

November 6, 2014

CITY COUNCIL AGENDA

Monday, November 10, 2014

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Agenda Additions or Deletions
3. Approval of Minutes – 10/28/2014
4. Approval of Accounts Payable Listing
5. Police Chief Report
 - Sarg Update
 - Police Squad GPS Consideration
6. Street/Park Superintendent Report
 - Resolution No. 2014-20
7. Library Report
8. Financial Report
9. Industrial Park Signage Consideration
10. Improvement Project No. 79 Request for Payment:
 - PFA Pay Request #15 - \$362,256.62,
 - Gridor Construction Pay Request #13 - \$317,105.55
 - SEH Engineering - \$45,151.07
11. Housing Study Update Proposal
12. Canvas General Election Results of 11/4/14
13. Assess Curb Stop Repair to Property Taxes
14. Discuss Last Council Meeting in December

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 11-10-2014

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Monday, 11-10-2014, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members Steve Foster, Kevin Ballard, and James Strand were present. Council Member John E. Waller, III was absent. Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Police Chief Jeff Stadum, Street and Park Superintendent Brian Olson, Library Director Annie Wrigg, Jennifer Hams, Brent Frazier and CJ Holl were also present.

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

Motion by Strand, seconded by Ballard to add No. 8A Chamber of Commerce Signage to the agenda. Motion carried.

Motion by Ballard, seconded by Strand to approve the minutes of 10-28-2014 as presented. Motion carried.

Motion by Strand, seconded by Ballard to approve the Accounts Payable Listing of 11-10-2014 as presented for City Bills in the amount of \$84,129.64, Library Bills in the amount of \$8,636.25 and the Liquor Store Bills in the amount of \$27,514.79. Motion carried.

Steve Foster arrived at 4:32 p.m.

The Police Report was given by Police Chief Jeff Stadum. He reported that he was meeting with a local person about potentially taking Sarg.

The Police Department is considering putting GPS in the squad car. The 2 main reasons are safety and the ability to monitor use of the vehicle. The cost would be \$600.00. Motion by Foster, seconded by Strand to approve the purchase and installation of the Police GPS in the new squad car. Motion carried.

The Street and Park Superintendent Report was given by Brian Olson. New Crosswalk signs have been installed by the school. Campgrounds are closed and they have begun setting up the skating rink. Superintendent Olson has received street light requests on 5th Street SE in Pelican Estates and property owners on Swan Blvd would like 3 lights installed. The City will contact area property owners to see how they feel about the street light on 5th Street SE and report the findings at the next meeting.

Motion by Strand, seconded by Ballard to introduce the following resolution, entitled **RESOLUTION NO. 2014-20 CITY & TOWNSHIP WINTER MAINTENANCE 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.

The Library Report was given by Library Director Annie Wrigg.

Clerk-Treasurer Danielle Heaton presented the 10-31-2014 financial reports. In October, Fund No. 10 (TIF 1) investments were sold to make the final bond payment. The Liquor Store transferred \$14,000.00 into Savings this month.

Jennifer Hams from the Pelican Rapids Area Chamber of Commerce is requesting the City's help with signage on Historic City Hall. She received a quote of \$195.00 for a painted wood sign. Council asked her to look into the cost of vinyl signage and present at the next council meeting.

Administrator Don Solga asked council to consider putting up signage in the Industrial Park. A business owner requested putting a sign in the public right-of-way and currently, city ordinance does not allow it. The city could put up a permanent signage structure for the Industrial Park. Business owners could purchase an individual sign that would fasten to the City's Industrial Park sign. Council agreed it was a good idea to look into a structure for the Industrial Park.

Motion by Strand, seconded by Foster to approve payment for Improvement Project No. 79 PFA Pay Request No. 15 for \$362,256.62 which includes Gridor Construction Inc., Pay Request No.13 for \$317,105.55 and SEH Engineering for \$45,151.07. Motion carried.

Administrator Solga presented the proposal from Community Partners Research, Inc. for the housing study update at a cost of \$12,500.00. There is a grant available to cover half of the expense with a deadline in December for which the City will apply. Motion Strand, seconded by Foster to accept the proposal from Community Partners Research to update the housing study. Motion carried.

Clerk-Treasurer Danielle Heaton presented the results of the General Election of 11-04-14.

Motion by Ballard, seconded by Foster to introduce the following resolution entitled: **CITY OF PELICAN RAPIDS RESOLUTION NO. 2014-21 A RESOLUTION CANVASSING THE VOTE OF 11-04-2014** (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.

WHEREAS, a record kept by the Judges of Election held 11-04-2014, shows a total of 592 votes cast in the City Election, and

WHEREAS, the tabulation of votes for the various official voted upon show a majority of the votes being cast for the following: Brent Frazier, for the office of mayor with 284 votes; Steve Strand, for the office of council member with 330 votes and CJ Holl for the office of council member with 280 votes.

Clerk-Treasurer Danielle Heaton reviewed a curb stop repair assessments. Motion by Strand, seconded by Ballard to approve payment to Egge Construction for curb stop repairs at parcel no. 76000990652000, 414 N Broadway and to assess the curb stop repairs for collection with real estate taxes. Motion carried.

In the past, the second meeting in December has been canceled due to the holiday season. After some discussion it was decided to forgo the December 30, 2014 council meeting in December. Motion by Strand, seconded by Foster to approve having no council meeting on December 30, 2014. Motion carried.

Motion by Ballard, seconded by Strand to adjourn the Council meeting at 5:30 p.m. Motion carried.

Danielle Heaton

Danielle Heaton
Clerk-Treasurer