

City of Long Prairie
7:00 P.M., Tuesday January 21st, 2020

The Long Prairie City Council met in session at City Hall, 7:00 pm Tuesday, January 21st, 2020. Mayor Jodi Dixon called the meeting to order with the following present: Council members, Lilah Gripne, Don Rasmussen, David Wright, Randy Mechels and City Administrator/Clerk Ted Gray.

Council member Gripne motioned Mechels seconded to approve the council minutes from January 6th, 2020 with the correction to the donations stating the Long Prairie Legion donated \$2,000.00 to the LP Fire Dept equipment upgrades. Motion unanimously carried.

Council member Wright motioned Gripne seconded to approve December-January Bills. Motion unanimously carried.

(Old Business)

Council member Rasmussen motioned Gripne seconded to approve 2020 Legal Services Contract for Brown, Krueger, & Vancura P.A. Motion unanimously carried.

(New Business)

Mayor Dixon recognized Otis Ostendorf, President of the Long Prairie Volunteer Fire Department. President Ostendorf presented to the council the outcome of their vote for Fire Chief that took place at their annual meeting. The Fire Department by popular vote, voted for Dan Laumeyer to be the new Fire Chief for the Long Prairie Volunteer Fire Department. Council Member Wright, who also is a member of the Long Prairie Volunteer Fire Department, discussed a memo that was presented to the council regarding the vote and the council's appointment for Fire Chief. The memo from the City of Long Prairie's Attorney stated that the council is to appoint all municipal service on the basis of merit and fitness of the position and the vote that took place at the Fire Dept Annual meeting is non-binding. Council member Wright explained further in reference to a memo from the League of Minnesota Cities, which discourages Fire Departments from voting for their Fire Chief and other officers, which is different than how it has been done in the past. Wright expressed to the council that this is a very difficult decision based on the information provided. President Ostendorf spoke regarding current Fire Chief Jim Kreemer's impressive tenure as Fire Chief. On behalf of the Fire Department Ostendorf, explained that one of the possible reasons why the vote to have Dan Laumeyer become the new Fire Chief is that Chief Kreemer will be retiring soon, it's not because of the job Chief Kreemer has done. Mr. Kreemer was voted to be the 1st Lieutenant for his leadership skill and knowledge to help with the transition to a new Fire Chief. Jason Sellnow a member of the Long Prairie Volunteer Fire Department expressed his concern with not honoring the vote. Mr. Sellnow stated that the voting for the Fire Chief and all other positions in the Fire Department have always been the same, unfortunately this time the outcome was challenged. The Fire Department selected a Fire Chief by vote and the decision to pursue another form of selection should not be made retroactively. This should be a policy change made ahead of the vote not after. Mr. Sellnow expressed concern that the department is having issues filling the roster and ignoring the vote could cause some conflicts within the Fire Department. Mr. Sellnow stated that Jim has great knowledge and is a capable leader of the department, but this time the department chose to go in a different direction. Council member Rasmussen stated, the council and Fire Department have

voted and appointed a Fire Chief this way for many years. We, as a council should respect the decision the department made. If we would have had the corrections to the process set up earlier, this would have been a lot easier decision.

Council member Rasmussen motioned to approve the appointment of Dan Laumeyer to be the new Fire Chief.

Administrator Gray reminded council member Rasmussen that his motion was not bound by the Fire Department's vote. Council member Rasmussen understood that this was not the case. Council member Gripne asked the question of Dan Laumeyer, if he had the required officers training, Mr. Laumeyer had completed the officers' training. Council Member Mechels stated that if the guys on the ground within the Fire Department approve of the new Fire Chief, that is the right decision. Mechels was appreciative that Mr. Kreemer would still be involved in the department as an officer.

Council member Mechels seconded the motion to appoint Dan Laumeyer to be the new Fire Chief.

Council member Wright explained that Mr. Kreemer was mentored by a former Fire Chief and it is good to have mentorship role available for Mr. Kreemer to assist Mr. Laumeyer. Council member Wright expressed concern and hoped that this would not cause any issues within the department and does not want to lose any additional Firefighters because of the decisions being made. Council member Mechels stated that the Fire Department is a cohesive group and hope that this would be maintained during this transition. Council member Gripne expressed to the members of the Fire Department present the need to continue their training routines and mentioned the great insurance rating we receive because of our Fire Department. Mayor Dixon asked for any further discussion, with no further discussion Mayor Dixon asked for a roll call vote.

Yes Votes: Mechels, Wright, Rasmussen, Gripne, Dixon

No Votes: 0

President Ostendorf addressed the council and members in attendance, thanking Mr. Kreemer for his years of service as the Fire Chief and for his continued service as a member of the Long Prairie Volunteer Fire Department.

Council member Mechels motioned Gripne seconded to approve Payment Application #7 for Wastewater Treatment Facility Improvements of \$623,246.74 payable to Rice Lake Construction Group. Motion carried unanimously

Council member Gripne motioned Mechels seconded to approve resolution 20-01-21-02 approving the calling of a public hearing on the approval of the proposed development of Tax Increment Financing District NO. 16. Motion carried unanimously.

CERTIFICATION OF MINUTES RELATING TO A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR MASTER DEVELOPMENT DISTRICT NO. 1 AND THE

**PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 16 IN
THE CITY**

Municipality: City of Long Prairie, Minnesota

Governing Body: City Council

**Kind, date, time and place of meeting: A regular meeting held on January 21, 2020, at 7:00 p.m., at
the Long Prairie City Hall.**

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. 20-01-21-02

**RESOLUTION CALLING FOR A PUBLIC HEARING ON APPROVAL OF A
MODIFICATION TO THE DEVELOPMENT PROGRAM FOR MASTER DEVELOPMENT
DISTRICT NO. 1 AND THE PROPOSED ESTABLISHMENT OF TAX INCREMENT
FINANCING DISTRICT NO. 16 IN THE CITY**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to the topic of this resolution; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this 21st day of January 2020.

City Administrator/Clerk

**RESOLUTION CALLING FOR A PUBLIC HEARING ON
APPROVAL OF A MODIFICATION TO THE DEVELOPMENT
PROGRAM FOR MASTER DEVELOPMENT DISTRICT NO. 1
AND THE PROPOSED ESTABLISHMENT OF TAX INCREMENT
FINANCING DISTRICT NO. 16 IN THE CITY**

1. BE IT RESOLVED by the City Council (the “Council”), City of Long Prairie, Minnesota (the “City”), as follows:

2. 1. **Tax Increment Financing Plan.** The City has previously adopted a development program and development district under Minnesota Statutes, Sections 469.001 to 469.047, designated as the Development Program (the “Development Program”) for Master Development District No. 1 (the “Development District”), and now desires to modify the Development Program for the Development District and establish a Tax Increment Financing Plan, as described in Minnesota Statutes, 469.175, Subdivision 1 (the “**TIF Plan**”), establishing an economic development “workforce housing” tax increment financing district, as defined in Minnesota Statutes, Section 469.174, Subdivision 12, within the Development District, designated as Tax Increment Financing District No. 16 (the “TIF District”).

3. 2. **Public Hearing.** This Council will hold a public hearing at 7:00 p.m. on March 16th, 2020, on the City’s proposed modification of the Development Program and the establishment of the TIF District, and the proposed adoption of a Tax Increment Financing Plan (the “TIF Plan”) therefor.

4. 3. **Notice of Public Hearing, Filing of the TIF Plan.** The City staff is authorized and directed to work with Ehlers & Associates, Inc. to prepare the TIF Plan and to provide the information required by Minnesota Statutes, Section 469.175 Subdivision 2 to the appropriate taxing jurisdictions, including Todd County and Long Prairie Grey Eagle School District No. 2753, Minnesota. The City Administrator/Clerk is authorized and directed to: 1) cause notice of such public hearing in substantially the form of **Exhibit A** attached hereto to be published in the official newspaper of the City, not less than 10 days nor more than 30 days prior to the date of the hearing; and 2) to place a copy of the TIF Plan on file in the City Administrator/Clerk’s office at City Hall and to make such copy available for inspection by the public.

Adopted this ___ day of _____, 2020.

Attest:

City Administrator/Clerk

Mayor

EXHIBIT A

NOTICE OF PUBLIC HEARING

**CITY OF LONG PRAIRIE
TODD COUNTY
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the City Council of the City of Long Prairie (the “City”), Todd County, State of Minnesota, will hold a public hearing on March 16th, 2020, at approximately 7:00 P.M. at City Hall, 615 Lake Street South, Long Prairie, Minnesota, relating to the City’s proposed adoption of a Modification to the Development Program for Master Development District No. 1 (the “Development Program Modification”), the proposed establishment of Tax Increment Financing District No. 1-16 (an economic development “workforce housing” tax increment financing district) within Development District No. 1, and the proposed adoption of a Tax Increment Financing Plan (the “TIF Plan”) therefor (collectively, the “Program and Plan”), pursuant to Minnesota Statutes, 469.124 to 469.133 and Sections 469.174 to 469.1794, all inclusive, as amended. Copies of the Program and Plan are on file and available for public inspection at the office of the City Administrator/Clerk at City Hall.

The property to be included in Tax Increment Financing District No. 1-16 (the “TIF District”) is located within Master Development District No. 1 (the “Development District”) and the City. A map of the Development District and TIF District therein is set forth below. Subject to certain limitations, tax increment from the TIF District may be spent on eligible uses within the boundaries of the Development District.

**[INSERT MAP of Master Development District No. 1,
and Tax Increment Financing District No. 16]**

All interested persons may appear at the hearing and present their views orally or prior to the meeting in writing.

**COUNCIL OF
MINNESOTA**

**BY ORDER OF THE CITY
THE CITY OF LONG PRAIRIE,**

**/s/ Ted Gray
City Administrator/Clerk**

Council member Gripne motioned Wright seconded to approve resolution 20-01-21-03 Motion approving the calling of a public hearing on the approval of the proposed Tax Abatement by the City of Long Prairie. carried unanimously.

CERTIFICATION OF MINUTES RELATING TO

**A TAX ABATEMENT BY THE CITY ON CERTAIN PROPERTY LOCATED
WITHIN THE CITY**

Municipality: City of Long Prairie, Minnesota

Governing Body: City Council

Kind, date, time and place of meeting: A regular meeting held on January 21, 2020,
at 7:00 p.m., at the Long Prairie City Hall.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION NO. 20-01-21-03

**RESOLUTION CALLING FOR A PUBLIC HEARING ON THE
APPROVAL OF A PROPOSED TAX ABATEMENT BY THE CITY
ON CERTAIN PROPERTY LOCATED WITHIN THE CITY**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to the topic of this resolution; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this 21st day of January, 2020.

City Administrator/Clerk

Councilmember _____ introduced the following resolution and moved its adoption, which motion was seconded by Councilmember _____:

RESOLUTION NO. 20-01-21-02

**RESOLUTION CALLING FOR A PUBLIC HEARING ON THE
APPROVAL OF A PROPOSED TAX ABATEMENT BY THE CITY
ON CERTAIN PROPERTY LOCATED WITHIN THE CITY**

BE IT RESOLVED by the City Council (the “Council”), City of Long Prairie, Minnesota (the “City”), as follows:

1.01. The City, pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815, as amended (the “Act”), is authorized to grant an abatement of the property taxes imposed by the City on parcels of property located within the City, if certain conditions are met, through the adoption of a resolution, specifying the terms of the abatement.

1.02. To finance construction by D.W. Jones, Inc. of a 37-unit apartment building in the City, which project is to be known as the 2nd Avenue Apartments, at 100% market-rate and no income restricted units, the City is proposing to abate the property taxes imposed by the City with respect to the parcels of property which are described in Exhibit A hereto (the “Property”).

1.03. Pursuant to the Act, this Council may approve the abatement only after holding a public hearing on the abatement.

Section 2. Public Hearing. A public hearing on the proposed abatement of property taxes imposed by the City with respect to the Property is hereby called and shall be held on March 16th, 2020, at approximately 7:00 p.m. at City Hall.

Section 3. Notice. The City Clerk is hereby authorized and directed to cause notice of said hearing in substantially the form attached hereto as Exhibit A to be given one publication in a newspaper of general circulation in the City at least 10 days but not more than 30 days before the hearing. The newspaper must be one of general interest and readership in the City, and the notice must be published at least once per week.

Adopted this 21st day of January, 2020.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the Resolution was declared duly passed and adopted.

Exhibit A

NOTICE OF PUBLIC HEARING

REGARDING PROPOSED PROPERTY TAX ABATEMENTS

NOTICE IS HEREBY GIVEN that the City Council of the City of Long Prairie, Minnesota, will hold a public hearing of the City Council beginning at 7:00 p.m., on March 16th, 2020, to be held at City Hall, 615 Lake Street South, Long Prairie, Minnesota, on the proposal that the City abate property taxes levied by the City on the property identified as tax parcel numbers:

[List Properties]

The total amount of the taxes proposed to be abated by the City on the property for up to a [14-year period] is estimated to be approximately \$[_____]. The City Council will consider the property tax abatement in connection with financing the construction by D.W. Jones, Inc. of a 37-unit apartment building in the City, which project is to be known as the 2nd Avenue Apartments, which will be 100% market-rate and contain no income restricted units.

All interested persons may appear at the March 16th, 2020, public hearing and present their views orally or in writing.

**BY ORDER OF THE CITY COUNCIL OF
THE CITY OF LONG PRAIRIE, MINNESOTA**

**/s/ Ted Gray
City Administrator/Clerk**

Council member Wright motioned Rasmussen seconded to approve the Land Survey for Riverside and Westside Park Motion in the amount of \$3,200.00. Motion carried unanimously.

Council member Rasmussen motioned Dixon seconded to approve the Minnesota Gambling Permit for St Mary of Mt Carmel Catholic Church. Motion carried unanimously.

There was discussion about the 2021 Road Projects and Memo that was presented by the City Engineer Kent Louwagie. Administrator Gray stated that Kent had met with Public Works Director Bosl and Administrator Gray a week prior in regards to some questions on sewer and water items for this 2021 Road project. Kent is still working through those questions and is hoping to be able to present to the council in February on the project.

(Council Reports)

Public Works: Council Member Mechels read a report from Public Works Director Bosl. The Wastewater plant project is moving along, the crew is laying block for the new control building and some indoor piping, along with some electrical work. Public works

has been plowing snow working on equipment in the shop, and the daily water/wastewater rounds and samples. This week Thein Well will be in town doing the rehab work on well 6#, it will take most of the week.

Public Safety: Fire Chief Jim Kreemer gave a report to the council. Fire Chief Kreemer stated that issues with truck 140 on fire call earlier in the day and the truck had to be towed. Once in the shop the mechanic was able to get the truck started without finding an issue. The mechanic thought it could be a fuel or electrical problem. Chief Kreemer mentioned that this truck has caused issues before and the Fire Department may be looking into ways to retro fit the truck instead of replacing it, which could save the department money. Chief Kreemer finished by thanking the Public Works staff and Chris Haasser for cleaning out the fire hydrants around town.

Police Chief Kevin Langer gave a report to the council. Chief Langer mentioned that there was an issue with a sales representative from Spectrum who was walking around town. Administrator Gray mentioned that individual did not get a solicitation permit. The Police Department will keep an eye out for this individual. Chief Langer mentioned that the Police Department would be working on a Cops Grant that would provide an additional officer to be used by the Long Prairie Grey Eagle Schools. If the grant is awarded to the City of Long Prairie it would cover 75% of the officer's wages for the first 3 years, the additional 25% of the wages could be negotiated between the City of Long Prairie and the school. Chief Langer finished by reminding the council of first responders training taking place January 31st and February 1st at City Hall.

Liquor Store: Council member Rasmussen gave a report. Things were going fine and they are working on scheduling a date for their software and computer updates.

EDA: Council member Gripne gave a report on the EDA Annual Financial Report. At the next meeting they will be reviewing the comp plan.

Library: The library will be having some musicians preform at either the Vitality Wellness Center or at the Library, please contact Nancy Potter at the Library for details.

Community Concern: Mayor Dixon gave a report that every Thursday she has some High School students attend and assist with their Senior meal. There was a TCCA meeting that was cancelled last week due to weather and is looking at reschedule date.

Administrator Gray gave a timeline regarding the upcoming Sewer Rate increase as well as some additional information on the 2021 Road Project.

Council member Mechels motioned and Rasmussen seconded to adjourn the meeting at 7:56 pm. Motion unanimously carried.

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor