

City of Long Prairie
Council meeting
7:00 P.M., Monday May 18, 2015

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, May 18, 2015. Mayor Don Rasmussen called the meeting to order with the following present: Council members Art Rowan, Lilah Gripne, Tony Towle, and City Administrator/Clerk Brenda Thomes. Councilor Devin Hines was absent from the meeting.

Councilor Rowan motioned Gripne seconded to approve the council minutes of May 4th and the May bills. Motion unanimously carried.

David from the Legion Riders addressed the council asking if the Legion Riders could use the Industrial Park building for the Bike and Trike Rally on August 14th, 15th, and 16th.

Councilor Towle motioned Gripne seconded to approve the use of the Industrial Park building for August 14th, 15th, and 16th for the Bike and Trike Rally. Motion unanimously carried.

Engineer Kent Louwagie from Bolton and Menk read off the bid tabulations:

Water Meter Improvements

- | | |
|-----------------------------|--------------|
| • Dakota Supply Group, Inc. | \$262,456.11 |
| • Ferguson Water Works | \$333,749.99 |

There was no bid awarded at this time. Staff will meet with Dakota Supply Group and look at what the meters are going to be compared to what we have existing for meters. The meeting will be set up within the next two weeks.

Councilor Rowan motioned Towle seconded to approve the bid from the low bidder contingent upon staff first meeting with vendor to confirm quality and service of the new meter, is the same as, what we current have in our city.

Council received a bid from Herzog Roofing and Buttweiler's Do-all, Inc. for reroofing at Riverside Liquor store. Council asked to table the reroofing one more time and to look at the difference between doing a pitched roof versus a flat rubber roof.

Councilor Gripne motioned Rowan seconded to table bids for the reroofing at Riverside Liquor store until the next council meeting to see what the difference will be from a pitched roof versus a flat roof. Motion unanimously carried.

Council discussed working with Long Prairie High School teacher Peter Phillips on the work based learning school program. We will be working with two high school students for the summer in our Public Works department. Students will have to sign a volunteer waiver and release form.

Councilor Rowan motioned Gripne seconded to approve two students from the Long Prairie High School for the work based learning school program. Motion unanimously carried.

Councilor Rowan motioned Rasmussen seconded to approve the volunteer waiver and release form that the students need to sign. Motion unanimously carried.

Council discussed repairs at 116 and 120 Todd Street North. The city has two properties that need to have replacement of sewer main extension, 48" manhole casting cover, manhole casting cover, 5 loads of class 5 base, and lay and hookup the new sewer line on Todd Street to the existing sewer lines. The assessment to the properties can be done several different ways. The assessment process is the project total cost of approximately \$25,866.42. 20% of that project is going to be assessed to each of the property owners. The property owner at 116 Todd Street North also has a curb and gutter charge of \$1,980. That, along with the \$2,587, would come out to \$4,567. The interest rate on that will be 3.5%. The property owner at 120 Todd Street North will have a curb and gutter cost of \$2,400 for a total project cost of \$4,986.64 with an interest rate of 3.5%. The city will work with the property owners to get this project going on the assessment side. The city will be paying for the bituminous cost on this project.

Councilor Rowan motioned Towle seconded to approve the project construction for properties located at 116 and 120 Todd Street North for the replacement of sewer main extension. Motion unanimously carried.

Councilor Rowan motioned Towle seconded to approve the application of a temporary on-sale liquor license for Thunder Lodge at the Todd County Fairgrounds June 19th – 21st. Motion unanimously carried.

Council discussed the following resolution:

**Resolution #15-05-18-
RESOLUTION ACKNOWLEDGING DONATIONS**

WHEREAS, the City of Long Prairie has received the following donations during the month(s) of April, for the following purposes:

Donor	Amount	Purpose
Gaylord & Mary Saetre	\$50.00	Police Department

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 April.

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 18h day of May, 2015, by the City Council of the City of Long Prairie.

ATTEST:

Brenda Thomes
City Administrator/Clerk

Don Rasmussen
Mayor

Councilor Gripne motioned Rowan seconded to approve the resolution acknowledging donation of \$50 from Gaylord and Mary Saetre to the Long Prairie Police Department. Motion unanimously carried.

Councilor Rowan motioned Towle seconded to approve a transient merchant permit application for Willow Fruit, LLC on June 23rd and July 14th. Motion unanimously carried.

Council discussed proposals from Elmes Construction for repairs in the area of 2nd Avenue Southeast for \$450 assessment; 116 and 120 Todd Street North placed on assessment; 2nd Avenue Northeast , City Hall parking lot, Courthouse Northwest corner, and Pete Haugen's corner all of which will be the responsibility of the city in the amount of \$2,045.

Councilor Rowan motioned Gripne seconded to approve the Elmes Construction proposal for these specific areas. Motion unanimously carried.

Council discussed proposals from Tri-City Paving for patches in the area of 6th Avenue Southwest for the city; 305 2nd Avenue Southwest for Rod Erickson in the amount of \$630; Fairview Avenue ditch for the city; Hwy 27 for the city; and 6th Street Southeast for Long Prairie Township in the amount of \$1,302. The total amount of this project will be \$9,300.

Councilor Rowan motioned Gripne second to approve the Tri-City Paving proposal for these specific areas. Motion unanimously carried.

Councilor Rowan asked Fire Chief Jim Kreemer if he had any items for discussion.

Fire Chief Jim Kreemer noted there are 4 gas meters that came with the docking that will also be calibrated. The truck drivers of each of the fire trucks will be in charge of the calibration. There will be 3 officers and the person driving the fire rig.

Councilor Rowan motioned Gripne seconded to approve the quote from Heiman Fire Equipment in the amount of \$8,495 for the imaging cameras coming out of small tools and fund raisers. Motion unanimously carried.

Councilor Gripne motioned Towle seconded to approve the Fire Safety USA quote in the amount of \$2,790. Motion unanimously carried.

Councilor Towle stated that at the Library they will be ending preschool story time but the summer programs will be starting soon. The liquor store is looking at more lighting outside. They are hoping to switch to LED lights.

Councilor Gripne stated there will be a Conditional Use Permit hearing for Jeremy Miller on June 8th. EDA is still working on the Comp Plan.

Mayor Rasmussen stated Tourism is ready to go.

Administrator Thomes is working on converting from Banyon to Civics and working on 2 trail grants for this year.

Councilor Rowan motioned Towle seconded to adjourn. Motion unanimously carried. Meeting adjourned at 8:15 p.m.

Brenda Thomes
City Administrator/Clerk

Don Rasmussen
Mayor