

City of Long Prairie
5:00 P.M. Monday August 29th, 2022
City Council (Work Session)

The Long Prairie City Council met at City Hall, 5:00 pm Monday August 29th, 2022. Mayor Jodi Dixon called the meeting to order with the following present: Council members, Lilah Gripne, David Wright, Bob Klick, Datrack Mitchell, and City Administrator/Clerk Ted Gray. Others present were Kent Louwagie, Jessica Cook, Bret Kleber, Michael Lunde, Chief Ryan Hanson, and Officer Trevor Larson.

Council member Klick motioned Wright seconded to approve the agenda.

- 1. Review Financial Management Plan Updates**
- 2. Presentation on Central Square Software**

Motion carried unanimously.

(New Business)

Administrator Gray introduced Jessica Cook from Ehlers and provided background on the presentation regarding the Storm Water Fund. After the council meeting on August 15th, the council gave directive to review and revise the proposed storm water fund. Jessica Cook provided the council with a memo regarding the background and the reasoning behind the proposed creation of this fund. The goal of the storm water fund would be to generate enough revenue to repay the storm water expenses related to the 2022 Road Project. These expenses are in total \$108,000. If the council chose not to add this fee, the burden would fall to the tax levy in the amount of \$108,000. Jessica presented the new proposed rates with additional property categories. An example was presented on the fee that would be for residential properties. The proposed fee for storm water would be \$5.30 per residential property. For comparison on the residential property valued at \$125,000 if there was no storm water fee the tax increase would be \$5.04. To compare a property that is valued at \$175,000 the tax increase would be \$7.81 per residential property. After discussion regarding these comparisons and proposed fees the council gave direction to continue research on the storm water fee and the new ordinance to implement this fund.

Bret Kleber and Michael Lunde from Central Square presented to the council a proposal to update the Long Prairie Police Department records keeping software to Pro Suite. It was explained that the current software used by the department, LETG, was not to be updated any further and becoming obsolete due to its relationship with Internet Explorer. Currently, Microsoft is replacing Internet Explorer with a new search engine and not continuing the use and maintenance of Internet Explorer. The new software being proposed from Central Square will be compatible with Todd County and their dispatch. This will create efficiency's between both the Sheriff's office and Police Department. It will also allow for important data and information to be shared effectively by both departments. Currently the Police Department is paying an annual fee to use and maintain LETG of \$6,500.00. The new system will be at an annual cost of \$1,642.73 for the first year with an annual increase of 5%. The overall cost of the product will be

\$22,631.48 which includes installation, training, etc. The time length to complete this installation would be estimated 6 months pending the approval from the City Council. After discussion and questions regarding the Pro Suite system the council gave direction to present this quote at the September 6th Council meeting.

After no further discussion Mayor Dixon motioned and Klick seconded to adjourn the meeting at 5:45 pm. Motion unanimously carried.

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor