

**City of Long Prairie  
Council meeting  
7:00 P.M., Monday, June 18, 2018**

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, June 18, 2018. Mayor Don Rasmussen called the meeting to order with the following present: Council members Tony Towle, Devin Hines and Randy Mechels. Lilah Gripne was not in attendance.

There were five additions to the agenda:

- Application for a pull tab raffle by the Staples Fire Department Relief Association for the Todd County Fair
- Application for a raffle by the Todd County Council On Aging
- Bond Resolutions #18-06-18:06, #18-06-18:07
- Election Judges #18-06-18:08

**Councilor Mechels motioned Hines seconded to approve the additions to the agenda. Motion carried.**

**Councilor Towle motioned Mechels seconded to approve the council minutes of June 4, 2018 and the June bills. Motion carried.**

Mayor Rasmussen called to order a Public Hearing TIF District No. 1-13. This is a TIF modification to the Development Program for the Master Development District Plan No. 1. This is a Tax Increment Financing District for 1-13 for Cody and Sarah Nelson. The following is a summary of the basic elements for the Tax Increment Finance Plan for the Tax Increment District 1-13. The proposed action is to establish a Tax Increment Finance District 1-3 and the adoption of the Tax Increment Finance Plan. Modification to the development program for the Master Development District 1 including the establishment of Tax Increment Financing District 1-3 which represents the continuation of the goals and objectives set forth in this Development Master Plan. Also, passing an Interfund Loan in conjunction with the District. This is a redevelopment District for Parcels 16-4015100. The two parcels are 36-4015100 and 36-0041900. The District is being created to facilitate construction of 2-4 plex single family residential townhomes in the City of Long Prairie. The Appendix A of the TIF Plan for more detailed project description is available. The maximum duration of the plan is going to be 13 years. The estimated annual tax increment is going to be up to \$11,498. There was some additional discussion by council which are all in favor of the plan. Cody Nelson is in attendance at this meeting and is looking forward to start the project.

**Councilor Towle motioned Mechels seconded to approve the following resolution:**

**CITY OF LONG PRAIRIE  
TODD COUNTY  
STATE OF MINNESOTA**

**RESOLUTION NO. 18-6-18:04**

Council member Mechels introduced the following resolution and moved its adoption:

**RESOLUTION NO. 18-6-18:04**

**RESOLUTION ADOPTING A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR MASTER DEVELOPMENT DISTRICT NO. 1; AND ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 1-13 THEREIN AND ADOPTING A TAX INCREMENT FINANCING PLAN THEREFOR.**

BE IT RESOLVED by the City Council (the "Council") of the City of Long Prairie, Minnesota

(the "City"), as follows:

Section 1.     Recitals

1.01.    The City Council of the City of Long Prairie (the "City") has heretofore established Master Development District No. 1 and adopted the Development Program therefor. It has been proposed by the City that the City adopt a Modification to the Development Program (the "Development Program Modification") for Master Development District No. 1 (the "Development District") and establish Tax Increment Financing District No. 1-13 (the "District") therein and adopt a Tax Increment Financing Plan (the "TIF Plan") therefor (the Development Program Modification and the TIF Plan are referred to collectively herein as the "Program and Plan"); all pursuant to and in conformity with applicable law, including Minnesota Statutes, Sections 469.124 to 469.133 and Sections 469.174 to 469.1794, all inclusive, as amended, (the "Act") all as reflected in the Program and Plan, and presented for the Council's consideration.

1.02.    The City has investigated the facts relating to the Program and Plan and has caused the Program and Plan to be prepared.

1.03.    The City has performed all actions required by law to be performed prior to the establishment of the District and the adoption and approval of the proposed Program and Plan, including, but not limited to, notification of Todd County and Independent School District No. 2753 having taxing jurisdiction over the property to be included in the District, and the holding of a public hearing upon published notice as required by law.

1.04.    Certain written reports (the "Reports") relating to the Program and Plan and to the activities contemplated therein have heretofore been prepared by staff and consultants and submitted to the Council and/or made a part of the City files and proceedings on the Program and Plan. The Reports, including the redevelopment qualifications reports and planning documents, include data, information and/or substantiation constituting or relating to the basis for the other findings and determinations made in this resolution. The Council hereby confirms, ratifies and adopts the Reports, which are hereby incorporated into and made as fully a part of this resolution to the same extent as if set forth in full herein.

1.05    The City is not modifying the boundaries of Master Development District No. 1, but is however, modifying the Development Program therefor.

Section 2.     Findings for the Adoption and Approval of the Development Program Modification.

2.01.    The Council approves the Development Program Modification, and specifically finds that: (a) the land within the Development District would not be available for redevelopment without the financial aid to be sought under this Development Program Modification; (b) the Development Program Modification will afford maximum opportunity, consistent with the needs of the City as a whole, for the development of the Development District by private enterprise; and (c) that the Development Program Modification conforms to the general plan for the development of the City as a whole.

Section 3.     Findings for the Establishment of Tax Increment Financing District No. 1-13

3.01.    The Council hereby finds that the District is in the public interest and is a "redevelopment district" under Minnesota Statutes, Section 469.174, Subd. 10 of the Act.

3.02.    The Council further finds that the proposed redevelopment would not occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the Tax Increment Financing Plan, that the Program and Plan conform to the general plan for the development or redevelopment of the City as a whole; and that the Program and Plan will afford maximum opportunity consistent with the sound needs of the City as a whole, for the development or

redevelopment of the District by private enterprise.

3.03. The Council further finds, declares and determines that the City made the above findings stated in this Section and has set forth the reasons and supporting facts for each determination in writing, attached hereto as Exhibit A.

3.04. The City of Long Prairie elects to calculate fiscal disparities for the District in accordance with Minnesota Statutes, Section 469.177, Subd. 3, clause b, which means the fiscal disparities contribution would be taken from inside the District.

#### Section 4. Public Purpose

4.01. The adoption of the Program and Plan conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the City which is already built up, to provide employment opportunities, to improve the tax base and to improve the general economy of the State and thereby serves a public purpose. For the reasons described in Exhibit A, the City believes these benefits directly derive from the tax increment assistance provided under the TIF Plan. A private developer will receive only the assistance needed to make this development financially feasible. As such, any private benefits received by a developer are incidental and do not outweigh the primary public benefits.

#### Section 5. Approval and Adoption of the Program and Plan

5.01. The Program and Plan, as presented to the Council on this date, including without limitation the findings and statements of objectives contained therein, are hereby approved, ratified, established, and adopted and shall be placed on file in the office of the City Administrator/Clerk.

5.02. The staff of the City, the City's advisors and legal counsel are authorized and directed to proceed with the implementation of the Program and Plan and to negotiate, draft, prepare and present to this Council for its consideration all further plans, resolutions, documents and contracts necessary for this purpose.

5.03. The Auditor of Todd County is requested to certify the original net tax capacity of the District, as described in the Program and Plan, and to certify in each year thereafter the amount by which the original net tax capacity has increased or decreased; and the City of Long Prairie is authorized and directed to forthwith transmit this request to the County Auditor in such form and content as the Auditor may specify, together with a list of all properties within the District, for which building permits have been issued during the 18 months immediately preceding the adoption of this resolution.

5.04. The City Administrator/Clerk is further authorized and directed to file a copy of the Program and Plan with the Commissioner of the Minnesota Department of Revenue and the Office of the State Auditor pursuant to Minnesota Statutes 469.175, Subd. 4a.

The motion for the adoption of the foregoing resolution was duly seconded by Council member Hines, and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Dated: June 18, 2018

ATTEST:

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Mayor

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City Administrator/Clerk

(Seal)

## EXHIBIT A

### RESOLUTION NO. 18-6-18:4A

The reasons and facts supporting the findings for the adoption of the Tax Increment Financing Plan (TIF Plan) for Tax Increment Financing District No. 1-13 (District), as required pursuant to Minnesota Statutes, Section 469.175, Subdivision 3 are as follows:

1. *Finding that Tax Increment Financing District No. 1-13 is a redevelopment district as defined in M.S., Section 469.174, Subd. 10.*

The District consists of two parcels, with plans to redevelop the area for affordable rental purposes. At least 70 percent of the area of the parcels in the District are occupied by buildings, streets, utilities, paved or gravel parking lots or other similar structures and more than 50 percent of the buildings in the District, not including outbuildings, are structurally substandard to a degree requiring substantial renovation or clearance. (See Appendix F of the TIF Plan.)

2. *Finding that the proposed development, in the opinion of the City Council, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future and that the increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan.*

*The proposed development, in the opinion of the City, would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future:* This finding is supported by the fact that the development proposed in the TIF Plan meets the City's objectives for redevelopment. Due to the high cost of redevelopment on the parcel currently occupied by a substandard building and the high cost of the proposed site improvements and preparation of the land for development, this project is feasible only through assistance, in part, from tax increment financing. The developer was asked for and provided a letter as justification that the developer would not have gone forward without tax increment assistance.

*The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the District permitted by the TIF Plan:* This finding is justified on the grounds that the cost of site improvements and demolition of the existing structure add to the total redevelopment cost. Historically, site improvement costs in this area have made redevelopment infeasible without tax increment assistance. This site has been proposed for redevelopment many years without success and now the addition of County land makes the site more feasible for development. The City reasonably determines that no other redevelopment of similar scope is anticipated on this site without substantially similar assistance being provided to the development.

Therefore, the City concludes as follows:

- a. The City's estimate of the amount by which the market value of the entire District will increase without the use of tax increment financing is \$0.
- b. If the proposed development occurs, the total increase in market value will be \$579,300.
- c. The present value of tax increments from the District for the maximum duration of the district permitted by the TIF Plan is estimated to be \$151,856.
- d. Even if some development other than the proposed development were to occur, the Council finds that no alternative would occur that would produce a market value increase greater

than \$427,444 (the amount in clause b less the amount in clause c) without tax increment assistance.

3. *Finding that the TIF Plan for the District conforms to the general plan for the development or redevelopment of the municipality as a whole.*

The City Council has reviewed the TIF Plan and found that the TIF Plan conforms to the general development plan of the City.

4. *Finding that the TIF Plan for the District will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the development or redevelopment of Master Development District No. 1 by private enterprise.*

The project to be assisted by the District will result in increased employment in the City and the State of Minnesota, the renovation of substandard properties, increased tax base of the State and add a high-quality development to the City.

Through the implementation of the TIF Plan, the City will increase the availability of safe and decent life-cycle housing in the City.

**Motion carried.**

**Councilor Mechels motioned Hines seconded to adopt the following resolution:**

**CITY OF LONG PRAIRIE  
TODD COUNTY  
STATE OF MINNESOTA**

Council member Towle introduced the following resolution and moved its adoption:

**RESOLUTION 18-6-18:05**

**RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR ADVANCE OF  
CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCING  
DISTRICT NO. 1-13.**

BE IT RESOLVED by the City Council (the "Council") of the City of Long Prairie, Minnesota (the "City"), as follows:

Section 1. Background.

1.01. The City has heretofore approved the establishment of Tax Increment Financing District No. 1-13 (the "TIF District") within the Master Development District No. 1 (the "Project"), and has adopted a Tax Increment Financing Plan (the "TIF Plan") for the purpose of financing certain improvements within the Project.

1.02. The City has determined to pay for certain costs identified in the TIF Plan consisting of land/building acquisition, site improvements/preparation, public utilities, other qualifying improvements, interest and administrative costs (collectively, the "Qualified Costs"), which costs may be financed on a temporary basis from City funds available for such purposes.

1.03. Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally authorized, in order to finance the Qualified Costs.

1.04. The City intends to reimburse itself for the Qualified Costs from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to

collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

2.01. The City hereby authorizes the advance of up to \$5,000 from the General Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

2.02. Principal and interest ("Payments") on the Interfund Loan shall be paid annually on each December 31 (each a "Payment Date"), commencing on the first Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Administrator-Clerk, through the date of last receipt of tax increment from the TIF District.

2.03. Payments on this Interfund Loan are payable solely from "Available Tax Increment," which shall mean, on each Payment Date, tax increment available after other obligations have been paid, or as determined by the City Administrator-Clerk, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Todd County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, all inclusive, as amended. Payments on this Interfund Loan may be subordinated to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

2.04. The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

2.05. This Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. This Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on this Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on this Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

2.06. The City may amend the terms of this Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

The motion for the adoption of the foregoing resolution was duly seconded by Council member Mechels, and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Dated: June 18, 2018

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator/Clerk

(Seal)

**Motion carried.**

Mayor Rasmussen closed the Public Hearing at 7:08 p.m.

Robert Soule addressed the council in regards to the issue he had with his dog last week. Mr. Soule was not very happy with how he was treated by the Police Department. There was a discussion that ensued with council and Mr. Soule. Council, at this point, just asked if they could table this issue and look into it a little further with the Long Prairie Police Department and city staff and we will get back to Mr. Soule and the resolution of giving out citations. Administrator Thomes will look into and work with Police Chief Kevin Langer on the dog issue for Mr. Soule.

Silas Parmar of Bolton & Menk talked about the Long Prairie Municipal Airport Todd Field. Bolton & Menk were pleased to submit a proposal for construction administration services for the Runway 34 for 499 foot extension project at the Long Prairie Municipal Airport. The project was let for bid on June 13, 2018 and anticipates the city will award the construction contract to the low bidder Kraemer Excavating & Trucking within 90 days. The proposal will be included in the construction management and post construction administration services. Funding shall be combined with the Federal, State and Local funds. That breakdown for the project is 90% FAA, 5% State, and 5% Local. The local match is broken down City 60% and County 40%. The City will be at \$35,257.07 and County will be at \$23,504.71, with the estimated quotes that we have at this point. Also, with the BMI Work Order No. 7 included with this. Silas talked about the low bid for the project, Kraemer Excavating & Trucking in the amount of \$895,426.52. After reviewing the bid results and mathematical errors were encountered with the following bids, Kraemer Excavating & Trucking did become the low bidder.

**Mayor Rasmussen motioned Mechels seconded to accept the low bidder of Kraemer Excavating & Trucking in the amount of \$895,426.52 along with Work Order No. 7 contingent upon Federal funding as discussed earlier. Roll call: Yes, Towle, Hines, Rasmussen, and Mechels. Motion carried.**

Council discussed when the project is going to start. The project is looking to start about mid to late August of 2018. If the project is estimated to run a little bit longer, it will only start in 2019 according to Bolton & Menk's estimated timeline they received from the FAA.

Council discussed 1<sup>st</sup> Avenue SE. This was a separate project that the city was looking at doing. There was a preliminary engineering report put together in regards to this. At this point, council asked if they could just table this one more round. They are looking into some additional options for this and this will be tabled until the next city council meeting for discussion. Some of the discussion asked for televising the lines on 1<sup>st</sup> Avenue SE to see how bad the water and sewer lines are. Also, the road to the west of Trinity Lutheran, we need to get some additional information if that road just has storm water or there are water or sewer lines running under that area.

**Mayor Rasmussen motioned Mechels seconded to table this discussion until this additional information has been reviewed. Motion carried.**

Administrator Thomes was requested to get bids for mosquito spraying at Lake Charlotte Park. The city received 2 separate bids:

- Clark Mosquito      \$398
- Mosquito Squad      \$550



The bids look like they are consistent with each other but there is such a difference from Mosquito Squad's \$550 to Clark's \$395 so council asked if Thomes would just clarify with Clark for the definite size acreage of what they are anticipating. This will be tabled until the next city council meeting.

**Councilor Mechels motioned Towle seconded to approved the following resolution:**

RESOLUTION NO. 18-6-18:01  
CERTIFICATION OF MINUTES RELATING TO  
GENERAL OBLIGATION SEWER AND WATER REVENUE BONDS

Issuer: City of Long Prairie, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held on June 18, 2018, at 7:00 p.m., at the Long Prairie City Hall.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. 18-6-18:01  
RESOLUTION AUTHORIZING APPLICATION FOR AN ALLOCATION OF  
VOLUME CAP; AUTHORIZING ISSUANCE AND SALE OF SEWER AND WATER  
REVENUE BONDS UNDER MINNESOTA STATUTES, CHAPTERS 475 AND 444;  
AND CALLING A PUBLIC HEARING

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on June 18, 2018.

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City Administrator/Clerk

Councilmember Mechels introduced the following resolution and moved its adoption, which motion was seconded by Councilmember Towle:

RESOLUTION NO. 18-6-1801A  
RESOLUTION AUTHORIZING APPLICATION FOR AN ALLOCATION OF  
VOLUME CAP; AUTHORIZING ISSUANCE AND SALE OF SEWER AND WATER  
REVENUE BONDS UNDER MINNESOTA STATUTES, CHAPTERS 475 AND 444;  
AND CALLING A PUBLIC HEARING

BE IT RESOLVED by the City Council (the "Council") of the City of Long Prairie, Minnesota (the "City"), as follows:

SECTION 1. Recitals.

1.1. The City is authorized by Minnesota Statutes, Chapters 475 and 444, to issue (i) its General Obligation Sewer Revenue Bonds, Series 2018A (the "Series 2018A Bonds") for the purpose of financing improvements to the wastewater treatment facility in the City, including repair, maintenance and an expansion to handle additional flow and loading (the "Public Facilities Project"), and (ii) its General Obligation Water Revenue Bonds, Series 2018B (the "Series 2018B Bonds") for the purpose of financing water meter replacements throughout the City (the "Waterworks Project"). The Public Facilities Project and the Waterworks Project are collectively referred to herein as the "Project." The Series 2018A Bonds and Series 2018B Bonds are collectively referred to herein as the "Bonds."

1.2 This Council heretofore determined, by resolutions dated May 21, 2018, including Resolution No. 12-5-21-02, Resolution No. 12-5-21-03, Resolution No. 12-5-21-04 and Resolution No. 12-5-21-05 (collectively, the "Initial Resolutions"), that it was in the best interests of the City to issue its \$7,465,000 General Obligation Sewer and Water Revenue Bonds, Series 2018A, and \$5,405,000 Taxable General Obligation Sewer Revenue Bonds, Series 2018B (collectively, the "Expected Bonds") to finance the Project. By the Initial Resolutions this Council also authorized the sale of the Expected Bonds on June 18, 2018, and the application to and the execution of an agreement with the Minnesota Public Facilities Authority (the "Authority") Credit Enhancement Program in connection with the Expected Bonds.

SECTION 2. Amending Initial Resolutions; Issuance, Sale and Award of Sale.

2.1 The Council has determined that it is no longer necessary or in the best interest of the City to issue the Expected Bonds to finance the Project, but that it is in its best interest of the City to issue the Bonds to finance the Project. Accordingly, the provisions of the Initial Resolutions are hereby amended to cancel the sale of the Expected Bonds on June 18, 2018. The provisions of the Initial Resolutions authorizing the application to and the execution of an agreement with the Authority with respect to the Expected Bonds remain in full force and effect; provided, however, that all references in the Initial Resolutions to the Expected Bonds shall be deemed to be references to the Bonds.

2.2 The City has retained Ehlers & Associates, Inc., as independent financial advisor in connection with the sale of the Bonds and Ehlers & Associates, Inc. is hereby authorized to prepare and distribute an Official Statement and to solicit proposals for the Bonds in accordance with Minnesota Statutes, Section 475.60. The Council is scheduled to meet on July 16, 2018, at 7:00 p.m., or as soon thereafter as practicable, for the purpose of considering sealed proposals and awarding the sale of the Series 2018A Bonds in an aggregate principal amount not to exceed \$12,000,000 and the Series 2018B Bonds in an aggregate principal amount not to exceed \$1,000,000.

SECTION 3. Application for Allocation of Volume Cap. The Mayor and City Administrator are authorized to execute and deliver the necessary documents on behalf of the City to apply to the Minnesota Department of Management and Budget for an allocation of bonding authority for the Series 2018A Bonds pursuant to

the provisions of Minnesota Statutes, Chapter 474A. For such purpose the City hereby declares its intent to issue the Series 2018A Bonds in an amount not to exceed \$12,000,000 to finance the Public Facilities Project and authorizes the payment of a refundable application deposit in the amount of \$120,000 and a nonrefundable fee in the amount of \$2,400. The Series 2018B Bonds are not subject to volume cap requirements under federal or state law.

SECTION 4. Public Hearing.

4.1. Section 147(f) of the Internal Revenue Code of 1986, as amended, and regulations promulgated thereunder, require that, as a condition to the exemption from federal income taxation of interest on the Series 2018A Bonds, the Council conduct a public hearing on the proposal to undertake and finance the Public Facilities Project.

4.2. A public hearing on the proposal to issue the Series 2018A Bonds is hereby called and shall be held on July 16, 2018, at 7:00 p.m., or as soon thereafter as practicable, at the City Hall. The City Administrator shall cause notice of the public hearing to be published in one or more newspapers of general circulation in the City at least once not less than fourteen (14) days prior to the date fixed for the public hearing. The notice to be published shall be substantially in the form of Exhibit A hereto.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.

EXHIBIT A

NOTICE OF PUBLIC HEARING RELATING TO WASTEWATER TREATMENT FACILITY  
IMPROVEMENTS AND THE FINANCING OF COSTS RELATING THERETO

CITY OF LONG PRAIRIE, MINNESOTA

NOTICE IS HEREBY GIVEN that the City Council of the City of Long Prairie, Minnesota (the "City"), will meet on Monday, July 16, 2018, at 7:00 p.m., or as soon thereafter as practicable, in the Council Chambers located at Long Prairie City Hall, 615 Lake Street S. in the City, for the purpose of conducting a public hearing on a proposal that the City issue its General Obligation Sewer Revenue Bonds, Series 2018A (the "Bonds") on a tax-exempt basis, under Section 142(a) of the Internal Revenue Code of 1986, as amended (the "Code"), and Minnesota Statutes, Chapters 475 and 444, in order to finance a project (the "Project") consisting of improvements to the wastewater treatment facility in the City, including repair, maintenance and an expansion to handle additional flow and loading (collectively, the "Project"). The improvements are proposed to be located at Long Prairie Wastewater Treatment Plant. The Project is owned by the City and used by the City and several significant industrial users. The aggregate principal amount of the Bonds to be issued for the Project will not exceed \$12,000,000.

All persons interested may appear and be heard at the time and place set forth above, or may file written comments with the City Administrator prior to the date of the hearing set forth above.

Dated: June 27, 2018

BY ORDER OF THE LONG PRAIRIE CITY  
COUNCIL

/s/ Brenda Thomes  
City Administrator-Clerk

**Motion carried.**

Doug Schmidt Chairperson of the Community Growth Group, along with the rest of the members, submitted a letter to Long Prairie City Council to create a new position. This is the Long Prairie Community Development Director. The focus of this position would be full time management of community development initiatives and to create a marketing program highlighting the unique assets of our city. The Community Growth Group also submitted a job description for the Economic Development Director. This would be working for the economic development our EDA. They also submitted a sample budget. Council took all the information in consideration and said they would work with the EDA and the council members also asked the Community Growth Group and EDA to continue working on this project.

After working with CentraCare Health and looking at the options available for abatement or TIF, the Long Prairie City Council brought back an option for the Long Prairie City Council and recommends that we look at doing a TIF with CentraCare for their Wellness Center. A one year TIF would be \$115,687 and a two year TIF would be \$231,374.

**Councilor Mechels motioned Towle seconded to approve the following resolution:**

CITY OF LONG PRAIRIE  
TODD COUNTY  
STATE OF MINNESOTA

RESOLUTION NO. 18-6-18:02

**RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL  
ON THE PROPOSED MODIFICATION TO THE DEVELOPMENT PROGRAM  
FOR MASTER DEVELOPMENT DISTRICT NO. 1 AND THE PROPOSED  
ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-14  
THEREIN AND THE ADOPTION OF THE TAX INCREMENT FINANCING**

**PLAN THEREFOR.**

BE IT RESOLVED by the City Council (the "Council") for the City of Long Prairie, Minnesota (the "City"), as follows:

Section 1. Public Hearing. This Council shall meet on July 16, 2018, at approximately 7:00 P.M., to hold a public hearing on the proposed modification to the Development Program for Master Development District No. 1 (the "Program"), and the proposed establishment of Tax Increment Financing District No. 1-14, (a small city economic development district) and the proposed adoption of a Tax Increment Financing Plan (the "Plan") (together the "Program and Plan") therefor, all pursuant to and in accordance with *Minnesota Statutes*, Sections 469.124 to 469.133, and Sections 469.174 to 469.1794, inclusive, as amended, in an effort to encourage the development and redevelopment of certain designated areas within the City; and

Section 2. Notice of Public Hearing, Filing of Program and Plan. City staff is authorized and directed to work with Ehlers to prepare the Program and Plan and to forward documents to the appropriate taxing jurisdictions including Todd County and Independent School District No. 2753. The City Administrator/Clerk is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to July 16, 2018, and to place a copy of the Program and Plan on file in the City Administrator/Clerk's office at City Hall and to make such copy available for inspection by the public.

Dated: June 18, 2018

Adopted:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator/Clerk

**Motion carried.**

Council received the information on a dog bite and has asked Administrator Thomes to send a letter to the owners of the dog and asked them to come to a hearing on July 2<sup>nd</sup> at 7:00 p.m. to discuss this matter. The property owner that has the dog that bit a young man leaving a puncture will come back on July 2<sup>nd</sup>. Administrator Thomes will work with a letter.

**Councilor Mechels motioned Hines seconded to approve the following resolution:**

**Resolution #18-6-18:06  
RESOLUTION ACKNOWLEDGING DONATIONS**

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

<b>Donor</b>	<b>Amount</b>	<b>Purpose</b>
Carol M Broberg	\$300.00	Police – equipment fund
Browerville Sportsmen Club	\$500.00	Fire Dept – donation
Sellnow Law Office	\$250.00	Prairie Days – water show

Rotary & Lions Clubs

\$180.00

Police – equipment fund

**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 May.

**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 18th day of June, 2018, by the City Council of the City of Long Prairie.

ATTEST:

\_\_\_\_\_  
Brenda Thomes  
City Administrator/Clerk

\_\_\_\_\_  
Don Rasmussen  
Mayor

**Motion carried.**

Administrator Thomes was to send out a letter to Trinity Lutheran Church and let them know that Council is looking into their matter.

Schlenner Wenner & Company submitted two reports: one for a single audit for 2018.

**Councilor Mechels motioned Towle seconded to approve that motion. Motion carried.**

The next option from Schlenner and Wenner is a proposal to do auditing services for 2019, 2020, and 2021.

**Councilor Mechels motioned Towle seconded to approve that proposal. Motion carried.**

**Councilor Mechels motioned Towle seconded to approve the following resolution:**

**Resolution No. 18-6-18:06**

Council Member Mechels introduced the following resolution and moved its adoption:

Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority

- A. WHEREAS, the City Council of the City of Long Prairie, Minnesota (the "City") proposes to issue its General Obligation Sewer Revenue Bonds (the "Bonds"), the proceeds of which will be used to finance the costs of construction, improvement or rehabilitation of sanitary sewer facilities; and
- B. WHEREAS, the City Council hereby determines it is in the best interests of the City to apply to the Minnesota Public Facilities Authority (the "Authority") for credit enhancement of the Bonds;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Long Prairie, Minnesota, as follows:

1. Approval of the Authority's Credit Enhancement Program Agreement. The Authority's Credit Enhancement Program Agreement (the "Agreement") is hereby approved, the same being before the City Council and made a part of this resolution by reference.
2. Authorization to Sign Agreement and Related Forms. The Mayor and the City Administrator/Clerk

are authorized to sign the Agreement on the City's behalf and to execute any other related forms prescribed by the Authority with respect to the Agreement.

3. Agreement to Comply with Minnesota Statutes, Section 446A.086. The City is entering into the Agreement with the Authority pursuant to Minnesota Statutes, Section 446A.086 (the "Act") and the City hereby agrees to comply with and be bound by the provisions of the Act.
4. Submission of the Agreement. The Mayor and City Administrator/Clerk are hereby authorized to submit, on the City's behalf, the Agreement to the Authority, together with the nonrefundable application fee in the amount of \$500.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member Towle and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 18<sup>th</sup> day of June, 2018.

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City Administrator/Clerk

**Motion carried.**

**Councilor Mechels motioned Hines seconded to approve the following resolution:**

Resolution No. 18-6-18:07

Council Member Mechels introduced the following resolution and moved its adoption:

Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority

- A. WHEREAS, the City Council of the City of Long Prairie, Minnesota (the "City") proposes to issue its General Obligation Sewer Revenue Bonds (the "Bonds"), the proceeds of which will be used to finance the costs of construction, improvement or rehabilitation of sanitary sewer facilities; and
- B. WHEREAS, the City Council hereby determines it is in the best interests of the City to apply to the Minnesota Public Facilities Authority (the "Authority") for credit enhancement of the Bonds;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Long Prairie, Minnesota, as follows:

1. Approval of the Authority's Credit Enhancement Program Agreement. The Authority's Credit Enhancement Program Agreement (the "Agreement") is hereby approved, the same being before the City Council and made a part of this resolution by reference.
2. Authorization to Sign Agreement and Related Forms. The Mayor and the City Administrator/Clerk are authorized to sign the Agreement on the City's behalf and to execute any other related forms prescribed by the Authority with respect to the Agreement.

3. Agreement to Comply with Minnesota Statutes, Section 446A.086. The City is entering into the Agreement with the Authority pursuant to Minnesota Statutes, Section 446A.086 (the "Act") and the City hereby agrees to comply with and be bound by the provisions of the Act.
4. Submission of the Agreement. The Mayor and City Administrator/Clerk are hereby authorized to submit, on the City's behalf, the Agreement to the Authority, together with the nonrefundable application fee in the amount of \$500.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member Hines and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 18<sup>th</sup> day of June, 2018.

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City Administrator/Clerk

**Motion carried.**

**Councilor Mechels motioned Towle seconded to approve the following resolution:**

**RESOLUTION 18-6-18:08**

**RESOLUTION APPOINTING ELECTION JUDGES  
FOR THE PRIMARY ELECTION OF AUGUST 14, 2018  
AND THE GENERAL ELECTION OF NOVEMBER 6, 2018**

WHEREAS, a Primary Election will be held August 14, 2018 and a General Election will be held November 6, 2018; and

WHEREAS, MN Statute 204B.21, subd.2, requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Long Prairie has one voting precinct; and

WHEREAS, the following Long Prairie residents have agreed to serve as election judges and have met the qualifications established by the State of Minnesota; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Long Prairie hereby appoints the following persons to serve as election judges in 2018, with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet party splits; and that persons not on this list will be properly trained prior to performing any duties; and approves payment of an hourly wage of \$12 per hour for head judge and \$11 per hour for election judge training and time served on election day.

JUDGES: Mary Saetre head judge, Brenda Thomes head judge, Mary Noble, Louise Sadlovsky, Johnny Saarela, Jane Kleinschmidt, Deb Blake deputy clerk, Deb Laumeier deputy clerk, Linda Mentele

Adopted by the City Council of the City of Long Prairie this 18th day of June, 2018.



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Mayor Don Rasmussen

Attest:

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Brenda Thomes City Administrator/ Clerk

**Motion carried.**

**Councilor Towle motioned Hines seconded to approve a one of four Bingo events for the Todd County Council on Aging. Motion carried.**

**Councilor Towle motioned Hines seconded to approve a Pull-Tabs for the Staples Fire Department Relief Association. Motion carried.**

Councilor Mechels noted the following:

- Public works has been busy fixing holes, painting and working on the street sweeper
- The street sweeper will be coming next week.
- Mechels also talked to CTC on the results of where we're at with the fiber. They will be getting us some information in the upcoming weeks with maps and stuff showing where we are at.

Police Chief Kevin Langer noted the following:

- Prairie Days went well
- They will be having the post board audit coming up this coming Thursday
- The police department has been working on looking at getting funds to replace their cameras – they've looked at Sauk Centre, Melrose, and Staples and they all are using this camera system. The total cost for the new system will be \$17,588. Administrator Thomes and Kevin Langer were looking at some funds available in their donations and forfeiture funds and the rest they will be taking out of their capital expenditure to cover the remaining costs. They are looking at going with Watch Guard which Sauk Centre, Melrose, and Staples currently use.

**Council Towle motioned Mechels seconded to approve the new camera system in the amount of \$17,588. Motion carried.**

Fire Chief Jim Kreemer noted the following:

- The pancake breakfast went very well – they served about 600 people
- There was a question about the generators – where they functional and ready to go. Administrator Thomes noted that the grant to do these generators has just been approved and Lennes Brothers will be working on getting the generators accessible to be connected to city hall or any lift station needed in case of an emergency power outage.

Councilor Hines noted the following:

- He was at the Park and Rec meeting and talking about adding black dirt at Westside Park
- Doing some repairs at the building at Soldier's Field
- Looking at moving the Volleyball nets on the north side of Lake Charlotte up closer to the beach house

Mayor Rasmussen noted the following:

- All the items in regards to the airport are moving forward with the 500 ft. expansion
- Tourism is excited about the 1<sup>st</sup> Music in the Park that will be starting

Administrator Thomes noted the following:

- **Asked the council for a special council meeting on June 25<sup>th</sup> at 5:00 p.m. to hear the Conditional Use Permit by Cody and Sarah Nelson for the 2 4-plexes**

**Councilor Mechels motioned Towle seconded to approve the June 25<sup>th</sup> special council meeting. Motion carried.**

Councilor Mechels motioned Hines seconded to adjourn the meeting at 9:16 p.m. Motion carried.

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Brenda Thomes  
City Administrator/Clerk

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Don Rasmussen  
Mayor