

CITY COUNCIL AGENDA

August 9, 2018

Wednesday, August 15, 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. Agenda Additions or Deletions (*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 Minutes – Council Meeting 7/31/18
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Library Report
 2. Police Chief Report
 3. Financial Report
 4. Street and Park Superintendent Report
5. EL Peterson Park Use by Play Space Production
6. Nuisance Violation – Waasdorp/Arntson
7. EDC – Dawn Finn
8. Consider Opt Out of Minnesota State Building Code
 - Fee Schedule
9. Transient Merchant Ordinance
10. Bid For Utility and Street Improvements Near 1st Avenue NW
11. City Hall Project #85 Pay Request #4 Minko Construction, LLC - \$83,699.00
12. Street/Parking Lot Project #87 Pay Request #4 Hough, Inc. - \$2,383.91
13. Home and Garden Show Consideration
14. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 08-15-18

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Wednesday, 08-15-18 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

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Police Chief Jeff Stadum and City Attorney Greg Larson.

General Attendance: Dawn Finn, Jason McCoy, Diane Thorson, Lee Arntson, Jamie Stromberg, Andrew Johnson, Chris Schuelke and Lou Hoglund from the Pelican Press were also present.

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

All present stood and said the Pledge of Allegiance.

Motion by Foster, seconded by Strand to add No. 15 Resolution 2018-18, No. 16 Liquor Store Personnel, and No. 17 OTC Public Health Partnership for Health – Jason McCoy and No. 18 Signs on North Broadway. Motion passed unanimously.

Motion by Ballard, seconded by Markgraf to approve the consent agenda:

- a) Approval of Minutes – Council Meeting 7/31/18
- b) Approval of Accounts Payable Listing
- c) Staff Reports
 1. Library Report
 2. Police Chief Report
 3. Financial Report
 4. Street and Park Superintendent Report

Motion passed unanimously.

Chris Schuelke, Otter Tail County Historical Society, spoke to Council about the use of E.L. Peterson and Sherin Parks on Saturday, September 15, 2018 from 4:00 p.m. to 9:00 p.m. PlaceBased Productions and the Historical Society are teaming up for Otter Tail County 150th Anniversary. The production starts at 6:30 p.m. and will begin in E.L. Peterson Park and move to Sherin Park. Motion by Foster, seconded by Strand to approve the use of E.L. Peterson and Sherin Parks on September 15, 2018 from 4:00 p.m. to 9:00 p.m. Motion passed unanimously.

Jason McCoy from Partnership for Health and Diane Thorson from Otter Tail County Public Health addressed Council about the Otter Tail County Tobacco 21 (T21) Ordinance. Mr. McCoy explained the reasoning behind the County coming up with the T21 Ordinance. The ordinance, if passed by the County, would make it illegal in Otter Tail County for anyone 18-20 years old to purchase tobacco products. The County will be having another public hearing to discuss the T21 Ordinance on August 27, 2018.

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Lee Arntson asked to address Council about the Waasdorp property at 129 NE 5th Avenue. Mr. Arntson rents the property from Mr. Waasdorp and would like an extension on the public nuisance violation. City Attorney Larson advised that any request for an extension should come from the property owner.

Dawn Finn on behalf of the Economic Development Corporation asked the city to look into incentives for builders and businesses to come to town. Administrator Solga spoke about the toolkit that was put together on the City's website. Dawn Finn and Council Member Kevin Ballard volunteered to be part of the committee to look into different incentives.

At the last Council meeting, Council began discussions about opting out of the Minnesota State Building Code enforcement. Administrator Solga spoke about some benefits of keeping the MN State Building Code enforcement. People have issues with the items that need to have permits. City Attorney Larson reminded Council that residents are still subject to the MN State Building Code it just won't be enforced by the City anymore. Motion by Ballard, seconded by Strand to direct the City Attorney to review Chapter 9 regarding the enforcement of the MN State Building Code. Motion passed unanimously.

Council discussed the draft transient merchant ordinance previously provided by the Planning Commission. Council discussed a few things they would like added and a few things that should be removed. Attorney Larson will draft an ordinance Motion by Ballard, seconded by Markgraf to direct Attorney Larson to review the draft transient merchant ordinance and make suggested changes to discuss at the next meeting. Motion passed unanimously.

Administrator Solga recommended Council reject the bids for Utility and Street Improvement project near 1st Ave NW. He spoke to the Colony Apartments developer, and their bids came in much higher than they expected. For that reason, the developers are not able to move forward with the apartment building right now. Motion by Markgraf, seconded by Foster to reject all bids for the utility and street improvement project near 1st Avenue NW. Motion passed unanimously.

Motion by Markgraf, seconded by Foster to approve City Hall Project No. 85 Pay Request No. 4 to MinKo Construction, Inc. in the amount of \$83,699.00. Motion passed unanimously.

Motion by Strand, seconded by Foster to approve Street & Utility Improvement Project No. 87 Pay Request No. 4 to Hough, Inc. of Detroit Lakes in the amount of \$2,383.91. Motion passed unanimously.

The City received the paperwork for the 2019 Red River Valley Home & Garden Show. Motion by Frazier, seconded by Markgraf to do the 2019 Red River Valley Home & Garden Show. Motion passed unanimously.

Motion by Markgraf, seconded by Ballard to introduce Resolution 2018-18 entitled:
RESOLUTION NO. 2018-18; RESOLUTION APPROVING THE ISSUANCE OF HEALTHCARE FACILITIES REVENUE BONDS BY THE DULUTH ECONOMIC DEVELOPMENT AUTHORITY TO REFINANCE A PROJECT LOCATED IN THE CITY
(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.

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The Liquor Store is in need of a full-time employee. The previous full-time employee has decided that they would rather be part-time.

Council Member Foster was contacted by the WCT about the No parking signs on N Broadway that had been requested previously. He would like Superintendent Olson to get it done as soon as possible.

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 7:16 p.m.
Motion passed unanimously.



Danielle Heaton
Clerk-Treasurer