

**CITY COUNCIL AGENDA**

May 22, 2008

**Tuesday, May 27, 2008**

**4:30 p.m.**

**City Hall, Council Chambers**

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1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Accounts Payable Listing
4. Summer Park Employees
5. Liquor Store Report
6. Liquor License Renewals
7. Tanker Fund Request – Faucet, Mop Sink, Two Handle Lever \$151.44, Thermostatic Mixing Valve \$754.82, Shower and Eye Wash Unit, Dust Cover \$1,007.38
8. Pelican Rapids 125<sup>th</sup> Anniversary Souvenir Book – Council Photo Will be Taken
9. Community Video – Cyndy Stotesbery
10. International Friendship Festival Request
11. Certify Unpaid Utility Bill to Otter Tail County
12. Improvement Project Nos. 72 & 73 Bid Opening – 6/9/8, 4:00 p.m.
13. Summer Recreation Program
14. Water Treatment Plant Improvements & WWTF Phosphorous Management Improvements Bid Opening – 6/10/8, 2:00 p.m.

## CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES -05-27-08

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 05-27-08, in Council Chambers, City Hall. Mayor Wayne Runningen, Council Members Ben Woessner, David Gottenborg, Richard Peterson and John E. Waller, III were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Street and Park Superintendent Brian Olson, Library Director Annie Wrigg, Liquor Store Manager Bob Leslie, Cyndy Stotesbery, John Gorton and Kelley Gorman of the Pelican Rapids Press were also present.

Mayor Runningen called meeting to order.

Jaycee's Beer Garden Liquor License and Airport Tarmac were added to the agenda.

Liquor Store Manager Bob Leslie presented information on the Liquor Store in addition to the April, 2008 financial report. The Facilities Committee will review liquor store plans.

Cyndy Stotesbery said the Economic Development Commission has committed \$1500 to create a new video of Pelican Rapids. Mike Dietz of Renaissance Video will create the video pro bono for community. John Peter will tape scenes from the community this summer. The school is excited about the opportunity to promote the community. Administrator Don Solga said the \$1500 could come out of the Economic Development Funds. Motion by Peterson, seconded by Woessner to spend \$1500 of the Economic Development Funds for a community video. Motion passed unanimously.

John Gorton presented the Jaycee's application to conduct a street dance and beer garden on 07-12-08 on West Mill Ave. The Jaycee's will not allow underage people into the beer garden. The Jaycee's provided a list of rules and regulations for the beer garden which include double fencing the serving area, additional security for area, liquor liability, premise liability, bodily injury and property destruction insurance. Motion by Waller, seconded by Peterson to authorize closing West Mill Ave. on 07-12-08 for the Jaycee's street dance and beer garden and to approve the temporary malt liquor license to the Pelican Rapids Jaycees, subject to receipt of the certificate of insurance and meeting all conditions listed as rules and regulations. Motion passed unanimously.

Council reviewed the Accounts Payable List of 05-27-08. Motion by Woessner, seconded by Gottenborg to approve the Accounts Payable List of 05-27-08 as corrected with deletion of a mileage bill in the amount of \$22.22 and addition of Dennis Ouren Construction in the amount of \$15,718.85 for SCDP Homeowner project. Motion passed unanimously.

Street and Park Superintendent Brian Olson recommended hiring Porfirio Diaz and Kate Woolever at park level 2 rate of \$7.73 per hour. He also recommended hiring the following people as lifeguards at the experienced lifeguard rate of \$7.85 per hour: Amy Field, Amanda Gilbertson, Jaclyn Grefsrud, Kirsten Haugrud, Kelcey Lass, Shauntae Sachs and Alexandra Thorson. Superintendent Olson recommended hiring Jessica Holte for Water Safety Instructor and Head Lifeguard at \$8.50 per hour and Brittany Loewen at \$6.33 per hour for 30 hours of park flower planting and maintaining. Motion by Gottenborg, seconded by Waller to approve personnel and rates of pay as recommended. Council discussed rates of pay for seasonal employees with Council Member Peterson supporting higher rates of pay for summer help. Mayor Runningen, Council Members Woessner, Waller and Gottenborg voted yes. Council Member Peterson voted no. Motion carried.

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Motion by Waller, seconded by Peterson to approve the following liquor license renewals: Off-Sale Malt Liquor License to Patrick Serquina at Pelican Cash-N-Dash and On-Sale Intoxicating Liquor License and Sunday On-Sale to Derek Satter at Crossroads Corner, subject to receipt of Certificate of Liquor Liability Insurance. Motion passed unanimously.

Motion by Gottenborg, seconded by Peterson to approve Fire Chief Trevor Steeves request to use Tanker Fund monies to pay for faucet, mop sink, mixing valve and shower and eye wash unit dust cover totaling \$1913.64. Mayor Runnigen, Council Members Waller, Woessner and Gottenborg voted yes. Council Member Peterson voted no. Motion carried.

Administrator Don Solga reviewed the Airport Tarmac project. Motion by Waller, seconded by Woessner to authorize plans and specs for Airport Tarmac project with a not to exceed cost of \$150,000 for engineering and construction. Council discussed that the cap of \$150,000 might be too low and that it would be better to structure the bid so only a portion of the project could be completed. Council Members Waller and Woessner voted yes. Mayor Runnigen and Council Members Gottenborg and Peterson voted no. Motion failed.

Motion by Gottenborg, seconded by Peterson to contact Ulteig Engineers to prepare plans and specs for 6 in. base and 3 in. bituminous for Airport Tarmac project and set bid date by introducing the following resolutions, entitled **RESOLUTION ORDERING THE IMPROVEMENT AND PREPARATION OF PLANS FOR THE PELICAN RAPIDS AIRPORT TAXIWAY REHABILITATION PROJECT IN THE CITY OF PELICAN RAPIDS** and **RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING THE ADVERTISEMENT FOR BIDS FOR THE TAXIWAY REHABILITATION PROJECT IN THE CITY OF PELICAN RAPIDS**. (The complete text of these resolutions is part of permanent public record in the City Clerk's Office.) Motion passed unanimously and resolutions declared duly adopted.

Administrator Don Solga reviewed a proposal of six to seven photos of city people for the Pelican Rapids 125<sup>th</sup> Anniversary Souvenir Book. Motion by Gottenborg, seconded by Peterson to approve photos and a one page ad in the Souvenir Book. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert presented the International Friendship Festival's request that the City will provide a hand washing station, portable toilets and garbage service for the International Friendship Festival on 06-20 and 06-21-08 as the City has done in past years. The City Council approved these expenses.

Motion by Waller, seconded by Peterson to certify an unpaid utility bill in the amount of \$358.83 for parcel no. 76000220009000 to Otter Tail County for collection with real estate taxes. Motion passed unanimously.

Council noted that bid openings are scheduled for several projects on 06-09-08 and 06-10-08.

Administrator Don Solga said he received information about the summer recreation program run by the school and a request that the City consider contributing to the program. Roger Worner conducted the independent study of the school district this past winter. One of the study's recommendations was that the school, the city and townships collaborate on summer recreation programs. An example would be the community of Hawley. The City of Hawley contributes

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\$20,000 to the summer recreation program and the school owns and operates the outdoor swimming pool in addition to other recreation programs. Administrator Solga pointed out that the City of Pelican Rapids funds the swimming pool and maintains two soccer fields as well as the public parks. Administrator Don Solga will meet with school representatives to discuss budgets.

Mayor Runningen said that trucks and boats are parking on the Fire Hall property. He requested that Administrator Don Solga review possible striping solutions.

Meeting adjourned at 6:30 p.m.

Glenys Ehlert, CMC  
Clerk-Treasurer