



CITY COUNCIL AGENDA

June 8, 2026

Tuesday, May 12, 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 – April 28, 2026
 - b) Approval of Accounts Payable Listings
 - c) Staff Reports
 1. Library Report (In Packet)
 2. Police Report (In Packet)
 3. Financial Report (In Packet)
 - d) Temp On-Sale Liquor License for FV Enterprises, LLC (dba Bucks Mill Brewing) for July 10, 2026
5. Street Report
6. Fire Department – Shad Hanson
 - New Hires
 - Engine #2
7. Airport Upgrades Grant
8. Administrator Report
9. Mayor's Report
10. Adjourn

May 12, 2026 Council Meeting Minutes

Call to Order

Mayor Frazier called the regular City Council meeting to order at 6:00 pm on Tuesday, May 12, 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 Sorum, Curt Markgraf, Don Perrin and Mayor Brent E. Frazier.

Staff present: Administrator Lance Roisum, Clerk-Treasurer Danielle Harthun, Police Chief Todd Quaintance, Streets and Parks Superintendent Brian Olson.

General Attendance: Teresa Parrish, Judy Tabbut, Dawn Lysaker, Brady Ballard.

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

Dawn Lysaker from Pelican Township spoke about a National Day of Prayer event at Veterans Memorial River Park on Sunday May 17 from 2:00 pm to 4:00 pm. She encouraged attendees to bring lawn chairs and friends and offered to leave invitations on the table for everyone.

Additions / Deletions to Agenda

Mayor Frazier added two items to the agenda:

- No. 11 Houston Engineering Invoice
- No. 12 Downtown Median

Motion: Markgraf moved to approve the agenda with the additions. Seconded by Strand. Motion carried.

Approval of Consent Agenda

Mayor Frazier read the items on the consent agenda for approval.

Approval of Council Minutes – April 28, 2026

Approval of Accounts Payable Listings

Staff Reports

- Library Report
- Police Report
- Financial Report

Temp On-Sale Liquor License for FV Enterprises, LLC (bda Bucks Mill Brewing) for July 10, 2026

Motion: Perrin moved to approve the consent agenda. Seconded by Sorum. Motion carried.

Street Report

Superintendent Brian Olson reported on city street and park activities. Hydrant flushing improved with water plant enhancements, reducing time from eight to five hours this year despite additional hydrants. A water main break near Dairy Queen exposed remaining cast-iron pipes, contrary to what maps showed, and plans for replacement are underway with Apex Engineering. Sweeping continues amid equipment issues; rental equipment from Swanston Equipment improves efficiency and reduces dust when cleaning sidewalks, with completion by Memorial Day planned. Parks updates: Sherin Park bathhouse opens this weekend, and pool opens late May pending staffing. Installed veteran monuments in Veteran's Memorial River Park look impressive. Friends of the Library will host a veterans-themed story walk on May 22nd. A new water line at Peterson Park requires sidewalk replacement. The airport's paragliding fly-in is set for July 17-19. For the Pool, Olson presented five lifeguard

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hires pending certification: three new hires (Phoebe Peter, Naomi Peter, and Bella Miller) and two returning guards (Brendan Hanson and Aubrey Hoadley), all at \$17.85 per hour.

Motion: Markgraf moved to accept the street report including the lifeguard hires. Seconded by Strand. Motion carried.

Fire Department

Engine #2

Ballard reported that Engine #2 had been sold to a department in North Dakota. The department was looking at purchasing a used F-250 to eventually replace the Suburban.

New Hires

The Fire Department presented four applicants for hire. The new hires were Bailey Lynnes, Ryan Bakken, Austin Lammers, and Ubelio Fernandez at \$13.65 an hour.

Motion: Perrin moved to approve the hiring of the four fire department applicants. Seconded by Strand. Motion carried.

Airport Upgrades Grant

Administrator Lance Roisum requested approval to pursue grants for airport improvements similar to previous fuel upgrades and building renovations. The Capital Improvement Plan included three separate grant applications: painting public hangars (one complete paint job, one touch-up) (\$9,000), expanding parking area lighting for safety (\$5,000), and reseeding and fertilizing the runway (\$7,000).

Motion: Markgraf moved to approve pursuing the three separate airport grant applications. Seconded by Sorum. Motion carried.

Houston Engineering Invoice

Roisum reported receiving an invoice for \$134 from Houston Engineering for work on the Rock Rapids project. The invoice would be added to the reimbursement request to be covered by the DNR.

Motion: Strand moved to approve the Houston Engineering invoice. Seconded by Sorum. Motion carried.

Downtown Median

Council Member Steve Strand raised concerns about the downtown median after witnessing people trip and fall, deeming it a "horrible decision." He noted the difficulty it created for accessing vehicles. Superintendent Olson recognized ongoing issues, including knocked down light poles, and mentioned MnDOT had no plans for changes when contacted. Police Chief Todd Quaintance emphasized educating the public to use crosswalks and frequently trying to educate people. The city plans to contact MnDOT to address these safety concerns.

Administrator Report

Administrator Roisum reported that since the last Council meeting, he had attended an Ordinance Committee meeting and Department Head meeting, attended the LCSC Legislative update webinar, completed the required annual Consumer Confidence Report and Water Quality Report, attended the monthly Chamber Chat meeting which featured Ben Winchester's presentation about Rewriting the Rural Narrative, met with Grove Security along with Todd about cloud storage for the security cameras and other services they provide, worked with the City Attorney on several ordinances and continued updating the Personnel Policy, met with Brian and Bob of Apex Engineering about the Capital Improvement Plan, worked with Aaron Meyer of Minnesota Rural Water on the beginning stages of updating the Wellhead Protection Plan, and started preparing the airport grant requests.

Mayor's Report

Mayor Frazier reported that since the last Council Meeting, he submitted weekly columns to the Pelican Press, visited area businesses and non-profits, toured the Buck's Mill River Restoration Project located between Pelican Rapids and Detroit Lakes on April 29th, had a lengthy phone conversation on May 8th with an out-of-town

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builder regarding affordable housing and potential available sites in Pelican Rapids, and met with Administrator Roisum on May 11th to plan the agenda for the Council Meeting.

Adjourn

Motion: Perrin moved to adjourn the meeting at 6:25 pm. Seconded by Sorum. Motion carried.



Danielle Harthun
Clerk-Treasurer