

CITY COUNCIL AGENDA

June 7, 2018

Tuesday, June 12, 2018

5:00 p.m. Pelican Rapids Fire Hall, 200 S 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 by 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 5/29/18
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Library Report
 2. Police Chief Report
 3. Financial Report
 4. Peddlers License for Disabled American Veterans Forget Me Nots 7/14/18
Pelican Fest Parade on City Sidewalks
 5. Renewal of 3.2% Off Sale License for Charles Evenson of Southtown
 6. Renewal of 3.2% and Wine On Sale License for Cheryl King of The Muddy Moose Co.
 7. Renewal of Club and Sunday On Sale License for Donna Mattern of Gilmore Weik VFW Post 5252
 8. Renewal of Intoxicating Liquor and Sunday On Sale License for Aurora Escobar of Taqueria Escobar
 9. Certify Unpaid Administrative Penalty for 414 N. Broadway for \$50
 10. Certify Unpaid Rental Housing Penalty for 900 N. Broadway for \$327.20
5. Sewer Back-up – Marty Hanson
6. Planning Commission Update
7. City Hall Project Update
8. Street and Park Superintendent Report
9. City Donations Information
10. Council Appointment
11. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 06-12-18

The City Council of Pelican Rapids met in regular session at 5:00 p.m., on Tuesday, 06-12-18 at the Pelican Rapids Fire Hall.

Mayor Frazier called the meeting to order at 5:00 p.m.

Roll call was taken by Clerk-Treasurer Danielle Heaton.

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

Council Member Steve Strand

Council Member Kevin Ballard

Council Member Steve Foster

Other city staff present: Administrator Don Solga, Clerk-Treasurer Danielle Heaton, Street and Park Superintendent Brian Olson, Police Chief Jeff Stadum and City Attorney Greg Larson.

General Attendance: Marty Hanson, Jose Escobar, Adriana Robles, Magda Savner, Maria E. Guerra, Maria Pena, Kathleen Hoover, Adrian Chavez, Tania Chavez, Natalie Hilber, Katie Martinez, Andrea Martinez, Jose Perez, Eddie Perez, Martha Murillo, Leticia Perez Flores, Rosie Murillo, Monica Murillo, Jose Jesus, Arnulfo Martinez, Eva Centeno, Veronica Loeza, Maria Teresa Diaz, Gerry Langseth, Dawn Finn, Curt, Markgraf, John Waller III., Emily Welder, Mayra Kugler, Jason Kugler, Danny Salazar, Rudy Sanchez, Maria Martinez, Jose Martinez, Linda Caballero, Annie M. Wrigg, Robert Erickson, Ben Sytsma, Yolanda Godina, Norma Godina, Irma Sanchez, Omar Rojas, Magdalena Salazar, Yohanna Hernandez, Cristina Franco, Alexandra Martinez, Vicki Koplin, Steve Finn, Adriana Garcia, Alfredo Centeno Romero Beatriz Franco and Lou Hoglund from the Pelican Press were also present.

Mayor Frazier 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 Foster to add No. 12 Swimming Pool and No. 13 Court Updates. Council Member Foster asked to remove the minutes from the consent agenda and Council Member Ballard asked to move Council Appointment to No. 5 on the agenda. Motion passed unanimously.

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

~~Approval of Minutes – Council Meeting 5/29/18~~

Approval of Accounts Payable Listing

Staff Reports

Library Report

Police Chief Report

Financial Report

Peddlers License for Disabled American Veterans Forget Me Nots 7/14/18 Pelican Fest Parade on City Sidewalks

Renewal of 3.2% Off Sale License for Charles Evenson of Southtown

Renewal of 3.2% and Wine On Sale License for Cheryl King of The Muddy Moose Co.

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Renewal of Club and Sunday On Sale License for Donna Mattern of Gilmore Weik
VFW Post 5252

Renewal of Intoxicating Liquor and Sunday On Sale License for Aurora Escobar of
Taqueria Escobar

Certify Unpaid Administrative Penalty for 414 N. Broadway for \$50

Certify Unpaid Rental Housing Penalty for 900 N. Broadway for \$327.20

Motion by Foster, seconded by Strand to approve the minutes as amended. Motion passed unanimously.

Clerk-Treasurer Heaton went through the steps with Council on how to appoint a new Council Member. Council received Council Member CJ Holl's letter of resignation and passed Resolution 2018-09 which accepted the resignation and declared a vacancy on May 8, 2018. Council asked for letters of interest to be submitted to City Hall offices and advertised in the local paper for two weeks. Three letters were received for the open position and have been provided to Council.

The meeting was opened up to allow interested parties to speak to Council and the public that were present. After Dawn Finn, John Waller III and Curt Markgraf addressed the public and Council, it was opened up for public comment. Some members from the public spoke in support of Dawn Finn.

Each member of Council made the following nominations:

Steve Foster – Curt Markgraf

Kevin Ballard – Curt Markgraf

Brent Frazier – Dawn Finn

Steve Strand – Curt Markgraf

Motion by Ballard, seconded by Strand to appoint Curt Markgraf to the open Council position until December 31, 2018. Motion passed unanimously.

Curt Markgraf took the Oath of Office.

Marty Hanson spoke to Council on a sewer backup issue he had at a property he recently sold. The mess has been cleaned up now, but he feels that the City needs to do a better job keeping the sewer lines clear of tree roots and other debris. Street and Park Superintendent Brian Olson explained the sewer lines are cleaned annually. Administrator Solga explained that the property owner should turn it into their insurance. Hanson encouraged Council to make sure that the City has the correct equipment to keep the sewer lines well maintained.

Administrator Solga provided Council with a Planning Commission update. On the Transient Merchant issue, it was decided to wait until a later meeting when there would be an odd number of Council Members again so there would not be a tie. The next meeting was scheduled for Monday, June 18 with a backup date set for Monday, June 25 at 6:00 p.m. at the Fire Hall.

Motion by Strand, seconded by Foster to rescind the entire transient merchant ordinance. Strand is not willing to drag this issue out any longer and wants to allow Chavez's to sell food.

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The Planning Commission can resume discussing it on Monday and bring it back to Council at a later date.

Planning Commissioner Ben Sytsma explained to Council and everyone present, that the Planning Commission can make recommendations to the Council; it does not mean that the Council will follow them.

City Attorney Greg Larson recommended that Council waive the amount of days which is just a City policy. It is the policy that limits transient merchants, not the ordinance.

His recommendation to Council would be that the ordinance not be rescinded because that is not what is restricting the number of days they can do business. It is the City's Transient Merchant Policy. That way it allows the Planning Commission to do the proper vetting.

Motion by Strand, seconded by Foster to amend his original motion to rescind the Transient Merchant application. Motion passed unanimously.

Administrator Solga provided Council with an update on the City Hall Project. There is asbestos on the elbows and joints of the boiler pipes. It is also in the glue used on the carpet in lower City Hall. The City is putting together a scope of work to abate the asbestos so that Council can get a quote for both the carpet and the pipes and decide what they want to do at that time. When the contractor had the ceiling and walls exposed, they found the as-built plans are not correct. Walls were not completed as they should have been. The fire separation between the two floors is present in part of the building, and missing in other parts. Both the Architect and the Building Official are available to meet with the Council next Monday or Wednesday to discuss further.

The Mayor called a Special Meeting for Monday, June 18, 2018 at 5:00 p.m. to discuss the items that have been discovered in the City Hall building now that the walls have been opened up. Both the Architect and the Building Official will be at the meeting.

Street and Park Superintendent Brian Olson provided his report to Council. The pool opened at noon on Friday. There is still a leak at the pool which still makes it difficult to get the chemicals balanced correctly. The campground has been busy most weekends. The air conditioning has been installed in the upper City Hall building. Patchwork is complete on West Mill and on Hwy 59 today. Council was told that a used Jetter is \$100,000 to \$200,000. A new one would be \$300,000 to \$400,000. There are no Jetties available until after January 1. The DNR is hosting a kayaking event in Peterson Park on June 29, 2018 from 3:00 p.m. to 6:00 p.m. They will be there with staff and extra kayaks to teach people how to properly use them. Motion by Markgraf, seconded by Ballard to approve the Streets and Parks Report. Motion passed unanimously.

Council directed staff that they would like to be notified before advertising for an employee position.

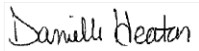
At the May 8th meeting, Jeff McCracken attended the Council meeting on behalf of Pass it on Ministries. At that meeting, Council passed a motion to pay for the graveling and grading of the

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parking lot one time. One of the City's new auditor's was also at that meeting. He contacted Clerk-Treasurer Heaton to discuss the parking lot matter. Graveling and grading the parking lot, would be considered a donation and cities are not allowed to use public funds as donations unless it is specifically stated in state statute. Heaton provided Council with a Statement of Position from the State Auditor's Office that had more detail.

Council received an update on two property issues. One of which is in the process going through the Court System.

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 7:23 p.m.
Motion carried.



Danielle Heaton
Clerk-Treasurer