

City of Long Prairie
7:00 P.M., Monday December 18th, 2023
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 December 18th, 2023, Mayor Jodi Dixon called the meeting to order with the following present by phone or at City Hall: Council members Jim Kreemer, Lilah Gripne, David Wirght, and Clint Krueger. Others present were City Administrator Ted Gray Police Chief Ryan Hanson, Officer Trevor Larson, Officer Rodger Lowe, Jim Ostendorf, Patty Ostendorf, Dave Ruda, Dan Spieker, Linda Kielty, Michael Winge, Lorraine Winge, Bob Stein, Jake Larson, and Jason Lopez

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

- (a) Approve Agenda for December 18th, 2023.**
- (b) Approve Council Meeting Minutes from December 4th, 2023.**
- (c) Approve Bills from November-December 14th, 2023.**

(Public Hearings)

At 7:04 pm Mayor Dixon opened the public hearing for vacation of utility easements located in the SW Industrial Park. Administrator Gray explained the request to vacate the utility easements by petition on lots 1 and 2 of Block 1 in the SW Industrial Park. There were no objections received. Mayor Dixon closed the public hearing at 7:06 pm.

Council member Gripne motioned seconded by Dixon to approve Resolution 23-12-18-32 vacating utility easements upon petition of a majority of abutting landowners as described as utility easements located between and along the easterly line of Lots 1 & 2, Block 1, SW Industrial Park. Motion passed.

RESOLUTION NO. #23-12-18-32
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 SW Industrial Park in the city of Long Prairie was received by the City Administrator/Clerk on the November 16th, 2023.

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

Utility easements located between and along the easterly line of Lots 1 & 2, Block 1, SW Industrial Park.

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 utilities was held on the 18th day of December, 2023, 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 LONG PRAIRIE, MINNESOTA AS FOLLOWS:

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

Utility easements located between and along the easterly line of Lots 1 & 2, Block 1, SW Industrial Park.

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 18th, day of December 2023.

Mayor

Attested:

City Administrator/Clerk

At 7:07 pm Mayor Dixon called for a public hearing on vacation of Street & Alley's located in East Acres Plat & Woodland Addition. Administrator Gray provided an explanation of the streets and alleys that were to be vacated. Gray provided a brief history of why these roads and alleys existed. Council member Wright asked the group attending the hearing if there were any objections to the vacation of these streets or alleys. The group did not have any objections. Administrator Gray did not receive any written objections. Mayor Dixon closed the public hearing at 7:17 pm.

Council member Kreemer motioned seconded by Dixon to approve Resolution 23-12-18-33 vacating street and alley easements upon petition of a majority of abutting landowners as described as Street and Alley easements located in portions of the East Acres Estates and Woodland Addition to the Village of Long Prairie, located between Nicollet St aka 11th ST NE Aldrich St aka 3rd Ave NE. Motion passed.

**RESOLUTION NO. #23-12-18-33
A RESOLUTION VACATING STREET AND ALLEY EASEMENTS UPON PETITION
OF A MAJORITY OF ABUTTING LANDOWNERS.**

WHEREAS, a petition signed by the majority of property owners abutting street and alley easements located in portions of the East Acres Estates and Woodland Addition to the Village of Long Prairie, located between Nicollet St aka 11th ST NE Aldrich St aka 3rd Ave NE, was received on October 6th, 2023.

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

Street and Alley easements located in portions of the East Acres Estates and Woodland Addition to the Village of Long Prairie, located between Nicollet St aka 11th ST NE Aldrich St aka 3rd Ave NE.

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 and alleys was held on the 18th, day of December, 2023, 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 LONG PRAIRIE, MINNESOTA AS FOLLOWS:

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

Street and Alley easements located in portions of the East Acres Estates and Woodland Addition to the Village of Long Prairie, located between Nicollet St aka 11th ST NE Aldrich St aka 3rd Ave NE.

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 18th day of December 2023.

Mayor

Attested:

City Administrator/Clerk

(Council Reports)

Public Works: Council Member Krueger presented the council with the Public Works report. Rounds are going well. Public Works has been busy with maintenance at the wastewater treatment plant, building park benches, and shop projects. In the next few weeks we will be plowing snow as needed, working on picnic tables, park benches, and more maintenance at the wastewater treatment plant.

EDA: Council member Wright provided an update on the EDA's next meeting. State Representative Mike Weiner will be in attendance to discuss various economic development issues.

Public Safety: Council member Wright reported on the Police and Fire Departments. The Police department responded to 154 calls over the last two weeks. Wright provided the year end Fire Department numbers; they had responded to 117 calls. The Fire department received back up cameras that were donated by Farm Rite.

Liquor Store: Council member Kreemer stated that the updates for the liquor store will be addressed in the New Business

Library: Council member Gripne provided information on upcoming library events. There will be a "Read the Classics Book Club" held on Thursday January 4th from 4:00 pm to 5:00 pm.

Community: Mayor Dixon discussed upcoming community and Senior Center activities. The Senior Center holiday party will be held on Wednesday December 27th at 6:30 pm.

Administration: Administrator Gray discussed with the council a tentative date for the comprehensive plan kickoff meeting. The date will be Wednesday January 24th in the evening, with the tentative location to be at the High School.

(New Business)

Administrator Gray presented an abatement request and the resolution to call for a public hearing for approval or denial of that request. The abatement of taxes would be for the approved 4th Street Apartment Development located in the SW Industrial Park. The developer would receive \$200,000 for expenses related to the development of that property. The city would receive the remaining abated taxes and use them towards future housing development opportunities within Long Prairie. Administrator Gray, along Skip Duchesneau with DW Jones INC will also be making this request to Todd County Commissioners.

Mayor Dixon motioned seconded by Wright to approve Resolution 23-12-18-34 calling for a public hearing on proposed Tax Abatement. Motion passed.

**CITY OF LONG PRAIRIE
TODD COUNTY
STATE OF MINNESOTA**

Mayor Dixon introduced the following resolution and moved its adoption:

RESOLUTION NO. 23-12-18-34

RESOLUTION CALLING FOR A PUBLIC HEARING ON THE APPROVAL OF A PROPOSED TAX ABATEMENT BY THE CITY ON CERTAIN PROPERTY LOCATED WITHIN THE CITY

BE IT RESOLVED by the City Council (the “Council”) of the City of Long Prairie, Minnesota (the “City”), as follows:

Section 1. Abatement Act Recitals.

1.01. The City, pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the “Abatement Act”), is authorized to grant an abatement of the property taxes imposed by the City on parcels of property located within the City, if certain conditions are met, through the adoption of a resolution, specifying the terms of the abatement.

1.02. To finance the development of an approximately three-story, 87,150 square-foot, 61-unit, market-rate workforce housing project and future housing projects (the “Improvements”), the City is proposing to abate the property taxes imposed by the City with respect to the parcels of property which are described in the Notice attached as Exhibit A hereto (the “Property”).

1.03. Pursuant to the Abatement Act, this Council may approve the abatement only after holding a public hearing on the abatement.

Section 2. Public Hearing. A public hearing on the proposed abatement of property taxes imposed by the City with respect to the Property is hereby called and shall be held at the Long Prairie City Hall on January 16th, 2024, at approximately 7:00 p.m.

Section 3. Notice. The City Administrator is hereby authorized and directed to cause notice of said hearing in substantially the form attached hereto as Exhibit A to be published in the official newspaper of the City at least once not fewer than ten (10) nor more than thirty (30) days prior to the date fixed for the public hearing.

Adopted this 18th day of December, 2023.

CITY OF LONG PRAIRIE

By: _____

Mayor

ATTEST:

City Administrator

City Engineer Kent Louwagie from Botlon and Menk explained pay application #16 and why there was a slight adjustment to what was presented in the council’s agenda packet.

Council member Wright motioned seconded by Kreemer to approve Pay Application #16 for CSAH 56 & CSAH 38 Improvement Project in the amount of \$93,159.31 to C&L Excavating INC. Motion passed.

Council member Kreemer motioned seconded by Dixon to approve Bruan Intertec invoice in the amount of \$276.50 for construction material testing. Motion passed.

Council member Wright motioned seconded by Krueger to approve liquor store cooler/condenser replacement quote from Lindstrom Refrigeration, LLC in the amount of \$15,455.00. Motion passed.

The City Council reviewed a proposal from manager Pam Koska to add a full-time assistant liquor store manager.

Mayor Dixon motioned seconded by Kreemer to approve the creation of a full-time assistant liquor store manager. Motion passed.

Council member Wright motioned seconded by Gripne to approve the on-Sale Liquor License for Edita's Bar & Grill, pending the receipt of insurance. Motion passed.

The city council reviewed the annual renewals for Liquor, Tobacco, and General Corp Licenses. The following license were considered for approval: American Legion: General Corporate License, Sunday Liquor License, Club License; Riverside Liquors: Cigarette License; Northern Star Coop: Cigarette License; Casey's General Store: Cigarette License; Holiday Gas Station: Cigarette License, Beer 3.2 Off Sale License; Irish's Place: General Corp License, Intoxicating Liquor License, Sunday Liquor License; Coborn's: Cigarette License, Beer 3.2 Off Sale License; Family Dollar: Cigarette License, Beer 3.2 Off Sale License; Chavez Event Center: Intoxicating Liquor License, Sunday Liquor License; Mi Pueblito Market: Beer Off Sale License, Intoxicating Liquor License, Sunday Liquor License; Dollar General: Cigarette License; Viva Tobacco & More: Cigarette License; Penny Barber Shop: General Corp License.

Council member Kreemer motioned seconded by Wright to approve the Annual Renewals for Liquor, Tobacco, and General Corp License. Motion passed.

Council member Gripne motioned seconded by Kreemer to approve the Delinquent, water, sewer, garbage, and misc. bills for assessment in 2024. Motion passed.

Council member Kreemer motioned seconded by Gripne to approve the purchase of Tasers for the Police Department in the amount of \$28,522.20 to be paid over a 5-year payment plan. Motion passed.

Council member Wright motioned seconded by Gripne to approve the purchase of the Maxwell Nuvo 3405 with Polyskin Packaging Sealant material in the amount of \$17,578.00, with the rental of the Marathon 180 BRE Melter w/arrow board in the amount of \$6,495.00/month. Motion passed.

Council member Gripne motioned seconded by Kreemer to approve Resolution 23-12-18-35 approving a Voting Operations Agreement and Election Resources agreement with Todd County. Motion passed.

Resolution No. 23-12-18-35
Voting Operations, Technology, & Election Resources (VOTER) Account
Agreement BY AND BETWEEN: Todd County and the City of Long Prairie

WHEREAS, On July 20, 2023, the Office of the Secretary of State completed the electronic transfer of \$1.25 million in electronic payments to counties, of which Todd County's share is \$6,924.09, for the Voting Operations, Technology, & Election Resources (VOTER) Account in accordance with the requirements of Minnesota Statutes section 5.305,

And

WHEREAS, Todd County is required to work with its local units of government to determine how the funds will be allocated within the county,

And

WHEREAS, Todd County currently administers the absentee and mail balloting for all precincts, And

WHEREAS, Todd County acquires and maintains all election equipment utilized by the local units of government, And

WHEREAS, the default annual allocation for 2023 is calculated to be \$161.58 for Long Prairie City.

NOW, THEREFORE, BE IT RESOLVED, that the City of Long Prairie does hereby agree to allow Todd County to retain all Voting Operations, Technology, & Election Resources (VOTER) Account Funds received.

Adopted this ____ day of _____, 2023

Attested and witnessed:

City Clerk

Council member Gripne motioned seconded by Kreemer to approve Audit Engagement letter from Schlenner Wenner & Co. to complete 2023's Audit. Motion passed.

There being no further business, motioned by Kreemer seconded by Gripne to adjourn the meeting at 8:16 p.m.

Ted Gray City Administrator/Clerk

David Wright, Acting Mayor