

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES -11-13-07

The City Council of Pelican Rapids met in regular session at 5:30 p.m., on Tuesday, 11-13-07, in Council Chambers, City Hall. Mayor Wayne Runningen, Council Members David Gottenborg, Ben Woessner, Richard Peterson and John E. Waller, III were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Police Chief Scott Fox, Street and Park Superintendent Brian Olson, Utilities Superintendent Brent E. Frazier, Library Director Annie Wrigg, Ardis Johnson, Mary Jo Stage, Ron Dick of Design 7, Fire Chief Trevor Steeves and Kelley Gorman of the Pelican Rapids Press were also present.

Mayor Runningen called meeting to order.

Public nuisance properties were added to the agenda at the request of Mary Jo Stage and Ardis Johnson. No items were deleted.

Motion by Waller, seconded by Peterson to approve the minutes of 10-08-07 and 10-30-07 as presented. Motion passed unanimously.

Council reviewed the Accounts Payable Listing of 11-13-07 including Liquor Store and Library bills. Motion by Waller, seconded by Peterson to approve the Accounts Payable Listing of 11-13-07 as presented. Motion passed unanimously.

Mary Jo Stage reported that Roger Schleske's property on Old Fergus Road where Dale Muckey lives has a rodent problem, a fallen down building, dog houses and lumber piles and she questioned what was being done to clean it up. Administrator Don Solga said he would have to determine who the property owner is and then he would notify the owner of the problem. Stage also said there is a Rottweiler dog running loose on Old Fergus Road and there is junk at 605 Old Fergus Road that is piled up in front of the garage and covered with a rug. Administrator Don Solga explained that the court will set a hearing date for Roger Schleske in connection with his properties, in reply to Stage's questions about Schleske's property. Mayor Runningen reminded people that Don has spent a lot of time on the nuisance properties and it isn't easy to clean up the problems.

Police Chief Scott Fox presented his report. He said tobacco compliance checks were conducted last week and all businesses were in compliance.

Utilities Superintendent Brent Frazier presented his report. There was a pre-bid meeting regarding Well No. 15. They will be drilling a 12 in. well to produce 600 gallons per minute. Bid opening will be 11-27-07 at City Hall.

Street and Park Superintendent Brian Olson reported on various items in his departments. They replaced gate valves at 5th Ave. SE and 3rd Ave. SE on 10-18-07. The department has had some root problems in the sewer lines. Park Region Coop has connected their water to a 4 in. line from AMPI. The skating rink is set up at Chauncey Marten Field and the warming house will be moved during the next week.

Superintendent Olson reviewed a winter maintenance agreement resolution with Otter Tail County. Motion by Woessner, seconded by Waller to introduce the following written resolution entitled **RESOLUTION FOR CITY AND TOWNSHIP WINTER MAINTENANCE AGREEMENT**. (A complete text is part of permanent public record in the City Clerk's office.) Motion passed unanimously and resolution declared duly adopted.

Administrator Don Solga discussed the storm drain along west side of Park Region Coop's property and one that runs on north end of property. Motion by Gottenborg, seconded by Waller to authorize legal expense to draw up easements for storm drain system on Economic Development Authority property, AMPI property and Park Region Coop's property and secure signatures. Motion passed unanimously.

Library Director Annie Wrigg reported on library activities. Motion by Waller, seconded by Woessner to approve Pat Krekelberg as the city representative on the Library Foundation Board. Motion passed unanimously.

Liquor Store Manager Bob Leslie was unable to attend. Administrator Don Solga reviewed the report with City Council. Council Member Peterson reminded Council that Auditor Dan Rollie identified the large inventory as a problem. "Sell it and get rid of it, even if it's at a loss," agreed Council Members Woessner and Peterson. Motion by Gottenborg, seconded by Peterson that by 11-27-07 that L.S. Manager Leslie and Administrator Solga develop a plan to reduce the inventory to \$100,000. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert reported on 10-31-07 financial reports and bond and interest payments. Ehlert reported that Tax Increment Financial consultant Michele Hartman is discontinuing Municipal Economic Development Network, Inc., business of tax increment financing consulting. Mayor Runnigen said that he appreciated Michele's prompt attention to questions and that she also volunteered opportunities that tax increment financing might be able to help accomplish. Council expressed appreciation for the work started by Walt Hartman and continued by Michele Hartman of Municipal Economic Development Network, Inc., and directed Ehlert to write a letter of appreciation to Hartmans.

Administrator Don Solga reported on the Township/City Fire Service Agreement meeting. He explained the present formula for calculating fire service expenses at the meeting. He also discussed the League of Minnesota Cities and Minnesota Township Association model service agreement. Solga proposed the purchase of capital as part of the service agreement instead of continuing the full share and half share basis in the current agreement. Administrator Solga said he will draft an agreement for Council's consideration for the end of December council meeting. Mayor Runnigen said the meeting with the townships and the City of Erhard was a good meeting with valuable questions and points made by those present. Mayor Runnigen expressed appreciation to reporter Kelley Gorman of the Pelican Rapids Press for his article regarding the meeting.

Administrator Don Solga said he has been working with the school regarding two Safe Routes to School Grant applications. The school is applying for a grant to improve the crosswalks at 4th, 5th and 7th Ave. and Broadway with the addition of solar powered traffic lights. The grant

amount is around \$20,000. Motion by Gottenborg, seconded by Waller to support the Pelican Rapids School District's Safe Routes to School Grant application. Motion passed unanimously.

Administrator Solga explained that the City's grant application is to develop a plan for safe routes to school. Motion by Waller, seconded by Woessner to authorize the City to apply for a \$21,000 Safe Routes to School Grant application to develop a comprehensive plan for safe routes through out the City. Motion passed unanimously.

Clerk-Treasurer Ehlert explained the Local Board of Review Training to be held 12-07-07, from 1-4 p.m. at the Government Services Center, Fergus Falls. Council Member John Waller will attend.

Motion by Gottenborg, seconded by Waller to set the last meeting in December for 3:30 p.m. on Friday, 12-28-07. Motion passed unanimously.

Council Member Richard Peterson and Administrator Don Solga will attend the Western Area City County Cooperative's 15 Year Celebration on 11-20-07 from 2:30 to 8:00 p.m., Prairie Wetlands Learning Center, Fergus Falls.

Administrator Don Solga reported that the Economic Development Corporation (EDC) would like to pursue a retail analysis by the Minnesota Extension Services. Solga recommends that the City use Economic Development funds in the amount of \$1,000 to match the EDC's moneys to help fund these studies. Motion by Woessner, seconded by Gottenborg to approve spending \$1,000 in cooperation with the EDC for a retail analysis. Motion passed unanimously.

Motion by Peterson, seconded by Gottenborg to adjourn the meeting for Economic Development Authority meeting at 7:04 p.m. Motion passed unanimously.

Meeting reconvened at 7:54 p.m.

Motion by Waller, seconded by Gottenborg to approve the Economic Development Authority (EDA) minutes of 10-30-07; to approve the Accounts Payable Listing of 11-13-07; to authorize accepting a quote for the Fire Hall water lines and hot water heater in the amount of \$5,358 and to request quotes for the Fire Hall boiler system. Motion passed unanimously.

Meeting adjourned at 7:55 p.m.

Glenys Ehlert, CMC, Clerk-Treasurer