

City of Long Prairie
7:00 P.M., Monday April 5th, 2021
City Council Meeting Held Via-Teleconference

The Long Prairie City Council met by phone at City Hall, 7:00 pm, on Monday April 5th, 2021, Mayor Jodi Dixon called the meeting to order with the following present by phone or at City Hall: Council members, Lilah Gripne, Bob Klick, Dattrick Mitchell, David Wright, and City Administrator/Clerk Ted Gray. Others present Dan Laumeyer, Kent Louwagie, Bob Kunz, Officer Trevor Larson, and Officer Duane Breiter.

Council member Klick motioned Dixon seconded to approve the consent agenda:

- (a) Approve Agenda for April 5th, 2021 with the addition of item 8:
Approve Raffle for LPGE – Browerville Wolves Golf**
- (b) Approve Minutes for March 15th, 2021**
- (c) Approve COVID Food Drop for Monday April 12th, 2021**
- (d) Approve Chloride Road Saver invoice for Herdering INC in the amount of \$2,280.00**
- (e) Approve Deb Laumeyer to be added to all Financial Accounts.**

Motion carried unanimously.

(New Business)

Council member Wright motioned Klick seconded to approve Gambling Permit for Todd County Ag Society for the Todd County Fair from July 15th through July 18th. Motion carried unanimously.

Administrator Gray presented the following price quotes for the purchase and installation of a hanging heater at the Old Wastewater Plant:

- | | |
|--------------------------------------|------------|
| 1. Northstar Plumbing and Heating | \$2,106.34 |
| 2. Long Prairie Plumbing and Heating | \$2,260.21 |
| 3. Countryside Plumbing and Heating | \$2,390.00 |

Council member Dixon motioned Wright seconded to approve the quote from Northstar Plumbing and Heating in the amount of \$2,106.34 for the purchase and installation of a hanging heater at the Old Wastewater Plant. Motion carried unanimously.

Council member Klick motioned Mitchell seconded to approve the purchase agreement and counteroffer addendum for the sale of Lot 6, Block 1, South West Industrial Park in the amount of \$16,765.00 to Pete and Linda Nelson. Motion carried unanimously.

Council member Klick motioned Mitchell seconded to approve the Agreement for Waiver, Transfer, and Repayment of Federal Airport Entitlement Funds of \$150,000.00 to be transferred to the City of Owatonna. Motion carried unanimously.

Council member Dixon motioned Gripne seconded to approve Resolution 21-04-05-01 Resolution Establishing Fee Schedule Updates. Motion carried unanimously.

**CITY OF LONG PRAIRIE
RESOLUTION # 21-04-05-01**

RESOLUTION ESTABLISHING FEE SCHEDULE

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LONG PRAIRIE, MN:

Fees shall be hereby established. In the event of a conflict between this schedule and the City Code, the fee schedule shall prevail.

ADMINISTRATIVE FEES:

Copies	\$.25 per page – 8 ½ x 11
NSF's, Closed Accounts, Stop Pays	\$35.00 per check
Special Assessment Search	\$20.00
Regular Search	\$25.00
GIG Search	\$35.00
Notary Public	\$1.00 (State Law)
Mileage Reimbursement rate set by the IRS	
Maps	\$1.00 11 X 17 Black & White \$3.00 11 x 17 Color
Room Rentals –Council Chambers	\$-0- Governmental/school \$25.00 Non-profit with food/beverage \$25 extra \$50.00 Half day with food/beverage \$25 extra \$75.00 All day with food/beverage \$25 extra
Park Shelter Rentals	\$30.00 Shelter #1 – beach, Shelter #2 – S. end of park) \$60.00 Shelter #3 – Lion's shelter
Softball Complex	\$100.00 for 1 day plus \$100 returnable deposit if cleaned up \$150.00 for 2 days plus \$150 returnable deposit if cleaned up

POLICE SERVICES

Department Accident Reports	\$7.00
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FIRE SERVICES

Rural Fires	\$500.00/hour
False Alarm	\$200.00 per incident
Fire Suppression Foam	Cost to replace
Damaged Hoses	Cost to replace

BUILDING PERMIT FEES: Includes permit fee, plan check fee, and State surcharge.

Homes & Other Construction

Building Permit	See Chapter 15 of the Long Prairie City Code
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Roofing Construction

Re-roofing or Shingling Permit	\$25.00 – Residential houses Fee schedule – Commercial and industrial buildings
Failure to Obtain Building Permit	A sum equal to two times the building permit fee applicable to the project

CONSTRUCTION FEES:

Demolition	\$50.00
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LAND USE FEES:

Preliminary Plat	\$100.00
Final Plat	\$100.00
Variance	\$200.00
Rezone	\$200.00
Road/alley Vacation	\$200.00
Conditional Use Permit	\$200.00
Annexation	\$100.00

UTILITIES:

Water	
Meters – New Construction	Actual cost of the meter plus \$20.00
Meters – Replacement owner)	No charge (providing replacement is not the fault of the
Connection	\$200.00
Turn on Fee/Turn off Fee	\$50.00
Unmetered Bulk Water	\$20.00 for less than 1,000 gallons \$10.00 for each additional 1,000 gallons
Sewer	
Connection	\$200.00

LICENSE & PERMIT FEES:

Alcoholic Beverages	Set by State
Non-Intoxicating, Off-Sale	\$100.00
Non-Intoxicating, On-Sale	\$100.00
Intoxicating, On-Sale	\$1,500.00
Club Intoxicating, On-Sale	\$300.00 - under 200 members \$500.00 - 201 to 500 members \$650.00 - 501 to 1,000 members
Wine	\$200.00
Temporary On-Sale	\$ 50.00
Sunday Liquor License	\$200.00
Animals	
Dog License	\$10.00
Dog Impound	\$25.00 1 st offense plus cost of impoundment \$50.00 2 nd offense plus cost of impoundment \$100.00 3 rd offense plus cost of impoundment
Peddlers & Solicitors	
Solicitation Permit	\$50.00
Transient Merchant	\$150.00
Peddler	\$150.00
Hawker	\$150.00
Mobile Food Unit	\$25.00 per day
Mobile Food Unit	\$500.00 per year
Pool Halls & Bowling Alleys	
Pool Hall	\$10.00 for each table
Bowling Alley	\$10.00 for each alley

PUBLIC WORKS FEES:

Equipment With Operator	
Motor Grader	\$110/hour
Loader	\$110/hour
Truck – Plow,Dump	\$110/hour
Sweeper	\$110/hour
Sewer Jetter/vacuum	\$160/hour
Mower – Tractor	\$100/hour
Mower – Push	\$100/hour
Bobcat	\$80/hour
Sanding	\$80/hour plus sanding materials at \$50/yd
Water Tank – Fire Truck	\$70/hour
F450 #7	\$70/hour
Equipment Without Operator	
Vibrator Roller	\$60/hour
Compressor w/air hammer	\$70/hour
Pump (Centrifugal or Diaphragm)	\$50/hour
Blacktop Patching	market rate plus 10%
Labor Rate	\$100/hour
Overtime Labor Rate	\$150/hour

ADOPTED this 5th day of April 2021.

ATTEST:

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor

The City Council reviewed and discussed potential park fee increases for Rosen Field Complex. Through discussion there is additional questions research needed before and approval can be made on these park fee increases.

Council member Dixon motioned Gripne seconded to approve that City Hall change its hours to 7:00 a.m. to 3:30 p.m., starting on May 24th through September 6th (Labor Day). Motion carried unanimously.

Council member Klick motioned Mitchell seconded to approve Raffle for LPGE – Browerville Wolves Golf. Motion carried unanimously.

(Council Reports)

Public Works: Council member Mitchell gave a report on the Public Works Department. The daily water and wastewater rounds and samples are going fine. As the weather warms up and the forecast is favorable, we will be opening bathrooms at the parks and ball fields. We will also continue to work on shop projects, sweeping, and patching holes in the next few weeks. On Monday April 5th we will be bypassing the wastewater treatment plant to the City EQ wastewater pond while Rice Lake will we doing work on the rapid mix structure.

Police Safety: Council member Wright gave a report on the Police and Fire Departments. The Police Department had 307 Incidents for the month of March. On Thursday April 15th there will be Tornado Drill Day. The Schedule for the drill is, 1:00 PM Test Tornado Watch will be issued, 1:45 Test Tornado Warning, and Sirens will be activated 6:45 Test Tornado Warning. The back update will be April 16th. On April 19th, The American Legion will be having an appreciation meal for the School Safety Patrol from St. Mary's School and LPGE Elementary School. The meal will be at noon at the Legion. Chief Langer will be assisting with handing out the appreciation certificates.

The Fire department had 19 calls in March. Fire Fighter Jeremy Sovich' completed and passed his EMT Training. Our two newest fire fighters have completed the Fire Fighter One and Fighter Two Trainings.

EDA: Council member Wright gave a report on the EDA. At the last EDA meeting, EDA directors from Wadena and Staples came and spoke to the EDA commission. There were a lot of great ideas and information shared through out that meeting.

Liquor Store: Council member Klick gave a report on the Liquor Store. The Liquor Store will be working on updating the isle signage this summer.

In Mayor Dixon's report we discussed the possibility of a city wide clean up day and compost site. Administrator Gray will be looking into the feasibility of these projects and report back to the council with additional information.

Administrator Gray discussed with the City Council the 2021 Road Improvement Project and the Cost Analysis study that the city has been working on. The timelines for the study to be complete will be the end of April, first part of May. For the project, the plans will be reviewed by the State of Minnesota in the month of April. The City will be conducting Police Chief Interviews on Wednesday April 7th.

Council member Klick motioned Dixon seconded to adjourn the meeting at 7:56 pm. Motion unanimously carried.

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor