

CITY COUNCIL AGENDA

Monday, April 13, 2009

5:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Agenda Additions or Deletions
3. Approval of Minutes
4. Approval of Accounts Payable Listing
5. Project Pay Request
 - Water Plant Controls Improvement Pay Request No. 4 Final - \$12,766.67
 - WWTF Improvement Pay Request No. 6 - \$369,147.78
 - Interstate Engineering Inc. Water Pay Request - \$14,516.49
 - Interstate Engineering Inc. WWTF pay Request - \$40,954.06
6. Library Report
7. Police Chief Report
8. Utility Superintendent Report
 - Bio-solids Tank Change Order Options 1 and 2 with Piping Modification
9. Street/Park Superintendent Report
10. Old Fire Hall Building Proposal – Administrator Don Solga
11. Bond Refinancing Proposal – Monte Eastvold of Northland Securities, Inc.
12. Financial Report
13. Facilities Relocation Agreement – WWTF – Great Plains Gas Co.
14. Street Assessment Hearing Report – Administrator Don Solga
15. Board of Review – 4-15-09 – 2:00 to 3:00 p.m.
16. Statewide Tornado Drill – 4-23-09 – 1:45 p.m. and 6:55 p.m.
17. Community Bus Update

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES -04-13-09

The City Council of Pelican Rapids met in regular session at 5:30 p.m., on Friday, 04-13-09, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members Steve Foster, John E. Waller, III, Richard Peterson and Kevin Ballard were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Police Chief Jeff Stadum, Utilities Superintendent Brent Frazier, Street and Park Superintendent Brian Olson, Library Director Annie Wrigg, Engineer Alex Schwarzhoff, Financial Consultant Monte Eastvold, Jim Lund, and Kelley Gorman of the Pelican Rapids Press were also present.

Meeting called to order by Mayor Woessner. All present rose, addressed the flag and said the Pledge of Allegiance.

Council Member Richard Peterson read his Oath of Office.

Wayne Johnson asked to be added to the agenda regarding his request to add sludge to the city wastewater system. Item was added to agenda under Utilities Report.

Motion by Foster, seconded by Ballard to approve the minutes of 03-09-09 and 04-03-09 as presented. Motion passed unanimously.

Financial Consultant Monte Eastvold of Northland Securities Public Finance presented information on a program regarding the Minnesota Public Facilities Authority AAA Rates. The City will need to pay \$500, which is non-refundable, to get into the program. If the City would like to start process, Eastvold said they would keep an eye on interest rates and notify the City if there are changes. Eastvold said they could prepare a resolution for the 04-28-09 meeting for Council's consideration.

Motion by Foster, seconded by Waller to authorize Northland Securities to continue investigating proposal for City to refinance water and sewer bonds. Motion passed unanimously.

Council reviewed the Accounts Payable Listing. Motion by Waller, seconded by Peterson to approve the 04-13-09 Accounts Payable Listing as presented. The listing includes City, Liquor Store and Library accounts payable. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert reviewed the Water Plant Controls Improvement Project No. 74, Pay Request No. 4-Final. Motion by Waller, seconded by Foster to approve payment to contractor Northern Plains Contracting, Inc., for Pay Request No. 4-Final, Water Plant Controls Improvement Project in the amount of \$12,766.67 as recommended by Engineer Pat Reissour of Interstate Engineering, Inc. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert reviewed the Wastewater Treatment Facility (WWTF) Improvement Project No. 75, Pay Request No. 6. Motion by Foster, seconded by Ballard to approve payment to contractor Gridor Construction, Inc., for Pay Request No. 6 for WWTF Improvement Project in the amount of \$369,147.78 as recommended by Pat Reissour of Interstate Engineering, Inc. Motion passed unanimously.

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Motion by Waller, seconded by Peterson to approve payment in the amount of \$15,038.99 to Interstate Engineering, Inc., for Final Pay Request for engineering on the Water Plant Controls Improvement Project No. 74. Motion passed unanimously.

Motion by Peterson, seconded by Foster to approve payment in the amount of \$40,954.06, Invoice No.1129 to Interstate Engineering, Inc., pay request for engineering on WWTF Improvement Project No. 75. Motion passed unanimously.

Administrator Don Solga said the Water Controls Project came in about \$25,000 under budget and it is primarily thanks to the fine work on the part of Interstate Engineering, Inc.

Library Director Annie Wrigg reported that the library has been busier due to flooding in Fargo-Moorhead. Many people came to their summer residences during the floods. Library people are doing some extra projects and keeping busy.

Police Chief Jeff Stadum reported on activities in his department.

Utilities Superintendent Brent Frazier reported on the water and wastewater departments. West Central Environmental plans to drill additional monitoring wells regarding the Park Region contamination in well field.

Administrator Don Solga said Wayne Johnson's request to add non-municipal waste to the system was left at the point where the City raised their concerns and wanted to check with cities permitting the addition of non-municipal waste to their systems. Wayne Johnson will provide some names of cities for reference.

Administrator Don Solga and Engineer Alex Schwarzhoff of Interstate Engineering, Inc., reviewed two proposals regarding the Wastewater Treatment Facility Improvement Project bio-solids tank for a sloped tank floor with center sump instead of originally proposed flat floor. Administrator Don Solga recommended that the City go with a sloped floor, but the question is whether to go with the ¼" per foot slope or a steeper slope of 1/10".

Discussion followed between the Council, Engineer Alex Schwarzhoff and Utilities Superintendent Frazier on the benefit of the two slopes.

Motion by Peterson, seconded by Ballard to approve Change Orders for the ¼" per foot sloped floor for the concrete tank. Motion passed unanimously.

Motion by Waller, seconded by Foster to authorize the Mayor to sign Change Order No. 1 with Engineering America, Option No. 2 for ¼ inch per foot sloped concrete tank floor, in the amount of \$3,248 and authorizing an additional amount of \$1616 to Gridor Construction, Inc., for additional construction required with the Change Order as Change Order No. 2. Motion passed unanimously.

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Street and Park Superintendent Brian Olson reviewed the problems on the Old Fire Hall roof. The roof is fine; a drain froze. The ceiling was damaged and estimates for repair are being requested. Superintendent Olson also reviewed his discussions with the State on storm drain issues on Highway 108 East which will be milled and overlaid this summer. Also residents on have requested a storm drain in alley between First St and Second St SE.

Superintendent Olson said the Skating Rink is closed and they will be working on the Parks. He also recommends hiring back Richard Peterson for the mowing season. Motion by Ballard, seconded by Foster to hire Richard Peterson as seasonal park employee at the current rate of pay for the position on the park salary schedule. Mayor Woessner and Council Members Waller, Foster and Ballard voted yes. No one voted no. Council Member Peterson abstained from voting. Motion carried.

Council Member Foster asked about the utilities position open. Administrator Don Solga reported that the position description has been updated and the position was advertised in the Pelican Press, posted on the City's web site, the League of Minnesota Cities web page and with Minnesota Rural Water Association.

Administrator Don Solga reported that he had received a written proposal on the Old Fire Hall in the amount of \$55,000 from Jim Lund. Lund proposed that he would secure financing in 80 days and he proposes to remodel the building for a new retail business he is considering. Estimated market values in that block range from \$43,000 to \$88,000. Lund said his proposed business is a machined jewelry for children. He continued that the other buildings in the block are finished space while the Old Fire Hall is basically a shell or a garage.

Motion by Waller, seconded by Peterson to accept Jim Lund's proposal to purchase the Old Fire Hall at \$55,000. The motion is amended to permit 80 days for Jim Lund to obtain financing. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert reviewed the 03-31-09 Financial Reports. Motion by Waller, seconded by Ballard to accept the 03-31-09 Financial Reports as presented. Motion passed unanimously.

Administrator Don Solga presented information on relocating natural gas line. Motion by Peterson, seconded by Waller to authorize the Relocation Agreement with Great Plains Natural Gas Co., to authorize Administrator Don Solga to sign the agreement and to authorize payment of the relocation expense of \$1000. Motion passed unanimously. A complete text of the Relocation Agreement is part of permanent public record in the city clerk's office.

Administrator Don Solga reported on the special assessment appeal by Cary and Elaine Johnson on Improvement Project No. 72. Administrator Solga reported that City Attorney Greg Larson, City Engineer Gary Nansen and he attended the court hearing regarding the appeal.

Board of Review will be 04-15-09 from 2:00 to 3:00 p.m.

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Statewide Tornado Drill on 04-23-09 at 1:45 p.m. and 6:55 p.m. Council Members need information/statement about drill emailed to them.

Administrator Don Solga met with Transit Alternatives regarding bus service. The agreement ends in September, 2009. The plan is to focus on awareness of the bus service. A survey will be distributed to determine interest in hours of operation for bus. A Town Hall meeting will be held on Tuesday, 05-19-09 at 7:00 p.m. at the library. The bus needs to be available more than from 11:00 a.m. to 12:30 p.m. each day. Council Member Waller suggested a set route for instance at 10:00 a.m. on Wednesdays from all the apartments with stops at the grocery store and other businesses as requested.

Motion by Peterson, seconded by Waller to adjourn the meeting at 7:05 p.m.. Motion passed unanimously.

Glenys Ehlert, CMC
Clerk-Treasurer