

CITY COUNCIL AGENDA

August 26, 2021

Tuesday August 31, 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 – 08/10/2021
 - b) Approval of Accounts Payable Listing
 - c) Staff Reports
 1. Liquor Store (In Packet)
 2. Utilities Report (In Packet)
5. 2024 Street Project – Downtown Business Owners
6. Union Contract
7. City Employee COLA
8. New Pool Discussion
9. 2022 Proposed General Budget (In Packet)
10. Bureau of Mediation Service Meeting
11. Red River Valley Home & Garden Show
12. Resolution NO. 2021-14 Calling For Public Hearing On The Annexation Of Certain Property Located In Pelican Township To The City Of Pelican Rapids, Minnesota (In Packet)
13. Liquor Store Personnel
14. Approval of Minutes (In Packet)
 - Park Board
 - Planning Commission
15. City Hall Hours Discussion
16. City Administrator Report
17. Mayor Report
18. Adjourn

CITY OF PELICAN RAPIDS COUNCIL MEETING MINUTES – 08/31/2021

City Council of Pelican Rapids met in regular session at 4:30 pm, on Tuesday, August 31, 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 Solga and Clerk-Treasurer Danielle Harthun.

General Attendance: Rick Westby, Matt Strand, Liz Strand, Kathleen Hoover, Dan Egge, Steve Egge, Paul Restad, Dave Ditch, Travis Grefsrud, Everett Ballard, Peter Scott, Houstin Pierce, Nicole Stetz 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.

Motion by Ballard, seconded by Foster to approve the agenda with an addition to No. 14 of Approval of Planning Commission Member. Motion passed unanimously.

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

a) Approval of Council Minutes – 08/10/2021

b) Approval of Accounts Payable Listing

c) Staff Reports

1. Liquor Store

2. Utilities Report

Motion passed unanimously.

Some business owners and concerned citizens from the Pelican Rapids presented their ideas for the 2024 Highway project. Rick Westby expressed his concern with the roundabouts, bike lanes and the loss of parking spots. He would rather it be a controlled intersection than a confused intersection. The parking spaces are very valuable to the downtown businesses. The city cannot afford to lose 14 of them. Matt Strand heard a lot of feedback from people downtown when the lanes were narrowed by MNDOT. He proposed the bike lanes being next to traffic to better allow for oversized traffic. He would like the project to last only one season, versus the two proposed because it will hurt the downtown businesses who are still trying to recover from COVID. He feels maintaining the stoplights instead of roundabouts is the safest option for Pelican Rapids. They received signatures from 104 businesses supporting the alternative ideas they presented. Motion by Strand, seconded by Markgraf to endorse the business community recommendations and request MNDOT incorporate them into the final plan by maintaining curb-to-curb width, bike lanes will be between the parked cars and driving lane, no net loss of parking, maintaining stoplight control of the intersections, and limit the project duration to one year. Aye: Strand, Ballard, Markgraf, Frazier. Nay: Foster. Motion passed.

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Council discussed the Police Union contract. Mayor Frazier, Council Member Foster and Administrator Solga met with the Police Union a few times. Some of the things the union asked for was a 4% COLA, increase in vacation and sick time accrual, weekend shift differential and an increase in night differential. They agreed to a two-year contract with a 3.25% COLA and an increase in night differential by \$.25. Motion by Ballard, seconded by Strand to approve the signing of the union contract. Motion passed unanimously.

Council discussed the COLA for the rest of the city employees. Motion by Strand, seconded by Foster to give remaining city employees 3.25% COLA for 2022. Motion passed unanimously.

Administrator Solga presented the financing options for the new pool. Financing 3 million for the pool will add \$130,000 to the general levy and \$65,000 to the special levy for 2022. The pool has also been added to the States Capital Investment project list along with the pedestrian dam bridge. The House Capital Investment committee will be touring the Pelican Rapids projects on September 22. Council can decide to wait a year to see if the City is given state funding for the pool, or move forward with the original timeline of construction beginning spring 2022. Administrator Solga reviewed some of the pros and cons of beginning project now versus waiting a year. The City's financial planner stated it was in the city's best interest to wait for the State to make a decision whether they will provide funding. Council Member Foster agreed that it is probably worthwhile to wait and see what the state decides.

The budget committee met to work on the 2022 budget. Council Member Foster commented that this is the most difficult budget he has worked on. Council has until the September 28, 2021 meeting to approve the budget. The city is attempting to do many projects in the near future such as a new pool, community center and the position of Economic Development Director. For 2022, the Liquor Store will again transfer \$100,000 to the general fund to from the liquor store. Administrator Solga reviewed the 2022 proposed budget for council. He reviewed the increase and decreases compared to the previous year. Council will further discuss the budget at the next meeting.

Administrator heard from the Bureau of Mediation Services. The first meeting with the Library, Council and the Bureau of Mediation Services is set for October 1 at 10:00 am.

Clerk-Treasurer Harthun reported that the 2022 Red River Valley Home and Garden Show is February 25-27. The early bird cost is \$800 and the regular costs are \$930. Council discussed whether to attend. Council Member Markgraf and Foster will not be volunteering this time. Motion by Markgraf, seconded by Ballard to approve attending the 2022 Red River Valley Home and Garden Show. If no volunteers are found, the city can cancel later. Aye: Strand, Ballard, Markgraf, Frazier. Nay: Foster. Motion passed.

The City of Pelican Rapids received a petition for annexation from Otter Tail County. OTC purchased land in Pelican Township that is adjacent to the city. OTC wants to be annexed to receive city utilities for their new county garage. Motion by Ballard, seconded by Foster to accept the Property Owner Petition to Municipality for Annexation by Ordinance from Otter Tail County. Motion passed unanimously.

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Motion by Foster, seconded by Ballard to introduce Resolution 2021-14 entitled: **RESOLUTION 2021-14 A RESOLUTION CALLING FOR PUBLIC HEARING ON THE ANNEXATION OF CERTAIN PROPERTY LOCATED IN PELICAN TOWNSHIP TO THE CITY OF PELICAN RAPIDS, MINNESOTA.** (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 Liquor Store is looking for a part-time liquor store clerk. The ad has been posted on the website and published in the paper.

The Park Board minutes were included in the Council packet. Motion by Markgraf, seconded by Ballard to accept the Park Board minutes. Motion passed unanimously.

The Planning Commission minutes were included in the Council packet. Motion by Ballard, seconded by Strand to accept the Park Board minutes. Motion passed unanimously.

Clerk-Treasurer Harthun informed Council that a Dan Husted resigned from the Planning Commission. The City has received an application from Rudy Martinez. Motion by Markgraf, seconded by Ballard to approve Rudy Martinez to the Planning Commission to complete Husted's term. Motion passed unanimously.

Clerk-Treasurer Harthun spoke to Council about the City Hall summer hours. Since the city has not had any complaints and it works well for staff, she asked Council to consider making them year round. Motion by Ballard, seconded by Strand to approve the hours for City Hall as Monday through Thursday 7:30 am to 5:30 pm and Friday 7:30 am to 11:30 am. The Street Department will change back to their regular hours. Motion passed unanimously.

Administrator Solga reported since the last meeting he attended he has; held a department head meeting; worked with Clerk to set City Council (CC) agenda and prep for regular CC meeting; still working on WWTF power loss claim; attended lagoon meeting with Team Lab and West Central Turkey; attended Comp Plan Steering committee meeting; attended 2024 project monthly virtual meeting; worked on 2022 General budget and met with budget committee; met with new swimming pool committee members to discuss pool funding; coordinated efforts to obtain information for pool donation; had telephone conversations with Northland Securities regarding pool funding; held a meeting with Representative Rasmusson regarding the September 22 House Capital Investment Committee visit to Pelican Rapids; worked on liquor store telephone issues; and met with city attorney regarding land annexation.

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 2024 Pelican Rapids Complete Streets Steering Committee Meeting on August 12 & 24 at city hall, attended a meeting with West Central Turkeys, PeopleService and city staff at city hall on August 12 regarding the treatment of the sludge build-up at the lagoons and the WWTF, on August 12 & 18 he attended a Pelican Rapids Comprehensive Plan Steering Committee Meeting at city hall, attended budget meetings on August 19, 24 & 26 at city hall with Councilman Foster and Administrator Solga, had a car entry in the Vergas Looney Daze Parade on August 15, conducted a "Conversations with the Mayor" session at Historic City Hall on August 25, attended a Local Foods Local Places Zoom Steering Committee Meeting on

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August 26, attended a Zoom meeting at city hall on August 27 with Administrator Solga, Supt. Olson, Pelican Rapids Park personnel and State Representative Jordan Rasmussen regarding possible state bonding for the Pelican Rapids Pool Project & proposed walking bridge over the River Restoration Project/Rock Rapids, met with Administrator Solga on August 30 to review the agenda for this afternoon's Pelican Rapids City Council Meeting and met on August 31 with Kathy Coyle & Rayna Zima of cable television Channel 3 to film a video production for "The Museum Road Show" regarding the history of the Pelican Rapids Dam and the future River Restoration Project.

Motion by Strand, seconded by Markgraf to adjourn the City Council meeting at 7:11 pm.
Motion passed unanimously.



Danielle Harthun
Clerk-Treasurer