

City of Long Prairie
7:00 P.M., Monday March 21st, 2022
City Council Meeting Held Via-Teleconference

The Long Prairie City Council met by phone at City Hall, 7:00 pm, on Monday March 21st, 2022, Mayor Dixon called the meeting to order with the following present by phone or at City Hall: Council members, Bob Klick, Lilah Gripne, Dattrick Mitchell, David Wright, and City Administrator Ted Gray. Others present Fire Chief Dan Laumeyer, Officer Trevor Larson, Officer Ryan Hanson, Public Works Director Chad Bosl, Kent Louwagie, Jessica Cook, Daiv Freeman, Ray Miller, Leroy Miller, Steve Miller, Steve Laumeyer, Don Schmidt, Pat Schultz, Brad Thelen and Ron Richter

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

- (a) Approve Agenda for March 21st, 2022**
- (b) Approve Bills for February-March 2022**

Motion carried unanimously.

City Administrator Ted Gray, City Engineer Kent Louwagie, and Jessica Cook from Ehlers Financial presented to the City Council the financials' related to the CSAH 56 and CSAH 38 road projects. City Engineer Kent Louwagie reviewed the overall costs from the bids received on January 26th and the scope reduction that took place once the bids were received. With the scope reduction, Kent laid out the options for consideration for the project. The council could consider 3 options, option 1 would include all county and city streets with the scope reductions. The cost would be \$13,301,396.74. Option 2 would eliminate city streets, except for 2nd Ave SW, Riverside Drive, and the reclaim & overlay on Commerce Road. The cost for this option would \$8,004,437.22. Option 3 would be for the council to not move forward with the project. Kent finished his presentation by discussing the adjustments made to the assessments and finished with and explanation on the next steps in the process. These next steps included explanation of the resolutions that would need to be approved after discussion as well as the setting of an assessment rate and term.

Administrator Gray presented the Water Rate Study for the road projects. There would need to be a water rate increase if Option 1 was chosen by the City Council, Option 2 would not require an increase. The estimated impact per household who would have an average water of 7,500 gallons would see estimated \$1.07 a month increase.

Jessica Cook presented the Sewer Rate Study, Storm Water Rate Study, and Tax Levy impacts related to the City Council. For summary proposes, Jessica presented an estimated monthly cost due to this project for a home valuing at \$175,000.00. The estimated monthly costs for this resident would be \$11.89 per month for Option 1 or \$6.81 per month for Option 2.

The council discussed this financial presentation and asked questions from the community members present. After the discussion Mayor Dixon asked the council to choose which road project option. Klick, Wright chose option 1, Dixon, Gripne chose option 2, and Mitchell chose option 3. After continued discussion a vote was called.

Council member Wright motioned Klick seconded to approve of the CSAH 56 and CSAH 38 improvements in the amount of \$13,301,396.74 within resolution 22-03-21-06 and setting the assessment rate at 2.95% for 20 years. Roll Call Vote: Yes: Gripne, Klick, Wright; No: Dixon, Mitchell. Motion passes 3 to 2.

**Resolution 22-03-21-06
Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed
Assessment**

WHEREAS, bids have been received for the CSAH 56 and CSAH 38 Improvement project, the improvement of the following streets

- **CSAH 56 (Riverside Drive): From the south intersection of TH 71 to the north intersection of TH 71**
- **1st Avenue SW: From 5th Street SW to TH 71**
- **CSAH 38 (2nd Avenue SW): From 6th Street SW to TH 71**
- **3rd Avenue SW: From 6th Street SW to TH 71**
- **1st Street SW: From 1st Avenue SW to 3rd Avenue SW**
- **2nd Street SW: From 1st Avenue SW to 3rd Avenue SW**
- **3rd Street SW: From 1st Avenue SW to 4th Avenue SW**
- **4th Street SW: From 1st Avenue SW to 3rd Avenue SW**
- **5th Street SW: From 1st Avenue SW to 4th Avenue SW**
- **6th Street SW: From 2nd Avenue SW to 4th Avenue SW**

by reconstructing the streets and utilities, and the bid price for such improvement is \$11,629,747.50,

and WHEREAS, the scope of the improvement project is planned to be reduced so that the contract price for such improvement is \$10,902,784.20, and the expenses incurred or to be incurred in the making of such improvement amount to \$2,398,612.54 so that the total cost of the improvement will be \$13,301,396.74.

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

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$11,626,983.56 and the portion of the cost to be assessed against benefited property owners is declared to be \$1,674,413.18.
2. Assessments shall be payable in equal annual installments extending over a period of 20 years, the first of the installments to be payable on or before the first Monday in January, 2023, and shall bear interest at the rate of 2.95% percent per annum from the date of the adoption of the assessment resolution.
3. The city clerk, with the assistance of the city engineer (Bolton & Menk, Inc.), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without

regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.

4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the council this 21st day of March 2022.

Jodi Dixon, Mayor

Ted Gray, City Administrator

Following the approval of this financial costs of the project and resolution. Administrator Gray advised the approval of resolution 22-03-21-07 calling for Hearing of Proposed Assessments.

Mayor Dixon motioned Klick seconded to approve resolution 22-03-21-07 Resolution for Hearing of Proposed Assessments. Roll Call Vote: Yes: Gripne, Klick, Wright, Dixon; No: Mitchell. Motion passes 4 to 1.

**Resolution 22-03-21-07
Resolution for Hearing on Proposed Assessment**

WHEREAS, by a resolution passed by the council on March 21st, 2022, the city clerk was directed to prepare a proposed assessment of the cost of the CSAH 56 and CSAH 38 Improvement project, the improvement of the following streets

- **CSAH 56 (Riverside Drive): From the south intersection of TH 71 to the north intersection of TH 71**
 - **1st Avenue SW: From 2nd Street SW to TH 71**
 - **CSAH 38 (2nd Avenue SW): From 6th Street SW to TH 71**
 - **3rd Avenue SW: From 6th Street SW to TH 71**
 - **1st Street SW: From 1st Avenue SW to 3rd Avenue SW**
 - **2nd Street SW: From 2nd Avenue SW to 3rd Avenue SW**
 - **3rd Street SW: From 2nd Avenue SW to 4th Avenue SW**
 - **4th Street SW: From 1st Avenue SW to 3rd Avenue SW**
 - **5th Street SW: From 2nd Avenue SW to 4th Avenue SW**
 - **6th Street SW: From 2nd Avenue SW to 4th Avenue SW**
- by reconstructing the streets and utilities, and**

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection,

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

1. **A hearing shall be held at 7:00 p.m. on April 18th, 2022 at Long Prairie City Hall Council Chambers, 615 Lake ST S Long Prairie MN 56347, to pass upon such proposed assessment.**

All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. He/She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Long Prairie, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the Todd County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 21st day of March, 2022

Jodi Dixon, Mayor

Ted Gray, City Administrator

(Public Comment)

Pat Schultz addressed the council regarding the noise and vibration concerns related to Long Prairie Packing.

(Council Reports)

Public Works: Public Works Director Chad Bosl reported on the department's activities, which included jetting and cleaning out storm sewers around town.

Public Safety: Council member Wright reported on the Police and Fire Departments.

EDA: Council member Wright reported on EDA activities. They were given an update on the ongoing Child Care Center project. They are currently working with an architect to design a remodel of the West Campus, old hospital. They will also be working through several grant opportunities. The Downtown Revitalization Grant has been sent for approval at the state level. They EDA is continuing to review their bylaws and make updates.

Liquor Store: Council member Klick reported that he had attended a meeting with Liquor Store Manager Pam Koska. This meeting reviewed concerns and updates to be discussed at the State Legislature in their upcoming session regarding Municipal Liquor Stores.

Library: Council member Gripne reported on upcoming events at the Library which included a poetry session and an introduction to sewing group.

Planning & Zoning: Council member Gripne reported that there will be a meeting on Monday March 28th at 4:45 p.m.

Community: Mayor Dixon reported that the next Good Morning Breakfast will be at the Senior Center. Mayor Dixon asked Administrator Gray to complete research to create a city wide clean up day.

(New Business)

The council reviewed the annual financial report for the Christie House Historical Society.

Council member Klick motioned Dixon seconded to approve the financial report and the continued contribution from the City of Long Prairie in the amount of \$4,000.00. Motion carried unanimously.

Council member Mitchell motioned Gripne seconded to approve the part time police officer advertisement. Motion carried unanimously.

There being no further business, motion by Klick, seconded by Gripne to adjourn the meeting at 8:46 p.m.

Ted Gray, City Administrator

Jodi Dixon, Mayor