broadway for the term of one year, beginning 07-01-16

Motion carried.

Street and Parks Superintendent Brian Olson gave his report. The annual gravelling has been completed and the dust guard will be applied soon. Curb painting and striping is being worked on currently. Seal coating was done on sixty blocks and two large sections of sidewalk have been replaced.

Superintendent Olson is hopeful the pool will open soon. Due to unbalanced chemicals and staff shortages the pool will not be open this week. He talked to the YMCA in Fergus Falls about possibly using some of their staff to fill in the gaps of the schedule since only five people with training have applied. There is no one certified to do swimming lessons this summer. The YMCA may be able to help some with lessons later in the summer. He will come back at the next meeting with more details. Motion by Ballard, seconded by Foster to allow Superintendent Olson work with the toYMCA to help fill hours in the schedule. Motion carried.

Superintendent Olson asked for Council approval to hire the following lifeguards for the pool: Jay Gorton, Hailey Peterson, Desiree Hurley, Madalin Berube and Keelia Rockstead. Motion by Foster, seconded by Strand to authorize the hiring of the above mentioned applicants. Motion carried.

Superintendent Olson asked Council to adjust the pool rates for this summer due to a late start and limited hours. He recommended changing the Child and Adult Season Pass to \$20.00 and the Family Pass to \$40.00. Motion by Strand, seconded by Holl to approve the reduced price on season passes this year. Motion carried.

Administrator Solga updated Council on WWTF Project No. 79. Gridor, the contractor, began working on some punch list items. At the last meeting, Council wanted more time to make a decision on the SEH payment request of half of the \$398,000 owed. Attorney Greg Larson recommended Council should consider taking a couple weeks to monitor the progress with the contractor now that they have begun working on the punch list and to also send a copy of the letter that was sent to the contractor from the City. Motion by Holl, seconded by Foster to postpone the payment consideration for SEH and ask the city attorney to send a letter notifying them of Councils decision. Motion carried.

Dawn Finn gave Council a brief description of the upcoming festivities this weekend for the Gathering Day Event.

Council Member Strand met with Gerald Henry, the owner of Attachment International and Henry Building Systems, regarding the Industrial Sign. He reviewed the agreement with Council. He recommended Council approve the agreement that he and Mr. Henry worked out. After much discussion, Council felt that it would not be fair to the other businesses that have a sign on the City's Industrial Park Sign. Strand made a motion to accept the agreement. The motion died for lack of interest.

Council discussed what their options are now that the agreement wasn't approve. Motion by Ballard, seconded by Holl to approve City staff send a letter informing Mr. Henry that the agreement was not accepted and the original invoice must be paid in full and the lease must be signed by the 28<sup>th</sup> of June or the signs will be removed. Motion carried.

Council Member Strand felt very frustrated after the last Council Meeting. A lot of time was spent on discussing the meeting with SEH and he felt that he couldn't make an informed decision. He feels he could make a better decision if he could attend a meeting.

Council Member Holl gave a quick update on the Market Area Profile (MAP) update.

Motion by Ballard, seconded by Foster to adjourn the City Council meeting at 6:11 p.m. Motion carried. Opposed: Holl



Danielle Heaton

