

CITY COUNCIL AGENDA

April 22, 2021

Tuesday April 27, 2021

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. 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 – 04/13/2021
 - b) Approval of Accounts Payable Listing
 - c) Charitable Gambling for the Humane Society of the Lakes at Taqueria Escobar
 - d) Dunn Township Dunvilla Lions Raffle- VFW Post #5252 June 30, 2021
 - e) Pelican Rapids Chamber of Commerce- VFW Post #5252 October 9, 2021
 - f) Staff Reports
 1. Liquor Store (In Packet)
 2. Utilities Report (In Packet)
5. Senior Citizen Center Discussion
6. Highway 59 Project – Downtown Roundabout Discussion
7. Dam Discussion (In Packet)
 - Location of Pelican Pete
 - Dredge Options
 - Dredge Disposal Areas
 - Removal of Windmill Building
 - Drawdown Timeline
 - River Lot Plantings
8. City Legal Services Discussion
9. City Personnel
10. City Administrator Report
11. Mayor Report
12. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 04/27/2021

The City Council of Pelican Rapids met in regular session at 4:30 pm, on Tuesday, April 27, 2021 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 four 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

Other city staff present: Administrator Don Solga, Superintendent Brian Olson, Clerk-Treasurer Danielle Harthun and City Attorney Greg Larson.

General Attendance: Tom Pace, Trudy Kordosky, Howard Fullhart, Hannah Rollin, Rick St. Germain and Lou Hoglund from the Pelican Press were present. Amanda Hillman attended via Zoom.

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 Strand, seconded by Foster to approve the agenda with the additions of No. 13 City Hall Sign Usage and No. 14 Planning Commission Update. Motion passed unanimously.

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

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- f) Staff Reports
 1. Liquor Store
 2. Utilities Report

Motion passed unanimously.

Tom Pace, MnDOT Project Engineer and Trudy Kordosky, MnDOT Traffic Engineer attended the meeting to discuss the downtown roundabouts with Council. Council Member Strand stated he is opposed to having roundabouts in town. He wanted the lights programmed to allow for left turns. Council Member Ballard does not agree that traffic backup is a big issue. He would like things to stay the same as they are. Council is also concerned about pedestrian safety with roundabouts. MnDOT says the data shows that in the next 25-50 years traffic is going to get worse in town. There will be more cars traveling and the wait times will be longer to get through town. There will be more community meetings. The plans will need to be finalized by the end of the year so there is still time for discussion.

Council was provided a copy of the Senior Citizen Board of Directors meeting minutes offering to gift the Senior Citizen building and assets to the City. Attorney Larson suggested the Senior Citizen Board of Directors meet to approve the minutes and he will prepare a quitclaim deed after he has received the approved minutes. Administrator Solga explained today's meeting at

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the Senior Citizen Center. The City will be taking over the meals on wheels program. Motion by Ballard, seconded by Markgraf to accept the gift of the Senior Citizen Center and their assets. Motion passed unanimously.

The DNR and the City have held a few meetings over the winter to discuss the dam project. There were a few items that Council discussion was needed. Pelican Pete will need to be moved away from the rapids. He can be moved to the other side if Council would like so it would be more visible from the highway. Council is fine with moving Pelican Pete but will decide later where too. The DNR can dredge two areas of the river. This would ensure property owners still have access to the river and still provide an area for the fishing pier in Peterson Park. Council would like both places dredged. A place to put the soil dredged from the river will need to be located and the Windmill building will be removed. Administrator Solga applied for the permit to do the drawdown of the river. The community will be notified when the draw down starts and the city will attempt to do it gradually if possible. The DNR will draft a letter regarding river lot planting that will be sent to property owners along the river. Attorney Larson has reviewed the abstracts he has received. There are a few that need a little more investigation is warranted. Attorney Larson would like the city to hang on to the abstract for an additional 60 to 90 days.

Attorney Greg Larson is closing his practice and resigning as City Attorney. A Legal Services Committee will put together a RFP and begin looking for a new City Attorney. Attorney Larson thanked Council and staff for all the years he had to opportunity to work for the City.

The Utility Clerk resigned effective May 6. The position is posted and will be published in the newspaper.

Lakeland Smiles would like to use the old Lake Region Professional Building sign to advertise their new location. Motion by Strand, seconded by Ballard to allow Lakeland Smiles to use the sign. Administrator Solga will put together a lease for Council to approve. Motion passed unanimously.

The Planning Commission have been working on an ordinance change that will be in the next council packet regarding accessory structures in the residential zone.

Administrator Solga reported that since the last city council meeting he has; worked with Clerk to set City Council (CC) agenda and prep for regular CC meeting; attended a DNR dam meeting; attended a couple of virtual meetings regarding updates to the 2021 legislative session; attended MNDOT Value Engineering virtual meeting; attended MNDOT 2024 project monthly meeting; met with the city attorney regarding legal services; attended monthly virtual meeting with Otter Tail County Community Development Authority; attended CGMC virtual meeting regarding public employer information; visited with Julie Aadland to complete and submit the dam drawdown permit application; attended quarterly safety committee meeting; held first police union contract negotiation meeting; attended local board of review meeting; met with Mayor, Councilman Foster, and Clerk Danielle Harthun regarding utility rates; reviewed planning commission draft residential accessory structure ordinance and attend the April 26 meeting; and met with Mayor Frazier, Brian Olson, members of the Senior Center Board of Directors, and Tracy Ellenbaum of Nutrition Services, Inc to discuss the Senior Center transition to the City.

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Mayor Frazier reported that since the last city council meeting he has; continued to submit weekly mayor's columns to the Pelican Press for publication, continued to visit with area businesses, attended a River Restoration Project virtual meeting on April 14, attended a Pelican Rapids Police Union Contract Negotiation Meeting with Administrator Solga and Police Chief Stadum on April 22, attended the Pelican Rapids Local Board of Review and Equalization Meeting at City Hall on April 22 with City Council members and staff, attended a Pelican Rapids Utility Rates Meeting with Councilman Foster and Administrator Solga on April 23, attended the 2nd quarter virtual Otter Tail County Community Collaborative Meeting on April 26, met with Administrator Solga to review the agenda for this afternoon's Pelican Rapids City Council Meeting, met with personnel from Nutrition Services Inc., Local Foods Local Places, Pelican Rapids Senior Citizen's Board of Directors and City of Pelican Rapids regarding the gift of the Senior Citizen property to the City of Pelican Rapids and the current contract with Nutrition Services Inc. and authored a letter and sent to 13 State Senators and State Representatives for the support of the current funding allocation to Statewide Health Improvement Partnership (SHIP) which as provided services for our Local Foods Local Places Project.

Motion by Ballard, seconded by Strand to adjourn the City Council meeting a 6:28 pm. Motion passed unanimously.



Danielle Harthun
Clerk-Treasurer