

**City of Long Prairie  
Council Meeting  
7:00 P.M., Monday, November 19, 2018**

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, November 19, 2018. Mayor Don Rasmussen called the meeting to order with the following present: Council members Lilah Gripne, Randy Mechels, Tony Towle, and Interim City Administrator David Venekamp. Devin Hines was not in attendance.

**Council member Mechels motioned Towle seconded to add the Todd County Hazardous Mitigation Resolution to the agenda. Motion unanimously carried.**

**Council member Towle motioned Gripne seconded to approve the consent calendar which includes the council minutes of November 5<sup>th</sup>, November 8<sup>th</sup>, and the November bills. Motion unanimously carried.**

Fire Chief Jim Kreemer presented the council with a picture of the Long Prairie Fire Department and thanked the council for their support of the Long Prairie Fire Department. Kreemer stated the presentation is on behalf of the Fire Department and thanked the council for their continued support of the fire department over the years.

Mayor Rasmussen stated he has noted the recent movement of banning the sale of e-cigarettes and cigarettes to those under the age of 21. Ottertail County is the first county in the state to ban the sale of e-cigarettes and cigarettes to those under the age of 21. Rasmussen stated the council may want to consider the possibility of pursuing this in the future.

The council discussed the rehabilitation of Well #3 by having Their Well chlorinate the well. The well is at a point where it sucks air when it pumps due to a buildup of iron on the screen of the well. The council had an estimate of \$16,639 for rehabilitating the well.

**Council member Gripne motioned Towle seconded to have Their Well rehabilitate well #3 at an estimated cost of \$16,639. Motion unanimously carried.**

The council discussed the need of appointing a Wellhead Manager for the city. The previous city administrator was the city's Wellhead Manager.

**Council member Gripne motioned Mechels seconded to appoint Public Works Director Chad Bosl as the Wellhead Manager for the city. Motion unanimously carried.**

The consensus of the council was to appoint Council members Mechels and Towle to represent the city in employee health insurance negotiations. When negotiating the 2019 union contracts with the city, the employee health negotiations were not negotiated due to the council not knowing the cost of health insurance premiums.

The council discussed the conversion of the city's accounting payroll and utility software back to Banyon Data Systems from the Civics Software. When the previous Administrator was hired, the city switched accounting, payroll, and utility systems. Venekamp stated that both software systems have their advantages and disadvantages; however, the staff is more experienced in working with Banyon Data Systems. Civic Systems has more features; however, the annual support is costlier and less timely. Annual support for Banyon is \$3,265 which includes support for the new water meter reading system. The annual support for Civic Systems is \$5,940 which does not include support for the new water meter system. The cost of

switching the software to Banyon would be \$13,370. Venekamp stated if the city were to switch back to Banyon, it would be best to do it by the first of the year which would make it easier to make the switch; and he would also be around to help during this changeover.

**Council member Mechels motioned Gripne seconded to switch over to the Banyon Utility Billing Software System due to the staff being more familiar with the system; quicker support times, and the city would recoup the software cost over a short period of time with the savings in the annual software support fee. Motion unanimously carried.**

**Council member Gripne motioned Towle seconded to adopt the following resolution adopting the Todd County All-Hazardous Mitigation Plan:**

RESOLUTION 18-11-19-01  
RESOLUTION OF THE CITY OF LONG PRAIRIE  
ADOPTION OF THE  
TODD COUNTY ALL-HAZARD MITIGATION PLAN

WHEREAS, the City of Long Prairie has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Todd County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Todd County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Todd County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Todd County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Todd County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that the City of Long Prairie supports the hazard mitigation planning effort and wishes to adopt the Todd County All-Hazard Mitigation Plan.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the Interim City Administrator/Clerk this 19th day of November,

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Donald Rasmussen  
Mayor

Attest:

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David Venekamp  
Interim City Administrator/Clerk

**Motion unanimously carried.**

Council member Mechels stated the Public Works Department has been busy putting up the Christmas lights. They are also working on getting the street lights repaired in the downtown area.

Jim Kreemer stated the newest fireman has resigned after being on the department for one month. The Fire Department is currently looking at interviewing a couple of candidates for the Fire Department.

The council discussed the possibility of closing Main Street for the Christmas parade. It was the consensus of the council not to close the street due to the cold and shortness of the parade.

Council member Gripne stated the EDA is currently short two members and is seeking new members for the board.

**Councilor Gripne motioned Towle seconded to adjourn. Motion unanimously carried. Meeting adjourned at 7:38 p.m.**

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David Venekamp  
Interim City Administrator/Clerk

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Don Rasmussen  
Mayor