CITY OF PELICAN RAPIDS CITY COUNCIL MEETING-07-31-07

The City Council of Pelican Rapids met in regular session at 4:30 p.m., Tuesday, 07-31-07, in Council Chambers, City Hall. Mayor Wayne Runningen, Council Members Ben Woessner, Richard Peterson, David Gottenborg and John E. Waller, III, were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Police Chief Scott Fox, Library Director Annie Wrigg, Kelley Gorman of the Pelican Rapids Press, Vanessa Mancilla, Leticia Mancilla, Vic Horne, Brent Jenkins, Vernon Hagrud, Wayne Johnson, Dennis Carlblom, Ray Joseph, Arnie Cox, Alejandia Mancilla and Mario Mancilla were also present.

Meeting called to order by Mayor Runningen.

Police Chief Scott Fox informed the City Council that due to the resignation part time police officer, Travis MacLeod, the department has an open position. He requested authorization to advertise and interview for the position.

Motion by Gottenborg, seconded by Waller to authorize hiring an additional part time police officer. Motion passed unanimously.

Wayne Johnson and Dennis Carlblom of Scambler Township asked about the development of a new fire service agreement. Administrator Don Solga said his initial intent was to meet with townships as soon as possible. This is driven somewhat by his workload and he expects to meet this fall or early winter with the expectation of completing the work by 2008 to permit the one year notice prior to the expiration of the current service agreement in December, 2009.

Johnson complained that he felt the township is not receiving sufficient information from the City about the Fire Hall. “We haven’t been informed about any changes to the building plans for the Fire Hall,” he continued. Mayor Runningen asked who Scambler’s representative on the Building Committee is and reviewed that the representative is the person to report to the town board. Johnson responded that the person was only at a couple of meetings.

Mayor Runningen said the City and townships will need to work cooperatively on the fire service agreement. The City and townships will operate under the current agreement until a new agreement is in place.

Brent Jenkins of Pelican Lake asked “Are you going to put out a fire on Pelican Lake?”

Council Member and former Fire Chief Peterson said, “Yes, we’ve been doing it for 34 years. Is this the question about if the City is going to put a satellite station by Pelican Lake?” Jenkins said, “Yes, are you going to build a satellite station at Pelican Lake?”

“No,” Peterson replied. Brent Jenkins said, “Pelican Lake is considering incorporating as a city just for your information.”
Johnson questioned relationship of Economic Development Authority and the City of Pelican Rapids. Administrator Don Solga explained that the Economic Development Authority provided financing for and is constructing the Fire Hall. The Fire Hall will be leased to the

Pelican Rapids Fire Department and the lease payments will be reflected as an operating expense for the Fire Department, similar to the garage rent paid previously.
After considerable discussion of the expenses for fire protection services, Council Member Gottenborg suggested meeting with the townships to discuss agreements. Council discussed timing of a city/township meeting.

Council Member Peterson said he wanted to return to the question of a satellite station. He said no one has approached the City of Pelican Rapids with a proposal for a satellite station. It's been discussed at various meetings, but the City has not been approached with a plan. Council Member Peterson said he feels that staffing is the biggest problem.
Mayor Runningen said if someone wants to do the research on the development of satellite systems, the City is open to a proposal.

Mayor Runningen invited the Mancilla family to discuss their request for deferral of the special assessments. Vanessa and Leticia Mancilla were present to request a deferral of the assessments on their lots on Maplewood Dr., Parcel Nos. 833 and 834. They were not able to be present at the hearings on the special assessments due to working at night. A neighbor told them that they wouldn't be assessed unless they developed the property.

Mayor Runningen and Administrator Solga explained the assessment process.

Mario Mancilla was present to discuss his assessments that he has been paying on since 2000. In 2007 more rules were put into place for wetlands, restricting the amount of land available for him to use to build a house on the property. He said he would like the assessments deferred on Parcel No. 836 until he finds out if it is possible to build a house on the property. Mancilla also said the construction on the surrounding lots has resulted in additional water draining onto his property.

Motion by Peterson, seconded by Waller to defer the remaining assessments for Parcel No. 836, owned by Mario and Alejandra Mancilla until the property is sold, the title is transferred, a building is constructed or until the year 2015. Motion passed unanimously.

Motion by Peterson, seconded by Woessner to defer the assessments for Parcel No. 834 and 833, owned by Miguel and Leticia Mancilla until the property is sold, the title is transferred, a building is constructed or until the year 2014. Motion passed unanimously.

Alejandra Mancilla questioned Council regarding the water levels due to development west of their property. Administrator Solga said the City can help with the process to deal with the drainage. Council Members agreed that the City will research the problem. Mayor Runningen asked if property could be dewatered.

Council reviewed the Accounts Payable Listing of 07-31-07. Motion by Peterson, seconded by Waller to approve payment of the 07-31-07 Accounts Payable Listing as presented. Motion passed unanimously.

Administrator Don Solga said the Water Budget will have a 4% increase in revenue due to more homes and perhaps the dryer year. Expenses were down partly due to Well No. 14 expenses that occurred in 2006 and did not reoccur in 2007. The Sewer Fund also has a decrease in expenses, but no repair reserve was included in the budget. The General Fund also appears to be on target at mid-year.

Mayor Runningen discussed the 2008 Budget Committee for the General Fund. Motion by Woessner, seconded by Waller to appoint Council Members Gottenborg and Peterson to the Budget Committee. Motion passed unanimously.

Motion by Waller seconded by Woessner to set the initial Truth in Taxation Budget Hearing for Monday, 12-03-07 at 7:00 p.m. at City Hall and to set the Continuation Hearing if necessary for Monday, 12-10-07 at 7:00 p.m. at City Hall. Motion passed unanimously.

Motion by Gottenborg, seconded by Waller to approve Wine On-Sale with Strong Beer for Terri Jean Gray at Riverside Coffee, TLTA Restaurant, Inc., at 18 N. Broadway for the period beginning 07-31-07 to 06-30-08. Motion passed unanimously.

Administrator Solga reported on the Planning Commission meeting of 07-30-07. The Planning Commission reviewed impervious soils and open fire ordinances, and they will continue studying these issues.

The Planning Commission discussed storage buildings 120 sq. ft. and under in size. Council Member and Commissioner Peterson said they want to bring those buildings under the permit process. The Planning Commission recommended a six month moratorium to permit time to study the ordinance.

Motion by Gottenborg, seconded by Waller to accept the Planning Commission's recommendation and institute a six month moratorium for construction of buildings 120 sq. ft and smaller. This moratorium is effective upon notice given beginning 08-07-07. Motion passed unanimously.

Motion by Waller, seconded by Peterson to certify unpaid utility bill for Parcel No. 668-000 in the amount of $101.70 to Otter Tail County for collection with the real estate taxes. Motion passed unanimously.

Administrator Solga reviewed several tax forfeited properties and their locations for Council to inspect. Council will consider at a later council meeting.

City employees Dennis Heruth and Curt Hatle have disclosed that they have applied for a grant through the Small Cities Development Program and that they will comply with all other requirements of the policy and procedures concerning the selection of applicants for fund monies. Motion by Waller, seconded by Gottenborg to recognize this disclosure as part of the official meeting minutes. Motion passed unanimously.

Motion by Waller, seconded by Gottenborg that Council Member Ben Woessner has disclosed that he has applied for a grant through the Small Cities Development Program and that he will comply with all other requirements of the policy and procedures concerning the selection of applicant for fund monies and as an interested City Council Member he will abstain from voting on the matter. Mayor Runningen, Council Members Waller, Gottenborg and Peterson voted yes. No one voted no. Council Member Woessner abstained.

Motion by Gottenborg, seconded by Waller to adjourn to the Economic Development Authority meeting. Motion passed unanimously.

City Council meeting reconvened at 7:06 p.m.

Motion by Waller, seconded by Gottenborg to authorize the Economic Development Authority's actions to approve the Accounts Payable Listing of 07-31-07, to approve the change orders in the amount of $14,792 and to approve Payment Request No. 3 for Fire Hall Construction project to R.A. Bristlin & Son, Inc., in the amount of $244,658. Motion passed unanimously.

Motion by Peterson, seconded by Waller to adjourn the City Council meeting at 7:20 p.m.

Glenys Ehlert, CMC
Clerk-Treasurer