

September 20, 2013

CITY COUNCIL AGENDA

Tuesday, September 24, 2013

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 9/10/13
4. Approval of Accounts Payable Listing
5. Street Superintendent Report
 - Parking Ordinance No. 13-02 Amendment
6. Planning Commission Report
 - Ordinance 13-03 – Fence Height to 6 Feet.
 - General Time Limit – 48 Hours
7. Liquor Store Report
8. Utility Report – People Service Inc.
9. WWTF Project 79 Minnesota Public Facilities Loan Agreement and Bond Resolution No. 13-12
10. Pelican Rapids to Perham Multi Use Trail Update
11. Traffic Control Signal Agreement for S.P. 5618-113
12. 2012 Audit Report – Auditor Dan Rollie

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 09-24-13

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 09-24-13, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members James Strand, Kevin Ballard, John E. Waller, III, and Steve Foster were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Liquor Store Manager Maggie Johnson, Street/Park Superintendent Brian Olson, City Auditor Dan Rollie, Jordon Plotz of PeopleService Inc., Jim Coleman, Chris Coleman and Lou Hoglund of the Pelican Rapids Press were also present.

Mayor Woessner called meeting to order at 4:30 p.m.

Motion by Foster, seconded by Strand to approve the agenda with addition of 3.2% Malt Liquor License Application for The Muddy Moose Co. Motion carried.

Motion by Ballard, seconded by Foster to approve the minutes of 09-10-13 as presented. Motion carried.

Motion by Waller, seconded by Ballard to approve the Accounts Payable Listing of 09-24-13 in the amount of \$85,023.89 with the addition of League of Minnesota Cities Insurance in the amount of \$43,103.50 for city bills and \$42,396.30 for liquor store bills. Motion carried.

Street Superintendent Brian Olson and Administrator Don Solga reviewed changes to Parking Ordinance No. 13-02 Amendment. The ordinance will be in effect October to May. Councilmember Strand suggested removing the third paragraph referring to street sweeping since it is primarily for purpose of plowing snow. Mayor Woessner asked if the parking restrictions would be helpful to street sweeping. Superintendent Olson replied that it would be helpful because October is a month with lots of leaves and possibility of snow. Motion by Strand, seconded by Waller to introduce **ORDINANCE NO. 13-02 AN ORDINANCE AMENDING CITY OF PELICAN RAPIDS CITY CODE CHAPTER SEVEN, TRAFFIC, MOTOR VEHICLES, STREETS AND MAINTENANCE, SECTION 701.07, PARKING REGULATIONS.** (A complete text of this ordinance is part of permanent public record in the City Clerk's Office.) Motion passed unanimously and ordinance is considered duly adopted and will be in full force and effect upon publication and posting of signs.

Planning Commission report was given by Administrator Don Solga. The Planning Commission recommended increasing fence height to 6 feet. Motion by Waller, seconded by Strand to introduce **ORDINANCE NO. 13-03, AN ORDINANCE AMENDING CITY OF PELICAN RAPIDS CITY CODE CHAPTER NINE, BUILDING AND LAND USE REGULATION, SECTION 905.05, GENERAL REQUIREMENTS.** (A complete text of this ordinance is part of permanent public record in the City Clerk's Office.) Motion passed unanimously and ordinance is considered duly adopted and will be in full force and effect upon publication.

Administrator Solga reviewed the Planning Commission recommendation that chickens and other fowl be added to the list of animals not permitted in the city limits. Motion by Waller, seconded by Foster to introduce **ORDINANCE NO. 13-04, AN ORDINANCE AMENDING CITY OF PELICAN RAPIDS CITY CODE CHAPTER 5. MUNICIPAL REGULATION AND LICENSING, PART 4. OTHER ANIMALS, SECTION 504.02, AREAS WHERE KEEPING PROHIBITED.** (A complete text of this ordinance is part of permanent public

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 09-24-13

record in the City Clerk's Office.) Motion passed unanimously and ordinance is considered duly adopted and will be in full force and effect upon publication.

Planning Commission recommended changing Subdivision 4. General Time Limit as follows: No vehicles or other personal property shall in any case be parked upon any street in any one place for a longer continuous period than 48 hours. Mayor Woessner and council requested the Planning Commission consider some exceptions such as demolition dumpster.

Liquor Store Manager Maggie Johnson presented her report. Mayor Woessner thanked her for the report.

Jordon Plotz of PeopleService, Inc., reported on water and wastewater operations.

Regarding the wastewater lagoons, Administrator Don Solga said the anaerobic ponds are not working. One of the things being discussed is reconfiguring the ponds so effluent will flow through lift station to aerated ponds instead of the anaerobic pond. The ponds were originally designed for the turkey plant as a kill plant. When the turkey plant became a finished processing plant, the ponds should have possibly been reconfigured.

Council considered the WWTF Project 79 Minnesota Public Facilities Loan Agreement and Bond Resolution No. 13-12. Motion by Waller, seconded by Strand to introduce the following resolution, entitled **RESOLUTION NO. 13-12, RESOLUTION ACCEPTING THE OFFER OF THE MINNESOTA PUBLIC FACILITIES AUTHORITY TO PURCHASE A \$7,413,385 GENERAL OBLIGATION SEWER REVENUE NOTE OF 2013, 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 unanimously and resolution declared duly adopted.

Motion by Strand, seconded by Ballard to authorize the Mayor, Clerk-Treasurer and Administrator Don Solga to sign necessary documents for issuing the \$7,413,385 General Obligation Sewer Revenue Note of 2013. Motion passed unanimously.

Administrator Don Solga presented the Pelican Rapids to Perham Multi Use Trail update. Last week he and other city officials addressed the legislators about the need for transportation funding for trails. Northwestern Minnesota has limited trail facilities.

Traffic Control Signal Agreement for S.P. 5618-113 was reviewed by Administrator Solga. Motion by Strand, seconded by Foster to introduce **RESOLUTION NO. 13-13, A RESOLUTION FOR TRAFFIC CONTROL SIGNAL IMPROVEMENT PROJECT NO. 81, APPROVING THE CITY OF PELICAN RAPIDS TO ENTER INTO MN/DOT AGREEMENT NO. 04451 WITH THE STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION FOR THE TRAFFIC CONTROL SIGNAL.** (A complete text of this resolution is part of permanent public record in the City Clerk's Office.) Motion passed unanimously and resolution declared duly adopted.

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 09-24-13

Motion by Waller, seconded by Strand approving the application of Cheryl Ann King as proprietor or manager on behalf of The Muddy Moose Company, 30 N. Broadway for a 3.2% Malt Liquor License. Motion passed unanimously.

2012 Audit Report given by Auditor Dan Rollie. He explained that the GASB34 requires the conversion of cash basis accounting to modified accrual for fund level governmental funds. Revenues in governmental funds exceeded expenditures by \$146,053 for the year 2012.

The enterprise funds are reported on full accrual. All enterprise funds, water, sewer, liquor store showed income before transfers and change in net position increased by \$398,961 for the year 2012. Mayor Woessner thanked Auditor Dan Rollie for his work on behalf of the City.

Motion by Strand, seconded by Waller to adjourn the meeting at 6:15 p.m. Motion carried.

Glenys Ehlert, CMC
Clerk-Treasurer