

CITY COUNCIL AGENDA

January 23, 2020

Tuesday January 28, 2020

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 (*City Council or City Staff Only*)
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 Council Minutes – 1/14/2020
 - b) Approval of Accounts Payable Listing
 - c) Board of Review is Thursday, 4/2/2020 at 2:00 to 3:00 pm
 - d) Staff Reports
 1. Utility Report
5. Friendship Festival Request for Sherin Park June 20, 2020
6. Liquor Store Report
7. Airport Layout Plan – SEH Engineering
8. Small Cities Development Program Loan – Tony Huseby
9. 2024 Street Project Update – MN DOT Tom Pace
10. Pigeon Ordinance
11. Appoint Election Judges for Presidential Nomination Primary, March 3, 2020
12. 2020 Red River Valley Home & Garden Show 2/28-3/1
13. Mayor Report
14. City Administrator Report
15. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 01/28/2020

The City Council of Pelican Rapids met in regular session at 5:00 pm, on Tuesday, 01/28/2020 in Council Chambers, City Hall.

Mayor Frazier called the meeting to order at 5:00 pm.

Roll call was taken by Clerk-Treasurer Danielle Harthun.

Mayor Brent E. Frazier and four members of the Council were present at roll call:

Council Member Steve Strand

Council Member Curt Markgraf

Council Member Kevin Ballard

Council Member Steve Foster

City staff present: Administrator Don Solga, Clerk-Treasurer Danielle Harthun, Street and Park Superintendent Brian Olson, Police Chief Jeff Stadum, City Engineer Bob Schlieman, City Attorney Greg Larson and Liquor Store Manager Maggie Johnson.

General Attendance: Robert Gray, Patrick Hollister, Katie Kitowski, Melissa Underwood, Megan Moll, Jazmin Zavala, Ricardo Franco, Jack Hoffman, Joan Ellison, Tony Huseby, Tom Pace, and Lou Hoglund from the Pelican Press were also present.

Mayor Frazier welcomed everyone to the Council Meeting and announced upcoming events.

All present stood and said the Pledge of Allegiance.

Motion by Foster, seconded by Strand to approve the agenda with the addition of No. 16 Pelican Rapids Pool Committee Minutes and No. 17 Library Report. Motion passed unanimously.

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

- a) Approval of Council Minutes – 1/14/2020
- b) Approval of Accounts Payable Listing
- c) Board of Review is Thursday, 4/2/2020 at 2:00 to 3:00 pm
- d) Staff Reports
 1. Utility Report

Motion passed unanimously.

Joanie Ellison requested use of Sherin Park for the Friendship Festival. They would like to rent the campsites on June 19 for the festival which will be held on June 20. Motion by Markgraf, seconded by Strand to approve the Friendship Festival's request to rent all campsites on June 19, 2020. Motion passed unanimously.

The Liquor Store report was presented by Liquor Store Manager Maggie Johnson. She met with the Auditor and reviewed the inventory counts for the audit and everything looks good. She provided the 2020 Liquor Store Budget for Council. Motion by Markgraf, seconded by Foster to approve the 2020 Liquor Store Budget as presented. Motion passed unanimously.

Mayor Frazier reviewed the previous discussions regarding Homing Pigeons within city limits. A sample ordinance was provided in the packet. Attorney Larson suggested if the city wants to allow pigeons, the ordinance needs to specify the reason why they would be allowed to distinguish pigeons from other fowl. Council would like to move forward, but would like to include a limit on the number allowed. Motion by Foster, seconded by Strand to proceed with a pigeon ordinance. Motion passed unanimously.

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SEH presented the Airport Layout Plan to Council. It is a twenty year comprehensive plan. The Airport Layout Plan will now be submitted to MnDOT for their approval. Once MnDOT has approved the Airport Layout Plan, it will come back to Council for final approval.

Tony Huseby, Pelican Pizza, asked Council to consider waiving the Small Cities Development Program (SCDP) Loan because he is selling his business. In the past, the City has let the new owner assume the remainder of the loan. The state (who provided the funds) doesn't want the loans to be assumed. Administrator Solga reviewed the history of the Small Cities Development Loan on the building Mr. Huseby owns. The loan can't be assumed anymore. Administrator Solga recommended waiving the remainder of the SCDP loan. Motion by Strand, seconded by Markgraf to waive the remaining SCDP loan for Pelican Pizza. Motion passed unanimously.

Tom Pace from MnDOT updated Council on the 2024 Street Project. The project is moving ahead and the state is in the process of hiring a consultant. MnDOT will continue to work with the city as the project progresses.

Clerk-Treasurer Danielle Harthun asked Council to appoint the following election judges for the Presidential Nomination Primary on March 3; Danielle Harthun, Andrew Bradrick, Paulette Nettestad, Lydia Bradrick, Onnalee Miller Krump, Dawn Lysaker, Susan Strand, Kathy Knutson-Olson, Kate Andrews and Barb Ripley. Motion by Ballard, seconded by Markgraf to appoint the above named election judges. Motion passed unanimously.

Clerk Treasurer Harthun reminded Council that the 2020 Red River Valley Home & Garden Show is February 28 to March 1. Mayor Frazier said that there have not been a lot of people interested in volunteering. Clerk-Treasurer Harthun was asked to look into canceling.

The Pool Committee Meeting minutes were included in the Council packet.

The Library Roof Meeting is scheduled for the end of February. Ballard asked Council if the roof color is a big concern to council. If they want to go with the same color as the Liquor Store, it could be 10 % more as it is considered a premium color. Markgraf said no need to match liquor store if a different color is cheaper. Administrator Solga will check with Otter Tail Power to see if they have any rebates for any of the available colors.

Mayor Frazier reported that since the last city council meeting he has; attended 3 Police Union negotiating meetings, visit with Todd Kampstra of Jenny-O and John Gorton regarding the proposed animal control ordinance relating to pigeons, attended a PR Pool Committee meeting, attended a Partnership 4 Health meeting in Moorhead relating to the 2024 Complete Streets Project, attended an Otter Tail Lakes Country Association Collaborative meeting at LREC in Pelican Rapids and met with Administrator Solga regarding this evening's city council meeting agenda.

Administrator Solga reported that since the last city council meeting he has; held bi-monthly department head meeting; worked with city clerk to set agenda and prep for meeting; attended the quarterly safety committee meeting; met with Apex Engineering and Streets Superintendent Brian Olson to discuss aspects of CSAH 96/100 Project #90; prepared a letter to be mailed to property owners effected by the CSAH 96/100 street project, the letter includes an invite to a public informational meeting on February 12th about the project; completed

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working with Lakes Country Service Coop on the PBX phone system and computer upgrade install, just minor tweaks left; gathered info and met with Law Enforcement Legal Services (LELS) at 2nd union negotiation and now compiling and reviewing information; met with City Attorney Greg Larson regarding potential pigeon ordinance and easements for the CSAH 96/100 and 2024 complete streets projects.

Motion by Strand, seconded by Markgraf to adjourn the Council meeting at 6:25 pm. Motion passed unanimously.



Danielle Harthun, MCMC
Clerk-Treasurer