

1. Call to Order
 - Roll Call of Members
 - Welcoming Remarks
 - Announcements
 - 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 – March 14, 2023
 - b. Approval of Accounts Payable Listing
 - c. Staff Reports
 1. Utilities Reports (In Packet)
 2. Liquor Store Report (In Packet)
 - d. Park Board Minutes – January 2, 2023 (In Packet)
 - e. Plumber Registration - Precision Plumbing
5. Land Conveyance /Frontage Road – Brian Olson (In Packet)
6. Pelican Rapids Dam Removal and River Restoration Update – Wes Keller
7. MnDot 2024-25 Project Visual Quality Manual – Tom Pace (In Packet)
8. Fire Department Trailer Donation From Fire Relief Association
9. Administrator Report
10. Mayor Report
11. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 03/28/2023

The City Council of Pelican Rapids met in regular session at 4:30 pm on Tuesday, March 28, 2023 in Council Chambers, City Hall.

Mayor Frazier called the meeting to order at 4:30 pm.

Clerk-Treasurer Danielle Harthun took roll call.

Mayor Brent E. Frazier and three members of the Council were present at roll call:

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Council Member Steve Strand

Council Member Curt Markgraf - absent

Council Member Kevin Ballard

Council Member Steve Foster

Other city staff present: Administrator Lance Roisum, Clerk-Treasurer Danielle Harthun, Accounting Clerk Onnalee Miller Krump, Superintendent Brian Olson.

General Attendance: Wes Keller, Tom Pace, Dr. Zena Stussy, Justin Fure and Lou Hoglund from the Pelican Press were present.

The Mayor welcomed everyone to the Council Meeting.

All present stood and said the Pledge of Allegiance.

Motion by Foster, seconded by Strand to approve the agenda as presented. Motion passed unanimously.

Motion by Foster, seconded by Strand to approve the consent agenda.

- f. Approval of Council Minutes – March 14, 2023
- g. Approval of Accounts Payable Listing
- h. Staff Reports
 - 3. Utilities Reports
 - 4. Liquor Store Report
- i. Park Board Minutes – January 2, 2023
- j. Plumber Registration - Precision Plumbing

Motion passed unanimously.

Council discussed the conveyance of the land where MnDOT's salt/sand shed was located. They are asking for \$16,200 for the property, which is 4.4 acres. MnDOT is offering the City \$90,000 for the frontage road and then they would turn it over to the City. The road is not in the best shape and will need a mill and overlay in the next few years. The Planning Commission will be reviewing the potential sale in relation to the Comprehensive Plan and making a recommendation to the Council at the next meeting.

Wes Keller from Houston Engineering provided Council with an update on the Pelican Rapids Dam Removal and River Restoration project. Currently, everything is going well and the project is on schedule.

Tom Pace from MnDOT reviewed the Draft Visual Quality Manual with Council. He reviewed the plans that the Beautification Committee have put together so far. They planned benches, garbage cans, bike racks, tree grates and trees for the Complete Streets Project. The Beautification Committee picked out the different kinds of trees that they are recommending to be planted along the street. If the Council approves this plan, they would be approving everything but the location of the trees. That will be decided after the lights have been installed. Some of the Council Members expressed their concerns about the trees downtown between the stoplights. Pushing snow around benches and street sweeping would be very difficult. There will also be costs with more trees in town. Motion by Foster, seconded by Frazier to approve the Visual Quality Manual but not the layout and the amount of the trees. Motion passed unanimously.

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MnDOT has some money that could be used to put sidewalk on the north end of town from 5th Avenue to 8th Avenue on the east side of Highway 59. Motion by Ballard, seconded by Foster to move forward with the sidewalk on the east side of Highway 59 N from 5th to 8th Avenue. Motion passed unanimously.

The Fire Relief Association recently bought a utility trailer. They would like to donate it to the City for the Fire Department to use because the one they have now is too small.

Motion by Ballard, seconded by Strand to accept the donation of the utility trailer to the City. Motion passed unanimously.

The Fire Department would like to sell the old trailer and then donate the proceeds back to the Fire Relief Association. Motion by Strand, seconded by Foster to donate the trailer proceeds to the Fire Relief Association. Motion passed unanimously.

Administrator Roisum reported that since the last meeting he has; worked with Clerk and Mayor to set city council agenda and prepped for the city council meeting, attended a department head meeting, attended the 2024-25 project City Utility Public meeting and the Thrive During Construction workshop, attended the Dam Removal and River Restoration progress meeting, attended the Minnesota City/County Management Association regional member connect Teams meeting, met with Park Board members about the use of Historic City Hall, met with Josh from Mothership Workshop about the Pelican Pete Repair, attended the online Otter Tail County Workforce Convening, worked with Clay County to sign the Leachate Agreement. They will start hauling in loads next week. He had also attended the Planning Commission meeting, talked with Ron Zeigler from CEDA about the progress in filling the open position, worked at the city booth at Showcase Pelican Rapids with the Mayor, and had been in contact with Scott DeMartelaere about the Pool Project.

A work session was set for April 6 at 2:30 pm to discuss the pool.

Mayor Frazier reported that since the last meeting he has; continued to submit weekly mayor's columns to the Pelican Press for publication, continued to visit with area businesses, attended "The Pot Proposal" Meeting at the Dalton Community Center on Sunday, March 19 regarding the proposed legalization of cannabis (HF100/SF73 Omnibus Cannabis Bill) by the current Minnesota Legislative leadership and this meeting was also attended by Senator Jordan Rasmusson, Rep. Tom Murphy, Rep. Jeff Backer, Otter Tail County Sheriff Barry J. Fitzgibbons and Jody Lein of the Otter Tail County Public Health who all spoke in opposition to this bill, attended the 2024 Pelican Rapids Complete Streets Meeting on March 20 at the Pelican Rapids High School Fine Arts Auditorium as Bob Schlieman of Apex Engineering Group spoke to property owners regarding the installation of new water and sewer service lines, attended the "Thrive Under Construction" Meeting on March 20 at the Pelican Rapids High School Fine Arts Auditorium as MnDOT personnel spoke to business owners regarding the 'dip' in business proceeds during the 2024 Pelican Rapids Complete Streets Project and what resources are available to help them during this time, attended a Pelican Rapids Dam Removal/River Restoration Project Construction Progress Meeting at City Hall with Administrator Roisum, Superintendent Olson, and personnel from the Minnesota Department of Natural Resources, Rachel Construction and Houston Engineering, worked at the City of Pelican Rapids trade show booth with Administrator Roisum at the "Showcase Pelican Rapids" event on March 25 from 9 am to 4 pm at the Pelican Rapids High School Legends Gymnasium and met with Administrator Roisum on March 27 to review the agenda for this afternoon's Council Meeting.

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Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 5:52 pm. Motion passed unanimously.



Danielle Harthun
Clerk-Treasurer