

CITY COUNCIL AGENDA

November 22, 2019

Tuesday November 26, 2019

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. Additions / Deletions to Agenda (*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 Council Minutes – 11/12/19
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Utility Report
 2. Liquor Store Report
5. Feathered Birds Within City Limits – Jazmin Zavala
6. Pool Committee Requests
 - Establish WCI Pool Fund and Pool Fund Advisory Committee
 - WCI Pool Fund Deposit
 - City Commitment of Funds
7. 2024 Complete Streets: Bob Schlieman
8. Library Roof Committee Update
9. Smart Community Sign Consideration
10. Otter Tail County Housing Summit 12/4/19, 9 a.m. to 3 p.m.
11. Elected Official Out of State Travel Policy
12. Park Board and Pool Committee Minutes (In Packet)
13. Last Council Meeting in December and Christmas Eve Closing
14. Mayor Report
15. City Administrator Report

At This Point the Council Meeting Will be Closed to the Public

The Following Items will be Discussed:

- A. Litigation
16. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 11-26-19

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 11-26-19 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 Curt Markgraf

Council Member Kevin Ballard

Council Member Steve Foster

City staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Street and Park Superintendent Brian Olson, Police Chief Jeff Stadum and City Engineer Bob Schlieman.

General Attendance: Mark Dokken, Rudy Martinez, Amy King, Patrick Hollister, Katie Kitowski, Jazmin Zavala, Alberto Nava, Ricardo Franco, and Lou Hoglund from the Pelican Press were also present.

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

All present stood and said the Pledge of Allegiance.

Motion by Ballard, seconded by Foster to approve the agenda with the addition of No. 17 Approval To Sell Fire Department Bus. Motion passed unanimously.

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

- a) Approval of Council Minutes – 11/12/19
- b) Approval of Accounts Payable Listing
- c) Staff Reports
 1. Utility Report
 2. Liquor Store Report

Motion passed unanimously.

Jazmin Zavala, 214 SE 2nd Avenue, asked to speak to Council regarding homing pigeons. She received a letter regarding removal of the pigeons, as it is against city ordinance. She has moved them out of town now, but would like to move them back. She requested Council consider changing the ordinance to allow her to keep her pigeons in town. Motion by Foster, seconded by Strand to suspend the administrative penalties until the ordinance can be reviewed by the Planning Commission. Motion passed unanimously.

Amy King, Mark Dokken and Rudy Martinez spoke on behalf of the Pool Committee. They have potential donors that would like to donate to the pool fund, but the city is not a 501c3. If the pool committee establishes a West Central Initiative (WCI) pool fund, those donors would be able to send the funds to WCI. In order to set up a WCI pool fund, a Pool Fund Advisory Committee needs to be established.

Motion by Strand, seconded by Markgraf to establish a WCI pool fund. Motion passed unanimously.

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Motion by Strand, seconded by Foster to approve Amy King, Jackie Larson, Mark Dokken, Rudy Martinez, Kate Martinez, Dave Gottenborg and Irina Arntson to the WCI Pool Fund advisory Committee. Motion passed unanimously.

The Pool Committee requested funds from the City for the WCI Pool Fund. Council will donate \$10,000 from the Pool Investment towards the WCI Pool Fund. Motion by Foster, seconded by Ballard to donate \$10,000 towards the WCI Pool Fund. Motion passed unanimously.

The Pool Committee asked Council to pledge \$500,000 towards a new pool. When they are meeting with potential donors, it is often asked how much the City is willing to pledge. Council Member Ballard stated that he thinks it should be at least thirty percent. Motion by Ballard, seconded by Markgraf to pledge \$1.2 million towards the pool project. Motion passed unanimously.

City Engineer Bob Schlieman spoke to Council about the 2024 Complete Streets project and Transportation Alternatives (TA) program. He went through the different alternatives for the grant and ranked them. Council still has some concerns about the design. This is not approving the design; it is approving what concept should be used to apply for the TA grant. Motion by Foster, seconded by Strand to introduce the following written resolution: **RESOLUTION NO. 2019-22, A RESOLUTION SUPPORTING TRANSPORTATION ALTERNATIVES PROJECT AND AGREEING TO FUND AND MAINTAIN SUCH PROJECT.** Motion passed unanimously. (A complete text of this resolution is part of permanent public record and will be in effect and in full force upon publication.)

The Library Roof Committee met last week. They reviewed the preliminary documents and need further information from the Architect.

Arvig sent a copy of the Smart Rural Community sign for Council approval. Motion by Strand, seconded by Markgraf to approve the sign as presented. Motion passed unanimously.

Council was notified that there is an Otter Tail County Housing Summit 12/4/19, 9a.m. to 3p.m.

Administrator Solga presented the Elected Official Out-of-State Travel Policy that is required. Motion by Strand, seconded by Ballard to approve the Elected Official Out-of-State Travel Policy. Motion passed unanimously.

Park Board and Pool Committee Minutes were included in the packet for Council.

Clerk-Treasurer Heaton asked Council if there will be a meeting on December 24, 2019. Motion by Strand, seconded by Foster to cancel the December 24 Council Meeting.

Clerk-Treasurer Heaton asked Council to consider allowing City Hall to close at noon on Christmas Eve. Motion by Ballard, seconded by Foster to be open until noon on Christmas. Motion passed unanimously.

Mayor Frazier reported that since the last city council meeting he has had meetings regarding the 2024 Complete Street Project, attended meeting with OTP, met with Fargo Housing

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Authority, attended Gridor mediation, talked to potential donors for new pool with Pool Committee.

Administrator Solga reported that since the last city council meeting he has; continued working with Lakes Country Service Coop on the PBX phone system and computer upgrade install; met with Apex Engineering and MNDOT to discuss 2024 Complete Streets cost share in prep for the city council meeting and the TA Grant application; worked on PFA continued work on city vs Gridor construction law suit related to mediation agreement and final paperwork for PFA loan closeout; Worked on PFA Infrastructure worksheets for the CSAH 96/100 project; Met with budget committee on 2020 water and sewer budgets.

Administrator Solga asked for approval to sell the Fire Department 1997 bus for \$1,000. Motion by Makgraf, seconded by Ballard to approve the Fire Department Bus sale for \$1,000. Motion passed unanimously.

Mayor Frazier read the following statements.

“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 Ballard to close the meeting. Motion passed unanimously.

“The time is 6:46 p.m. The City Council will now go into a closed session in Chambers.”

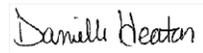
“Only the City Council and authorized City representatives may be in attendance at any portion of the closed session.”

“Following a closed meeting, the City Council meeting is now open. The time is 7:18 p.m.”

Motion by Ballard, seconded by Foster to approve the settlement and authorize the Mayor to sign the settlement and closeout documents. Motion passed unanimously.

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Motion by Strand, seconded by Markgraf to adjourn the Council meeting at 7:19 p.m. Motion passed unanimously.

A handwritten signature in cursive script that reads "Danielle Heaton".

Danielle Heaton, MCMC
Clerk-Treasurer