

CITY COUNCIL AGENDA

July 9, 2021

Tuesday, July 13, 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. 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 6/29/21
 - b) Approval of Accounts Payable Listing
 - c) Pelican River Pheasants Forever - VFW Post 5252 August 29, 2021
 - d) Staff Reports
 1. Police Chief Report (In Packet)
 2. Financial Report (In Packet)
5. City Attorney Lindsey Forsgren
6. Street Report
7. 2021 Legislative Session Update – Senator Bill Ingebrigtsen
8. Local Food, Local Places – Emily Reno
 - Letter Of Support (In Packet)
9. West Central Minnesota Drug & Violent Crimes Task Force Joint Powers Agreement (In Packet) – Jeff Stadum
10. Library Report (In Packet)
11. Resolution NO. 2021-10 A Resolution Declaring Sufficiency of Petition And Setting A Public Hearing On A Vacation Commenced By A Petition Of A Majority Of Abutting Landowners (In Packet)
12. Welcome Place Letter FYI (In Packet)
13. Administrator Report
14. Mayor Report
15. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 07/13/2021

The City Council of Pelican Rapids met in regular session at 4:30 pm, on Tuesday, July 13, 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: Police Chief Jeff Stadum, Superintendent Brian Olson, City Attorney Linsey Forsgren, Administrator Solga and Clerk-Treasurer Danielle Harthun.

General Attendance Senator Bill Ingebrigtsen, Emily Reno, Dena Johnson, Wayne Johnson, Lily Sugimura and Lou Heglund 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.

During Citizen's Comments, Lily Sugimura introduced herself to Council. She is the intern helping with the Pelican Market.

Motion by Markgraf, seconded by Ballard to approve the agenda with the addition of No. 16 Cancel July 27, 2021 Council Meeting, No. 17 Colony Apartment Pay Request Number 4, No. 18 Resolution 2021-11, and No. 19 Certification of HRA . Motion passed unanimously.

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

- a) Approval of Minutes – Council Meeting 06/29/21
- b) Approval of Accounts Payable Listing
- c) Pelican River Pheasants Forever – VFW Post 5252
August 29, 2021
- d) Staff Reports

3. Police Chief Report

4. Financial Report

Motion passed unanimously.

Lindsey Forsgren introduced herself to Council and thanked them for the opportunity to be the City Attorney.

Superintendent Olson provided a Street and Parks report to Council. Crack sealing of 122 blocks will begin this month. The CSAH 96 & 100 Project and the Colony Housing Project have received the second layer of asphalt and the striping is complete. The Swimming Pool has been busy and the first session of lessons is almost complete. Council Member Ballard asked how large of an area of infrastructure is being replaced in the 2024 Highway 59 & 108 Project. The infrastructure on highway 59 from Highway 9 to SE 5th Avenue and on Highway 108 E to SE 6th Street and Highway 108 W to NW 3rd Street. Motion by Foster, seconded by Strand to approve the street and parks report. Motion passed unanimously.

Senator Bill Ingebrigtsen provided Council with a recap of the 2021 Legislative Session.

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Emily Reno provided Council with a Local Foods, Local Places update and some of the grants for which they have applied. She also reported that Local Foods, Local places is excited to work in partnership with the Park Board on the former Senior Citizen building. She also provided Council with an update on the Pelican Market. There has been much community excitement and eleven vendors are participating in the Pelican Market.

Emily Reno asked Council to provide a letter of support for the Smithsonian Institution, Spark! Places of Innovation. The Spark! Places of Innovation is a traveling exhibition and could lead to national coverage for Pelican Rapids. Motion by Markgraf, seconded by Ballard to approve the letter of support for the Spark! Places of Innovation application. Motion passed unanimously.

Otter Tail County needs the City to approve the land at 117 NW 1st Avenue as non-conservation lands. The property was forfeited to the State of Minnesota in 2019 for non-payment of property taxes. Motion by Ballard, seconded Strand be to approve the classification of parcel 760009900131000 as non-conservation land and supporting the Otter Tail County Housing and Redevelopment Authority's request to acquire this property for a housing project. Motion passed unanimously.

Police Chief Stadum explained the West Central Minnesota Drug and Violent Crime Task Force Joint Powers Agreement. Motion by Markgraf, seconded by Foster to authorize City Administrator Don Solga and Mayor Brent E. Frazier to sign the West Central Minnesota Drug and Violent Crime Task Force Joint Powers Agreement. Motion passed unanimously.

Motion by Ballard, seconded by Markgraf to approve the library report as presented. Motion passed unanimously.

Administrator Solga explained to Council the street and alley vacation in the southeast part of town. Motion by Ballard, seconded by Foster to introduce Resolution 2021-10 entitled: **RESOLUTION 2021-10 A RESOLUTION DECLARING SUFFICIENCY OF PETITION AND SETTING A PUBLIC HEARING ON A VACATION COMMENCED BY A PETITION OF A MAJORITY OF ABUTTING LANDOWNERS.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion carried and resolution declared duly adopted. The Welcome Place provided Council with a letter of support for hiring Economic Development personnel for Pelican Rapids.

Council discussed the July 27, 2021 Council Meeting. Since there will not be a quorum available, it was decided to cancel the meeting. Motion by Markgraf, seconded by Ballard to cancel the July 27 meeting. Motion passed unanimously.

Administrator Solga spoke to Council about Pay Request No. 4 for \$30,339.12 for Project No. 89. Motion by Strand, seconded by Foster to approve Pay Request No. 4. Motion passed unanimously.

Administrator Solga was contacted by a property owner that would like to build a house. In order to take advantage of the tax abatement programs, a public hearing must be held. Motion by Foster, seconded by Strand to introduce Resolution 2021-11 entitled: **RESOLUTION 2021-11 CALLING FOR A PUBLIC HEARING ON A PROPERTY TAX ABATEMENT.** (A complete text of this resolution is part of permanent public record in the City Clerk's office.) Motion carried and resolution declared duly adopted.

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Administrator Solga reported that since the last city council meeting he has; held a department head meeting; worked with Clerk to set City Council (CC) agenda and prep for regular CC meeting; met with police union and then with Mayor Frazier and Councilman Markgraf regarding the next union meeting; met with Mayor and Team Lab to review pond sludge reports; attended 2024 project design team meeting at city hall; had conversation with School Superintendent Brian Korf regarding the soccer field; met with business representatives regarding upper floor of city hall building; met with property owners regarding street/alley vacation; met with city attorney to discuss street vacation and soccer field; met with Mayor and Nick Leonard to discuss Historic City Hall; submitted DAM pedestrian bridge funding application into the State's Capital Budget System; attended the monthly virtual meeting with OTC CDA; worked with local resident and CDA on the housing tax refund program documents; and spent time re-configuring city hall council chamber.

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, hosted a 'Conversations with the Mayor' session on June 30 at Historic City Hall, attended a Police Union Contract Meeting at city hall with Councilman Markgraf, Administrator Solga and Union representatives on June 30, attended a meeting with PeopleService & Team Laboratory personnel and Administrator Solga on July 1 regarding the possible bacteria treatment at the lagoon complex system, attended a 2024 Pelican Rapids Complete Streets Project Meeting at city hall on July 1 to review possible plans for the Highway 108 layout, had a car entry in the Erhard 4th of July parade, meeting on July 8 with Administrator Solga and Nick Leonard of Otter Tail County regarding future staffing at Historic City Hall, attended two Police Union Contract Strategy Meetings with Councilman Markgraf and Administrator Solga at city hall on July 8 & 12 and met on July 12 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 5:51 pm.
Motion passed unanimously.



Danielle Harthun
Clerk-Treasurer