

April 22, 2010

CITY COUNCIL AGENDA

Tuesday, April 27, 2010

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 04-12-10, 04-14-10
4. Approval of Accounts Payable Listing
5. Liquor Store Report
6. Liquor Store Building Project
 - Project Financing Report
 - Bid Opening 05-13-10, 10:00 a.m.
7. Small Cities Development Program Grant

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES -04-27-10

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Monday, 04-27-10, in Council Chambers, City Hall. Acting Mayor John E. Waller, III, Council Members Steve Foster, Kevin Ballard and Richard E. Peterson were present. Mayor Ben Woessner was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert and Kelley Gorman of The Pelican Rapids Press were also present.

Acting Mayor John E. Waller, III, called meeting to order.

There were no additions to or deletions from the agenda. Motion by Ballard, seconded by Peterson to approve the agenda as presented. Motion passed unanimously.

Motion by Peterson, seconded by Foster to approve the minutes of 04-12-10 and 04-14-10 Board of Review as presented. Motion passed unanimously.

Council reviewed the 04-27-10 Accounts Payable Listing. Clerk-Treasurer Glenys Ehlert recommended approving an additional bill to C. Emery Nelson for a sludge blower in the amount

of \$6583.59. Motion by Ballard, seconded by Foster to approve payment of City Accounts Payable in the amount of \$37,128, including the addition of C. Emery Nelson. Motion passed unanimously.

Liquor Store Manager Bob Leslie discussed cashing checks for over the amount. He said he feels bad about the situation that happened recently when a check was cashed for \$200 over the amount of purchase. The City's bank notified the City that the funds are not available at current time and the bank placed a hold until 04-30-10.

Administrator Don Solga reviewed the recommendations of the Minnesota State Auditor's office regarding Internal Controls for Municipal Liquor Stores and provided the Council and Leslie with a copy of the proposed written policies regarding acceptance of checks for over the amount of purchase and providing for daily deposits by Liquor Store. The City also requires using the cash vs. check feature on the cash register and prohibits the cashing of personal or third-party checks for employees and customers. Council will consider policy on 05-25-10.

Liquor Store Manager Bob Leslie presented his report regarding the liquor store.

Administrator Don Solga reviewed that the liquor store financing is arranged for \$650,000 with a lease purchase program through Minnesota National Bank.

The bid opening for the Liquor Store Project is scheduled for 05-13-10 at 10:00 a.m. Staff recommendation is to adjourn the regularly scheduled City Council meeting of 05-10-10 to a time to be determined by Council. Council agreed and plans to meet at 4:30 p.m., in Council Chambers on 05-13-10.

Administrator Don Solga announced that the City of Pelican Rapids, City of Erhard, Pelican Township and Erhard's Grove Township have been awarded \$733,940 in funds for a Small City Development Program Grant from the State of Minnesota. The City expects Fergus Falls Housing and Redevelopment Authority (FFHRA) to begin processing applications in June and July. FFHRA is administering the program for the City of Pelican Rapids on behalf of both cities and townships.

Motion by Peterson, seconded by Foster to adjourn the meeting at 4:55 p.m. Motion passed unanimously.

Glenys Ehlert, CMC
Clerk-Treasurer