

December 4, 2014

CITY COUNCIL AGENDA

Tuesday, December 9, 2014

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Agenda Additions or Deletions
3. Approval of Minutes – 11/25/2014
4. Approval of Accounts Payable Listing
5. Police Chief Report
6. Street/Park Superintendent Report
7. Library Report
 - Board Appointment
8. Financial Report
9. Improvement Project No. 79 Request for Payment:
 - PFA Pay Request #16 - \$271,717.44
 - Gridor Construction Pay Request #14 - \$223,134.45
 - SEH Engineering - \$48,582.99
10. Improvement Project No. 79 – SEH Engineering
 - Update
 - Liquidated Damage Consideration
11. Improvement Project No. 82/84 Pay Request – Sellin Brothers - \$1,748
12. Improvement Project No. 83 WTP Upgrade Engineering Proposal
13. Assess Tree Removal to Property Taxes
14. Request to Close City Hall at Noon on 12/24/2014
15. 2015 License Renewals
16. GMNP Environmental Review Legislation
17. Route 9 Event Center – Renato Molina
18. Union Contract and 2015 Wages
19. Truth in Taxation Public Hearing – 6:00 p.m.

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 12-09-2014

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 12-09-2014, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members Steve Foster, Kevin Ballard, and James Strand and John E. Waller, III were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Police Chief Jeff Stadum, Street and Park Superintendent Brian Olson, Library Director Annie Wrigg, SEH Engineer Jessica Hedin, Chris Menk, Curt Markgraf, Renato Molina, Brent E. Frazier, Jeanne Hovland and CJ Holl and Lou Hoglund of the Pelican Rapids Press were also present.

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

Motion by Foster, seconded by Strand to add No. 20 Pheasants Forever Pelican River Chapter Raffle – 01/31/2015 and delete No. 12 Improvement Project No. 83 WTP Upgrade Engineering Proposal from the agenda. Motion carried.

Motion by Strand, seconded by Waller to approve the minutes of 11-25-2014 as presented. Motion carried.

Motion by Waller, seconded by Ballard to approve the Accounts Payable Listing of 12-09-2014 as presented for City bills in the amount of \$27,099.51, Library bills in the amount of \$9,682.96 and the Liquor Store bills in the amount of \$28,859.94 and the additional bill listing for City bills in the amount of \$51,468.53 and Liquor Store bills in the amount of \$21,130.59. Motion carried.

The Police Report was given by Police Chief Jeff Stadum. He reported that the Lighted Horse Parade went very well.

The Street and Park Superintendent Report was given by Brian Olson. He thanked Lake Region Electric Company for putting up the Christmas lights. They have not had to do much plowing so far this year. There was a major water main break on 5th Avenue and 2nd Street SW caused by a utility contractor boring underground. They were able to isolate the break and get it fixed. The Skating Rink is assembled and being flooded and attendants need to be hired.

Motion by Strand, seconded by Foster to approve the hiring of Brooke Lammers, Logan McDonald, Jay Gorton, and Asho Hassan as Skating Rink Attendants. Motion carried.

The Library Report was given by Library Director Annie Wrigg. The Library will be closed on December 24, 25, 31, January 1, and 17. Library Board Member Mary Sorum's term expires in 2014. The Library Board is recommending David Gottenborg to fill the spot. Motion by Strand, seconded by Ballard__ to approve the Library Board's recommendation to appoint David Gottenborg to the Library Board. Motion carried

Clerk-Treasurer Danielle Heaton presented the 11-30-2014 financial reports. In November the Liquor Store transferred \$14,000.00 into Savings.

Motion by Waller, seconded by Foster to approve payment for Improvement Project No. 79 PFA Pay Request No. 16 for \$271,717.44 which includes Gridor Construction Inc., Pay Request No.14 for \$223,134.45 and SEH Engineering for \$48,582.99. Motion carried.

SEH Engineer Jessica Hedin provided an update on Improvement Project No. 79. On the construction side, the main structures have been constructed. Most of the underground piping is completed. Tentative start up dates for the different equipment is scheduled in December and January.

There are two dates in the contract. Substantial completion date was November 29, 2014 and final completion is December 29, 2014. The contractor is beyond the substantial completion date. The contractor requested an extension of 34 days and the City could corroborate 23 of those days. The contractor rejected the 23 days that were offered. Liquidated damages do apply since the substantial completion date has past at \$1,000.00 a day. The contractor has indicated that they are going to submit a request for additional days. The liquidated damages will pay the additional expenses the city will incurred because the project was not completed on time.

Motion by Waller, seconded by Foster to assess liquidated damages for substantial completion as of November 29, 2014 and liquidated damages for final completion as of December 29, 2014. Motion carried.

Motion by Strand, seconded by Foster to approve the Improvement Project No. 82 & 84 request for payment of Sellin Brothers Construction for \$1,748.00. Motion carried.

Motion by Foster, seconded by Strand to approve payment to Superior Lakeside Inc. for tree removal at 23 10th Ave SW and to assess \$3,699.38 to parcel no. 76000990174001 & 76000990175000 for collection with real estate taxes spread out over 5 years. Motion carried.

Clerk-Treasurer Danielle Heaton requested permission to close City Hall at 12:00 p.m. on 12/24/2014. Motion by Strand, seconded by Foster to approve early closure on Christmas Eve. Motion carried.

Clerk-Treasurer Danielle Heaton reviewed the following license renewals. Motion by Foster, seconded by Ballard to approve 2015 License Renewals **Cigarette Licenses** for Cynthia Stotesbery at Larry's Supermarket, Jeanne Hovland at Southtown C Store, Greg Larson at Park Region Co-op, David Styka at Family Dollar and Rick Loerzel at Pelican Tesoro; **Outdoor Sales Lot License** for Pete Hart, Alan Johnson, and Jovanny Zavala Martinez; **Recreational Game License** for three games at the Pelican Rapids Pool Hall, L.L.C., and for two games at the VFW; **Business License** for Zierke & Zierke Partnership and the addition of Marty Hanson as Pelican Plumbing, Derek Maher as Grant's Mechanical, Wrigley Mechanical, Scott Nelson as Nelson's Plumbing and Heating, Rodney Hanson as Hanson's Plumbing and Heating and Mike Erickson as RJ Mechanical to the **Plumbers Registration List**. Motion carried.

Greater MN Partnership (GMNP) is reviewing Environmental Legislation. GMNP is partners interested in bringing scientific review and fiscal analysis into the Environmental Process in Minnesota. This was just an informational letter for Council.

Renato Molina addressed Council about Route 9 Event Center noise concerns. After listening to his concerns, Council recommended either an ordinance change, soundproofing the building, or moving his business.

Administrator Don Solga reviewed Police Union Contract negotiations. All items stay the same except some changes are being made regarding communication between management and staff, and wages will include a 3% increase effective 01-01-2015; a 2% increase in 2016. Motion by Ballard, seconded by Strand to approve the Police Union Contract as negotiated. Motion carried.

Motion by Waller, seconded by Ballard to approve a 3% wage increase to all non-union City employees effective 01-01-2015. Motion carried.

Clerk-Treasurer Danielle Heaton reviewed an application for Pheasants Forever Pelican River Chapter to conduct a raffle. The raffle will be held at the VFW, 26 NW 1st Avenue on January 31, 2015. Motion by Waller, seconded by Strand to approve the raffle permit as presented. Motion carried.

Pursuant to due call and published notice thereof, Mayor Woessner called the Truth in Taxation Public Hearing to order at 6:00 p.m. Purpose of the hearing was to consider the 2015 General Fund Budget as proposed at the 09-09-2014 Council meeting.

Jeanne Hovland was concerned about the valuation of her property at 10 S Broadway. It was explained that the Board of Review was the meeting to attend for a change in valuation.

Administrator Don Solga discussed the proposed General Fund Budget and Levy Certification for 2015. Motion by Waller, seconded by Strand to adopt the 2015 General Fund Budget in the amount of \$1,776,536.00, to certify the General Fund Levy at \$666,387.00 and the Special Levy at \$172,074.00. Motion carried.

Mayor Woessner thanked Council and staff members for their service while he was Mayor.

Motion by Strand, seconded by Waller to adjourn the meeting at 6:05 p.m. Motion carried.



Danielle Heaton
Clerk-Treasurer