

**City of Long Prairie**  
**7:00 P.M., Monday March 4<sup>th</sup>, 2024**  
**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 March 4<sup>th</sup>, 2024, Acting Mayor David Wright called the meeting to order with Council members Jim Kreemer, Clint Krueger, and Lilah Gripne present. Others present were City Attorney Joe Krueger, Police Chief Ryan Hanson, Fire Chief Dan Laumeier, Jeremy Sovich, Amanda Hinson, Officer Trevor Larson, Bob Klick, Kent Louwagie, Lisa Wright, Steve Hinson, Otis Ostendorf, Chris Haasser, Luan Brunkhorst, Sarah Amundson, Chris Amundson, John Chase, Darla John, Jeff Sauer, Pat Schultz, Matt Farrow.

**Council member Gripne motioned Kreemer seconded to approve the consent agenda as amended:**

- (a) Approve Agenda for Monday March 4<sup>th</sup>, 2024.**
- (b) Approve Council Meeting Minutes from February 20<sup>th</sup>, 2024.**
- (c) Approve Donations Resolution #24-03-04-04.**

**Resolution #24-03-04-04**  
**RESOLUTION ACKNOWLEDGING DONATIONS**

**WHEREAS, the City of Long Prairie has received the following donations during the month(s) of February for the following purposes.**

<b>Donor</b>	<b>Amount</b>	<b>Purpose</b>
<b>Ice Rink Donations Jar</b>	<b>\$20.00</b>	<b>Ice rink donation</b>
<b>American Legion</b>	<b>\$2000.00</b>	<b>Prairie Days</b>
<b>American Legion</b>	<b>\$500.00</b>	<b>Ice rink repairs</b>
<b>American Legion</b>	<b>\$500.00</b>	<b>Concert in the Park</b>
<b>Ice Rink Donation Jar</b>	<b>\$16.10</b>	<b>Ice rink donation</b>
<b>Iten Funeral Home</b>	<b>\$5,000.00</b>	<b>Concert in the Park</b>
<b>MN National Bank</b>	<b>\$250.00</b>	<b>Concert in the Park</b>
<b>MN Agency</b>	<b>\$50.00</b>	<b>Concert in the Park</b>
<b>American Family Insurance</b>	<b>\$166.00</b>	<b>Concert in the Park</b>
<b>CentraCare</b>	<b>\$400.00</b>	<b>Concert in the Park</b>

**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 February.**

**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 4<sup>th</sup> day of March 2024 by the City Council of the City of Long Prairie.**

**ATTEST:**

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**Theodore Gray**  
**Interim City Administrator/Clerk**

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**David Wright**  
**Acting Mayor**

(New Business)

The City Council reviewed the applications for Mayor. The applications that were received were from Amanda Hinson, Mike Brakke, and David Wright. Discussion was had on the resignation process if the council would choose council member Wright to be the mayor. Council member Gripne presided over the process as council member Wright was an applicant for Mayor. Council member Gripne allowed applicants to speak if they chose too. Amanda Hinson addressed the council regarding her qualifications to be Mayor of the City of Long Prairie. Mayor Wright presented and read a letter to the City Council regarding his qualifications to be Mayor of the City of Long Prairie.

City Attorney Joe Krueger addressed the council regarding next steps to appoint a mayor. Council member Gripne asked for a nomination for mayor. Council member Kreemer motioned seconded by Gripne to recommend David Wright to be Mayor. Council member Kreemer provided a reason for why he made the motion to approve David Wright to be Mayor.

**Council member Kreemer motioned seconded by Gripne to recommend David Wright to be Mayor. Roll Call Vote: Krueger No; Kreemer Yes, Gripne Yes. Motion Passed.**

Mayor Wright presented resolution 24-03-04-05 which declares a council vacancy due to his acceptance to become the Mayor of the City of Long Prairie.

**Council member Kreemer motioned seconded by Gripne to approve Resolution 24-03-04-05 accepting David Wright's resignation as a Council member and to declare a vacancy on the City Council. Motion Passed.**

**RESOLUTION NO. 24-03-04-05**  
**A RESOLUTION DECLARING A VACANCY.**

**WHEREAS, David Wright's council position has become vacant due to his appointment as Mayor, effective on March 4<sup>th</sup>, 2024.**

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

**The council declares that a vacancy exists on the city council effective on March 4<sup>th</sup>, 2024.**

**The council declares that applications will be accepted to fill the vacancy until Friday March 15<sup>th</sup>, 2024 at 4:00 pm at Long Prairie City Hall located 615 Lake ST S Long Prairie MN 56347.**

**Passed by the City Council of Long Prairie, Minnesota this 4<sup>th</sup> day of March 2024.**

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**Mayor**

**Attested:**

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**Interim City Administrator/Clerk**

Mayor Wright opened the presentation to restart the Tourism Commission. Chris Amundson presented this request to start a new Tourism Commission for the City of Long Prairie. Discussion was had on the current ordinance regarding the Tourism Commission and possible revisions to the number of members to be on that commission.

**Council member Kreemer motioned second by Gripne to reestablish the Tourism Commission with Chris Amundson as the Chair of the commission. Motion Passed.**

Luan Brunkhorst presented the proposed banners for the City of Long Prairie. In the presentation images of the proposed designs and the locations where the banners would be located were provided. The expenses split, with the design of the banners being paid for by Tourism Fund and the physical banners being paid for through other city funds. The cost of the physical banners would be \$5,491. The budgets were discussed on the expense of these funds for the banners. The council had approved the cost of the banners in May of 2023, the next steps would be to approve the design of the banners that would be purchased. The council discussed the possibility of using all the proposed designs. However concerns were raised regarding the banner that included the clock, which the city is looking at fixing, but may need to be replaced. It was decided to wait until more information was obtained regarding the clock replacement/repair.

Luan discussed with council a proposal for drone footage that would be obtained of Long Prairie and be used as an advertising tool for the website and other city functions. The costs and cost breakdown of this proposal were discussed.

**Acting Mayor Wright motioned seconded by Kreemer to remove the Temporary Liquor License for the Long Prairie Lions from the agenda. Motion passed.**

City Engineer Kent Louwagie presented and provided details on resolution 24-03-04-06 committing to certain financial obligations for the Sewer System in Conjunction with Federal and State Funding for the Lift Station Improvement Project.

**Mayor Wright motioned seconded by Kreuger to approve Resolution 24-03-04-06 Committing to Certain Financial Obligations for the Sewer System in Conjunction with Federal and State Funding for the Lift Station Improvement Project Motion passed.**

**Resolution 24-03-04-06**

**A Resolution Committing to Certain Financial Obligations for the Sewer System in Conjunction with Federal and State Funding for the Lift Station Improvement Project**

**WHEREAS, the City of Long Prairie (the “City”) has submitted application to the Minnesota Public Facilities Authority (the “PFA”) for a Clean Water Improvement Project (the “Project”); and**

**WHEREAS, PFA has committed to supporting the Project through the following funding sources and amounts:**

**Clean Water Revolving Loan Fund:         \$2,623,500**

**Subject to certain financial commitments from the City.**

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

- 1. The City will annually review the revenues and expenditures of the Sewer System and ensure that revenues are sufficient to pay for system expenses, including debt service and operations/maintenance.**
- 2. The City intends to have Ehlers complete a utility rate study, starting in Spring 2024, at which time sewer revenues and expenses will be reviewed and adjusted as needed. Any adjustments to the Industrial Strength Discharge fee will be applied to the significant users accordingly, as permitted in the respective Significant Industrial User Agreements.**
- 3. The City intends to extend the Significant Industrial User Agreements for all four users in 2025, and henceforth renegotiate every five years after this.**
- 4. In the event net revenues are not sufficient in covering Sewer System expenses the City will utilize any or all of the following actions:**
  - A. Additional increases to Sewer System User and Base Rates**
  - B. Cash Reserve from the Sewer Fund.**

**Adopted by the council this 4<sup>th</sup> day of March, 2024**

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**David Wright, Acting Mayor**

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**Theodore Gray, Interim City Administrator**

(Old Business)

The council reviewed the Community Service Officer Position. The council was presented with the budget information that was requested at previous meetings. The council discussed concerns with the budget and expenses related to this position. Council member Krueger motioned to hire a Community Service Officer; council member Wright Seconded.

Continued discussion was had by the council. Council member Gripne expressed concerns with the expenses related to this position. Council member Kreemer expressed similar concerns. After discussion Mayor Wright re-presented the motion.

**Council member Krueger motioned to hire a Community Service Officer seconded by Mayor Wright. Motion failed 3 to 1, Krueger: Yes; Kreemer, Gripne, Wright: No.**

(Public Comment)

Fire Chief Dan Laumeyer addressed the City Council regarding Narcos Cans being carried on the fire department rescue truck. The Todd County Sheriff strongly recommends that we have these cans added to our rescue truck. The department has been trained in the use of these cans. This would provide protection for citizens as well as firefighters. The ambulance service would be assisting in providing updated training on the use of these cans.

**Council member Kreemer motioned seconded by Council member Gripne. to allow the Fire Department to carry Narco Cans and to update any needed policies on the use of these cans. Motion passed.**

(Council Reports)

Public Works: Council Member Krueger presented the council public works report. The daily water/ wastewater rounds and samples are going fine. Public Works has been busy with trimming trees, sweeping streets, and equipment maintenance. In the next few weeks we will be plowing snow as needed, repairing/painting picnic tables, patching potholes, and cleaning the chlorine contact chamber at the wastewater treatment plant.

Public Safety: Mayor Wright reported on Public Safety. Police Department had 156 calls in the last two weeks. Part-time Oetterer resigned from his Part-Time Position. The 2023 Squad will be in for the replacement of doors that were damaged. Police Administrative Assistant Amber Percy has completed her 6-month probation. The Police Department was represented at the Burnsville Memorial Service by Chief Hanson and Amber Percy. The Fire Department completed the Prairie Plunge last weekend. On Wednesday, March 6<sup>th</sup> the department will complete their annual OSHA training.

EDA: Mayor Wright commented on the EDA meeting. He described possible grant opportunities for a day care facility. Rick Utech will be retiring, and his replacement was hired, Melissa Wyman who is formally with Staples EDA.

Liquor Store: Council member Kreemer reported on liquor store activities. The work will begin on Tuesday March 5<sup>th</sup> to replace the compressor system.

Library: Council member Gripne stated that on March 18<sup>th</sup> Kevin Klimek and the Sidewinders will be performing at the library at 5:30 pm. Friday March 22<sup>nd</sup> from 5:30 pm to 7:30 pm a mosaic artist will be presenting on how to make mosaic flower pots.

**There being no further business, motioned by Gripne seconded by Kreemer to adjourn the meeting at 8:19 p.m.**

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Ted Gray, Interim City Administrator/Clerk

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David Wright, Mayor