



PELICAN RAPIDS

January 6, 2023

CITY COUNCIL AGENDA

Tuesday January 10, 2023

4:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
 - a) Mayor and Council Members Oaths of Office
 - b) 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. Agenda Additions or Deletions
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 Minutes – Council Meeting 12/13/2022
 - b) Approval of Accounts Payable Listing
 - c) Appoint Clerk-Treasurer Danielle Harthun
 - d) Designate Official Newspaper: Pelican Rapids Press
 - e) Designate Official Depositories: Minnesota National Bank, Bell Bank
 - f) Appoint City Attorney: Krekelberg Law Firm
 - g) Approve Expenses to Fire, Police, Liquor Store, Clerks', Mayors' Regional Meetings and Trainings
 - h) Approve Payment of Administrator and Clerk-Treasurer Bonds
 - i) Approve Payment of Liquor Store Bond
 - j) Coalition of Greater Minnesota Cities Membership Renewal
 - k) Minnesota Council of Airports Membership Renewal
 - l) Otter Tail Lakes Country Association Community Collaborative Annual Membership
 - m) 2023 Mileage - \$0.655
 - n) Authorize Credit Card Use: City Administrator–Lance Roisum \$5,000, Clerk-Treasurer-Danielle Harthun \$5,000, Police Chief-Jeff Stadum \$1,000, Fire Chief-Trevor Steeves \$1,000, Street/Park Superintendent-Brian Olson \$1,000, Liquor Store Manager-Maggie Johnson \$1,000 and Library Director-Annie Wrigg \$1,500. City Policy permits department heads to authorize up to \$500 per purchase order. Department Heads must provide a purchase order within 24 hours of credit card use. Purchase order must have date used, vendor name, explanation of use and amount charged. Provide invoice or receipt as soon as they are available.
 - o) Outdoor Sales Lot License 2023 – Jovanny Zavala Martinez

- p) Staff Reports
 - 1. Police Chief Report (In Packet)
 - 2. Financial Report (In Packet)
 - a. Property/Casualty LMCIT 2022 Dividend \$12,554
 - 5. Street and Park Report
 - Skating Rink
 - Personnel
 - 6. Library Report
 - 7. The Youth
 - 8. Transfer Station Project (In Packet) – Chris McConn
 - 9. City / Houston Engineering Bridge Proposal Amendment
 - 10. City / Houston Engineering Dam Proposal Amendment
 - 11. Friendship Festival – Justin Fure
 - 12. Planning Commission SUP Recommendation
 - 13. Poll Place Resolution 2023-01 (In Packet)
 - 14. Local Board of Appeal and Equalization Training
 - 15. Election of Acting Mayor
 - 16. Approve 2023 Appointments to Boards and Authorities (In Packet)
 - 17. Approve City Fee Schedule (In Packet)
 - 18. Set Time, Place & Date of Regular Meeting
 - 19. City Administrator Report
 - 20. Mayor Report
 - 21. Recess to EDA Meeting
 - 22. Review EDA Actions
 - 23. Adjourn
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PELICAN RAPIDS

January 6, 2023

EDA AGENDA

Tuesday, January 10, 2023 Immediately Following Council

City Hall

1. Call to Order
2. Agenda Additions or Deletions
3. Election of Officers
4. Approval of Minutes – 1/11/2022
5. Membership Renewal for Greater Minnesota Partnership
6. Adjourn