

January 21, 2016

**CITY COUNCIL AGENDA**

**Tuesday, January 26, 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. 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 – 1/12/2016
  - b) Approval of Accounts Payable Listing
  - c) Liquor Store Report
  - d) Utility Report
  - e) Consider Opposition Letter for Requested Otter Tail County Off-Sale Liquor License
  
5. Liquor Store Personnel
  
6. West Central Initiative – Pelican Rapids Area Community Fund – Tom McSparron
  
7. Seal Coat Project Discussion – Street Superintendent Brian Olson
  
8. Non-Exclusive Access Easement
  
9. Assessment Removal – Parcel #76000990564000

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 01-26-16 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 three 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 - absent

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

General Attendance: Tom McSparron and Dale Umlauf from West Central Initiative, Girl Scout Troop 30102 Members Emma Rotz and Clara Schleske and Lou Hogle of Pelican Rapids Press were also present.

The Mayor welcomed everyone to the Council Meeting.

The Mayor announced the Business Retention and Expansion Meeting tomorrow night at 7:00 p.m. at LREC. It is open to the public.

All present stood and said the Pledge of Allegiance led by Girl Scout Members Emma Rotz and Clara Schleske.

There were no Citizen's Comments.

Motion by Holl, seconded by Strand to approve the agenda as presented. Motion carried.

Council Member Holl requested removing item b) from the consent agenda for further discussion.

Item b) was moved to 4b. Approval of City Accounts Payable Listing of \$72,542.36 and Liquor Store Accounts Payable Listing of \$19,835.66

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

a) Approval of Minutes - 1/12/2016, c) Liquor Store Report, d) Utility Report and e) Opposition Letter for Requested Otter Tail County Off-Sale Liquor License. Motion carried.

Motion by Holl, seconded by Strand to approve the City Accounts Payable Listing of \$72,542.36 and Liquor Store Accounts Payable Listing of \$19,835.66. Motion passed.

Liquor Store Manager Maggie Johnson asked for council approval to hire Miriah Neller as part-time liquor store clerk. Motion by Ballard, seconded by Strand to hire Miriah Neller. Motion carried.

Tom McSparron and Dale Umlauf from West Central Initiative (WCI) explained to Council the 3 funds that the City has through WCI. They also explained the new fee structure that WCI has implemented.

Street Superintendent Brian Olson discussed the seal coat project that the City may do with the County's seal coat project. After a preliminary review, Superintendent Olson has removed 42 blocks to remain within the City's Budget. MNDOT has asked the City to remove the Pedestrian Crossing Signs and replace them with School Crossing signs. The cost to upgrade these signs is approximately \$8,000.00. We will utilize the Pedestrian Crossing Signs in other areas of the City. Motion by Ballard, seconded by Holl to approve the seal coat project adjustments and Crossing Sign replacement. Motion carried.

Tyler Willson asked for a perpetual access easement to his property. Administrator Solga had the City Attorney look it over and there are no issues. Motion by Ballard, seconded by Strand to approve the non-exclusive access easement for Tyler Willison. Motion carried.

There is a 10 foot wide parcel of land that the City currently uses as a section of 4<sup>th</sup> Avenue SE. There were assessments applied to the land after the project on 5<sup>th</sup> Street SE. The County has asked the City to remove the assessment on this property. Motion by Strand, seconded by Holl to remove the assessment on parcel number 760000990564000 Motion carried.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 5:42 p.m. Motion carried. Opposed: Holl



Danielle Heaton  
Clerk-Treasurer