



Tuesday, January 27, 2026

6:00 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. Citizens' 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 – January 13, 2026
 - b) Approval of Accounts Payable Listings
 - c) Staff Reports
 1. Utility Report (In Packet)
 2. Liquor Store Report (In Packet)
 3. Police Report (In Packet)
 - d) Household Hazardous Waste Day August 5, 2026, 10am – 2pm
 - e) Intent to Certify Taxes (In Packet)
 1. 800 S. Broadway
Parcel No.: 76000990343000
Amount Due: \$650.00 Unpaid Fire Call C20 7/17/2025
5. Red Cross
6. Chapter 7 Revisions (In Packet)
7. Resolution 2026-01 Calling for a Public Hearing on a Property Tax Abatement (In Packet)
8. Administrator Report
9. Mayor's Report
10. Adjourn

January 27, 2026 Council Meeting Minutes

Call to Order

Mayor Frazier called the regular City Council meeting to order at 6:00 pm on Tuesday, January 27, 2026 in Council Chambers, City Hall.

Roll Call of Members

Clerk-Treasurer Danielle Harthun conducted a roll call verifying the presence of Council Members Steve Strand, Shelley Gummeringer, Curt Markgraf, Don Perrin and Mayor Brent E. Frazier.

Staff present: Administrator Lance Roisum, Clerk-Treasurer Danielle Harthun, Police Chief Todd Quaintance

General Attendance: Kimberly Vosseteig

Welcoming Remarks

Mayor Frazier welcomed everyone present and those joining via Zoom. He noted the meeting would be broadcast on the Pelican Rapids YouTube channel and on channel 14 on Wednesday evening.

Announcements

Mayor Frazier announced upcoming events and meetings.

Pledge of Allegiance

Mayor Frazier led those present in reciting the Pledge of Allegiance.

Citizen's Comments

There were no citizen comments.

Additions / Deletions to Agenda

Mayor Frazier made changes to the agenda.

No. 4e. Intent to Certify - delete

No. 11 Emergency Management Tabletop Exercise - add

Perrin moved to approve the agenda as presented. Gummeringer seconded. Motion carried unanimously.

Approval of Consent Agenda

Mayor Frazier read the items on the consent agenda:

- a) Approval of Council Minutes – January 13, 2026
- b) Approval of Accounts Payable Listings
- c) Utility, Liquor and Police Reports
- d) Household Hazardous Waste Day August 5, 2026, 10am – 2pm

Markgraf moved to approve the consent agenda. Strand seconded. Motion carried unanimously.

Red Cross

The Mayor introduced Kimberly Vosseteig, Executive Director for the American Red Cross in this region. She shared her personal connection to Pelican Rapids and recalled experiencing the severe snow event of 1996-97. Ms. Vosseteig oversees 36 counties and 3 tribal nations, emphasizing the Red Cross's nonprofit role with national resources for emergencies. Her presentation highlighted key points including a focus on preparedness through free smoke alarm installations and educational programs, and response to weather emergencies like storms and tornadoes. She stressed reliance on volunteers, who make up 90% of the workforce, and discussed community partnerships for emergency shelters, as well as services for military members and emergency communications for personnel. Vosseteig also mentioned the ongoing emergency blood shortage, with the Red Cross managing 35% of the national supply and hosting local blood drives. She noted that November through January is the busiest period due to winter home fires, which resulted in 10-12 fire deaths in their region last winter, highlighting the trauma of such events and the importance of Red Cross mental health services for victims.

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Chapter 7 Revisions

Lance Roisum presented Chapter 7 parking regulation revisions for discussion. Proposed changes included no parking on the east side of 3rd Street NE and north side of River Road, extending no parking to 8th Street SE on the south side of 1st Avenue SE, no parking on the east side from 1st Avenue to 5th Avenue on 1st Street SE, and no parking on the east side of 3rd Street SW. Chief Todd Quaintance suggested no parking on Broadway from 2 am to 6 am to aid maintenance. Council will revisit during a future meeting after the ordinance committee finalizes a recommendation.

Resolution 2026-01 Calling for a Public Hearing on a Property Tax Abatement

RESOLUTION 2026-01 CALLING FOR A PUBLIC HEARING ON A PROPERTY TAX ABATEMENT was introduced by Perrin, seconded by Markgraf. (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.

Emergency Management Tabletop Discussion

Chief Quaintance suggested a tabletop emergency management exercise with the county emergency manager to clarify roles during a major emergency. The exercise would last 2.5 to 4 hours and likely occur in late February or March during the work day. It aims to deepen understanding of roles for council, administration, and emergency personnel. The exercise might involve private sector representatives if desired. Council members supported it. Chief Quaintance will coordinate schedules and update the Council on planning.

Administrator Report

Administrator Roisum reported that since the last city council meeting he attended an EDC, Department Head, and Ordinance Committee meeting. Jordan and he met with a landowner about plans for a possible housing development. He met with the City Engineer about water/sewer infrastructure possibilities for the new development. He completed Brian's performance evaluation. He attended the monthly MCMA meeting with area administrators. He attended the EDA annual meeting at the Library. He met with PeopleService representatives and worked on the Chloride Reduction Annual Report. Danielle, Todd, Jordan, and he met with the City Attorney about nuisance properties, storage in the commercial zone, short-term rentals, and requirements of enforcing the building code. Brian and he met with Bob from Apex about the Lead Service Line Replacement Program. He continued to work with DEED on the requirements for the final reimbursement for the pool grant.

Mayor's Report

Mayor Frazier reported that since the last City Council Meeting, he had submitted weekly columns to the Pelican Press, visited with area businesses and non-profits, attended a January 14th City Ordinance Meeting at City Hall, and met with Administrator Roisum on January 26th to plan the agenda for the evening's City Council Meeting.

Adjourn

Strand moved to adjourn the meeting at 6:40 pm. Markgraf seconded. Motion carried unanimously.



Danielle Harthun
Clerk-Treasurer