

City of Long Prairie
7:00 P.M., Wednesday, March 26, 2026
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 March 26th, 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. Members of the public present: Danniela Chavez, Steve Jones, City Engineer Kent Louwagie, and Nolan Wolkow.

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

- a. Approve Agenda for March 26, 2025 with the withdrawal of item #4 review purchase agreement from Todd County Vet Clinic and replace it with Building Maintenance and Code Occupancy**
- b. Approve Meeting Minutes from March 12, 2025**
- c. Approve Bills from February 25, 2025-March 25, 2025**

Council Reports

Public Works: Council member Krueger informed the council that everything is on track with the airport project. He also noted that the Public Works Staff received a Certificate of Commendation for the Long Prairie Wastewater Treatment Facility. They have also been busy with equipment maintenance, sweeping streets, patching holes, and picking up garbage at parks and around ball field fences. The beach shelter at Lake Charlotte Park was hit by graffiti last week when the weather permits, they will work on the necessary repairs, also the port-a-potty was hit by the vandals and will be removed and replaced.

Planning & Zoning: Mayor Kreemer noted that there was a meeting the day prior, and it will be discussed as item number four on the agenda.

Police Department and Fire Department: Mayor Kreemer informed the council of the report from Police Chief Hanson and provided an update on LPPD, over the past two weeks of 03/12/25 through 03/26/25 the LPPD had 187 calls with an average of 13.36 per day. This includes: 1 with suspicious activity, 62 traffic related, 6 damage to property, 8 medicals, 4 disturbance-domestic-assaults, 3 civil, 2 juvenile-related, 70 assists, and ordinance specific are: 8 animal-related, 7 noise related, 2 garbage related, and 14 vehicle issue complaint(s). The Long Prairie PD held a department meeting on 3-17-25, with all members in attendance and discussed various topics including: TIDA (Todd County Integrated Diversion Agents) Services and resources – hosted by Amy Brill and Christine Lorentzen. Discussion was held on office, administrative and travel requirements for training and guidelines as pertains to the LPPD. The new administrative offense forms and parking permits will soon to be implemented. Discussion of LPPD Contract ideas and nomination of Officer Melissa Morazan as Union Steward for 2025-2026 year. Officers Morazan and Puff have switched shifts to give more experience in other shift times. It was also noted that the whole police department will be participating in some training called

Spanish on Patrol. The mayor noted that the fire department's ladder truck is back in service. A meeting is scheduled for the upcoming Friday with a few townships before the official meeting to discuss the yearly fire contracts and to provide clarification. Discussion was held on an ordinance complaint about cars in yards and follow-through procedures.

Administration: Noted that the City Administrator is asking for permission for Katie Scheve to attend the MMCI Minnesota Municipal Clerks Institute from May 5th-9th along with lodging, travel expenses and registration, there is a possibility that some scholarships are available.

A motion was made by Council Member Gripne to approve Katie Scheve to attend the MMCI (Minnesota Municipal Clerks Institute) from May 5th-9th at the Heritage Center in Brooklyn Center, it was seconded by Council member Krueger; unanimously approved.

Liquor Store / Parks & Rec: Council member Schroeder informed the council that she had a few calls about the graffiti at Riverside Park, that has been there for a long time. The liquor store has updated some shelving and has been cleaning the storage shed.

Library/Health and Wellness: Council member Gripne informed the council that the EDA will be meeting every other month hereafter unless there is a new or urgent business matter, in which case a meeting will be called. The next meeting will be held on Wednesday, May 21st. A career fair will be held on March 28th, with 28 possible employers set up for students to speak with and explore possible job opportunities. On May 1st the Todd County Development Corporation will hold its annual meeting at the Long Prairie Country Club. The library is hosting on Thursday April 10th the Afternoon Book Club and will be discussing "Red Knife" by William Kent Krueger from 2-3pm. Then on Friday April 11th from 1:30 to 2:30, the spring handbell choir concert will be held. This is a legacy program and paid for by Minnesota's Arts and Cultural Heritage Funds. The summer reading and winter reading challenges were available to library users, both in their local library and online through the beanstalk app. Various programs were made possible with funding from the Arts and Cultural Heritage Funds and from Minnesota's Clean Water, Land and Legacy Amendment. There were an estimated 1,127,464 library visitors to the GRRL system libraries last year. It was also noted that after the Strategic Plan meeting with library staff that the city has now updated the library information to be included on the City of Long Prairie's webpage. In health and wellness, the crisis line number is 988. An individual can call, text or chat about local mental health issues, help with food or housing, caregiver resolution or substance abuse support.

Tourism and Community Concern: Council member Perez informed the council about bingo at the senior center that on April 16th Griff's Pizza will be providing a meal of lasagna. For tourism it was noted that there are funds for upcoming festivals and a decision needs to be made on how to spend those funds for Cinco De Mayo festival or the "Latin Festival" on June 21st. Discussion on the upcoming Fireworks on July 5th was held as well.

Engineers Report: City Engineer Kent Louwagie informed the council that at Riverside Park last week there was some additional work done with seeding, wood, mulch and work on the driveway they are close to completing that scope of work within that contract. Discussion on the project and the scope of work that needs to still be completed to fulfill the guidelines of the grant and adjustments will need to be made to the project. Advised council member Schroeder to

create a check list with Reta on the order of the most important tasks left in the grant to provide guidance to restructure the grant to include engineering fees. The dewatering wells were installed and the first samples from the dewatering wells came back clean, and sampling will continue each week. They will continue with work on dewatering and lowering the water table to install the lift station. The crane is set to arrive on April 8th to install the lift station and the wet well will be set 28 feet deep. Once the wet well is set, they will be able to slow down the flow of water.

Old Business

Continue the discussion on the data that was presented about creating a new position, to assist in finance and clerk duties in the office. Discussion with the lawyer on the duties was held and the proposed wage was discussed with other towns to be comparable. This will give employees an incentive or ladder to work up based on the pay scale. Discussion on how we have been dealing with a lot of economic growth, and we need more help to continue with these new ideas and improvements in the community. More analysis on polishing off the exact job description and pay scale with a committee of council members to be very specific on the duties and responsibilities.

A motion was made by Council member Gripne to create a committee to discuss the job description, salary range, job ad for the City Clerk/Finance Officer Position, it was seconded by Council Member Perez; unanimously approved.

New Business

Discussion on what a TIF district is and how the money can be used and what kind of TIF districts there are and how long it takes, which is generally 30-60 days. Discussion on the schedule of events for the creation of the TIF district from Ehlers Financial for ECP Enterprise. A representative from ECP was at the meeting and discussed the plan for expansion to purchase four industrial lots to create a warehouse expansion. It would assist them in having storage right next to the plant and redirect truck traffic to a new location and will provide potential 20-30 additional jobs in the community. This project is estimated at 10 million dollars, and it will be an 80,000 square ft building with a 6-door dock and an office. They would like to keep this expansion in the community instead of having to move the storage to another town. The council was invited to take a tour of the current facility at their convenience.

A motion was made by Council member Gripne to approve calling for a Public Hearing on TIF District No. 1-17 for ECP Food Warehouse to be held on May 14th at 7pm, it was seconded by Council member Krueger; unanimously approved.

Discussion was held on the Updated Sourcewell Shared Service Agreement and a summary of changes to the agreement were provided. It was noted that it has been a great cooperative agreement and a benefit to the community to have this assistance. They have provided a great deal of assistance and direction with all the city's Planning and Zoning needs.

A motion was made by Council member Gripne to approve the Updated Shared Service Agreement with Sourcewell, it was seconded by Council member Krueger; unanimously approved.

Discussion on MPCA's proposed sulfate and chloride limits for the wastewater treatment facility. To clarify sulfates are naturally occurring in groundwater and to date there has not been a feasible or affordable solution to remove them at the wastewater facility. Many of the chlorides in the wastewater system are a result of in-home water softeners. It is more cost-effective to upgrade a water treatment plant to provide softened water (and removing in-home water softeners) than to remove chlorides at the wastewater treatment facility. Two options were discussed. One option was to apply to MPCA for a variance to delay the proposed limits about 10-15 years stating the upgrades are unaffordable. The other option was to submit to MPCA a compliance schedule with the intent of completing a project to meet limits at the end of construction.

A motion was made by Mayor Kreemer to apply for a variance to the MPCA for the new water quality-based effluent limits, it was seconded by Council member Gripne; unanimously approved.

Discussion was held on building maintenance and occupancy codes and proposed inspection sheets. Chapter 15 of the current code already covers some rental issues. It was noted that this new system will be complaint driven at this point. The state average says that each town has about 30% of their town as rental units. It is estimated that Long Prairie is at least 60%. Discussion was held on how to find out how many rental properties there are and what properties are owned. The county would be able to assist with this by providing the Homestead and Non-Homestead properties to the city. It was noted that the trailer court is going to be under more scrutiny and that Todd County holds the license for the trailer court. A new process will need to be discussed on how to handle these complaints and how to follow through. It was noted that the city would like all landlords to pay a yearly license fee to have a rental home in town and that it will need to be registered with the City of Long Prairie.

A motion was made by Mayor Kreemer to approve the process of bringing forward the proposed rental registration fee, the inspection code sheet, to review the current Building and Maintenance and Occupancy Code and to bring it to the lawyers office, it was seconded by Council member Krueger; unanimously approved.

There being no further business, Council Member Gripne motioned to adjourn the meeting, which was seconded by Council Member Krueger; unanimously approved - meeting adjourned at 8:58 p.m.

Candace Bruder, City Administrator/Clerk

James Kreemer, Mayor