

**City of Long Prairie  
7:00 P.M., Tuesday, September 8<sup>th</sup>, 2020  
City Council Meeting Held Via-Teleconference**

The Long Prairie City Council met by phone at City Hall, 7:00 pm, on Tuesday, September 8<sup>th</sup>, 2020. Mayor Jodi Dixon called the meeting to order with the following present by phone or at City Hall: Council members, Lilah Gripne, David Wright, Randy Mechels, and City Administrator/Clerk Ted Gray. Council member Don Rasmussen was absent.

**Council member Rasmussen motioned Gripne seconded to approve the consent agenda items:**

- (a) Approve Agenda for September 8<sup>th</sup>, 2020**
- (b) Approve Minutes for August 17<sup>th</sup>, 2020**

**Roll Call Vote: Yes: Gripne, Mechels, Wright, Dixon. No: 0. Motion carried unanimously.**

(New Business)

Jessica Barroso and Kendra Delage addressed the council regarding a dangerous dog incident from August 5<sup>th</sup>, 2020. Mayor Dixon read a statement provided by Jessica Barroso to the council. After review of the provided documents and the police reports some additional questions were discussed regarding the attach. Administrator Gray will review the reports and provide additional information to council at the September 21<sup>st</sup> meeting.

**Council member Gripne motioned Mechels seconded to table the decisions on the dangerous dog incident to September 21<sup>st</sup>.**

**Roll Call Vote: Yes: Mechels, Wright, Gripne, Dixon. No: 0. Motion carried unanimously.**

**Council member Gripne motioned Dixon seconded to approve the Chad Twardowski Excavating INC. snow removal proposal for Fall 2020 through May 30<sup>th</sup>, 2021.**

**Roll Call Vote: Yes: Gripne, Wright, Mechels, Dixon. No: 0. Motion carried unanimously.**

**Council member Dixon motioned Wright seconded to approve Resolution 20-09-08-01 Authorization to Execute Minnesota Department of Transportation Grant Agreement for Airport Improvement (Master Plan Grant Agreement)**

**Roll Call Vote: Yes: Wright, Mechels, Gripne, Mechels, Dixon. No: 0. Motion carried unanimously.**

**RESOLUTION 20-09-08-01  
AUTHORIZATION TO EXECUTE  
MINNESOTA DEPARTMENT OF TRANSPORTATION  
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT  
INCLUDING LAND ACQUISITION**

It is resolved by the City of Long Prairie as follows:

1. That the state of Minnesota Agreement No. 1044799, "Grant Agreement for Airport Improvement Including Land Acquisition," for State Project No. A7701-33 at the Long Prairie Municipal Airport is accepted.

2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Title) (Title)

authorized to execute this Agreement and any amendments on behalf of the City of Long Prairie.

**CERTIFICATION**

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_  
(Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20

as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**Council member Gripne motioned Mechels seconded to approve Pay Request #15 for Wastewater Treatment Facility Improvements in the amount of \$189,542.00 payable to Rice Lake Construction Group.**

**Roll Call Vote: Yes: Mechels, Gripne, Wright, Dixon. No: 0. Motion carried unanimously.**

The City Council discussed the City Administrators accounting course. When Administrator Gray was hired the council had requested that additional training and school would be required. An accounting course was one of those items. Administrator Gray would pay for the course and be reimbursed by the City Council depending on the outcome of the course. If an A is received 100% would be reimbursed, B 75%, C 50%, and D or lower Administrator Gray would pay for the course.

**Council member Wright motioned Dixon seconded to approve the reimbursement of the accounting course once completed at rate of 100% for an A, B 75%, C 50%, and D or lower Administrator Gray would pay for the course.**

**Roll Call Vote: Yes: Gripne, Wright, Mechels, Dixon. No: 0. Motion carried unanimously.**

Administrator Gray presented to the council an overview of the 2021 budget. The overall city budget will have an increase in the tax levy. The sewer fund is a concern at this time due to the projected shortage of revenue and increased debt payments. Administrator Gray will continue to monitor this fund. With the upcoming completion of construction at the Wastewater Plant, this may have an effect on future expenses for this fund. Mayor Dixon asked about the Stormwater Fund. Administrator Gray will be working on a creating the Stormwater fund, the revenue created from this fund will be to assist in making payments for the upcoming 2021 Road Project and future projects involving stormwater improvements. Council member Gripne inquired on the review of the water tower and if there any upcoming expenses. City Engineer Kent Louwagie responded that Bolton & Menk had completed a study on the city's water tower, at this time there are no major repairs needed, but areas for the city to monitor.

After review of the 2021 Budget Overview, Administrator Gray presented to the council the resolution to adopt the preliminary 2020 tax levy, collectible in the year 2021.

**Council member Mechels motioned Dixon seconded to approve Resolution 20-09-08-02 Adopting the Preliminary 2020 Tax Levy, Collectible in the year 2021.**

**Roll Call Vote: Yes: Wright, Mechels, Gripne, Dixon. No: 0. Motion carried unanimously.**

**RESOLUTION #20-09-08-02  
ADOPTING THE PRELIMINARY 2020 TAX LEVY, COLLECTIBLE  
IN THE YEAR 2021**

**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 2020 upon the taxable property in the City of Long Prairie for the following purposes:**

<b>Levy Purpose</b>	
<b>General Fund</b>	<b>\$492,883</b>
<b>2010A G.O. Bond</b>	<b>\$129,189</b>
<b>2012A G.O. Bond</b>	<b>\$ 77,758</b>
<b>2016A G.O. Bond</b>	<b>\$119,370</b>
<b>2018B G.O. Bond</b>	<b><u>\$162,645</u></b>
<b>Total</b>	<b><u>\$981,845</u></b>

---

**Theodore Gray**  
**City Administrator/Clerk**

---

**Jodi Dixon**  
**Mayor**

(Council Reports)

Public Works: Council member Mechels gave a report on the Public Works Department. The Wastewater plant project is moving along, tomorrow they will be bypassing the plant to the city EQ pond for the day, this should be the last plant bypass. We will be working on removing docks, winterizing bathrooms, flushing hydrants, and cleaning sewers the next few weeks.

Police Safety: Council member Wright gave a report on the Police and Fire Departments. The Police department responded to 306 incidents in August.

The Fire Department was able to purchase six lights and extra batteries from the funds received during the drive through chicken and corn feed.

Planning and Zoning: There will be a meeting for a Conditional Use Permit for Juan and Julio Chavez at 220 1<sup>st</sup> Ave S, on September 14<sup>th</sup> at 4:45 pm.

Library: Council member Gripne gave a report on the Library. The Library is now open regular hours with a limit of a half hour per person to browse for books. All books need to be returned in the drop bin for sanitation purposes.

Administrator Report: Administrator Gray gave a report. Gray will continue to work on allocating funds for the CARES Act.

**Council member Dixon motioned and Gripne seconded to adjourn the meeting at 8:11 pm. Motion unanimously carried.**

---

Ted Gray  
City Administrator/Clerk

---

Jodi Dixon  
Mayor