

April 26, 2013

CITY COUNCIL AGENDA

Tuesday, April 30, 2013

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 4/2/13 & 4/9/13
4. Approval of Accounts Payable Listing
5. Liquor Store Report
6. Riverview Place Deck Plans – Andrew Johnson
7. Chamber of Commerce Pelican Fest – Everett Ballard
8. 26 NW 1st Ave – Everett Ballard
9. Downtown Alley Arts Grant Letter of Support – Laura Moe
10. Employee Retirement
11. Liquor License Renewals
12. Request City Approval for Lawful Gambling for DL Shrine Color Guard at Taqueria Escobar
13. Consider New Street Parking Regulations
14. League of Minnesota Cities Insurance Trust Dividend – Workers’ Compensation Policy \$7,959
15. AP Wireless Proposal
16. City of Pelican Rapids Bike or Walk to Work or School Week Proclamation – Patrick Hollister
17. Pay Equity Compliance
18. Utility Operations Contracting Update
19. Employee Health Insurance Renewal

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 04-30-13

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 04-30-13, 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, Accounting Clerk Danielle Heaton, Everett Ballard, Andrew Johnson, Greg Nelson, Rick Johnson, Laura Moe, Chet Nettetstad, Blake Meland, Brent Frazier, 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 Foster to approve the agenda with no additions. Motion carried.

Motion by Waller, seconded by Strand to approve the minutes of 04-02-13 and 04-09-13 as presented. Motion carried.

Motion by Strand, seconded by Foster to approve the Accounts Payable Listing of 04-30-13 as presented for City bills in the amount of \$318,378.21 with the addition of MCOA in the amount of \$50.00 and Liquor Store bills in the amount of \$41,763.72. Motion carried.

Laura Moe, the art teacher from Viking Elementary School, made a presentation about murals she would like to put on buildings in town. She already has two businesses interested. She is applying for a Downtown Alley Arts Grant and would like a letter of support from the Council. Motion by Foster, seconded by Waller to have Don Solga City Administrator write letter of support. Motion carried.

Chet Nettetstad requested City approval for lawful gambling for DL Shrine Color Guard at Taqueria Escobar. Motion by Ballard, seconded by Foster to approve DL Shrine Color Guard to conduct lawful gambling at Taqueria Escobar. Motion carried.

Administrator Don Solga presented the Liquor Store Report in Maggie's absence. Maggie has been working on inventory cycle counts. So far the variations have been minimal. Administrator Solga reported that Gail Valone has resigned effective 04-25-2013. Motion by Strand, seconded by Ballard, to accept the resignation of Liquor Store Clerk Gail Valone. Maggie asked Council to consider hiring Roger Baker. Motion by Strand, seconded by Waller to approve the hiring of Roger Baker for 15-20 hours a week at level one of the pay scale. Motion carried.

Andrew Johnson from Riverview Place presented new deck plans. The plans have changed slightly from the ones presented to Council in February. An easement to use the City's property is still needed for the new deck plans. Motion by Strand, seconded by Ballard to grant an easement for the revised deck plan to Andrew Johnson of Riverview Place. Motion carried.

Everett Ballard with the Chamber of Commerce requested the use of the City owned parking lot between Mercantile on Main and Parkway Apartments on July 12, 2013 from approximately 12 pm to 5 pm during Pelican Fest. Arvig Communications has contacted the Chamber about wanting to put up a bounce games during Pelican Fest. The Chamber thought the parking lot would be a good location and would draw more people downtown during the festivities. Motion

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by Foster, seconded by Ballard to approve the Chamber of Commerce to use the City's parking lot contingent on approval from Mercantile on Main and Parkway Apartments. Motion carried.

Council Member Kevin Ballard excused himself from the Council table, Council Chambers.

Everett Ballard, on behalf of his mother, asked Council to consider abating taxes and special assessments on 26 NW 2nd Avenue if they purchased the property. Council had previously made a resolution ordering the repair or removal of hazardous conditions located at 26 NW 2nd Avenue. Motion by Strand, seconded by Foster to abate the back taxes and pay the specials on 26 NW 2nd Avenue if Ballard purchases the property. Motion carried.

Council Member Kevin Ballard returned to the Council table, Council Chambers.

City Administrator Don Solga read Utilities Superintendent Brent Frazier's letter of resignation effective 05-31-2013. Motion by Foster, seconded by Strand to accept the resignation of Brent Frazier. Motion carried.

Administrator Solga proposed an agreement between Brent and the City since his position had been eliminated. He suggested the City pay Brent's health insurance premiums through August 2014. Motion by Strand, seconded by Waller to approve the payment of Brent Fraizer's health insurance premiums through August 2014. Motion carried. The Mayor thanked Brent for his many years of service.

Council reviewed applications for Off-Sale 3.2% Malt Liquor Licenses and a Club On-Sale Liquor License. Motion by Waller, seconded by Foster to approve renewal of an Off-Sale 3.2% Malt Liquor License for Rick Loerzel of Paul's of Pelican, Inc., 209 S. Broadway and Charles Evenson of Southtown C Store, 901 S. Broadway and a Club On-Sale Liquor License for Donna Mattern of the VFW 5252, 26 1st Ave. NW. Motion carried.

Patrick Hollister explained an event that encourages biking and walking to work and school. In 2012 there were 8 cities that took part and in 2013 it has increased to 14. Anyone who lives, works or attends school in Pelican Rapids may register at <http://bikewalkweek2013.eventbrite.com>. He requested that the City Council recognize the Bike or Walk to Work or School week of May 4th to May 12th by authorizing the Mayor to sign a proclamation about the week. Motion by Strand, seconded by Ballard to introduce the following written proclamation, entitled, **BIKE OR WALK TO WORK OR SCHOOL WEEK PROCLAMATION FOR THE CITY OF PELICAN RAPIDS, MINNESOTA**. (A complete text of this proclamation is part of permanent public record in the City Clerk's Office.) Motion carried and the proclamation was declared duly adopted.

Council considered new street parking regulations. Council Member Strand voiced concerns about residential streets. Cars parked correctly at night will be parked incorrectly in the morning. Plowing snow and street sweeping usually starts very early in the morning. Motion by Waller, seconded by Strand to table discussion until we can research what other cities do.

Administrator Don Solga reported that the League of Minnesota Cities Insurance Trust (LMCIT) paid the City a Workers Compensation Dividend of \$7,959.00 received for 2013.

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Administrator Don Solga reviewed a new offer from AP Wireless Infrastructure Partners regarding the water tower T-Mobile cellular antenna lease. Their offer is to pay the City of Pelican Rapids an amount of dollars now for the rights for AP Wireless to collect the future lease payments for the T-Mobile cell site. Motion by Foster, seconded by Waller to defer offer of AP Wireless. Motion carried.

Administrator Solga reported that the City has received notification of compliance with the Local Government Pay Equity Act from Minnesota Management & Budget.

The Utility Operations contracting update was given by Administrator Don Solga. PeopleService, Inc. takes over May 1, 2013. Administrator Solga is in the process of transferring phone lines and internet service over. PeopleService has made an offer of \$12,500 for the 2006 Ford Ranger. Motion by Waller, seconded by Strand to approve the sale of the 2006 Ford Ranger to PeopleService. Motion carried.

Employee Health Insurance renewal is June 1, 2013. The City currently takes the full time employees insurance premium cost of family and single plans and averages them to determine the monthly premium of each employee. Don Solga recommended changing from the averaging method to an actual method. With the actual method, employees will only be paying their own portion of the premiums. The family deductible also increased to \$12,500 as part of the 2013 renewal. He also recommended raising the City's contribution to \$600.00 per month. Motion by Ballard, seconded by Foster to change from averaging method to actual for health insurance premiums and to increase City's contribution to \$600.00 per month toward each employee's coverage. Motion carried.

Motion by Strand seconded by Waller to adjourn. Motion carried.

Council meeting adjourned at 6:05 p.m.

Danielle Heaton
Accounting Clerk