

November 23, 2011

CITY COUNCIL AGENDA

Tuesday, November 29, 2011

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 11/14/11
4. Approval of Accounts Payable Listing
5. Liquor Store Report
 - Liquor Store Pay Request #11 - \$36,674.16 - Sundance
6. Pine to Prairie Birding Trail – Wayne Runningen
7. Coalition of Greater Minnesota Cities – Hal Leland, Mayor of Fergus Falls – Bradley Peterson, Flaherty Hood
8. Dam Breach Analysis/Inundation Map Update
9. Certify Unpaid Mowing Bill to Property Taxes

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 11-29-11

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 11-29-11, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members James Strand, Steve Foster, John E. Waller, III and Kevin Ballard were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Liquor Store Manager Bob Leslie, Mayor Hal Leland, City of Fergus Falls, Administrator Mark Sievert, City of Fergus Falls, Bradley Peterson of Flaherty Hood, Wayne Runningen and Lou Hoglund of the Pelican Rapids Press were also present.

Mayor Woessner called meeting to order at 4:30 p.m. All present stood, addressed the flag and said the Pledge of Allegiance.

Motion by Strand, seconded by Ballard to approve the Agenda with the addition of WWTF Employee Resignation. Motion carried.

Motion by Waller, seconded by Strand to approve the minutes of 11-14-11 as presented. Motion carried.

Mayor Woessner introduced Hal Leland, Mayor of Fergus Falls, and Bradley M. Peterson, Attorney at Law with Flaherty & Hood, P.A. for the Coalition of Greater Minnesota Cities. Bradley Peterson described the organization which is comprised of about 75 member cities, ranging from populations of Grand Marais, population 1,400, to Rochester, population 102,437. In recent years the organization engaged with local news sources to provide positive stories about the impact of Local Government Aid. Issues range from Local Government Aid to Economic Development in greater Minnesota Cities. The Coalition is offering a substantially reduced membership rate of \$945 for 2012 for the City of Pelican Rapids. The dues will increase by 25% each year to reach the full membership price of \$3780 in 2015. The City is under no obligation to continue membership after any one of the years.

Mayor Leland said the Coalition is the only organization that stands to defend Local Government Aid to Cities. He said Local Government Aid is more important to greater Minnesota than it is to the suburban and metro area.

Administrator Mark Sievert said the Coalition represents the greater Minnesota Cities who has been involved with the Coalition since 1988. Sievert continued, "The LMC is a catch all for all communities, and they have a lot of members to placate. You may not always see eye to eye with your legislator and even if you do, not all legislators see eye to eye. We need to speak with one voice to make our point of view known to other legislators and the public. The Coalition is the best organization to do that."

In addition to focusing on legislative issues, Sievert said the Coalition offers valuable refresher courses and data from neighboring cities that is helpful with personnel issues and the City of Fergus Falls has hired Flaherty Hood to help with labor issues in arbitration and grievances.

The City of Pelican Rapids was a member eight years ago. Administrator Solga asked what has changed. Attorney Peterson said the Coalition has gained strength in media relations, showing a strong front at the Capital and gained members. He said members drop off because they are not engaged, don't come to events and don't see value. Some cities have dropped because of finances and some due to local politics that result in a change of leadership. Mayor Leland said the City of Fergus Falls has been an active participant. As a result many legislators and the governor respect the Coalition and the programs developed. Administrator Seifert said the Coalition staff makes it easy to participate. Action alerts go to the Council Members and staff who are involved with specific issues. Coaching helps make the impact as a group.

Former Pelican Rapids Mayor Runnigen said that when the City was previously a member of CGMC, we were interested in the wastewater area. Wastewater issues were huge for us and still are. The focus for the Coalition has changed. It was more where the City was with wastewater treatment and we felt that we had received all the help we could. As we became strapped for

money, it was easier to let our membership go. Administrator Solga said, "I don't see anyone else working on these environmental issues so that is in favor for belonging to the Coalition."

Mayor Woessner reviewed all the organizations that were competing for the City's dollars about eight years ago. He said, "I like what you are saying because our representation since the last election just isn't there and we need help."

Council Member Waller asked where the funds would come from. Administrator Solga said the 2012 Budget could handle the 2012 membership fee. Motion by Strand, seconded by Foster to belong to the Coalition for 2012. Motion carried.

Liquor Store Manager Bob Leslie said today is the anniversary of the opening of the new liquor store. In the first full year, store sales were \$1,113,000. Council congratulated Leslie. Wine sales went from \$26,000 in 2003 to \$135,000 this past year. "Get Bob the inventories he needs and then start pushing income into the General Fund," said Administrator Solga.

Administrator Don Solga reviewed the Liquor Store Pay Request No. 11 for \$36,674.16. This is the final pay request to Sundance. The company will raise the heating units, address required painting and caulk the gutters prior to receiving the check for final payment. Once this last draw is approved and submitted the lease payment will be re-amortized. Motion by Ballard, seconded by Strand to approve the final payment to Sundance Companies, Inc., in the amount of \$36,674.16 for liquor store construction. Motion carried.

Wayne Runnigen continues to serve as the City's representative on the Pine To Prairie Birding Trail. He reported that Pelican Rapids joined the organization in 2002. The Trail is over 200 miles long starting near Fergus Falls in the south and north to Warroad. In 2009 the Manitoba Birding Trail and Minnesota Birding Trail held a ribbon cutting to celebrate the joining of the two trails which is being promoted as an International Birding Trail. Manitoba plans to promote the Minnesota Trail as part of their advertisements which will be placed throughout Canada and through Canadian advertising in other countries. "I think the City of Pelican Rapids is getting a lot of exposure for the \$1,000 contribution," Runnigen concluded. Administrator Solga agreed that Pelican Rapids has received value for the contribution.

Motion by Waller, seconded by Ballard to approve 11-29-11 Accounts Payable Listing with the deletion of Lake Country Service Coop, building and rental housing inspections for \$4,140.68, which was previously approved and paid. Motion includes additions of Country Inn & Suites, fire department truck pre-construction meeting for \$203.54 and Wells Fargo Card Services, Country Inn & Suites booking fee for \$5.00. Motion carried.

Administrator Don Solga explained that the City previously did a Dam Breach Analysis and Inundation Map of the downtown area with the Minnesota Department of Natural Resources (DNR). At that time Otter Tail County did not have Light Detection and Ranging (LiDAR) data of the county. This data is now available and the DNR wants to include this information in an updated Dam Breach Analysis and Inundation Map. The City requested engineering proposals for project from two firms and both proposals were for \$20,000 with add-on of \$4,500 for surveying if needed. Administrator Don Solga recommended Ulteig Engineers, Inc., based on community infrastructure knowledge. Administrator Solga also recommended applying for the grant in the amount of \$24,500. Motion by Ballard, seconded by Strand, to approve Ulteig Engineers, Inc., to do engineering work for the Dam Breach Analysis and Inundation Map and to

introduce the following, written resolution entitled **LOCAL GOVERNMENT RESOLUTION**, authorizing Administrator Don Solga to apply for the Department of Natural Resources for funding of this project on behalf of the City of Pelican Rapids. (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion and resolution passed unanimously.

Motion by Waller, seconded by Foster to approve certifying an unpaid mowing bill in the amount of \$140.25 for parcel number 76000990535000 to Otter Tail County Auditor Wayne Stein to for collection with real estate taxes. Motion carried.

Administrator Don Solga reviewed a letter of resignation received from water and wastewater operator Dennis Heruth. Motion by Waller, seconded by Strand to accept the resignation of Dennis Heruth, effective 01-13-12. Motion carried. Motion by Waller, seconded by Strand to authorize Administrator Solga and Utilities Superintendent Frazier to advertise the open position of water and wastewater plant operator. Motion carried.

Motion by Strand, seconded by Waller to adjourn the meeting at 6:20 p.m. Motion carried.

Glenys Ehlert, CMC, Clerk-Treasurer