

June 23, 2016

CITY COUNCIL AGENDA

Tuesday, June 28, 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. Additions / Deletions to Agenda
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 – 6/14/2016
 - b) Approval of Accounts Payable Listing
 - c) Liquor Store Report
 - d) Utility Report
 - e) Disabled American Veterans Request to Sell Forget-Me-Nots 7/16/16 on City Sidewalks
 - f) 3.2 Malt Liquor On Sale License for Sara Furey at Pelican Pizza
5. Sherin Park Use
6. Pelican Rapids Pool and Lifeguards – Bridgette Holl
7. Consider Nimuue Statute Donation to the City
8. Election 2016
 - Appoint Election Judges
 - Reschedule Council Meeting for 8/9/16
9. Water Treatment Facility Project 83 Update
 - Change Order #3 North Filter Ceiling Sandblast & Paint – Don Solga
 - Change Order #4 North filter Acrylic Panels – Jeff Ledin
10. Water Tower Project #86 Update – Bob Schlieman
11. Street Utility Project #87 Update – Bob Schlieman
12. Pool Update – Brian Olson
13. Pelican Rapids Community Fund Confidentiality and Records Retention Statement
14. Housing Update – Don Solga

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 06-28-16 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 and Police Chief Jeff Stadum.

General Attendance: Girl Scout Troop 30102 Members Emma Hanson and Olivia Johnson, John Thom and Jeff Ledin from SEH Engineering, Kim Richardson, Bridgette Holl, Tami Hanson, Sara Johnson, Madilyn Johnson, Gerry Henry, Rhonda Koch, Paula Waller, Allan Johnson, Dawn and Steve 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 Girl Scout Members Emma Hanson and Olivia Johnson.

Motion by Holl, seconded by Ballard to delete No. 7 Consider Nimuuè Statute Donation to the City and add No. 15 Attachments International - Gerry Henry and approve the agenda as amended. Motion carried.

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

- a) Approval of Minutes – 6/14/2016
- b) Approval of Accounts Payable Listing
- c) Liquor Store Report
- d) Utility Report
- e) Disabled American Veterans Request to Sell Forget-Me-Nots 7/16/16 on City Sidewalks
- f) 3.2 Malt Liquor On Sale License for Sara Furey at Pelican Pizza for the term of one year, beginning 07-01-16

Motion carried.

City Hall staff needs direction on camping reservations during events held in Sherin Park. The park has seen an increase in activity the last few years. Recently, the MN Woman organization was asked to reserve all site during their event. The Car Show is on July 9th and there is some confusion as to whether staff should take reservations during those events. Paula Waller from Art in the Park and Allan Johnson from the Car Show were in attendance. At Art in the Park, some vendors camp for the weekend. Ms. Waller stated that she already knew that the newly added sites will not work for Art in the Park. Administrator Solga reviewed what has been done in the past. Clerk-Treasurer Danielle Heaton informed everyone present of reservations that have already been made for those weekends. Peterson Park could also be used to hold cars to keep the campsites open. The Car Club would also like to use the space in front of the pool too. They will both work with Clerk-Treasurer Heaton to figure out the details and what campsites those events need.

Bridgette Holl voiced their concerns to Council about the lack of pool staff and no swimming lessons available this year. They had contacted area pools and compared wages and reimbursement for training policy and compared it to Pelican Rapids. She also spoke with many local businesses and they are also having problems finding staff. They would like Council to consider increasing the wages and possibly looking into paying more for the certification to help attract and retain lifeguards. Council Member Ballard said they are struggling to find staff for the summer too. Council Member Holl felt the City should pay at least minimum wage for the lifeguards. Administrator Solga asked about other seasonal positions wages. Mayor Frazier feels that all seasonal help should be paid equally. Council will consider wage increases for temporary seasonal positions at the next council meeting.

Clerk-Treasurer Danielle Heaton recommended appointment of a number of election judges for the 08-09-16 Primary Election and 11-08-14 General Election. Motion by Foster, seconded by Strand to appoint the following people as 2016 election judges: Kathleen Knutson -Olson, Andrew Bradrick, Danielle Heaton, Dawn Lysaker, Paulette Nettetstad, Cynthia Stotesbery, Teresa Parrish, Kathryn Andrews, Carrie Asher, Lydia Bradrick, Jeanine Anderson, Susan Strand and Geri Langseth. Motion carried.

Due to the Primary Election scheduled for City Council's regular meeting date of 08/09/16, Council needs to reschedule the meeting. Motion by Holl, seconded by Ballard__ to reschedule first Council meeting in August to 08/08/16. Motion carried.

Gerry Henry of Attachments International wanted to address the Council about the Industrial Park Sign. He felt that he was unfairly represented by the newspaper. He just wanted to say that he never asked for a special deal, one was offered due to the fact that he already had a sign in place. Mr. Henry feels that the original agreement is not the agreement presented currently. He doesn't want any conflict with the City and at this time he feels that the best option is to remove both the Attachments International and Henry Building Systems and move forward. Council Member Holl stated he is glad that Mr. Henry wanted to come to the Council meeting to set the record straight.

Administrator Solga reviewed Change Order No. 3 North Filter Ceiling Sandblast & Paint. The purpose of the change order was to address additional corroded metal in areas above north steel filters and increase lift of structures. Motion by Ballard, seconded by Strand to approve Change Order No. 3 for Project No. 83. Motion carried.

Jeff Ledin of SEH Engineering updated Council on Water Treatment Facility Project No. 83. The project has been going well. He reviewed Change Order No. 4 Acrylic Panel Installation. The contractor could do it or city staff could after project is complete. Ideally, Mr. Ledin feels that the contractor should do it. Motion by Strand, seconded by Foster to approve the Change Order No. 4 North Filter Acrylic Panel Installation. Opposed: Frazier. Motion carried.

Bob Schlieman of Apex Engineering reviewed with Council about Projects No.86 Clean and Paint and Project No.87 Utility and Street Improvements. He talked about the downtown parking lot and how originally it was going to be part of Project No. 80 Bridge Removal which has been worked on by a different Engineering firm. If the City combined the parking lot with these projects it could potentially save money.

Mr. Schlieman updated Council on the Water Tower Clean and Paint Project No. 86. Estimated costs are \$550,000 for a recoat of the interior and exterior of the tower. They have had some discussions with the West Central Turkeys but there will be more conversations now that the City has a better idea of the scope of the project.

Motion by Ballard, seconded by Foster to remove Interstate Engineering from the parking lot. Council Member Foster asked if Interstate Engineering has been notified yet. Administrator Solga explained that Interstate will still be working with the County on the bridge removal, just not the parking lot and there is no contract with the City. Motion carried.

Motion by Foster, seconded by Strand to introduce the following written resolution entitled: **RESOLUTION NO. 2016-07 RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT FOR 6th STREET NE, 6th STREET SE, 1st AVENUE SE, 2nd AVENUE SE, MAPLEWOOD DRIVE, LAKE REGION AVENUE, 10TH AVENUE SE, 430TH STREET (GOLF COURSE ROAD) AND DOWNTOWN PARKING LOT.** 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.)

Motion by Strand, seconded by Ballard to accept Braun Intertec's proposal of \$6,382 to do soil borings. Motion carried.

Administrator Solga asked Council for approval to hire Erin Stadum as office staff at the pool. Motion by Ballard, seconded by Foster to approve the hire of Erin Stadum.

The City has also learned of a firm that can do a leak detection test at the pool. He would like permission to get a proposal. Motion by Foster, seconded by Strand to ask the firm for a proposal. Motion carried.

City Council has read the WCI Confidentiality and Records Retention Statement and understands the importance of keeping things confidential. Motion by Holl, seconded by Ballard to approve the Mayor to sign and agree to Pelican Rapids Community Fund Confidentiality and Records Retention Statement. Motion carried.

Administrator Solga gave a Housing Update. He showed a map with available areas for future housing. The Administrator and Mayor have had a meeting with a developer and that went well.

Police Chief Jeff Stadum asked Council to consider a change to Ordinance 706.01 Fishing from Bridge. Council agreed to ask Planning Commission to work with the Police Chief to make revisions.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 7:03 p.m. Motion carried. Opposed: Holl



Danielle Heaton
Clerk-Treasurer