

October 5, 2012

CITY COUNCIL AGENDA

Tuesday, October 9, 2012

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Agenda Additions or Deletions
3. Approval of Minutes – 9/25/12
4. Approval of Accounts Payable Listing
5. Police Chief Report
6. Library Report
 - Personnel – Temporary Employee
7. Utility Superintendent Report
8. Street/Park Superintendent Report
9. Financial Report
10. Planning Commission 9/5/12 Recommendations – Hazardous Properties
11. Cable Television Franchise
12. 3.2% Malt Liquor
 - Proposed Ordinance Amendment
 - Malt Liquor License Application
13. Project 78 Pay Request #4 – Quam Construction - \$132,552.75
14. Certify Unpaid Utility Bills to Property Taxes
15. LCSC Building Official Service Contract

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 10-09-12

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 10-09-12, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members James Strand, Kevin Ballard, John E. Waller, III, and Steve Foster were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Police Chief Jeff Stadum, Utility Superintendent Brent Frazier, Street and Park Superintendent Brian Olson, Renato Molina, Todd Kampstra of West Central Turkeys, LLC, and Lou Hoglund of the Pelican Rapids Press were also present.

Mayor Woessner called meeting to order at 4:30 p.m.

Motion by Strand, seconded by Waller to approve the agenda with no additions. Motion carried.

Motion by Ballard, seconded by Strand to approve the minutes of 09-25-12 as corrected and presented. Motion carried.

Motion by Waller, seconded by Strand to approve the Accounts Payable Listing of 10-09-12 as presented for City bills in the amount of \$96,706.68 with additional listing of \$52,562.65, for Liquor Store bills in the amount of \$46,448.20 with additional listing of \$2472 and for the Library bills in the amount of \$2,506.33. Motion carried.

Superintendent Brent Frazier reported on activities in the water and sewer departments. Aerators are not being used except when wastewater is pumped manually to ponds. He reported that he has adequate farmland for sludge.

Administrator Don Solga reviewed the proposed wastewater project which is on the preliminary funding list for state loan funds. Administrator Solga recommended that Council approve hiring SEH Engineers for the proposed wastewater project. Administrator Solga continued, "There are efficiencies in doing plans and specs for all components to upgrade the plant which could result in an approximately \$6 million project." Administrator Solga recommended paying SEH Engineers on a time and materials basis at this time to develop the extent of the plans and specs and sewer rate structures. Motion by Strand, seconded by Foster to hire SEH Engineers to create plans and specs for the total proposed wastewater project. Motion carried.

Police Chief Jeff Stadum reported for his department on the following items: hours worked, miles driven and various training.

The Street and Park Superintendent Report was presented by Brian Olson. He reviewed the SE 5th Street project and frontage road projects which have been completed until spring 2013 work. Superintendent Olson reviewed information and a quote he requested on purchase and installation of a heating, ventilation and air conditioning system for Historic City Hall (HCH). The quote, from Stuvland Construction and Heating, includes the installation of a new heat pump, air exchanger and furnace for a total project cost of approximately \$7,000 less rebates. Motion by Waller, seconded by Strand to proceed with purchase and installation of heating, ventilation and air conditioning system at HCH. Motion carried.

Superintendent Olson and Administrator Solga reviewed a contribution from Mike Magnusson on behalf of the Hockey Booster Club and quotes on new hockey board system. The quote from

NiceRink for \$3,803.18 plus tax includes a liner and plastic boards to replace the wood board system. Motion by Strand, seconded by Ballard to authorize purchase of hockey board and rink liner as proposed. Motion carried.

Motion by Waller, seconded by Foster to authorize expenses for striping the Trinity Church Parking Lot based on fact that the City uses the parking lot for many community activities such as Art in Park, library book sales and Lighted Horse Parade. Motion carried.

Clerk-Treasurer Glenys Ehlert reported that Library Director Annie Wrigg recommends that Council appoint Sandra Seeger as a temporary library employee, similar to a seasonal employee. Seeger will be filling in for the Library's cleaning staff person and will be paid at the existing wage for cleaning. Motion by Waller, seconded by Strand to approve hiring temporary employee Sandra Seeger as recommended. Motion carried.

Clerk-Treasurer Glenys Ehlert presented the 10-09-12 financial report. Mayor Woessner thanked Ehlert for the report.

City Attorney Greg Larson drew up the amendment for the 3.2 Percent Malt Liquor ordinance amendment. Administrator Solga reviewed City Attorney Larson's concerns that state statute does not expressly list an "Event Center" as premises that may hold a 3.2 Percent Malt Liquor License. Administrator Solga said in his opinion all they (Event Center) will be able to sell is 3.2 percent malt liquor. Council Member Strand said, "To me, it (establishment category) is a catch-all." Motion by Waller, seconded by Ballard to introduce the following written resolution to approve **ORDINANCE NO. 12-01, ENTITLED, AN ORDINANCE TO AMEND CITY CODE SECTION 603.03, SUBDIVISION 2 RELATING TO BEER LICENSING.** Voting yes: all. Voting no: none. Motion passed unanimously. (A complete text of this ordinance is part of permanent public record and will be in effect and full force upon publication.)

Clerk-Treasurer Glenys Ehlert presented a 3.2 Percent Malt Liquor License application for Route 9 Event Center owned by Renato Molina. Motion by Waller, seconded by Strand to approve a 3.2 Percent Malt Liquor License to Renato Molina as proprietor of Route 9 Event Center, 1201 County Hwy 9, as an establishment used exclusively for the sale of 3.2 percent malt liquor with the incidental sale of tobacco and soft drinks. Motion carried.

Council considered the Planning Commission's 09-05-12 recommendations of hazardous properties. Motion by Waller, seconded by Ballard to classify 108 Midway Ave. as a hazardous property and to order the removal of the house and shed and repair or removal of garage with the introduction of the following resolution, entitled **RESOLUTION ORDERING THE REPAIR OR REMOVAL OF HAZARDOUS CONDITIONS LOCATED AT 108 MIDWAY AVE.** (A complete text of this resolution is part of permanent public record in the city clerk's office.) Motion carried.

Motion by Foster, seconded by Strand to accept the Planning Commission's recommendation and classify 117 NW 1ST Ave. as a hazardous property and to order repair or removal of house and removal of garage with the introduction of the following resolution, entitled **RESOLUTION ORDERING THE REPAIR OR REMOVAL OF HAZARDOUS CONDITIONS LOCATED AT 117 NW 1ST AVE.** . (A complete text of this resolution is part of permanent public record in the city clerk's office.) Motion carried.

Motion by Waller, seconded by Strand to accept the Planning Commission's recommendation and classify 121 NW 1st Ave. as a hazardous property and to order removal of house with the introduction of the following resolution, entitled **RESOLUTION ORDERING THE REPAIR OR REMOVAL OF HAZARDOUS CONDITIONS LOCATED AT 121 NW 1ST AVE.** (A complete text of this resolution is part of permanent public record in the city clerk's office.)
Motion carried.

Motion by Ballard, seconded by Foster to accept the Planning Commission's recommendation and classify 125 NW 1st Ave. as a hazardous property and to order removal of the house with the introduction of the following resolution, entitled **RESOLUTION ORDERING THE REPAIR OR REMOVAL OF HAZARDOUS CONDITIONS LOCATED AT 125 NW 1ST AVE.** (A complete text of this resolution is part of permanent public record in the city clerk's office.)
Motion carried.

Motion by Waller, seconded by Strand to accept the Planning Commission's recommendation and classify 700 S Broadway as a hazardous property and to order removal of the house with the introduction of the following resolution, entitled **RESOLUTION ORDERING THE REPAIR OR REMOVAL OF HAZARDOUS CONDITIONS LOCATED AT 700 S BROADWAY.** (A complete text of this resolution is part of permanent public record in the city clerk's office.)
Motion carried.

Administrator Don Solga reviewed the proposed renewal of the Cable Television Franchise ordinance for 15 years with an automatic renewal for an additional term of 15 years. Administrator Solga has questions regarding continuing to require the performance bond and length of agreement. He recommends tabling matter to provide City Attorney time to review and to invite Loretel to discuss proposal with Council. Motion by Strand, seconded by Ballard to table Cable Television Franchise ordinance to first meeting in November and invite Loretel to discuss proposal with City Council. Mayor Woessner reviewed history of company and his opinion of disappointing service. Council Member Waller said the other towns with this service pay less.

Administrator Don Solga reviewed Improvement Project No.78 Pay Request No. 4, and recommended payment to Quam Construction in the amount of \$132,552.75. Motion by Strand, seconded by Foster to approve Improvement Project No.78 Pay Request No. 4 for Quam Construction in the amount of \$132,552.75. Motion carried.

Clerk-Treasurer Glenys Ehlert reviewed unpaid utility bills for certification to properties. Motion by Foster, seconded by Strand to approve the following utility bills for certification to County Auditor Wayne Stein for collection with property taxes: \$106.30 for parcel number R76000990535000 and \$181.49 to parcel number R76000990208000. Motion carried.

Administrator Don Solga reviewed the past year's contract with Lake Country Service Cooperative (LCSC) for Building Official service. Administrator Solga said, "We were easily able to meet the contract minimum and this year our difference is only \$2,000 which is for direct expenses for the time city staff spends on building permits. Motion by Waller, seconded by Strand to approve the 2012-2013 Building Official Service Contract with Lake Country Service Cooperative. Motion carried.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 6:05 p.m. Motion carried.

Glenys Ehlert, CMC
Clerk-Treasurer