

CITY COUNCIL AGENDA

March 3, 2022

Tuesday, March 8, 2022

4:30 p.m.

Council Chambers, 315 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. Agenda Additions or Deletions (*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 Minutes – Council Meeting, February 22, 2022
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Financial Report (In Packet)
 - d) Plumber Registration 2022: Nicolas Green for Green Plumbing & Heating
5. Police Department – Jeff Stadum
 - Report (In Packet)
 - Personnel
6. Street & Park Report – Brian Olson
7. NW City Land Development
8. Park Board Update – Kate Martinez
9. Library Report (In Packet)
10. Resolution 2022-02 City of Pelican Rapids Stating Its Support To Develop And Implement U.S. Bicycle Route 20 (In Packet)
11. Resolution 2022-03 Reestablishing Precinct and Polling Place (In Packet)
12. Household Hazardous Waste Day – August 3, 2022 10:00 a.m. to 2:00 p.m.
13. Appointment to Interviewing Committee
14. Administrator Report
15. Mayor Report
16. Closed Meeting RE: Pending Ligation – City of Pelican Rapids v. Travis MacLeod, and Public Employees Retirement Association of Minnesota
17. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 3/08/2022

The City Council of Pelican Rapids met in regular session at 4:30 pm, on Tuesday, March 8, 2022 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:

Council Member Steve Strand

Council Member Curt Markgraf

Council Member Kevin Ballard

Council Member Steve Foster - absent

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Harthun, Police Chief Jeff Stadum, Street and Parks Superintendent Brian Olson.

General Attendance: Raymond Reading, Wayne Runningen, Kate Martinez, David Gottenborg and Lou Hoglund from the Pelican Press were 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 Strand to approve the agenda with the deletion of No. 16 Closed Meeting RE: Pending Ligation – City of Pelican Rapids v. Travis MacLeod, and Public Employees Retirement Association of Minnesota. Motion passed unanimously.

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

- a) Approval of Minutes – February 22, 2022
- b) Approval of Accounts Payable Listing
- c) Staff Reports

2. Financial Report

- d) Plumber Registration 2022: Nicolas Green for Green Plumbing & Heating

Motion passed unanimously.

Police Chief Jeff Stadum provided his monthly report to Council. He asked Council to consider the hiring of another full-time police position. Motion by Strand, seconded by Ballard to approve the hire of an additional full time police position. Council Member Markgraf asked if the City is trying to eliminate the need for part-time officers. Generally, the City has had a hard time finding part-time employees that can work when needed. Motion passed unanimously.

Council Member Steve Foster arrived at 4:39 pm.

Motion by Markgraf, seconded by Strand to approve the police report. Motion passed unanimously.

Street and Parks Superintendent Brian Olson provided his monthly report to Council. The street department has spent a lot of time plowing and cleaning up the streets. Another water leak was found at the wastewater treatment plant but they were able to shut it off and repair it this summer. The new plow may be ready in April or May. The skating rink is still open. It does not seem like it is being used as much this year. The location of the skating rink will need to be relocated once the parking lot is paved.

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Motion by Strand, seconded by Ballard to approve the Street and Parks Report. Motion passed unanimously.

Raymond Reading is a developer that would like to develop housing on the NW city owned land. He spoke to Council about his background and experience in housing developments. Mr. Reading thinks that the NW land has a lot of potential and there is a need for housing in the city. He provided Council with a letter outlining his proposal. If Council is interested, then an agreement could be drafted. Motion by Foster, seconded by Strand to direct the Administrator and City Attorney to draft up an agreement. Motion passed unanimously.

Kate Martinez spoke to Council on behalf of the Park Board. The land the Baptist Church donated to the City will be used as a playground and green space. The playground equipment cost is \$26,555.46. Rotary has donated \$5,000 and they are applying for a matching grant through Rotary International. Walt Boe family has donated \$10,000 to Rotary that will be used and the VFW has donated \$2,000. David Gottenborg explained the grant that Rotary is applying for and the City should know around April 15. The Park Board is speaking to the Dunvilla Lions about a possible donation this weekend. Motion by Ballard, seconded by Markgraf to approve the submittal of the grant application through Rotary. Motion passed unanimously.

The Library report was provided to Council by Library Board Chair Wayne Runningen. The Library hired Jazmin McFarlane at \$19.63 an hour. Motion by Markgraf, seconded by Foster to approve the library report. Motion passed unanimously.

Wayne Runningen expressed his disappointment in the process that the Council took for the passing of the ordinance at the last meeting.

Motion by Strand, seconded by Foster to introduce Resolution 2022-02 entitled; **RESOLUTION 2022-02 CITY OF PELICAN RAPIDS STATING ITS SUPPORT TO DEVELOP AND IMPLEMENT U.S. BICYCLE ROUTE 20** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion passed and resolution declared duly adopted.

Because of the redistricting in Minnesota, the City needs to reestablish the precinct and polling place. Motion by Foster, seconded by Markgraf to introduce Resolution 2022-03 entitled; **RESOLUTION 2022-03 CITY OF PELICAN RAPIDS REESTABLISHING PRECINCT AND POLLING** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion passed and resolution declared duly adopted.

There was a typo on the Hazardous Waste Day agreement that Council approved at the last meeting. Clerk-Treasurer Danielle Harthun clarified that Hazardous Waste Day will be on August 3, 2022 from 10 am to 2 pm. Motion by Markgraf, seconded by Strand to approve the date change. Motion passed unanimously.

Administrator Solga asked if a Council Member would sit on the interviewing committee for the Economic Development Director position. Council Member Strand volunteered. Motion by Foster, seconded by Markgraf to appoint Steve Strand to the interviewing committee. Motion passed unanimously.

City Administrator Don Solga reported that since the last city council meeting he has; held a department head meeting; worked with Clerk to set city council agenda and prepped for the

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city council meeting; met with mayor, Steve Foster, PeopleService staff and Street Superintendent Olson to discuss the city's draft chloride schedule and then submitted via email to MPCA by end of February deadline; worked on personnel issues; compiled water utility information for the annual Water conservation report, completed the report and submitted it to the DNR; worked on the creation of an request for proposals (RFP) to hire a consultant for the approved trail plan development; meet with community funds' sub-committee Council Members Strand and Ballard to discuss community funds; and attended a meeting of the members of the EDC board to discuss board intentions.

Mayor Frazier reported that since the last city council meeting he has; submitted weekly mayor's columns to the Pelican Press for publication, continued to visit area businesses, conducted a 'Conversations with the Mayor' session at Historic City Hall on February 23, attended a Chloride Reduction Meeting on February 26 at city hall with Administrator Solga, Councilman Foster, Street & Parks Superintendent Olson and Terry Gamble and Greg Stang of People Service, worked at Pelican Rapids booth of the Red River Valley Home & Garden Show at Fargodome in Fargo, ND on Sunday, February 27 from 11 am to 5 pm and meet with Administrator Solga on March 08 to review the agenda for this afternoon's Pelican Rapids City Council Meeting.

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



Danielle Harthun
Clerk-Treasurer