

June 24, 2015

CITY COUNCIL AGENDA

Tuesday, June 30, 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 – 6/9/2015
5. Approval of Accounts Payable Listing
6. Senator Bill Ingebrigtsen Presentation
7. Liquor Store Report
8. Utility Report – PeopleService Inc.
9. Housing Study Presentation – Steve Briesert
10. Chamber of Commerce Parking Lot Use for Pelican Fest and Brochure Box for Outside the Chamber
11. Pelican Fest Street Dance – PR Jaycees
 - Temporary 3.2 Liquor License
12. PR Summer Recreation 5K Run – Amanda Guler
13. Appoint Attorney for Waste Water Project
14. Industrial Park Signage
15. 3½ Avenue Boundary Line Agreement
16. NLC Service Line Warranty Program
17. Tablets for Council Packets
18. Adjourn to EDA Meeting
19. Adopt Procedures for Maintaining Tax Exemption of Bonds.

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 06-30-15 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 CJ Holl

Council Member Kevin Ballard Council Member Steve Foster

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Street and Park Superintendent Brian Olson.

General Attendance: Senator Bill Ingebrigtsen, Jordan Plotz of PeopleService, Girl Scout Troop 30102 Members Zayli and Zayla Arrow, Steve Griesert, Everett Ballard, Greg Sjostrom, Amanda Guler, Don Rapske, Katherine Jordahl, Jason Stetz 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 Zayli and Zayla Arrow.

There were no citizen's comments.

Motion by Ballard, seconded by Holl to approve the agenda with the addition of No. 6A Approve Pool Personnel, No. 18A Review EDA Action and No. 20 Pelican Rapids Pool Pals and the deletion of No. 13 Appoint Attorney for Waste Water Project. Motion carried.

Motion by Holl, seconded by Strand to approve the minutes of 06-09-2015 as presented. Motion carried.

Motion by Strand, seconded by Holl to approve the Accounts Payable Listing of 06-30-15 as presented for City bills in the amount of \$165,835.35 and Liquor Store bills in the amount of \$119,755.05. Motion carried.

Street and Parks Superintendent Brian Olson is still looking for lifeguards for the Pool. He is asking Council to approve the hiring of experienced lifeguard Chelsie Olson. Rate of pay is based on experience according to wage schedule. Motion by Ballard, seconded by Foster to approve hiring Chelsie Olson as Pool Lifeguard. Motion carried.

Liquor Store Manager Maggie Johnson was unable to attend the council meeting. Motion by Holl, seconded by Ballard to approve the Liquor Store Report as printed. Motion carried.

The Utility Report was presented by Jordan Plotz of PeopleService Inc. Construction is still ongoing at the WWTF. More Alum has been used this year due to construction. Motion by Strand, seconded by Holl to approve the Utility Report as presented. Motion carried.

Amanda Guler of the PR Summer Recreation Program asked Council for approval to have a 5K run on July 11, 2015 at 7:30 a.m. during Pelican Fest. Both Police Chief Stadum and Street and Park Superintendent Olson have worked with Amanda to get a route that will keep them off the

main highways. Motion by Foster, seconded by Strand to approve the PR Summer Rec 5K Run on July 11, 2015. Motion carried.

Senator Bill Ingebrigtsen gave a recap to Council about the Special Session.

Steve Griesert from Community Partners Research, Inc. presented the completed Housing Study. He reviewed the methodology in updating the housing study and reviewed sources of data. He discussed recommendations for owner-occupied and rental housing.

Don Rapske and Kathy Jordahl from the Welcome Place agreed that Pelican Rapids is in need of housing. They see it in their work all the time. Administrator Solga said the next step would be forming a committee to review the Housing Study and begin coming up with some ideas.

Everett Ballard from the Pelican Rapids Area Chamber of Commerce would like to request the use of the parking lot on Broadway by Peterson Park for kids blow up games during Pelican Fest. Motion by Holl, seconded by Foster to allow the Chamber to use the Parking lot for Pelican Fest on Friday night and Saturday. Motion carried.

The Chamber would like to install a mini library outside the Chamber. The mini library would hold brochures and other tourism information about the Pelican Rapids area for the hours the Chamber is closed. Administrator Solga asked if they could come up with ideas, drawings, plan and pictures to present to Council.

Clerk-Treasurer Danielle Heaton reviewed an application for Pelican Rapids Jaycees for a Temporary 3.2 Malt Liquor License to conduct a Beer Garden during Pelican Fest for July 10th and July 11th. Motion by Foster, seconded by Ballard to approve and authorize the Jaycees to conduct a Street Dance with band on July 10th, 6:00 p.m. to 12:00 a.m., and July 11th, 12:00 p.m. to 1:00 a.m., as part of community event, Pelican Fest, and to issue a Temporary Malt Liquor License for the event, subject to receipt of a Certificate of Insurance. Motion carried.

Greg Sjostrom of Jaycees was present to request West Mill Avenue be closed for Pelican Fest and this year there will be live music on both Friday and Saturday night. Council approved the blocking off of West Mill and that live music on both nights.

Council Member CJ Holl presented the Industrial Park Signage options. Business owners in the Industrial Park are very supportive of the sign. The sign could be ready in 6-8 weeks. Jason Stetz from Heart of Lakes Meats said he has heard from many people saying his business is hard to find because there is no sign on Hwy 9. Motion by Ballard, seconded by Foster to approve Sign 2 with canopy on top and no rock base. Motion carried. Strand: Abstain.

Administrator Solga gave some background information on 3 ½ SE Avenue. For a year property owners on 5th Street SE have been working with a surveyor and attorney to get their lots straightened out. Administrator Solga is asking for approval for him and the Mayor to sign Agreement. Motion by Foster, seconded by Strand to approve the Mayor and Administrator signing the 3½ Avenue Boundary Line Agreements. Motion carried.

National League of Cities (NLC) offers a water and sewer service line warranty program. The city will provide the customer information to the NLC and they take care of the rest. Motion by

Holl, seconded by Ballard to proceed with offering the warranty program to the residents of Pelican Rapids. Motion carried.

Administrator Solga is proposing electronic tablets for council packets. Some benefits would be Council would have access to the packet quicker and the city would save on staff packet assembly time, paper and postage. Also, he is recommending using the tablet to communicate with city council to avoid potential issues using personal devices. Each council member would receive emails regarding city business on the new tablets. Administrator Solga will get some quotes to present at the next meeting.

Motion by Foster, seconded by Holl to recess to the EDA meeting at 7:24 p.m. Motion carried.

Meeting reconvened at 7:26 p.m.

Motion by Ballard, seconded by Foster to authorize the EDA's action to convey and quitclaim Lots 1,2,3,4,5,6,7, and 9, Block 1, Blyberg's First Addition from the Pelican Rapids Economic Development Authority to the City of Pelican Rapids. Motion carried.

Motion by Foster, seconded by Holl to approve adopting the Procedures for Maintaining Tax Exemption of Bonds. Motion carried.

Council Member CJ Holl gave an update on the Pool Committee. They have started a Facebook page called Pelican Rapids Pool Pals.

Motion by Ballard, seconded by Foster to adjourn the City Council meeting at 7:28 p.m. Motion carried. Opposed: Holl



Danielle Heaton
Clerk-Treasurer