

June 8, 2017

CITY COUNCIL AGENDA

Tuesday, June 13, 2017

5:00 p.m. Council Chambers, 315 N. Broadway

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. Agenda Additions or Deletions
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 Minutes – 5/30/17
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Police Chief Report
 2. Library Report
 3. Fire Department Schedule
 4. Financial Report
 5. Jaycees Temporary On Sale 3.2% Malt Liquor License Friday, July 14, 2017 Through Saturday, July 15, 2017 on West Mill Avenue
5. Reconveyance of Tax Forfeited Land
 - Resolution 2017-13
 - State Form 976
6. WWTF Project #79 Mediation Update
7. Street and Park Superintendent Report
8. NW City Land Proposal for Master Planning
9. MNDOT Routine Maintenance Agreement & Resolution 2017-12
10. City Hall Event Center
11. T-Mobile Water Tower Bracketing Change Consideration
12. Project #86 Water Tower Funding Resolution
13. Next Retreat Planning Date/Time

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 06-13-17

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 06-13-17 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 CJ Holl

Council Member Kevin Ballard

Council Member Steve Foster

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Street and Park Superintendent Brian L. Olson and City Attorney Greg Larson.

General Attendance: Kathy Knuteson-Olson and Lou Hoglund from the Pelican Press were also present.

The Mayor welcomed everyone to the Council Meeting and announced upcoming events in the community. There will be a Star Lake Casino Meeting at the High School Auditorium on June 15 at 7:00 p.m.

All present stood and said the Pledge of Allegiance.

Motion by Ballard, seconded by Foster to approve the agenda as presented. Motion passed unanimously.

Motion by Holl, seconded by Strand to approve the consent agenda.

- a) Approval of Minutes – 5/30/17
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- c) Staff Reports
 1. Police Chief Report
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Motion passed unanimously.

Administrator Solga updated Council on the land conveyed for the Unique Housing Project. When the developer went to get an abstract done, he needed additional paperwork from the City. The City had received the tax forfeited property from the State to use for a public purpose and if that use was to stop, then the land goes back to the state. Attorney Larson and Administrator Solga have been in contact with the State. The property needs to be reconveyed to the state; the state will put it back on the tax forfeiture list. Then the County will be able to reconvey it to the City. Administrator Solga talked to the County Commissioner and to the County Auditor because there could be a charge for the property. The County will be discussing this matter at the June 27, 2017 meeting but they didn't think there would be a charge. Solga

has been in contact with Unique Housing through this entire process.

Motion by Foster, seconded by Ballard to introduce Resolution 2017-13 entitled: **RESOLUTION 2017-13; RESOLUTION GRANTING AND CONVEYING AND QUITCLAIMING REAL PROPERTY TO THE STATE OF MINNESOTA.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion carried and resolution declared duly adopted.

Motion by Strand, seconded by Foster to allow Mayor Frazier and Administrator Solga to execute Form 976 Reconveyance of Portions of Forfeited Lands to the State of Minnesota by a Governmental Subdivision under Minnesota Statutes, Section 282.01, Subdivision 1d. Motion passed unanimously.

Attorney Larson provided an update on the WWTF Project No. 79 mediation. They met on June 12 and an agreement was not reached. The discussions have been extended until June 30 to allow Gridor and the City to exchange more information. Hopefully this will facilitate some more discussion. The mediator is willing to help with any continued discussions to help this issue get resolved. It is still the City's position that liquidated damages will continue to accrue as final completion has not been reached.

Street and Park Superintendent Olson provided Council with his report. The pool is open and busy. There have been lots of campers in Sherin Park so far this year. Flowers and planters are all done and out in the parks and streets. The dirt roads have been graveled and dust guard should be here next week. Almost all curbs and crosswalks are painted. Some of the broken gate valves in the water system were replaced last week. The asphalt to patch those spots should be here this week. He is working on ordering the signs for the public bathrooms in Historic City Hall. The City Hall HVAC compressor was installed. Other issues with the HVAC system were discovered when everything was taken apart. The system is oversized and that may be the reason that the compressors are failing. The HVAC will just be run manually for now. The City was unable to get the road grader that was talked about at an earlier meeting. Motion by Strand, seconded by Ballard to accept the Streets and Parks report. Motion passed unanimously.

Administrator Solga requested a proposal from Apex Engineering to do a Master Plan for the city land in the northwest part of town. It may be beneficial to have that part of the City platted out to give to interested developers. It will be paid for by Economic Development funds. Motion by Strand, seconded by Foster to approve the proposal for Master Planning North of Trunk Highway 108 on the Westerly Edge of the City of Pelican Rapids. Motion passed unanimously.

Administrator Solga presented the MNDOT Routine Maintenance Agreement & Resolution 2017-12. This is a renewal of the current agreement which will expire the end of the month. There are no language changes, just a slight increase in the amount of money given to the City for maintaining MNDOT roads. Motion by Ballard, seconded by Holl to introduce Resolution 2017-12 entitled: **RESOLUTION 2017-12; APPROVING EXECUTION OF MNDOT ROUTINE MAINTENANCE AGREEMENT #1028459.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion carried and resolution declared duly adopted.

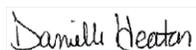
Originally, BHH Partners was asked by Council to provide plans and specs for the Community Center. The plans and specs would bid as a 2-phase project. After recent meetings and the uncertainty that some members of Council have about this project, BHH is now recommending bidding as a 3-phase project so that more of the costs would be broken down. Administrator Solga asked if Council could make a decision as to whether or not City Hall will be staying in the current location. Holl feels that the decision was already made by a previous Council. Strand says it's just about cost; new is the cheaper way to go. BHH said it would be \$175 to \$225 a square foot to build a new event center. Kathy Knuteson-Olson (a resident of the city) spoke in favor of the Community Center with the Kitchen. She thinks it would be great for Economic Development. After much discussion, Council decided to change the plans and specs to a 3-phase bidding document. Motion by Ballard, seconded by Foster to approve to move forward with a 3-phase bidding document to further evaluate the costs. Motion passed unanimously.

Administrator Solga presented a plan for T-Mobile to change the bracketing on the Water Tower for the cell phone tower. T-Mobile would like to go from bolt on brackets to weld on plates. The engineers have no issues with T-Mobile's proposal. Motion by Ballard, seconded by Strand to approve the weld on plate. Motion passed unanimously.

Motion by Foster, seconded by Strand to introduce Resolution 2017-14 entitled: **RESOLUTION NO. 2017-14; RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF A \$205,000 GENERAL OBLIGATION WATER REVENUE NOTE, SERIES 2017A.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion carried and resolution declared duly adopted.

Council set the next City Council Planning Retreat for Thursday July 13 at 3:30 p.m.

Motion by Strand, seconded by Foster to adjourn the City Council meeting at 6:52 p.m. Motion carried. Opposed: Holl



Danielle Heaton
Clerk-Treasurer