

June 5, 2008

CITY COUNCIL AGENDA

Monday, June 9, 2008

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. Police Chief Report
6. Utility Superintendent Report
 - Water & WWTF Project Update
7. Street/Park Superintendent Report
8. Library Report
9. Financial Report
 - LMC Insurance Trust Liability Coverage Waiver
 - Personnel
10. Planning Commission Report
11. Report on Bid Opening for Street and Utility Project – Ulteig Engineers
12. Airport Taxiway Update – Ulteig Engineers – Bid Opening 6-24-08, 2:00 p.m.
13. River Trail Revised Easement Agreement - Administrator Don Solga
14. Demolition of Amoco Building
15. Review EDA Actions
16. Otter Tail County Public Information Meeting – City Hall – 6-25-08, 6:30 p.m.
17. Resolution Confirming Charitable Gambling License to VFW Auxiliary
18. Representative Bud Nornes Letter Regarding 2009 Local Government Aid

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES -06-09-08

The City Council of Pelican Rapids met in regular session at 5:30 p.m., on Monday, 06-09-08, in Council Chambers, City Hall. Mayor Wayne Runningen, Council Members David Gottenborg, Ben Woessner, Richard Peterson and John E. Waller, III were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, City Engineer Gary Nansen, Jon Olson, Police Chief Jeff Stadum, Street and Park Superintendent Brian Olson, Library Director Annie Wrigg, Consultant Gene Miller, Janet Restad, Marietta Vohnoutka, Judy Marko, Steve and Margaret Engebretson and Kelley Gorman of the Pelican Rapids Press were also present.

Mayor Runningen called meeting to order.

There were no additions or deletions to the agenda.

Council reviewed the minutes of 5-12-08 and 5-27-08. Motion by Gottenborg, seconded by Waller to approve the minutes as presented. Motion passed unanimously.

Council reviewed the Accounts Payable Listing of 06-09-08. Motion by Waller, seconded by Woessner to approve the Accounts Payable Listing of 06-09-08, including the Liquor Store and Library bills. Motion passed unanimously.

Police Chief Jeff Stadum presented the Police Report. Police Chief Stadum reported that the Click-It or Ticket campaign started in May. This is a program funded by a grant in cooperation with the Otter Tail County Sheriff's Office.

Administrator Don Solga presented the Utility Department's report for Superintendent Brent Frazier.

Street and Park Superintendent Brian Olson presented his report. Administrator Don Solga reported that he received a quote from Bradco Restoration for repairing the monument north of town. This quote is lower than the others he received so work on the repairs to the monument can go forward.

Library Director Annie Wrigg reported that effective 09-01-08, fines will be charged for late books at the library. She also reported that Jennie O/West Central Turkeys, LLC has contributed \$5,000 for a laptop classroom and these funds were matched by the Frank W. Veden Charitable Trust. The library will be able to purchase laptops and offer a laptop classroom. This will mean the public computers will be available to people while classes are going.

City Engineer Gary Nansen presented the bid tabulation for the bids received today for the Street and Utility Improvements Sections A through D. The low bid was from Central Specialties in the amount of \$680,577.85 which is about 2% below the engineer's bid estimate. The next lowest bid was \$814,498.50 or 20% higher. The bid on Section A will result in higher assessments, about 15% to \$53 or \$54 per foot. Sections B and C were bid about the same as the estimates. Section D was about \$20,000 less than the estimate in the area of water and sewer. Nansen commented, "With the bidding climate right now and fuel prices, we see prices increase." He continued, "The bid we got is pretty good for the times we're in." Regarding the completion date, water and sewer will be in by July 1st, and the streets completed by September 30th. "The curb and gutter will extend the life of the street," commented Nansen during discussion of the Golf Course

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Road Section A. Motion by Waller, seconded by to approve all phases of the project and award the bid to Central Specialties. Motion died for lack of a second.

Motion by Gottenborg, seconded by Woessner to approve Sections B, C and D and award the bid to Central Specialties.

Mayor Runnigen said Street Superintendent Olson is frustrated at trying to fix it (Golf Course Road). There is no way to fix it. Nansen offered the idea that perhaps this is the exception to the rule and the City could look at the curb and gutter as a storm water expense rather than a street improvement project expense. The City as a whole pays 80% of storm water costs and assesses 20%.

Voting on motion to introduce the resolution entitled **RESOLUTION ACCEPTING BID FOR SECTIONS B, C AND D AND AWARDING THE CONTRACT TO CENTRAL SPECIALTIES OF ALEXANDRIA.** (A complete text of this resolution is part of permanent public record in the City Clerk's Office.) Mayor Runnigen, Council Members Gottenborg, Woessner and Peterson voted yes. Council Member Waller voted no. Motion carried and resolution declared duly adopted.

Mayor Runnigen announced that the assessment hearing will be held in October and at that time the final costs will be known and assessed. At this time, it looks like the assessments will be very close to the estimate for Sections B and C. The contractor will deliver a notice to residents when they are ready to begin the project.

Clerk-Treasurer Glenys Ehlert presented the 05-31-08 Financial Reports including the Cash Recap and Investment Report. The first half of the 2008 Tax Settlement will be coming in June and the first half of Local Government Aid will be paid in July.

Motion by Gottenborg, seconded by Waller to approve a resolution that the City of Pelican Rapids does not waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04. Motion passed unanimously and resolution declared duly adopted.

Clerk-Treasurer Ehlert reported that federal minimum wage will increase in July and recommended increasing the summer flower planter wages to the minimum wage of \$6.55. She also said the salary schedule included the rate of pay for the Water Safety Instructor at \$10.61 per hour. Motion by Gottenborg, seconded by Peterson to set rates of pay at \$6.55 per hour for flower planting and \$10.61 per hour for Water Safety Instructor. Motion passed unanimously.

Administrator Don Solga reported on the inspection and court agreement regarding the property of Roger Schleske. Everything that was on the list was removed so Schleske met the requirements of the court for 2005. Planning Commissioners toured the four quadrants of the City and public nuisance notices were reduced from approximately 75 in 2006 and 50 in 2007 to fewer than 50 letters this year.

The Planning Commission also looked at the proposed sale of the former fire hall in relation to the Comprehensive Plan and approved the sale of the property. Mayor Runnigen suggested that the Facilities Committee bring a recommendation to the Council regarding the former fire hall.

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City Engineer Gary Nansen reviewed the Airport Taxiway Update. The State of Minnesota has assured Administrator Don Solga that the City of Pelican Rapids is still funded for \$121,000 of 2008 funds for the improvement project. Nansen will structure bid so project can be scaled back if bid comes in too high.

Administrator Don Solga reviewed the River Trail Easement. Motion by Waller, seconded by Gottenborg to approve the River Trail Easement Agreement as finalized by City Attorney Greg Larson. Motion passed unanimously.

Administrator Don Solga has requested quotes for demolition of the buildings on the Amoco site. He received quotes of \$8,950 from Egge's and \$11,400 from JL Trucking. Solga recommends that the Council authorize the demolition from the low quote and use economic development funds as a loan to the liquor store to accomplish the work. Motion by Gottenborg, seconded by Waller to authorize Egge Construction to demolish the buildings on the future Liquor Store site and to approve a loan from the Economic Development Funds in the General Fund to the Liquor Fund in the amount of \$8,950 to pay for project. Motion passed unanimously.

Motion by Waller, seconded by Peterson to approve the Economic Development Authority's approval of the minutes of 03-25-08 and 04-29-08 and approval of the 06-09-08 Accounts Payable Listing. Motion passed unanimously.

Motion by Woessner, seconded by Waller Resolution confirming charitable gambling license to VFW Post 5252 Auxiliary was issued for one year in January, 2008. Motion passed unanimously.

Council reviewed State Representative Bud Nornes' letter regarding legislation increasing Local Government Aid for City of Pelican Rapids in 2009.

Meeting adjourned at 7:10 p.m.

Glenys Ehlert, CMC
Clerk-Treasurer