

**City of Long Prairie
7:00 P.M., November 2nd,2020
City Council Meeting Held Via-Teleconference**

The Long Prairie City Council met by phone at City Hall, 7:00 pm, on Monday November 2nd, 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, Don Rasmussen, Randy Mechels, and City Administrator/Clerk Ted Gray.

Council member Rasmussen motioned Wright seconded to approve the consent agenda items with the additions:

- (a) Approve Agenda for November 2nd, 2020**
- (b) Approve Minutes for October 19th, 2020**
- (c) Approve Resolution #20-11-02-01 – Donations**
- (d) Addition to the Agenda, Change Library Hours**

**Resolution #20-11-02-01
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
Zinter Brothers	\$200.00	Police Dept equipment
American Heritage Bank	\$1,000.00	Police Dept 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 2nd day of November 2020, by the City Council of the City of Long Prairie.

ATTEST:

Theodore Gray
City Administrator/Clerk

Jodi Dixon
Mayor

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

(New Business)

Council member Mechels motioned Dixon seconded to approve the removal of Deb Blake as an Authorized Contact for the City's Bank of America Account and Ted Gray as an Authorized Contact.

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

Item number two agenda, Approve Addition of COVID-19 Employer Guide to COVID-19 Plan, was removed at this time and will need revised before approval.

Council member Dixon motioned Wright seconded to approve to change the Riverside Liquor Store Hours to 11:00 a.m. to 4:00 p.m. starting Sunday November 8th until the first Sunday in April 2021.

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

The council will hold a special meeting on November 12th, 2020 to canvas the ballots and discuss additional CARES Act Expenses.

The council reviewed two memos provided by City Engineer Kent Louwagie from Bolton and Menk regarding Venewitz Creek's culverts to be replaced during the 2021 Road Improvement Project. Council member Rasmussen asked how much larger these culverts would need to be in this area. Kent explained the culverts would be larger, but the sizes would vary based on each location. The culverts to be replaced are on 1st Ave SW, 2nd Ave WS, and 3rd Ave SW. Kent explained the culverts are sized based off calculations of the from a 10-year, 50-year, and 100-year flood numbers. Council member Gripne asked if this would help with the flooding in this area. Kent responded that it would help with the flooding in this area. The research completed by Bolton and Menk would cause a change in the FEMA mapping of the flood zone in this area. There are certain properties that would be added to the flood zone and may require flood insurance. Council member Wright asked if the city would be liable if a flood occurred at this time. Wright also asked if the city is required to continue this study farther south along Venewitz Creek. Administrator Gray will need to review the liability associated with a flood zone. Kent will provide the council with the additional costs associated with the expansion of the study.

Council member Gripne motioned Dixon seconded to approve the CARES Act Expenditures presented to date of \$165,132.63. The expenses include \$115,961.69 of related expenses from March 1st to September 30th, 2020 and \$49,170.94 of equipment upgrades.

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

Council member Dixon motioned Gripne seconded to approve to allow for the change in Library hours to: Monday 12:00 pm to 7:00 pm, Tuesday 11:00 am to 6:00 pm, Wednesday

10:00 am to 6:00 pm, Thursday 11:00 am to 6:00 pm, Friday 12:00 pm to 3:00 pm and Saturday 9:00 am to 12:00 pm.

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

(Council Reports)

Public Works: Council member Mechels gave a report on the Public Works Department. The wastewater plant project is close to completion. There will be some repaving and seeding in the spring. The daily water/ wastewater rounds, and samples are being completed as scheduled. The department in the next few weeks will be working on picking up leaves, street sweeping, cleaning sewers, and getting decorations ready for the holiday seasons.

Police Safety: Council member Wright gave a report on the Police and Fire Departments. The Police Department had 318 incidents in October. Halloween this year was uneventful and only had to respond to one incident. On November 12th, the DEA has scheduled for our drop box medications to be burned in Alexandria.

The Fire Department announced the retirement of Tom Pesta, the City of Long Prairie and the Fire Department would like to thank Tom for his 20 years of service.

Health & Wellness: Council member Gripne gave a report. There will be a flu vaccination clinic on November 4th at the Todd County Expo Building from 3:00 pm to 7:00 pm.

Community Concerns: Mayor Dixon gave a report about on community concerns. Mayor Dixon's email was used for an email fraud, please contact the police if anyone received an email from Jodi.

Administration: Administrator Gray gave a report. For the November 12th meeting, the council will approve complete the canvassing ballots and review the final CARES Act expenses. Administrator Gray will have updates for the council at the November 16th meeting on the questions raised by Pat Schultz regarding the Riverside Park Survey and the EV Car Charging station credit card reader.

Council member Dixon motioned Gripne seconded to adjourn the meeting at 7:51 pm. Motion unanimously carried.

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor