

May 6, 2015

CITY COUNCIL AGENDA

**Tuesday, May 12, 2015**

**5:00 p.m.**

**Council Chambers, 315 N. Broadway**

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1. Call to Order
  - Roll Call of Members
  - Welcoming Remarks
  - Pledge of Allegiance
2. Agenda Additions or Deletions
3. Approval of Minutes – 4/28/15
4. Approval of Accounts Payable Listing
5. Citizen’s Comments
6. Police Chief Report
7. Street/Park Superintendent Report
8. Library Report
9. Financial Report
10. Bond Sale – Monte Eastvold
11. Standard and Poor’s City Rating
12. Residential Storage Building Moratorium
13. Improvement Project No. 79 Request for Payment:
  - PFA Pay Request #21 - \$160,735.23
    - Gridor Construction Pay Request #19 - \$154,431.00
    - SEH Engineering - \$6,304.23
    - Progress Report
14. VFW Raffle 10/10/15 for Oktoberfest
15. Water Supply Plan Certificate of Adoption
16. Liquor License Renewals

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 05-12-15, 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 Kevin Ballard

Council Member Steve Foster            Council Member CJ Holl

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Street and Park Superintendent Brian Olson and Police Chief Jeff Stadum.

General Attendance: Cub Scout 3313 Troop Members Austin Fitzgerald and Navin Phommachalinh and Monte Eastvold of Northland Securities were also present.

All present stood and said the Pledge of Allegiance led by Cub Scout Members Austin Fitzgerald and Navin Phommachalinh.

Motion by Ballard, seconded by Foster to approve the agenda as presented. Motion carried.

Motion by Ballard, seconded by Strand to approve the minutes of 04-28-15 as presented. Motion carried.

Motion by Strand, seconded by Foster to approve the Accounts Payable Listing of 05-12-15 as presented for City bills in the amount of \$79,345.00, Liquor Store bills in the amount of \$24,752.65 and Library bills in the amount of \$5,495.90. Motion carried.

There were no citizen's comments. A resident stopped Council Member Holl in the store to comment on the great job the Street Department has done sweeping the streets.

The Street and Park Report was presented by Superintendent Brian Olson. The semi-annual hydrant flushing was completed on May 5, 2015, and no new issues were found. The plows and sanders have been taken off the trucks. New rip-rap was installed below the waterfall on both sides and also by the Suspension Bridge. Superintendent Olson would like authorization to hire Paul Tabbut as summer maintenance employee, and Payton Johnson and Jason Stadum for seasonal employees for the park and Vanessa Cusey as pool manager. Motion by Strand, seconded by Holl to approve the hiring of Paul Tabbut, Payton Johnson, Jason Stadum and Vanessa Cusey at the 2015 rates of pay for those positions. Motion carried.

Motion by Ballard, seconded by Holl to approve the report as presented. Motion carried.

Library Director, Annie M. Wrigg was not able to attend the meeting because of staffing issues. Motion by Holl, seconded by Strand to approve the Library Report as printed. Motion carried.

Clerk-Treasurer Danielle Heaton presented the 04-30-15 Financial Reports. In April, \$14,000.00 was invested in Liquor Store Savings from Liquor Store Checking. Motion by Strand, seconded by Holl to approve the 04-30-15 Financial Reports as presented. Motion carried.

Monte Eastvold of Northland Securities discussed the bond sale and Standard and Poor's (S&P) city rating. The city was upgraded from an A to A+ rating. To figure the rating they look at many different things including cash on hand and debt that will be retired within 10 years. Because of

the improved rating, the City will save more money in interest on the bonds that are being refunded.

Monte Eastvold reviewed the two issues of bond refunding, Capital Improvement Plan Bond refunding of 2007A in the amount of \$765,000 and Crossover Refunding of 2008A in the amount of \$550,000.

Motion by Foster, seconded by Holl to introduce the resolution entitled: **RESOLUTION 2015-10 AWARDED SALE OF \$765,000 GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2015A, FIXING THE FORM AND SPECIFICATIONS THEREOF, PROVIDING FOR THEIR EXECUTION AND DELIVERY, AND PROVIDING FOR THEIR PAYMENT.** (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.

Motion by Foster, seconded by Strand to introduce the resolution entitled: **RESOLUTION 2015-11 AWARDED SALE OF \$550,000 GENERAL OBLIGATION IMPROVEMENT CROSSOVER REFUNDING BONDS, SERIES 2015B, FIXING THE FORM AND SPECIFICATIONS THEREOF, PROVIDING FOR THEIR EXECUTION AND DELIVERY, AND PROVIDING FOR THEIR PAYMENT.** (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.

Monte Eastvold reviewed Northland Securities' offer to purchase the \$765,000 General Obligation (GO) Capital Improvement Plan (CIP) Bonds, Series 2015A and \$550,000 General Obligation Improvement Crossover Refunding Bonds, Series 2015B. Motion by Holl, seconded by Ballard to accept and approve the contract with Northland Securities, Inc., for the purchase of \$765,000 General Obligation Capital Improvement Plan Bonds, Series 2015A and \$550,000 General Obligation Improvement Crossover Refunding Bonds, Series 2015B, to be dated June 15, 2015, and to mature December 1, 2015-2027 on the \$765,000 GO CIP bond and, to be dated June 15, 2015, and to mature December 1, 2016-2023 on the \$550,000 GO bond and authorize the mayor and clerk to sign the contract. Motion carried.

Police Chief Jeff Stadum presented the Police Department report. Motion by Strand, seconded by Holl to approve the report as presented. Motion carried.

Administrator Solga gave an update on the Planning Commission meeting held on April 29, 2015. The Planning Commission discussed the requirements for the first building on a residentially zoned lot. Right now, a storage building could be built on a residential lot. The commissioners discussed changing the ordinance to require a dwelling as the first building on a residential lot. The Planning Commission is recommending Council grant a six month moratorium to allow time to study the situation.

Motion by Strand, seconded by Holl to accept Planning Commission's recommendation and institute a six month moratorium for construction of storage buildings on empty lots, or storage buildings as a first building on a lot, or use of unoccupied dwellings to be used as storage, in the residential zones. This moratorium is effective upon notice given beginning 05-19-15. Motion carried

Motion by Foster, seconded by Strand to approve payment for Improvement Project No. 79 PFA Pay Request No. 21 for \$160,735.23 which includes Gridor Construction Inc., Pay Request No.19 for \$154,431.00 and SEH Engineering for \$6,304.23. Motion carried.

Administrator Don Solga gave a progress report on WWTF Improvement Project No. 79. On April 29, 2015, both the contractor and painter were invited to attend the inspection on the coatings. In the inspection, there were areas behind items that were not coated and the coating in general did not meet the specified thickness. The caulk the contractor used on the concrete walls was not compatible with the coating. The MBBR's startup continues with some improved performance. Currently, it looks like the contractor will be working on this project into July.

Clerk-Treasurer Danielle Heaton reviewed an application for Pelican Rapids Area Chamber of Commerce to conduct a raffle on 10-10-15 at the VFW at 26 1<sup>st</sup> Avenue NW. Motion by Ballard, seconded by Foster to approve the raffle permit as presented. Motion carried.

The City's Water Supply Plan was submitted in 2008 to the Department of Natural Resources (DNR). Some changes were suggested and a revised plan was submitted to the DNR in 2011. The DNR did not notify the city that the plan was approved. The City needs Council to certify the plan for the financing of the WTP project. Motion by Holl, seconded by Strand to approve the certificate of adoption. Motion carried.

Clerk-Treasurer Danielle Heaton reviewed Liquor License renewals. Motion by Foster, seconded by Holl to approve renewal of a 3.2% Malt Liquor Off-Sale License to Charles Evenson of Southtown C Store at 901 S. Broadway for the term of one year, beginning 07-01-15; renewal of a 3.2% Malt Liquor Off-Sale License to Rick Loerzel of Paul's of Pelican, Inc. dba Pelican Tesoro at 209 S. Broadway for the term of one year, beginning 07-01-15; renewal of a 3.2% Malt Liquor On-Sale License to Cheryl King of Muddy Moose Company LLC to sell 3.2% Malt Liquor for consumption on the premise at 30 N. Broadway for the term of one year, beginning 07-01-15 and renewal of an On-Sale Wine License to Muddy Moose Company LLC to sell Wine for consumption on the premise at 30 N. Broadway for the term of one year, beginning 07-01-15; and renewal of a Club On-Sale Liquor License for Donna Mattern of the VFW 5252 at 26 1<sup>st</sup> Ave. NW for the term of one year beginning 07-01-15. Motion carried.

Motion by Strand, seconded by Foster to adjourn the City Council meeting at 6:19 p.m. Motion carried. Opposed: Holl



Danielle Heaton  
Clerk-Treasurer