

April 22, 2016

CITY COUNCIL AGENDA

Tuesday, April 26, 2016

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. Additions / Deletions to Agenda
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 – 4/12/2016
 - b) Approval of Accounts Payable Listing
 - c) Liquor Store Report
 - d) Utility Report
 - e) CGMC 2016 Environmental Program Update
 - f) Chamber of Commerce Raffle at Sherin Memorial Park, June 18, 2016
5. Parks – Brian Olson
6. 2015 Annual Fire Report
7. 2017 Fire Department Budget
8. Friends of the Feral Cat Trap-Neuter-Return Program – Bill Paulson
9. Nuisance Abatement Public Hearing
10. PC Meeting Update
 - Resolution Special Use Permit Nidal
 - Fence Moratorium
 - Other
11. Housing Committee Update
12. Water Treatment Facility Project 83
 - Project Update
 - Change Order
13. MAHUBE – OTWA – Don Solga

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 04-26-16 in Council Chambers, City Hall.

Mayor Frazier called the meeting to order at 5:00 p.m.

Roll call was taken by Clerk-Treasurer Danielle Heaton.

Mayor Brent E. Frazier and four members of the Council were present at roll call:

Council Member Steve Strand

Council Member CJ Holl

Council Member Kevin Ballard

Council Member Steve Foster

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Street Superintendent Brian Olson and Fire Chief Trevor Steeves.

General Attendance: Hazel Hovde, N. Jeanne Cannady, Pamela Franklin, Diane Everhart and Bill Paulson for Friends of the Feral Cat, Nidal Omar, John Thom of SEH Engineering, Girl Scout Troop 30102 Members Natalie Hanson and Emma Rotz, and Lou Hogle of Pelican Rapids Press were also present.

The Mayor welcomed everyone to the Council Meeting.

All present stood and said the Pledge of Allegiance led by Girl Scout Members Natalie Hanson and Emma Rotz.

There were no Citizen's Comments.

Motion by Ballard, seconded by Strand to approve changing the wording of item No. 9 to Administrative Hearing and adding No. 14 Emergency Operations Training. Motion carried.

Motion by Holl, seconded by Ballard to approve the following consent agenda items except a) Approval of Minutes – 4/12/2016:

b) Approval of Accounts Payable Listing

c) Liquor Store Report

d) Utility Report

e) CGMC 2016 Environmental Program Update

f) Chamber of Commerce Raffle at Sherin Memorial Park, June 18, 2016

Motion carried.

Mayor Frazier asked for an amendment to the 4/12/2016 minutes for more clarification on the Faron Pederson issue. Motion by Holl, seconded by Strand to approve the minutes as amended. Motion carried

John Thom from SEH Engineering gave an update on Project No. 83 – Water Plant Improvements. The start of work in the field was initially delayed due to the availability of AIS (American Iron and Steel) compliant valves. Because of the delay, the contractor is asking to change Substantial Completion from January 29, 2016 to July 15, 2016 and Final Completion from February 26 to August 12, 2016. There will be no additional cost. Motion by Foster, seconded by Ballard to approve Change Order No. 1 for Project No.83 changing the completion dates. Motion carried.

Street and Parks Superintendent Brian Olson asked Council to consider hiring Nathan Sillerud as a full time temporary summer maintenance employee in the parks department. Motion by Foster, seconded by Strand to approve hiring Nathan Sillerud as summer maintenance help. Motion carried.

Superintendent Olson intended to put in a sprinkler system for the east side of City Hall in 2016. He is asking Council to consider building a 24 x 24 garage next to city hall for the city car and police patrol car. Currently, the City is renting garage space. He has received a cost estimate for the garage and dirt work. Administrator Solga said if Council would like to approve it for 2016, the City could cash flow it and budget for it in 2017. Because Council decided to receive some more quotes, the matter was tabled until the next meeting.

Superintendent Olson requested Council approval to install a sprinkler system to keep the grass green at the Fire Hall for \$640. Motion by Holl, seconded by Foster to approve the expense of \$640.00 for the Fire Department sprinkler system. Motion carried.

Bill Paulson on behalf of the Friends of the Feral Cat addressed Council. He explained how the Trap-Neuter-Return(TNR) Program works to Council. At this time, they have trapped over 250 cats in Pelican Rapids. They are asking Council for a letter of support for the TNR program. Mayor Frazier suggested Council table the discussion until the next meeting to give Council Members time to read over the suggested letter of support.

Fire Chief Trevor Steeves gave the 2015 Fire Report to Council. Currently, there are 24 members on the roster. There were a total of 54 calls in 2015 and 11 were in the City. Motion by Foster, seconded by Ballard to approve the 2015 Fire Report. Motion carried.

Motion by Foster, seconded by Strand to approve the proposed 2017 Fire Department Budget. Motion carried.

Administrator Solga reviewed Nidal Omar's on behalf of the Islamic Society of Fargo/Moorhead application for a Special Use Permit (SUP) at 1201 County Highway 9. The Pelican Rapids Planning Commission held a public hearing regarding this matter to hear comments or concerns. The Planning Commission recommends approving the Special Use Permit. Motion by Foster, seconded by Holl to introduce the following written resolution: **RESOLUTION NO. 2016 – 05 A RESOLUTION OF THE CITY OF PELICAN RAPIDS, MINNESOTA APPROVING THE REQUWAT FOR A SPECIAL USE PERMIT (SUP) TO ALLOW PLACE OF WORSHIP/EVENT CENTER USE IN THE COMMERCIAL ZONE AT 1201 COUNTY HIGHWAY 9.** Motion carried and resolution declared duly adopted. (A complete text of this resolution is part of permanent public record in the City Clerk's office.)

The Planning Commission would like to make some changes to the fence ordinance. They are asking Council to approve a four month moratorium on all fences. There is a concern that people will want to put up privacy fences in the front yard. Council discussed and decided to change all fences to vision obstructing fences over 3 feet high on the moratorium. Motion by

Strand, seconded by Holl to approve the four month moratorium on vision obstruction fences over 3 feet high. Motion carried.

The Planning Commission has set the Spring Tour for May 12th. Some of the auto repair shops would like an ordinance change. The issue that seems to be most problematic is the inoperable and unlicensed vehicle part of the nuisance ordinance. The Planning Commission will look into it further when the auto repair shop owners come forward with their suggestions.

The property at 353 SE 5th Street has been cleaned up but it is still in violation of the ordinance. The property owner was not present for the Administrative Hearing. After some discussion, Council decided to give the property owner until May 10th at 5:00 p.m. to bring the property into compliance or he will be cited with a misdemeanor.

The Housing committee is meeting regularly. Mid-Minnesota Community Development Corporation and Otter Tail County HRA presentations on their services. Things are moving along for a possible housing project in 2017.

MAHUBE – OTWA Family development and housing service would like to have a presence in Pelican Rapids. They are asking Council to allow them to occupy the front office of City Hall every other Monday, from 12:30 pm to 4:30 pm. This effort ties to recommendations of the housing study. Motion by Holl, seconded by Strand to approve the use of the front office of city hall for MAHUBE-OTWA. Motion carried.

Last Thursday Mayor Frazier, PIO Carrie Asher, Clerk-Treasurer Danielle Heaton and Superintendent Brian Olson attended an Emergency Operations Training. It was very educational and it would be nice to do a similar exercise in Pelican Rapids.

Motion by Strand, seconded by Foster to adjourn the City Council meeting at 6:49p.m. Motion carried. Opposed: Holl



Danielle Heaton
Clerk-Treasurer