

**CITY COUNCIL AGENDA**

July 23, 2020

**Tuesday July 28, 2020****4:30 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 – 7/14/2020
  - b) Approval of Accounts Payable Listing
  - c) Staff Reports
    1. Liquor Store Report (In Packet)
    2. Utilities Report (In Packet)
5. Approve 2021 Fire Department Budget (In Packet)
6. Trail Head Location Approval – Kate Martinez, Park Board (In Packet)
7. Police Personnel
8. Resolution No. 2020-17 – Resolution Accepting the Offer of The MN Public Facilities Authority to Purchase \$688,147 General Obligation Water Revenue Note of 2020, Providing For its Issuance, and Approving Execution of a Project Loan Agreement (In Packet)
9. Resolution No. 2020-18 – Resolution Accepting the Offer of the MN Public Facilities Authority to Purchase a \$531,676 General Obligation Sewer Revenue Note of 2020, Providing for its Issuance, and Approving Execution of a Project Loan Agreement (In Packet)
10. Pool Committee Minutes FYI (In Packet)
11. City Administrator Report
12. Mayor Report
13. Adjourn



## CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 07/28/2020

Fire Chief Steeves reported there were two people that retired in 2019 and so far one in 2020. They are looking for people to fill those positions now.

Kate Martinez spoke to Council on behalf of the Park Board. The Park Board is recommending the Council approve 108 Midway (Parcels 76000990499000 and 76000990500000) as a Trailhead. They felt that was the most appropriate due to its access to the river, safety, parking, space and proximity to the downtown businesses. In time, restrooms, benches and signage would be added. Council Member Ballard asked if they considered the senior citizen center as trailhead. It might not be an option, but he figured it was worth looking into. Council discussed designating the land owned by the City on both sides of the river as a trailhead. Motion by Markgraf, seconded by Ballard to approve 108 Midway and City owned parcels 76000990495000 and 76000990454000, lying east of the walking bridge, as the trailhead. Motion passed unanimously.

Pool Committee minutes were provided in the packet.

Police Chief Stadum reported that job interviews are complete and he recommended Council hire Jacob Engst as full-time Police Officer. He would start at level one for wages. Motion by Foster, seconded by Strand to approve the hire of Jacob Engst at wage level 1 contingent on the background check. Motion passed unanimously.

Council Member Strand asked about the job duties of the Utility Billing position.

Administrator Solga reviewed the Minnesota Public Finance Authority resolutions regarding funding for Project 90 CSAH 100 and CSAH 96 underground utility improvements.

Motion by Ballard, seconded by Markgraf to introduce Resolution 2020-17 entitled; **RESOLUTION NO. 2020-17; RESOLUTION ACCEPTING THE OFFER OF THE MINNESOTA PUBLIC FACILITIES AUTHORITY TO PURCHASE A \$688,147 GENERAL OBLIGATION WATER REVENUE NOTE OF 2020, PROVIDING FOR ITS ISSUANCE, AND APPROVING EXECUTION OF A PROJECT LOAN AGREEMENT.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion passed and resolution declared duly adopted.

Motion by Ballard, seconded by Markgraf to introduce Resolution 2020-18 entitled; **RESOLUTION NO. 2020-18; RESOLUTION ACCEPTING THE OFFER OF THE MINNESOTA PUBLIC FACILITIES AUTHORITY TO PURCHASE A \$531,676 GENERAL OBLIGATION SEWER REVENUE NOTE OF 2020, PROVIDING FOR ITS ISSUANCE, AND APPROVING EXECUTION OF A PROJECT LOAN AGREEMENT.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion passed and resolution declared duly adopted.

Administrator Solga reported that since the last city council meeting he has; worked with the Clerk to set City Council (CC) agenda and prep for regular CC meeting; worked on 2021 Fire Department Budget and met with budgeting committee and Fire Chief Steeves; attended remote meeting with Otter Tail County Community Development Agency; attended CSAH 96/100 construction meeting; worked on a potential economic development project; prepped for and conducted additional police interview and also worked on police department personnel issue; worked on RaveAlert/Smart911 configuration; worked on revising City Hall, and Pool

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Preparedness plans to include required face masks and requested and received a revised plan from the liquor store; and spent time on city computer backup configurations.

Mayor Frazier reported that since the last city council meeting he has; continued to have communication with Jenny-O regarding their current operations during the COVID-19 pandemic, continued to submit weekly mayor's columns to the Pelican Press, attended a CSAH 96 & 100 construction meeting and several visits to the work site, visited by phone with OTC Commissioner Lee Rogness and also State Rep. Bud Nornes regarding the 2020 Legislative Bonding Bill, attended a Pelican Rapids Area Fire Department Budget Meeting, attended a Pelican Rapids Bicycle and Pedestrian Advisory Committee Zoom Meeting, visited by phone with Jenny-O Public Relations Department regarding the importance of the 2020 U.S. Census and met with Administrator Solga to review the agenda for this evening's City Council Meeting.

Council Member Foster asked to be notified when the next 2024 Highway Project meeting is scheduled.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 5:42 pm. Motion passed unanimously.



Danielle Harthun, MCMC  
Clerk-Treasurer