

City of Long Prairie
Council meeting
7:00 P.M., Monday, April 17, 2017

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, April 17, 2017. Mayor Don Rasmussen called the meeting to order with the following present: Council members Randy Mechels, Lilah Gripne and City Administrator/Clerk Brenda Thomes. Councilors Hines and Towle were not in attendance.

There was an addition of Samantha and Eric Adams to the agenda. They did the housing rehab project in 2011.

Councilor Gripne motioned and Mechels seconded to approve the agenda with the addition. Motion carried.

Councilor Gripne motioned Mechels seconded to approve the council minutes of Aril 3rd and the April bills. Motion carried.

Dan Swenson and Nicole Bjerke were not in attendance at the meeting but Region 5, Cheryl Hills, asked Administrator Thomes to present the request on behalf of CentraCare. CentraCare is submitting a request for a grant from National Joint Powers for building healthy communities. The applicant is going to be CentraCare and they are requesting the fiduciary to be the City of Long Prairie. The process is going to be for the city to accept and dispense the funds. Region 5 has asked the city to work with CentraCare on the innovative funding agreement.

Councilor Mechels motioned Mayor Rasmussen seconded approve the Wellness Expansion Funding Agreement. Motion carried.

Region 5 will put together the innovative Funding Agreement between the City of Long Prairie and CentraCare. This agreement will be signed and the city will receive \$1,500 for the administration portion of it. The remaining amount of the grant will go to CentraCare. This will be a one-time check. CentraCare enclosed the Building Healthy Community Campus Layout, and the different programs that this facility will have. We also got the process and roles of the applicant, Region 5, and the City of Long Prairie. This looks like a very good project for CentraCare. With the council's approval, this looks like a very good project for the city to be a part of.

CentraCare also requested to block off part of the street during their annual Wellness 5k/1k walk/run on June 17, 2017. This will be in conjunction with Prairie Days.

Councilor Gripne motioned Mechels seconded to approve blocking off CentraCare Drive from Hwy 12 to First Avenue from 8:45 to 9:45 am on June 17th. Motion carried.

Lu Brunkhorst of the Long Prairie Chamber presented a map of events that will be taking place on June 17th for Prairie Days. There is a request to close off portions of downtown for that event. On her map she shows gunny sack races at the Christie House but there will not be gunny sack races on the Christie House lawn. They will be moved to a different location. In regards to the talent show in the parking lot down by the Reichert and the Museum, the talent show will actually be on the street not in the parking lot. If there are any other changes to the program, there will be additional maps submitted to the city prior to the Prairie Days event. The Lions are putting on the parade for Prairie Days starting at 6:00 pm. The parade route has already been approved by Administrator Thomes and Chief Langer.

Councilor Mechels motioned Gripne seconded to approve the Chamber and Lion's parade permit special event application. Motion carried.

Bolton & Menk presented a memorandum regarding the city's desire to update their street and utility inventory system. In addition, this inventory would allow the City to identify, plan and prioritize future capital improvement in the community and develop a Capital Improvement Plan. The proposed inventory would compile all pertinent information for each segment of street in the community, such as street age, street condition, street width, right-of-way width, etc., as well as sanitary sewer, water and storm sewer information. When completed, the inventory would provide the City with up-to-date information on their infrastructure systems.

Councilor Gripne motioned Mechels seconded to approve the street and utility inventory update by Bolton & Menk. Motion carried.

Councilor Gripne motioned Mechels seconded to approve a raffle for St. Mary of Mount Carmel School. Motion carried.

Councilor Gripne motioned Mayor Rasmussen seconded to approve the agreement for inspection services with Summit Companies. Motion carried.

Samantha Adams submitted an application last fall requesting for the Small Cities Development Program to swap out them for another family that was income eligible for the program due to their hardship of children relocating to another school and both parents relocating to new jobs. They were asking if they could possibly do a swap of this sort. Council stated it would be completely on their shoulders to find a new family to swap out with. Samantha presented on April 5th an application with a new family that would be income eligible for the Small Cities Development Program for the City of Long Prairie and to finish their remaining four years on the program.

Councilor Gripne motioned Mechels seconded to approve the subject to swap the Small Cities Development Program and to transfer ownership to Norene Carlson. Motion carried.

Councilor Gripne motioned Mechels seconded to approve the following resolution:

RESOLUTION NO. 17-04-17:03

RESOLUTION AUTHORIZING THE SALE OF REAL PROPERTY LOCATED IN THE
LONG PRAIRIE INDUSTRIAL PARK

WHEREAS, the City of Long Prairie (hereinafter "City") desires to sell certain real property located within its Industrial Park to Todd County, said property being described as:

Lot 6, Block 2, SW Industrial Park, Todd County, Minnesota

WHEREAS, the City is authorized by Minn. Statute Section 471.64 to sell the real property;
and

WHEREAS, the City Council has authorized a Purchase Agreement for the sale of said real property.

NOW THEREFORE, BE IT RESOLVED, by the City:

1. The sale price for the property is approved at \$40,000.00, plus closing costs.
2. The Mayor and City Administrator are hereby authorized to execute any and all documents necessary to complete the closing for the sale of said real property in accordance with the Purchase Agreement executed by the City and for the amount set forth herein.

ADOPTED by the City on this 3rd day of April, 2017.

CITY OF LONG PRAIRIE

Brenda Thomes
City Administrator/Clerk

Don Rasmussen
Mayor

Motion carried.

Councilor Gripne motioned Mechels seconded to accept the franchise agreement between the City of Long Prairie and Consolidated Telecommunications Company (CTC). Motion carried.

Councilor Mechels motioned Gripne seconded to accept the Library Branch Agreement between the City of Long Prairie and Great River Regional Library. Motion carried.

Council discussed the purchase of a S570 TF Bobcat Skid-Steer Loader. This had been tabled from the February 21, 2017 council meeting until Councilor Towle could do more research on the purchase. That research has now been completed.

Councilor Mechels motioned Mayor Rasmussen seconded to approve the purchase of the S570 T4 Bobcat Skid-Steer Loader. Motion carried.

Council discussed at length the location of business district signs. There have been some issues with sandwich board signs along Hwy 71 and Hwy 27. MnDot does not like to see all of those signs in the road right-of-way. There was a request to purchase business district signs. The city would be looking at purchasing 4 business district signs and the approximate cost would be \$3,104.

Councilor Mechels motioned Mayor Rasmussen seconded to approve the purchase of the business district signs for downtown businesses. Roll call: Yes; Mechels, Rasmussen. No; Gripne. Motion carried.

Council discussed a request to bring back a fee schedule for Administrative tickets to the next city council meeting.

Councilor Mechels noted that the phone lines were put back in order.

Fire Chief Jim Kreemer noted the department has received an application for a fireman but are still looking for 1 additional application.

Police Chief Kevin Langer noted this is weather week. Thursday, the tornado sirens will be going off at 1:45 and 6:45. Wednesday will be radio training at 6:00 p.m. The Hillig auction went well with no issues. The police department received a \$200 grant from Central Minnesota. Duane, Rodger and Kris will be going on Tuesday to the defensive driving class. The American Legion will be holding their child safety dinner on Thursday. Langer will be going to the Chief's Conference the 23rd, 24th, and 25th of April.

The liquor store is in the process of working on bids for replacing the new counter.

Councilor Gripne noted that this coming Thursday will be the EDA meeting.

Mayor Rasmussen noted that the Community Concern for Youth met last week. Mayor Rasmussen was at the FAA Conference and spoke with our engineers. They talked about our 500 ft. expansion, how to handle runway crashes, and what to do in case of an emergency. Mayor Rasmussen would like to see the Fire Department and Police Department have some training at the airport in regards to crashes and safety on the runway.

Administrator Thomes noted she and Dan Spieker will be at the Loss Control meeting on April 18th.

Councilor Gripne motioned Mechels seconded to adjourn at 8:27. Motion carried.

Brenda Thomes
City Administrator/Clerk

Don Rasmussen
Mayor