CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES-12-11-06

The City Council of Pelican Rapids met in regular session at 5:30 p.m., on Monday, 12-11-06, in Council Chambers, City Hall. Mayor Wayne Runningen, Council Members Ben Woessner, Richard Peterson, John E. Waller, III, and David Gottenborg were present. No one was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Police Chief Scott Fox, Police Officer Ross Blakewell, Utilities Superintendent Brent E. Frazier, Street and Park Superintendent Brian Olson, Fire Chief Trevor Steeves and Kelley Gorman of the Pelican Rapids Press were also present. Library Director Annie Wriggs and Liquor Store Manager Bob Leslie joined the meeting at 6:00 p.m.

Mayor Runningen called meeting to order.

Item 15-David Sherbrooke was deleted and the following items were added to the agenda: 15. Small Cities Dev. Grant, 16. Special Assessment and 17. Airport Hangar Lease.

Motion by Waller, seconded by Woessner to approve the minutes of 11-08-06, 11-13-06, 11-21-06 and 11-28-06 as presented. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert reviewed a request from a property owner to assess curb stop repair costs to the property for collection with their real estate taxes. Motion by Woessner, seconded by Waller to set special assessment for 715 Old Fergus Road, TIN 76000270062000 for collection over four years. Motion passed unanimously.

Council reviewed the Accounts Payable Listing of 12-11-06. Motion by Peterson, seconded by Woessner to approve the Accounts Payable Listing of 12-11-06 with the addition of Egge Construction, Inc., for curb stop repair, in the amount of $787.82. Motion includes payment of the Library Bill Listing of 12-05-06 as approved by Library Board Member Jana Steeves. Motion passed unanimously.

Police Chief Scott Fox introduced Police Officer Ross Blakewell and Council Members and Mayor welcomed him to Pelican Rapids.

Utilities Superintendent Brent E. Frazier reported on his departments. He said Well No. 14 was shut down on 12-01-06. Monitoring wells will be checked for benzene and hopefully Well No. 14 will not need to be restarted. Frazier reported that last week Minnesota Pollution Control Agency (MPCA) was contacted regarding the importance of Well No. 15 construction. The agency says they are continuing to work with well contractors and they had hoped to start construction in the fall. However, Well No. 15 will probably be dug in spring 2007.

Street and Park Superintendent Brian Olson reported on his departments' activities. He also presented the Park Board report. Olson said the Otter Tail County Historical Society is willing to work with the City in repairing the historical monument at the "Y". Chris Schulke of Otter Tail County Historical Society is hoping to apply for a grant to repair various monuments in the county as part of the county's 150th Anniversary Celebration.

Motion by Waller, seconded by Peterson to introduce the following resolution, entitled, 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.

Fire Chief Trevor Steeves reported on meetings with the engineer Ronald Rick of Design 7. Township and city representatives Dennis Ouren, Bob Westby and Wally Grunewald met with Steeves and the engineer. The next meeting will be with electric and mechanical engineers.

Library Director Annie Wrigg presented her report. The Library Board has approved Monday nights from 7:00 to 10:00 p.m. as Teen Nights. Wrigg will be donating her time to this event and will be recruiting other chaperones. She reported on some cuts to the DVD, large print and audio books program that the Library Board will be implementing.

Liquor Store Manager Bob Leslie reviewed the Liquor Store Reports.

Clerk-Treasurer Glenys Ehlert reviewed the 11-30-06 financial reports.

Mayor Runningen reported on the Truth in Taxation Hearing. Motion by Gottenborg, seconded by Waller to approve the 2007 Proposed Budget. Motion passed unanimously. Motion by Waller, seconded by Gottenborg to certify the 2007 Levy in the amount of $550,552.52 and Special Levy in the amount of $95,507. Motion passed unanimously.

Clerk-Treasurer Glenys Ehlert presented the license renewals and plumbers' registration list. Motion by Gottenborg, seconded by Waller to approve the following Cigarette Licenses: Cynthia Stotesbery of Larry's Supermarket; Galen Teichert of Park Region Co-op; Donna Mattern, Mgr., of VFW Gilmore Weik Post 5252; Rick Loerzel of Pelican BP; Patrick Serquina of Pelican Cash-N-Dash and Linda Smuda of Pelican Tobacco. Motion includes approval of a Recreational Game License to Donna Mattern, Mgr., of VFW Gilmore Weik Post 5252 and a Business License to Z and Z Associates
for Pelican Mobile Home Park. Motion includes approval of the following plumbers for the Plumbing Registration List: Rodney Hanson of Hanson's Plumbing & Heating; Craig Kotte of Kotte's Plumbing & Heating; Glen Smith of Smith Appliance Repair; Corley B. Benson of Grant's Mechanical; Howard Wrigley of Wrigley Mechanical; Dwight R. Carlson of D. Carlson Plumbing & Excavating. Motion includes Charitable Gambling License to VFW Gilmore Weik Post 5252 and VFW Gilmore Weik Post 5252 Auxiliary. Motion passed unanimously.

Administrator Don Solga reviewed the Planning Commission Report. Motion by Peterson, seconded by Woessner to accept Planning Commission Chairman Daren Berube's resignation, effective 12-31-06, with regret. Mayor Runningen added that Daren Berube worked very hard on the Comprehensive Plan without pay and the Mayor requested that a letter of appreciation be sent to Berube. Motion passed unanimously.

Motion by Waller, seconded by Peterson to appoint Kevin Ballard to the Planning Commission for the remaining part of Daren Berube's term, through 12-31-07. Motion passed unanimously.

The Planning Commission also recommended approving Doug Bruggeman and Dan Skinner as Planning Commission Members for three year terms, 2007, 2008 and 2009. City Council will take action on these recommendations as part of the Appointments to Boards and Authorities on 01-08-06.

Motion by Peterson, seconded by Gottenborg to accept the Planning Commission's recommendation and introduce the following ordinance amendment, entitled ORDINANCE NO. 06-05, ORDINANCE TO AMEND CITY CODE SECTION 702.03 REGULATION OF MAILBOXES. (A complete text of this resolution is part of permanent public record in the city clerk's office and the ordinance will be considered in full force after publication.) Motion passed unanimously.

Administrator Don Solga reviewed the rental property inspection agreement. Motion by Gottenborg, seconded by Waller to accept the Contract for Rental Property Inspection Services with David Neisen as presented. Motion passed unanimously.

Motion by Peterson, seconded by Woessner to approve the City/County/Other Governmental Agency Membership Agreement with Lakes Country Service Cooperative and authorize payment of $141 in annual membership dues. Motion passed unanimously.

Administrator Don Solga reviewed the Small Cities Development Grant. Otter Tail County Housing and Redevelopment Authority submitted pre-applications for two cities and received permission to submit one full application for funding. They chose to submit a full application on behalf of the City of Pelican Rapids for a grant for housing and commercial rehab.

Council Member Peterson brought up a concern expressed by an airport hangar lessee. Motion by Gottenborg, seconded by Waller to amend the hangar lease agreements, changing payment structure to three months in advance, except when lease payments have been in arrears previously. A full year lease payment in advance will be required if payments have been in arrears previously. The term of the lease will remain at one year. Motion passed unanimously.

Motion by Waller, seconded by Woessner to adjourn the meeting at 6:50 p.m. Motion passed unanimously.

Glenys Ehlert, CMC
Clerk-Treasurer