

**CITY COUNCIL AGENDA**

July 25, 2019

**Tuesday July 30, 2019**

**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 – 7/9/19
  - b) Approval of Accounts Payable Listing
  - c) Staff Reports
    1. Liquor Store Report
5. Utility Report – People Service (In Packet)
6. Blue Cross Blue Shield Pedestrian Grant Consideration – Patrick Holister – Partnership 4 Health (In Packet)
7. West Central Initiative Update – Rebecca Petersen
8. Library Annual Report – Wayne Runnigen
9. Library Roof Architectural Proposal (In Packet)
10. Park Board Update
  - Park Board Minutes FYI (In Packet)
11. Pool Committee Update
  - Swimming Pool Project/2020 Legislative Session Bonding Bill
  - Pool Committee Minutes FYI (In Packet)
12. Park Sign and Bridge Update – Brian Olson
13. Colony Housing LLC Considerations
  - Purchase Agreement Addendum Consideration (In Packet)
  - Resolution 2019-17 Calling for a Public Hearing on Proposed Property Tax Abatement (In Packet)
14. Planning Commission Update
  - Planning Commission Meeting Minutes FYI (In Packet)
15. Establish 2020 Budget Committee
16. 2020 Red River Valley Home & Garden Show
17. Fire Department Personnel
18. Mayor Report

At This Point the Council Meeting Will be Closed to the Public

The Following Items will be Discussed:

- A. WWTF Gridor Construction
19. Adjourn

## CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 07-30-19

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 07-30-19 in Council Chambers, City Hall.

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

Roll call was taken by Clerk-Treasurer Danielle Heaton.

Mayor Brent E. Frazier and four 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

City staff present: Clerk-Treasurer Danielle Heaton, Street and Park Superintendent Brian Olson, Liquor Store Manager Maggie Johnson, Police Chief Jeff Stadum and City Attorney Greg Larson.

General Attendance: Rev. Scott Block, Amy King, Kate Martinez, Jackie Larson, Ben Sytsma, Bud Nornes, Patrick Hollister, Rebecca Petersen, Wayne Runningen, Lou Hoglund from the Pelican Press was also present.

The Mayor welcomed everyone to the Council Meeting and announced upcoming events in the community.

All present stood and said the Pledge of Allegiance.

Jeff Shoenack sent a thank you to the City for allowing him to host an Ultra-Light Fly In at the municipal airport.

Motion by Foster, seconded by Strand to approve the agenda with the addition of No. 20 Crosswalk, No. 21 MNDOT request, No. 22 Street/MNDOT Process and No. 23 School Board. Motion passed unanimously.

Motion by Markgraf, seconded by Strand to approve the following consent agenda items:

- a) Approval of Council Minutes – 7/9/19
- b) Approval of Accounts Payable Listing
- c) Staff Reports
  1. Liquor Store Report

Motion passed unanimously.

Patrick Hollister from PartnerSHIP 4 Health spoke to Council about a Blue Cross Blue Shield grant. He has been part of the advisory committee for the Highway 2024 Project. During those meetings, many comments were received about a bike/pedestrian path other than on Broadway. The Blue Cross Blue Shield grant is another funding opportunity for the City of Pelican Rapids. PartnerSHIP 4 Health would like to apply for the grant on behalf of Pelican Rapids for the full amount of \$25,000. Motion by Foster, seconded by Markgraf to approve Mayor Frazier sending a letter of support for with the Blue Cross Blue Shield grant. Motion passed unanimously.

Rebecca Peterson from West Central Initiative introduced herself to Council. She thanked them for the City's continued support and presented WCI's strategic plan. She asked Council to consider an increase in funding from \$2,000 a year for the next three years, to \$2,250 this year and \$2,500 in 2020 and 2021. Council will consider the request at the next meeting.

## **CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 07-30-19**

Terry Gamble introduced Drew Downhour, the newest employee of PeopleService, to the council. Motion by Ballard, seconded by Foster to approve the PeopleService, Inc. utility report. Motion passed unanimously.

Pool Committee members Amy King, Kate Martinez and Jackie Larson provided Council with an update. They received information from Bell Bank regarding accepting donations online. They asked Council to consider paying for the expenses associated with taking donations online which are approximately \$500 a year. They are hoping with the online donation option they can target people that don't live in Pelican Rapids, but may have family in the community. Motion by Ballard, seconded by Markgraf to approve the general fund paying the fees associated with online pool donations. Motion passed unanimously.

Representative Bud Nornes explained that 2020 will be a bonding year for the state. There are not many pools that have been financed this way, but it could happen. The requested amount cannot be more than half; local funds would have to make up the other half. If the City were to receive the funding from the state, the funds have three years to be spent. Motion by Markgraf, seconded by Ballard to approve the Pool Committee working with Representative Nornes to request funding for a new pool for the 2020 state bonding bill. Motion passed unanimously.

Kate Martinez and Amy King reported that movie night was a big success. Over 100 people attended the movie. The Park Board asked Council to approve Mariam Perez as a new Park Board Member. Motion by Strand, seconded by Markgraf to approve Mariam Perez as Park Board member. Motion passed unanimously.

Street and Park Superintendent Brian Olson provided an update to Council on Streets and Parks. The Sherin Park sign needs to be replaced. The cost of a new sign would be \$975. Motion by Foster, seconded by Strand to approve a new Sherin Park sign. Motion passed unanimously.

The railing system for the pedestrian bridge will be installed the week of August 19.

Wayne Runnigen, Library Board Chair, provided the Library Annual Report for 2018 to Council. The library has 5,343 registered users and 792 users from other libraries. Wireless sessions were 6,483 and 1,056 meetings were held at the library. Council Member Foster asked if the library has considered charging a fee for meeting room use. There is a charge for private events, not for public. Motion by Strand, seconded by Ballard to accept the Library report. Motion passed unanimously.

The Library Board appointed Wayne Runnigen and Sue Siefert to the Library Roof Committee. Council Member Ballard volunteered and Superintendent Olson was appointed as he is in charge of building maintenance. Motion by Strand, seconded by Foster to appoint Council Member Ballard and Superintendent Olson. Motion passed unanimously.

Council reviewed the Library Roof Architectural Proposal from Design Intent Architects. The proposal was approved by the Library Board. Motion by Ballard, seconded by Markgraf to approve the Library Roof Architectural Proposal from Design Intent Architects. Motion passed unanimously.

## CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 07-30-19

Council reviewed the updated Tax Abatement Project Information. Because the school voted down the tax abatement, the city can choose to abate the additional amount. It will extend the proposed payments from eleven years to thirteen years. A public hearing must be called in order to consider the proposed changes and to allow for public input. Motion by Foster, seconded by Frazier to introduce Resolution 2019-17 entitled: **RESOLUTION NO. 2019-17; RESOLUTION CALLING FOR A PUBLIC HEARING ON PROPOSED PROPERTY TAX ABATEMENTS.** (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.

The previous Addendum to Purchase Agreement with Colony Housing, LLC expired on December 31, 2018. Motion by Strand, seconded by Foster to approve to change the date on the Addendum to Purchase Agreement with Colony Housing, LLC to December 31, 2019. Motion passed unanimously.

Council Member Kevin Ballard provided an update on the planning commission meeting. City Engineer Bob Schlieman met with the Commissioners and reviewed the preliminary plat for the NW land. Commissioners asked for additional information on the costs of infrastructure and will continue to work on the NW platting. It would be approximately \$1,000 per foot for infrastructure to continue on from where colony housing will end. It is estimated to be \$400,000 to get the infrastructure across Highway 108.

Mayor Frazier and Council Member Foster volunteered to sit on 2020 Budget Committee. Motion by Strand, seconded by Ballard to appoint Mayor Frazier and Council Member Foster to the budget committee. Motion passed unanimously.

The 2020 Red River Valley Home & Garden Show is coming up in February 2020. Council discussed whether or not it is worth going. It was decided to postpone until the last meeting in August to see if the Chamber is interested in helping.

The Fire Department requested Council approval to hire Rolando Garza at \$10.71 an hour. Motion by Markgraf, seconded by Strand to approve Rolando Garza at \$10.71 an hour. Motion passed unanimously.

Council Member Strand would like the City to put up pedestrian crosswalk signs on the center line. He would like them placed in the following crosswalks: Downtown, Burger King, High School, Faith Church and Elementary School. Council Member Ballard suggested putting one by the Liquor Store too for a total of six signs. Motion by Strand, seconded by Foster to approve crosswalk signs being placed on the centerline in the areas listed above. Motion passed unanimously.

Council Member Strand would like the Council to make a formal request to MNDOT asking them to explain how the process works regarding the Highway 108 & 59 Project. Mayor Frazier replied that MNDOT has explained the process at the committee meetings. Motion by Strand, seconded by Foster to formally request a response on how the Highway 108 & 59 Project works. Motion passed. Aye: Strand, Ballard, Markgraf, Foster. Opposed: Frazier.

Motion by Strand, seconded by Markgraf to request to MNDOT to program the lights at Wells Fargo to allow left-hand turns using the existing lights. Motion passed unanimously.

## CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 07-30-19

Council Member Strand asked about the School Board voting against the Colony Housing tax abatement proposal. Administrator Solga and Skip Duchesneau attended the meeting. City Attorney Larson was also in attendance and gave a brief summary of the meeting.

Mayor Frazier reported that since the last Council meeting he attended several conference calls regarding WWTF litigation. He also attended the streets project committee meetings. He attended the OTC Commissioner's Public Hearing regarding the colony Housing tax abatement project. He also attended movie night in the park, pool committee meeting, PartnerSHIP 4 Health meeting, OTLCA meeting and attended the walking tour of Pelican Rapids.

Mayor Frazier read the following statements.

"When balancing the purposes of the attorney-client privilege with regard to the City Council openly discussing the strategies involved with regard to the disputes involving Gridor Construction, Inc. and/or the impact of said disputes, and the responses and actions to be taken by the City in relation to said disputes, as they relate to the Wastewater Treatment Facility Project worked on by Gridor Construction, Inc., such open discussions of the City Council outweigh the purpose of the open meeting law, and, therefore, demonstrates the need for absolute confidentiality."

"The Council MUST actually communicate with its attorney at the closed meeting."

"The meeting will now be closed so that the City Council of the City of Pelican Rapids, Minnesota, and its attorney, may discuss matters related to its disputes and claims with regard to the Wastewater Treatment Facility Project involving Contractor Gridor Construction, Inc. and the grounds permitting said closed meeting are based on the attorney-client privilege contemplated in Minnesota Statutes section 13D.05, subd. 3(b). I will now entertain a motion to close this portion of the meeting."

Motion by Ballard, seconded by Foster to close the meeting. Motion passed unanimously.

"The time is 6:41 pm. The City Council will now go into a closed session in Chambers."

"Only the City Council and authorized City representatives may be in attendance at any portion of the closed session."

"Following a closed meeting, the City Council meeting is now open. The time is 7:11 pm."

No action was necessary at this time.

Motion by Strand, seconded by Ballard to adjourn the Council meeting at 7:12 p.m. Motion passed unanimously.



Danielle Heaton, MCMC  
Clerk-Treasurer