CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 05-14-07

The City Council of Pelican Rapids met in regular session at 5:30 p.m., on 05-14-07, in Council Chambers, City Hall. Mayor Wayne Runningen, Council Members Ben Woessner, John E. Waller, III, Richard Peterson and David Gottenborg were all present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Police Chief Scott Fox, Utilities Superintendent Brent E. Frazier, Street and Park Superintendent Brian Olson, Library Director Annie Wrigg, Liquor Store Manager Bob Leslie, Dan Skinner and John Gorton of Pelican Rapids Jaycees and Kelley Gorman of the Pelican Rapids Press were also present.

Meeting called to order by Mayor Runningen.

Items added to the agenda: Fergus Falls Sister City Banquet and Plumbers' Registration Application.

John Gorton and Dan Skinner were present from the Jaycees to request authorization to close West Mill Ave. to conduct a Teen Dance on Friday, 07-13-07 and a Beer Garden and Dance on Saturday, 07-14-07. Motion by Gottenborg, seconded by Peterson to approve the Jaycee's Temporary Beer License and Turkey Days Beer Garden on 07-14-07 and to authorize closing West Mill Ave. on 07-13-07 for a Teen Dance as well as on 07-14-07 for the Beer Garden. Motion passed unanimously.

Motion by Woessner, seconded by Waller to approve the minutes of 03-27-07, 04-09-07 and 04-24-07 as presented. Motion passed unanimously.

Motion by Gottenborg, seconded by Waller to approve the Accounts Payable of 05-14-07 with the addition of LMC Insurance Trust, Work Comp Audit, in the amount of $3188. Motion passed unanimously.

Police Chief Scott Fox presented his report.

Utilities Superintendent Brent E. Frazier presented his report. The Annual Water Quality Report has been published and sent in to the Department of Health. The Minnesota Pollution Control Agency has received two bids for the construction of Well No. 15. Council discussed the cost estimate for valves to divert raw wastewater from West Central Turkeys, Inc., directly to the wastewater facilities mechanical plant.

Frazier also reported on the Phosphorous Reduction Project. No new information was available.

Street and Park Superintendent Brian Olson presented his report. Motion by Waller, seconded by Gottenborg to authorize hiring seasonal employees Richard Peterson, Ben Woessner, Jr. and Matt Wright at the rate of pay established for each position on the pay schedule. Motion passed unanimously.
Olson reported that the old shop has been re-shingled and resided to match the new facility and it looks very nice. The Park Board will be requesting that businesses water the street planters

during the week as needed. The Early Childhood Development Initiative has raised funds to purchase new playground equipment in E. L. Peterson Park.

Jessica Zedeny has been hired as Aquatics Director.

Library Director Annie Wriggs reviewed new employee for the Library.

Motion by Waller, seconded by Peterson to approve hiring of Penny Brynildson as circulation librarian at the starting rate of pay of $10.51. Motion passed unanimously.

Library Director Wriggs reported that David Ellison has resigned from the Library Board and they are looking for a new board member.

Through a donation from the Friends of the Library and the Kittleson Fund, the library will be purchasing 24 playaways (audio books).

Motion by Woessner, seconded by Gottenborg to appoint Sue Bruggeman to the Library Foundation Board. Motion passed unanimously.

Liquor Store Manager Bob Leslie reported on the Liquor Store.

Clerk-Treasurer Glenys Ehlert reported on the investments and financial reports for 04-30-07.

Motion by Peterson, seconded by Waller to approve On Sale Intoxicating Liquor Licenses to Patricia Dahl for the Muddy Moose, LLC, 30 N. Broadway and to Derek Satter for Crossroad Corner at 10 S. Broadway and a Club On Sale Liquor License to Donna Mattern for the VFW, 26 1st Ave. NW. Motion passed unanimously.

Motion by Waller, seconded by Woessner to approve Off Sale 3.2% Malt Liquor Licenses to Rick Loerzel for Paul's of Pelican, Inc. (BP) at 209 S. Broadway; to Paul Evenson for Southtown C Store, 901 S. Broadway and to Patrick Serquina for Pelican Cash-N-Dash, 530 N. Broadway. Motion passed unanimously.

Small Cities Development Program Grant requires a City of Pelican Rapids Displacement Policy. This will be considered at the 05-29-07 City Council meeting.

Motion by Gottenborg, seconded by Peterson to approve that the Small Cities Development Program Grant Repayment Policy for business and home owners in the City of Pelican Rapids will be to permit to repayment of the prorated amount of the grant still due if they sell their property prior to the end of the 10 year period. Motion passed unanimously.

Administrator Don Solga recommended a change to the Zoning Ordinance as approved by the Planning Commission. Council directed the Planning Commission to consider a revision to simplify language concerning property adjacent to two or more zones.

Council considered the Planning Commission's recommendation for zoning on south Broadway. Motion by Gottenborg, seconded by Peterson to accept the Planning Commission's recommendation to designate recently annexed property, TIN 76000340245003 at 1212 S. Broadway as being located in the commercial zone. Motion passed unanimously.

Administrator Don Solga reported on Ordinance No. 07-02, Right of Way Excavation and Obstruction Permits, the Summary Publication and a Resolution Setting the Fee Schedule.

Motion by Gottenborg, seconded by Waller to introduce the following resolution amending an ordinance regarding excavation and obstruction, entitled **ORDINANCE NO. 07-02, RIGHT OF WAY EXCAVATIONS AND OBSTRUCTIONS**. (A complete text of this resolution is part of permanent public record in the city clerk's office.) Motion passed unanimously and Ordinance No. 07-02 was declared duly adopted and in effect upon publication.

Motion by Gottenborg, seconded by Waller to authorize publication of the **SUMMARY OF ORDINANCE NO. 07-02, RIGHT OF WAY EXCAVATIONS AND OBSTRUCTIONS.** (A complete text of this summary is part of permanent public record in the city clerk's office.) Motion passed unanimously.

Motion by Waller, seconded by Gottenborg to introduce the following resolution, entitled **RESOLUTION SETTING THE FEE SCHEDULE FOR RIGHT-OF-WAY EXCAVATION/OBSTRUCTION PERMITS.** (A complete text of this resolution is part of permanent public record in the city clerk's office.) Motion passed unanimously.

The League of Minnesota Cities invited Council Members interested in serving on the Board of Directors to apply for open positions. The League of Minnesota Cities will hold their annual meeting on 06-28-07 in Duluth.

Administrator Don Solga reported that Terracon is recommending to Minnesota Pollution Control Agency that the Public Works Facility stain contamination file be closed.

Motion by Waller, seconded by Waller to certify an unpaid utility bill in the amount of $134.46 for TIN 76000990224000 to the Otter Tail County Auditor for collection with the real estate taxes. Motion passed unanimously.

Administrator Don Solga reported that Community Partners Research of Lake Elmo and Maxfield Research of Minneapolis have submitted proposals and quotes to complete a comprehensive Housing Study.

Council Members were invited to attend a banquet on 06-07-07 at the Bigwood Event Center in Fergus Falls to celebrate a new Sister Cities International connection being established between the Fergus Falls, Minnesota area and Nordhordland, Norway.

Motion by Waller, seconded by Peterson to approve an application for Jerome Toftely to be on the Plumbers' Registration List, permitting Jerome Toftely to engage in the work of plumbing in the City of Pelican Rapids. Motion passed unanimously.

The lease agreement for City Hall will be discussed at the next Council meeting on 05-29-07. Council discussed various options.

Meeting adjourned at 7:55 p.m.

Glenys Ehlert, CMC
Clerk-Treasurer