

CITY COUNCIL AGENDA

January 21, 2021

Tuesday January 26, 2021

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
 - a) Roll Call of Members
 - b) Welcoming Remarks
 - c) Announcements
 - d) Pledge of Allegiance
2. Citizen's Comments. *Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification or explanation, but no council action or discussion will be held on these items.*
3. Additions / Deletions to Agenda (*City Council or City Staff Only*)
4. Approval of Consent Agenda. *The following are non-controversial items intended to be approved with one motion, without discussion. If a council member, staff, or member of the public would like to discuss an item(s), please ask that it be removed and it will be placed elsewhere on the agenda.*
 - a) Approval of Council Minutes – 01/12/2021
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Utilities Report (In Packet)
 2. Liquor Store(In Packet)
5. Local Foods, Local Places – Emily Reno
6. Greater Fergus Falls – Annie Deckert
7. Complete Streets 2024 Project – Tom Pace (In Packet)
8. Resolution No. 2021-01 – Resolution Allowing Wire/Automated Bank Payments
9. Council Chamber Reconfiguration Discussion
10. City Administrator Report
11. Mayor Report
12. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 01/26/2021

The City Council of Pelican Rapids met in regular session at 4:30 pm, on Tuesday, January 26, 2021 in Council Chambers, City Hall.

Mayor Frazier called the meeting to order at 4:30 pm.

Clerk-Treasurer Danielle Harthun took roll call.

Mayor Brent E. Frazier and four members of the Council were present at roll call:

Council Member Steve Strand

Council Member Curt Markgraf

Council Member Kevin Ballard

Council Member Steve Foster

Other city staff present: Administrator Don Solga, Street and Park Superintendent Brian Olson and Clerk-Treasurer Danielle Harthun.

General Attendance: Lou Hoglund from the Pelican Press was also present. Emily Reno, Ryan Pesch, Annie Deckert, Tom Pace and Travis Wieber attended via Zoom.

The Mayor welcomed everyone to the Council Meeting and announced upcoming events.

All present stood and said the Pledge of Allegiance.

Motion by Strand seconded by Foster to approve the agenda with the additions of No. 13 Recycle Center and No. 14 Discussion of Emergency Declaration. Motion passed unanimously.

Motion by Markgraf, seconded by Foster to approve the consent agenda.

- a) Approval of Council Minutes – 01/12/2021
- b) Approval of Accounts Payable Listing
- c) Staff Reports
 - 1. Utilities Report
 - 2. Liquor Store

Motion passed unanimously.

Emily Reno and Ryan Pesch with the Local Foods, Local Places Initiative provided Council with a copy of their Community Action Plan for Pelican Rapids. They have planned a future Farmers Market that will be in the empty lots on Broadway.

Annie Deckert with Greater Fergus Falls explained to Council the services they provide. She highlighted some of the business and development attraction that Greater Fergus Falls assisted with in Fergus Falls. They have been in business for about two years and now are expanding in a 25-mile radius of Fergus Falls.

Tom Pace with MnDOT, and Travis Wieber the project engineer, spoke with Council about the Complete Streets 2024 Project. They reviewed the different parking and roundabout options for the project. Council expressed concerns about mini-roundabouts, pedestrian crossings and traffic studies. MnDOT plans to do a demonstration of the possible roundabout layouts this summer.

Motion by Strand, seconded by Foster to introduce Resolution 2021-01 entitled; **RESOLUTION NO. 2021-01; RESOLUTION ALLOWING WIRE/AUTOMATED BANK PAYMENTS.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion passed and resolution declared duly adopted.

Administrator Solga discussed with Council a reconfiguration of the way the Council desk sits to allow for more seating for the public.

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Superintendent Olson reported that the County sands the Recycling Center whenever they notice it is slippery, or receive a complaint.

Motion by Strand to remove the Emergency Declaration. Council discussed the pros and cons of removing it. Strand withdrew his motion as it leaves more options available for Council if they needed to quarantine.

Administrator Solga reported that since the last city council meeting he has; held a department head meeting; worked with Clerk to set City Council (CC) agenda and prep for regular CC meeting; attended remote meeting with Otter Tail County Community Development Agency, MN Housing Partnership and Sourcewell regarding the January 25 planning commission meeting, oversaw the completion of the annual OSHA 300A reporting; completed a required Bureau of Labor Services survey regarding work place injuries; met with Calvin Benson from Michelle Fischbach's office; attended MNDOT 2024 advisory meeting; worked on police department personnel issue; set up new reporting system for Airport Industrial Stormwater quarterly monitoring and annual reporting; attended 1st quarterly Community Collaborative meeting; completed annual Census Bureau Boundary report; worked on PFA 2020 Compliance report packet; and attended the Jan 25, 2021 planning commission meeting.

Mayor Frazier reported that since the last city council meeting he has; continued to submit weekly mayor's columns to the Pelican Press for publication, had telephone conversation with Todd Kampstra regarding positive COVID-19 cases at the Jenny-O facility in Pelican Rapids, attended a 2024 Pelican Rapids Complete Streets Project Advisory Committee Skype Meeting, attended a Local Foods Local Places Zoom Meeting, Administrator Solga and I met with Congresswoman Michele Bachmann's field representative at City Hall, attended a Bike Minnesota webinar, attended a Pelican Rapids Welcome Place Board Meeting via Zoom, attended a Pelican Rapids Park Board Meeting, attended a Pelican Rapids Planning Commission Meeting via Zoom and met with Administrator Solga to review the agenda for this evening's City Council Meeting.

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 7:07 pm. Motion passed unanimously.



Danielle Harthun
Clerk-Treasurer