

CITY COUNCIL AGENDA

May 23, 2019

Monday May 28, 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 – 5/14/19
 - b) Approval of Accounts Payable Listing
 - c) Club On Sale Liquor License and Sunday On Sale to Donna Mattern on Behalf of Gilmore-Weik VFW Post 5252
 - d) On-Sale Intoxicating Liquor License and Sunday On-Sale to Aurora Escobar as Proprietor for Taqueria Escobar
 - e) Malt Liquor On-Sale to Tony Huseby as Proprietor for Pelican Pizza; Cheryl Ann King as Proprietor for Muddy Moose Company
 - f) Malt Liquor License to Charles Evenson as Proprietor for Southtown C Store; Luke Loerzel as proprietor for Paul's of Pelican Inc.
 - g) Staff Reports
 1. Utility Report – People Service
5. Liquor Store Report
 - Personnel
6. Pool and Parks Update - Brian Olson
 - Pool Personnel
 - Skate Park/Park Board
 - Pelican Pete 5K Route (In Packet)
7. Colony Apartment Update – Don Solga
 - Resolution Approving Ad for Bids
 - Amendment to Tax Abatement and Other Agreements
8. Request Food Trucks for Everly Brothers Experience Concert Fundraiser for PRHS Auditorium on August 16, 2019 Outside PRHS – Mark Dokken
9. Request for the Jaycees to Shut West Mill Avenue Down June 29, 2019 at Noon Until June 30, 2019 1:00 a.m. – Brady Ballard
10. Art in the Park – Paula Waller
11. Park Board/Planning Commission/Pool Committee Meeting FYI (In Packet)
12. Schedule Work Session
13. DNR Response to Dam Questions (In Packet)
14. Mayor Report
15. City Administrator Report
16. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 05-28-19

The City Council of Pelican Rapids met in regular session at 5:00 pm., on Tuesday, 05-28-19 in Council Chambers, City Hall.

Mayor Frazier called the meeting to order at 5:00 pm.

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: City Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Liquor Store Manager Maggie Johnson, Street Parks Superintendent Brian Olson and Police Chief Jeff Stadum.

General Attendance: Mark Dokken, Brady Ballard, Paula Waller, Jennifer Ballard, Lou Hoglund from the Pelican Press were also present.

The Mayor welcomed everyone to the Council Meeting and announced upcoming events in the City.

All present stood and said the Pledge of Allegiance.

Motion by Ballard, seconded by Markgraf to approve the agenda as written. Motion passed unanimously.

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

- a) Approval of Council Minutes – 5/14/19
- b) Approval of Accounts Payable Listing
- c) Club On Sale Liquor License and Sunday On Sale to Donna Mattern on Behalf of Gilmore-Weik VFW Post 5252 at 26 1st Avenue NW
- d) On Sale Intoxicating Liquor License and Sunday On Sale to Aurora Escobar as Proprietor for Taqueria Escobar at 100 N Broadway
- e) 3.2 % Malt Liquor On Sale and Wine with Strong Beer to Tony Huseby as Proprietor for Pelican Pizza at 41 N Broadway; 3.2 % Malt Liquor On Sale and Wine with Strong Beer Cheryl Ann King as Proprietor for Muddy Moose Company at 30 N Broadway
- f) 3.2% Malt Liquor Off Sale License to Charles E. Evenson as Proprietor for Southtown C Store at 901 S Broadway; 3.2% Malt Liquor Off Sale License Luke Loerzel as proprietor for Paul's of Pelican Inc. at 209 S Broadway
- g) Staff Reports
 1. Utility Report – People Service

Liquor Store Manager Maggie Johnson presented the Liquor Store Report. Sales were good on Sunday because the weather was nice. She asked Council to hire Ashley Johnson as Part-time Liquor Store Clerk at level one, which is \$13.30 an hour. Motion by Foster, seconded by Strand to approve the hire of Ashley Johnson at \$13.30 an hour. Motion passed unanimously.

Mark Dokken spoke to Council regarding the Everly Brothers Experience Concert on August 16, 2019 at 6:30 pm. He is hoping to help bring more people to town and help show that the Auditorium can be used for other things than school events; there will be food trucks present. The exact location of the food carts haven't been decided yet but it will be either the drop off area at the high school or the grass parking lot across from the Auditorium.

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Friday 6:30 pm. He has already talked to the school board and they are ok with everything. Motion by Strand, seconded by Markgraf to approve his plan of having food trucks. Motion passed unanimously.

Brady Ballard on behalf of the Jaycees requested that West Mill be shut down for the Jaycee's Street Dance during Pelican Fest on June 28, 2019 from 5:00 pm to June 30, 2019 at 8:00 am. Motion by Foster, seconded by Strand to approve the Jaycees request to shut down W Mill for the street dance. Motion passed unanimously.

Paula Waller and Jennifer Ballard spoke to Council about Art in the Park. They requested the rental of all camping sites from Friday, July 26 at 5:00 pm to Saturday July, 27 at 5 pm. Motion by Ballard, seconded by Markgraf to approve rental for Art in the Park. Motion passed unanimously.

Superintendent Brian Olson updated Council on the Pool. Last week the pool was filled and it was discovered they are losing over 8,000 gallons of water a day. There is a leak somewhere in the pool but no visible sign. Minnesota Rural Water will be here tomorrow morning to help locate the leak. Because of this leak, he is not sure when the pool will open. He is hoping to only be delayed by a week or two.

Superintendent Olson asked Council to consider hiring Sarah Willits, Anna Stachowski, Hannah Richardson, Mandi Sjolie, Autumn Gummeringer, Keelia Rockstead, Morgan Hatle, Kristen Haiby, Cloe Miltich, Grace Peterson, Mackenzie Thornton and Jay Gorton as returning Lifeguards. The rate of pay is \$10.81 an hour. Keelia Rockstead will be the Water Safety Instructor at a rate of \$13.29 an hour. Motion by Foster, seconded by Strand to hire the above listed at the mentioned rates of pay. Motion passed unanimously.

Superintendent Olson spoke to Council about the Skate Board Park. It is becoming a safety issue due to the deteriorated state of the equipment. It is also not used by skate boarders anymore and because it's on school property they may want to do something else with it. He spoke to the Park Board, and they recommended Council remove it. If the City receives a lot of comments about the Skate Park, the City can look into the cost of having the equipment repaired. Motion by Ballard, seconded by Foster to remove the skate park equipment due to the unsafe conditions. Motion passed unanimously.

Superintendent Olson presented to Council the route that Amanda Guler requested for the Pelican Pete 5K. It is the same route that has been used in past years and has been approved by both Chief Stadum and Superintendent Olson. Motion by Strand, seconded by Foster to approve the Pelican Pete 5K route as presented. Motion passed unanimously.

Superintendent Olson asked Council to consider hiring Celeste Stoll for the Park Maintenance position at a rate of \$10.81 an hour. Motion by Markgraf, seconded by Ballard to approve the hire of Celeste Stoll as Park Maintenance Worker. Motion passed unanimously.

Administrator Don Solga provided a Colony Apartment update. He had a conference call with DW Jones and MN Housing Finance Agency. The housing study that DW Jones had done showed there is still a need for the type of apartments they would be building. Council Member Ballard had concerns about the bids coming in high now for the road and infrastructure. DW Jones has taken that into consideration and MN Housing Agency has said they are very committed to making this project happen.

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Motion by Strand, seconded by Foster to introduce Resolution 2019-10 entitled: **RESOLUTION NO. 2019-10; RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR UTILITY AND STREET IMPROVEMENTS NEAR FIRST AVENUE NW (TRUNK HIGHWAY 108)**. Motion passed and resolution declared duly adopted. (A complete text of this resolution is part of permanent public record in the City Clerk's office.)

Motion by Strand, seconded by Foster to introduce Resolution 2019-11 entitled: **RESOLUTION NO. 2019-11; RESOLUTION CALLING FOR A PUBLIC HEARING ON PROPOSED PROPERTY TAX ABATEMENTS**. Motion passed and resolution declared duly adopted. (A complete text of this resolution is part of permanent public record in the City Clerk's office.)

Park Board, Pool Committee, and Planning Commission minutes were included in the packet for Councils information.

Council discussed scheduling a work session. Council decided to discuss more at the end of summer when it's not so busy.

Council reviewed the dam questions and answers.

Mayor Frazier reported that since the last council meeting he met with Kate Martinez on May 16 regarding the bench project. He attended a meeting at HCH and the Highway meeting at LREC.

Administrator Solga reported that since the last city council meeting he has; Worked on renewal Health and Safety Contract with LSCS, updated information on city website, worked on pedestrian bridge items for Veterans Memorial River Park, continued activities related to City vs Gridor Construction lawsuit, met with OTLCA and the Historic City Hall (HCH) volunteer coordinators for the opening of HCH, worked on getting HCH organized with moving chamber upstairs, compiled and submitted questions on dam restore to DNR, attended the May 16 Complete Streets 2024 advisory committee meeting, organized, prepared for, and attended the May 23 Complete Streets 2024 public input meeting at LREC, held conference call with DW Jones and MN Housing Finance Agency and worked on items involving the Colony apartment project on West Hwy 108, worked with Apex Engineering to complete and submit Intended Use Program (IUP) letters to MN PFA concerning the 2020 CSAH 96/100 project.

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 6:14 p.m. Motion passed unanimously.



Danielle Heaton, MCMC
Clerk-Treasurer