

October 7, 2016

CITY COUNCIL AGENDA

**Tuesday, October 11, 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. Agenda Additions or Deletions
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 – 9/27/16
  - b) Approval of Accounts Payable Listing
  - c) Improvement Project No. 79 Request for Payment:
    - 1) SEH Engineering - \$1,697.14
  - d) Staff Reports
    - 1) Police Chief Report
    - 2) Library Report
    - 3) Financial Report
5. Request for City Council Meeting DVD Made Available at the Library
6. Library Personnel
7. Street and Park Report
8. Improvement Project #87 Public Hearing – 5:30 p.m.
9. Housing Project- Skip Duchesneau, D W Jones Inc.
10. Financial Planning Agreement



approve the Library Board's recommendation to hire Jill VanderMaten. Motion passed unanimously.

Street and Park Superintendent provided Council with a report. Jetting will be completed this week and there are no surprises. Parking signs have been removed. Hydrant flushing was this morning. Council Member Strand asked if there is a friendlier schedule so as not to inconvenience residents in the mornings. Superintendent Olson explained that the start time accommodates West Central Turkey's production. Mayor Frazier asked Superintendent Olson to check with the WCT and see if there is another time that could work for them and not be as much of an irritation to the rest of the community. Motion by Strand, seconded by Holl to accept the Street and Park report. Motion passed unanimously

Council Member Ballard felt that Council should wait to consider ordinances and also expenditures over \$10,000 until a full Council is present to vote. There is no reason to rush things; it can wait a few more weeks.

Council discussed the request by the Library Board to provide a City Council Meeting DVD for the Library to be available for the public to check out. Motion by Holl, seconded by Foster to direct staff to work with the Library to provide a DVD copy of the Pelican Rapids City Council meeting. Motion passed unanimously.

Mayor Frazier called the Public Hearing on 6<sup>th</sup> Street NE, 6<sup>th</sup> Street SE, 1<sup>st</sup> Avenue SE, 2<sup>nd</sup> Avenue SE, Maplewood Drive, Ridgecrest Drive, Lake Region Avenue, 10<sup>th</sup> Avenue SE, 430<sup>th</sup> Street (Golf Course Road) and Downtown Parking Lot to order at 5:30 p.m.

Pursuant to due call and published notice thereof, the City Council of Pelican Rapids met to consider the making of improvements to the following areas: 6<sup>th</sup> Street NE from East Mill Avenue (TH 108) to a point approximately 600 feet north of East Mill Avenue, 6<sup>th</sup> Street SE from East Mill Avenue (TH 108) to 2<sup>nd</sup> Avenue SE, 1<sup>st</sup> Avenue SE from 6<sup>th</sup> Street SE to a point approximately 460 feet east of 6<sup>th</sup> Street SE, 2<sup>nd</sup> Avenue SE from 5<sup>th</sup> Street SE to 6<sup>th</sup> Street SE, Maplewood Drive from 5<sup>th</sup> Street SE to Ridge Crest Drive, Ridge Crest Drive from 10<sup>th</sup> Avenue SE to Maplewood Drive, Lake Region Avenue from Trunk Highway 59 to a point approximately 660 feet east of Trunk Highway 59, 10<sup>th</sup> Avenue SE from Trunk Highway 59 to Maplewood Drive, Maplewood Drive from 10<sup>th</sup> Avenue SE to a point approximately 360 feet north of 10<sup>th</sup> Avenue SE, 2<sup>nd</sup> Avenue SE from 6<sup>th</sup> Street SE to a point approximately 490 feet east of 6<sup>th</sup> Street SE, 430<sup>th</sup> Street (Golf Course Road) from County Road 9 to a point approximately 1,520 feet east of County Road 9, area proposed to be served with gravity sanitary sewer south of 1<sup>st</sup> Avenue SE between 4<sup>th</sup> Street SE and 6<sup>th</sup> Street SE, downtown parking lot and alley north of the Pelican River between 1<sup>st</sup> Street NW and Trunk Highway 59 by making improvement to the sanitary sewer, collection system, water distribution system, storm collection system, street, curb and gutter, sidewalk, parking lots and driveways pursuant to Minn. Stat §§ 429.011 to 429.111. The area proposed to be assessed for such improvements is all properties abutting and/or benefitting from the improvements which includes properties adjacent to the project areas listed above. The estimated cost of the improvement is \$3,630,000. A reasonable estimate of the impact of the assessment will be available at the hearing. Such persons as desire to be heard with reference to the proposed improvement will be heard at this meeting.

Bob Schlieman of Apex Engineering Group, Inc., presented a report on Improvement Project No. 87 – 6<sup>th</sup> Street NE, 6<sup>th</sup> Street SE, 1<sup>st</sup> Avenue SE, 2<sup>nd</sup> Avenue SE, Maplewood Drive, Ridgecrest Drive, Lake Region Avenue, 10<sup>th</sup> Avenue SE, 430<sup>th</sup> Street (Golf Course Road) and Downtown Parking Lot. The report included the purpose of the hearing, project background, proposed improvements, estimated project costs, assessment methodologies, estimated assessment rates, estimated cost sharing information and funding with time for questions and comments.

The estimated project costs are \$3,629,543. Engineer Schlieman reviewed the estimated project schedule if approved.

Engineer Schlieman clarified a few points for residents. Paulette Nettetstad on SE 2<sup>nd</sup> Avenue said that when they built their home, they had to put a lift station and grinder pump in to meet the City's sanitary sewer system. She expressed concerns over feeling like she has to pay again for something the City should not have allowed in the first place. Chet Nettetstad said that it should have been done right the first time.

In some of the Condos, lift stations were built into the units. The lift stations are starting to age and may need to be replaced in the future. The City is considering installing gravity flow now before the lift stations fail. Marcie Korda on SE 2<sup>nd</sup> Avenue asked why some of the units were allowed to put in lift stations when they were built. She felt that the residents should not have to pay for it now. Les Langseth said "We've had relatively few problems with the lift stations so far and the general feeling is that we don't want it."

Wayne Bakken asked if sidewalk is being added to 6<sup>th</sup> Street NE. Schlieman explained that sidewalk means lawn walks from curb to home.

Donna Stenholm on 1<sup>st</sup> Street SE is not in favor of the project. Superintendent Olson said that the sanitary sewer is clay tile and needs to be replaced.

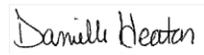
Council will decide what will be included in this project at the next meeting.

Mayor Frazier thanked everyone for coming and closed the Public Hearing.

Skip Duchesneau and Andrew Duchesneau of D.W. Jones, Inc. presented Council with their plans to build a 32 unit market-rate housing apartment complex. There is a grant through MN DEED they will apply for and the deadline is November 10<sup>th</sup>. There are a few things the developers need from the City to apply for the grant. The total project will be around 4.6 million. The City will have to provide \$1 for every \$2 of grant money awarded from DEED. Motion by Ballard, seconded by Holl to direct the City Attorney to work with Skip to move forward and draft a purchase agreement with the City. Motion passed unanimously.

Council reviewed a Financial Planning Agreement between the City and Northland Securities, Inc. They will help develop the tax abatement plan for the City and D.W. Jones, Inc. Motion by Foster, seconded by Holl to approve the Financial Planning Agreement with Northland Securities, Inc. Motion passed unanimously.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 7:23 p.m. Motion carried. Opposed: Holl

A handwritten signature in cursive script that reads "Danielle Heaton".

Danielle Heaton  
Clerk-Treasurer