

CITY COUNCIL AGENDA

May 26, 2022

Tuesday, May 31, 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. 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 – May 10, 2022
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Utilities Report (In Packet)
 - d) Certify to Property Taxes: Property 34 NW 3rd Ave Water/Sewer Amount \$126.98
 - e) Club On-Sale Liquor License and Sunday On-Sale to Donna Mattern on behalf of Gilmore Weik Post 5252
 - f) On-Sale Intoxicating Liquor License and Sunday On-Sale to Aurora Escobar as Proprietor for Taqueria Escobar
 - g) Malt Liquor and Wine with Strong Beer to Cheryl Ann King as Proprietor for Muddy Moose Company
 - h) Malt Liquor License to Charles Evenson for Proprietor for Southtown C Store; Luke Loerzel as proprietor for Paul's of Pelican Inc.
5. Liquor Store Personnel – Maggie Johnson
 - Liquor Store Report (In Packet)
6. Pool Personnel – Brian Olson
7. Pelican Pete 5K – Amanda Guler
8. Senior Citizen Building – Lana Grefsrud
9. Resolution 2022-11 Accepting Monetary Limits on Municipal Tort Liability (In Packet)
10. Police Department Update – Don Solga
11. Council Chamber Technology Discussion – Don Solga
12. City Hall Personnel City Administrator Position – Don Solga
13. Planning Commission Minutes (In Packet)
14. Park Board Minutes (In Packet)
15. Administrator Report
16. Mayor Report
17. Closed Meeting RE: Pending Litigation – City of Pelican Rapids v. Travis McLeod and Public Employees Retirement Association of Minnesota (PERA)

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 5/31/2022

The City Council of Pelican Rapids met in regular session at 4:30 pm, on Tuesday, May 31, 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 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, Clerk-Treasurer Danielle Harthun, Accounting Clerk Onnalee Krump, Street and Park Superintendent Brian Olson, Liquor Store Manager Maggie Johnson.

General Attendance: Joyce Burnham, Brian Mancini, Kari Grefsrud, Lana Grefsrud, ~~Erie~~ Justin Fure, Ellie Litzinger, Amanda Guler, Judy Tabbut, 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.

Joyce Burnham co-president of the Friends of the Public Library provided Council with an update on the feasibility study for a commercial kitchen.

Motion by Ballard, seconded by Strand to add No. 19 Project No. 93 Pay Request No. 1. Motion passed unanimously.

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

- i) Approval of Council Minutes – May 10, 2022
- j) Approval of Accounts Payable Listing
- k) Staff Reports
 - 1. Utilities Report
- l) Certify to Property Taxes: 34 NW 3rd Ave for delinquent utility bill \$126.98
- m) Club On-Sale Liquor License and Sunday On-Sale to Donna Mattern on behalf of Gilmore Weik Post 5252
- n) On-Sale Intoxicating Liquor License and Sunday On-Sale to Aurora Escobar as Proprietor for Taqueria Escobar
- o) Malt Liquor and Wine with Strong Beer to Cheryl Ann King as Proprietor for Muddy Moose Company
- p) Malt Liquor License to Charles Evenson for Proprietor for Southtown C Store; Luke Loerzel as proprietor for Paul's of Pelican Inc.

Motion passed unanimously.

Street and Parks Superintendent Brian Olson recommended Council hire Alea Al-Juhari as Pool Manager and Water Safety Instructor at \$17.26 an hour. He also recommended the hire of Ryley Paulson, Sophia Paulson and Kallie Hanson as experienced lifeguards at \$11.96 an hour. Motion by

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Foster, seconded by Markgraf to approve the hire of Alea Al-Juhari, Ryley Paulson, Sophia Paulson and Kallie Hanson as Pool employees. Motion passed unanimously.

The pool should open next week. Schedule may change due to low staff. Council Member Strand mentioned increasing the wages for pool staff.

Amanda Guler spoke to Council about the Pelican Pete 5K. It will be held on July 2 at 8:00 am. The route will be changing due to Chauncey Martin Field parking lot being paved. Motion by Strand, seconded by Foster to approve the new route for the Pelican Pete 5K. Motion passed unanimously.

Lana Grefsrud spoke to Council about the possibility of purchasing the former Senior Citizen Center building for her business Hillbilly Laser. Business has been good for her and she would like to expand. She is willing to share the space with Meals on Wheels. She will attend the next Park Board meeting to discuss her plans with the building and will attend the next Council meeting.

Liquor Store Manager Maggie Johnson would like to hire Samantha Johnson and Sarah Willits as summer part-time Liquor Store Clerks. They will start at step one of the wage scale which is \$14.71 an hour. Motion by Foster, seconded by Ballard to approve the hire of Samantha Johnson and Sarah Willits. Motion passed unanimously.

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

Motion by Ballard, seconded by Foster to introduce Resolution 2022-11 entitled; **RESOLUTION 2202-11 ACCEPTING MONETARY LIMITS ON MUNICIPAL TORT LIABILITY.** (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.

Administrator Solga provided Council with a Police Department Update. Officer Stadum is out until the end of June for medical reasons. Mr. Solga reconfigured the phone system to have all non-emergency calls routed through dispatch. He has been working on schedules since Jeff Stadum is on medical leave. We are down to three patrolling officers. The City should appoint an Interim Police Chief. Officer Iverson will be paid step one of the Chiefs scale. Motion by Strand, seconded by Foster to appoint Mike Iverson as Interim Police Chief. Motion passed unanimously.

Council discussed technology in Council Chambers. Site on Sound put together a quote on a new sound system and with ipads the cost would be about \$20,000. Council discussed adding it to next year's budget but will just buy ipads as new tablets are needed for Council. The sound will have to be improved, as it is hard to hear Council on the video.

Administrator Don Solga announced that he is retiring as of December 31, 2022. He suggested an interview committee should be established. He also asked Council to consider combining the Economic Director and City Administrator positions. Mayor Frazier and Council Member Strand volunteered for the committee. More people are still needed to sit on the committee.

The Planning Commission Minutes were included in the packet for Council. Motion by Foster, seconded by Markgraf to approve the Planning Commission minutes. Motion passed unanimously.

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The Park Board Minutes were included in the packet for Council. Ballard, Foster Motion by Ballard, seconded by Foster to approve the Park Board Minutes. Motion passed unanimously.

Council considered Pay Request No. 1 for Project 93 for J & J Excavating for \$55,350.16. Motion by Strand, seconded by Foster to approved the pay request. Motion passed unanimously.

Administrator Solga reported that since the last city council meeting he has; worked with the Clerk to set city council agenda and prepped for the city council meeting; attended Project 93 OTC Utility extension pre-con meeting; attended Pelican Rapids dam meeting with Houston Engineering and DNR; attended monthly MNDOT 2024 virtual Project Design meeting; attended Pelican Rapids Housing Summit; held a telephone call with Flaherty and Hood regarding ex-employee matter; attended T-Mobile pre-con meeting regarding water tower upgrades; attended employee CPR training; held a telephone conversation with city financial consultant Northland Securities; worked on police department matters; and attended a webinar on the Frontline Worker Pay Program.

Mayor Frazier reported that since the last city council meeting he has; submitted weekly mayor's columns to the Pelican Press for publication, continue to visit area businesses, met at Historic City Hall with Carter Grupp of Otter Tail County on May 11 regarding broadband in our area, authored a letter of support on May 11 to the USDA regarding a proposed expansion project at Heart O'Lake Quality Meats in the Pelican Rapids Industrial Park, attended a River Restoration Project Meeting with Administrator Solga at city hall on May 12 by Zoom, attended a 2024 Pelican Rapids Complete Streets Meeting with Administrator Solga and Superintendent Olson at City Hall on May 12 by Microsoft Teams, attended and presented a welcome to the attendees at the Pelican Rapids Housing Summit at Lake Region Electric Cooperative on May 12, conducted an interview on May 17 with Mary Phillipe of Lakes Country Service Cooperative regarding projects underway and planned for Pelican Rapids, by invitation attended the Grand Re-Opening of the Edward J. Devitt United States Courthouse and Federal Building in Fergus Falls, MN on May 18, by invitation read a book on May 19 to Ms. Henkes second grade class at Viking Elementary School, attended the Pelican Lake Property Owners Association Annual Meeting on May 20 with Rudy and Kate Martinez to present the projects underway and proposed in Pelican Rapids, called and left a voice mail with Senator Bill Ingebrightsen on May 20 asking him to support bonding money for the Pelican Rapids Pool Project and funding for the future testing of PFAS at the Pelican Rapids Wastewater Treatment Facility, attended the Local Foods, Local Places picnic at E. L. Peterson Park on May 26 to meet the new consultant Jody Dahlseid of The Dahlseid Group who has been hired to conduct the Feasibility Study for the proposed Pelican Rapids Commercial Kitchen, presented the Welcome Remarks on May 30 for the Memorial Day Service at the Pelican Rapids High School Fine Arts Auditorium, met with Administrator Solga and Robert Nulph of Source One Organics, Inc. on May 31 regarding a proposal for the City of Pelican Rapids accepting leachate from landfills and met with Administrator Solga on May 31 to review the agenda for this afternoon's Pelican Rapids City Council Meeting.

Mayor Frazier read the following statements:

“The agenda item is Pending litigation – City of Pelican Rapids v. Travis MacLeod, and the Public Employees Retirement Association of Minnesota.

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This portion of the meeting will be closed pursuant to Minnesota Statutes, section 13D.05, subdivision 3 (b). The grounds for closing it are as follows:

The City's need for absolute confidentiality outweighs the purposes served by the open-meeting law in this case based on the following:

- Absolute confidentiality is necessary so that the City Council and legal counsel can have a candid and open discussion to determine the available legal options to handle the litigation, including response strategy and possible areas of reconciliation.
- The purpose of the closed meeting is not to make a decision behind closed-doors, but instead the purpose of the meeting is to determine the legal options for handling the litigation.
- The only business to be discussed is the pending litigation.
- An open session would be detrimental because it may take place in the presence of individuals involved in the litigation.

A closed session would benefit the public because the ultimate outcome of the litigation may impact the finances of the city.

I will now entertain a motion to close this portion of the meeting.”

Motion by Markgraf, seconded by Strand to close the meeting. Motion passed unanimously.

“The time is 6:13 pm. The City Council will now go into a closed session. Only the City Council and authorized City representatives may be in attendance at any portion of the closed session.”

“Following a closed meeting, the City Council meeting is now open. The time is 7:03 pm.”

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 7:04 pm. Motion passed unanimously.



Danielle Harthun
Clerk-Treasurer