CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES-09-13-04

The City of Pelican Rapids City Council met in regular session on Monday, 09-13-04, at 5:30 p.m., in Council Chambers of City Hall, 315 N. Broadway. Mayor Wayne Runningen, Council Members John Waller, III, Ben Woessner and Denise Magnusson were present. Council Member David Gottenborg was absent. Clerk-Treasurer Glenys Ehlert, Police Chief Scott Fox, Utilities Superintendent Brent E. Frazier, City Attorney Greg Larson and Judith Marko were also present.

Meeting called to order by Mayor Runningen.

Additions to the agenda: Street Closing and Tent on Old Fergus Road.

Motion by Waller, seconded by Woessner to approve minutes of 07-16-04, 08-31-04 and 09-7-04 as presented. Motion passed unanimously.

Motion by Waller, seconded by Woessner to approve payment of the Accounts Payable Listing of 09-13-04 as corrected. Motion includes approval of the Library bills as approved by Library Board Member Gary Lage. Motion passed unanimously.

Police Chief Scott Fox presented the Police Department report. He answered questions on tent situation, school liaison officer grant applications and police canine training.

Utilities Superintendent Brent E. Frazier reported that Thein Well has been here to work at the Water Plant and perform minor work on Well No. 8; Dr. David Rein has worked on phosphorous report for wastewater facility; Municipal Services Company has worked at wastewater facility and Braun Pump installed second PumpEx Pump. Park Region Oil Co. has contracted with West Central Environmental to pump Well No. 14 into the storm drain system under the permit oversight of Minnesota Pollution Control Agency.

Clerk-Treasurer Glenys Ehlert reported on Drinking Water Revolving Loan Application. The application is intended for 2005; however there are not sufficient funds to include the City's project in 2005. Engineer Pat Reisnour will check with the Minnesota Public Facilities Authority.

Council Member Gottenborg arrived at 5:55 p.m.

City Attorney Greg Larson reported on the Public Works Facility regarding Cleary Corporation Contract and Bid Bond Claim.

Motion by Gottenborg, seconded by Waller to accept the City Attorney's recommendation to negotiate with Cleary regarding waiving any right to the bid bond claim in exchange for Cleary waiving any right it may have against the City in a breach of contract action. Motion passed unanimously.

Larson addressed Council about the roadway closed by a property owner in northwest part of town. City has maintained roadway in the past; public has used it for many years. City could only gain statutory dedication of the easement. City does have a utility easement. Council will review at 09-28-04 meeting.

Motion by Waller, seconded by Gottenborg to approve payment to Shultz Torgerson Architects for design work on Public Works Facility in the amount of $1280. Motion passed unanimously.

Motion by Waller, seconded by Magnusson to approve payment to D&W Construction of Alexandria for Public Works Facility Pay No. 1, in the amount of $8,550 for construction shop drawing process and structural design, as recommended by Shultz Torgerson Architects. Mayor Runningen, Council Members Gottenborg, Waller and Magnusson voted yes. Council Member Woessner voted no. Motion carried.

Council reviewed the Liquor Store report. Motion by Gottenborg, seconded by Waller to direct Clerk-Treasurer Ehlert to send a letter to Liquor Store Manager Bob Leslie directing that he be present at the next City Council meeting on 09-28-04 and the first meeting each month thereafter. Motion passed unanimously.

Ehlert reviewed the 08-31-04 financial reports.

Mayor Runningen reviewed the Proposed 2005 Budget. Budget includes debt service on the public works facility and repayment of sewer fund monies used to improve the interior of Historic City Hall. Operating costs for Historic City Hall included in the parks budget and replaces prior contributions to the Visitor Information Center. Various capital outlay projects included handicapped steps for the swimming pool and a larger front end mower for parks, airport and soccer fields.

A street reconstruction project will be developed to address about six blocks of streets that need extensive work and are more than 20 years old. These roads are beyond regular maintenance and costs will be reassessed according to city policy with City paying 60% and property owners paying 40%.

The library requested an increase of $20,000 over last year. The Proposed 2005 Budget includes $14,000 rather than $20,000. This covers salary increase and adding $8,000 for increasing library hours by four hours per week.

Council Member Woessner proposed increasing the salary for the mayor, especially since the mayor will have additional time commitments with a new administrator. Council discussed council salaries as well. Any increase has to be proposed prior to the election. Current salaries are $150 per month for the mayor and $100 per month for council members. This is close to the salaries for other cities under 2500 in population.

Motion by Woessner, seconded by Waller to increase the mayor's salary to $2,280 per year. Council Members Gottenborg, Waller, Woessner and Magnusson voted yes. No one voted no. Mayor Runningen abstained from voting. Motion carried.

Motion by Woessner, seconded by Waller to increase council salaries to $1500 per year. Motion passed unanimously.

Budget does not cut services and it increases services at the library and swimming pool. It provides funds to complete projects in the parks. The Park Board has discussed problems at the Skate Park. The Council discussed the funds available for sidewalk repair.

Motion by Woessner, seconded by Magnusson to increase the Proposed Budget for sidewalk repair by $5,000. Motion passed unanimously.

Motion by Waller, seconded by Magnusson to submit the Proposed Budget for 2005 in the amount of $497,163 for General Taxes and $83,860 for Special Levy. Motion passed unanimously.

Motion by Waller, seconded by Magnusson to set the Truth in Taxation Budget Hearing at 7:00 p.m. on 12-06-04, with the continuation hearing to be at 7:00 p.m. on 12-13-04. Motion passed unanimously.

Motion by Gottenborg, seconded by Waller to authorize Julie A. Lammers to sign checks on the City's primary checking account and the Liquor Store account as an appointed official for the period of 09-14-04 to 12-31-04. Motion passed unanimously.

Motion by Waller, seconded by Gottenborg to authorize Council Member Gottenborg to approve and sign department head time sheets and direct deposit check registers each pay period through 12-31-04. These items were previously approved by Administrative Assistant Richard A. Jenson. Motion passed unanimously.

Meeting adjourned at 8:15 p.m.

Glenys Ehlert
Clerk-Treasurer