

CITY COUNCIL AGENDA

November 19, 2008

Tuesday, November 25, 2008

4:30 p.m.

City Hall, Council Chambers

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Accounts Payable Listing
4. Liquor Store Report
 - Building Update
5. Street Department – GPS Equipment Purchase
6. Water Fund 2009 Budget
7. Sewer Fund 2009 Budget
8. Building Offers – Old Fire Hall
9. St. Leonard’s Church Raffle Permit – 12/13/08 – St. Leonard’s Church
10. Truth in Taxation Hearing – 7:00 p.m., 12/1/2008

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES -11-25-08

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 11-25-08, in Council Chambers, City Hall. Mayor Wayne Runningen, Council Members Ben Woessner, David Gottenborg, Richard Peterson and John E. Waller, III were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Street and Park Superintendent Brian Olson, Liquor Store Manager Bob Leslie and Kelley Gorman of the Pelican Rapids Press were also present.

Mayor Runningen called meeting to order.

Add to agenda Fire Department Donation and Expenditures.

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Administrator Don Solga presented an offer of the \$68,000 for the Old Fire Hall. Street and Park Superintendent Brian Olson reported that the boiler at the Old Fire Hall overheated this morning and started on fire. A new boiler would cost between \$6,000 and \$8,000 or a new forced air system would be about \$2,000. Council recommended discussing the zone restrictions for the commercial zone with the person proposing to purchase the Old Fire Hall as well as the boiler situation.

Administrator Don Solga said that the 2008 Budget included funds to purchase a hand held GPS system. The GPS data could be incorporated into Otter Tail County Parcel information for our street department to access online in the future. The City could buy a heavier duty GPS system with training for the department on site at a cost of \$7,600. The price includes software on the computer to permit identification down to 11 inches. Council Member Peterson questioned system's ability to help locate things that are not mapped. Administrator Don Solga said the system will locate known curb stops and other markers and then this information will become part of the mapping available on computer. Motion by Peterson, seconded by Waller to authorize purchase of a handheld GPS system from Premier Precision in the amount of \$7,600. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert reported that the Pelican Rapids Fire Department Gambling Committee has contributed \$34,792.36 to the City of Pelican Rapids for fire equipment purchases. The firemen have requested that the funds be invested in a separate investment account so it will be available for purchases as they recommend.

Motion by Gottenborg, seconded by Peterson to accept the donation and create a separate investment account. Motion passed unanimously.

Motion by Gottenborg, seconded by Peterson to approve Fire Department expenditures from donated funds to Lee Brenna, used rescue boat in the amount of \$800 and to Anthony Soland, three nozzles and truck mounted deck gun in the amount of \$2200. Motion passed unanimously.

Council Members discussed various accounts payable items.

Motion by Peterson, seconded by Gottenborg to approve Accounts Payable Listing of 11-25-08 as presented. Accounts Payable Listing includes library bills also. Motion passed unanimously.

Liquor Store Manager Bob Leslie presented an additional check of \$8,088.45 bringing the total transferred to the City to \$73,588.45. The building loan repayment amount is \$48,588.45 as of 11-30-08. The General Fund transfer to reduce the tax levy was \$25,000.

Manager Leslie reviewed the proposed liquor store building. Administrator Don Solga said the total price has not been determined yet. Project started out as a Morton building and has evolved into an Insulated Concrete Forms (ICF) building. If Council approves a go forward, then bid opening could be on 11-30-08.

Administrator Don Solga said the City has reviewed bonding for the project and a lease to purchase proposals from two local banks. Minnesota National Bank and Kinetic Leasing provided the least expensive option and would finance the project at 4.9% interest for 15 years.

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Administrator Don Solga explained that Ron Dick of Design-7 P.C. has been contacted and has provided a proposal for this project. Contractor Karl Grefsrud could provide straw and labor to cover the construction site at a cost of about \$700 and accomplish covering it tomorrow.

Council discussed going forward with the store this fall. Motion by Woessner, seconded by Peterson to begin construction on the Municipal Liquor Store: hire Ron Dick of Design 7-PC as architect and engineer for project, authorize soil borings, authorize site preparation and authorize contractor Karl Grefsrud to cover site to protect against freeze-up. Motion passed unanimously.

Council discussed roof line and they expressed a desire to make the building easier to add additional space with a gable roof.

Administrator Don Solga began review of Water Fund Budget. He explained that the City presently charges \$1.47 per thousand and recommended an increase to \$1.75 per thousand with an increase in the monthly service charge from \$10.00 to \$12.00 plus .53 state surcharge which remains the same. This increase is necessary to pay for the Water Plant Improvement Control Project. Motion by Peterson, seconded by Gottenborg to accept the 2009 Water Fund Budget and increase rates as above, effective 01-01-09. Motion passed unanimously.

Administrator Don Solga began review of the Sewer Fund Budget. He explained that the City will begin making interest and principal payments in 2009 on the Public Facility loan for the wastewater plant improvements. He said to support the budget he recommends per thousand rate would go from \$1.99 to \$2.50 and monthly service charge from \$9.00 to \$12.00 for non-industrial users. Industrial rates will go from \$1.99 to \$2.50 per thousand and the monthly service charge will go from \$20,545 to \$37,385. Motion by Peterson, seconded by Gottenborg to accept the 2009 Sewer Fund Budget and increase rates as above, effective 01-01-09. Motion passed unanimously.

Motion by Peterson, seconded by Waller to approve St. Leonard's Church Raffle. Motion passed unanimously.

Truth in Taxation Hearing will be at 7:00 p.m., Monday, 12-01-08.

Administrator Solga reviewed the non-industrial and industrial phosphorous operating expenses and the debt service percentages.

Meeting adjourned at 6:10 p.m.

Glenys Ehlert, CMC
Clerk-Treasurer