

August 20, 2009

CITY COUNCIL AGENDA

Tuesday, August 25, 2009 4:30 p.m. Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Accounts Payable Listing
4. Request to Assess Curb Stop Repairs to Property Taxes
5. Planning Commission Report
6. Liquor Store Report
7. 2010 Budget Committee Report
8. Certify Unpaid Mowing Bills to Otter Tail County Auditor
9. Brandon Bakken - Eagle Scout Project

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES - 08-25-09

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Monday, 08-25-09, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members Richard Peterson, Steve Foster, Kevin Ballard and John E. Waller, III were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Liquor Store Manager Bob Leslie, Library Director Anne Wrigg, Kelly Gorman Pelican Rapids Press, Kevin and Brandon Bakken were also present.

Mayor Woessner called meeting to order at 5:30 p.m. All present stood, addressed the flag and said the pledge of allegiance.

The following items were added to the agenda: Community Bus Report, Resolution Authorizing Northland Securities Account, Library Personnel and Pelican River Pheasants Forever Raffle. No items were deleted. Motion by Foster, seconded by Peterson to approve additions to agenda. Motion passed unanimously.

Council considered the 08-25-09 Accounts Payable List. Motion by Waller, seconded by Peterson to approve 08-25-09 Accounts Payable List in the amount of \$82,756.42 for city bills with addition of Dennis Ouren Construction, SCDP, in the amount of \$3570.53. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert reviewed curb stop repair assessments requested by property owners. Motion by Waller, seconded by Peterson to approve payment to Egge Construction for curb stop repairs and to approve the property owners' request to assess the curb stop repairs for collection with real estate taxes. Motion set minimum assessment at \$500 per year. Discussion of annual assessment resulted in amending the motion to set minimum assessment at \$400 per year for the following parcels and amounts: \$771.60 to parcel number 76000990450000, \$882.34 to parcel number 76000990259000, and \$2415.14 to parcel number 76000990455000. Amendment approved by Waller and Peterson and motion passed unanimously.

Administrator Don Solga presented the Planning Commission Report regarding discussion of steel roofing materials. Council Member and Planning Commissioner Peterson added that the Commission also considered whether to require removal of old shingles and vapor barrier.

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES - 08-25-09

Liquor Store Manager Bob Leslie presented his report for July, 2009. The Liquor Store has paid the \$25,000 budgeted amount for general fund and also all lot and building expenses.

Administrator Don Solga reported that the additional borings on the Liquor Store site found a hot spot. Consultant Mark Millsop expects the limited site proposal will be completed in September. Motion by Waller, seconded by Foster to authorize Administrator Don Solga to accept and authorize payment for the report when it's ready. Motion passed unanimously.

Administrator Solga said the responsible party agreement will be reviewed by both parties in the first week of September. Council will be updated at the 09-14-09 council meeting.

Administrator Solga said the Budget Committee has met twice. The preliminary budget will be presented at the 09-14-09 meeting. There is discussion about increasing the general fund levy slightly. The City experienced a 5.5% unallotment in 2009 in Local Government Aid (LGA) and expects a proposed \$127,000 decrease in 2010 LGA to \$908,614. Administrator Don Solga said, "I think it's important that the City get through 2009 and 2010 with a reserve fund to get through the rougher times to come in 2011 and 2012."

Clerk-Treasurer Glenys Ehlert explained that at the 09-14-09 City Council meeting the Council will want to designate and announce the date, time and location of the public hearing when the proposed levy will be adopted/certified. She suggested the regularly scheduled meeting of 12-14-09 at 6:00 p.m. would be appropriate. Council will consider and set the public hearing date and time on 09-14-09.

Administrator Solga said the lease proposal from State Bank for 2010 will be here for the Budget Committee to consider prior to the 09-14-09 meeting.

Clerk-Treasurer Glenys Ehlert reviewed various mowing bills to certify for collection with real estate taxes. Motion by Peterson, seconded by Foster to certify to Otter Tail County Auditor Wayne Stein the following unpaid bills for mowing: \$85.00 to parcel number 76000990652000, \$85.00 to parcel number 7600099055000 and \$85.00 to parcel number 76000990102000. Motion passed unanimously.

Brandon Bakken presented his proposal and cost analysis for an Eagle Scout Project to paint and restore the shelter in E.L. Peterson Park. Motion by Foster, seconded by Ballard to approve Brandon Bakken's project and funds of approximately \$400 out of the park budget. Motion passed unanimously.

Administrator Solga said he has met with Transit Alternatives regarding bus service in Pelican Rapids. For the month of September, the bus will be available from 10:30 a.m. to 1:00 p.m., Monday through Friday. Personal assistants and children under four ride free. Solga expects the hours and days of operation after 09-30-09 to be available for discussion with the 2010 budget.

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES - 08-25-09

Motion by Peterson, seconded by Ballard to authorize opening an investment account with Northland Securities, Inc., to invest bond sale proceeds from date of sale until payment is due, subject to interest rate better than available locally. Motion passed unanimously.

Library Director Annie Wrigg recommended hiring Carrie McKay as the circulation librarian. Motion by Waller, seconded by Peterson to hire Carrie McKay as circulation librarian at \$11.04, the first step on the salary schedule. Motion passed unanimously.

Motion by Waller, seconded by Foster to approve the request of Pelican River Pheasants Forever to conduct a raffle on 09-26-09, at VFW Post No. 5252. Motion passed unanimously.

Motion by Ballard, seconded by Foster to adjourn the meeting at 5:15 p.m. Motion passed unanimously.

Glenys Ehlert, CMC
Clerk-Treasurer