

January 23, 2008

## CITY COUNCIL AGENDA

Tuesday, January 27, 2009

4:30 p.m.

City Hall, Council Chambers

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1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Accounts Payable Listing
4. Authorize Clerk-Treasurer and Administrator Bonds for 2009
5. Library Board Member Appointment
6. Appointments to Planning Commission and Park Board
7. Fire Department Annual Report
8. WWTF P-Management Project – Pledged Securities in Lieu of Retaining Funds
9. Water Tower Cell Phone Antenna
10. Rental Housing Report

### CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES -01-27-09

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 01-27-09, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members Kevin Ballard, Steve Foster and John E. Waller, III were present. Council Member Richard Peterson was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Library Director Annie Wrigg, Fire Chief Trevor Steeves, Forrest Carpenter, Andrew Buck, Seth Carpenter, Tate Nelson and Kelley Gorman of the Pelican Rapids Press were also present.

Mayor Woessner called meeting to order.

All present rose and said the Pledge of Allegiance. Mayor Woessner welcomed the Boy Scouts of Troop 313 to the City Council meeting.

The Liquor Store Building was added to the agenda.

Motion Ballard, seconded by Foster to Approve Payable Listing of 01-27-09 as presented. Motion passed unanimously.

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Motion by Waller, seconded by Foster to approve financial bonds for Clerk-Treasurer Glenys Ehlert and Administrator Don Solga. Motion passed unanimously.

Administrator Don Solga reported that the Park Board received a resignation from Cary Johnson. Motion by Waller, seconded by Ballard to accept Cary Johnson's resignation from the Park Board. Motion passed unanimously.

Administrator Solga reported that the Park Board received a letter of application from David Gottenborg to serve a three year term. Motion by Ballard, seconded by Foster to appoint David Gottenborg to the Park Board for 2009, 2010 and 2011 as recommended by the Park Board. Motion passed unanimously.

Motion by Foster, seconded by Ballard to approve the Park Board's recommendation to appoint Wayne Runningen as Display Coordinator at Historic City Hall. Motion passed unanimously.

Administrator Don Solga reported that John Gorton is willing to serve on the Planning Commission. Motion by Ballard, seconded by Waller to approve the appointment of John Gorton to the Planning Commission for 2009 and 2010, filling the unexpired term of Kevin Ballard. Motion passed unanimously.

Library Director Annie Wrigg said the Library Board recommends Kris Thompson to serve on the Library Board. Motion by Waller, seconded by Foster to appoint Kris Thompson to serve on the Library Board for 2009, 2010, and 2011. Motion passed unanimously.

Fire Chief Trevor Steeves presented the Fire Department Annual Report for 2008. He reported that the department has had their first year anniversary in the new Fire Hall, and it is working really well. The Fergus Falls Fire Department conducted some joint training for both departments in the Pelican Rapids Fire Hall. Chief Steeves is also conducting an inventory of apartment buildings and commercial buildings in the community and in the areas served.

Administrator Don Solga reported that the City Council accepted an offer from Scott Richardson on the old fire hall, subject to February 1<sup>st</sup> deadline to arrange financing. Richardson requested an extension to April 1, 2009. Administrator Solga recommended approval. Motion by Waller, seconded by Foster to extend the deadline to 04-01-09 for Richardson to secure financing to purchase the old fire hall. Motion passed unanimously.

Administrator Solga reviewed that on the Wastewater Treatment Facility (WWTF) P-Management Project, the contractor requested that the City accept securities in lieu of retaining funds. Motion by Waller, seconded by Foster to authorize the Mayor to sign the documents to accept securities in lieu of retaining funds from Gridor Construction for the WWTF P-Management Project. Motion passed unanimously.

Administrator Don Solga and Mayor Woessner said the City has been contacted by a firm to see if City would be willing to put cell phone antennas on the water tower on a lease basis. The request came from T-Mobile. They are proposing an initial five year term to lease space for antennas on the tower and a fenced equipment area at the base of the tower. After the initial five years, the lease would be renewable in five year increments for a total period of 30 years. The proposed fee is \$1200 per month. There are 4% annual increases built into the agreement. Administrator Solga said the Water Tower will need painting in a few years and his suggestion is to set this money aside for those expenses. He recommends continuing to explore this funding source. Motion by Foster, seconded by Ballard that the City will pursue installation of cell phone towers to water tower. Motion passed unanimously.

Administrator Don Solga reported that the City has 74 rental properties with 197 rental units. As of 01-

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22-09, all rental units have applied and paid for their 2009 rental housing licenses. There are four rental

properties that have not passed inspection. These are part of the Small Cities Development Program grant process and the re-inspections are scheduled to permit time to complete the improvements.

Regarding the Liquor Store building site, Administrator Don Solga said the Minnesota Pollution Control Agency (MPCA) has reported that the responsible party is in contact with the Petrofund regarding correction of the contamination at the site. The architect/engineer is moving forward on the plans and specs to be ready for the bidding process. The City could do the preliminary investigative work and still step aside if the contamination is too extensive. Administrator Don Solga said he is not ready to make that recommendation at this time.

Liquor Store Inventory will be conducted on 02-02-09.

Motion by Waller, seconded by Ballard to adjourn the meeting at 5:26 p.m.

Glenys Ehlert, CMC  
Clerk-Treasurer