

Tuesday, March 12, 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. 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 2/26/19
 - b) Approval of Accounts Payable Listing
 - c) Certify Unpaid Utility Bill for 401 SE 2nd Ave to Property Taxes
 - d) Staff Reports
 1. Police Chief Report
 2. Library
 3. Financial Report
5. County Garage Discussion - Rick West
6. Pool Committee - Kate Martinez
7. Street and Park Report
 - Adopt a Flowerbed Program
8. Dam Discussion/Public Input Meeting
9. Animal Control Ordinance 2019-01
10. Pedestrian Bridge – Don Solga
11. Historic City Hall Update/Discussion
12. Mayor Oral Report
13. City Administrator Oral Report
14. Adjourn

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Superintendent Brian Olson presented the Street and Parks report. The Street Department has mostly been working on plowing snow and cleaning up streets. There are five residents or businesses with waterlines that have frozen. The City recommends if there has been a history of frozen lines, or if water temperatures fall below 40 degrees, a small stream of water should be run to avoid lines freezing up. Superintendent Olson was notified the Library Roof started leaking after this last large snowfall. He contacted Midwest Tree and they will come tomorrow to remove the snow from the roof. With the 2019 funds, there will be \$120,000 for the Library roof fund. The Council has not made a decision as to what material will be used to replace the existing roof. Council asked staff to get costs for replacing shingles with material used on liquor store. The skating rink is still open. Motion by Strand, seconded by Foster to approve the Street and Parks report. Motion passed unanimously.

Superintendent Olson presented to Council the Adopt a Flowerbed Program. It has been presented to the Park Board and they have approved the program. The Park Board has reviewed and approved the program. There are ten to fifteen flower beds in the City. Motion by Strand, seconded by Markgraf to approve the Adopt a Flower Bed Program. Motion passed unanimously.

Council discussed the Pelican Dam. Letters and emails were provided in the packet from residents and community members voicing their opinions. Administrator Solga reminded Council whatever the decision on the dam; the city will need to clean up the area that collapsed. Right now, it is a mess of weeds and broken rock wall. Council would like to have a public meeting to hear from the public. The public input meeting will be on Thursday, March 28 from 7:00-8:00 p.m. at City Hall. Motion by Ballard, seconded by Strand to approve a public input meeting on March 28 from 7:00-8:00 p.m. at City Hall. Motion passed unanimously.

Motion by Ballard, seconded by Markgraf to introduce the following written ordinance:

ORDINANCE NO. 2019-01; AN ORDINANCE TO AMEND CHAPTER FIVE, PART 4, SUBDIVION 2, OF THE CITY CODE FOR THE CITY OF PELICAN RAPIDS, TO INCLUDE PART 4, SUBDIVISION 2 (F). For purposes of clarification, this ordinance pertains to Section 504.01. Motion passed unanimously. (A complete text of this ordinance is part of permanent public record and will be in effect and in full force upon publication.)

Administrator Solga contacted two companies in the Alexandria area about constructing a Pedestrian Bridge behind the businesses. Before they can get the city quotes, the span for the Pedestrian Bridge will be needed. The City will also have to put in abutments. Council discussed an eight foot bridge.

Administrator Solga presented a Service Agreement between the City of Pelican Rapids and Otter Tail Lakes Country Association. The agreement would start May 1, 2019. The employee would be a county employee but they will cover the State's tourism facility items that the Chamber had provided for the City previously. The City would agree to pay \$2,000 a month to the County for this service. Council Member Markgraf suggested the HCH Committee meet to review the agreement. He felt there needed to be more details worked out on behalf of the City to figure out the volunteering portion of the Agreement. Mayor Frazier will contact Wayne Runnigen about another HCH Committee meeting. If Council decides to move forward, a gate/doorway system will need to be installed. Both the gate system and staffing the tourism center was included in the 2019 Budget.

Administrator Solga also mentioned a lease agreement with the Chamber still needs to be discussed. He recommended the City take over the Chamber phone number and email for

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tourism. He spoke to Chamber President Nicki Stetz and she is presenting it to the Chamber Board tonight. Motion by Markgraf, seconded by Ballard to approve Administrator Solga signing the changeover form for the email and phone line for tourism to be taken over by the city. Motion passed unanimously.

Mayor Frazier gave his report to Council. He attended the monthly Mayors meeting held in Fergus Falls. The Mayor did an interview with MPR about the recent snow fall. He also attended the first Highway 59/108 advisory committee meeting and an economic development meeting in Detroit Lakes.

Administrator Solga reported that since the last city council meeting he has; worked with Lakes Country Service Coop regarding the updating of city hall to a Hosted PBX system telephone system, had discussions and activity with attorneys regarding WWTF/Gridor legal issue, spoke with developer regarding the 32-unit apartment planned on West Hwy 108, attended Planning Commission meeting, worked on open burn ordinance, worked with Partnership 4 Health and SRF Consulting in preparing for and then attended the first Highway 59/108 advisory committee meeting, monitored state legislative activities that may have local effect, attended economic development meeting in Detroit Lakes, meet with Police union on department issue, researched and contacted pedestrian bridge manufacturers for potential bridge at Veterans Memorial River Park, spent time configuring and updating city website.

Administrator Solga will invite Rick West from Otter Tail County to next meeting to discuss a possible location for the county garage within the city, since he was unable to attend this meeting.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 6:32 p.m. Motion passed unanimously.



Danielle Heaton
Clerk-Treasurer