

CITY COUNCIL AGENDA

October 4, 2018

Tuesday, October 9, 2018

5:00 p.m. Pelican Rapids Fire Hall, 200 S 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 (*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 Minutes – Council Meeting 9/25/18
 - b) Approval of Accounts Payable Listing
 - c) Tree City USA from the National Arbor Day Foundation
 - d) Staff Reports
 1. Library Report
 2. Police Chief Report
 3. Financial Report
 5. Small Cities Loan Assumption – Pat Furey
 6. 423 Ridgecrest Assessment Deferral Consideration
 7. Otter Tail County Redemption Center – Chris McCon
 8. Street and Park Superintendent Report
 - Jetter Truck
 9. City Hall Project #85
 - Pay Request #6 - Minko Construction \$80,233.00
 - Update
 10. Street/Parking Project #87 Pay Request No. 6 – Hough Inc. \$142,715.01
 11. Park Board Appointment
 12. Minnesota Environmental Science and Economic Review Board (MESERB) Membership Consideration
 13. Consider MMBA Resolution 2018-17
 14. Resolution No. 2018-21 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment of Downtown Parking Lot
 15. Resolution No. 2018-22 for Hearing on Proposed assessment Downtown Parking Lot
- At This Point the Council Meeting Will be Closed to the Public
The Following Items will be Discussed
- A. WWTF Gridor Construction
16. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 10-09-18

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 10-09-18 at the Pelican Rapids Fire 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

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

General Attendance: Dawn Finn, Patrick Furey, Sara Furey, Arianna Zavala, County Commissioner Wayne Johnson, Chris McConn, Brennan Lemar, Bob Schlieman, Juan Carlos Murillo and Louis Høglund from the Pelican Press were also present.

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

All present stood and said the Pledge of Allegiance.

Council Member Strand remarked on how nice the new LED street lights look in the City.

Motion by Strand, seconded by Markgraf to approve the agenda with the additions of No. 17 Liquor Store Personal, No. 18 Pelican Rapids Pheasants Forever and No. 19 Planning Commission Meeting. Motion passed unanimously.

Motion by Ballard, seconded by Foster to approve the following items in the consent agenda:

- a) **Approval of Minutes – Council Meeting 9/25/18**
- b) **Approval of Accounts Payable Listing**
- c) **Tree City USA from the National Arbor Day Foundation**
- d) **Staff Reports**
 1. **Library Report**
 2. **Police Chief Report**
 3. **Financial Report**

Motion passed unanimously.

Pat and Sara Furey recently sold their business at 41 N Broadway. They are asking Council to allow the transfer of the Small Cities Loan Assumption to the new owner which is approximately \$6,800. When the Furey's purchased the business, Council approved the assumption transfer to them from the previous owner. Motion by Markgraf, seconded by Strand to approve the Small Cities Loan Assumption transfer from the Furey's to the new owners of 41 N Broadway. Motion passed unanimously.

Brennan Lemar, 423 Ridgecrest Drive, would like Council to consider deferring the special assessments on two of his three lots. When they purchased the property, they were unaware there were three lots. Because of the street and utilities project, and the taxes and specials are escrowed into the mortgage, they are unable to pay the taxes on all three lots. He is asking Council to consider a maximum of seven years of deferral on the two empty lots. If the lots sell, or are built on, the deferral will transfer to the new owner/developer. The transferred deferral will be for three years. The total maximum amount of the deferral is not to exceed seven years. Motion by Ballard, seconded by Foster to defer special assessments on Parcel Numbers 76000990833000 and 76000990834000 for seven years. If the property is sold or a house is built on the parcels, then the special assessment deferral will continue for another three years. The total amount of special assessment deferral will not exceed seven

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years. Motion passed unanimously.

Chris McConn, Otter Tail County Solid Waste Director, came to speak to Council about the Redemption Center. Currently, the Redemption Center is open on Friday and Saturday in Pelican Rapids. It is not cost effective for the County to keep the Pelican Rapids location open anymore. The County is open to any comments or questions the Council may have in the future.

City Engineer Bob Schlieman presented the final numbers for the parking lot project. Even though there were a few surprises along the way, the parking lot portion still came in under budget. To assess the remainder of the project, Council needs to pass two resolutions declaring the costs and setting a hearing.

Motion by Foster, seconded by Markgraf to introduce Resolution 2018-21 entitled: **RESOLUTION NO. 2018-21; A RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT OF DOWNTOWN PARKING LOT.** (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 Ballard, seconded by Foster to introduce Resolution 2018-22 entitled: **RESOLUTION NO. 2018-22; A RESOLUTION FOR A HEARING ON PROPOSED ASSESSMENT DOWNTOWN PARKING LOT.** (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.

Superintendent Brian Olson presented the Street and Parks report. Hydrant flushing is complete. The City will replace a gate valve on October 17, 2018 which will require the south side of the City to go into a temporary boil.

The pool served approximately 2,500 people this past summer. About 150 individuals took advantage of swimming lessons. Pool Manager Shawn Gravalin has done an exceptional job the last two years, but unfortunately, he is unable to be the manager next year due to family commitments.

Hough Inc. had a Jetter Vac truck that Superintendent Olson used to do the jetting this fall. It worked really well, but there are some areas that the old one needed to be used because the truck is not able to make it to those areas. Hough Inc. is willing to sell it to the City for \$55,000 and Superintendent Olson would need to buy new hose and a few other items for an additional \$5,000. Funds would come from one-eighth water, one-eighth storm water, three-fourths sewer. Motion by Foster, seconded by Markgraf to approve the purchase of the Jetter Vac truck from Hough, Inc. for \$55,000 and an additional \$5,000 for additional materials and supplies. Motion passed unanimously.

Motion by Strand, seconded by Foster to appoint Kate Martinez to the Park Board. Motion passed unanimously.

Motion by Markgraf, seconded by Foster to approve City Hall Project No. 85 Pay Request No. 6 to MinKo Construction, Inc. in the amount of \$80,333.00. Motion passed unanimously.

Motion by Ballard, seconded by Strand to approve Street & Utility Improvement Project No. 87 Pay Request No. 6 to Hough, Inc. of Detroit Lakes for \$142,715.01. Motion passed unanimously.

Administrator Solga and Council Member Foster explained to Council how joining the Minnesota Environmental Science and Economic Review Board (MESERB) could benefit the city. Currently, the City of Pelican Rapids will not meet the MPCA's salt standards which would greatly cost the City. Motion by Strand, seconded by Foster to introduce Resolution 2018-23 entitled: **RESOLUTION NO. 2018-23; A RESOLUTION APPROVING MEMBERSHIP IN THE MINNESOTA**

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ENVIRONMENTAL SCIENCE AND ECONOMIC REVIEW BOARD ALLOWING THE MAYOR AND CLERK TO SIGN THE AGREEMENT. Council approved Mayor Frazier is listed as the director and Council Member Foster as the alternate. (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 Foster, seconded by Markgraf to introduce Resolution 2018-17 entitled: **RESOLUTION NO. 2018-17; A RESOLUTION OPPOSING THE SALE OF STRONG BEER, SPIRITS AND WINE IN GROCERY AND CONVENIENCE STORES.** (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.

The Liquor Store had a full time employee quit. Liquor Store Manager Maggie Johnson would like to hire Adrianna Robles as part-time liquor Store clerk at \$13.04 to help fill in. Motion by Markgraf, seconded by Strand to approve the hire of Adrianna Robles as Part-Time Liquor Store Clerk at \$13.04 an hour. Motion passed unanimously.

The Pelican River Pheasants Forever Chapter submitted an application for an exempt raffling permit. They are holding a raffle on December 1, 2018 at the VFW located at 26 NW 1st Avenue. Motion by Foster, seconded by Ballard to approve the application for exempt permit with no waiting period. Motion passed unanimously.

Council Member Strand reminded City Hall staff that he would like to know about Planning Commission meetings when scheduled.

Mayor Frazier read the following statement:

“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 Strand, seconded by Markgraf to close the meeting. Motion passed unanimously.

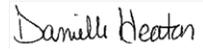
“The time is 6:28p.m. The City Council will now go into a closed session.”

“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 6:46 p.m.”

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Motion by Markgraf, seconded by Ballard to adjourn the City Council meeting at 6:48 p.m. Motion passed unanimously.



Danielle Heaton
Clerk-Treasurer