

Tuesday, May 9, 2023

**CITY COUNCIL AGENDA
4:30 p.m.**

**May 4, 2023
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 – April 25, 2023
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Financial Report (In Packet)
 2. Police Report (In Packet)
5. Lakes Tree, LLC Quit Claim Deed (In Packet)
6. Parking at Veteran's Memorial Park – Lana Grefsrud
7. Apex Engineering PFA Application – Bob Schlieman (In Packet)
8. River Restoration Update – Wes Keller
9. PFAs Cost Recovery Documents (In Packet)
10. Street And Parks Report – Brian Olson
11. Library Report – (In Packet)
12. Administrator Report
13. Mayor Report
17. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 05/09/2023

The City Council of Pelican Rapids met in regular session at 4:30 pm on Tuesday, May 9, 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:

Council Member Steve Strand

Council Member Curt Markgraf - absent

Council Member Kevin Ballard

Council Member Steve Foster

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Other city staff present: Administrator Lance Roisum, Clerk-Treasurer Danielle Harthun, Accounting Clerk Onnalee Miller Krump, Superintendent Brian Olson, Chief Jeff Stadum
General Attendance: Ben Johannesen, Lana Grefsrud, Bob Schlieman, Wes Keller 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 Strand, seconded by Ballard to approve the agenda as presented. Motion passed unanimously.

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

- a) Approval of Council Minutes – April 25, 2023
- b) Approval of Accounts Payable Listing
- c) Staff Reports
 - 1. Financial Report
 - 2. Police Report

Motion passed unanimously.

Council considered the Quit Claim Deed for 25 and 29 Industrial Drive to Lakes Trees, LLC. The City will maintain ownership of the well site located on 29 Industrial Drive. The Planning Commission had already considered and recommended Council move ahead with the sale of the industrial lots. Motion by Strand, seconded by Foster to approve the transfer of the lots and the signing of the Quit Claim deed. Motion passed unanimously.

Lana Grefsrud spoke to Council about campers at Veteran's Memorial River Park. Chief Stadum explained there was a couple that camped in Veteran's Memorial River Park over the weekend because the power was not on in Sherin Park at the campground. Once the City was aware of the situation on Monday, the campers were asked to move to Sherin Park.

City Engineer Bob Schlieman provided Council with an update on the 59/108 Complete Streets Project. Design is about 90% complete and he recommended the City pursue funding from the Minnesota Public Facilities Authority (PFA) for the infrastructure improvements. The City has received low interest loan dollars on previous projects through PFA. Mr. Schlieman also told Council that the City received a Transportation Alternatives Grant.

Motion by Foster, seconded by Strand to introduce Resolution 2023-09 entitled; **RESOLUTION OF APPLICATION MINNESOTA PUBLIC FACILITIES AUTHORITY DRINKING WATER REVOLVING FUND LOAN APPLICATION FOR HIGHWAY 59 AND 108 COMPLETE STREETS PROJECT CITY OF PELICAN RAPIDS, MINNESOTA.** (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.

Motion by Foster, seconded by Strand to introduce Resolution 2023-10 entitled; **RESOLUTION OF APPLICATION MINNESOTA PUBLIC FACILITIES AUTHORITY CLEAN WATER REVOLVING FUND LOAN APPLICATION FOR HIGHWAY 59 AND 108 COMPLETE STREETS PROJECT CITY OF PELICAN RAPIDS, MINNESOTA.** (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.

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Administrator Roisum spoke to Council about the PFAS Cost Recovery Program. There are no problems now with PFAS in drinking water, but this will help protect the City if there are problems in the future. Motion by Ballard, seconded by Strand to sign the retainer agreement for the PFAS Cost Recovery Program. Motion passed unanimously.

Superintendent Olson provided the Streets and Parks report. There was a small sinkhole on Great Northern Road that was caused by a collapsed culvert. Hydrant flushing went well but the water was rustier than expected. Two apple trees were planted by the Community Garden. Motion by Strand, seconded by Ballard to approve the report. Motion passed unanimously.

Wes Keller, Houston Engineering, provided Council with a River Restoration/Dam Removal update. The rapids are complete. The bridge should be placed May 11 or 12. Council considered removing the steps where Pelican Pete was previously located. They will make the decision later.

Council reviewed the Library Report, which was included in the packet.

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 Utility Design Meeting; completed updating the Emergency Management Plan; attended a webinar on the Federal EPA Lead and Copper Rule; researched the PFAS Cost Recovery Program; met with Mayor Frazier, Council Member Markgraf, and Flaherty and Hood Associate Attorney Nicholas K.C. Lira Lisle in preparation for union negotiations; attended the initial LELS Union negotiation meeting; met with Clerk Harthun and Mayor Frazier about the Flaherty and Hood wage study and implementation possibilities; met with Apex Engineering and MnDOT about the Hwy 59N frontage road; met with Greystone Construction about the new sand/salt shed; met with Lake View Cemetery board members about the future of the Lake View Cemetery Association; been in contact with Ron Ziegler from CEDA about the open Pelican Rapids position.

Mayor Frazier reported that since the last meeting he has; submitted weekly mayor's columns to the Pelican Press for publication, continued to visit with area businesses, conducted a "Conversations with the Mayor" session at Historic City Hall on April 26, attended a 2024 Pelican Rapids Complete Streets Utility Meeting at City Hall on April 26 with Administrator Roisum, Superintendent Olson and MnDOT personnel and engineers joining by Microsoft Teams, attended a Police Union Pre-Negotiations Meeting at City Hall on April 28 with Administrator Roisum and personnel from Flaherty & Hood joining by Zoom, attended a 2024 Pelican Rapids Complete Streets Steering Committee Meeting at City Hall on May 1 with Administrator Roisum, Superintendent Olson and MnDOT personnel and engineers joining by Microsoft Teams, attended an Otter Tail County Housing Convening Meeting on May 2 at City Hall with Administrator Roisum with Otter Tail County personnel and others joining by Microsoft Teams, met on May 8 at Pelican Rapids High School with Superintendent Korf regarding the proposed school multi-purpose building, met on May 3 with Administrator Roisum and Council Member Markgraf at City Hall regarding upcoming Police Negotiations Meeting, met on May 3 at City Hall with Administrator Roisum, Council Member Markgraf, Officer Smieja and Law Enforcement Labor Services, Inc. representative Robin Roeser regarding the Police Union negotiations, met on May 4 at City Hall with Administrator Roisum and Clerk Harthun regarding the study of the employee wages, attended a meeting on May 4 at City Hall with Administrator Roisum, Superintendent Olson and personnel from Greystone Construction joining by Zoom regarding the proposed Salt Shed, visited the Head Start Child

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Care facility on North Broadway, met with Administrator Roisum on May 8 at City Hall to plan the agenda for this afternoon's Council Meeting, and attended a Pelican Rapids Dam Removal/River Restoration Project Construction Progress Meeting on May 8 at City Hall with Administrator Roisum, Superintendent Olson, and personnel from the Minnesota Department of Natural Resources, Rachel Construction, Schroeder Construction, Sherbrooke Turf, Inc. and Houston Engineering.

Motion by Strand, seconded by Ballard to adjourn the City Council meeting at 5:13 pm. Motion passed unanimously.



Danielle Harthun
Clerk-Treasurer