

**City of Long Prairie**  
**7:00 P.M., Monday March 2<sup>nd</sup>, 2020**

The Long Prairie City Council met in session at City Hall, 7:00 pm, on Monday, March 2<sup>nd</sup>, 2020. Mayor Jodi Dixon called the meeting to order with the following present: Council members, Lilah Gripne, Don Rasmussen, David Wright, Randy Mechels and City Administrator/Clerk Ted Gray.

**Council member Wright motioned Gripne seconded to approve the council minutes from March 2<sup>nd</sup>, 2020. Motion unanimously carried.**

(New Business)

Kent Louwagie from Bolton and Menk presented to the council the final pay request to Core & Main for the water meter project. Kent gave a brief summary of the project. The installations were finished in July and August. The project replaced 1,162 meters across the city. The city was able to save \$10,306.74 by taking advantage of downsizing meters that were originally 2" and 1.5" to 1" meters which will provide the same service as the larger meters. But there was a cost increase for larger compound meters due to an oversight by the contractor when preparing the bid. The correction would be for \$14,545.98 to pay for the compound meters that we received. In discussion with Administrator Gray and Kent Louwagie, the city still received the meters we had requested and the savings that the contractor found in downsizing the meters, we feel comfortable with this correction. The project was able to come in under the original bid amount. The original bid was \$599,631.98, the total amount to be paid, including the final payment is \$521,728.50. Council Member Mechels, inquired on what the city was doing with the old meters? Currently the Public Works staff is taking apart the old meters and scraping them. The issue of selling old meters to another city was not advisable due to possible insurance issues. The final payment presented to the council is in the amount of \$71,150.59. This includes a change order in the amount \$42,997.97 for the additional payment for the compound meters, the furnishing of meters for the Public Works to install as needed, and the adjustment of the downsizing of the meters.

**Council member Gripne motioned Rasmussen seconded to approve pay request #4 in the amount of \$71,510.59 for final payment to Core & Main. Motion carried unanimously**

The council discussed the applications that were presented to them for new EDA members of the City of Long Prairie. Council member Rasmussen addressed the council regarding the EDA. Rasmussen stated he would resign from the EDA due to there being three council members. Rasmussen would like to see diversity on the EDA commission, with at least three men and three women, along with business professionals and finance backgrounds. With these combinations on the EDA commission, this will greatly help the promotion and growth of business in our downtown and city. Rasmussen mentioned to the council when looking at adding the new members to the commission, that we are sure they can help create economic growth. Mayor Dixon read the names of the five applicants, Mary Schmidt, Lauren Hebert, Terri Jo Peery, Dan Tembreull, and Teresa Sorenson. The council discussed the applicants. There were concerns and questions regarding Terri Jo Peery, Teresa Sorenson, and Dan Tembreull. Through the discussion and a vote, the council would like to see some more information regarding Terri Jo

Peery, Teresa Sorenson, and Dan Tembreull. For Mary Schmidt and Lauren Hebert, the council was in favor of the appointment of these two members to the EDA commission.

**Council member Dixon motioned Mechels seconded to approve the appointments of Mary Schmidt and Lauren Hebert to the EDA Commission. Motion carried unanimously.**

The council reviewed a memo presented by Administrator Gray in regards to a correction to the purchase of the Public Works truck. Administrator Gray explained that at the January 6th, 2020 meeting, the council approved the purchase of a 2020 Chevrolet 1500 4WD Double Cab for \$27,634.77. During this process we also received a quote for 2020 Chevrolet Regular Cab 2500 truck for \$31,495.82, this type of truck is what the Public Works staff normally orders during the replacement process. When signing the purchase orders, Administrator Gray had signed the wrong quote and we received the 2020 Chevrolet Regular Cab 2500 truck. At this time, in speaking with Public Works Director Chad Bosl, the truck is the same as what they have purchased in the past and would be okay with the purchase. The recommendation would be to approve the cost difference of \$3,861.05 to purchase the 2020 Chevrolet Regular Cab 2500 Public Works truck. Administrator Gray also mention that the City had budgeted \$30,000.00 for this purchase and with approval we would currently be \$1,495.82 over budget, pending the sale of the 2000 Chevrolet 1500.

**Council member Mechels motioned Dixon seconded to approve the cost difference of \$3,861.05 to purchase the 2020 Chevrolet Regular Cab 2500 Public Works truck. Motion carried unanimously.**

**Council member Gripne motioned Mechels seconded to approve Pay Request #9 in the amount of \$762,268.42 for Wastewater Treatment Facility Improvements, payable to Rice Lake Construction Group. Motion carried unanimously.**

**Council member Rasmussen motioned Mechels seconded to approve Advantage One Insurance to be the City of Long Prairie's insurance consultant. Motion carried unanimously.**

**Council member Gripne motioned Mechels seconded to approve invoice #B204571 in the amount of \$1,113.00 payable to Braun Intertec for construction and material testing. Motion carried unanimously.**

(Council Reports)

Public Works: Council Member Mechels gave a report on Public Works. The wastewater plant project is moving along, the crew is pouring concrete inside the new control building. They are also doing some indoor piping, along with some electrical work. Public works has been working on opening storm drains, trimming some trees, and taking apart the old water meters. This week we will start sweeping the downtown and highways. Also, the water plant and wastewater plant daily rounds and samples have been going well.

Public Safety: Council member Wright gave a report for the Police Department. The department handled 256 calls in February. They department plans on adding a new part time police officer, Aimee Sebesta.

Council member Wright gave a report for the Fire Department. The Ladder truck and 7 firefighters were called to Alexandria on February 25<sup>th</sup> to assist in the downtown fire at Rappers. Two firefighters completed their firefighter one training. The new pagers will be arriving next Monday. Josh Meyer passed his hazmat and firefighter two training. Long Prairie Plumbing fixed a water line that had been damaged during a previous fire, as well as shut off valve.

Parks & Recreation: Council Member Rasmussen gave a report that the Parks Commission is in search of two new members.

Planning & Zoning: Discussion was held on when the next meeting would be scheduled to approve the potential Conditional Use Permit for the proposed 2<sup>nd</sup> Avenue Apartments. Administrator Gray would reach out the developer for an update on the process.

Library: Council member Gripne gave a report on the Library. The Library had the keys remade for the building and everyone should be able to access correct rooms as needed. The library also held a legacy event that discussed old schoolhouses.

Community Concern: Mayor Dixon attended a meeting in Staples that discussed better ways to assist our elders in the community. Mayor Dixon also attended a conference in Baxter for elected officials.

Administrator Report: Administrator Gray had been working on several items with Ehlers, 2<sup>nd</sup> Ave Apartment Complex and the 2021 Road Projects. Also, with the 2021 Road Projects, next week Administrator Gray will be working with Kent Louwagie on finishing up the legal notices to be sent to the residents that could potentially be affected by this project.

**Council member Mechels motioned and Rasmussen seconded to adjourn the meeting at 7:50 pm. Motion unanimously carried.**

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Ted Gray  
City Administrator/Clerk

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Jodi Dixon  
Mayor