
Tuesday, December 10, 2019 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. Agenda Additions or Deletions (*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 Minutes – Council Meeting 11/26/19
 - b) Approval of Accounts Payable Listing
 - c) Cigarette Licenses for 2020: Brittany Dokken for Larry's Supermarket, Jeanne Hovland for Southtown C. Store, Susan Bruggeman for Park Region Co-op, Luke Loerzel for Pelican Rapids Arco, Carolyn Brown for Family Dollar and DG Retail, LLC. for Dollar General #19948
 - d) Recreational Game Licenses: VFW Gilmore Weik Post 5252 and Chet Nettestad and Pelican Rapids Pool Hall, LLC
 - e) Business License for Z & Z Associates for Mobile Home Park
 - f) Plumbers Registration: Marty Hanson for Pelican Plumbing, Blake Wrigley for Wrigley Mechanical, Nicholas Green for Green Plumbing & Heating and Jason Schrupp for Hanson's Plumbing & Heating
 - g) Staff Reports
 1. Police Chief Report
 2. Financial Report
5. Library Report
6. Street and Park Report
7. 2024 Complete Street TA Application – Bob Schlieman
8. BCBS Bicycle & Pedestrian Plan – Patrick Hollister
9. Approve 2020 General Fund Budget (Truth in Taxation) 6:00 p.m.
10. 2020 Water Budget Consideration
11. 2020 Sewer Budget Consideration
12. Rental Inspection Report
13. Mayor Report
14. City Administrator Report
15. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 12-10-19

drained on its own. Council Member Foster requested Olson work on a plan with costs so it can open in the summer. Motion by Strand, seconded by Foster to approve Superintendent Olson's report. Motion passed unanimously.

Superintendent Olson recommended Council hire returning skating rink attendants Julian Zavala Gunderson and Samantha Johnson at \$10.81 an hour and new skating rink attendants Isaac Olson, Chelsie Olson and Heidy Furey at \$10.35. Motion by Strand, seconded by Foster to approve the hire of the skating rink attendants. Motion passed unanimously.

City Engineer Bob Schlieman reviewed the 2024 Complete Street Transportation Alternative (TA) Draft Application. The application needs to be submitted by January 3, 2020. The city is applying for \$712,020 from MnDOT for the TA grant. Schlieman reviewed the application with Council. This project is four years away and there will be a lot of time for input from the public for the design. Administrator Solga asked for letters of support for the project to send with the grant application. A few business owners expressed their concerns over the narrowing of highway 59. Council has not agreed to anything as far as design, but ultimately the decision will be MnDOT's as it is their right of way. Motion by Foster, seconded by Strand to give the Mayor and Administrator approval to sign the TA grant application. Motion passed unanimously.

Patrick Hollister from PartnerShip 4 Health Blue updated Council on the Blue Cross Blue Shield (BCBS) Bicycle and Pedestrian grant that had been applied for in August. The city received the grant and an Advisory Committee will be established now.

Administrator Solga provided Council with a Rental Inspection report. The process started in September there are still ten not inspected apartments and two have not turned in any paperwork. If these items are not completed by December 31, the property owners will receive a fine.

Council reviewed the 2020 General Fund Budget. There were no comments from the public. Motion by Foster, seconded by Strand to approve the 2020 General Fund Budget Levy in the amount of \$753,489 and the Special Levy in the amount of \$200,400. Motion passed unanimously.

Council discussed the 2020 Water Budget. The budget included funds for the city engineer to begin working on the utilities replacement part of the highway 59 and highway 108 project. There were also funds to replace a couple hydrants. There will not be an increase to the water rates. Motion by Ballard, seconded by Strand to approve the 2020 Water Budget as presented. Motion passed unanimously.

Council discussed the 2020 Sewer Budget. The budget included funds for the city engineer to begin working on the utilities replacement part of the highway 59 and highway 108 project. Motion by Markgraf, seconded by Strand to approve the 2020 Sewer Fund. Motion passed unanimously.

Foster asked if Council could review a Liquor Store Budget. Administrator Solga will work with Liquor Store Manager Maggie Johnson to put one together.

Mayor Frazier reported that since the last city council meeting he has; held conversations with the Mayor, he lit the Christmas tree before the parade and he visited with pigeon owners. He also attended meeting with Otter Tail Power regarding street light ownership, budget committee meeting and a meeting with the Administrator to review the agenda.

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Administrator Solga reported that since the last city council meeting he has; held bi-monthly department head meeting; continued working with Lakes Country Service Coop on the PBX phone system and computer upgrade install; worked on the TA Full Application; worked to finalize the PFA and City vs Gridor Construction documentation; worked on and met with budget committee on 2020 water and sewer budgets; met with Ottertail Power Company regarding the streets lights and the 2024 project; worked with Apex Engineering to complete the PFA Infrastructure Project Worksheets for the funding of Project No. 90-CSAH 96/100.

Administrator requested Council approval to send a letter to close the PFA loan for Project No. 79. The City versus Gridor is now over. Motion by Ballard, seconded by Strand to send letter to PFA to close out the loan. Motion passed unanimously.

Motion by Strand, seconded by Ballard to adjourn the meeting at 6:50 pm. Motion passed unanimously.



Danielle Heaton, MCMC
Clerk-Treasurer