CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES - 01-30-02

The City Council of Pelican Rapids met in regular session on Wednesday, 01-30-02, at 4:00 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. Administrative Assistant Richard A. Jenson, Deputy Clerk-Treasurer Glenys Ehlert, Street Superintendent Vern Benson, Police Chief Scott Fox, Gary Peterson of Pelican Rapids Press and Ryan Fox were also present.

Meeting called to order by Mayor Runningen.

No items were added to or deleted from the agenda.

Ryan Fox presented information to City Council regarding his Eagle Scout Project, providing labor for repainting city fire hydrants.

Motion by Nettestad, seconded by Magnusson to approve Ryan Fox's Eagle Scout Project to paint the fire hydrants. The City will provide him with a map of hydrant locations, painting supplies and do a final inspection. Motion passed unanimously.

Motion by Waller, seconded by Gottenborg to approve the appointments to the 2002 Boards and Authorities as presented. Motion passed unanimously.

Mayor Runningen invited Liquor Store Manager Bob Leslie to introduce himself to the City Council. Leslie explained he has some changes he'd like to make regarding coolers and cash registers. Computer registers and scanners would have id/age verification and credit card system. If identification provided is underage then the register shuts down. Two registers with complete systems would be $15,500. One system would be approximately $10,000. He suggested one register to start. Council Member Gottenborg and Mayor Runningen said they feel some refurbishing is necessary.

Ray J's Café has discontinued their Set-Up License.

Superintendent of Streets and Parks Vern Benson reviewed comments he received on the Proposed Sidewalk Policy. He discussed plans for snow removal from sidewalks in the Sidewalk District. Sidewalks on west side of Hwy. 59 are very narrow and close to the curb. Council directed city staff to request assistance from the State of Minnesota to replace this section of sidewalk. Benson will redraft the Sidewalk Policy and provide to Council prior to 02-11-02 Council meeting.

Mayor Runningen said he is trying to draft a web site policy for what we will and will not accept on our web site. He will bring it to the next Council meeting.

Police Chief Scott Fox recommended hiring Ted Leabo as a part time police officer.

Motion by Waller, seconded by Nettestad to hire Ted Leabo as a part time police officer at $12.28 per hour, subject to successful completion of psychological and physical testing and to introduce RESOLUTION DECLARING POLICE OFFICER POSITION. (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.

Administrative Assistant Richard A. Jenson reviewed a resolution emphasizing the importance of Local Government Aid to the City of Pelican Rapids. The intention is to send this resolution to legislators.

Motion by Nettestad, seconded by Magnusson to introduce Resolution No. 0130.02. (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.

Jenson reviewed the Pay Equity Report prepared for the Department of Human Relations.

Motion by Magnusson, seconded by Waller to approve the Pay Equity Report as presented. Motion passed unanimously.

Mayor Runningen has been having discussions with the head of Minnesota Tourism for our region regarding the Pine to Prairie Birding Trail. He has heard this year the City could become an associate member for $500; a full membership would be approximately $1,000 and would include voting rights on board and be included in all advertising. There was a 20% increase in visitors at a couple of sites. Mayor Runningen would like to see the City commit to this. The trail goes from Fergus Falls to Roseau on Highway 59. He will provide more information at the next council meeting.

Chamber of Commerce requested that the City of Pelican Rapids act as fiscal agent for the Chamber of Commerce Mural Project.

Motion by Gottenborg, seconded by Magnusson to authorize the City to serve as fiscal agent for the Chamber of Commerce Mural Project. Motion passed unanimously.

Jenson recommended payment for the Biloki Demolition Project in the amount of $11,799 to Egge Construction, $1000.98 to Cooperative Resources Inc., and $40.00 to Hanson's Plumbing.

Motions by Nettestad, seconded by Waller to pay Biloki Demolition bills listed above and certify expenses for payment with real estate taxes according to our agreement. Motions passed unanimously.

The City was involved in a complaint considered by the Minnesota Department of Human Rights. The Department has dismissed both the initial complaint and the appeal.

Mayor Runningen excused himself from the Chair and the meeting and turned the Chair over to Acting Mayor Dave Gottenborg.
Gottenborg presented the Building Committee Report regarding a lease for space in the lower level of the former administrative building of Lake Region Electric Cooperative (LREC). Gottenborg and Nettestad serve on the Committee.

Major Objectives:

1. Facility is accessible and in compliance with ADA
2. Provided reasonable space – current and future needs
3. Police department on ground level.
4. **Affordable**

Other Objectives:

1. Council/meeting chambers
2. Private conference room – for committee meetings, small group discussions, use by other agencies.
3. Visibility, location, parking, garage space.

Gottenborg said they met with the City's architect to try to find a way to use the existing City Hall or to purchase and renovate the property occupied by Pelican Variety to meet major objectives. It simply costs a lot of money to remodel City Hall.

This fall the LREC offered the lower level of their former administrative building for lease. Although the specifics of the lease have not been negotiated these conditions have been offered:

1. LREC would be willing to remodel to meet our needs and make the building including the bathrooms handicapped accessible.
2. The lease payment of $7.00 per square foot would include utilities, lights, maintenance, mowing, snow removal and cleaning of common space (hallway and bathrooms.
3. Total square footage is 3897.

Space will allow us to have a Council Chambers and a private conference room.

Police Chief Scott Fox said the space would work for the department. An evidence room will be a plus.

Facilities Committee would plan to sell the City's building eventually. "We have to comply with ADA and we've been letting it go. The dollar amount of the lease makes it possible," said Council Member Nettestad.

With the lease the building remains on the tax rolls.

Jenson said the City has requested the east two bays of the garage at a cost of $100 per month.

The Building Committee recommended that the City Council approves a motion in favor of a move to relocate the city offices and police department to the lower level of the former LREC administrative offices at 12 5th Ave. NE and that the Committee proceeds to finalize the lease.

Motion by Waller, seconded by Magnusson to approve relocating the city offices and police department to the lower level of the former LREC administrative offices at 12 5th Ave. NE and that the Building Committee proceeds to finalize the lease. Acting Mayor Gottenborg and Council Members Waller, Magnusson and Nettestad voted yes. Mayor Runningen abstained. There were no votes against the motion. The motion carried.

Gottenborg said, “It has been a research project. It could happen in early spring.”

Meeting adjourned 5:30 p.m.

Glenys Ehlert, CMC
Deputy Clerk-Treasurer