

October 23, 2014

CITY COUNCIL AGENDA

Tuesday, October 28, 2014

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 10/14/14
4. Approval of Accounts Payable Listing
5. Liquor Store Report
6. Utility Report – PeopleService Inc.
7. Barragan SUP Extension Request
8. Planning Commission Meeting Update
9. Public Nuisance Abatement Hearing
10. Pelican Rapids Jaycees, Raffle on 11/21/14
11. 2008 Housing Study Update Consideration
12. 2015 Sewer Budget
13. Project 84 Assessment Hearing - 6:00 p.m.

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 10-28-14

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 10-28-2014, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members John E. Waller, III, Kevin Ballard, James Strand and Steve Foster were present. Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Jordan Plotz of PeopleService Inc., Fire Chief Trevor Steeves, City Engineer Bob Schlieman, Brent Frazier, CJ Holl, David Barragan and Lou 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.

Motion by Strand, seconded by Waller to approve the addition of No. 14 Fire Department Grant to the agenda and delete No. 9 Public Nuisance Abatement Hearing. Motion carried.

Motion by Strand, seconded by Waller to approve the minutes of 10-14-2014 as presented. Motion carried.

Motion by Waller, seconded by Ballard to approve the Accounts Payable Listing of 10-28-14 as presented for City bills in the amount of \$599,140.33 and the Liquor Store bills in the amount of \$15,352.68. Motion carried.

Fire Chief Trevor Steeves would like to hire a grant writer. The Fire Department needs to replace SCBA's, turn out gear and washer/dryer to maintain turnout gear. The total cost of the gear and equipment would be approximately \$135,000. He would like to hire WSN Engineering for \$1,100.00 to write the grant. The City's portion of the grant would be a 5% match. Motion by Foster, seconded by Strand to approve Fire Chief Steeves signing the Grant Writing Services Agreement and applying for the grant. Motion carried.

The Liquor Store report was reviewed.

The utility report was given by Jordan Plotz of PeopleService Inc.

Administrator Don Solga reviewed the 1212 S Broadway Barragan Special Use Permit (SUP). The septic system needed to be replaced and city requested county paperwork received by the deadline of November 13, 2014. Barragan's are in the process but it won't be completed until after the deadline. Motion by Ballard, seconded by Foster to grant an extension until December 31, 2014. Motion carried.

Administrator Solga gave a Planning Commission update. Planning Commission considered a possible change to the Noise Ordinance and decided against it. The Police Chief will work as mediator between Route 9 Event Center and Pelican Motel. The Planning Commission will draft revisions to the commercial zoning ordinance as it pertains to commercial storage.

Clerk-Treasurer Danielle Heaton reviewed an application for Pelican Rapids Jaycees to conduct a raffle. The raffle will be held at the VFW at 29 NW 1st Avenue on November 21, 2014. They will be raffling off hunting related prizes to benefit the Pelican Rapids Jaycees. Motion by Waller, seconded by Ballard to approve the raffle permit as presented. Motion carried.

Administrator Solga asked Council to consider updating the 2008 Housing Study. An updated housing study will be needed for some potential funding sources. Pelican Rapids needs more housing. Motion by Strand, seconded by Waller to authorize the updating of the 2008 Housing Study. Motion carried.

Administrator Solga reviewed the 2015 Sewer Budget. In 2014, the City used sewer reserves to balance the budget. In 2015, rates will have to increase due to additional debt service. The WCT industrial base rate will increase to \$75,000 a month and the flow rate community wide will increase to \$3.20 per 1,000 gallons of water. Motion by Strand seconded by Foster to approve the 2015 Sewer Budget and approve the rate increases effective January 1, 2015. Motion carried.

Pursuant to due call and published notice thereof, the City Council conducted a public hearing at 6:00 p.m., to consider the proposed assessment for the street improvement of Golf Course Road.

City Engineer Bob Schlieman of Apex Engineering Group addressed the Council and public present regarding the purpose of the assessment hearing which is a requirement of Minnesota Statute 429, to present assessment information, to answer questions and to correct any mistakes on assessments. Engineer Schlieman presented information on the project location, improvements, project costs, project financing, cost sharing and assessment rates and payment options. Engineer Schlieman asked, "Are there any questions or comments on the assessments?" There were no further questions.

Mayor Woessner declared the public hearing closed.

Administrator Solga recommended 7 or 8 years and 0% interest. This project was paid for by money that was in investments earning interest and it only effects 3 property owners. Motion by Waller, seconded by Ballard to set the special assessments for Project 84 to 8 years and 0% interest. Motion carried.

Motion by Strand, seconded by Foster to approve and accept the Special Assessment Roll for Improvement Project No. 84, setting an 8 year period for assessments, an interest rate of 0% on assessments. The motion introduced the following written resolution, entitled **RESOLUTION NO. 2014-18 A RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion passed unanimously and resolution declared duly adopted.

Motion by Strand, seconded by Foster to introduce the following resolution entitled **RESOLUTION NO. 2014-19 A RESOLUTION ADOPTING ASSESSMENT.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion passed unanimously and resolution declared duly adopted.

Motion by Strand, seconded by Ballard to adjourn the Council meeting at 6:11 p.m. Motion carried.



Danielle Heaton
Clerk-Treasurer