

February 5, 2009

CITY COUNCIL AGENDA

Monday, February 9, 2009

5:30 p.m.

Council Chambers, 315 N. Broadway

1. Call to Order
2. Agenda Additions or Deletions
3. Approval of Minutes
4. Approval of Accounts Payable Listing
5. Library Report
6. Police Chief Report
7. Utility Superintendent Report
8. Street/Park Superintendent Report
9. Liquor Store Report
10. Financial Report
11. Project Pay Request
 - WWTF Improvements Pay Request No. 4 - \$427,215.32
12. Veterans' Memorial River Park Grant
13. Certify Curb Stop Repair to Otter Tail County
14. Board of Review – April 15, 2009 – 2-3:00 p.m.
15. SCDP Grant Reapplication
16. Flood Hazard Mitigation Program

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES -02-09-09

The City Council of Pelican Rapids met in regular session at 5:30 p.m., on Monday, 2-09-09, in Council Chambers, City Hall. Mayor Ben Woessner, Council Members Steve Foster, Kevin Ballard and John E. Waller, III were present. Council Member Richard Peterson was absent. Administrator Don Solga, Clerk-Treasurer Glenys Ehlert, Police Chief Jeff Stadum, Utility Superintendent Brent Frazier, Street and Parks Superintendent Brian Olson, Library Director Annie Wrigg, Liquor Store Manager Bob Leslie, Kevin Bakken, Zach Ballard, Kevin Bakken and Ryan Bakken and Kelley Gorman of the Pelican Rapids Press were also present.

Meeting called to order by Mayor Woessner. All present rose, addressed the United States of America flag and said the Pledge of Allegiance.

Motion by Foster, seconded by Ballard to approve the minutes of 01-09-09, 01-12-09 and 01-27-09 as presented. Motion passed unanimously.

Motion by Ballard, seconded by Foster to approve the Accounts Payable Listing of 02-09-09 for the City, Library and Liquor Store as presented with the addition of FF/OTC HRA for Small Cities Development Program Administration in the amount of \$3,790.76. Motion passed unanimously.

Library Director Annie Wrigg reported that inventory was completed on 01-17-09. She thanked the Street Department for clearing the ice out of the parking lot; it was nice to see the pavement. She is investigating the possibility of interactive meetings at the library.

Police Chief Jeff Stadum presented the Police Department report. The computer for the car is installed and officers in the department are being trained.

Utility Superintendent Brent Frazier presented his report. Lake Country Service Cooperative performed safety inspections in the last two weeks. Annual Bio Solids Tests were conducted at the Wastewater Treatment Facility (WWTF). Project at the WWTF continues to be about a month behind schedule due to cold weather and de-watering work. Superintendent Frazier said Wells 10, 11 and 12 were tested for benzene. All wells checked out fine. The City will need to determine if we wish to begin using Wells 5A, 10 and 11 again. The water tower had some ice located between the pedestal and the tank that is being investigated.

Administrator Don Solga reported that the Water Control Project requires a change order in the amount of \$1396.89. Motion by Waller, seconded by Ballard to approve the Change Order No. 2, for the Water Control Project contractor payment to Northern Plains Contracting, Inc., in the amount of \$1396.89. Motion passed unanimously.

Administrator Don Solga reported on increased costs of demolition of trickling filter lift station at the Wastewater Treatment Facility (WWTF). Plans indicated it was just a manhole, but it was a complete poured foundation, resulting in more demolition than anticipated. Change order amount of \$5,560 is cost to remove poured foundation. Motion by Ballard, seconded by Waller to approve the Change Order No. 1, for the WWTF Phosphorus Project contractor payment to Gridor Construction, Inc., in the amount of \$5,560. Motion passed unanimously.

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Street and Park Superintendent Brian Olson reported on snow clean-up during January. The crew has had some training on the new GPS system.

Superintendent Olson thanked Otter Tail Power Co. for putting up and taking down the seasonal banners and decorative lighting on the street lights.

The south plank at the Mill Pond Dam is broken and resulting in the high river flows. The crew will be repairing it during warmer weather.

Administrator Don Solga said the City has been notified by Minnesota Department of Transportation (DOT) that Hwy. 108 East is going to be milled and overlaid. While attending a meeting with the DOT, Administrator Solga brought up the possibility of adding a bike path to Maplewood State Park. However, a bike path cannot be added along the shoulder unless the highway is reconstructed which won't happen with this project.

Liquor Store Manager Bob Leslie reviewed his report.

Clerk-Treasurer Glenys Ehlert presented the City's cash and investment reports for month ending 01-31-09.

Clerk-Treasurer Ehlert presented the WWTF Improvements Pay Request No. 4, as recommended for payment by Interstate Engineering, Inc., and reviewed by Administrator Don Solga. Motion by Foster, seconded by Ballard to approve payment to Gridor Construction, Inc., for Pay Request No. 4 for WWTF Improvements in the amount of \$427,215.32. Motion passed unanimously.

Administrator Don Solga reported that in 2007, the City secured a grant for Veterans' Memorial River Park in the amount of \$156,000 with the City share to be \$31,000, approximately 20%, plus the cost for engineering and constructing the bridge abutments. The proposal for the design and bid stage of the project was \$17,500. Interstate Engineering, Inc., has been previously paid \$6686 for Pay Request No. 1. Administrator Solga and Interstate Engineering will meet with Minnesota Department of Transportation (DOT) to revise the project to fit the budget or perhaps additional funds will be available as other cities postpone their projects. Also the bike path and the pathway bridge are both on the list for President Obama's Economic Stimulus Funds so there might be funding available from the federal government.

The culvert bridge is not part of the Veterans' Memorial River Park Grant request. Otter Tail County has included this bridge replacement in their plan.

Motion by Waller, seconded by Ballard to approve payment to Interstate Engineering, Inc. for River Park engineering Pay Request No. 2 in the amount of \$6,166.75 as recommended by Administrator Don Solga. Motion passed unanimously.

Mayor Woessner welcomed members of Boy Scout Troop 313 to the Council meeting.

Clerk-Treasurer Glenys Ehlert presented information regarding an unpaid bill for curb stop repair. Motion by Waller, seconded by Foster to approve deferred payment over six years with no interest for curb stop repair assessments in the amount of \$1920.72 for

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parcel no. 76000990131000 and to certify these assessments to Otter Tail County for collection with the real estate taxes. Motion passed unanimously.

Council accepted the date proposed by Otter Tail County and will hold the Local Board of Review on Wednesday, 04-15-09, City Hall from 2:00 p.m. to 3:00 p.m.

Administrator Don Solga reviewed the current Small City Development Program Grant and the possibility of applying for another grant. He checked with Fergus Falls/Otter Tail County Housing and Redevelopment Authority, the City's current grant administrators, about working cooperatively with the City of Erhard and the Townships of Pelican and Erhard's Grove to apply for another grant with the City of Pelican Rapids serving as fiscal agent. Administrator Solga recommends that the City continue the application process due to continued interest by home owners and businesses. Motion by Foster, seconded by Ballard to authorize the City of Pelican Rapids to work on another grant application for the Small City Development Program Grant cooperatively or separately if the other entities do not participate. Motion passed unanimously.

Administrator Don Solga reviewed the Flood Hazard Mitigation Program Grant application for the City to purchase property along the Pelican River. This is property that the City has been working to clean up. Through this grant, the City could purchase the property and remove a problem situation. The City Budget Committee included funds in the 2009 Economic Development Budget to accomplish the City's portion of the expenses for the project.

Motion by Waller, seconded by Foster to adopt the following resolution, entitled, **RESOLUTION AUTHORIZING THE FLOOD DAMAGE REDUCTION GRANT ASSISTANCE PROGRAM APPLICATION.** (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 Waller, seconded by Ballard to authorize Mayor Ben Woessner and Administrator Don Solga to sign the **FLOOD HAZARD MITIGATION GRANT AGREEMENT BETWEEN THE STATE OF MINNESOTA AND THE CITY OF PELICAN RAPIDS, MINNESOTA.** (A complete text of this agreement is part of permanent public record in the City Clerk's Office.) Motion passed unanimously.

Motion by Ballard, seconded by Foster to adjourn the meeting at 7:04 p.m. Motion passed unanimously.

Glenys Ehlert, CMC
Clerk-Treasurer