City of Pelican Rapids Council Meeting Minutes
03-25-03

The City Council of Pelican Rapids met in regular session on Tuesday, 03-25-03 at 4:00 p.m., in Council Chambers of City Hall, 315 N. Broadway. Mayor Wayne Runningen, Council Members Ben Woessner, Denise Magnusson and John Waller III were present. Council Member Dave Gottenborg was absent. Administrative Assistant Richard A. Jenson, Deputy Clerk Treasurer Glenys Ehlert, Street and Park Superintendent Vern Benson, Utility Superintendent Brent Frazier, Rick Gail of Pelican Rapids Press, Dave Ellison, and Rhonda Schultz of 4th Ave. SE were also present.

Meeting called to order by Mayor Runningen.

Wastewater Treatment Facility and Attorney Scott Dirks were added to the agenda.

Council reviewed the Accounts Payable Listing of 03-25-03.

Motion by Magnusson, seconded by Waller to approve payment of the Accounts Payable Listing of 03-25-03. Motion Passed Unanimously.

Tami Magnusson and Sandy Irey of the Oktoberfest Committee were present to explain plans to provide one “Welcome to Pelican Rapids” sign to Pelican Rapids. They would like to use the City logo on the sign.

Motion by Magnusson, seconded by Waller to authorize the Oktoberfest Committee to use the City logo as proposed. Motion passed unanimously.

Administrative Assistant Richard A. Jenson reviewed a request for payment of the cost of thawing a frozen water service line. Service lines are the responsibility of the property owner.

Discussion continued as to the events of the thawing and how long it took, and the City/homeowner responsibilities.

Council Member Magnusson said she does not want to change the policy. Mayor Runningen said the Council Members have to make decisions based on the effects to all customers.

Mayor Runningen asked the Council what they wanted to do: stand on the policy or help her out with the bill. Council Member Woessner said, “I think we have to stand by the policy.”

Motion by Woessner, seconded by Waller to stand by the policy and deny payment for water service line thawing. Motion passed unanimously.

The Baseball Association requested $250 for the first year for a single sided banner and $400 for the first year for a double-sided banner.

Motion by Waller, seconded by Woessner to deny the request from the Baseball Association for funding assistance with banners at the baseball field. Motion passed unanimously.

Utilities Superintendent Brent Frazier presented the Commendation Certificate awarded to the City for outstanding operation, maintenance and management of the Wastewater Treatment System.

Nadine Brown explained the Economic Development Corporation's project to develop tapes and CD's for a Driving Tour of Pelican Rapids.

They would like to use the City of Pelican Rapids logo on the tape and CD covers. These tours begin and end in Pelican Rapids and the tapes and CD's will be for sale at businesses in the city as well as at the Visitor Information Center. Motion by Waller, seconded by Woessner to authorize the use of the City logo on the tape and CD covers. Motion passed unanimously.

Liquor Store Manager Bob Leslie presented reports for the past two weeks. He also presented a request for a lighted sign at a cost of $3,300. Council Member Woessner suggested purchase of a used awning to provide extensive advertising space. Leslie and Woessner will work on costs for the awning and bring back to Council on 04-14-03. Liquor Store inventory will be 04-07-03 at 7:00 a.m.

City Attorney Scott Dirks presented information about property line for his house. He recently had a survey completed and discovered that 1.7 to 2.3 ft. on the West side of the house is located in the City's right of way. He has presented a petition for Vacation of a Portion of a Public Street. He suggested a 5 ft. snow removal easement be kept and 51/2 ft. of boulevard not vacated.

Motion by Waller, seconded by Magnusson to set a hearing on 04-29-03 at 4:30 p.m., introducing a RESOLUTION FOR HEARING TO VACATE STREET. (This resolution is part of permanent public record in the city clerk's office.) Motion passed unanimously and resolution was declared duly adopted.

Jenson reviewed a parking situation along south Hwy. 59. When the City Council last considered the matter, the Police Department was to contact the vehicle's owner. Police Officer has talked to the vehicle owner and he says he is parking legally.

Motion by Waller, seconded by Magnusson to leave City policy on parking as it is. Motion passed unanimously.

Jenson reviewed a Fire Department/City and Township meeting held last night on purchase of a new fire truck. Townships and Cities agreed to purchase a new fire truck. They requested that the City cash flow the purchase. Motion by Waller, seconded by Magnusson to approve the purchase of a new fire truck as proposed and to finance until end of 2003 and/or until the Townships investments mature.

Jenson reviewed City signature policy of one appointed official and one elected official for City checking accounts. Deputy Clerk Treasurer Glenys Ehlert, one appointed signer, is having surgery and will be unable to sign checks for three weeks to one month. He recommended adding Assistant Deputy Clerk Treasurer Julie A. Lammers as a signer for the period of 04-01-03 to 05-01-03. Motion by Magnusson, seconded by Waller to authorize Julie A. Lammers to sign checks on the City's primary checking account and the Liquor Store account as an appointed official for the period of 04-01-03 to 05-01-03. Motion passed unanimously.

Meeting adjourned 5:50 p.m.

Glenys Ehlert, CMC, Deputy Clerk Treasurer