

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES-09-12-05

The City Council of Pelican Rapids met in regular session on Monday, 09-12-05, at 5:30 p.m., Council Chambers, City Hall, 315 N. Broadway. Mayor Wayne Runningen, Council Members John E. Waller, III, Ben Woessner, Richard Peterson and David Gottenborg were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Utilities Superintendent Brent E. Frazier, Police Chief Scott Fox, Street and Park Superintendent Brian Olson, Liquor Store Manager Bob Leslie, Ken Rittmueller and Ron Green were also present.

Meeting called to order by Mayor Runningen.

There were no additions or deletions to the agenda.

Motion by Waller, seconded by Peterson to approve minutes of 08-08-05 and 08-30-05 as presented. Motion passed unanimously.

Council reviewed the Accounts Payable Listing of 09-12-05.

Motion by Waller, seconded by Gottenborg to approve payment of Accounts Payable Listing of 09-12-05 with the addition of \$3,150 to Rein & Associates for Lagoon Pumping. Motion included payment of the Library Accounts Payable Listing of 09-06-05 as approved by Library Board Member Gary Lage. Motion passed unanimously.

Police Chief Scott Fox reported on the Police Department.

Utilities Superintendent Brent Frazier reported on activities in his department, including quotes he has received for water tower cleaning. Frazier and Administrator Solga will review. Well No. 5A has been rehabbed and the well has come back close to capacity. Frazier reviewed the present status of the lagoon. He has received a report from Dr. Rein and will review the report and present it at the next meeting, 09-27-05. At the present time no water is being added to the aerated pond and odor is temporarily not a problem.

Street and Park Superintendent Brian Olson reported on activities in his department.

Liquor Store Manager Bob Leslie reviewed a new employee for the Liquor Store. Motion by Peterson, seconded by Waller to hire William Erickson as a part time employee at the Liquor Store. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert reviewed the financial reports for 08-31-05.

Mayor Runningen reviewed the meetings of the Budget Committee. Mayor Runningen, Council Member Gottenborg, Administrator Solga and Clerk-Treasurer Ehler have met as a committee. Mayor Runningen explained the Council must certify a preliminary levy and budget at tonight's meeting. The levy and budget may be reduced prior to certifying a final budget, but it cannot be increased. The amount certified tonight will be used by the County to notify tax payers prior to the Truth in Taxation Hearing. Administrator Solga reviewed the 2006 Proposed Budget, including medical, commercial and liability insurance costs, capital improvements at the parks and Historic City Hall, vehicles for the police, street and wastewater departments. Council discussed the Library's request for an increase of 10%, \$147,000 for 2006 from \$134,000 in 2005 for personnel and insurance costs. The library's request is partly based on increase in Local Government Aid. An additional civil defense siren is something Council should consider. Council considered improvements to the Peterson Park Shelter, including paint.

Motion by Waller, seconded by Gottenborg to certify the preliminary 2006 Proposed Budget to the County Auditor. The proposed amount to be levied in 2006 is \$525,041.18 for General Fund Purposes and \$94,860 for Special Levy. Motion passed unanimously.

Administrator Solga reviewed a request from a property owner to vacate 5th Ave. SE. The property owner's request is to preserve trees growing on the unused street, which would connect 3rd St. SE and 4th St. SE. The City does not have plans to develop the street and the City may permit vacation of undeveloped streets at the property owners' expense. Motion by Gottenborg, seconded by Waller to refer matter to City Attorney to verify with abutting property owners their willingness to pay expenses for vacating street and alley, and to proceed with necessary legal steps for vacation of 5th Ave. SE and alley. The alley is on the east line of Lots 1, 2, and 3 and west line of Lot 5, Blyberg's 2nd Add, Blk 8. Motion passed unanimously.

Administrator Solga said the Personnel Committee reviewed three top candidates and recommended hiring Terry Lammers for the Street and Park Department. Motion by Woessner, seconded by Waller to appoint Terry Lammers to the Operation & Maintenance Worker B Position, effective 09-26-05 at Step 1 of the Street Department Salary Schedule. Mayor Runningen, Council Members Woessner, Gottenborg and Waller voted yes. No one voted no. Council Member Peterson abstained. Motion carried.

Council Member Woessner suggested including a Council Member on the Personnel Committee for interviewing applicants. Council Members discussed process, communications and performance reviews.

Street Improvement Project No. 70 will begin tomorrow, 09-13-05. The contractor, Central Specialties, hopes to have the project substantially complete by 10-01-

05 and final completion by 10-15-05, weather permitting. Various areas will be patched at the same time.

Clerk-Treasurer Ehlert reviewed training opportunity for members of the Local Board of Appeal and Equalization. Mayor Runningen has completed this training and this meets the requirement that the City have one member trained in this process.

Ehlert reviewed National Incident Management System Training – 11-17-05 at 7:00 p.m., High School Fine Arts Auditorium. All city employees and council members will need this training. A computer class is also offered.

Administrator Solga reviewed the contract with Dave Neisen as Building Official for one year, effective 09-12-05. The contract has a 60 day notice period for either party.

Mayor Runningen discussed increased traffic on South Broadway/Hwy 59. Motion by Peterson, seconded by Woessner to request the State of Minnesota Department of Transportation to study traffic signal and speed limit on south Hwy. 59. Motion passed unanimously.

Mayor Runningen has received a request from Jane Aschnewitz for the City to provide a vehicle to help with the Leaf Days celebration in Maplewood State Park. Council Members agreed to the use of a city vehicle for this event.

Meeting adjourned at 7:50 p.m.

Glenys Ehlert, CMC
Clerk-Treasurer