City of Pelican Rapids Council Meeting

Minutes-10-28-03

The City Council of Pelican Rapids met in regular session on Tuesday, 10-28-03, at 4:00 p.m., Council Chambers, City Hall, 315 N. Broadway. Mayor Wayne Runningen, Council Members John E. Waller, III, Denise Magnusson, Dave Gottenborg and Ben Woessner were present. No one was absent. Administrative Assistant Richard A. Jenson, Assistant Deputy Clerk-Treasurer Julie Lammers, Street and Park Superintendent Tom Soberg, Library Director Pam Westby, Herman Novak of Shultz Torgerson Architects, Gene Miller of GA Miller Engineering, Dan Passolt of Homeland Development and Rick Gail of the Pelican Rapds Press were also present.

Mayor Wayne Runningen called the meeting to order.

Mayor Wayne Runningen added a police proposal to the Accounts Payable listing portion of the agenda.

Motion by John Waller, seconded by Magnusson to approve the Accounts Payable Listing of 10-28-03 with the addition of State of Minnesota, for Sludge Boiler License in the amount of $10.00. Motion passed unanimously.

Police Chief Scott Fox requested to replace a printer in the police department. They are currently using a HP LaserJet 6L and repairs would cost about $200. This printer is no longer available on the market and they would like to replace it with a comparable printer
HP LaserJet 1300. Police Chief Scott Fox received quotes from Lake Country Computers for $460, Coopers Office Supply for $430, and Office Depot for $390.

Motion by Woessner, seconded by Waller to purchase a printer for the police department from Office Depot. Motion passed unanimously.

Herman Novak of Shultz Torgerson Architecture presented bids on the Old City Hall/Fire Station from All Building Inc. and Minko. Bids were higher than originally estimated. Plans have been reviewed on how to get the bid down to what was originally budgeted. $104,225 is the total cost of this project without the deck. They would like to complete this work by June 1st. Mayor Runningen reminded council that the City has $95,000 from the Thompson money. Local contractors were contacted and none of them had time to bid.

Motion by Waller, seconded by Magnusson to accept the exterior bids for the Old City Hall/Fire station excluding the deck from All-Building and to award the contract. Motion passed unanimously.

Runningen thanked Herman for his work on the project.

Gene Miller, GA Miller Engineering, introduced Dan Passolt of Homeland Development, Inc. Homeland Development, Inc. has proposed a development at Echo Bay on Fish Lake. This company builds around the Red River Valley. The project, The Preserve at Echo Bay, is located near Dunvilla, on Hwy 59. The proposal is to build 252 homes in a cluster development. They are looking for support of this project from the City of Pelican Rapids. They are asking the City of Pelican Rapids to write letters of support that this project would be good for our community. The sewer system designed for the project requires septic tanks and they would like to contract with the City for disposal of the sludge from these septic tanks. Miller presented a letter requesting the City of Pelican Rapids take the sludge from the area. It would be five years at least before they would have sludge for the City to take.

Motion by Waller, seconded by Gottenborg to proceed looking into an agreement about feasibility of taking sludge from the Echo Bay Project. Motion passed unanimously.

Mayor Runningen questioned what kind of letter they would like to have the city write in support of the project for the 11-12-03 meeting with the Otter Tail County Planning Commission. Explained City Council meets again the 11-10-03.

Motion by Waller, seconded by Gottenborg to have Administrative Assistant Richard A. Jenson to write up a resolution of support for Council to consider on 11-10-03. Motion passed unanimously.

Gene Miller asked if anyone would present the letter on 11-12-03 at the planning meeting at 6:00 p.m. Council Member Gottenborg said he would present the letter.

Library Director Pam Westby announced Library has some loan money that needs to be paid back after the next nine years. Gary Lage requested he be approved as a depository under the name Retirement Advisory Services and Pershing LLC. The object of the fund is to earn as much money as possible. This investment fits into the category of approved funds and is a legal investment as provided by the State of Minnesota. Pam said they did get quotes from Wells Fargo and this is a better investment.

Motion by Gottenborg, seconded by Waller to approve Retirement Advisory Services and Pershing LLC, as a qualified investment fund and approved depository for public funds, as requested and recommended by the Library Board. Motion passed unanimously.

Jenson explained they took bids on 10-22-03 with three bids for the 4th Street SE Improvements. City Engineers Larson-Peterson and Assoc., recommended the City accept Hough Inc., as the low bidder and award the contract.

Motion by Gottenborg, seconded by Magnusson to accept the bid and introduce the following resolution, entitled RESOLUTION ACCEPTING BID FOR 4TH STREET

SE WATER/SEWER IMPROVEMENT PROJECT NO. 69. (A complete text of this resolution is part of permanent public record in the city clerk's office.) Motion passed unanimously and resolution declared duly adopted.

Jenson said he received a letter from Bob Moe with requirements for the Board of Review. City can continue to do own Board of Review or could have the County do this. By December 2006 at least one member of the Board would have to attend a course on having a Board of Review. Jenson recommends that the City continues to have a Board of Review.

Motion by Waller, seconded by Magnusson to keep the Board of Review here the same as in the past. Motion passed unanimously.

Jenson explained that the property on 3rd Ave NE, from 1st to 3rd St NE, has been sold to Living Water Assembly Church. They will be building a church and a few homes. They are requesting Council's approval to have temporary classrooms on the site. Council requested more information.

Motion by Gottonberg, seconded by Magnusson, to refer the above request to the Planning Commission. Motion passed unanimously.

Minnesota Association of Small Cities literature was passed out to the council members. City is being asked to join the Minnesota Association of Small Cities at a cost of $909 for 2004 calendar year. Council asked for time to look into this before a decision will be made.

Mayor Wayne Runningen explained that City employees would like to have shirts with the City Logo on them to wear when representing the City. An informational sheet was presented to the council explaining what surrounding communities are doing and price quotes from two vendors.

Motion by Waller to have employees purchase shirts at their own expense. Motion died for lack of second.

Council members discussed allowing city employees and officials use of the Logo. Item was tabled until more information could be given to council members.

Meeting adjourned at 6:00 p.m.

Julie Lammers
Assistant Deputy Clerk-Treasurer