

City of Long Prairie
Council meeting
7:00 P.M., Monday, March 7, 2016

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, March 7, 2016. Mayor Don Rasmussen called the meeting to order with the following present: Council members Lilah Gripne, Devin Hines, James Ruiz and City Administrator/Clerk Brenda Thomes. Councilor Towle was absent.

Councilor Gripne motioned Ruiz seconded to approve the council minutes of February 16, 2016. Motion carried.

Nancy and the director from Great River Regional Library gave a brief overview of the 2015 statistics, programs, and news events. Our library is doing very well. The impact of the library as a snapshot for 2015:

- 5,309,504 checkout sessions which is spectacular for this area
- 2,714 meetings
- 190,886 digital checkouts
- 235,248 information transactions

They talked about the exceptional service, the forward thinking, the challenges that we face and the community focus. Just trusting in the Great River Regional Library and having them work on their communication with the public. They wanted to thank the city for all their services and how we work with them so well.

Melissa Kolstad addressed the council concerning Prairie Days. They would like to hold Prairie Days downtown on Central Avenue and would like to have the streets closed off. Council will table this item and talk about it at the next city council meeting so all council members could be in attendance. Melissa stated, in the meantime, she will be working on gathering more vendors for the vendor sale.

Council discussed bonding with Todd Hagen how the bonds will work in regards to the city and the road project, Centra Care's project, and bonding for broadband. The bonding was broken down in to the 2016 road project is an AA Bond Special Assessment Tax Levy Water Revenue Sewer Bond. We can move from an AA or to an AAA. A type B Bond is the Centra Care Bond. It will be a 10 year payback with 100% assessment to Centra Care. The third bond is basically a C Bond which is a GEO Tax Abatement Bond which will be carried for a longer time, about 20 years. Todd will put some numbers together and get back to us in regards to that.

Council discussed the following bids for the water heater at city hall:

- | | |
|-------------------------|------------|
| • Countryside | \$1,978.00 |
| • Long Prairie Plumbing | \$2,026.82 |

Councilor Gripne motioned Hines seconded to award the bid to Countryside for the water heater at city hall in the amount of \$1,978.00. Motion carried.

Council discussed the following bids for the water heater at the Senior Citizens Center:

- | | |
|-------------------------|----------|
| • Long Prairie Plumbing | \$792.71 |
|-------------------------|----------|

- Countryside

\$882.00

Councilor Gripne motioned Ruiz seconded to approve the bid for the water heater at the Senior Citizen’s Center in the amount of \$792.71 to Long Prairie Plumbing. Motion carried.

Councilor Gripne motioned Ruiz seconded to approve the 2016 lease agreement between the City of Long Prairie and the Agua Gorda Cooperative. Motion carried.

Councilor Gripne motioned Ruiz seconded to approve the following resolution:

RESOLUTION # 16-03-07:02
PERA POLICE OFFICER DECLARATION

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 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 Joshua G Nice, 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 March, 2016; 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: _____

Brenda Thomes
City Administrator/Clerk

Date: _____

Motion carried.

Council discussed the request for a parking sign at 305 2nd Avenue South from Miguel Botello. Police Chief Kevin Langer will review the request and bring back his findings at the next council meeting.

Council Gripne motioned Hines seconded to approve the following resolution:

**CITY OF LONG PRAIRIE
RESOLUTION # 16-03-07:02**

RESOLUTION ESTABLISHING FEE SCHEDULE

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LONG PRAIRIE, MN:

Fees shall be hereby established. In the event of a conflict between this schedule and the City Code, the fee schedule shall prevail.

ADMINISTRATIVE FEES:

Copies	\$.25 per page – 8 ½ x 11
NSF's, Closed Accounts, Stop Pays	\$30.00 per check
Special Assessment Search	\$20.00
Regular Search	\$25.00
GIG Search	\$35.00
Notary Public	\$1.00 (State Law)
Mileage Reimbursement	rate set by the IRS-
Maps	\$1.00 11 X 17 Black & White
	\$3.00 11 x 17 Color
Room Rentals –Council Chambers	\$-0- Governmental/school
	\$25.00 Non-profit with food/beverage
	\$50.00 \$25 extra
	\$75.00 Half day with food/beverage
	\$30.00 \$25 extra
	\$60.00 All day with food/beverage \$25 extra
	\$60.00 Shelter #1 – beach, Shelter #2 –
	\$100.00 for 1 day plus \$100 returnable deposit if
	cleaned up
	\$150.00 for 2 days plus \$150 returnable deposit if
	cleaned up

POLICE SERVICES

Department Accident Reports \$7.00

FIRE SERVICES

Rural Fires \$400.00/hour
False Alarm \$200.00 per incident
Fire Suppression Foam Cost to replace
Damaged Hoses Cost to replace

BUILDING PERMIT FEES: Includes permit fee, plan check fee, and State surcharge.

Homes & Other Construction

Building Permit See Chapter 15 of the Long Prairie City Code

Roofing Construction

Re-roofing or Shingling Permit \$25.00 – Residential houses
Fee schedule – Commercial and industrial buildings
Failure to Obtain Building Permit A sum equal to two times the building permit fee applicable to the project

CONSTRUCTION FEES:

Demolition \$10.00

LAND USE FEES:

Preliminary Plat \$100.00
Final Plat \$100.00
Variance \$200.00
Rezone \$200.00
Road/alley Vacation \$200.00
Conditional Use Permit \$200.00
Annexation \$100.00

UTILITIES:

Water

Meters – New Construction Actual cost of the meter plus \$20.00
Meters – Replacement No charge (providing replacement is not the fault of the owner)
Connection \$200.00
Turn on Fee/Turn off Fee \$50.00
Unmetered Bulk Water \$20.00 for less than 1,000 gallons
\$10.00 for each additional 1,000 gallons

Sewer

Connection \$200.00

LICENSE & PERMIT FEES:

Alcoholic Beverages

Non-Intoxicating, Off-Sale *Set by State* \$100.00
Non-Intoxicating, On-Sale \$100.00
Intoxicating, On-Sale \$1,500.00
Club Intoxicating, On-Sale \$300.00 - under 200 members
\$500.00 - 201 to 500 members
\$650.00 - 501 to 1,000 members
Wine \$200.00
Temporary On-Sale \$ 50.00

Animals

Dog License \$6.00
Dog Impound \$25.00 1st offense plus cost of impoundment
\$50.00 2nd offense plus cost of impoundment
\$100.00 3rd offense plus cost of impoundment

Peddlers & Solicitors

Solicitation Permit	\$50.00
Transient Merchant	\$150.00

Pool Halls & Bowling Alleys

Pool Hall	\$10.00 for each table
Bowling Alley	\$10.00 for each alley

PUBLIC WORKS FEES:

Equipment With Operator

Motor Grader	\$100/hour
Loader	\$100/hour
Truck – Plow, Dump	\$100/hour
Sweeper	\$100/hour
Sewer Jetter/vacuum	\$150/hour
Mower – Tractor	\$80/hour
Mower – Push	\$50/hour
Bobcat	\$70/hour
Sanding	\$70/hour plus sanding materials at \$50/yd
Water Tank – Fire Truck	\$60/hour
F450 #7	\$70/hour

Equipment Without Operator

Vibrator Roller	\$50/hour
Compressor w/air hammer	\$60/hour
Pump (Centrifugal or Diaphragm)	\$40/hour
Blacktop Patching	market rate plus 10%
Labor Rate	\$40/hour
Overtime Labor Rate	\$60/hour

ADOPTED this 7th day of March, 2016.

ATTEST:

Brenda Thomes
City Administrator/Clerk

Donald Rasmussen
Mayor

Motion carried.

Councilor Ruiz motioned Hines seconded to temporarily change council meetings from the 1st and 3rd to the 2nd and 4th Mondays from April through July. Motion carried.

Council discussed the Centra Care Health Fair at the last council meeting and approved to have the health fair at city hall. After discussion with the fire department, it may be better to have all the festivities of the health fair at the Incubator Building. This would eliminate any confusion in the event of a fire.

Councilor Gripne motioned Ruiz seconded to move the Health Fair to the Incubator Building. Motion carried.

Administrator Thomes noted to the city council that the water and wastewater department received an award for the wonderful job that they did in 2015 on their reporting for water treatment.

Police Chief Kevin Langer noted that there were 335 incidents. We closed applications on Friday for the fulltime police officer's position. We will be doing interviews from the 21st through the 25th. All seven part time officers applied for the position. We would like to go forward with getting one of the AC/DC kits installed from Sentry Siren.

Councilor Gripne motioned Hines seconded to approve \$6,081.27 for the installation of the AC/DC kit starting on the north side with that siren. Motion carried.

Council discussed the addition to the budget for next year in the amount \$11,832.06 so we can get the other two sirens updated. Sentry Siren will give us a discount.

Councilor Gripne noted EDA will be holding an open house on the comp plan on March 29th.

Kent with Bolton & Menk discussed the TH 27 improvement estimate cost. There was a letter from MnDOT stating they are going forward with the cost and they are not able to do any additional cost sharing. Previously, Bolton & Menk thought that we wouldn't have to replace existing curb; however, MnDOT stated that we would need to. With this reconstruction, the cost of the project went up to \$2,282,000. At this point, council is not going forward with doing the improvements to the water and sewer on TH 27 when MnDOT does their overlay in 2017.

Councilor Gripne motioned Ruiz seconded approve Change Order No. 2 for the Long Prairie Water Treatment Improvement Project. Motion carried.

There is always a contingency that is built into the project and we did not use that contingency. There is an actual reduction in the project of \$7,500. Bolton & Menk will have staff weekly meetings at city hall to discuss the 2016 project road project and the Centra Care project if the city will be doing both of them.

Mayor Rasmussen noted the airport is still working on the 500 foot extension. Tourism is gearing up for the summer Concerts in the Park.

Administrator Thomes noted that she is still working with Cobblestone on getting the location for Cobblestone Hotels.

Councilor Gripne motioned Hines seconded to adjourn. Motion carried. Meeting adjourned at 9:00 p.m.

Brenda Thomes
City Administrator/Clerk

Don Rasmussen
Mayor