

CITY COUNCIL AGENDA

October 25, 2018

Tuesday, October 30, 2018

5:00 p.m.

Fire Hall, 200 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 – 10/9/18
 - b) Approval of Accounts Payable Listing
 - c) Certify Unpaid Mowing Bill for 108 NW 2nd St to Property Taxes
 - d) Staff Reports
 1. Utility Report – People Service
 2. Liquor Store Report
5. Building Code Enforcement Discussion
6. Colony Apartment Update – D.W. Jones
7. Economic Benefits of Tourism – Wayne Runningen, Nicole Lalum From Explore Minnesota
8. Soccer Field Score Board – Derrick Nelson
9. City Incentive Work Group Report – Dawn Finn
10. Otter Trail Scenic Byway Panel
11. Resolution Accepting Dedication of Land for Public Road Purposes
12. Approval of Resolution No. 2018-24 City and Township Winter Maintenance Agreement
13. 2019 Water Budget
14. 2019 Sewer Budget
15. Transfer Current 3.2% Malt Liquor License for Pelican Pizza
16. Liquor Store Personnel
17. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 10-30-18

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 10-30-18 at the Pelican Rapids Fire Hall.

Mayor Frazier called the meeting to order at 5:00 p.m.

Roll call was taken by Clerk-Treasurer Danielle Heaton.

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

City staff present: City Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Chief Jeff Stadum and City Attorney Greg Larson.

General Attendance: Skip Duchesneau, Andrew Duchesneau, Wayne Runningen, Nicole Lalum, Derrick Nelson, Tony Huseby, Dawn Finn, Jamie Stromberg, Ben Sytsma, Sid Fossan, Roger Axel, Dan Husted and Lou Hoglund from the Pelican Press were also present.

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

All present stood and said the Pledge of Allegiance.

Motion by Ballard, seconded by Foster to approve the agenda with the additions of No. 18 LMC Meeting Update and No. 19 DNR Burning and Street Activity. Motion passed unanimously.

Motion by Foster, seconded by Markgraf to approve the following consent agenda items:

- a) Approval of Council Minutes – 10/9/18
- b) Approval of Accounts Payable Listing
- c) Certify Unpaid Mowing Bill for 108 NW 2nd St to Property Taxes
- d) Staff Reports
 - 1. Utility Report – People Service
 - 2. Liquor Store Report

Motion passed unanimously.

Derrick Nelson, Pelican Rapids School District, spoke to the Council regarding the addition of a scoreboard to Brown Soccer Field. The school will raise the money and the score board would be put in the NW corner where there is power. They are hoping to have it installed by fall 2019. Motion by Foster, seconded by Ballard to allow the school to install a scoreboard in Brown Soccer Field. Motion passed unanimously.

Wayne Runningen introduced Nicole Lalum from Explore Minnesota. She provided information to Council information on the importance of the economic benefits of tourism in our area.

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Administrator Don Solga started the Building Code Enforcement discussion. Council Member Markgraf had questions for the Building Official Sid Fossan. He also questioned whether the City had actually adopted the Building Code enforcement because of the way it is stated in the ordinance. Council Member Foster questioned how and if this would affect the rental inspections. There will be no change to the rental housing ordinance. Attorney Larson will provide a written ordinance for Council to review at the next Council meeting. Motion by Markgraf, seconded by Strand to opt out of the Minnesota State Building Code enforcement. The Building Official will complete the open building permits. Motion passed. Aye: Foster, Ballard, Strand, Markgraf. Nay: Frazier.

Skip Duchesneau of DW Jones gave an update on the Colony Apartment Complex. Costs have increased substantially. There is a shortfall of approximately \$500,000. The City received a grant of \$560,000 to get water and sewer to that area but bids came in higher. The city and school approved tax abatement for the project previously, but the dates stated in the resolutions will have to be adjusted because of the project delay. DW Jones will put in approximately \$300,000 of their own funds. The City has committed \$200,000 in leftover Tax Increment Financing (TIF) funds. Mr. Duchesneau asked the City for an additional \$100,000. Administrator Don Solga stated that the \$100,000 could come from economic development funds. Another possible option may be a TIF district instead of Tax Abatement. The City's financial consultant will run the numbers for TIF and tax abatement to see which will be more beneficial. It will be discussed further at the next Council meeting.

Dawn Finn and Dan Husted reported to Council on behalf of the City's Incentive Work Group. The group provided Council with incentive ideas for building new homes, pre-existing home buyer, home beautification, business beautification and building code advisory services. Council can review the different options that the work group put together. The workgroup would like to see the Council have something in place by the first of the year.

Motion by Strand, seconded by Ballard to approve the transfer of the 3.2% Malt Liquor License for Tony Huseby to sell 3.2% Malt Liquor at Pelican Pizza, 41 N. Broadway, for the period November through June 30, 2019, pending the background check. Motion passed unanimously.

Motion by Markgraf, seconded by Strand to approve the application for Wine On Sale with Strong Beer License for Tony Huseby to sell strong wine and beer at Pelican Pizza, 41 N. Broadway, for the period November through June 30, 2019, pending the background check. Motion passed unanimously.

Nick Leonard, Otter Tail County Director of Tourism and Economic Development, contacted Administrator Don Solga about replacing the Otter Trail Scenic Byway Panel by Pelican Drug. Otter Tail County has no funds in the budget to replace it and it is in bad shape. The cost would be \$650 and the City has money in park funds. Motion by Ballard, seconded by Foster to

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approve the expense of \$650 to pay for a new Otter Trail Scenic Panel from park funds. Motion passed unanimously.

Motion by Markgraf, seconded by Strand to approve Resolution 2018-25 entitled: **RESOLUTION NO. 2018-25 A RESOLUTION ACCEPTING DEDICATION OF LAND FOR PUBLIC ROAD PURPOSES.** (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.

Motion by Ballard, seconded by Markgraf to approve Resolution 2018-24 entitled: **RESOLUTION NO. 2018-24; CITY AND TOWNSHIP WINTER MAINTENANCE AGREEMENT.** (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.

Administrator Solga reviewed the 2019 Water Budget with Council. Motion by Foster, seconded by Strand to approve the 2019 Water Budget. Motion passed unanimously.

Administrator Solga reviewed the 2019 Sewer Budget with Council. Motion by Markgraf, seconded by Ballard to approve the 2019 Sewer Budget. Motion passed unanimously.

Liquor Store Manager Johnson and Administrator Solga recommended Council hire Linda Caballero at step one, which is \$13.04. Motion by Markgraf, seconded by Strand to approve the hire of Linda Caballero at \$13.04 an hour. Motion passed unanimously.

The LMC workshop is scheduled for November 15, 2018 at 3:00 p.m.

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 7:47 p.m. Motion passed unanimously.



Danielle Heaton
Clerk-Treasurer