

City of Long Prairie
7:00 P.M., Wednesday, April 23, 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 April 23, 2025. Mayor Jim Kreemer called the meeting to order with Council members JoAnn Schroeder, Clint Krueger, Gabrier Perez, Lilah Gripne and City Administrator/Clerk Candace Bruder present. Also, present Chief of Police Ryan Hanson and City Engineer Kent Louwagie. Members of the public present: Mark Bleess, Greg Graves, Al Nelson, Les Levin and Luan Brunkhorst.

Council Member Schroeder motioned, and it was seconded by Mayor Kreemer to approve the consent calendar:

- a. Approve Agenda for April 23, 2025**
- b. Approve Meeting Minutes for April 9, 2025**
- c. Approve bills March 26, 2025-April 21, 2025**

Public Comment: None

Council Reports

Public Works: Council member Krueger informed the council that the airport meeting that was scheduled didn't have enough people to have a formal meeting, and he was not able to attend either. The Public Works has been busy with sweeping streets, patching holes, and with the daily water and wastewater samples. The main lift station project is going well; the structures have been installed and some of the piping is complete. In the next few weeks they will be flushing hydrants, opening the parks and restrooms, and installing docks at Lake Charlotte.

Planning & Zoning: Mayor Kreemer informed the council that there was a meeting last night (April 22, 2025), they approved a CUP for Lopez LLC. and it will be coming in front of the council at the next council meeting. The CUP that was passed earlier this year will become null and void for the same location. A formal public hearing procedure was also adopted by the planning and zoning committee, and it will be used for all future hearings for the city. This will assist in the manner of how a meeting will be run more properly so that when the public has their comment, they are not supposed to make their comments towards the person that applied for the CUP. Their comments need to be made to the board, and the board can ask that person the questions. It was also noted that Centra Care is putting on "What Our Renter's Rights" this is going to be on Monday, April 28th from 5:30pm to 6:30pm, it's located at 50 Centra Care Drive.

Police Department and Fire Department: Mayor Jim Kreemer provided an update that over the past two weeks of 04/09/25 through 04/23/25 the LPPD had 215 calls with an average of 15.36 per day. This includes: 6 with suspicious activity, 73 traffic-related, 13 medicals, 4 disturbance-domestic-assaults, 2 civil, 10 juvenile-related, 1 Theft, 86 assists. Ordinance violations were: 8 animal-related, 2 noise related, 8 garbage related, and 2 vehicle issue complaint(s). The Police Chief noted that Officer Morazan and Officer Puff assisted with post-prom and prom activities on April 12th. No other outside training(s) or department activities for this reporting period. It

was noted that Deanna Polzin is at her 6-month review period and will be discussed as an agenda item. No fire department representative was in attendance, but it was noted that the FEMA funds will be issued in the next week, then the bills for the air packs will be paid.

Liquor Store / Parks & Rec: Council member Schroeder informed the council that there will be a meeting next Wednesday about the Riverside Park Grant and the next phase. Council Member Schroeder notified council that the 2025 MMBA bootcamp at Arrow Wood Resort is coming up on Saturday, April 26, through Tuesday the 28th. The THC beverages are starting to sell, but customers are being asked for feedback on their favorite flavors. The liquor store has funds that they won from the MMBA to be used for a community project; some of the ideas are to paint existing beach shelter and bathroom facilities, because it was vandalized. The suggestion is to have the paint color match the playground equipment – same blue and green. A church organization has volunteered to paint them; all we must do is buy the paint. Research is being done with a vendor to make new signs for the men and women's bathrooms, beach rules and other miscellaneous signage at the beach to be more uniform. If more donations come in or if the Lions Club would like to donate there are more ideas that have been discussed for Lake Charlotte. On Sunday, April 27th from 10am to 2pm at Lake Charlotte they're having a play lab in the mud at the park. The Children's Museum is putting this event on its free and all ages are welcome.

EDA, Library/Health and Wellness: Council member Grippe informed the council that EDA can be involved on May 1st for the Todd County Development Corporation annual meeting. Health & Wellness, May 6th from 10am to 4pm, Building Bridges – The Power of Human Connection in an Era of Socialized Isolation will be held at Great River Regional Library in Saint Cloud or you can attend it virtually. Registration is available and information is available at the library. May 9th is the 6th Annual Color Run for the Long Prairie-Grey Eagle Elementary School. From May 14th through June 18th from 10am to 11:30am, is The Powerful Tools for Caregivers will be taught in Wadena, the phone number for this is 320-640-6695 or 763-263-4277 for registration. Vivie, formerly Knute Nelson Walker Methodist is a Medicare approved provider of guide services and guide provides a pilot program for comprehensive coordinated dementia care for people with dementia and their caregivers, more information can be received by calling 320-759-4908. The library is having its annual stroll in Harmony Park from May 5th through 9th from 9am to 4pm. Alphabet Rescue is a self-directed activity and is for all ages – May 12th through the 15th from 9am to 4pm. Where's My Teddy, another self-directed activity; this is also open for all ages.

Tourism and Community Concern: Council member Perez informed the council that for the Senior Center, the next Bingo will be April 30. Each restaurant is being asked to volunteer to bring food to the senior center and this month Countryside restaurant is the donator. Latino Festival is being cooperatively worked on with different organizations for July 26th. At one of the next meetings, they will be applying for permits since everything for the event will be on a portion of Central Ave.

Engineer Road Project Report: City Engineer Kent Louwagie informed council about the Lift Station that the structures are set and the pumps and piping are installed. Upcoming work will be installing electrical conduits, wiring, having concrete pads for the controls and building and the

generator, and some exterior piping yet. The contract requires them to run the new station for one month without any issues before tearing down the old lift station. They are looking to remove the old lift station in July and demolish the building to the North of the new lift station later that month. The water continues to come back free of contaminants. As for Riverside Park, City Engineer Kent Louwagie met with Jeff Leyk early that morning to review what's done and what's left. There is some additional concrete rubble on the west side of the driveway that needs to be cleared out and general grading and smoothing of the area around the road and the parking lot. The contractor is anticipating getting out there later this week and wrapping up most of the remaining work out there. A meeting is scheduled for next week and we will see what the next steps are to utilize the remaining grant funds and how that can be accomplished.

Admin: Mayor Kreemer informed council that the school will be using Harmony Park on May 9th for the Color Run, the school wanted the city council to be aware of this event and to provide additional garbage cans for the event, council acknowledged this request. It was noted that we should start the discussion on Beach Supervisors for this coming summer and update the ad. It would say they would have more duties while on shift; possible ideas would be to oversee renting out paddles for the pickleball courts or frisbees for the frisbee golf park. Maybe sell drinks and food at the beach house in conjunction with the tourism committee as a fundraiser for them; the city would not oversee stocking it, that would be tourism duties. But the funds would run through the city, and it would go back to the tourism committee. More information to follow and will be brought as an agenda item at the next meeting.

Old Business: None

New Business

City Engineer Kent Louwagie informed the council that about 70% of the work on the Riverside Park Project is complete. For this project Sentence to Serve was used to drop several trees out there, so that saved about \$2,000.00. This includes all work up to April 1st of this year, since he started last year.

A motion was made by Council Member Schroeder to pay out to Jeff Leyk the amount of \$27,540.02 for the work done on Riverside Park Improvement Project, it was seconded by Council Member Gripne; unanimously approved.

Review Information about the Utility Extension to Minnesota Fresh from City Engineer Kent Louwagie and this was previously discussed last fall. City Engineer Kent Louwagie and City Administrator/Clerk Candace Bruder met with the representatives from Minnesota Fresh last week; the recap was that they had approached the city to connect to the city sewer and water. Last year when it was discussed there was an estimate for the cost to extend a ten-inch sanitary sewer north from the highway road ditch, twelve-inch water main, taking off from the stubs that were installed when we did Riverside Drive a couple of years ago. The costs that were estimated last fall were higher than they expected, so at that time MN Fresh was not interested due to the expense. Discussions were held again to work together to hopefully use some funding resources, MN Fresh and the City to potentially make this happen. It would be an asset to have this service extended to them and it would extend the city's future potential to the North. This issue was

brought to the council so that they are aware of this future project and the possibility of annexing it to the city limits to complete this project. The council discussed that they would be interested in a cost share to help complete this project.

Discussion on the ArcGIS online implementation and management for GIS services for the City of Long Prairie and its cost. After the lead service line inventory that was required last summer, the city had to enter this data into this platform already. The current platform that the city uses with Bolton and Menk is currently in need of being transitioned as well at this time, so a transition is needed either way. It will be able to hold all the city data regarding the underground lines, hydrant flushing, sewer main issues, locates, building permits etc. Bolton and Menk will transition all this data into this new cloud-based platform. There are advantages to going to this cloud-based platform and one is that it would be easily more accessible to all staff. It could potentially be used for tracking police citations and linking them to addresses. This platform will be more powerful and will have more data readily available to even the city council. This service could be built to expand its potential and use additional add-ons for future ideas.

A motion was made by Mayor Kreemer to have Bolton and Menk's GIS team transition to this on-line platform of ArcGIS online implementation in the amount of \$7,500, it was seconded by Council Member Schroeder; unanimously approved.

Discussion was held on the Comprehensive Plan and what is the official way to adopt this.

A motion was made by Mayor Kreemer to table the Comprehensive Plan 2025 until the next meeting; it was seconded by Council Member Krueger; unanimously approved.

A motion was made by Council Member Gripne to approve the Temporary Liquor License for Todd County Ag Society for the Todd County Fair from June 26th-29th, it was seconded by Council Member Krueger; unanimously approved.

Discussion from the Long Prairie Lions about the idea of having lights installed on the pickleball courts, paving a new parking lot by the pickleball courts and replacing the current parking lot next to the beach that is in much need of replacement. This project is in the starting stages and the Lions wanted the city to be aware of this potential project for the summer of 2025 and will be bringing more information to a future meeting and two quotes for each project, they are wanting to know if the city is interested in supporting this idea. They also discussed other improvements that they would be willing to potentially participate in at Lake Charlotte Park. The parking lot at the beach would have to have additional funding from the city to complete, since it is a large cost to replace that parking lot.

A motion was made by Council Member Schroeder to allow the Lions Club to move forward with discussed projects by obtaining two quotes for laying and replacing the tar at the two areas by Lake Charlotte Park and the lights at the pickleball courts; it was seconded by Council Member Gripne; unanimously approved.

Discussion on the parade route and that is the same route that was previously used, this route has worked well in the last few years. The parade is on June 7th and line up start at 4:30 in the

Centra Care parking lot and they are asking for more help directing traffic from the police department. They are also asking for assistance from the public works department for signs and garbage cans. A temporary liquor license request will be coming at the next meeting, and it was noted that 18-20 lions club members just took the training to serve alcohol. A request for signage in the parking lot to say no parking was requested as well. It was noted that the center of the street needs to be open for any emergency fire issues.

A motion was made by Council Member Krueger to approve the Prairie Days Schedule and the Parade route; it was seconded by Council Member Perez; unanimously approved.

Discussion on the banners that were installed last summer and that they have faded and are unusable for this summer, they were only guaranteed for 90 days. They did offer a quote for 38 new banners on vinyl this time at a discounted rate. There are currently 10 banners left over from the batch that is faded that could be used on Central Ave for this summer. Different ideas were discussed on using a different banner design and company or going to a metal banner or possibly making senior banners. These banners would be installed in the fall of 2026 for the graduates, and the idea is to have them funded by the school district and the parents of each graduate. Also, it was suggested to use some other local companies to make the new banners and do more research on cost-saving methods for new banners.

A motion was made by Mayor Kreemer to install the 10 remaining banners on Central Ave and investigate new banner ideas for the future and get new quotes, it was seconded by Council Member Krueger; unanimously approved.

Discussion that the City Council approve the satisfactory completion of Deanna's six-month probationary period, that she has earned her forty hours of vacation. There was discussion on her current wage and Chief Hanson recommended that Deanna receive a pay increase to Step 2 now instead of at her 1 year of employment, then to step 3 on her 1-year anniversary.

A motion was made by Council Member Krueger to approve the satisfactory completion of Deanna Polzin's 6-month probation and to move her to Step 2 of the Police Administrative Assistant at \$23.33 starting on April 21st, 2025 and in January of 2026 there will be a cost of living increase and then the next step increase will be at her 2 year anniversary in October of 2026, it was seconded by Council Member Schroeder; Roll Call: Perez-Yes, Krueger-Yes, Gripne-No, Schroeder-Yes, and Kreemer-Yes, motion passed.

A motion was made by Council Member Krueger to allow Candace to attend the 2025 LMC Annual Conference in Duluth from June 25-27, 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 Council Member Gripne; unanimously approved - meeting adjourned at 8:47 p.m.

Candace Bruder, City Administrator/Clerk

James Kreemer, Mayor