

May 26, 2011

CITY COUNCIL AGENDA

Tuesday, May 31, 2011

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 5/9/11
4. Approval of Accounts Payable Listing
5. Liquor Store Report
6. Building Official Report
7. Liquor License Renewals
8. VFW Temporary Malt Liquor License for 6/11/11
9. Certify Unpaid Utility Bill to County Auditor

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 05-31-11

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 05-31-11, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members James Strand, Kevin Ballard, Steve Foster and John E. Waller, III were present. No members were absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert and Liquor Store Manager Bob Leslie were also present.

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

Traffic Light Timing added to agenda. Motion by Strand, seconded by Ballard to approve the agenda with the addition. Motion passed unanimously.

Motion by Ballard, seconded by Strand to approve the 05-09-11 minutes as presented. Motion passed unanimously.

Motion by Ballard, seconded by Strand to approve payment of the 05-31-11 Accounts Payable Listing in the amount of \$63,174.43 for City bills with addition of the Pelican Rapids Press in the amount of \$1319.41. Motion passed unanimously.

Council Member Steve Foster arrived at 4:40 p.m.

Administrator Don Solga reported that he has been reviewing a building permit inspection program with Lakes Country Service Coop. Solga said, "My ultimate goal in the building permit process is to reduce the costs in order to spur development and not discourage it with high building permit costs." He continued that from 2004 to 2010 the building permit costs exceed the income. At the present time, the City cannot generate more revenue except to increase building permit fees. "The most cost effective way to have a building official in Pelican Rapids is through the Coop," said Solga. The base fee might be \$13,000 per year plus 80% of the building permits to get the program started. The program would be for building permits and rental inspection.

Council Member John Waller, III arrived at 4:42 p.m.

Clerk-Treasurer Glenys Ehlert presented liquor license renewal information for Crossroads Corner and Riverside Coffee. Motion by Foster, seconded by Strand to approve renewal of an On-Sale Intoxicating Liquor License with Sunday Liquor for Derek Satter of Crossroads Corner LLC, and renewal of a Wine On-Sale with Strong Beer with Sunday Wine and Strong Beer for Terri Gray of TLTA Restaurant, Inc., Riverside Coffee. Motion passed unanimously.

Clerk-Treasurer Ehlert presented information regarding the VFW's request for a Temporary Malt Liquor License for Saturday, 06-11-11. Motion by Waller, seconded by Foster to approve a Temporary Malt Liquor License for the VFW parking lot at 29 1st Ave. NW for the hours 11:30 a.m. to 5:00 p.m., subject to the rules and regulations attached to license for 06-11-11. Motion passed unanimously.

Motion by Ballard, seconded by Strand to certify unpaid utility bill for parcel number 76000990262000 in the amount of \$82.46 to Otter Tail County Auditor Wayne Stein for collection with real estate taxes. Motion passed unanimously.

Administrator Don Solga reviewed the timing of the traffic lights for Hwy. 59. Minnesota Department of Transportation typically lengthens the lights on Hwy. 59 for heavy traffic due to the summer events in July and August. Solga recommends that City Council request the timing be adjusted for June as well as July and August. In 2014 traffic signal lighting will be upgraded so it is based on time plus when a car pulls up to the light on the east-west streets. Motion by Strand, seconded by Foster that Administrator Solga requests that MNDOT adjust the traffic signal lights to extend the time for Hwy. 59 traffic for the summer months of June, July and August. Motion passed unanimously.

Administrator Don Solga discussed the Liquor Store's comparison of income and expenses for 2010 and 2011. Liquor Store Manager Bob Leslie discussed the liquor store's inventory.

Mayor Woessner said there are payments to be made and it is a concern to have so many dollars tied up in inventory.

Manager Leslie said beer sales are up 13% and inventory is up 15%. He discussed the number of cases that need to be purchased to secure best discount.

Administrator Don Solga said, "Council did not want beer and other inventory stored in the receiving area, and now here we are." "What do you base the decisions to buy inventory on?" he asked. Liquor Store Manager Bob Leslie said the beer guys take care of the beer order and he reviews it.

Administrator Don Solga asked if Bob has an idea of how the next payment is reached. Leslie replied that he thought the \$3500 was sufficient for the building payment. Mayor Woessner said, "If the inventory is turning that would be okay, but how long does it take to sell? You understand our concern."

Manager Leslie said he would cut back on inventory, raise prices where appropriate and increase transfer to \$5,000 per month. Administrator Solga said, "I'd like to see him commit to \$7,000 per month because we need the money in the bank to meet the payment in December and cover the slower winter months."

Council Member Waller discussed electronic billboard at Liquor Store advertising city and community events. Council previously considered the matter and decided that the sign at the Liquor Store would promote liquor store product only. Council said the Community Sign is appropriate place for advertising events.

Administrator Solga reported on liquor store landscaping and recommended that Council accept the low quote of Superior Lakeside for landscaping and authorize them to do project. Motion by Waller, seconded by Strand to accept the quote of \$9,800 from Superior Lakeside and authorize them to do the liquor store landscaping as proposed. Motion passed unanimously.

Motion by Strand, seconded by Foster to adjourn the meeting at 5:45 p.m. Motion passed unanimously.

Glenys Ehlert, CMC
Clerk-Treasurer