

City of Long Prairie
7:00 P.M., Monday August 1st, 2022
City Council Meeting Held in Person & Via-Teleconference

The Long Prairie City Council met in person and by phone at City Hall, 7:00 pm, on Monday August 1st, 2022, Mayor Dixon called the meeting to order with the following present by phone or at City Hall: Council members, Bob Klick, Lilah Gripne, David Wright, Datrik Mitchell, and City Administrator Ted Gray. Others present Police Chief Ryan Hanson, Officer Trevor Larson, Fire Chief Dan Laumeyer, Kent Louwagie, Daiv Freeman, Neal Leagjeld, and Cody Nelson.

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

- (a) Approve Agenda for August 1st, 2022, with the addition to item 4. Wage Discussion for Cleaning Staff.**
- (b) Approve Council Meeting Minutes from July 18th, 2022**
- (c) Approve Donations Resolution #22-08-01-28**

Motion carried unanimously.

Resolution #22-08-01-28
RESOLUTION ACKNOWLEDGING DONATIONS

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

MN National Bank	\$50.00	National Night Out
LP Lions Club	\$500.00	National Night Out
Coborn's Grocery	ice cream, pop, ice scoops –	National Night Out

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 July.

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 1st day of August 2022, by the City Council of the City of Long Prairie.

ATTEST:

Theodore Gray
City Administrator/Clerk

Jodi Dixon
Mayor

(Public Hearing)

At 7:01 pm Mayor Dixon called a Public Hearing for the Easement Vacation for the properties located 903 and 907 4th Ave NE. Administartor Gray explained the utility vacation that was requested. There were no comments made or received during the Public Hearing. The Public Hearing was closed at 7:03 pm.

Council member Klick motioned Mitchell seconded to approve Resolution #22-08-01-29 Vacating Utility Easement located at 903 4th Ave NE and 907 4th Ave NE. Motion carried unanimously.

**RESOLUTION NO. #22-08-01-29
A RESOLUTION VACATING UTILTIY EASEMENTS UPON PETITION OF A
MAJORITY OF ABUTTING LANDOWNERS.**

WHEREAS, a petition signed by the majority of property owners abutting utility easements located in the East Acres Development in the city of Long Prairie was received by the City Administrator/Clerk on the July 18th, 2022.

WHEREAS, the petition requested that the City Council pursuant to Minnesota Statute § 412.851 vacate utility easements legally described as:

Utility easements located along the easterly line of Lot 1, Block 1, and the westerly line of Lot 3, Block 1 in the East Acres Plat in the City of Long Prairie.

WHEREAS, the City Administrator/Clerk reviewed and examined the signatures on said petition and determined that such signatures constituted a majority of the landowners abutting upon the utility easements to be vacated; and

WHEREAS, a public hearing to consider the vacation of such street was held on the 1st day of August, 2022, before the City Council in the City Hall located at 615 Lake Street S at 7:00 p.m. after due published and posted notice had been given all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because of potential development of these lots

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF , MINNESOTA AS FOLLOWS:

That such petition for vacation is hereby granted and the utility easements described as follows is hereby vacated:

Utility easements located along the easterly line of Lot 1, Block 1, and the westerly line of Lot 3, Block 1 in the East Acres Plat in the City of Long Prairie.

BE IT FURTHER RESOLVED, that the Mayor and City Administrator/Clerk are hereby authorized to sign all documents necessary to effectuate the intent of this resolution and file notice of the vacation as required by law.

Passed by the City Council of Long Prairie, Minnesota this 1st, day of August 2022.

Mayor

Attested: _____
City Administrator/Clerk

(Council Reports)

Public Works: Council member Mitchell reported that the daily water/ wastewater rounds, and samples are going fine. The downtown parking stalls and crosswalks have been painted. In the next few weeks Public Works will be working on painting the School Xing's, cross walk blocks and will also continue patching around town.

Public Safety: Council member Wright reported for the Fire and Police Department. The Fire Department will be completing their annual physicals on Wednesday August 3rd. The Fire Department will be hosting their annual Chicken and Corn Drive through starting at 4:00 pm on Thursday August 11th. The Police Department responded to 225 calls in the last two weeks. Chief Hanson has been preparing for National Night Out, there will be 31 vendors/organizations present and the Long Prairie Lions will be serving taco in a bag.

EDA: Council member Wright reported on the EDA meeting held in July. Rick Utech provided an update on the Child Care Center and discussion with CentraCare on the use of the West Campus. There was also discussion on other building sites and locations. Luan will be out of the office in August on vacation to Germany. The first round of Main Street Grant Applications had \$4,452,000.00 in requested project funds. The total applications were 22 and those applicants will receive notice to complete the second round of applications will include more detail on their proposed projects. Those applications will be due in the middle of September.

Christie House: Council member Klick reported on the Christie House. Volunteers have repainted and restored areas of the Christie House over the summer. The funds received to complete this restoration came from donations from the community.

Health & Wellness: Council member Gripne reported that there will be a Health and Wellness meeting on Friday August 12th.

Library: Council member Gripne reported that the summer reading program ends on August 6th. On August 15th the Library will be hosting a back-to-school scavenger hunt.

Administration: Administrator Gray gave an update on the Financial Management Plan and 2023 Preliminary Budget. Administrator Gray also discussed the completion of the 2021 Audit.

Kent Louwagie provided the council with an update on the road project. The project has moved to 3rd Ave for water and sewer replacement. In the upcoming weeks the box culverts will be added to 1st, 2nd, and 3rd Ave. Once the culverts are replaced the road reconstruction on 2nd Ave will be begin.

(New Business)

Mayor Dixon motioned Gripne seconded to approve Pay Application #3 in the amount \$697,080.46 payable to C&L Excavating, INC. Motion carried unanimously.

Council member Klick motioned Wright seconded to approve 2022 Election Judges, Tony Borgheiinck, Mary Borgheiinck, Lynette Drager, Nancy Potter, Steven Potter, Jan Ruda, Julie Schultes, Jane Kleinschmidt, Dean Schultes. Motion carried unanimously.

Mayor Dixon motioned Gripne seconded to approve Resolution #22-08-01-30 Approving State of Minnesota Joint Powers Agreements. Motion carried unanimously.

**RESOLUTION NO. 22-08-01-30
RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS
AGREEMENTS WITH THE CITY OF LONG PRAIRIE ON BEHALF OF ITS CITY
ATTORNEY AND POLICE DEPARTMENT**

WHEREAS, the City of Long Prairie on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State’s criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Long Prairie, Minnesota as follows:

- 1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Long Prairie on behalf of its Prosecuting Attorney and Police Department, are hereby approved.**
- 2. That the Police Chief, Ryan Hanson or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City’s connection to the systems and tools offered by the State.**
- 3. That the Quinlivan & Hughes, P.A., Joseph Kreuger is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City’s connection to the systems and tools offered by the State.**
- 4. That Jodi Dixon, the Mayor for the City of Long Prairie, and Theodore Gray, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.**

Passed and Adopted by the Council on this ____ day of _____, _____.

CITY OF LONG PRAIRIE

**By: Jodi Dixon
Its Mayor**

**By: Theodore Gray
Its City Administrator/Clerk**

Administrator Gray presented to the City Council the wage scale adjustments and supporting documents.

Council member Wright motioned Gripne seconded to approve the adjusted 2022 Wage Scale effective August 6th, 2022. Motion carried unanimously.

Council member Mitchell motioned Dixon seconded to approve the pay adjustment for the city cleaning staff to \$20.00 an hour. Motion carried unanimously.

Administrator Gray presented Memorandums of Understanding from the tentative union contract agreements for the councils review and approval.

Council member Gripne motioned Klick seconded to approve the memorandum of understanding between the City of Long Prairie and Long Prairie Public Works Department and the Long Prairie Police Department to implement a new pay grid August 2022 through the end of contract December 31, 2022. Motion carried unanimously.

Council member Gripne motioned Klick seconded to approve the memorandum of understanding between the City of Long Prairie and Long Prairie Public Works Department and the Long Prairie Police Department for addition One (1) Floating Holiday at the Employee's choice with approval of the department head. In place of 1 Floating Holiday to be split with four (4) hours Christmas Eve Day and four (4) hours New Year's Eve Day. Motion carried unanimously.

Council member Gripne motioned Klick seconded to approve the memorandum of understanding between the City of Long Prairie and Long Prairie Public Works Department to approve the trial basis schedule change to a 6:00 am start of shift. Motion carried unanimously.

Administrator Gray discussed National Night Out with the City Council. The City Council will be serving root beer floats.

There being no further business, motion by Wright seconded by Klick to adjourn the meeting at 7:40 p.m.

Ted Gray, City Administrator

Jodi Dixon, Mayor