CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES-01-14-02

The City Council of Pelican Rapids met in regular session on Monday, 01-14-02, at 6:00 p.m., in the Pelican Rapids Public Library meeting room. Mayor Wayne Runningen, Council Members John Waller III, Paulette Nettestad, Denise Magnusson and Dave Gottenborg were present. No one was absent. Administrative Assistant Richard A. Jenson, Deputy Clerk-Treasurer Glenys Ehlert, Utilities Superintendent Brent Frazier, Police Chief Scott Fox, Street and Park Superintendent Vern Benson, Lynn Stadum of the West Central Minnesota Housing Partnership and Gary Peterson of the Pelican Rapids Press were also present.

Meeting called to order by Mayor Runningen. Chamber of Commerce Mural Committee Report and West Central Minnesota Housing Partnership were added to the agenda and Hydrant Painting was deleted.

Motion by Magnusson, seconded by Nettestad to approve minutes of 12-10-01 as presented. Motion passed unanimously.

Council discussed the Accounts Payable Listing of 01-14-02.

Motion by Waller, seconded by Magnusson to approve the bills as listed with the addition of Municipal Service Company, sludge service, $292.00. Motion passed unanimously.

Motion by Nettestad, seconded by Waller to appoint Dave Gottenborg as Acting Mayor. Motion passed unanimously.

Motion by Nettestad, seconded by Magnusson to appoint Richard A. Jenson as Clerk-Treasurer and Glenys Ehlert as Deputy Clerk-Treasurer. Motion passed unanimously.

Motion by Magnusson, seconded by Waller to set times and places of meetings to second Monday at 6:00 p.m., Pelican Rapids Public Library and last Wednesday at 4:00 p.m., Pelican Rapids Public Library. Motion passed unanimously.

Motion by Nettestad, seconded by Magnusson to appoint Scott Dirks as general counsel and Charles Krekelberg as prosecuting attorney. Motion passed unanimously.

Motion by Waller, seconded by Magnusson to designate the Pelican Rapids Press as the official newspaper. Motion passed unanimously.

Motion by Nettestad, seconded by Waller to designate Wells Fargo, Lake Country State Bank and Wells Fargo Investments as Official Depositories. Motion passed unanimously.

Motion by Magnusson, seconded by Nettestad to approve two delegates to attend fire school. Motion passed unanimously.

Motion by Nettestad, seconded by Magnusson to approve expenses for Annual Fire Department Convention and Fire Department Officers. Motion passed unanimously.

Motion by Magnusson, seconded by Nettestad to approve expenses for Water, Wastewater, Bio-Solids, Building Officials', Liquor Store, Police Chiefs', Clerks' and Mayors' Conferences, Newly Elected Officials' Training, League of Minnesota Cities (LMC) Conference, Fall LMC Regional Meetings and Coalition of Greater Minnesota Cities Meetings. Motion passed unanimously.

Motion by Nettestad, seconded by Waller to approve payment of the Clerk's and Deputy Clerk's Bonds. Motion passed unanimously.

Motion by Waller, seconded by Nettestad to approve payment of the Liquor Store Bond. Motion passed unanimously.

Motion by Waller, seconded by Gottenborg to appoint Al Grothe and Mary Sorum to the Library Board for 2002, 2003 and 2004. Motion passed unanimously.

Motion by Nettestad, seconded by Waller to appoint the following people:

2002 Appointments to Boards and Authorities.

PLANNING COMMISSION

*John Waller III…………………………………. 2002
Dean Capouch…………………………………… 2000 2001 2002
LeRoy Martens………………………………….. 2000 2001 2002
………………………………………. 2002 2003 2004
……………………………………. 2002 2003 2004
………………………………… 2002 2003 2004
Richard Jenson & Scott Dirks Ex Officio Members
Glenys Ehlert, Secretary

PARK BOARD

Denise Magnusson………………………………… 2000 2001 2002
*Julie Lammers…………………………………… 2001 2002 2003
…………………………………………. 2002 2003 2004
Richard Jenson & Vern Benson Ex Officio Members

MUNICIPAL EMERGENCY & DISASTER

Municipal Emergency Operations………………. Denise Magnusson
Intelligence & Safety Service……………………. Wayne Runningen
Congregate Care, Shelters, Health………………. Dave Gottenborg
Manpower, Supply, Transportation……………… Paulette Nettestad
Engineering, Sanitation…………………………. John Waller III

Civil Defense Director……………………………

AIRPORT COMMITTEE

Don Lundrigan……………………………………	2000 2001 2002
*Steve Strand………………………………………	2001 2002 2003
Richard Peterson………………………………….	2002 2003 2004

Richard Jenson Ex Officio Member

COUNCIL PORTFOLIOS

Water, Sewer, Lights…………………………….	Dave Gottenborg
Streets, Equipment, Fire Department…………….	John Waller III
Storm Drain, Building, Ambulance & Library…..	Paulette Nettestad
Landfill, Licenses, Recreation……………………	Denise Magnusson
Personnel, Police, Airport, Liquor Store…………	Wayne Runningen

WACCO REPRESENTATIVES

Representative …………………………………….	Wayne Runningen
Alternate …………………………………………..	Denise Magnusson

Motion passed unanimously.

Police Chief Scott Fox presented his report for the month of December and the year of 2001. He requested authorization to hire a part time police officer. Fox reported that the Police Officer Interview Committee recommended hiring Jacob Grabow as a full time officer.

Motion by Nettestad, seconded by Magnusson to appoint Police Officer Jacob A. Grabow as a full time police officer at the third year pay schedule of $14.30. Motion passed unanimously.

Mayor Runningen thanked Otter Tail County Deputy Brian Schleutter and Prosecuting Attorney Jeff Skonseng for being part of the Interview Committee. Council Member Nettestad thanked Police Chief Fox and the police officers for working in December without incurring additional overtime.

Motion by Waller, seconded by Magnusson to authorize Police Chief Scott Fox to hire a part time police officer. Motion passed unanimously.

Utilities Superintendent Brent Frazier reported on his departments' activities. The force main from the Wastewater Facility to the lagoons broke on Christmas Day and was repaired two days later.

Chamber of Commerce (C of C) Representative Brent Frazier reported on behalf of the C of C Mural Committee of the interest by the Committee to paint a small mural in the downtown area. One of the proposed sites is the south wall of the Windmill

Building. The Park Department has approved the placement of the mural on the Windmill Building. The Committee is proposing painting the mural on a panel to facilitate maintenance of the building.

Motion by Nettestad, seconded by Magnusson to introduce a resolution in support of the C of C's efforts to paint a mural and to support the grant application process for expenses in connection with the project. Motion passed unanimously.

Street and Park Superintendent Vern Benson reported on his departments' activities. Benson requested authorization to purchase a 20 ft. utility trailer for use to haul the bobcat, lawn tractors, big tractor and other materials to work sites.

Motion by Gottenborg, seconded by Magnusson to approve purchase of the utility trailer in the amount of $2800 plus tax. Motion passed unanimously.

Benson reviewed the Sidewalk Policy with Council Members. Council Member Gottenborg suggested including the sidewalk from 2^{nd} Ave. NE to 5^{th} Ave. NE in the district. Mayor Runningen requested Council Members write their comments on the proposed plan and return to City Hall by 01-23-02 for consideration at next council meeting.

Liquor Store Report was reviewed. Mayor Runningen said he would like to adjourn the City Council meeting to Thursday or Friday to approve the Interview Committee's recommendation for hiring for the liquor store manager position.

Financial Reports for 12-31-01 were reviewed by Deputy Clerk-Treasurer Glenys Ehlert.

Council was notified of the Chamber of Commerce Application for Exempt Permit to hold a quilt raffle on 04-20-02 at the Pelican Rapids High School Gymnasium. There were no objections.

Motion by Gottenborg, seconded by Waller to certify the unpaid utility bill in the amount of $89.72 for parcel no. R76000990668000 to the county auditor for collection with the real estate taxes. Motion passed unanimously.

Council was notified that the City received a refund in the amount of $11,529 from the League of Minnesota Cities Insurance Trust for 2001.

Lynn Stadum of the West Central Minnesota Housing Authority made a presentation to the Council regarding relocating two homes to the City of Pelican Rapids. They are requesting donation of two lots by the City of Pelican Rapids on which to locate these houses.

Motion by Waller, seconded by Gottenborg to have Administrative Assistant Richard A. Jenson check into possibility of lots to donate to the above project and provide this information by the end of January. Motion passed unanimously.

Mayor Runningen said he would check with the Economic Development Corporation regarding housing needs in Pelican Rapids.

No. 24 – Multi-Cultural Committee was tabled to adjourned meeting.

Mayor Runningen said the stop sign on 10th Ave. SW has accomplished the purpose of calling attention to the problem of traffic exceeding the speed limit. He requested a motion to remove the stop sign.

Motion by Gottenborg, seconded by Waller to remove the stop sign at 10th Ave. SW, based on the Mayor's recommendation.

The purpose of the stop sign was to raise awareness and if the problem reoccurs, Mayor Runningen said he would have no problem installing two stop signs in a row. The ideal solution would be to punch a road through 12th Ave. SW or Pelican Township Street south of 12th Ave. SW.

Preceding motion passed unanimously.

MESERB's basic purpose is to use science and economics to improve the environment. They are requesting members to contribute $273 to address the Phosphorus Initiative with Minnesota Pollution Control Agency.

Motion by Gottenborg, seconded by Magnusson to decline to pay the additional fee. Motion passed unanimously.

Board of Review will be 05-01-02 at the Pelican Rapids Public Library meeting room from 3:00-4:00 p.m.

Motion by Nettestad, seconded by Gottenborg to adjourn the meeting to 01-18-02 at 1:00 p.m., Clerk's Office, City Hall. Motion passed unanimously.

Meeting adjourned to above time and place at 7:45 p.m.

Glenys Ehlert, CMC
Deputy Clerk-Treasurer