

March 22, 2012

CITY COUNCIL AGENDA

Tuesday, March 27, 2012

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 3/13/12
4. Approval of Accounts Payable Listing
5. Liquor Store Report and Personnel
6. Mercantile on Main – Old Liquor Store Building
7. Wastewater Treatment Facility Plan Public Hearing – 5 p.m.
8. MN DOT Hwy 59 Redesign
 - Left Turn Lane
 - Written Opinion Regarding Bicycle and Pedestrian Traffic
9. Raffle Permit – St. Leonard’s Church – 5/20/12 – 36 NE 1st Ave.
10. Sample Resolution to Reestablish Precinct and Polling Place

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 03-27-12

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 03-27-12, 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, Utility Superintendent Brent Frazier, Water-

Wastewater Operator Eric Stephen, City Engineers Bob Schlieman and Jessical Werder, Liquor Store Managers Bob Leslie and Maggie Johnson, Judy Tabbut and Melanie Michels of Mercantile on Main, LLC, Todd Kampstra of West Central Turkeys, LLC, Patrick Hollister 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 Ballard to approve the agenda with addition of Bridge/Trail Grant. Motion carried.

Motion by Strand, seconded by Waller to approve the minutes of 03-13-12 as presented. Motion carried.

Motion by Waller, seconded by Foster to approve the Accounts Payable Listing of 03-27-12 as presented for City bills in the amount of \$44,544.50, for Liquor Store bills in the amount of \$19,460.58 and the additions of Kelly Funk Construction, SCDP, \$2325.00 and Dennis Ouren, SCDP, \$4450.00. Motion carried.

The Liquor Store report was presented by Manager Bob Leslie. He said he has enjoyed working for the City for the past ten years.

Administrator Don Solga presented information on the Liquor Store personnel. City Council previously approved a second full time employee at the Liquor Store. Since full time employee Maggie Johnson successfully applied and was hired for the manager's position, the liquor store needs additional help. Motion by Foster, seconded by Ballard to authorize Administrator Solga to advertise for a part time liquor store employee. Motion carried.

Mayor Woessner welcomed Maggie Johnson to the management team as Liquor Store Manager. Mayor also wished Bob an enjoyable retirement. Clerk-Treasurer Glenys Ehlert announced that the City employees would be holding a retirement party for Bob Leslie on his last day of work, 05-01-12, 12:00 noon.

Mercantile on Main, LLC members Judy Tabbut and Melanie Michels were present regarding the purchasing of the old liquor store at 29 N. Broadway. City Attorney Greg Larson reviewed the purchase agreement with dates

Motion by Waller, seconded by Ballard to accept the Purchase Agreement between the City of Pelican Rapids and Mercantile on Main, LLC, as reviewed by City Attorney Greg Larson. Council Members Foster, Waller, Ballard and Strand voted yes. Mayor Woessner voted no. Motion carried.

Motion by Ballard, seconded by Foster to authorize the Acting Mayor John Waller, III, and Clerk-Treasurer Glenys Ehlert to sign the Purchase Agreement on behalf of the City of Pelican Rapids between the City of Pelican Rapids and Mercantile on Main, LLC. Motion carried.

Administrator Don Solga presented information about the MnDOT Hwy 59 Redesign. He discussed the problem with snow removal in the winter. Mayor Woessner said the business owners he has heard from are concerned about the loss of parking. A left turn lane will be one

lane that goes from one set of the lights to the other. Council Member Strand asked if we have a problem or maybe we're trying to fix a problem we don't have.

Todd Kampstra said it appears you have a mini traffic jam going on here especially around 5:00 p.m. Administrator Solga said it is worse in the summer. Turning radius issues for trucks was also mentioned.

Motion by Foster, seconded by Strand to table consideration of Hwy 59 Redesign and left turn lane to next meeting. Motion carried.

Motion by Foster, seconded by Waller to approve a request from St. Leonard's Church to conduct a raffle on 5-20-12 at the church, 36 NE 1st Ave. Motion carried.

Motion by Strand, seconded by Waller to approve **Resolution Reestablishing Precinct and Polling Place**. (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion carried and resolution declared duly adopted.

Pursuant to due call and published notice thereof, Mayor Woessner called the Wastewater Treatment Facility Plan Public Hearing to order at 5:00 p.m. City Engineer Bob Schlieman of Ulteig Engineers, Inc., introduced Jessica Werder, senior professional engineer with Short Elliott Hendrickson, Inc., who has worked on the Wastewater Treatment Facility Capital Improvement Plan. She reviewed the wastewater loads. Capacity at the plant is not a problem. Some processes require excessive maintenance and updating. Options for pre-treatment include replace comminutor, reuse existing lift station and pump to screening and grit removal. Expect to receive approval of the plan in June. Werder estimated that sewer service charges for residential, commercial and other industrial users would increase by 50% and significant industrial user by at least 10% to 20%.

Administrator Don Solga introduced Todd Kampstra, plant manager of West Central Turkeys. Kampstra said the cost to the plant would be \$400,000 annually. He continued, "We want to be a good neighbor, but do we need all of this? Are we reutilizing all 2008 2009 improvements? The boilers are two years old. We're asking for a reallocation of rates. We have grit removal and rags don't come through our plant." Kampstra summarized their concerns were: cost, scope of project and allocated expense.

There were no other questions or concerns expressed by the public.

Administrator Don Solga said his fear in doing only a part of this plan is that by the time we get our short term needs addressed, we'll be back and the project will cost more.

Engineer Bob Schlieman said our goal is that equipment will be designed for 20 years.

Motion by Waller, seconded by Strand to introduce the following written resolution, entitled, **CITY OF PELICAN RAPIDS RESOLUTION APPROVING WASTEWATER FACILITY CAPITAL IMPROVEMENT PLAN IMPROVEMENT PROJECT NO. 79**. (A complete text of this resolution is part of permanent public record in the City Clerk's Office.) Motion carried and resolution duly adopted.

Mayor Woessner introduced the discussion on Bridge/Trail Grant. The snowmobile club has proposed to pay \$2,000 to \$2,500 to assist the City in hiring a grant writer to work on a Legacy

Grant and possibly a DNR grant. Administrator Don Solga said the bridge needs to be 10 ft. wide and may require additional property. He reviewed the history with establishing a bridge over the river. He also reviewed that Mayor Woessner received letters from students west of town who have no way to walk or bike to school except along the narrow shoulders of Hwy. 108 West. Administrator Solga requested Council consider what should be included in the grant application and authorize him to request grant writing proposals. "I think it's important to do this to attract young families to Pelican Rapids," Solga said. The question is can that bike path be used for snowmobiles. Mayor Woessner said in all the meetings he has attended, there is a lot of excitement in walking and biking trails. "I think it's a process for progress for Pelican Rapids, and go all the way," said Mayor Woessner.

Grabarkewitz property would make a nice trail head. Administrator Solga reviewed previous history with property and said perhaps an easement would meet the needs of the City.

Council Member Foster said he agrees with everything Ben says. "I had the privilege of touring the Bismarck trail system. If we go for the grant, then we need to spend \$70,000 for a bridge. We had a bridge there." Administrator Solga said the bridge that was there did not meet the state standards for a floatable river.

"I think with an easement in place and bridge installed, the property would be more attractive," said Solga.

Administrator Don Solga reviewed the scope of a bike path/trail project that could be accomplished in city limits.

Motion by Waller, seconded by Strand to get proposals on entire project. Motion carried.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 6:20 p.m. Motion carried.

Glenys Ehlert, CMC
Clerk-Treasurer