

**CITY COUNCIL AGENDA**

May 21, 2020

**Tuesday May 26, 2020**

**5:00 p.m.**

**Council Chambers, 315 N. Broadway**

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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 (*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 Council Minutes – 5/12/20
  - b) Approval of Accounts Payable Listing
  - c) 3.2 On-Sale License to Cheryl Ann King as Proprietor for Muddy Moose Company
  - d) Staff Reports
    1. Utilities Report
5. Liquor Store Report
  - Liquor Store Personnel
6. Project 90 Colony apartment Utilities Update – Bob Schlieman via Zoom
7. Update on 2024 Trunk Highway 59 and 108 Project – Bob Schlieman via Zoom
8. Library Furnace Discussion
9. Pool Update
10. Impound Lot Lighting Request
11. Consider Resolution to Governor Walz Regarding Open Economy
12. City Administrator Report
13. Mayor Report
14. Adjourn

## CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 05/26/2020

The City Council of Pelican Rapids met in regular session at 5:00 pm, on Tuesday, May 26, 2020 in Council Chambers, City Hall.

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

Clerk-Treasurer Danielle Harthun took roll call.

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

Council Member Steve Strand

Council Member Curt Markgraf

Council Member Kevin Ballard

Council Member Steve Foster - absent

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Harthun, Street and Park Superintendent Brian Olson City Engineer Bob Schlieman and Liquor Store Manager Maggie Johnson.

General Attendance: Lou Hoglund from the Pelican Press was also present.

The Mayor welcomed everyone to the Council Meeting and announced upcoming events in the community. Council meetings will begin at 4:30 pm for June, July and August.

All present stood and said the Pledge of Allegiance.

Motion by Strand, seconded by Ballard to approve the agenda as presented. Motion passed unanimously.

Council Member Foster arrived at 5:02 pm.

Motion by Markgraf, seconded by Ballard to approve the consent agenda.

- a) Approval of Council Minutes – 5/12/20
- b) Approval of Accounts Payable Listing
- c) 3.2 On-Sale License to Cheryl Ann King as Proprietor for Muddy Moose Company
- d) Staff Reports
  1. Utilities Report

Motion passed unanimously.

Liquor Store Manager Maggie Johnson provided a report to Council. She reported that sales have been good. She asked for Council approval to hire a new employee to help during the summer. Motion by Foster, seconded by Markgraf to approve Tasha Osman at wage level 1. Motion passed unanimously.

City Engineer Bob Schlieman updated Council on Project No. 90, Colony Apartment Utilities. We have run into some issues. The ground water is substantially higher than the soil borrowings in 2018 showed. The contractor brought in a company to dewater so they can stay on schedule. This will add \$64,000 more to the project and Council will receive a change order later. The City will probably have to fund the additional amount without grant funds.

City Engineer Bob Schlieman updated Council on the 2024 Trunk Highway 59 and 108 Project. There was a meeting with MnDOT last week. MnDOT wanted to know if the city would like the multiuse path from 8<sup>th</sup> Avenue to Prairie Lake access like it was discussed in the complete streets study. If so, MnDOT will increase the boundary of the project to include going out that far; otherwise, the limit of the project will be County Highway 9. The estimated cost to install the multiuse path is \$400,000. Council will decide at the next meeting.

## CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 05/26/2020

Streets and Parks Superintendent Brian Olson discussed replacing the library furnaces. Council reviewed the proposals previously provided. The HVAC systems can wait, but a decision about the furnaces needs to be made soon. Otter Tail Power called Administrator Solga and asked them to look into a heat pump system. Superintendent Olson will report at the next meeting about a heat pump system.

Streets and Parks Superintendent Brian provided Council with a pool update. Photos were provided to Council showing the cracks that were exposed by the sandblasting. Superintendent Olson reported that the pool may open July 1 due to repairs, but as of now, the Governor has not allowed pools to open.

Streets and Parks Superintendent Brian asked Council to consider installing Impound Lot lighting. The police have had some break-ins and lights will help. Two lights need to be installed on 12<sup>th</sup> Avenue SW for safety reasons. Motion by Strand, seconded by Markgraf to approve lights at the Impound lot and 12<sup>th</sup> Ave SW. Motion passed unanimously.

Council discussed passing a resolution urging the Governor to open the economy. Council would like the businesses to open as soon as possible, but they feel a resolution will not help the situation.

Administrator Solga reported that since the last city council meeting he has; worked with Clerk to set City Council (CC) agenda and prep for regular CC meeting; attended Project 90 (Colony Apartment) construction meeting; held emergency management team to discuss state of city departments and city facilities; attended weekly remote meeting with Otter Tail County Community Development Agency; worked on draft letter for Material Management and Budget (MMB) regarding a jurisdictional determination; coordinated efforts with DNR, CCM and Park Department to complete tree removal from river; and attended a remote initial kickoff MNDOT meeting for the 2024 project.

Mayor Frazier reported that since the last city council meeting he has; continued communications with Jenny-O regarding their current operations during the COVID-19 pandemic, continue to submit weekly mayor's columns to the Pelican Press during the COVID-19 pandemic, communication with Street Supt. Brian Olson and Mason Berube of the Longboarders Club who will be picking up trash in Pelican Rapids on Saturday, 30 May from the hours of 1:00-2:30 pm, of which the event will be called the 'Longboard Cruise & Clean-up,' visited by phone with Larry Gray of the Bed & Breakfast regarding the CSAH 96 street project and how it affect his water service line, received a telephone call from OSHA explaining their COVID-19 reporting process, conversations with two local businesses regarding opening up their businesses during the pandemic, attended a Skype Meeting regarding the 2024 Pelican Rapids Complete Streets Project, participated in the 21 May Cruise Night Parade and met with Administrator Solga to review the agenda for this evening's City Council Meeting.

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 6:27 pm. Motion passed unanimously.



Danielle Harthun, MCMC  
Clerk-Treasurer