

City of Long Prairie
7:00 P.M., Wednesday, February 12, 2025
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 Wednesday February 12, 2025. Mayor Jim Kreemer called the meeting to order with Council members JoAnn Schroeder, Lilah Gripne, Clint Krueger, Gabriel Perez and City Administrator/Clerk Candace Bruder present. Also, present Chief of Police Ryan Hanson, Officers Trevor Larson, Fire Chief Dan Laumeyer and City Engineer Kent Louwagie. Members of the public present: Danniela Chavez,, Jeremy Sovich, Miozoti Nieves, Verna Toeynan, Naomi Walrath, Steve Jones, Jodi Dixon, Teresa Sorenson.

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

- a. Approve Agenda for February 12, 2025**
- b. Approve Meeting Minutes for January 22, 2025**
- c. Approve Donation Resolution No. 25-02-12-05 for January 2025**

Council Reports

Public Works: Council member Krueger informed the council that the Public Works has been busy with snow removal, equipment maintenance, and the daily water/wastewater samples. With the recent snowfall there were several equipment breakdowns, the snowblower that is used to pick up the snow on Central Avenue broke down on Monday morning, the skid loader also broke down with a hydraulic leak. Public works staff repaired the snow blower it is back in service; Farm Rite repaired the skid loader it is back in serve. The well that services the wastewater treatment needed repairs it was done Monday afternoon and is back in service. The next few weeks Public Works will be working on snow removal around fire hydrants, airport lights, and equipment maintenance.

Planning & Zoning: Meeting at the end of February.

Police Department and Fire Department: Police Chief Hanson provided an update that over the past two weeks of 01/22/25 through 02/12/25, the LPPD had 321 calls with an average of 14.59 per day. Officer Morazan has been off work since Feb 1st, due to a fall at the end of her shift on Jan 31st, resulting in a head injury. Chief Hanson took part in the Todd County Mitigation Plan on Feb 6th. Chief Hanson attended the English Learners, Adult Based Education Class on Feb 11th at the LPGE Elementary School. The main topic of discussion was immigration laws and was also attended by TC Sheriff Mike Allen and Mid-Minnesota Legal Aid. Officer Morazan and Puff are scheduled to attend ARIDE (Advanced Roadside Impaired Driving Enforcement) Feb 18-19th. Deanna will be in a webinar for Case Management in Law Enforcement tomorrow February 13th via PRI Online Workshops to further her knowledge of handling police data and information. The Fire Department reported that a fire truck is having some transmission issues that are being addressed.

Liquor Store / Parks & Rec: Council member Schroeder informed the Council that on Feb 10th, Pam attended the MLBA/MMBA Day at the Capitol. The new language translator is working well. The liquor store would like to sell THC beverages by summer and feels it is a great opportunity for increased sales. The current insurance company does cover the selling of THC beverages, but more research needs to be done on the rider policy and what it would cost per year and if it is worth it. The month of January had great sales. More discussion on the proposed summer food vendor event.

Library/Health and Wellness, EDA: Council member Gripne informed the council that snowshoes are now available to be checked out at the library for seven days and available in a variety of sizes. Health and Wellness is scheduled to meet on February 14th and the EDA will be meeting on Wednesday, February 19th.

Tourism and Community Concern: Council member Perez informed the council he is trying to get in contact with the Tourism committee.

Old Business

Continued discussion on the request from Viva Bar to extend their hours to 2:00 am. It was noted that the city ordinance doesn't specify a specific time, it just states the legal time. Discussion that if after 12 months the city doesn't like the extension that they can then deny the license for the next year. Also noted that each establishment will have to apply for a license and a fee will need to be set to allow this in our fee schedule. Officers will be notified of the change for enforcement and to monitor the activity. It was also noted that their current enforcement of the establishment is very well done.

A motion was made by Council member Krueger to allow Viva Bar to serve liquor until 2 am, it was seconded by Council member Schroeder: Rollcall: Kreemer-Yes, Gripne-Yes, Schroeder-Yes and Krueger-Yes and Perez-abstained.

New Business

Discussion on the proposed fee schedule and each item that was increased, plus the reasons why. The increases have been discussed with department heads and compared with other cities fee schedules to stay aligned and to adjust for increased costs. It was noted that the police department will be ordering new forms with the increased rates and those rates will start once the forms are here. It was also noted to add a shed permit and a fence permit with applicable fees.

CITY OF LONG PRAIRIE RESOLUTION # 25-02-12-06

RESOLUTION ESTABLISHING FEE SCHEDULE

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LONG PRAIRIE, MN:

Fees shall be hereby established. In the event of a conflict between this schedule and the City Code, the fee schedule shall prevail.

ADMINISTRATIVE FEES:

Copies	\$.25 per page – 8 ½ x 11 (1 st 10 are Free)	
NSF's, Closed Accounts, Stop Pays	\$30.00 per check	
Special Assessment Search	\$30.00 per hour	
Data Request	\$50.00 per hour after 1 st hour	
GIS Search	\$35.00 per hour	
Notary Public	\$5.00 (State Law)	
Mileage Reimbursement	rate set by the IRS	
Maps	\$1.00	11 X 17 Black & White
	\$3.00	11 x 17 Color
Room Rentals –Council Chambers	\$-0-	Governmental/school
	\$50.00	Non-profit with food/beverage \$25 extra
	\$100.00	Half Day with food/beverage \$25 extra
	\$150.00	All day with food/beverage \$25 extra
Park Shelter Rentals	\$60.00	Shelter #1 – Beach,
		Shelter #2 – South end of park
Softball Complex	\$100.00	Shelter #3 – Lion's Shelter
	\$200.00 for 1 day plus \$100 returnable deposit if cleaned up	
	\$400.00 for 2 days plus \$150 returnable deposit if cleaned up (Includes picnic tables provided by the city)	

POLICE SERVICES

Department Accident Reports	\$10.00
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FIRE SERVICES

Rural Fires	\$600.00/hour
False Alarm	\$200.00 per incident
Fire Suppression Foam	Cost to replace
Damaged Hoses	Cost to replace

BUILDING PERMIT FEES: Includes permit fee, plan check fee, and State surcharge.

Homes & Other Construction

Building Permit	See Chapter 15 of the Long Prairie City Code
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Roofing Construction

Re-roofing or Shingling Permit	\$75.00 – Residential houses Fee schedule – Commercial and industrial buildings
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Failure to Obtain Building Permit	\$100 Fine , Plus a sum equal to two times the building permit fee applicable to the project. Additional fees can be incurred for each month not in compliance, which is 1 x for each additional month the project has been started.
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CONSTRUCTION FEES:

Demolition of Shed	\$50.00
Demolition Building/House	\$250.00

LAND USE FEES:

Preliminary/Platting/Final Plat	\$750.00 (Platting, Preliminary, Final, plus actual attorney and engineering, review fees) (\$500 Additional Deposit)
Variance	\$400.00
Rezone	\$250.00 (plus attorney/engineering fees) (\$500 Deposit)
Petition to Vacate Public ROW	\$250.00
Conditional Use Permit	\$400.00
Interim Use Permit	\$400.00
Annexation	\$250.00 (plus attorney, state fees, engineering \$500 Deposit)
Lot Split	\$250.00 (plus filing fees)
Boundary Lines	\$250.00 (plus filing fees)
Property Fence	\$50.00
Shed/Structure (under 200 sq ft)	\$25.00
Sign Permit	\$50.00
Digging in the Street	\$200.00
Planned Unit Development	\$400 (plus the Attorney/Engineers fees)
<i>*Failure to Obtain a Permit is a Fine of \$100.00*</i>	

UTILITIES:

Water

Connection-Water	\$300.00 (New)
Meters – New Construction	Actual cost of the meter plus S/W Connection Fees
Meters – Replacement	No charge (only if a faulty meter)
Meters – Replacement (Broken)	Actual cost of the meter plus \$250 for Public Works Fee
Disconnect	\$75.00 OFF
Reconnect	\$75.00 ON
Assessment Certification County	\$150.00 plus 6% Interest

Unmetered Bulk Water	\$100.00 for less than 1,000 gallons \$50.00 for each additional 1,000 gallons
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Sewer

Connection-Sewer	\$300.00 (New)
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LICENSE & PERMIT FEES:

Alcoholic Beverages

Non-Intoxicating, Off-Sale	\$100.00
Non-Intoxicating, On-Sale	\$100.00
Intoxicating, On-Sale	\$2,000.00
Club Intoxicating, On-Sale	\$300.00 - under 200 members
	\$500.00 - 201 to 500 members
	\$650.00 - 501 to 1,000 members
Wine	\$1,000.00
Temporary On-Sale	\$ 75.00
Sunday Liquor License	\$200.00
Liquor License Application NEW	\$500.00
Cigarette License	\$75.00

Accessory Vehicle Permits

ATV/Golf-Cart Permit	\$25 Year
Failure to License ATV/Golf-Cart	\$25 plus \$50 FINE

Animals

Dog License	\$25.00/1 Year or \$50/3 Years
Dog Replacement Tag	\$7.00
Dog Impound	\$50.00 1 st offense plus cost of Impoundment and Vet Charges
	\$75.00 2 nd offense plus cost of Impoundment and Vet Charges
	\$150.00 3 rd offense plus cost of Impoundment and Vet Charges
	\$200.00 4 th offense plus cost of Impoundment and Vet Charges
Dangerous Dog Registration	\$500.00 (Minimum \$300K Liability Insurance)
Failure to Register/Dog License	\$25.00 plus \$35 FINE

Barking Dog Violation - 1st	\$50.00
Barking Dog Violation - 2nd	\$150.00
Barking Dog Violation - 3rd	\$250.00
Barking Dog Violation - 4th	\$350.00

Animal Running at Large - 1	\$100.00
Animal Running at Large - 2	\$200.00
Animal Running at Large - 3	\$300.00
Animal Running at Large - 4	\$400.00

Biting Animal	\$100.00
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Animal Fecal Littering - Sub. Violation	\$100.00
Exhibition Driving / Unreasonable Acceleration	\$80.00
Public Nuisance	\$100.00
Long Grass - 1st	\$50.00 +(PW Mower Fee \$120 HR)
Long Grass - 2nd	\$150.00(PW Mower Fee \$120 HR)
Long Grass - 3rd	\$250.00(PW Mower Fee \$120 HR)
Long Grass - 4th	\$350.00(PW Mower Fee \$120 HR)
Long Grass - No Action Taken	Fines + PW FEES Assessed
Snow Removal - 1st	\$50.00 +(PW Snow Fee \$120 HR)
Snow Removal - 2nd	\$150.00+(PW Snow Fee \$120 HR)
Snow Removal - 3rd	\$250.00+(PW Snow Fee \$120 HR)
Snow Removal - 4th	\$350.00+(PW Snow Fee \$120 HR)
Long Grass - No Action Taken	Fines + PW FEES Assessed

Parking Violation NOTICE

All Violations	\$50 - \$75 (5-15 days) \$105 (15 days)
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Peddlers & Solicitors

Solicitation Permit	\$150.00
Transient Merchant	\$150.00
Peddler	\$150.00
Hawker	\$150.00
Mobile Food Unit	\$25.00 per day
Mobile Food Unit	\$150.00 per month
Mobile Food Unit	\$300.00 for Summer Months of June-August
Mobile Food Unit	\$500.00 calendar year from date purchased
Mobile Food Truck -No License	\$200 FINE plus Cost of License Applicable
<i>*Plus, Proof of Liability Insurance and MN Food Handlers License*</i>	

Pool Halls & Bowling Alleys

Pool Hall	\$25.00 for each table
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PUBLIC WORKS FEES:

Equipment with Operator

Motor Grader	\$140/hour
Loader	\$140/hour
Truck – Plow, Dump	\$140/hour
Sweeper	\$140/hour
Sewer Jetter/vacuum	\$180/hour

Mower – Tractor	\$120/hour
Mower – Push	\$120/hour
Bobcat	\$120/hour
Sanding	\$100/hour plus sanding materials at \$50/yd
Water Tank - Fair Demo Derby	\$90/hour
F450 #7	\$90/hour

Equipment Without Operator

Vibrator Roller	\$60/hour
Compressor w/air hammer	\$70/hour
Pump (Centrifugal or Diaphragm)	\$50/hour
Blacktop Patching	market rate plus 10%

Labor Rate	\$100/hour
Overtime Labor Rate	\$150/hour

ADOPTED this 12th, day of February 2025

ATTEST:

Candace Bruder
City Administrator/Clerk

James Kreemer
Mayor

A motion was made by Council member Schroeder to approve the Resolution 25-02-12-06 Establishing a Fee Schedule, it was seconded by Council member Gripne: unanimously approved.

Discussion on the travel reimbursement policy to increase the meal rates and that all requests over \$800 will need to be approved by the city council. All departments will be notified.

A motion was made by Mayor Kreemer to approve the updated Travel Reimbursement Policy, it was seconded by Council member Schroeder; unanimously approved.

Discussion on the newly created cannabis ordinance and that a lot of research and many hours have been put into this ordinance. The planning and zoning commission has had many meetings to get this completed. It was noted that our ordinance is very detailed and mirrors the state statutes. The planning commission's main concern was monitoring where these establishments can go. An applicant will first have to apply to the State and then within 30 days the city will need to go through the proper processes. It was noted that the State is still in the implementation stage. There are restrictions that the City of Long Prairie will only have to allow one establishment, and it is a first come first serve basis.

ORDINANCE NO. 25-02-12-01

AN ORDINANCE TO REGULATE CANNABIS BUSINESSES

THE CITY OF LONG PRAIRIE DOES ORDAIN AS FOLLOWS:

Section 1. AMENDMENT OF MUNICIPAL CODE, CHAPTER 13, ALCOHOL AND TOBACCO. Chapter 13 of the Long Prairie Municipal Code is hereby amended by renaming Chapter 13 and adding (the underlined language) Cannabis Products, regulating the sale of cannabis products in the City of Long Prairie, as follows:

CHAPTER 13

ALCOHOL, TOBACCO AND CANNABIS

CANNABIS PRODUCTS

13.701. Purpose and Intent. The purpose of this ordinance is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes the City of Long Prairie to protect the public health, safety, welfare of the City of Long Prairie residents by regulating cannabis businesses within the legal boundaries of the City of Long Prairie.

The City of Long Prairie has the authority to adopt this ordinance pursuant to:

- (1) Minn. Stat. 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- (2) Minn. Stat. 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower potency hemp edible retail businesses.
- (3) Minn. Stat. 152.0263, Subd 5, regarding the use of cannabis in public places.

The provisions of this Article shall be applicable to the legal boundaries of the City of Long Prairie.

13.702. Severability. If any section, clause, provision, or portion of this article is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

13.703. Enforcement. The police chief is responsible for the administration and enforcement of this article. Any violation of the provisions of this article or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this article can occur regardless of whether or not a permit is required for a regulated activity listed in this article.

13.704. Definitions.

- (1) Unless otherwise noted in this section, words and phrases contained in Minn. Stat. 324.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this Chapter and Chapter 16.
- (2) *Cannabis Cultivation*: A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant. harvest cannabis flower from mature plant, package and label immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transport cannabis flower to a cannabis manufacturer located on the same premises, and perform other actions approved by the office.
- (3) *Cannabis Retail Businesses*: A retail location and the retail location(s) of a mezzobusinesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, and lower-potency hemp edible retailers.
- (4) *Cannabis Retailer*: Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.
- (5) *Daycare*: A location licensed with the Minnesota Department of Human Services to provide the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.
- (6) *Lower-potency Hemp Edible*: As defined under Minn. Stat. 342.01 subd. 50.
- (7) *Office of Cannabis Management*: Minnesota Office of Cannabis Management, referred to as "OCM" in this article.
- (8) *Place of Public Accommodation*: A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.
- (9) *Preliminary License Approval*: OCM pre-approval for a cannabis business license for applicants who qualify under Minn. Stat. 342.17.
- (10) *Public Place*: A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes; auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.

- (11) Residential Treatment Facility: As defined under Minn. Stat. 245.462 subd. 23.
- (12) Retail Registration: An approved registration issued by the City of Long Prairie to a state licensed cannabis retail business.
- (13) School: A public school as defined under Minn. Stat. 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. 120A.24.
- (14) State License: An approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

13.705. Consent to Registering of Cannabis Businesses.

- (1) No individual or entity may operate a state-licensed cannabis retail business within the City of Long Prairie without first registering with the City of Long Prairie.
- (2) Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of \$2,000 for each violation.
- (3) Notwithstanding the foregoing provisions, the state shall not issue a license to any cannabis business to operate in Indian country, as defined in United States Code, title 18, section 1151, of a Minnesota Tribal government without the consent of the Tribal government.

13.706. Zoning Checks Prior to Retail Registration.

- (1) Prior to issuance of a cannabis retail business registration, the City of Long Prairie shall conduct a preliminary zoning review to ensure compliance with local ordinances.
- (2) Pursuant to Minn. Stat. 342, within 30 days of receiving a copy of a state license application from OCM, the City of Long Prairie shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

13.707. Registration & Application Procedure.

- (1) Fees.
 - a. The City of Long Prairie shall charge an application/registration fee to be set by Resolution of the City Council from time to time.
 - b. A registration fee, as established in the City of Long Prairie's fee schedule, shall be charged to applicants depending on the type of retail business license applied for.
 - c. An initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee under Minn. Stat. 342.11, whichever is less. The initial registration fee shall include the initial registration fee and the first annual renewal fee.

- d. Any renewal retail registration fee imposed by the City of Long Prairie shall be charged at the time of the second renewal and each subsequent renewal thereafter.
- e. A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. 342.11, whichever is less.
- f. A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail business

(2) Application Submittal.

- a. The City of Long Prairie shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. 342.22.
- b. An applicant for a retail registration shall fill out an application form, as provided by the City of Long Prairie. Said form shall include, but is not limited to:
 - (i) Full name of the property owner and applicant;
 - (ii) Address, email address, and telephone number of the applicant;
 - (iii) The address and parcel ID for the property which the retail registration is sought;
 - (iv) Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. 342.13.
- c. The applicant shall include with the form:
 - (i) the registration fee as required in 13.707(1);
 - (ii) a copy of a valid state license or written notice of OCM license approval.
- d. Once an application is complete, the City of Long Prairie shall inform the applicant as such, process the application fees, and forward the application to OCM for approval or denial.
- e. The application fee shall be non-refundable once processed.

(3) Application Approval.

- a. A state-licensed cannabis retail business application shall not be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Section 2.6.

- b. A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.
- c. A state-licensed cannabis retail business application that meets the requirements of this ordinance shall be approved.

(4) Annual Compliance Checks.

- a. The City of Long Prairie shall complete at minimum one compliance check per calendar year of every cannabis business to assess if the business meets age verification requirements, as required under Minn. Stat. 242.22 Subd. 4(b) and Minn. Stat. 342.24 and this article.
- b. The City of Long Prairie shall conduct at minimum one unannounced age verification compliance check at least once per calendar year.
- c. Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.
- d. Any failures under this section must be reported to the Office of Cannabis Management.

(5) Location Change. A state-licensed cannabis retail business shall be required to submit a new application for registration under 13.707(2) if it seeks to move to a new location still within the legal boundaries of the City of Long Prairie.

13.708. Renewal of Registration.

- (1) The City of Long Prairie shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license.
- (2) A state-licensed cannabis retail business shall apply to renew registration on a form established by the City of Long Prairie.
- (3) A cannabis retail registration issued under this ordinance shall not be transferred.
- (4) The City of Long Prairie may charge a renewal fee for the registration starting at the second renewal, as established in the City of Long Prairie' fee schedule.
- (5) The application for renewal of a retail registration shall include, but is not limited to items required under 13.707(2).

13.709. Suspension of Registration.

- (1) When Suspension is Warranted. The City of Long Prairie may suspend a cannabis retail business's registration if it violate the ordinance of the City of Long Prairie or poses an immediate threat to the health or safety of the public. The City of Long Prairie shall immediately notify the cannabis retail business in writing the grounds for the suspension.
- (2) Notification to OCM. The City of Long Prairie shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide the City of Long Prairie and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.
- (3) Length of Suspension.
 - a. The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended
 - b. The City of Long Prairie may reinstate a registration if it determines that the violations have been resolved.
 - c. The City of Long Prairie shall reinstate a registration if OCM determines that the violation(s) have been resolved.
- (4) Civil Penalties. Subject to Minn. Stat. 342.22, subd. 5(e) the City of Long Prairie may impose a civil penalty, as specified in the City of Long Prairie's Fee Schedule, for registration violations, not to exceed \$2,000.

13.710. Limiting of Registrations.

- (1) If the County of Todd has one active cannabis retail businesses registration for every 12,500 residents, the City of Long Prairie shall not be required to register additional state licensed cannabis retail businesses.
- (2) In no event shall the City of Long Prairie have more than one cannabis retail business within the City of Long Prairie's boundaries.
- (3) Completed applications for registration shall be processed in the order in which the completed application is received.

13.711. – Temporary Cannabis Events.

- (1) License Required. A license or permit is required to be issued and approved by the City of Long Prairie prior to holding a Temporary Cannabis Event

- (2) Registration & Application Procedure. A registration fee, as established in the City of Long Prairie's fee schedule, shall be charged to applicants for Temporary Cannabis Events.
- (3) Application Submittal & Review. The City of Long Prairie shall require an application for Temporary Cannabis Events.
- a. An applicant for a retail registration shall fill out an application form, as provided by the City of Long Prairie. Said form shall include, but is not limited to:
 - (i) Full name of the property owner and applicant;
 - (ii) Address, email address, and telephone number of the applicant.
 - b. The applicant shall include with the form:
 - (i) the application fee as required in 13.711(2);
 - (ii) a copy of the OCM cannabis event license application, submitted pursuant to 342.39 subd. 2.
 - c. The application shall be submitted to the City of Long Prairie, or other designee for review. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.
 - d. Once an application is considered complete, the designee shall inform the applicant as such, process the application fees, and forward the application to the (insert staff/department, or elected body that will approve or deny the request) for approval or denial.
 - e. The application fee shall be non-refundable once processed.
 - f. The application for a license for a Temporary Cannabis Event shall meet the standards set forth by the City, from time to time by resolution, for insurance, physical footprint of the event, traffic, and security.
 - g. A request for a Temporary Cannabis Event that meets the requirements of this Section shall be approved.
 - h. A request for a Temporary Cannabis Event that does not meet the requirements of this Section shall be denied. The City of Long Prairie shall notify the applicant of the standards not met and basis for denial.
 - i. Temporary cannabis events shall only be held on private property.
 - j. Temporary cannabis events shall only be held between the hours of 12:00 p.m. and 6:00 p.m.

13.712. Lower-Potency Hemp Edibles.

- (1) *Sale of Low-Potency Hemp Edibles.* The sale of Low-Potency Edibles is permitted, subject to the conditions within this Section.
- (2) *Additional Standards.*
 - a. *Sale Within Liquor Store.* The sale of Low-Potency Edibles is permitted in a Liquor Store.
 - b. *Age Requirements.* The sale of Low-Potency Edibles is permitted only in places that admit persons 21 years of age or older.
 - c. *Beverages.* The sale of Low-Potency Hemp Beverages is permitted in places that meet requirements of this Section.
 - d. *Storage of Product.* Low-Potency Edibles shall be sold behind a counter and stored in a locked case.
 - e. Lower-potency hemp edibles, or hemp-derived consumer products may be sold during the same hours that Liquor Stores are permitted to sell alcohol.

13.713. Use in Public Places. No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment or an event licensed to permit on-site consumption of adult-use.

13.714. Hours of Operation. Cannabis businesses are limited to retail sale of cannabis, cannabis flower, or cannabis products, between the hours of 8:00 a.m. and 10:00 p.m., Monday through Saturday and between the hours of 11:00 a.m. and 6:00 p.m. on Sundays.

13.715. Signs. Cannabis businesses are permitted to erect signs on the exterior of the building or property of the business, as permitted by the City Code, provided the proper sign permit is obtained.

Section 2. AMENDMENT OF MUNICIPAL CODE, CHAPTER 16, PLANNING AND LAND USE CONTROL. Chapter 16 of the Long Prairie Municipal Code is hereby amended by adding the following underlined language (not including headings that are already underlined for formatting purposes). Those sections of Chapter 16 not referenced herein will remain unchanged.

16.304. District Regulations. The regulations of this article within each district shall be minimum regulations and shall apply uniformly to each class or kind of structure of land and particularly except as hereinafter provided:

- (1) No structure which has been destroyed by any means to an extent of more than 50% of its assessed value at the time of construction shall be reconstructed except as in conformity with the regulations of the district within which it is located.
- (2) No part of a yard, or other open space, or off street parking required about or in connection with any building for the purpose of complying with this article shall be included as part of a yard, open space, or off-street parking, or landing space similarly required for any other building.
- (3) No yard or lot existing at the time of passage of this article shall be reduced in dimension or area below the minimum requirements set forth herein. Yards or lots created after the effective date of this article shall meet at least the minimum requirement established by this article.
- (4) The Lot Area, Lot Width, And Yard Requirements in each district refer to the minimum sizes and setbacks for that district. Where a setback is defined from one property use to another property use, the setback shall be measured as the horizontal distance between the closest property lines of the two property uses.

AGRICULTURAL DISTRICT (A-O)

16.310. Purpose. The Agricultural District (A-O) is intended to provide a general agricultural district of low density that shall act as a transition between kinds and intensity of residential and non-residential use as well as to provide a district wherein land may be preserved as agricultural in lieu of the installation of community facilities.

16.311. Permitted Uses.

- (1) All uses commonly classed as agricultural with no restrictions as to operation of such vehicles or machinery as are incidental to such uses.
- (2) Greenhouses.
- (3) Public and private parks.
- (4) Agricultural Fair.

16.312. Conditional use/interim uses (Require A Conditional use/interim use Permit).

- (1) One-family detached dwellings which are nonagricultural in nature or purpose.
- (2) Hospitals.
- (3) Schools.

(4) Home occupation.

(5) Cannabis businesses licensed or endorsed for cultivation.

16.313. Lot Area, Lot Width, And Yard Requirements.

(1) Minimum Requirements:

- a. Lot size 2 ½ Acres
- b. Lot Width 150 feet
- c. Lot Depth 150 feet
- d. Front yard 50 feet from public right-of-way
- e. Side yard 25 feet
- f. Rear yard 50 feet

g. No cannabis business may operate within 1,000 feet of a school or another cannabis retail business or 500 feet of a day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field. Pursuant to Minn. Stat. 462.357 subd. 1e, nothing this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school, day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field moves within the minimum buffer zone.

(2) There shall be no lot size, lot width, rear yard, or side yard requirements for agricultural buildings.

(3) Where a lot is located at the intersection of two or more roads or highways, there shall be a front yard setback on each road or highway side of each lot. No accessory buildings shall project beyond the front yard line of each road.

(4) Height Requirements:

- a. Two and one-half (2 ½) stories or thirty-five (35) feet.
- b. There shall be no height requirements for agricultural buildings.

HIGHWAY COMMERCIAL DISTRICT (C-2)

16.350. Purpose. The Highway Commercial District (C-2) is intended to provide a district to promote the development of uses which require large concentrations of automobile traffic.

16.351. Permitted Uses:

(1) Any use permitted in the C-1 District.

- (2) Amusement and recreation establishments such as commercial bowling alleys and skating rinks.
- (3) Catering establishment.
- (4) Electrical and household appliance stores, including radio, television sales and services.
- (5) Automobile service stations.
- (6) Automotive car wash establishments.
- (7) Motels.
- (8) Travel trailers, marine, motor homes, and other recreational sales and service.
- (9) Carpet sales.
- (10) Sporting and camping goods stores.
- (11) Implement sales and service.
- (12) Mortuaries.
- (13) Auto Sales.
- (14) Nursery or green house.
- (15) Truck stops and convenience stores.
- (16) Low-Potency Edibles businesses.

16.352. Conditional use/interim uses (Require A Conditional use/interim use Permit).

- (1) Conditional use/interim uses as permitted in the C-1 Commercial District.
- (2) Wholesale or warehousing, if contained within an enclosed building.
- (3) Auto repair shop; blacksmith shop.
- (4) Construction equipment and truck storage.
- (5) Transportation vehicle storage garages.
- (6) Drive-in theater.
- (7) Cannabis businesses licensed or endorsed for cannabis retail.

16.353. Accessory Uses.

- (1) Any accessory use permitted in the C-1 District.
- (2) Uses incidental to the principal uses are allowed.

16.354. Lot Area, Width, And Yard Requirements.

- (1) Minimum Requirements:

- (a) Lot area 15,000 sq. ft.
- (b) Lot Width 100 ft.
- (c) Front Yard 30 ft.
- (d) Rear Yard 3 0 ft.
- (e) Side Yard 10 ft.

(f) No cannabis business may operate within 1,000 feet of a school or another cannabis retail business or 500 feet of a day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field. Pursuant to Minn. Stat. 462.357 subd. 1e, nothing in this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school, day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field moves within the minimum buffer zone.

- (2) Height:
 - (a) Three stories or 40 feet.
- (3) Wherever a lot abuts a street or road such lot shall have a front yard setback on each road or highway side of such lot.
- (4) Primary structures constructed on lots smaller than specified in 16.354 (1) will require a variance.

LIGHT INDUSTRIAL DISTRICT (I-1)

16.360. Purpose. The Light Industrial District (I-1) is intended to provide a district of light industrial activity and intensity that will be compatible with the surrounding residential and commercial districts.

(No prior Ordinance)

16.361. Permitted Uses.

- (1) Metal fabrication.
- (2) Machine shops.

- (3) Warehousing and wholesale operations.
- (4) Truck and freight terminals.
- (5) Truck sales.
- (6) Auto repairs.
- (7) Farm and various equipment sales.
- (8) Tire shop; plumbing supply shop.
- (9) Wholesale or distributor, storage and distribution of supplies, equipment, and goods not including bulk petroleum, gasoline, or explosives or other flammable materials in above ground tanks.
- (10) Electronics assembly and testing.

16.362. Conditional use/interim uses (Require a Conditional use/interim use Permit).

- (1) Conditional use/interim uses as permitted in the Highway Commercial District (C-2).
- (2) Cement product manufacturing and production of ready-mix cement.
- (3) Commercial stock yard and auction market.
- (4) Meat processing.
- (5) Slaughter of animals.
- (6) Sexually oriented businesses.
- (7) Cannabis businesses licensed or endorsed for cannabis manufacturer.
- (8) Businesses licensed or endorsed for low-potency hemp edible manufacturer.
- (9) Cannabis businesses licensed or endorsed for wholesale.
- (10) Cannabis businesses licensed or endorsed for transportation.
- (11) Cannabis businesses licensed or endorsed for delivery.

16.363. Lot Area, Width, And Yard Requirements.

- (1) Minimum Requirements:
- a. Lot Area 30,000 sq. ft.

- b. Lot Width 150 ft.
- c. Front Yard 50 ft.
- d. Rear Yard 40 ft.
- e. Rear Yard Adjacent to Residential District 75 ft.
- f. Side Yard 25 ft.

g. No cannabis business may operate within 1,000 feet of a school or another cannabis retail business or 500 feet of a day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field. Pursuant to Minn. Stat. 462.357 subd. 1e, nothing in this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school, day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field moves within the minimum buffer zone.

(2) Building Coverage:

- a. The maximum coverage of a lot by a building shall not exceed fifty (50) per cent.

(3) Height Requirement:

- a. The maximum height of any building shall not exceed three stories or forty (40) feet.

GENERAL INDUSTRIAL DISTRICT (I-2)

16.370. Purpose. The General Industrial District (I-2) is intended to provide a district that will allow compact, highway-oriented industry at standards that will be compatible with surrounding and abutting districts.

16.371. Permitted Uses.

- (1) Any use permitted in the I-1 district.
- (2) Alcohol manufacturing and bottling establishments.
- (3) Glass manufacture.
- (4) Lumber yards.
- (5) Printing Plants.
- (6) Food processing.
- (7) Governmental training facility.

16.372. Conditional use/interim uses (Require a Conditional use/interim use Permit).

- (1) Any conditional use/interim uses permitted in the I-1 district.
- (2) Other industrial uses determined by the planning commission to be of the same general character as the principal uses previously listed and found not to be detrimental to the general public health and welfare.
- (3) Cannabis businesses licensed or endorsed for cannabis manufacturer.
- (4) Businesses licensed or endorsed for low-potency hemp edible manufacturer.
- (5) Cannabis businesses licensed or endorsed for wholesale.
- (6) Cannabis businesses licensed or endorsed for transportation.
- (7) Cannabis businesses licensed or endorsed for delivery.

16.373. Accessory Uses.

(Reserved for future consideration)

16.374. Lot Area, Width and Yard Requirements.

(1) Minimum Requirements:

- a. Lot Area 1 acre
- b. Lot Width 150 ft.
- c. Front Yard 25 ft.
- d. Rear Yard 25 ft.
- e. Rear Yard Adjacent to Residential District 50 ft.
- f. Side Yard 25 ft.
- g. Side Yard Adjacent to Residential District 50 ft.
- h. No cannabis business may operate within 1,000 feet of a school or another cannabis retail business or 500 feet of a day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field. Pursuant to Minn. Stat. 462.357 subd. 1e, nothing in this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school, day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field moves within the minimum buffer zone.

(2) Building Coverage:

- a. The maximum coverage shall not exceed fifty (50) percent.

- (3) Height Requirements:
- a. The maximum height of any building shall not exceed three stories or forty (40) feet.

HEAVY INDUSTRIAL DISTRICT (I-3)

16.380. Purpose. The Heavy Industrial District (I-3) is intended to provide an area where heavy, intensive land use uses may locate with minimal to adjacent land uses.

16.381. Permitted Uses.

- (1) Any use permitted in the I-1 and I-2 districts.
- (2) Dairy product processing.
- (3) Animal and poultry slaughter and processing.

16.382. Conditional use/interim uses (Require a Conditional use/interim use Permit).

- (1) Conditional use/interim uses permitted in the I-1 and I-2 districts.
- (2) Other industrial uses determined by the Planning Commission to be of the same general character as the principal uses previously listed and not detrimental to the general public health and welfare.
- (3) Ethanol processing plants.
- (4) Cannabis businesses licensed or endorsed for cannabis manufacturer.
- (5) Businesses licensed or endorsed for low-potency hemp edible manufacturer.
- (6) Cannabis businesses licensed or endorsed for wholesale.
- (7) Cannabis businesses licensed or endorsed for transportation.
- (8) Cannabis businesses licensed or endorsed for delivery.

16.383. Accessory Uses.

(Reserved for future consideration)

16.384. Lot Area, Width, And Yard Requirements.

- (1) Minimum Requirements:
- a. Lot Area 5 acres

- b. Lot Width 500 feet
- c. Front Yard 100 feet
- d. Rear Yard 75 feet
- e. Rear Yard Adjacent to Residential Districts 100 feet
- f. Side Yard 50 feet
- g. Corner Lot Adjacent to Residential District 100 feet

h. No cannabis business may operate within 1,000 feet of a school or another cannabis retail business or 500 feet of a day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field. Pursuant to Minn. Stat. 462.357 subd. 1e, nothing in this section shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school, day care, residential treatment facility or an attraction within a public park that is regularly used by minors, including a playground or athletic field moves within the minimum buffer zone.

(2) Height Requirements:

- a. The maximum height of any building shall not exceed three stories or forty (40) feet.

(3) Building Coverage

- a. The maximum coverage of a lot by buildings shall not exceed fifty (50) percent.

Section 3. EFFECTIVE DATE. This ordinance shall take effect after publication and at 12:00 a.m., January 1, 2025.

Section 4. SUMMARY PUBLICATION. This Ordinance may be published by summary publication in accordance with Minnesota Statute 331A.01, Subdivision 10.

Passed by the City Council of the City of Long Prairie this 12th day of February, 2025.

APPROVED:

ATTEST:

James Kreemer, Mayor

Candace Bruder, City Administrator

A motion was made by Council Member Gripne to approve Ordinance No. 25-02-12-01 to Regulate Cannabis Businesses in the City of Long Prairie and to amend Chapter 13 and 16, it was seconded by Council member Schroeder: Rollcall: Kreemer-Yes, Gripne-Yes, Schroeder-Yes and Krueger-Yes and Perez-abstained

Discussion on the Parking Lot Resurfacing Agreement with the School District and their request to repave the parking lot at Harmony Park. The agreement states that the school district will pay for the cost of this project and maintain the Harmony Parking Lot. The stipulation is that the City of Long Prairie will no longer be allowed to pile snow in the parking lot, to allow more parking spaces for the staff of the Long Prairie-Grey Eagle School District.

A motion was made by Mayor Kreemer to approve the Parking Lot Resurfacing Agreement with the Long Prairie-Grey Eagle School District, it was seconded by Council member Krueger; unanimously approved.

Discussion on the Cost Sharing Agreement for a 50/50 split with the City of Long Prairie and the Long Prairie-Grey Eagle School District regarding the upcoming Highway 287 crosswalk flashers that will be installed this upcoming summer during the project. There are a total of four flashers that will be installed.

A motion was made by Council Member Schroeder to approve the Cost Share Agreement with the Long Prairie-Grey Eagle School District for the Trunk Highway 287 Mill and Overlay Project regarding the flashers, it was seconded by Council member Gripne to state that the estimated cost is \$63,150; unanimously approved.

Discussion on the Cooperative Construction Agreement for the upcoming Highway No. 287 to Highway No. 71 to County Highway No. 12 within the city limits of Long Prairie and the costs of the utility adjustments and pedestrian crosswalk flasher system construction and other associated construction to be performed.

CITY OF LONG PRAIRIE RESOLUTION

No. 25-02-12-07

IT IS RESOLVED that the City of Long Prairie enter into MnDOT Agreement No. 1057683 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City's share of the costs of the utility adjustment and Pedestrian Crosswalk Flasher System construction and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 287 from Trunk Highway No. 71 to County State Aid Highway No. 12 within the corporate City limits under State Project No. 7710-13.

IT IS FURTHER RESOLVED that the Mayor and the _____ **Candace Bruder**
(City Administrator/Clerk)
are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Long Prairie at an authorized meeting held on the 12th day of February, 2025, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this

____ (Signature)

of _____, 2025

____ (Type or Print Name)

Notary

Public (Title) _____

My Commission Expires _____

A motion was made by Council Member Gripne to approve Resolution 25-02-12-07 the MnDOT Agreement No. 1057683 with the State of MN related to the Highway 287 project, it was seconded by Mayor Kreemer; unanimously approved.

A motion was made by Council Member Krueger to approve the acceptance of a Grant from the MN Department of Transportation for a Landpride 14' All Flex Mower, it was seconded by Council Member Schroeder; unanimously approved.

Discussion on the approval of plans and specifications and authorizing advertisement bids for the 2025 multi-bay hangar project at the Long Prairie Municipal Airport. Discussion on the cost split with the FAA funding 95%, state funding 2.5%, and the local share is 2.5% split between the city and the county. This project will start in the summer of 2025.

A motion was made by Council Member Krueger to approve the plans and specifications and to authorize advertisement bids for the 2025 Multi-Bay Hangar Project at the Long Prairie Municipal Airport, it was seconded by Council Member Gripne; unanimously approved.

A motion was made by Council Member Krueger to approve Candace Bruder to attend the 2025 MCFOA Conference March 18th-21st, it was seconded by Mayor Kreemer; unanimously approved.

A motion was made by Mayor Kreemer to approve the General Corporation License for Viva Bar to have two pool tables, it was seconded by Council Member Krueger; Rollcall: Kreemer-Yes, Gripne-Yes, Schroeder-Yes and Krueger-Yes and Perez-abstained.

A motion was made by Council Member Gripne to approve the gambling permit for the Long Prairie Lions Club at the American Legion on February 22, 2025, it was seconded by Council Member Krueger; unanimously approved.

A motion was made by Mayor Kreemer to approve the Transient Merchant Permit for Amos Yoder for the period of May-October of 2025, it was seconded by Council Member Gripne; unanimously approved.

Discussion from a few representatives from the Long Prairie Senior Center and that by the end of 2025, some funding will end; so, they are asking for support from the city. They are asking for assistance to pay for the utility fees of gas and electricity starting in 2026. They explained how it is a great asset to the community, and they provided information on what they do for our city.

A motion was made by Mayor Kreemer to table the discussion on the requested support to the Long Prairie Senior Center and to investigate funding sources, it was seconded by Council Member Gripne; unanimously approved.

A motion was made by Council Member Krueger to increase the meeting wage for the Planning and Zoning Commission from \$5 to \$25 per commission meeting to retroactively start on January 1st, 2025, it was seconded by Council Member Schroeder; Rollcall: Perez-Yes, Kreemer-abstained, Gripne-Yes, Schroeder-Yes and Krueger-Yes.

Discussion on changing the office hours instead of employees staggering hours. Office employees will still get 40 hours of work, but it will go from an 8-hour day Monday-Thursday to an 8.5-hour day and 6 hours on Fridays. It was noted that it is a way to give new employees time to make appointments on Fridays, and it is a way to retain new employees hired in the last year.

A motion was made by Mayor Kreemer to approve a 6-month trial period of changing the office hours on Fridays from 7am-1pm starting on Friday February 21st, it was seconded by Council Member Gripne; unanimously approved.

There being no further business, Council member Schroeder motioned to adjourn the meeting, which was seconded by Council member Krueger; unanimously approved - meeting adjourned at 8:44 p.m.

Candace Bruder, City Administrator/Clerk

James Kreemer, Mayor