

City of Long Prairie
7:00 P.M., Monday June 3rd, 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 June 3rd, 2024. Mayor David Wright called the meeting to order with Council members Jim Kreemer, Clint Krueger, JoAnn Schroeder, and Lilah Gripne present. Police Chief Ryan Hanson, Fire Chief Dan Laumeyer, Amanda Hinson, Officer Trevor Larson, Kent Louwagie, Dick Smith, Larry Schroeder, and Chris Haasser.

Council member Gripne motioned Kreemer seconded to approve the consent calendar:

- a. Approve Agenda for June 3rd, 2024.**
- b. Approve Meeting Minutes for May 20th & May 6th, 2024, with corrections.**
- c. Approve Special Meeting Minutes for April 24th, May 6th, & May 16th, 2024**
- d. Approve Donation Resolutions 24-06-03-16**

Resolution #24-06-03-16
RESOLUTION ACKNOWLEDGING DONATIONS

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

Donor	Amount	Purpose
Todd County Opioid Fund	\$6,500	DARE

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 April.

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 on the 3rd day of June 2024 by the City Council of the City of Long Prairie.
ATTEST:

Theodore Gray
Interim City Administrator/Clerk

David Wright
Mayor

(Public Comment)

Dick Smith addressed the city council regarding the road project and pavement concerns.

(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 sweeping streets, mowing grass, spraying weeds, flushing hydrants, cleaning parks and bathrooms. The

new banners have been received and will be installed for the weekend. There currently is a seal coat project occurring at the airport.

Planning & Zoning: Council member Kreemer provided an update on the Planning & Zoning meeting from May 28th. Planning and Zoning reviewed updated forms and fee schedule. Discussed rental ordinance and possible inspector. At the next meeting the Planning and Zoning will be reviewing an ordinance from Sauk Centre regarding rentals at the next meeting. The meeting concluded by discussing ordinance violations, such as grass, garbage, etc., and how neighboring city, Osakis handled these violations

Public Safety: Council member Kreemer provide and update on the Police and Fire Departments. Calls of service for the police department totaled 248 for the last two weeks. Tuesday the officers will have defensive tactics training. The police department will be assisting with the Prairie Days Events. The department received 5 new signs warning against engine breaking. New door hangers were purchased to assist in notifying residents of ordinance violations. The Fire Department officers completed a safety audit and ECP. The department hauled 250,000 gallons of water to Central Bi Products for their fire separation system. The department is requesting for upcoming parades and Todd County Fair events.

Liquor Store. Council member Schroeder provided a Liquor Store report. The liquor store is still working on repairing a cooler door.

Health & Library: Council member Gripne provided update on upcoming Health & Library activities. No report for the health and wellness. The library, starting June 13th through August 3rd is holding their summer reading program. Saturday June 8th from noon to 4:00 pm the library will be hosting their creative card studio.

Admin: Mayor Wright provided an update on the upcoming Comprehensive Plan meeting for June 4th.

EDA: Mayor Wright provided an update on the upcoming Prairie Days events. The regular EDA meeting on June 19th will be moved to June 26th.

(New Business)

Council member Kreemer motioned seconded by Krueger to approve Resolution 24-06-03-17 authorizing sale of land in the SW Industrial Park. Motion carried.

**CITY OF LONG PRAIRIE RESOLUTION NO. 24-06-03-17
RESOLUTION AUTHORIZING THE SALE OF REAL PROPERTY LOCATED IN THE
CITY OF LONG PRAIRIE**

WHEREAS, The City of Long Prairie (hereinafter “City”) desires to sell certain real property located in the City of Long Prairie to D.W. Jones, Inc., said property being described as:

Lots One (1) and Two (2), Block One (1), SW Industrial Park, according to the plat thereof, on file and of record in the office of the County Recorder, Todd County, Minnesota.

WHEREAS, the City is authorized by Minn. Stat. Section 412.211 and Minn. Stat. Section 116J.431 to sell the real property; and

WHEREAS, the City Council on September 5, 2023, accepted a Purchase Agreement for the sale of said real property.

NOW THEREFORE, BE IT RESOLVED, by the City:

- 1. The sale price for the property was approved on September 5, 2023, at \$79,790.00. Seller and Buyer shall pay their respective closing costs pursuant to the Purchase Agreement.**
- 2. The Mayor and City Administrator are hereby authorized to execute any and all documents necessary to complete the closing for the sale of said real property in accordance with the Purchase Agreement executed by the City and for the amount set forth herein.**

ADOPTED by the City on this ___ day of _____, 2024

CITY OF LONG PRAIRIE

David Wright, Mayor

Ted Gray, Interim City Administrator

The council reviewed the Seal Coating Bids and recommendations. The council discussed with City Engineer Kent Louwagie the seal coating project and costs. Kent provided an explanation of the bids coming in higher than what was originally estimated. Due to the increased costs, the council considered just area 1 of the proposed project. Area 1 for seal coating would include the streets around 1st ST S from 6th Ave S North to 2nd Ave S.

The council discussed the hiring committee for the utility clerk position. Council member Krueger and Schroeder would serve on that committee if the interviews were on June 13th, if the interviews were on June 14th council member Schroeder and Gripne would serve. If interviews would have to be completed on both June 13th and June 14th, council members and Krueger and Schroeder would serve on the committee.

Mayor Wright provided the compensation and benefits package that was negotiated with Candace Bruder and the City Administrator/Clerk Position.

Council member Schroeder motioned seconded by Gripne to approve the compensation package as presented: Official Start Date for Candace will be June 10, 2024; Starting Wage: Step 2: \$ 44.65; 5 Days Sick; 10 Vacation Days; 6-month Review and Evaluation (December) - (Move to Step 3, if Evaluation warrants, January 1st, 2025, or 1st Pay period in January); January 2025 18 days of vacation for 2025; June 2025 1 year review and

**evaluation (Move to Step 4, if 1 year evaluation warrants. Decisions at this time would be to either remove from probation, extend probation period, or re-evaluation the position.)
Motioned Carried.**

The council reviewed the request to approve Deb Laumeyer as a contracted/temporary employee at a rate of \$75.00 per hour as a 1099 employee for the next few weeks.

Council member Schroeder motioned seconded by Krueger to approve Deb Laumeyer as a contracted/temporary at a rate of \$75.00 per hour. Motioned carried 4 to 1.

The council reviewed the request from the Todd County Fair Board to close a portion of 9th St NE. After discussion the council tabled this item until additional information can be received regarding the request.

Mayor Wright motioned seconded by Gripne to table the discussion on the closure of 9th ST NE until the next council meeting. Motion Carried.

There being no further business, motioned by Gripne seconded by Krueger to adjourn the meeting at 7:52 p.m.

Ted Gray, Interim City Administrator/Clerk

David Wright, Mayor