

City of Long Prairie
7:00 P.M., Monday, May 4th, 2020
City Council Meeting Held Via-Teleconference

The Long Prairie City Council met by phone at City Hall, 7:00 pm, on Monday, May 4th, 2020. Mayor Jodi Dixon called the meeting to order with the following present by phone: Council members, Lilah Gripne, Don Rasmussen, David Wright, Randy Mechels, and City Administrator/Clerk Ted Gray.

Council member Dixon motioned Wright seconded to approve the consent agenda items:

- (a) **Approve Agenda for May 4th, 2020**
- (b) **Approve council minutes from April 20th, 2020**
- (c) **Approve Correction to April 6th Minutes regarding Resolution 20-04-06-04 Donations**
- (d) **Approve Resolution 20-05-04-01 Donations**

Resolution #20-05-04-01

RESOLUTION ACKNOWLEDGING DONATIONS

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

Donor	Amount	Purpose
Long Prairie Rotary	\$2,000.00	Fire Dept Pager Donation
Gerold & Karen Goetz	\$50.00	Police Dept equipment fund

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LONG PRAIRIE, MINNESOTA THAT: The City Council of the City of Long Prairie acknowledges and accepts the donations received the month of April.

BE IT FURTHER RESOLVED THAT: The City Council of the City of Long Prairie expresses its thanks and appreciation for the donations to all Donor(s) listed.

Adopted this 4th day of May 2020, by the City Council of the City of Long Prairie.

ATTEST:

Theodore Gray
City Administrator/Clerk

Jodi Dixon
Mayor

Roll Call Vote:

Yes: Mechels, Gripne, Rasmussen, Wright, Dixon

No: 0

Motion carried unanimously.

(Appointments)

Mary Kuh nau from Cenex addressed the council in regards to no parking signs placed on 9th St NE. The no parking signs were placed there due to the concerns of vehicles parking for extended periods of time. Mary was concerned about the potential loss of business for the semi-truck drivers who park along 9th St NE. The council recommended to put up a 15-minute loading zone sign on part of the block by Cenex.

At 7:12 p.m., Mayor Dixon called for a Public Hearing on the proposed 2021 Road Improvement Projects. Kent Louwagie from Bolton & Menk gave a presentation laying out the current infrastructure items, sewer, water, storm sewer, and road conditions for the project area. He went on to present the proposed updates for sewer, water, storm sewer, and road improvements for Highway 56, Riverside Drive and County 38, 2nd Ave SW. Kent showed the total estimated cost for both project areas and the break down of the County and City shares of the project, as well as timeline for the start and completion of the project. Council member Gripne asked about a proposed water loop on Riverside Dr that would travel under Highway 71 and head east to connect to Todd Street. Kent commented that this would assist with continuous water flow and be an easier place for the contractor to complete the work. The digging of the water main would head both directions, East towards Todd Street and West towards Highway 71 and Riverside Drive. Council member Wright asked if this was the only option to create a larger water flow to that area of town? Kent respond that putting in a larger water main would also help the water flow to that area of town. In the plans for this project there will be a 12-inch water main put in on Riverside Drive. The water loop allows for additional service and flow above what the 12-inch water main can provide. Kent and Administrator Gray do plan on discussing these options with businesses in that area regarding this project and the benefits this water loop could have. Council member Rasmussen asked if the 12-inch water main and the water loop would be able to provide better fire service to Long Prairie Packing. Kent stated that it would help much more than the current service that is there. Council member Wright asked about a portion of the presentation for Riverside Drive that showed the County Contribution of 60% to the City's 40% for a portion of the road. The county engineer, Loren Fellbaum stated that during evaluation of the road project, this portion for the wear course would need to be at this split. It adds, roughly an additional \$12,000.00 to the cost to the City. Mayor Dixon asked if there were any additional questions or comments, hearing none, the public hearing was closed at 7:57 p.m.

(New Business)

The council reviewed the Conditional Use Permit for the 2nd Ave Apartment Complex. Council member Gripne talked about the concerns that were brought to the Planning and Zoning Commission. She laid out the recommendation from Planning and Zoning to approve the permit with some stipulations. The stipulations as follows: a sidewalk extended to 9th Street NE, loading pad or waiting area to be at minimum of 5 foot by 8 foot in size, shielding of lights to limit light pollution on neighboring properties, and raising the entrance and exit approach to the apartment complex to allow for car headlights to point down and away from neighboring properties.

Council member Rasmussen motioned Gripne seconded to approve the Conditional Use Permit for the 2nd Ave Apartment Complex with the stipulations that a sidewalk be extended to 9th Street NE, loading pad or waiting area to be at minimum of 5 foot by 8 foot

in size, shielding of lights to limit light pollution on neighboring properties, and raising the entrance and exit approach to the apartment complex to allow for car headlights to point down and away from neighboring properties.

Roll Call Vote:

Yes: Mechels, Wright, Gripne, Rasmussen, Dixon

No: 0

Motion carried unanimously.

The council reviewed the Variance for 26 2nd Ave SW to construct a shed within the road right of way. The Planning and Zoning recommendation was to approve the variance with the stipulation that the new shed be at minimum of 5 ½ feet from the current garage and the old shed be removed from the property.

Council member Wright motioned Gripne seconded to approve the variance for 26 2nd Ave SW to construct a shed within the road right of way. The Planning and Zoning recommendation was to approve the variance with the stipulation that the new shed be at minimum of 5 ½ feet from the current garage and the old shed be removed from the property.

Roll Call Vote:

Yes: Wright, Gripne, Rasmussen, Mechels, Dixon

No: 0

Motion carried unanimously.

The council reviewed a letter from Police Chief Kevin Langer in regards to Officer Doug Rakow. Chief Langer stated that Officer Rakow has completed his six-month probationary period and recommends to promote Officer Rakow from probationary status.

Council member Wright motioned Dixon seconded to approve Officer Doug Rakow's completion of the six-month probationary period and be promoted to full time status.

Roll Call Vote:

Yes: Gripne, Rasmussen, Wright, Mechels, Dixon

No: 0

Motion carried unanimously.

Council member Rasmussen motioned Dixon seconded to approve to Pay Request #11 for Wastewater Treatment Facility Improvements in the amount of \$467,297.82 payable to Rice Lake Construction Group.

Roll Call Vote:

Yes: Gripne, Mechels, Wright, Rasmussen, Dixon

No: 0

Motion carried unanimously

The council discussed the proposed changes to Chapter 14 of the ordinances. The proposed changes would be to update the ordinance to cover Mobile Food Units. There were no corrections to the proposed changes and the council will move forward with the public hearing to update the ordinance.

The council discussed some options for the potential City-Wide Clean-up Day. Administrator Gray provided some prices for disposal of some garbage items. There were comments about having a station set up by the old hockey rink and public works garage for a drop off point. The council mentioned that we should be looking for a company or individual that is certified to dispose of items, such as refrigerators, microwaves, and other items. Administrator Gray will reach out to our sanitation company for possible options to handle a City-Wide Clean-up.

Administrator Gray presented a memo to the council on the possibility and process to make available Sunday Liquor On-Sale to be sold by bars and restaurants with-in city limits. Mayor Dixon commented that it would be a good idea to look into this, it may attract additional businesses and restaurants to town. Council member Gripne mentioned that hypothetically with the current ordinance it may discourage a bar or restaurant to come to town. Through the discussion, the council would like additional research on the steps needed to approve On-Sale Sunday Liquor.

(Council Reports)

Public Works: Council member Mechels gave a report on Public Works department. The wastewater plant project is moving along, the crew is installing equipment, piping, and underground electrical components to the control building. The daily water/wastewater rounds, and samples are going fine. They applied 636,000 gallons of biosolids last week. Public works has been sweeping, patching holes, fixing some hydrants, and getting mowers ready. The bathroom stalls at the beach have been repaired and walls and floor have been painted.

Public Safety: Council member Wright gave a report for the Police Department. Next week is National Police Week. There will be a drive by parade on May 7th by the elementary school for students to see their teachers before summer break. May 16th there will be old car parade that will pass by the War Memorial and Harmony Apartments.

Council member Wright gave a report on the Fire Department. The fire department added 2 new fire fighters, Noah Koltres and Mike Terwey. The department now has 24 fire fighters. The firemen's dance and waffle breakfasts have been cancelled for this year.

Planning & Zoning: Council member Gripne gave a report regarding planning and zoning's meeting that occurred on April 27th.

EDA: Council member Gripne stated the EDA will have regular meeting May 20th.

Library: Council member Gripne gave a report on the Library. The library had another successful week with their book pick up and will be continuing it. They will be available on Wednesday from 12:00-2:00 pm for book pick as well as Tuesday 10-12 pm and Thursday 2-4 pm.

Concern for Elders: Mayor Dixon stated, that on Friday May 8th there will be a prayer parade around town. Local ministers will be doing blessings at various sites and will end at Water Tank Hill to bless the City of Long Prairie.

Administrator Report: Administrator Gray gave a report regarding the Financial Management Plan that was being worked on with Ehlers. They would like to present this study to the council at one of the next two meetings. The Highway 71 Bridge project will start on May 18th and go through September 3rd. Traffic will be diverted to Riverside Drive. Administrator Gray received a request from the Union Representative to discuss the possibility of rolling over or paying out unused vacation for the departments. Administrator Gray will continue to do research on this subject and report back to the council with options.

Council member Rasmussen motioned, and Mechels seconded to adjourn the meeting at 8:48 pm. Motion unanimously carried.

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor