

**City of Long Prairie
Council Meeting
7:00 P.M., Monday, March 3, 2014**

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, March 3, 2014. Mayor Don Rasmussen called the meeting to order with the following present: Council members Bob Klick, Art Rowan, Tony Towle, Lilah Gripne, and City Administrator/Clerk David Venekamp.

Council member Klick motioned Gripne seconded to approve the council minutes of February 18, 2014. Motion unanimously carried.

Mayor Rasmussen stated the City Administrator/Clerk committee interviewed 5 individuals for the position of the City Administrator/Clerk. Rasmussen indicated the committee would like to recommend Brenda Thomes for the position of the City Administrator/Clerk. The city's background checks have shown nothing of any significant cause for concern with the individual. It was noted that Brenda was the City Administrator for the City of East Gull Lake for the past seven years. She also has served as the Deputy Clerk with the City of Breezy Point.

Council member Rowan motioned Klick seconded to offer the position of City Administrator/Clerk to Brenda Thomes with the understanding it includes a 6 month probationary period. Motion unanimously carried.

The council reviewed a wage scale for the city administrator/clerk position which would be a seven step wage scale with the starting salary of \$67,000. The annual step increases would be \$160/mo.

Council member Rowan motioned Gripne seconded to adopt the 7 step wage scale as presented for the City Administrator/Clerk position. Motion unanimously carried.

Council member Gripne presented figures from Retail Information Technology Enterprises (RITE) for two hand held inventory scanners for the liquor store. The cost of the scanners and setup with training is \$2,039.18.

Fire Chief Jim Kreemer stated the department is short 1 person for the fire department. The hiring committee will be performing interviews for the fire fighter position in the next week or so.

Police Chief Kevin Langer stated the department had 203 incidents for the month of February. Last week they placed 9 people in jail and are in the process of several investigations and search warrants. Langer stated the department is looking at hiring Charles Swiggum on a part time basis. Kevin stated he would also like to add 20 to 30 hours per week of part time help due to the increased work load of the department. The council was in agreement with adding another part time employee for 20 to 30 hours a week to help with the day time police duties.

The council reviewed the Community Concern for Youth report from Steve Cummerford. There are several Long Prairie youth in the program. Mayor Rasmussen reviewed the concert performers for the Tourism summer concert schedule.

Council member Gripne motioned Klick seconded to adjourn. Motion unanimously carried. Meeting adjourned at 7:35 p.m.

David Venekamp
City Administrator/Clerk

Don Rasmussen
Mayor