

September 25, 2014

CITY COUNCIL AGENDA

Tuesday, September 30, 2014

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Additions / Deletions to Agenda
3. Approval of Minutes – 9/9/14
4. Approval of Accounts Payable Listing
5. Liquor Store Report
6. Utility Report – PeopleService Inc.
7. Planning Commission Report
8. Communities of Distinction TV Program
9. MN DOT Right of Way Easement
10. Certify Unpaid Mowing Bills to Property Taxes
11. Project 82/84 Update – Bob Schlieman
 - Set Project 84 Assessment Hearing Date
12. Project 79 Change Order #2
13. Verizon Cell Tower Agreement Amendment

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 09-30-14

The City Council of Pelican Rapids met in regular session at 4:30 p.m., on Tuesday, 09-30-2014, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members John E. Waller, III, Kevin Ballard, and James Strand were present. Council Member Steve Foster was absent. Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Liquor Store Manager Maggie Johnson, Jordan Plotz of PeopleService Inc., City Engineer Bob Schlieman, City Attorney Greg Larson, SEH Engineer Mike Stahler, CJ Holl 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 Ballard to approve the addition of No. 14 Border to Border Broadband Conference to the agenda and delete No. 9 MN DOT Right of Way Easement. Motion carried.

Motion by Ballard, seconded by Strand to approve the minutes of 09-09-2014 as presented. Motion carried.

Motion by Waller, seconded by Strand to approve the Accounts Payable Listing of 09-30-14 as presented for City bills in the amount of \$106,693.16 and the Liquor Store bills in the amount of \$63,194.71. Motion carried.

Liquor Store Manager Maggie Johnson presented the Liquor Store report. The Liquor Store is currently working on inventory and only has wine left. Football picks have started.

Administrator Don Solga described Change Order No. 2 for WWTF Project No. 79. SEH Engineer Mike Stahler introduced himself and gave some details about the change orders. The change order includes an increase in width of wall in the MBBR from 8” to 12” and to modify base of the manholes to provide protection against buoyancy. The change order will increase the project by \$7,045.00 and extend the contract by 4 days. Motion by Strand, seconded by Ballard to approve the change order. Motion carried.

Liquor Store Maggie had a question about an expense on her Financial Sheets. The City decided to use \$5,000.00 of liquor store profit for economic development to help demolish a building in town.

The utility report was given by Jordan Plotz of PeopleService Inc. Currently, when there is a malfunction at a lift station, either the Police Department or a property owner calls to report the problem. They are hauling sludge now.

Administrator Don Solga began the Planning Commission report. The Planning Commission is recommending the Council approve an ordinance change that allows commercial storage facilities, but they must go through the special use permit process. After much discussion, The City Council decided to send it back to the Planning Commission for more definition and clarification.

The Planning Commission held a public hearing regarding 111 Midway's special use permit (SUP) application. The current owners are asking to be allowed to use the property as residential even though it's in a commercial zone. Afterward, the Planning Commission recommended City Council approve the SUP. Motion by Waller, seconded by Strand to accept the Planning Commission's recommendation to grant the special use permit for 111 Midway Avenue, Parcel No. 76000990377000. Motion carried.

Clerk-Treasurer Danielle Heaton discussed a property that is a Public Nuisance. Motion by Strand, seconded by Ballard that Council does determine to abate the nuisances as presented and send notice to the owner, providing the owner an opportunity to be heard on 421SE 1st Street at the 10-28-2014 City Council meeting and providing for abating the nuisance by the City. Motion carried.

Administrator Don Solga discussed the amendment to the Verizon Cell Tower Agreement. Verizon would like to put a generator near the base of the tower in case of power outages. It will not fit into the space they are currently renting. The amendment is giving Verizon more space and rent will increase by \$300.00 a month and will increase 4% every year. The amendment also adds a relocation clause allowing the city one time to move the tower. Verizon would pay to move their equipment and city will pay to move tower. Attorney Greg Larson suggested making a minor change. Motion by Strand, seconded by Ballard to approve the amendment to the Verizon Wireless contract with the revisions City Attorney Greg Larson recommended. Motion carried.

Administrator Don Solga was contacted by Communities of Distinction TV Program. He set up a conference call with the producer and invited a few people to sit in on the meeting to discuss the television program. The program wanted to film in late spring. The cost is \$19,800.00 for a five minute segment. The cost and timing of filming is a concern. After some discussion, it was decided that the timing was not good for Pelican Rapids.

Clerk-Treasurer Danielle Heaton recommended unpaid mowing bills for 125 NW 1st Ave and a parcel of land on NW 1st Street be certified for collection with property taxes. Motion by Waller, seconded by Strand to certify \$93.50 for unpaid mowing bill for 125 NW 1st Avenue, parcel number R76000990129000 and \$178.50 for unpaid mowing bill for NW 1st Street parcel number R76000990454000, to County Auditor Wayne Stein for collection with property taxes. Motion carried.

City Engineer Bob Schlieman gave a Project 82 & 84 update. The construction is substantially complete with a few corrections and completion items remaining. The bituminous wear course on 1st Street SE will be put on in spring. There was a storm drain issue on 1st Street SE that still needs to be discussed.

Motion by Waller, seconded by Ballard to introduce the following resolution setting the date for the public hearing on Golf Course Road's proposed assessments to October 28, 2014 at 6:00 p.m., entitled **RESOLUTION NO. 2014-17 A RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT**. (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion passed unanimously and resolution declared duly adopted. AYES: Strand, Waller, Ballard, Woessner. NAYES: None.

Mayor Woessner was contacted regarding a Border to Border Broadband Conference in Brainerd in November. He is asking Council to approve the expense for him and the administrator to go and asked if anyone else is interested in attending. Motion by Strand, seconded by Waller to approve Mayor Woessner and Administrator Solga to attend a Border to Border Broad Conference in Brainerd on November 18 &19. Motion carried.

Motion by Strand, seconded by Ballard to adjourn the Council meeting at 6:30 p.m. Motion carried.



Danielle Heaton
Clerk-Treasurer