

July 20, 2011

CITY COUNCIL AGENDA

Tuesday, July 26, 2011

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 7/11/11
4. Approval of Accounts Payable Listing
5. Liquor Store Report
6. Oktoberfest – Park Project
7. Town Homes Thank You Letter – Speed Limit Signs
8. 2012 Fire Dept Budget
9. 2012 General Fund Budget
10. Communications Room Rental – LREC – Revision Consideration
11. VFW Post 5252 Auxiliary Charitable Gambling
12. Personnel
13. Certify Unpaid Curb Stop Repairs and Mowing Charges to Property Taxes
14. Scambler Township – Pelican Valley Hospital District Letter

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 07-26-11

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 07-26-11, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members James Strand, Steve Foster, John E. Waller, III and Kevin Ballard were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Liquor Store Manager Bob Leslie, Tammie Magnuson, Sandy Irely, Marlan Evenson and Louis Hoglund of the Pelican Rapids Press were also present.

Mayor Woessner called meeting to order at 4:30 p.m. All present stood, addressed the flag and said the Pledge of Allegiance.

Building Official Update, Improvement Project No. 77 - Maplewood and SE 5th SE were added to the agenda. Motion by Strand, seconded by Waller to approve the Agenda as updated. Council Members Strand, Foster and Waller voted in favor of the motion. Motion carried.

Motion by Strand, seconded by Foster to approve the minutes of 07-11-11 as presented. Motion carried.

Motion by Waller, seconded by Strand to approve Accounts Payable Listing of 07-26-11 as presented in the amount of \$51,086.51 for City bills, \$69,876.35 for Liquor Store bills and \$14,000 transfer to Liquor Store savings account for building payment. Motion carried.

Liquor Store Manager Bob Leslie reported on Liquor Store sales. Liquor Store employee Cynthia Moe has resigned, effective 07-22-11, as well as Cassandra Borah who will work through 08-13-11.

Oktoberfest Committee Members Tammy Magnuson and Sandy Irely discussed a proposed improvement to Peterson Park by the addition of a small brick retaining wall, patio pavers and bench near the steps to Mill Pond, east of Historic City Hall and Riverview Place. They propose that this would be paid for by the Oktoberfest Committee in memory of Marlys Johnson who was very active in the community and on the Oktoberfest Committee. Motion by Strand, seconded by Waller to approve Oktoberfest's proposal to provide a retaining wall, patio pavers and bench in the above location. Motion carried.

Mayor Woessner read a thank you letter from Town Homes Manager Linda Hammer for reduced speed limit signs on River Road and NE 3rd Ave. Hammer expressed appreciation to the Council, Police Chief Stadum and street crew for taking action approving and posting the reduced speed limit signs.

Marlan Evenson was present to discuss city policy that states the property owner is responsible for repairs to the service line all the way to the water main. He doesn't feel that he should be totally responsible for repairs to the service line at his property. Council and staff discussed history of City's decision.

Administrator Don Solga discussed the 2012 Fire Department Budget. Budget Committee members James Strand and Steve Foster met with Solga to review the Fire Department and General Fund Budgets. Fire Department Budget is increasing by \$20,000 for future breathing

apparatus replacement and towards future 800 MHZ radio expenses. The Fire Department Budget will total \$268,228 with \$35,000 for Fire Relief funds. The Fire Relief funds are received through the State and then remitted to the Fire Relief Association. \$233,228 is budget that the service area needs to cover. Motion by Waller, seconded by Strand to approve the 2012 Fire Department Budget as presented. Motion carried.

Administrator Don Solga reviewed the loss of Local Government Aid in 2012 which will be reduced to \$908,614. In addition the City is losing \$76,000 in Market Value Aid. The Budget Committee is presently looking at increasing the levy in 2012 which has not been done in several years.

Council Member Kevin Ballard arrived at 5:00 p.m.

Motion by Waller, seconded by Strand to approve Communication Room lease agreement with Lake Region Electrical Cooperative as proposed. Motion carried.

Motion by Foster, seconded by Strand to approve the VFW Post 5252 Auxiliary Premises Permit Application as presented. Motion carried.

Motion by Strand, seconded by Foster to accept Clerk-Treasurer Glenys Ehlert's and Administrator Don Solga's recommendation to hire Kathryn Douglas for the position of Afternoon Receptionist at Pay Level 3 on the wage scale based on her 18 years of customer service experience. Motion carried.

Motion by Waller, seconded by Ballard to certify unpaid curb stop repairs for parcel number 76000990481000 in the amount of \$898.54, to certify unpaid curb stop repairs for parcel number 76000990122000 in the amount of \$983.04 and to certify unpaid mowing bill for parcel number 76000990652000 in the amount of \$85.00 to Otter Tail County Auditor Wayne Stein for collection with real estate taxes. Motion carried.

Motion by Strand, seconded by Foster to approve Melissa Doppler's request to certify her curb stop repairs for parcel number 76000990268000 in the amount of \$400 for collection in 2012 and \$385.19 for collection in 2013. Motion carried.

Administrator Don Solga reviewed letter from Scambler Township which informed township property owners of their actions regarding Pelican Valley Hospital District.

Administrator Don Solga said that Lakes Country Service Coop will be offering building inspection services at a competitive price. Solga said that because of the economies of offering inspection services to a number of cities and jurisdictions, the cooperative can offer attractive rates. City Council authorized Administrator Don Solga to send current building inspector Ron Dick a two month notice that the City will be terminating building inspection services with his company, Municipal Inspections, effective 09-30-11.

Administrator Don Solga explained proposed work on Maplewood Dr. to shape road beyond current improvement project. He recommends that Dan Egge of Egge Construction proceed on a time and materials basis to shape the road. Egge Construction will pull up Class 5, remove soil and replace Class 5. The estimated cost is \$2500 to \$3000 to be paid from Street Maintenance budget. Motion by Waller, seconded by Ballard to authorize Egge Construction to proceed on a

time and materials basis to complete reshaping of portion of Maplewood Dr. Street Maintenance funds will be used to pay project costs. Motion carried.

Council Member Ballard asked about sidewalk repair schedule for 2011 and Administrator Don Solga reviewed the plan.

Council Member Foster asked about aerators in the lagoons which aren't working at present time. Administrator Solga explained that three aerator motors were damaged by a power outage and are being repaired. Administrator Solga said he will direct Utilities Superintendent Brent Frazier to power up the remaining aerators while the rest are being repaired.

Motion by Strand, seconded by Waller to adjourn meeting at 5:20 p.m. Motion carried.

Glenys Ehlert, CMC
Clerk-Treasurer