

City of Long Prairie
7:00 P.M., Monday July 19th, 2021
City Council Meeting Held Via-Teleconference

The Long Prairie City Council met by phone at City Hall, 7:00 pm, on Monday July 19th, 2021, Mayor Dixon called the meeting to order with the following present by phone or at City Hall: Council members, David Wright, Lilah Gripne, Bob Klick, Dattrick Mitchell, and City Administrator/Clerk Ted Gray. Others present Kent Louwagie, Officer Trevor Larson, Police Chief Duane Breiter, Public Works Director Chad Bosl, and Ryan Schmidt from Schlenner Wenner, & Co.

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

- (a) Approve Agenda for July 19th, 2021, with the addition of resolution 21-07-19-02 PERA Police Officer Declaration form for Ethan Wise.**
- (b) Approve minutes for July 6th, 2021**
- (c) Approve work session minutes for June 30th, 2021**
- (d) Approve June-July Bills**

Motion carried unanimously

(Appointments)

Ryan Schmidt from Schlenner Wenner, & Co. presented to the council the results from the 2020 audit. Ryan stated the audit went well, nothing unusual noted in terms of recorded transactions or accounting policies. There were three finds related to segregation of duties, audit adjustments, and preparation of financial statements, which are all very common findings for a smaller city. The auditors also reviewed federally funded programs which included the CARES Dollars received and funds received for the Wastewater Treatment Plant. For these programs the finds showed issues with documenting and internal controls and some costs lacked evidence of eligibility under the program requirements. Ryan then reviewed the General Fund and other revenue funds, water, sewer, and liquor. Ryan closed the presentation by reviewing the city's assets and liabilities.

(New Business)

Council member Dixon motioned Gripne seconded to approve the temporary on sale liquor licenses for the American Legion Post 12 on August 7th and August 21st, 2021. Motion carried unanimously.

Council member Klick motioned Mitchell seconded to approve payment application #23 in the amount of \$33,125.77 payable to Rice Lake Construction Group. Motion carried unanimously.

The council discussed the donation request to Hilltop Kitchen in the amount of \$3,311.00.

Council member Wright motioned Mitchell seconded to approve the donation request for Hilltop Reginal Kitchen in the amount of \$3,311.00. Yes Votes: Wright, Mitchell; No Votes: Gripne Klick.

Mayor Dixon stated her vote as yes but was unsure if she could vote due to her involvement with the Hilltop Reginal Kitchen. Through discussion, Administrator Gray stated he would review the situation and bring the request back for further discussion at the August 2nd council meeting.

Council member Klick motioned Mitchell seconded to deny the variance requested by Jerry Vearrier to allow an apartment at 115 Central Ave. Motion carried unanimously.

Council member Klick motioned Gripne seconded to approve the lot combination request from Jennifer and Steven Powell. Motion carried unanimously.

Council member Wright motioned Klick seconded to approve the conditional use permit for American Foods Group to allow an addition to be constructed to the existing Long Prairie Meat Packing facility. Motion carried unanimously.

Council member Gripne motioned Klick seconded to approve resolution 21-07-19-02 PERA Police Officer Declaration form for Ethan Wise. Motion carried unanimously.

**RESOLUTION # 21-07-19-02
PERA POLICE OFFICER DECLARATION**

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statues 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of other; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that the City Council of the City of Long Prairie hereby declares that the position titled Police Officer, currently held by Ethan Wise, meets all of the following Police and Fire membership requirements:

- 1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;**
- 2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;**
- 3. Said position charges this employee with the prevention and detection of crime**
- 4. Said position gives this employee full power of arrest, and**
- 5. Said position is assigned to a designated police or sheriff's department.**

BE IT FURTHER RESOLVED that this governing body hereby requests that the above-named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire salary deduction by the governmental subdivision.

**STATE OF MINNESOTA
COUNTY OF TODD**

I, Theodore Gray, City Administrator/Clerk of the City of Long Prairie, do hereby certify that this is a true and correct transcript of the resolution that was adopted at a meeting held on the 19th day of July 2021; the original of which is on file in this office. I further certify that 5 members voted in favor of this resolution and that 5 members were present and voting.

Signed: _____

Date: _____

**Theodore Gray
City Administrator/Clerk**

(Council Reports)

Public Works: The council discussed the water supply action letter that was received from the State of Minnesota in regards to the drought conditions. To meet the requirements within in this letter the City of Long Prairie would need to reduce its water use to 50% above January levels. The goal for July would be 19.17 million gallons used, the city is currently on pass to use 22.77 million gallons. Mayor Dixon commented that we need to declare a water emergency and regulate unnecessary water usage. At this time watering yards will be allowed with the following stipulations, odd numbered homes and properties can water on Tuesdays and Saturdays from 8:00 pm to 12:00 am midnight, even numbered homes and properties can water on Wednesdays and Sundays from 8:00 pm to 12:00 am midnight. All gardens that produce food can be watered at any time. This will be announced on the radio, be placed on the city's website, and be published in the Long Prairie Leader per guidance from the City of Long Prairie's Water Supply Plan.

Police Safety: Council member Wright gave a report on the Police and Fire Departments. The fire department logged 86-man hours at the Todd County Fair. The department is planning to hold a drive through chicken and corn feed this year, the tentative date is August 12th. The Police Department was also present at the Todd County Fair and no issues. The 2021 Police Squad is being fitted for service. The Police Department has started the process to purchase body cams, there will be more information to come at the next council meeting.

Liquor Store: Council member Klick presented the council the monthly liquor store profit and loss report.

Airport: The Airport will be holding a meeting on August 18th, 2021

Community: Mayor Dixon gave a report. The Senior Recognition Program at the Todd County Fair was well attended. In September they will be starting the 55 alive diving classes again. These will be held at the Senior Center.

Administration: Administrator Gray gave a report to the council. The 2022 budget is almost complete and will be presented to the council at either the August 2nd meeting or the August 16th

meeting. Also, by that time there will be an update on the American Rescue Plan funds to be received.

**Council member Klick motioned Gripne seconded to adjourn the meeting at 8:15 pm.
Motion unanimously carried.**

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor