City of Long Prairie
Council Meeting
7:00 P.M., Monday, April 7, 2014

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

Council member Klick motioned Gripne seconded to approve the council minutes of March 17, 2014. Motion unanimously carried.

There was a changed in council appointments with the addition of Ron Schneider to the agenda. Mr. Schneider was asking council if there would be a possibility the council would cancel his court appointed hearing on April 15th.

Mayor Rasmussen stated that this was in the city attorney's hands and Mr. Schneider would need to talk to the city attorney.

Mr. Schneider felt that he had the items all cleaned up in his yard and everything had been taken care of; therefore, he could just talk to the council. At this time, council directed him back to the city attorney. Mr. Schneider stated that he would go talk to the city attorney in the next couple of days.

Lyle Danielson presented the revised Economic Development Authority Revolving Loan Fund and the Revolving Loan Fund policy and procedures. There was only one change to the revised policy on page 5, item #10, Revolving Loan Fund information flow and confidentiality. There were 2 items added to the first line. The Revolving Loan Fund coordinator has a goal to provide the Revolving Loan Fund Committee. Another discussion regarding the Revolving Loan Fund will be used to provide financial assistance to businesses within the guide lines of the Revolving Loan Fund plan. The funds will be used to assist new and emerging small businesses in Long Prairie.

Council member Rowan motioned Klick seconded to adopt the following resolution acknowledging donations from Stearns Electric and Casey's:

Resolution #14-04-07-06
RESOLUTION ACKNOWLEDGING DONATIONS

WHEREAS, the City of Long Prairie has received the following donations during the months of March, for the following purposes:

Donor	**Amount**	**Purpose**
Stearns Electric - Operation Round Up	$300.00	DARE Donation
Casey's	$50.00	DARE Donation

Stearns Electric	$300.00	DARE Donation

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LONG PRAIRIE, MINNESOTA THAT: the City Council of the City of Long Prairie acknowledges and accepts the donations received the month of March.

BE IT FURTHER RESOLVED THAT: the City Council of the City of Long Prairie expresses its thanks and appreciation for the donations to all Donor(s) listed.

Adopted this 7th day of April, 2014, by the City Council of the City of Long Prairie.

ATTEST:

Brenda Thomes	Don Rasmussen
City Administrator/Clerk	Mayor

Motion unanimously carried.

Council member Gripne motioned Klick seconded to adopt the following resolution PERA Police Officer Declaration:

RESOLUTION # 14-04-07-7
PERA POLICE OFFICER DECLARATION

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statues 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of other; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City Council of the City of Long Prairie hereby declares that the position titled Police Officer, currently held by Charles D. Swiggum, meets all of the following Police and Fire membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime'
4. Said position gives this employee full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

STATE OF MINNESOTA
COUNTY OF TODD

I, Brenda Thomes, City Administrator/Clerk of the City of Long Prairie, do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the 7th day of
April, 2014; the original of which is on file in this office. I further certify that 5 members voted in favor of this resolution and that 5 members were present and voting.

Signed: _____ Date: _____
Brenda Thomes
City Administrator/Clerk

Motion unanimously carried.

Council discussed the purchase of a new auto transfer switch and to install a manual switch for the standby generator. The auto transfer switch for the standby generator at the main lift station needs to be replaced. Levin Electric has quoted the price for the price for the switch with an installation of $3,795. Last year the city installed a sewer line to provide a backup lift station by the main lift station down by the old city garage. The main lift station is hooked up to a backup generator. The cost for Levin to provide a manual transfer switch to provide power to for the generator to the lift station is about $2,200. By installing the manual transfer switch, both the main lift station and the backup lift station would have backup power to run should the electricity go out.

Council member Klick motioned Gripne seconded to purchase a new auto transfer switch and install a manual switch from Levin Electric for the stand by generator for $5,995.00. Motion unanimously carried.

The council received the following prices quotes for the purchase of a new stump grinder:

- Total Tire and Auto - $5,040.90 for a base model with an operating weight of 540 pounds
- Long Prairie Machinery – $6,446.32 SGX 60 Stump Grinder

Council member Towle stated that, although the second quote is higher, he felt the council should purchase the SGX Grinder for the following reasons:

- The machine weights more (built a little stronger)
- Name brand of Bobcat
- Warranty that comes with it

- Size of the machinery

Council member Towle motioned Gripne seconded to purchase the SGX 60 Stump Grinder from Long Prairie Machinery for $6,446.32. Roll call: Yes; Towle, Gripne, Klick, Rasmussen. No, Rowan. Motion carried.

Council discussed a price quote from Alex Glass & Glazing in the amount of $2,650 for the installation of a handicapped door opener for the library building. Alex Glass is the same company that installed the opener at the city offices. There would be approximately a $500 cost for wiring of the door.

Council member Rowan motioned Klick seconded to accept the bid from Alex Glass and Glazing in the amount of $2,650, and $500 to Levin Electric, for the installation and wiring of the handicapped door opener at the Library.

Council discussed the Wellhead Protection Plan Implementation Contract for 2014. This contract includes proposed implementation for the City of Long Prairie Wellhead Protection Plan. The following tasks were outlined at the Wellhead Meeting:

1. Measure I-3: Send information digitally to include the website upgrade
2. Measure F-2: Identify new high-capacity wells in the DWSMA – work with DNR/MDH
3. Measure G-1: Letter to MNDOT/Todd County
4. Measure D-3: Grant writing
5. Measure C2, E1, E2 ,E3, J6 Ag: Chemical, Industrial Hazardous Waste Above and Below Ground Tanks, Contamination Sites and assess Nitrate Data
6. Annual meeting and report with submission to MDH (Annual cost)
7. Mileage

The total for the contract for the year is $3,640.

Council member Klick motioned seconded by Gripne to accept the Wellhead Protection Plan Implementation Contract as presented. Motion carried.

Council member Rowan reported on the public works department and the safe drinking water act. The total coliform rules require public water supply systems personnel to collect a specified number of bacterial samples for representatives located in their district. Previously, our city system was required to collect three total coliform samples each month based on the recent review of the population by our water supply. Our population is 3,458 so our system is required to collect another sample which we started effective April 1, 2014. The cost for the additional bacterial sampling is about $14.00. The sanitary sewer survey report was completed for the City of Long Prairie. Rowan also presented a letter that we received from the MN Pollution Control Agency. The 2013 pretreatment annual report was submitted and noted that Dan Spieker has done a very good job putting the report together and working with the ISU's in our area.

Mayor Rasmussen commented that Deb Blake assisted and she did a very good job on this project.

Council member Towle stated the Fire Department had received a $300 donation from Stearns Electric, $50 from Casey's and a $25 gift certificate that was used for the D.A.R.E. graduation cakes. Holiday Gas donated the milk for the graduation held at the middle school for 61 students. St. Mary's Catholic school had their graduation on April 2nd with 6 graduates. Severe Weather Awareness week will be April 21st through the 25th with 2 statewide tornado drills; one Thursday, April 24th at 1:45 p.m., and the 2nd at 6:55 p.m. Schools, hospitals and businesses will be notified.

Fire Chief Jim Kreemer stated that the fire department still has 2 openings and no candidates for the positions. The fire department is going to be doing some advertising for the positions for volunteer firefighters.

Council member Gripne stated that the liquor store scanner should be here within the next couple weeks. Pam Koska is looking for price quotes to purchase new smocks for the liquor store employees. The next EDA meeting is scheduled for April 17th at 4:30 p.m. at city hall.

Council member Klick stated they are proceeding with plans for the handicapped door opener at the library.

Mayor Rasmussen stated there will be a preconstruction meeting for the airport for the re-pavement of the airport runway. Rasmussen discussed the music in the park and the Blue Grass Festival.

Council member Rowan motioned KLick seconded to approve the use of the industrial park parking lot for Hillig's auction on April 12th. Motion unanimously carried.

The next council meeting is scheduled for 7:00 p.m., Monday April 21, 2014. Park Board meeting is scheduled for 6:00 p.m., Monday, April 21, 2014.

Council member Klick motioned Towle seconded to adjourn. Motion unanimously carried. Meeting adjourned at 7:50 p.m.

Brenda Thomes	Don Rasmussen
City Administrator/Clerk	Mayor