



CITY COUNCIL AGENDA

March 16, 2026

Tuesday, February 24, 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 – February 10, 2026
 - b) Approval of Accounts Payable Listings
 - c) Staff Reports
 1. Utility Report (In Packet)
 2. Liquor Store Report (In Packet)
 3. Financial Reports (In Packet)
 - d) Minnesota Lawful Gambling Permit – Pelican Rapids Ducks Unlimited – March 27, 2026
 - e) Park Board Minutes (In Packet)
5. Tax Abatement Public Hearing 6:00pm
 - Resolution 2026-03 Approving Property Tax Abatements
6. EDA Updates – CEDA – Jordan Grossman
 - Officer's Positions (In Packet)
 - School Banners
 - Transfer Funds to 2026 Budget
 - Resolution 2026-02 (In Packet)
7. Administrator Report
8. Mayor's Report
9. Adjourn

February 24, 2026 Council Meeting Minutes

Call to Order

Mayor Frazier called the regular City Council meeting to order at 6:00 pm on Tuesday, February 24, 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, Economic Director Jordan Grossman via Zoom

General Attendance:

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

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

Approval of Consent Agenda

Mayor Frazier read the items on the consent agenda:

- a) Approval of Council Minutes – February 10, 2026
- b) Approval of Accounts Payable Listings
- c) Staff Reports
 - 1. Utility Report
 - 2. Liquor Store Report
 - 3. Financial Report
- d) Minnesota Lawful Gambling Permit – Pelican Rapids Ducks Unlimited – March 27, 2026
- e) Park Board Minutes

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

Tax Abatement Public Hearing 6:00 pm

Danielle Harthun explained that Develop Pelican had filled out the required paperwork for the twin homes that he built on NE 3rd Avenue. The one twin home was approved for tax abatement last year. The City has been waiting for the County to split the lot so Council could consider tax abatement on the other twin home. She noted that the tax abatement is for \$5,000 for up to 5 years.

Motion to approve **RESOLUTION 2026-03 APPROVING PROPERTY TAX ABATEMENT** made by Perrin, seconded by Gummeringer. (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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EDA Updates – CEDA – Jordan Grossman

Officer's Positions – Grossman informed that EDA officer roles are under review, but Ryan will remain as EDA President, and Brent as Vice President.

School Banners – The EDA approved the nature themed banners for the street light poles.

Transfer Funds to 2026 Budget – She would like to transfer \$25,000 of 2025 EDA funds to be used for 2026 façade improvement program.

Resolution 2026-02 – She is applying for the Outdoor DNR Grant and will need Council to adopt.

Motion to approve all the EDA updates and **RESOLUTION 2026-02 APPLYING FOR THE DNR GRANT** made by Markgraf, seconded by Strand. (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.

Administrator Report

Administrator Roisum reported since the last City Council Meeting, he attended an EDC meeting, an EDA meeting, a Department Head meeting, and an Ordinance Committee meeting. He met with Tim from PeopleService and Joel from MPCA about the progress with the PFAS Source ID and Minimization Plan Grant. He also attended a webinar put on by CGMC about the possible upcoming MPCA regulations on sulfate. Furthermore, he met with the Library Director and Library Board President about library matters and attended the public information meeting for the Lead Service Line Replacement Program at the Library. Additionally, he attended the Fire Department Annual Township meeting at the Fire Hall.

Mayor's Report

Mayor Frazier reported that since the last City Council Meeting, he submitted weekly columns to the Pelican Press, visited with area businesses and non-profits, attended the EDA Meeting on February 18 at City Hall, attended the Lead Service Line Replacement Program Meeting at the Library on February 19 with Administrator Roisum and Superintendent Olson, presented a "Welcome" on February 20 to the Junior and Senior classes at the Pelican Rapids High School Military Education Seminar, met with Administrator Roisum on February 23 to plan the agenda for the Council Meeting and attended the Fire Department Annual Township Meeting on February 23 at the Fire Hall.

Adjourn

Markgraf moved to adjourn the meeting at 6:12 pm. Strand seconded. Motion carried unanimously.



Danielle Harthun
Clerk-Treasurer