

August 9, 2012

CITY COUNCIL AGENDA

**Monday, August 13, 2012**

**4:30 p.m.**

**Council Chambers, 315 N. Broadway**

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1. Call to Order
2. Agenda Additions or Deletions
3. Approval of Minutes – 7/31/12
4. Approval of Accounts Payable Listing
5. Improvement Project 78 Pay Request No. 2 – Quam Construction - \$300,194.25
6. Police Chief Report
7. Library Report
8. Utility Superintendent Report
9. Street/Park Superintendent Report
10. Financial Report
11. 2011 Audit – Auditor Dan Rollie – 5:30 p.m.
12. Klabeo Dilapidated House Update
13. Pool Feasibility Study Proposal
14. Oktoberfest Donation of \$8400 – Full Color Banners with Logo – Discuss Colors
15. Trail Grant Writing Proposals
16. Consider Malt Liquor Ordinance Change Regarding 3.2% Malt Liquor License to Event Center
17. LMC Regional Meeting 9/20/12 in Perham
18. Mayor and Council Filings Close on 8/14/12 at 5:00 p.m.
19. Adjourn to EDA Meeting
20. Review EDA Actions

## CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 08-13-12

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Monday, 8-13-12, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members James Strand, Kevin Ballard, John E. Waller, III, and Steve Foster were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Police Chief Jeff Stadum, Library Director Annie Wrigg, Street and Park Superintendent Brian Olson, Utility Superintendent Brent Frazier, Robert Klaboe and Lou Hoglund of the Pelican Rapids Press were also present.

Mayor Woessner called meeting to order at 4:30 p.m.

Motion by Strand, seconded by Waller to approve the agenda with the additions of 21. VFW Temporary 3.2% Malt Liquor and 22. Pelican River Pheasants Forever Raffle. Motion carried.

Motion by Waller, seconded by Ballard to approve the minutes of 07-31-12 as presented. Motion carried.

Motion by Strand, seconded by Foster to approve the Accounts Payable Listing of 08-13-12 as presented for City bills in the amount of \$28,357.01, for Liquor Store bills in the amount of \$40,903.06 and for Library bills in the amount of \$83,247.50. Motion carried.

Council considered Improvement Project 78 Pay Request No. 2. Motion by Strand, seconded by Foster to approve payment to Quam Construction in the amount of \$300,194.25. Motion carried.

The Police Report was presented by Chief Jeff Stadum.

The Library Report was presented by Library Director Annie Wrigg. Kids' Summer Reading program has been completed. Participants included 47 children who read 645 hours. The library will be closed 09-21-12 through 09-25-12, while building repairs are made to children's area.

The Utility Report was presented by Superintendent Brent Frazier. Various items of equipment have been repaired or replaced at the water plant. The wastewater facility has had testing performed. Both the water plant and wastewater facility experienced problems due to Friday, 08-03-12's storm related power outages.

Council Member Foster asked how many aerators are in service at the lagoons. Frazier reported three aerators are working. Pond level is where it usually is after discharge in the spring so there is plenty of room going into winter and the ponds will not need to be discharged this fall.

The Street/Park Report was presented by Superintendent Brian Olson. Olson reported on the storm that, "First the wind came and blew down the trees, twigs and leaves which plugged the storm sewers." So it has been a busy week of clean up. The new street sweeper has not been received. He reviewed Improvement Project 78 street project. Class 5 is being put down and then asphalt will be laid. The department has videoed storm drains and sewers in the south east part of town. He is working on street sign replacement and discussed whether to continue with yield signs on Southeast 2<sup>nd</sup> Street or put stop signs. Police Chief Stadum and Olson recommend all stops on 2<sup>nd</sup> Street. Mayor recommended accepting the Police Chief's recommendation for replacing yield signs with stop signs. Motion by Waller to accept the Police Chief's

recommendation to replace yield signs with stop signs city wide. Motion died for lack of a second.

Motion by Ballard, seconded by Foster to add stop signs to Southeast 5<sup>th</sup> Street at 6<sup>th</sup> and 8<sup>th</sup> Avenue. Motion carried.

Clerk-Treasurer Glenys Ehlert presented the 7-31-12 financial report. She reported that the Small City Development Project Grant is winding down and work will be completed by October. Public Facility Finance Authority payments have been made for 2012 for the Water and Wastewater funds.

Administrator Don Solga presented the Building Official's report on the Robert Klaboe dilapidated house on SW 6<sup>th</sup> Ave., parcel number 76000990665000. Pictures illustrated various deteriorating conditions in the cellar, floor joists, framing, and with roof assembly. Building Official Sid Fossan concluded that the use of this structure as a home today would not meet current building code. He states, "This structure is deficient in almost every area of today's building code." Fossan's report continued that regarding the owner's desire to use this structure as a storage facility that as building requirements go, this structure is hard pressed to support itself without the addition of any added weight. Klaboe bought the house in 1985.

Administrator Don Solga read the resolution ordering the removal of hazardous conditions located at SW 6<sup>th</sup> Ave. Motion by Waller, seconded by Steve Foster to accept the Building Official's report and introduce the following resolution, entitled **CITY OF PELICAN RAPIDS RESOLUTION ORDERING THE REMOVAL OF HAZARDOUS CONDITIONS LOCATED AT SW 6<sup>th</sup> AVE.** (A complete text is part of permanent public record in the City Clerk's Office.) Motion carried and resolution declared duly adopted.

The 2011 Audit was presented by Auditor Dan Rollie. He explained that City is governed by GASBE 24, which was intended to make governmental accounting compare with private accounting. Mayor Woessner said, "It appears that Glenys and Don have done a good job this past year." Council thanked Auditor Dan Rollie for his work on the audit and presentation.

Administrator Don Solga discussed Pool Committee's meeting regarding the Pool Feasibility Study Proposal. All the firms submitting proposals need to see the pool in operation. The Pool Committee wants the pool to continue operating even though it won't be open for swimming.

Oktoberfest Committee intends to make a donation of \$8400 for new city banners with logo. They have requested that the Council consider permitting the logo designer, Paul Johnson, to add more color to the design for the new banners. If Council approves changing from blue and white to adding more color to the logo, Oktoberfest will submit a final design proof for approval before ordering banners. After discussion about the proposal, there was a motion by Foster, seconded by Waller to stay with the standard that was created several years ago to restrict logo colors to blue and white. Motion carried.

Trail Grant writing proposals were requested from two firms as though the grant application remained the same for the Legacy Trails Grant and Enhancement Grant were presented by Administrator Don Solga. Ulteig Engineers submitted the least expensive proposal for writing the grant applications. Motion by Strand, seconded by Foster to hire Ulteig Engineers to write Trail Grant applications. Motion carried.

Consider Malt Liquor Ordinance change, requested by Renato Molina, to permit issuance of a 3.2% Malt Liquor License to an “Event Center”. Motion by Foster, seconded by Ballard to postpone this discussion until next month to discuss and define what an event center is with Renato Molina. Motion carried.

One of the locations for the fall League of Minnesota Cities (LMC) Regional meetings will be in Perham on 9-25-12. Clerk-Treasurer Glenys Ehlert will send a reminder email to Mayor and Council Members with the agenda for their consideration.

Mayor and Council filings close on 8-14-12 at 5:00 p.m.

Clerk-Treasurer Glenys Ehlert reviewed application from VFW Post 5252 for a Temporary 3.2 Malt Liquor License for Saturday, 10-13-12, from noon to 1:00 a.m., 10-14-12, as part of Oktoberfest. Motion by Waller, seconded by Ballard to approve the VFW Post 5252 request for a **TEMPORARY 3.2% MALT LIQUOR LICENSE ON OCTOBER 13<sup>TH</sup> FROM 12:00 P.M. UNTIL 1:00 A.M. OCTOBER 14<sup>TH</sup>**. Motion carried.

Motion by Waller, seconded by Foster to approve Pelican River Pheasants Forever request to conduct a raffle at VFW Post 5252, 29 1<sup>st</sup> Ave. NW, Pelican Rapids, MN 56572 on 09-22-12. Motion carried.

Council temporarily adjourned meeting at 7:00 p.m. to Economic Development Authority (EDA) meeting.

Council reconvened at 7:24 p.m.

Motion by Strand, seconded by Ballard to approve EDA actions to approve the 02-28-12 minutes and a motion that the EDA is not interested in a business incubator as proposed at this time. Motion carried.

Motion by Strand, seconded by Foster to adjourn the City Council meeting at 7:26 p.m. Motion carried.

Glenys Ehlert, CMC  
Clerk-Treasurer