

City of Long Prairie
7:00 P.M., Tuesday, September 16, 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 September 16, 2024. Mayor David Wright called the meeting to order with Council members Jim Kreemer, JoAnn Schroeder, Lilah Gripne, Clint Krueger and City Administrator/Clerk Candace Bruder present. Also present was Chief of Police Ryan Hanson; members of the public present: Larry Schroeder, Otis Ostendorf, Kyle Bodle, Jeff Sauer, Germania Santos, Kevin Barrios and Rafael De La Cruz.

Council member Kreemer motioned, and it was seconded by Gripne to approve the consent calendar:

- a. Approve Agenda for September 16, 2024, with the addition of a New Business Item regarding reviewing and/or approving FEMA Grant \$179,619.04 for the Fire Department and add as Item #3.**
- b. Approve Meeting Minutes from September 3, 2024, with corrections to the name of the owner of LP Sanitation for his last name “Lanoué”.**
- c. Bills through August 16th-September 11th, 2024**

2023 Audit Presentation by Schlenner Wenner & Company

The comments were made that the audit went smoothly and that a positive working relationship was had with staff at the city hall. There was nothing unusual noted in terms of recorded transactions or accounting. Some notations were made regarding lacking controls, which is common for a small office size. The opinion of the audit is unmodified (clean) opinion on the schedule of expenditures of Federal Awards. No findings were identified regarding compliance or internal control over compliance. The audit is available for public viewing at city hall.

Council member Gripne motioned to accept the audited financial statements for year-end December 2023, as presented by Ryan Schmidt of Schlenner Wenner and Company, and it was seconded by Council member Kreemer; unanimously approved.

Public Comment

None.

Council Reports

Public Works: Council member Krueger provided a report on Public Works. The daily water/wastewater rounds and samples are going fine, this week they will be sending biosolids samples in for the fall land application. The pickle ball court was painted last week, and public works will be working on placing topsoil around the court and seeding grass, the nets have not arrived yet. Public works received 14 applicants for the open public works positions, this week they will be

working on scoring all the applicants and setting up interviews. In the next few weeks, we will be working on flushing and pumping hydrants, mowing grass, and equipment maintenance.

Planning & Zoning: Council member Kreemer informed Council that there is a meeting on the 23rd of October.

Police Department and Fire Department: Council member Kreemer provided an update on the Police and Fire Departments. Police had 199 calls for service in the last 13 days, averaging 15.3 calls per day. Officer Morazan is currently at a two-day mental health response training. Officer Puff will be conducting Standard Field Sobriety Test training on 19th and 20th. LPPD will be assisting the Homecoming Parade on the 20th at 2pm. Still conducting background checks on candidates for Administrative Assistant position. New squad and body cameras came in last week. They are purchasing a LIDAR – which is a handheld radar, so that they can park on side streets to better observe speeding traffic. A representative from the Fire Department, Otis, informed the council that they would like to narrow down the fundraisers to once a year and he would like the City to kick into their fund, like \$15,000 per year and then increase it a percentage wise. General Fund - Relief & Association Savings at the Credit Union: use is for small tools and different purchases; anything they may need throughout the year. Council member Kreemer informed the council that they would need to increase the budget for small tools. Mayor Wright informed everyone that they can't decide now, this would be a 2025 budget item. Mayor Wright informed City Administrator/Clerk Candace Bruder to go over this with Ehlers. Also informed the City Administrator to add this to the agenda for the next meeting. The Fire Department also needs to replace brass unit (inaudible) 145; would like that budgeted for next year in the amount of \$150,000.

Liquor Store / Parks & Rec: Council member Schroeder informed Council that everything is going ok at the liquor store per Pam. Park & Rec – found out that the end of August the grant was approved by the State and the DNR. Council member Schroeder scheduled two walk-ins with Rita and Kent with two contractors down at Riverside Park to get them an understanding of the scope of the project. The goal, depending on the weather, is to put in two culverts this fall, take a tree out; to see if this will help prevent flooding. Rita, Kent, and Council member Schroeder met and went over the park's goals and plans. Kent will be putting plans together, contacting the two contractors with the details, because it's whether we need a 12-inch culvert or a 16-inch culvert on these two spots, and Kent and his employees will figure all that out, so we can get that to the contractors.

Library: Council member Grippe gave her report that the Library on Thursday, October 3rd from 11am to noon, is sponsoring the Sonic Escape Family concert with Julliard trained violinist Maria Miller and flutist Sean Wikoff, they will be performing a blend of musical styles; its family friendly concert for all ages. Also on Thursday, October 3rd is the year of the classics book club and their discussion on the book this month: Sense and Sensibility by Jane Austin. Registration is limited to 12, so if you're interested, please call the library and make reservations. October 14th will be the annual City-Wide Cleanup Day with Magnifi Financial and City to clean up brush and twigs from 8am until noon, and there will be ads in both Spanish and English in the The Voz Libre and the Leader B section for sure. There is a flu shot clinic coming up at

CentraCare on Tuesday, October 22nd from 8 to 7pm by appointment only on Tuesday, October 29th from 8 to 7 and that is by appointment only as well.

Admin, EDA, Tourism and Community Concern: Mayor Wright gave his report and informed the Council that on tourism, Candace and Mr. Amundsen met on Friday, in which they talked about budgetary items for next year and items that will be taken over next year and taking some things off the Chambers' plate, like concert in the park etc. There is a highly motivated tourism director, Mr. Amundsen. EDA will be meeting on September 18th at City Council Chambers at 4:30 (they did not meet last month due to vacations). Mayor Wright discussed an email that was sent to the Council members regarding concerns over a bus load of people coming in. Mayor Wright advised Council that he has heard some speculations and concerns about a data request and will be handing these to Candace.

Old Business

Tabled item from last meeting regarding a liquor license for "El Punto De Sabor." License application appears to be in order per Mayor Wright. Mayor Wright and the council members asked Ms. Santos a plethora of questions in which she responded via a translator and after numerous discussions were made on both sides. The outcome was that she needed a written plan of action and a copy of a security contract. If she needs assistance with a plan of action and that she needs to contact the Police Chief Ryan Hanson.

Mayor Wright motioned that to continue to table the discussion for a liquor license for El Punto De Sabor until Ms. Santos comes back with an action plan on corrective items on how she can operate going forward with her business; as opposed to had it been in the past. It was seconded by Council member Gripne; unanimously approved.

Review of industrial lot purchase (which as previously tabled): Dr Jeffrey Sauer of Todd County Veterinary Clinic informed council that his current site has no room for expansion and that is why he looked into the industrial lot area. Dr. Sauer is still debating between one lot or two lots. Dr. Sauer discussed his preliminary research on cost and acreage.

Council member Schroeder made a motion to approve the possible sale of the two lots at 2.1 acres times \$17,850 equals \$37,485 for lots four and five of block two of the Southwest industrial park to Todd Co Vet Properties, LLC. It was seconded by Council member Krueger; unanimously approved.

New Business

**RESOLUTION #24-09-16-25
ADOPTING THE PRELIMINARY 2024 TAX LEVY, COLLECTIBLE
IN THE YEAR 2025**

Be it resolved by the City Council of the City of Long Prairie, County of Todd, Minnesota, that the following presents the final tax levy collectible in 2025 upon the taxable property in the City of Long Prairie for the following purposes:

Levy Purpose	
General Fund	\$686,149
2016A G.O. Bond	\$117,795
2018B G.O. Bond	\$167,542
2022A G.O. Bond	\$ 26,169
2022B G.O. Bond	\$ 30,730
2022C G.O. Bond	<u>\$156,830</u>
Total	\$1,185,215

Candace Bruder
City Administrator/Clerk

David Wright
Mayor

Ehler's Presentation: Ehler's did their presentation in reference to Tax Levy 2025 Resolution. The resolution needs to be adopted in September as a preliminary levy, and come December 8th it needs to be the final levy; which can be less than this amount but cannot be more than this amount. This is just a preliminary levy based on information received by Ehler's, which is a 5% increase at \$1,185,215.00.

Motion was made by Council member Gripne to approve resolution# 24-09-16-25 the 2025 preliminary tax levy in the amount of \$1,185,215.00, it was seconded by Council member Kreemer; unanimously approved.

**RESOLUTION #24-09-16-26
AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
AGENCY AGREEMENT FOR FEDERAL AIRPORT
EXPENSES REIMBURSEMENT**

It is resolved by the City of Long Prairie as follows:

1. That the state of Minnesota Agreement No. 1049591,

“Grant Agreement for Federal Airport Expenses Reimbursement,” for State Project No. A7701-C3 at the Todd Field is accepted.

2. That the City Administrator and Mayor are authorized to execute this Agreement and any amendments on behalf of the City of Long Prairie.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF TODD

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the City of Long Prairie at an authorized meeting held on the 16th day of September, 2024 as shown by the minutes of the meeting in my possession.

Signature: _____
City Administrator/Clerk

Resolution for the Airport: City Administrator/Clerk Candace Bruder explained about an agreement to get some grants (yearly), extending the expiration date to the grant funding to January 31st.

Motion was made by Council member Kreemer to approve resolution 24-09-16-26 authorizing MN DOT agreement 1049591 relating to the ARPA grant funds, it was seconded by Council member Krueger; unanimously approved.

Long Prairie Volunteer Fire Department received a FEMA Grant: LPVFD received a FEMA grant in the amount of \$179,619.04; grant application was for \$188,600. The City's portion for the non-federal resources to cover this total is \$8,980.96. The City would need to make a motion to accept the FEMA grant in the amount of \$179,619.04 and also approve the amount of \$8,980.96 to cover the grant total of \$188,600. The grant will be covering 20 SCBA units with face pieces at \$9,200 each for a total of \$184,000, RIT pack which equals \$4,000 and grant writing fee in the amount of \$600. SCBA are at a 15-year rotation at \$200,000. Money from the City has already been put aside for the project, whether they got a grant or not, because this equipment needs to be replaced. Therefore, the City's dollar amount will not need to come into question.

Motion was made by Council member Gripne to accept the FEMA grant amount and that the city pay the non-federal resources to cover the grant total which is \$8,980.96, it was seconded by Council member Schroeder; unanimously approved.

There being no further business, Council member Krueger motioned to adjourn the meeting, which was seconded by Kreemer; unanimously approved - meeting adjourned at 8:21 p.m.

Candace Bruder, City Administrator/Clerk

David Wright, Mayor