

CITY COUNCIL AGENDA

July 26, 2018

Tuesday, July 31, 2018

5:00 p.m.

Pelican Rapids Fire Hall, 200 S 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 – 7/10/18
 - b) Approval of Accounts Payable Listing
 - c) Utility Report – People Service
 - d) Liquor Store Report
5. North Country Foods Produce Drop – Janet Lindberg
6. 2018 Legislative Update – Senator Bill Ingebrigtsen
7. Pickle Ball Court – School/City Collaboration
8. West Central Initiative – Tom McSparron
9. Portrait of a Graduate-Pelican Rapids Schools Superintendent Randi Anderson
10. Planning Commission
 - Variance – 516 3rd Street NE – Resolution No. 2018-15
 - Update
11. Police Personnel
12. Eagle Scout Project
13. Street and Park Personnel
14. City Hall Project #85
 - Pay Request #3 MinKo Construction, Inc. - \$168,578.00
15. Set 2019 Budget Committee and Consider a 2019 Budget Work Session
16. Administration Personnel
17. Vacating a Street Petition
 - Resolution 2018-16
18. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 07-31-18

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 07-31-18 at the Pelican Rapids Fire 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 Curt Markgraf

Council Member Kevin Ballard

Council Member Steve Foster

City staff present: Clerk-Treasurer Danielle Heaton, Planning Commissioner Richard Peterson, Police Chief Jeff Stadum and Street and Parks Superintendent Brian Olson.

General Attendance: Cyndy and Phil Stotesbery, Dennis and Cindy Pullen, Virg and Kim Kollar, Tom McSparron – West Central Initiative(WCI), Randi Anderson, Ernie and Ashley Torres, Trevor Steeves, Dawn Finn and Lou Hoglund from the Pelican Press were also present.

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

All present stood and said the Pledge of Allegiance.

No one was present for citizen's comments.

Motion by Ballard, seconded by Markgraf to approve the agenda with the deletions of No. 5 North Country Foods Produce Drop – Janet Lindberg and No. 6 2018 Legislative Update – Senator Bill Ingebrigtsen. Motion passed unanimously.

Motion by Foster, seconded by Ballard to approve the consent agenda.

- a) Approval of Council Minutes – 7/10/18
- b) Approval of Accounts Payable Listing
- c) Utility Report – People Service
- d) Liquor Store Report

Motion passed unanimously.

Cyndy Stotesbery addressed Council about a possible Pickle Ball Court. The school will be resurfacing the two tennis courts and will also be fitting in four pickle ball courts. They are asking the City to consider paying for four sets of nets, posts and the installation and the school will take care of the maintenance. The estimated cost is \$6,985. Motion by Ballard, seconded by Strand to pay for four sets of nets, posts and the installation for the Pickle Ball Courts which is estimated at \$6,985. It will be paid out of Liquor Store Funds. Motion passed unanimously.

Tom McSparron of West Central Initiative reviewed the activities and goals of West Central Initiative (WCI). Motion by Foster, seconded by Strand to continue \$2,000 annual support for five years, 2019 through 2023, \$10,000 total from the City of Pelican Rapids. Motion passed unanimously.

Pelican Rapids School Superintendent Randi Anderson presented the Council with some highlights the school has achieved the last few years. She also provided input on the Portrait of a Graduate Program that the school is putting together. The school is asking for public input on the traits that are important for 2036 graduate.

Planning Commissioner Richard Peterson presented Resolution No. 2018-15 to the Council. The Planning Commission held a public meeting on July 16, 2018 to discuss a possible variance at 516 3rd Street NE. After hearing from the public, the Commissioners are recommending the Council approve the variance.

Motion by Ballard, seconded by Foster to introduce Resolution 2018-15 entitled: **RESOLUTION NO. 2018-15; RESOLUTION ADOPTING FINDINGS OF FACT AND REASONS FOR APPROVAL FOR VARIANCE APPLICATION OF ERNIE TORRES AT 516 3RD STREET NE** (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.

At last night's Planning Commission meeting, the Commissioners had about 15 members of the public attend the meeting to discuss the MN State Building Code and Transient Merchant Ordinance. The Commissioners are recommending the Council repeal the enforcement of the MN State Building Code. They have also suggested changes to the Transient Merchant Ordinance. A draft will be provided to Council at the next meeting. Motion by Strand, seconded by Markgraf to continue moving forward to opt out of enforcement of the MN State Building Code. Council Member Foster asked that the building permit fee schedule be included for the next Council meeting and that this be referred to the City Attorney to find out what the City's responsibilities and requirements are. Motion passed unanimously.

Motion by Strand, to provide a resolution to Representative Bud Nornes supporting legislation changing the population limit from 2,500 to 5,000 for opting out of the enforcement of MN State Building Code. Motion passed unanimously.

Police Chief Jeff Stadum asked Council to hire Jared Schlomann contingent on background as Full-Time Police Officer. He will start at step 1 which is \$19.19 an hour. Motion by Strand, seconded by Foster to approve the hire of Jared Schlomann as Full-Time Police Officer at \$19.19 an hour. Motion passed unanimously.

Superintendent Brian Olson was contacted by Zane Browsowske. He would like to paint the beacon tower at the Airport for his Eagle Scout Project. The City would pay for approximately \$300 worth of materials. Motion by Strand, seconded by Foster to allow Zane Browsowske to paint the beacon tower and the City will pay for the materials. Motion passed unanimously.

Street and Park Superintendent Brian Olson asked for Council approval to hire Jamie Teberg as a Full-Time Street and Park Employee at a rate of \$15.71. Motion by Strand, seconded by Foster to hire Jamie Teberg at \$15.71 an hour. Motion passed unanimously.

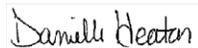
Motion by Markgraf, seconded by Foster to approve City Hall Project No. 85 Pay Request No. 3 to Minko Construction, Inc. in the amount of \$168,578. Motion passed unanimously.

Clerk-Treasurer Danielle Heaton reported that Donna Rensink has resigned from her position as part-time receptionist. The City will begin advertising for a new part-time receptionist next week.

Motion by Foster, seconded by Strand to introduce Resolution 2018-16 entitled: **RESOLUTION NO. 2018-16; A RESOLUTION DECLARING SUFFICIENCY OF PETITION AND SETTING A PUBLIC HEARING ON A VACATION COMMENCED BY A PETITION OF A MAJORITY OF ABUTTING LANDOWNERS** (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.

Council set the 2019 Budget Committee. Mayor Brent E. Frazier and Council Member Curt Markgraf volunteered to be on the committee. If available and posting time allows, other Council Members may attend.

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 6:02 p.m. Motion passed unanimously.



Danielle Heaton
Clerk-Treasurer