

City of Long Prairie
7:00 P.M., Monday June 21st, 2021
City Council Meeting Held Via-Teleconference

The Long Prairie City Council met by phone at City Hall, 7:00 pm, on Monday June 21st, 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, Datrik Mitchell, David Wright, and City Administrator/Clerk Ted Gray. Others present Kent Louwagie, Officer Trevor Larson, Police Chief Duane Breiter, Jim Ostendorf, Patty Ostendorf, and Dave Ruda

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

- (a) Approve Agenda for June 21st, 2021, with the addition of item 6: Approve Liquor License for Staple JC's for the Todd County Fair**
- (b) Approve Minutes for June 16th, 2021 with the correction to add to the discussion about the noise compliant, "that fines will be given for Noise Violations if reported again".**
- (c) Approve Bills for May – June**
- (d) Approve Resolution 21-06-21-01 – Donations**

Resolution #21-06-21-01
RESOLUTION ACKNOWLEDGING DONATIONS

WHEREAS, the City of Long Prairie has received the following donations during the month(s) of May for the following purposes:

Donor	Amount	Purpose
Melisa Brever	\$50.00	Park upgrade
Gary & Bobbi Schroeder	\$100.00	Park upgrade
Rev Gerold & Karen Goetz	\$50.00	Police donation
Teresa Sorenson	\$20.00	Park upgrade
Kristin & Donald Wilson	\$50.00	Park upgrade
Hormel Financial Services	\$250.00	Park upgrade

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 May.

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 21st day of June 2021, by the City Council of the City of Long Prairie.
ATTEST:

Theodore Gray
City Administrator/Clerk

Jodi Dixon
Mayor

Motion carried unanimously.

(Appointments)

Dave Ruda, Jim Ostendorf and Patty Ostendorf discussed with the City Council issues related to the 2nd Ave Apartments. Dave discussed his first concern which was with the entrance onto 2nd Ave N. With Dave exiting his driveway, which is across the road from the entrance and exit, this is creating a safety concern due to the traffic exiting the 2nd Ave Apartments not stopping. If possible, a stop sign may help at the entrance and exit of the apartments. Dave's main concern is with the headlights of vehicles as they exit the parking garage and parking lot of the 2nd Ave Apartments. Dave mentioned the issue will be even worse in the fall as the leaves come off the trees in his yard. Dave stated that this needs to be addressed to the developer to be corrected. Jim Ostendorf stated his concerns about the lights exiting the parking lot that shine on his home. Jim feels that if they put in trees back into the area on the West side of the building, where they had been removed during the start of the project this would help with the light issue as well as the noise. Dave and Jim mentioned that the city had stopped to look at corrective options for the light issue. One of the options discussed was the placement of a fence or hedge on their properties to block the lights from vehicles exiting the apartments. They do not feel that this is an option, they should not have to alter their properties to correct this issue. Dave had given the city two options, the entrance should be moved to exit on the East end of the property, with a fence being placed on the South Side of 2nd Ave N. Jim agrees that this would be the best option. Jim would also like to see a speed limit reduction or enforcement due to the increased volume of traffic. Dave mentioned that the developer was able to do whatever they wanted with this project. Dave frequently reached out to Administrator Gray about these issues and several others related to garbage and work safety. Council member Klick who also serves on the Planning and Zoning commission mentioned that he had tested the light issue before the developer requested the conditional use permit. Klick stated they had put into the conditional use permit that the approach be raised to allow for the lights to shine down into 2nd Ave N before exiting the property. However, with the exit from the garage, the raising of the approach did not correct that issue. Council member Wright stated that he understood Dave's first option to correct the issue, but asked Dave what the second option was? Dave stated that the city or the developer should purchase his home to correct the issue. Mayor Dixon asked Administrator Gray what the next options in this process should be. Administrator Gray stated that shielding of lights was a part of the conditional use permit and would need to be addressed by the developer. Gray will reach out to the developer and gather a corrective action plan from them.

(New Business)

Council member Dixon motioned Mitchell seconded to approve Resolution 21-06-21-02 – Resolution Establishing Fee Schedule with the classification of the “Water Tank – Fire Truck Fee”. Motion carried unanimously.

**CITY OF LONG PRAIRIE
RESOLUTION # 21-06-21-02**

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	\$50.00
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	No charge (if replacement is not the fault of the owner)
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
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LICENSE & PERMIT FEES:

Alcoholic Beverages

Non-Intoxicating, Off-Sale	Set by State \$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 21st, day of June, 2021.

ATTEST:

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor

Council member Klick motioned Wright seconded to approve Ethan Wise to be the Full-Time Police Officer starting at Step 1 on the wage scale. Motion carried unanimously.

Council member Wright motioned Klick seconded to deny the peddler application for Southwestern Advantage. Motion carried unanimously.

The council discussed the date change for the 2021 Road Project Work Session. The work session will be on Wednesday June 30th at 6:00 pm at City Hall.

The council discussed the water usage concerns. The biggest concern would be if there was a large fire in the community would we have enough water available. This would not be a major issue unless we had additional infrastructure failure. At this time the council did not place a water band but is encouraging residents to water on weekends and at night.

Council member Dixon motioned Klick seconded to approve Liquor License for Staple JC's for the Todd County Fair for the dates of July 15th through July 18th, 2021. Motion carried unanimously.

(Council Reports)

Public Works: Council member Mitchell gave a report on the Public Works Department. The daily water/ wastewater rounds, and samples are going fine. The new aeration basin 3 was pumped out last week for inspection of the aeration de-fusers that have not been working properly. Bolton & Menk or Rice Lake where present but have not found a solution. The aeration basin is still out of service. We have been monitoring flows at the water treatment plant with the resent hot and dry weather the last few weeks. We have seen a 20 to 30 percent increase in flow, but after the rain over the weekend and cooler temps' flows should drop some. We will continue to monitor flows and if we get back into a hot dry pattern, we may have to look at some water restrictions. We will continue working on crack filling and patching on the sealcoat route in the next few weeks.

Police Safety: Council member Wright gave a report on the Police and Fire Departments. For the Fire Department, Jim Kreemer retired from the department after 30 years of service. The council

expressed their thanks Jim for his years of service. The department has 2 openings which they are taking applications for. The police department had 396 calls in the month of May. Chief Breiter is currently working on grant to replace 2 bullet proof vests. The 2021 Squad Car is waiting in the shop to be put together. There were no incidents at Prairie Days and the Chief Breiter mentioned that it was a great event.

Planning and Zoning: Council member Gripne gave an update on planning and zoning. Planning and zoning will be having a meeting on June 28th at 4:45 p.m. to re-start the discussion on the City of Long Prairie's Rental Ordinance.

Health Committee: Council member Gripne stated she attended the last health committee meeting and the main topics of discussion were COVID related issues and suicide prevention.

Administration: Administrator Gray gave a report to the council. The 2022 budget is nearing completion. The 2021 Road Project Work Session presentation is being prepared and will be sent to the council prior to the meeting on Wednesday June 30th.

Council member Dixon motioned Klick seconded to adjourn the meeting at 8:10 pm. Motion unanimously carried.

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor