

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES –07-31-02

The City Council of Pelican Rapids met in regular session at 4:00 p.m., on Wednesday, 07-31-02, in Council Chambers of City Hall, 315 N. Broadway. Mayor Wayne Runningen, Council Members John E. Waller, III, Paulette Nettekstad, Denise Magnusson and Dave Gottenborg were present. No one was absent. Administrative Assistant Richard A. Jenson, Deputy Clerk-Treasurer Glenys Ehlert, Police Chief Scott Fox and Street and Parks Superintendent Vern Benson and Otter Tail County Commissioner Malcolm Lee were also present.

Meeting called to order by Mayor Runningen.

Senior Center, Birding Committee, City Hall Reuse and WACCO Report were added to the agenda.

Otter Tail County Commissioner Malcolm Lee addressed City Council about a proposal to provide additional services at the solid waste mini-transfer station. These services may include collection and recycling of waste tires, appliances, and consumer electronics as well as transportation and disposal of residential quantities of construction and demolition debris.

Motion by Nettekstad, seconded by Gottenborg to introduce the following resolution, entitled, **RESOLUTION APPROVING OTTER TAIL COUNTY SOLID WASTE MANAGEMENT PLAN AND SOLID WASTE MINI TRANSFER STATION.** (A complete text of this resolution is part of permanent public record in the city clerk's office.) Motion passed unanimously.

Mayor Runningen briefly discussed the Housing Ordinance adopted by the City of Frazee. Lake Country Service Cooperative provides inspection services for the City of Frazee. The Lake Country Service Cooperative inspector is willing to attend a council meeting to discuss the inspection process. City Council asked to consider the matter at the next council meeting.

Police Chief Scott Fox reviewed a Safe & Sober Agreement with the State of Minnesota. A grant is being written by the Fergus Falls Police Department for their department, the Otter Tail County Sheriffs' Department and the Pelican Rapids Police Department to participate in a program to put extra officers on duty to target drunk drivers and underage drinking.

Motion by Gottenborg, seconded by Waller to introduce the following resolution, entitled, **RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT WITH THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY, OFFICE OF TRAFFIC SAFETY FOR THE PROJECT ENTITLED SAFE & SOBER COMMUNITIES.** (A complete text of this resolution is part of permanent public record in the city clerk's office.) Motion passed unanimously.

Police Chief Scott Fox and Council discussed Broadway parking concerns.

Administrative Assistant Richard A. Jenson reviewed the status of the 2003 Budget process. Mayor Runningen and Council Member Dave Gottenborg will serve on the 2003 Budget Committee.

Filings for mayor and council positions will be open 08-27-02 and close 09-10-02.

Council discussed council salaries. No action taken; tabled to the next meeting.

Motion by Waller, seconded by Magnusson to approve the VFW Auxiliary Charitable Gambling License to conduct bingo every Thursday night. Motion passed unanimously.

Deputy Clerk-Treasurer Glenys Ehlert reviewed a proposal to purchase a folding machine for use with utility bills, city newsletter and various other mailings city offices accomplish. Pitney Bowes provided a demonstration machine during the last utility billing mailing. City staff found the equipment worked well, no paper jams. It saved staff time and provided a smooth handling of bills from printer to folding machine to postage machine. Ehlert recommended purchase of the machine at a cost of \$5,165. She also recommended paying \$32 per month for a service contract, similar to the copy machine service contract.

Motion by Nettestad, seconded by Waller to purchase the folding machine at a cost of \$5,165. Use of the machine will recover six hours of labor and the inconvenience of moving bills back and forth. Motion passed unanimously.

Ehlert discussed the need for temporary, part time help to reorganize records due to moving and to handle the counter and telephones for additional afternoon hours at City Hall.

Motion by Gottenborg, seconded by Magnusson to approve hiring a temporary employee for a position not to exceed 8 weeks and 20 hours a week. Motion passed unanimously.

Motion by Waller, seconded by Magnusson to approve payment of \$124.81 to Tom Soberg for pool umbrellas. Motion passed unanimously.

Mayor Runningen discussed request from Minnesota Pollution Control Agency for the City to assist the Senior Citizen Center to resolve their air quality problem.

Mayor Runningen attended a Pine to Prairie Birding Trail Committee meeting today in Fergus Falls. They are working on some signage and conducting a survey of everyone who has requested information about the trail. Recently birding people from this area attended the National Birding Association and found recognition of this birding

trail. Maplewood State Park has had an increase of visitors asking about birding and mentioning the trail.

Old City Hall Reuse Committee has met twice. They met at Council Chambers and discussed history of building and met at the old City Hall to see the facility and discuss possibilities.

Mayor Runnigen shared information about the Western Area Counties and Cities Cooperative (WACCO) board meetings. He provided information on budget and training savings to members. WACCO recently applied for a grant to provide training on domestic violence.

Council directed Administrative Assistant Richard A. Jenson to proceed with refinancing sewer bonds. Monte Eastvold of Juran and Moody will attend the 08-28-02 council meeting with a refunding proposal.

Council requested information comparing the Liquor Store year-to-date to prior years. Ehlert will provide at next council meeting.

Meeting adjourned at 5:30 p.m.

Glenys Ehlert, CMC
Deputy Clerk-Treasure