

**City of Long Prairie
Council Meeting
7:00 P.M., Monday, November 5, 2018**

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, November 5, 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 Gripne seconded to adopt the consent calendar. Motion unanimously carried.

Council member Gripne motioned Towle seconded to approve the council minutes of October 15th. Motion unanimously carried.

Jodi Dixon asked the council to close Third Street North from T.H. 27 to Central Avenue from noon to 8:30 p.m., November 23rd for the Bright Friday Night and Santa Lane celebration. The event would include decorations in the street and Santa at the Senior Citizen Center.

Council member Gripne motioned Mechels seconded to close off Third Street North as requested for the Bright Friday Night and Santa Lane celebration. Motion unanimously carried.

The council reviewed a resolution calling for a public hearing on the Proposed Adoption for the Modification of Master Development District #1 and the Establishment of Tax Increment Financing District #15 for a Housing Development District as proposed by John Timmerman. Mr. Timmerman is proposing to develop two – eight unit townhomes at the intersection of T.H. 27 and Ninth Street. Mr. Timmerman would like to begin construction next summer.

Council member Gripne motioned Towle seconded to approve the following resolution:

CITY OF LONG PRAIRIE
TODD COUNTY
STATE OF MINNESOTA

RESOLUTION NO. 18-11-5-1

**RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL
ON THE PROPOSED ADOPTION OF A MODIFICATION TO THE
DEVELOPMENT PROGRAM FOR MASTER DEVELOPMENT DISTRICT NO. 1
AND THE PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING
DISTRICT NO. 15 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 January 21, 2019, at approximately 7:00 P.M., to hold a public hearing on the proposed adoption of a Modification to the Development Program for Master Development District No. 1, the proposed establishment of Tax Increment Financing District No. 15 (a housing district), and the proposed adoption of a Tax Increment Financing Plan therefor, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 to 469.134, 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 a Modification to the Development Program for Master Development District No. 1 and a Tax Increment Financing Plan for Tax Increment Financing District No. 15 and to forward documents to the appropriate taxing jurisdictions including Todd County and Independent School District No. 2753. The City Administrator 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 January 21, 2019, and to place a copy of the Program and Plan on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

Dated: November 5, 2018

Adopted:

Mayor

ATTEST:

City Administrator

Motion unanimously carried.

Council member Mechels motioned Gripne seconded to set 1:00 p.m., Thursday November 8th for the canvassing of the city election results. Motion unanimously carried.

The council reviewed a request by Terracon in conjunction with the Minnesota Pollution Control Agency to do soil borings along Central Avenue, Second Street and Third Street. The soil gas assessment borings are similar to ones that have been done in the past. The borings are to determine if there are any underground contaminants entering into the city's utilities.

Council member Towle motioned Rasmussen seconded to approve the gas borings by Terracon along Central Avenue, Second Street and Third Street as proposed. Motion unanimously carried.

Ruth Wingeier had requested a hitching post in the public parking lot at the corner of T.H. 27 and Second Street. The hitching post would be available for use by the Amish.

Council member Gripne motioned Rasmussen seconded to approve the installation of the hitching post under the condition that those individuals requesting the post would install it and that they also would be responsible for cleaning up of any manure at the site. Motion unanimously carried.

Interim City Administrator/Clerk Venekamp stated the previous city administrator had presented to the council the wrong amounts for the debt levies for bond payments when certifying the city's tax levies. The most recent debt levy adopted by the city in September of 2018 for taxes payable 2019 was \$128,000 short of the amount required for payment of the city's bonded debt for 2019. The two prior debt levies (2016 and 2017), the city had over levied by approximately \$60,000 for payment of the bonded debt. State law allows cities to adopt a revised levy when it involves errors with the bonded debt levy. Venekamp suggested the council adopt a revised levy which would take into account the over levy for the previous two years and the shortfall that was previously levied in September. The new bonded debt levy would be approximately \$60,000 higher than the September levy.

Council member Mechels motioned Gripne seconded to adopt the following levy:

**RESOLUTION #18-11-05:01
ADOPTING THE REVISED PRELIMINARY 2018 TAX LEVY, COLLECTIBLE
IN THE YEAR 2019**

Be it resolved by the City Council of the City of Long Prairie, County of Todd, Minnesota, that the following represents a revised levy correcting debt errors in the previous city preliminary levy and that the following sums of money are proposed to be levied for the current year, collectible in 2019 upon the taxable property in the City of Long Prairie for the following purposes:

Levy Purpose	
General Fund	\$356,715
2010A G.O. Bond	\$125,772
2012A G.O. Bond	\$ 74,673
2016A G.O. Bond	\$119,790
2018B G.O. Bond	<u>\$ 94,629</u>
Total	<u>\$771,579</u>

David Venekamp
Interim City Administrator/Clerk

Donald Rasmussen
Mayor

Roll call: Yes; Gripne, Mechels, Towle, Rasmussen. Motion unanimously carried.

The council reviewed the wage and benefits for the Interim City Administrator. Those wages would include payment of \$50 per hour and \$600 towards health insurance benefits for any portion of any month worked. There would be no vacation, sick leave or holiday pay for the individual. Since the individual was on PERA retirement, the city would not have to pay any PERA benefits. The city would also extend the current \$250/mo of health insurance coverage (as part of the individuals existing retirement plan with the city) for each month or partial month of work during this time.

Council member Mechels motioned Towle seconded to approve the Interim Administrator wage of \$50/hr and \$600 per month or portion of any month worked for health insurance. The city's current \$250/mo of health insurance coverage (as part of the individual's retirement plan with the city) would be extended for each month or partial month of work during this time. Motion unanimously carried.

Mayor Rasmussen motioned Towle seconded to approve the following donations:

**Resolution #18-11-5-2
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
Eric Kreemer	\$50.00	Donation for equipment
Janet & Lenny Doroff	\$50.00	Donation for equipment

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 5th day of November, 2018, by the City Council of the City of Long Prairie.

ATTEST:

David Venekamp
City Administrator/Clerk

Don Rasmussen
Mayor

Motion unanimously carried.

The council discussed the sidewalk installation at Larson Optometrist. Consensus of the council was that they look at repairing the sidewalk and try to make it more ADA compliant than currently situated.

Council member Mechels stated the broadband redundancy line has been completed and there should be less down time in the event of future breakdowns within the cable network.

Council member Towle mentioned there were 292 incidents within the police department. The department took approximately 116 pounds of prescription drugs over to Douglas County and had them destroyed. The department also did interviews of three people for the part time police position and the department picked Doug Rakow for the position pending background checks, physical and psychological exams.

Fire Chief Jim Kreemer stated the department has had 103 fire calls so far this year.

Council member Gripne stated that EDA will be holding their next meeting November 19th.

Councilor Gripne motioned Towle seconded to adjourn. Motion unanimously carried. Meeting adjourned at 7:45 p.m.

David Venekamp
City Administrator/Clerk

Don Rasmussen
Mayor