**CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 04/14/03**

The City Council of Pelican Rapids met in regular session at 5:30 p.m., Monday, 04-14-03, in Council Chambers, City Hall, 315 N. Broadway. Mayor Wayne Runningen, Council Members Ben Woessner, John Waller, III, Denise Magnusson and Dave Gottenborg were present. No one was absent.

Administrative Assistant Richard A. Jenson, Assistant Deputy Clerk-Treasurer Julie Lammers, Utilities Superintendent Brent Frazier, Joan Ellison, Rick Gail of the Pelican Rapids Press, Boy Scouts Aaron Field and Casey Klovstad were also present.

Meeting called to order by Mayor Runningen.

Added Cable TV to the agenda.

Motion by Gottenborg, seconded by Magnusson to approve the minutes of 03-10-03 and 03-25-03 as presented. Motion passed unanimously.

Council reviewed the Chief of Police report.

Added the following bills to the bill listing: Tim Bohmer-Municipal Service Company for $752.00, Larson Peterson & Associates for $2331.25, MN Police Chief Association for $75.00, Jamie Stromberg for $567.28, Super Sucker for $270.00, and Ross Wamre for $34.31.

Motion by Waller, seconded by Magnusson to approve the 04-10-03 Accounts Payable Listing with additions. Motion passed unanimously.

Utilities Superintendent Brent Frazier reported on his departments' activities.

Jenson reported on Streets and Parks departments due to Street Superintendent Vern Benson's illness. Discussed hiring Austen Miller and Brent Magnusson as summer help in the street and parks department. The cost of hiring them is approximately $5600 for the summer.

Motion by Gottenborg, seconded by Waller to authorize Street Superintendent Vern Benson to hire Austin Miller and Brent Magnusson as summer help. Motion passed unanimously.

Jenson explained that Benson has drafted a Street Sweeping Policy, it is basically the policy we have now except it is written down. Jenson recommended we approve it for insurance purposes.

Motion by Waller, seconded by Magnusson to approve the Street Sweeping Policy.

Woessner requested that we start sweeping the streets earlier than 8:00 a.m. and questioned how long it takes to sweep the whole town? No answer was available but Benson could tell us. Motion passed unanimously.
Reviewed the Liquor Store financial statements. Jenson said, "Leslie told him sales are up from a year ago."

Woessner has done some checking on a frame of an awning. Liquor Store Manager Robert Leslie would rather have an awning than a sign. Woessner said we could get an awning for $3,000 to $3,500. This pricing does not include any lighting because we would not be removing the existing light. We would use a bright yellow vinyl to put brown letters on which, would reflect light. The awning would say Beer, Liquor and Wine.

Motion by Waller, seconded by Woessner to purchase the awning at the Liquor Store. Council discussed coloring of the awning. Council advised Woessner he could make the decision on the color of the awning but would also be given any comments on the looks of the awning. Motion passed unanimously.

Runningen asked if there was any discussion on the financial report. Jenson told council Deputy Clerk-Treasurer Glenys Ehlert is doing well at home.

Jenson explained there are three easements needed to construct the new bridge near the Pelican River. Jenson presented maps of the easements. The county will be paying us for these per square foot. Jenson requested authorization for him and the Mayor to sign easements.

Motion by Magnusson, seconded by Gottenborg to authorize the Mayor and Administrative Assistant of the City of Pelican Rapids to sign the easement documents for the Otter Tail County Highway Department Street project on West Mill Avenue and 1st St. NW. Motion passed unanimously.

Jenson handed out a comprehensive plan to the council explaining costs of the plan. No decision is needed right now and he recommended not doing anything right now due to budget cuts. Runningen explained that we have been using the mapping plan now. We need to really look at what we want to use this for and what parts we would use. Runningen said we would wait to discuss this until after we know how the budget will look. Gottenborg requested it be on the next agenda.

Police Department Union Contract Amendment was discussed. The personnel committee has met with Attorney Scott Dirks and Union Official Chris Kihl and agreed upon amending the contract with the Sergeant's pay be changed to $110 instead of $100 per month.

Motion by Magnusson, seconded by Gottenborg to accept the Amendment. Motion passed unanimously.

Gottenborg, Magnusson, Jenson and City Attorney Scott Dirks met to discuss the Housing Resolution. The copy found in packet is the final version. On the last page number 11 should be changed from rodent protection to insects, rodents and other pests. Discussed hiring Lyle Nesvold as Housing Inspector. The City of Pelican Rapids would charge $60 every three years, $20 per unit per year. Every place would be inspected this year and then every fourth year. Discussed items in the resolution.

Motion by Waller, seconded by Gottenborg to adopt the Renting Housing Resolution with the change of insects, rodents and other pests. Complete copy of the Ordinance is on file at the City Clerks Office at City Hall. Voting yes: Runningen, Waller, Magnusson, and Gottenborg. Voting no: Woessner. Motion Carried.

Discussed hiring a firm to do inspections. Asked Jenson to get pricing by the next meeting. Jenson will contact Lyle Nesvold for the next meeting.

The City has received three license applications: VFW Auxiliary, Charitable Gambling License; VFW, On Sale Club License; Paul's Holiday, Beer Off Sale.

Motion by Gottenborg, seconded by Waller to approve all three licenses. Motion passed unanimously.

Mayor Runningen reminded council that we would be having a board of review on April 29, 2003 from 3:00 to 4:00 p.m. at City Hall.

Runningen explained that the Old City Hall committee met again last week and discussed the costs of restoring the Old City Hall. This would be restored with Thompson Memorial Fund. Runningen handed out pictures of the restorations. This would cost about $85,000. We are still waiting on come firm prices on ground restoration. After we are receive these prices they will bring it to Fred Thompson to sign off.

The City received a letter from Loretel to inform us that cable rates will be increasing in June 1, 2003. They have had operating costs increases and will need to pass a portion of these costs onto their subscribers.

Joan Ellison explained she was representing the Multicultural Fund Committee. They wrote a grant for $25,000 the first year and then $5000 less each following year. The largest need they see right now is the problem of non-english speaking. The Multicultural Committee is requesting that the City sponsor the grant. Ellison will write grant and is requesting the City of Pelican Rapids be the fiscal agent and applying organization.

Motion by Waller, seconded by Magnusson to have Joan Ellison write a City Sponsored Grant to the West Central Initiative Fund. Motion passed unanimously.

Meeting adjourned at 7:15 p.m.

Julie Lammers
Assistant Deputy Clerk-Treasurer