CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 02-27-07

The City Council of the City of Pelican Rapids met in regular session at 4:40 p.m., on Tuesday, 02-27-07, in Council Chambers of City Hall. Mayor Wayne Runningen, Council Members John E. Waller, III, Ben Woessner and David Gottenborg were present. Council Member Richard Peterson was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Library Director Annie Wrigg, Utilities Superintendent Brent E. Frazier, Pat Reisnour of Interstate Engineering, Inc., Bradley Howland of Otter Tail Power Co. and Kelley Gorman of the Pelican Rapids Press were also present.

Meeting called to order by Mayor Runningen.

The following items were added to the agenda: 10. Approve Economic Development Authority Actions, 11. Select Pelican Statue Drawing, 12. City Hall Facilities Committee Response to Lake Region Electric Cooperative and 4. C. City Assessment Policy.

Patrick Reisnour of Interstate Engineering, Inc., presented a report on the plans for improvements to the existing wastewater treatment facility for phosphorous treatment, information on applying for public facilities funds and odor control. Water pumped to anaerobic pond seems to be contributing to the odor problem downtown. Least cost solution would be to bring wastewater from WCT, LLC directly to wastewater treatment facility. Cost for the valves and piping would be about $15,000. The anaerobic ponds do not seem to be performing since WCT, LLC, discontinued the kill line. The site for the valve would at the lower lagoon. What will happen to the aerated pond during the summer if there is no additional water contributed from WCT, Inc.? The objective is to handle what we can at the ponds, but to discontinue bringing water from the ponds to the wastewater treatment facility. The wastewater plant will take whatever it can and other water will go to the aerated pond. The water from the anaerobic pond will be piped to the aerated pond, into the equalization pond and into the river. Another benefit to the valve is to isolate the ponds.

Motion by Gottenborg, seconded by Waller to introduce the following resolution, entitled **RESOLUTION TO IMPROVE EXISTING WASTEWATER TREATMENT FACILITY FOR PHOSPHORUS TREATMENT TO COMPLY WITH THE NPDES PERMIT.** (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.

Administrator Solga explained that the 20 year Otter Tail Power Co. franchise agreement is due for renewal.

Brad Howland, area manager for Otter Tail Power Co., explained the process to amend the Ordinance and approve the franchise for an additional 20 years. Mayor Runningen questioned whether a service representative would be based here. Howland said that there are no plans to change the staffing and they plan to continue basing a service representative here. Motion by Woessner, seconded by Waller to introduce the following ordinance, **No. 07-01, entitled AN ORDINANCE TO AMEND CHAPTER 5, PART 11, ELECTRICAL SYSTEM**

FRANCHISE. (A complete text of this ordinance is part of permanent record in the city clerk's office.) Motion passed unanimously.

Council reviewed the Motion by Gottenborg, seconded by Waller to approve the Accounts Payable Listing of 02-27-07 as presented. Motion passed unanimously.

Administrator Don Solga reviewed a proposal from Gene Miller of G.A. Miller Engineering, Inc. to proceed with a scope of work to develop a preliminary easement plan for each of the properties necessary for the Pelican River Walking Path. Motion by Gottenborg, seconded by Waller to approve Miller's proposal in the amount of $2995. Motion passed unanimously.

Administrator Don Solga reviewed an offer from Robert Perrin to purchase city property. Motion by Waller, seconded by Gottenborg to approve the sale of Lots 11 & 12, Blk 3, Lacy's Addition and to authorize the City Attorney to draw up a purchase agreement with the contingency that a building be erected within 18 months. Motion passed unanimously.

Administrator Don Solga reviewed the need for a City Assessment Policy. The City has a practice in place but it does not address large lots or back lots. Administrator Solga has discussed the need for a City Assessment Policy with Engineer Gary Nansen of Ulteig Engineers and he is willing to put together a policy for the City to consider for about $500. Council Member Gottenborg suggested that a possibility for large lots is to set a price per lot by averaging costs divided by number of lots served. Motion by Gottenborg, seconded by Waller to authorize Administrator Solga to work with Engineer Gary Nansen on an Assessment Policy for the City of Pelican Rapids. Motion passed unanimously.

Motion by Gottenborg, seconded by Waller to approve ordinance change authorizing the Health Insurance employer contribution, entitled **AN ORDINANCE TO AMEND CITY CODE SECTION 208.20, SUBDIVISION 1, RELATING TO EMPLOYER CONTRIBUTION FOR HEALTH INSURANCE OF THE CITY OF PELICAN RAPIDS.** (A complete text of this ordinance is part of permanent public record in the city clerk's office.) Motion passed unanimously and ordinance declared duly adopted and will be in full force and effect upon publication.

Motion by Waller, seconded by Gottenborg to accept the Library Board's recommendation to increase library employees' salaries by 3%, effective 01-01-07, and to increase the insurance contribution to $475 per month for the full time employee. Motion passed unanimously.

Motion by Waller, seconded by Woessner to approve the Pelican River Pheasants Forever application to conduct a raffle on 05-14-07 at the VFW Post No. 5252, 29 1st Ave. NW, Pelican Rapids. Motion passed unanimously.

Council was informed that the Public Hearing for Jennie O/WCT, LLC Business Subsidy Agreement will be at 6:00 p.m. on 03-12-07, per their action on 02-12-07.

Motion by Gottenborg, seconded by Woessner to authorize the Economic Development Authority's approval of payment to Svingen, Hagstrom, Karkela & Cline in the amount of

$46.55 for additional legal expenses associated with site acquisition for the proposed Fire Hall and to Design 7 for Fire Hall engineering in the amount of $12,940; to authorize the Economic Development Authority's approval of Moore Engineering, Inc., to design plans and specs for demolition and site prep for proposed Fire Hall in an amount not to exceed $7,000 and to authorize the bid documents for demolition and site work to be advertised and distributed, subject to Administrator Don Solga's approval. Motion passed unanimously.

Council discussed the plan for the Pelican statue as part of Friends of Pelican Pete Project. Motion by Woessner, seconded by Waller to select Carolyn Borgen Heintz as the artist for a Pelican statue. Her design includes rosemaling. Motion passed unanimously.

Administrator Solga reviewed the letter the Facilities Committee recommended sending to Lake Region Electric Cooperative. Motion by Waller, seconded by Woessner to approve the letter stating the City's intent to continue the various lease agreements with Lake Region Electric Cooperative. Motion passed unanimously.

Meeting adjourned at 6:05 p.m.

Glenys Ehlert, CMC
Clerk-Treasurer