

July 6, 2017

CITY COUNCIL AGENDA

Tuesday, July 11, 2017

5:00 p.m. Council Chambers, 315 N. Broadway

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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
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 – 6/27/17
  - b) Approval of Accounts Payable Listing
  - c) Staff Reports
    1. Police Chief Report
    2. Library Report
    3. Financial Report
5. Street and Park Superintendent Report
  - Pool Staff
  - Project 87 Update
  - City Hall Update
6. G.O. Improvement Bond, Series 2017A Proposed Pricing Second Opinion Proposal Consideration
7. Financial Plan G.O. Improvement Bond, Series 2017A
8. Planning Commission Meeting Update
  - Furey Rezone and Special Use Permit
9. Lakes Country Service Cooperative Building Official Program
10. Resolution 2017-15 DNR Dam Safety Program – Grant Agreement
11. City Hall Lease Payoff Consideration

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 07-11-17 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 CJ Holl

Council Member Kevin Ballard

Council Member Steve Foster

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

General Attendance: Girl Scout Member Ella Schleske, Amy Schleske, Roger Schleske, Judy Tabbutt and Lou Hogle from the Pelican Press were also present.

The Mayor welcomed everyone to the Council Meeting and announced upcoming events in the community. He read a letter thanking Senator Ingebrigsten for his efforts this past legislative session and to recognize the Senator as a League of Minnesota Cities Legislator of Distinction for 2017.

All present stood and said the Pledge of Allegiance led by Ellie Schleske.

Motion by Strand, seconded by Foster to approve the agenda with the addition of No. 12 Leiter Property Update. Motion passed unanimously.

Motion by Foster, seconded by Ballard to approve the consent agenda except Police Chief Report was pulled for further discussion.

- a) Approval of Minutes – 6/27/17
- b) Approval of Accounts Payable Listing
- c) Staff Reports
  1. ~~Police Chief Report~~
  2. Library Report
  3. Financial Report

Motion passed unanimously.

Council Member Holl asked for more detail on the Comp Time Report. Motion by Holl, seconded by Strand to approve the Police Chief Report. Motion passed unanimously.

Street and Park Superintendent Olson provided Council with his report. He would like to hire Matthew Ziebell, Chloe Miltich, Mariana Molina, David Johnston, Adam Hoover and Sarah Willits as first time lifeguards at \$9.79 an hour. Motion by Holl, seconded by Strand to approve Matthew Ziebell, Chloe Miltich, Mariana Molina, David Johnston, Adam Hoover and Sarah Willits as first time lifeguards. Motion passed unanimously.

Council was provided with an update on the street and utilities Project No. 87. Everything is going well and there have not been any major issues.

The City Hall building had a leak in the roof during the last storm. There was some damage to both floors of the building. Service Master dried everything out and cleaned. Motion by Ballard, seconded by Foster to approve the Street and Parks report. Motion passed unanimously.

The G.O. Improvement Bond, Series 2017A for Project 87 must have a second opinion. Two proposals were obtained. The quote from Blue Rose Capital was in the amount of \$1,950.00 and the quote from PMA Securities was \$5,000.00. Motion by Foster, seconded by Strand to allow Administrator Solga to sign the agreement with Blue Rose Capital Advisors LLC. for \$1,950 to review the bond documents and provide the second opinion. Motion passed unanimously.

Administrator Solga provided Council with a copy of the Finance Plan for G.O. Improvement Bond, Series 2017A. It will be discussed further at the next council meeting.

Administrator Solga explained that Patrick and Sara Furey applied for a rezone and a special use permit. The property had previously been used as cold storage by a prior owner and was zoned R1. Furey purchased the property a few years ago, and would now like to use the area for cold storage rental space. In order to do that, the property must be zoned R3 and have a Special Use Permit. The Planning Commission passed Resolution 2017-02 to recommend the approval of the rezone from R1 to R3. The legal description is: All that part of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of Section 27, Township 136, Range 43, EX N 591' & EX E 66' OF S 304' OF N 895' & EX PLATTED & EX TRS, located in the County of Otter Tail, State of Minnesota. Motion by Ballard, seconded by Foster to approve the Planning Commission's recommendation on Resolution No. 2017-02 A RESOLUTION RECOMMENDING THE APPROVAL OF THE REZONE FROM R1 TO R3. Motion passed unanimously.

The Planning Commission also recommended that Council approve the Special Use Permit (SUP) to allow the rental cold storage in R3 for the Furey property listed above. Motion by Foster, seconded by Ballard to approve the Planning Commission recommendation on Resolution No. 2017-03: A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF PELICAN RAPIDS, MINNESOTA APPROVING THE REQUEST FOR SPECIAL USE PERMIT (SUP) TO ALLOW FOR RENTAL COLD STORAGE IN RESIDENTIAL R3 ZONE. Motion passed unanimously.

Lakes Country Service Cooperative will be discontinuing the Building Official Program at the end of 2017. The City will be looking for a replacement.

The City received a \$500,000 (50/50 match) grant from the State of Minnesota for the engineering service needed for the potential repairs of the dam. Houston Engineering is already scheduled to evaluate the spillway. Those charges will be included in the grant. Motion by Foster, seconded by Holl to introduce Resolution 2017-15 entitled: **RESOLUTION NO. 2017-15; DNR Dam Safety Program – Grant Agreement.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion carried and resolution declared duly adopted. In the future, there will be community meetings about a fish passage.

Council considered paying off the lease-purchase note on the City Hall Building. The payoff amount is approximately \$60,000.00 It would save above \$6,000 in interest if paid off now instead of waiting until 2020. Motion by Foster, seconded by Strand to pay off the City Hall building loan using Liquor Store funds. Motion passed unanimously.

The Leiter property (40134 Maplewood Drive) is not following City ordinances by grazing their animals on an unallowed parcel and will be cited.

Council Member Strand will not be attending the July 25 meeting.

Motion by Strand, seconded by Foster to adjourn the City Council meeting at 5:53 p.m. Motion carried.

Opposed: Holl

A handwritten signature in cursive script that reads "Danielle Heaton".

Danielle Heaton  
Clerk-Treasurer