

City of Long Prairie
Council meeting
7:00 P.M., Monday, November 6, 2017

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, November 6, 2017. Mayor Don Rasmussen called the meeting to order with the following present: Council members Tony Towle, Randy Mechels, Lilah Gripne, Devin Hines and City Administrator/Clerk Brenda Thomes.

Council noted that under Bolton and Menk there were two resolutions:

- Resolution #17-11-06:04 – Resolution declaring costs to be assessed and order preparation of proposed assessment
- Resolution #17-11-06:05 – Resolution for calling for hearing on proposed assessment

Councilor Gripne motioned Hines seconded to approve the agenda with those notations. Motion carried

Councilor Mechels motioned Towle seconded to approve the council minutes of October 16th. Motion carried.

Councilor Gripne motioned Towle seconded to approve the following resolution:

Resolution 17-11-06:04

Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment

WHEREAS, a contract has been let and final costs have been calculated for the 2016 Street and Utility Improvements Project, the improvement of the following streets

8th Street SE/NE (CSAH 40) from 4th Avenue SE (TH 287) to 1st Avenue NE (TH 27),
8th Street NE from 1st Avenue NE (TH 27) to 2nd Avenue NE,
2nd Avenue NE from 6th Street NE to 9th Street NE,
7th Street NE from 1st Avenue NE (TH 27) to 6th Avenue NE,
4th Avenue NE from 6th Street NE to 7th Street NE,
Fairview Avenue NW (CR 86) from Riverside Drive (CSAH 56) to 550' west, and
2nd Ave NE, from 4th St N to 6th St NE
1st St S, from Lake Charlotte Road to 1,390 feet north
Lake Charlotte Road, from 1st Street S to 250-feet west

by reconstructing the street and utilities, and the cost for such improvement is \$4,420,469.20, and the expenses incurred or to be incurred in the making of such improvement amount to \$1,130,141.61 so that the total cost of the improvement will be \$5,550,610.81.

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

1. The portion of the cost of such improvement to be paid by the city and the county is hereby declared to be \$4,422,003.10 and the portion of the cost to be assessed against benefited property owners is declared to be \$1,128,607.71.

2. Assessments shall be payable in equal annual installments extending over a period of ten (10) years, the first of the installments to be payable on or before the first Monday in January, 2018, and shall bear interest at the rate of three (3) percent per annum from the date of the adoption of the assessment resolution.

3. The city clerk, with the assistance of the city engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.

4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the council this 6th day of November, 2017.

Mayor

City Administrator

Motion Carried.

Councilor Towle motioned Hines seconded to approve the following resolution:

Resolution 17-11-06:05

Resolution for Hearing on Proposed Assessment

WHEREAS, by a resolution passed by the council on November 6th, 2017, the city clerk was directed to prepare a proposed assessment of the cost for the 2016 Street and Utility Improvements Project, the improvement of the following streets

8th Street SE/NE (CSAH 40) from 4th Avenue SE (TH 287) to 1st Avenue NE (TH 27),
8th Street NE from 1st Avenue NE (TH 27) to 2nd Avenue NE,
2nd Avenue NE from 6th Street NE to 9th Street NE,
7th Street NE from 1st Avenue NE (TH 27) to 6th Avenue NE,
4th Avenue NE from 6th Street NE to 7th Street NE,
Fairview Avenue NW (CR 86) from Riverside Drive (CSAH 56) to 550' west, and
2nd Ave NE, from 4th St N to 6th St NE
1st St S, from Lake Charlotte Road to 1,390 feet north
Lake Charlotte Road, from 1st Street S to 250-feet west

by reconstructing the street and utilities, and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection,

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

1. A hearing shall be held at Long Prairie at 7:00p.m. on (month) (day), (year) in the city hall located at 615 Lake Street S to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. He/She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Long Prairie, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the Todd County the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 6th day of November, 2017

Mayor

Motion carried.

The public hearing is set for December 4, 2017, at 7:00 p.m.

The council addressed Dorie Twist concerning her dogs. Dorie has more than the 2 dogs which the ordinance allows for. A letter was sent out notifying her that according to city ordinance 12.106(1), the city does not allow for an owner to harbor more than two dogs on the same premises.

Dorie Twist stated that she does have 4 dogs. Two dogs are spade and two dogs are currently pregnant. She does not want to part with any of the four dogs. Her daughter has three dogs. There was a neighbor that came with the Twists to vouch. After about 20 minutes of discussion, the council understood from Dorie Twist that she does have PTSD and the council asked for a letter from her doctor and also asked what they were going to do with the other dog.

Councilor Mechels motioned Towle seconded to table this discussion until the next council meeting. This will allow the Twists an option to return with a doctor's slip and a plan for what they are going to do with the dogs. Motion carried.

There was a presentation by Advantage 1. RaeAnn gave a presentation of the additional options that the city could add to their insurance package for union and non-union employees. After the presentation, the council had to make a decision on the HSA accounts if the employees would choose them to allow a one-time donation from their sick leave bank.

Council Mechels motioned Towle seconded to allow the city employees to use banked sick leave hours and to deposit them into their HSA account up to the deductible amount. This is a one-time allowable option and should not impact future union negotiation decisions.

Administrator Thomes checked with the union mediator and a copy of that email is in with the council information. Along with that, there is an email from our city auditor following the answer to that as well. Roll call: Yes; Towle, Rasmussen, Gripne, Hines, Mechels. Motion carried.

Councilor Gripne motioned Hines seconded to approve the Contractor's Pay Request No. 11 in the amount of \$149,274.62 to RL Larson for the 2016 Improvement Project. Motion carried.

Kent Louwagie of Bolton and Menk updated the council on the final items of the road project. Kent stated there is minimum work that is remaining yet:

- the sanitary sewer main is completed
- the water main will be completed on Thursday of this week
- water and sewer services to be completed on Friday
- the dewatering system will be removed next week
- grading will occur after the dewatering has been removed
- unsure if they are able to, at that time, put the 1st layer of tar down depending on weather

The 60 day comment period is now up and we need to prepare for the public hearing. Administrator Thomes sent out the notice for the public hearing set for November 20th.

City council received the DWSMA (Long Prairie Drinking Water Supply Management Area) map, and the vulnerabilities, along with the Wellhead Protection Plan Amendment Part II for the City of Long Prairie.

Councilor Gripne motioned Mechels seconded to approve the public hearing and the plans for the Wellhead Protection Plan Amendment Part II. Motion carried.

Councilor Mechels briefly explained to the city council how the group went about coming to a conclusion with the union reps for the union packet from 2018 to 2020. Mechels noted that there will be reopeners in 2019 and 2020 for health insurance.

Mechels motioned Gripne seconded to approve the union contracts for the police officers, deputy clerks, and public works. Motion carried.

City council was presented with a fireworks permit from Pyrotechnic Display, Inc. they are looking to do a fireworks display on November 24th.

Mayor Rasmussen motioned Gripne seconded to approve the fireworks for Pyrotechnic Display, Inc. for November 24th. Motion carried.

Councilor Mechels motioned Towle seconded to approve the following resolution:

RESOLUTION #11-06-17:03
"RESOLUTION APPROVEING THE APPLICATION FOR A
STATE GAMBLING LICENSE"

WHEREAS, the State of Minnesota requires the licensing of all groups, agencies, parties, etc. who engage in gambling activities, and;

WHEREAS, CentraCare Health-Long Prairie of Todd County wishes to conduct a raffle operation which requires a state approved gambling license at CentraCare Health-Long Prairie

WHEREAS, The State of Minnesota gambling license procedure requires the city to pass a resolution approving or denying the application to the state license.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Long Prairie hereby approves CentraCare Health-Long Prairie of Todd County gambling license application for a raffle at CentraCare Health-Long Prairie, to the State of Minnesota and waives any required waiting period from the city for the granting of the license.

Motion carried.

Council discussed a letter they received from Trinity Lutheran Church regarding the condition of the road in front of the church. Councilor Towle requested Kent Louwagie to review the road in front of the Trinity Lutheran Church which is Second Avenue Southeast.

Councilor Towle motioned Mechels seconded to approve City Engineer Kent Louwagie to bring back a report to the city council regarding Trinity Lutheran Church. Motion carried.

Councilor Towle motioned Mechels seconded to approve the renewal of liquor, wine, club or 3.2% license from Mi Pueblito Market. Motion carried.

There was a request by Tourism for the donation of a 40 foot tree by one of the members and have it placed by city hall. After further review, the tree would be too tall. The city public works would not be able to get it to stay in place the whole Christmas season. Mayor Rasmussen visited with one of the business owners closer to the Chamber's lighted sign to see if Tourism could decorate that tree. The business owner approved of that.

No council members inquired about the NJPA board of director's election nomination.

Councilor Gripne motioned Mechels seconded to approve four of the Tasers for the Long Prairie Police Department in the amount of \$4,378.33. Motion carried.

Administrator Thomes went to a 2017 Election equipment grant information meeting up at Todd County. Presenting the meeting was Jolene Sabrowski asking cities and townships if they would go forward and submit a resolution in favor of the county going forward and writing a grant to supplement the cost of the new M100's that will be purchased.

Councilor Mechels motioned Hines seconded to approve the following resolution:

Resolution 17-11-06:01

Resolution Establishing Support

For Grant Application

To The Office of the Secretary of State for

Election Equipment – For Todd County

WHEREAS, the Office of the Secretary of State is providing an opportunity to apply for Grant Funding for Counties to purchase equipment for Elections.

WHEREAS, the City of Long Prairie intention is to participate in this grant funding opportunity as long as Todd County Board of Commissions approve this Grant Funding opportunity.

WHEREAS, the Grant awards per precinct – 2017 minimum \$1,699 and maximum \$5,000.

WHEREAS, the City of Long Prairie’s match funds for this grant opportunity minimum \$2,427 and maximum of \$3,176

THEREFORE, BE IT RESOLVED that the City of Long Prairie approves the Office of the Secretary of State application for submittal and authorizes the Mayor and City Administrator to execute all agreements pursuant to the grant process.

Motioned by Board Member _____,

Second by Board Member _____,

To adopt the above Resolution was passed on the _____ day of _____ 2017

Don Rasmussen – Mayor

Motion carried.

Councilor Gripne motioned Mechels seconded to approve the following resolution:

**Resolution #17-11-06:2
RESOLUTION ACKNOWLEDGING DONATIONS**

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

Donor	Amount	Purpose
CMCU	\$1,000.00	AED purchase - Fire Dept
Sauk Centre Arts Council	\$444.81	camera’s for beach house

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 October.

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 6th day of November, 2017, by the City Council of the City of Long Prairie.

ATTEST:

Brenda Thomes
City Administrator/Clerk

Don Rasmussen
Mayor

Motion carried.

Councilor Mechels noted that Public Works Director that sludge at the wastewater treatment plant was being removed and they were also flushing hydrants. Residential people are now starting to get connected to broadband. There has been a few connections of residential people at this time.

Councilor Towle read a report from Officer Langer:

- there were 322 incidents for the month of October
- Halloween was peaceful
- the police department participated in the trunk or treat at the Baptist Church
- The department brought 112 pounds of prescription drugs to the incinerator in Alexandria on November 1st that were collected from the drop box from May 1, 2017 – November 1, 2017. DEA picked up the fees
- the department is going to participate in Career Day at the Long Prairie Grey Eagle Secondary School
- the homicide trial will start November 28th
- Chief Langer will be gone deer hunting from the 6th returning on the 7th – 9th and then will be gone from the 10th – 20th

Fire Chief Jim Kreemer noted that they are at full capacity with 24 volunteer firefighters. He also submitted two additional bids for signs over the fire department doors. The department also participated in the Trunk or Treat at the Baptist Church. They are successfully getting the Firefighter I and Firefighter II training set up here in Long Prairie.

Councilor Towle motioned Hines seconded to have the fire chief work with Administrator Thomes to see if there are any additional funds available to acquire these signs. Motion carried.

There will be no park and rec meeting until February or March.

Councilor Hines noted business is a little slow at the liquor store according to Pam.

Councilor Gripne noted November 16th is the next EDA meeting. There is no other meeting on deck for planning and zoning.

Mayor Rasmussen just noted about the Christmas tree and that tourism is looking at a spot down further with an existing tree on T.H. 71 that is owned by a business.

The plans are being put in place for the 500 foot extension at the airport.

Administrator Thomes noted she was invited by Blandin to attend the meeting November 14th out

at Thunder Lodge. This is the last Blandin meeting out there for Leadership in Ethnically Diverse Community Program that is being put on by the foundation at Blandin. Administrator Thomes is planning on attending that.

Councilor Mechels motioned Towle seconded to adjourn the meeting at 8:45 p.m.

Brenda Thomes
City Administrator/Clerk

Don Rasmussen
Mayor