

**PERHAM CITY COUNCIL  
REGULAR MEETING MINUTES  
January 9, 2012**

The regular meeting of the Perham City Council was called to order by Mayor Meehl at 5:15 pm in the Council Chambers of the City Administration Building at 125 Second Avenue NE, Perham, Minnesota, all members of the Council having been duly notified of the meeting and the business to be transacted. All Council Members were present.

Staff present: City Manager Klemm, EDA Director Johnson, Public Works Director Meece, Finance Officer Stokke, Police Chief Hoaby and Administrative Assistant Nundahl.

Others present: City Engineer Berube and City Attorney Happel

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Meehl requested all in attendance to rise for the Pledge of Allegiance.

**CITIZENS CONCERNS**

Mayor Meehl requested those present to rise if they wanted to address the Council. No one addressed the Council.

**APPROVAL OF AGENDA**

Mayor Meehl stated Council Members and Staff may add items to the Agenda which requires Council action.

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved the Agenda as presented.

**CONSENT AGENDA**

Mayor Meehl stated all items listed with an asterisk (\*) will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event, the item will be removed from the general order of business and considered separately in its normal sequence on the agenda.

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved the Consent Agenda as presented.

**\*APPROVAL OF MINUTES**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved the minutes of the Regular Meeting held on December 12, 2011.

### **APPROVAL FOR PAYMENT OF CITY CLAIMS**

Finance Office Stokke requested the Council consider paying the following additional claims: Otter Tail Power in the amount of \$49,780.53, US Energy in the amount of \$590,581.07 and Verizon in the amount of \$461.91.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved payment of City Claims in the amount of \$2,600,830.98 for December 2011.

### **ORGANIZATIONAL RESOLUTION**

Mayor Meehl stated Council may wish to approve the 2012 Organizational Resolution. The resolution was reviewed. Council Member Mattfeld stated a correction needed to be made in the Meeting Procedures noting the Mayor's term is a two-year term and Council is a four-year term. Discussion ensued.

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved Resolution No. 2012 – 1 entitled "2012 Organizational Resolution".

### **REFINANCING GENERAL OBLIGATION BONDS**

Mayor Meehl stated Council may wish to consider refinancing bonds and advertising for bids. City Manager Klemm stated the City has two bonds that could be refinanced. The first bond is callable in 2013 and bears an interest rate of 4.35%. The second bond is callable in 2014 and bears an interest rate of 4.30%. Ehlers is projecting an interest rate of 2.15%

City Manager Klemm stated if the City obtained an interest rate of 2.15%, the City would see a net estimated savings of \$155,000. The proposed interest rate is based on an A-1 rating. Because the call dates are in 2013 and 2014, the City will have to pay approximately \$55,000 in the interim. Discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved Resolution No. 2012 – 2 entitled "Resolution Providing For The Sale Of \$2,150,000 General Obligation Refunding Bonds, Series 2012A, Perham, Minnesota".

### **\*FREEZE YOUR FACE, 5 K RACE**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council granted permission to the Perham Cross Country Team and PACC the use of City streets for a fundraising event on February 11<sup>th</sup>.

### **\*PAY EQUITY REPORT**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council authorized staff to submit the Pay Equity Report for 2012.

**\*ACCEPTANCE OF PERHAM LAKESIDE GOLF CLUB INCOME STATEMENT**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council accepted the PLGC's Income Statement for November 2011.

**\*ACCEPTANCE OF PERHAM AREA COMMUNITY CENTER'S FINANCIAL REPORTS**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council accepted the PACC's Financial Reports for November 2011.

**\*ACCEPTANCE OF THE CITY'S FINANCIAL REPORTS**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council accepted the following reports for December 2011: Cash Balance and Investment Summary, Budget Summary – Revenue and Expense, Enterprise Financials and the Utility Aging Report.

**\*ACCEPTANCE OF THE BUILDING PERMIT REPORT**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council accepted the Building Permit Report for December 2011.

**CITY ENGINEER MONTHLY UPDATE**

Mayor Meehl stated City Engineer will give an update on various projects.

City Engineer Berube stated the Third Avenue SE Project is scheduled for 2013. The actual timeline for this project will depend on Otter Tail County and MN DOT and when they reconstruct Highway 78 from Battle Lake to Perham. Berube stated the deadline for PFA funding applications for 2013 is March 2 and the Intended Use Plan is due by June 1. Contact will be made with County Representatives to determine if the project will proceed in 2013. Prior to submitting the funding applications, a Preliminary Engineering Report will need to be completed. Discussion ensued. No action taken.

**\*POLICE POLICY AND PROCEDURE MANUAL**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved the Police Policy and Procedure Manual and Resolution No. 2012 – 4 entitled “Resolution In The Matter Of Approving The Police Department's Policy And Procedure Manual, City Of Perham, Minnesota”.

**\*MN DOT INTERCHANGE RESOLUTION**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved dedicating land for a public road in connection with the Highway 10/County State Aid Highway 34 Project and Resolution No. 2012 – 4 entitled “Resolution Dedicating Land For Road Purposes”.

**\*ACCEPTANCE OF THE MONTHLY POLICE REPORT**

On a motion by Council Member Mattfeld, seconded by Council Member Spencer and carried without a dissenting vote, the Council accepted the Monthly Police Report for December 2011.

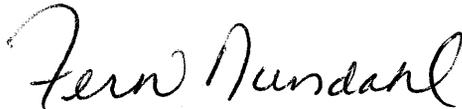
**INFORMATION AND ANNOUNCEMENTS**

The Annual EDA Retreat is scheduled for Tuesday, January 10 at 8 am at Mulligans  
The Committee of the Whole is scheduled for Wednesday, January 25 at 5:15  
A Planning Commission Workshop is scheduled for Tuesday, January 31 at 10:00  
The next Regular Council Meeting is scheduled for February 13th, 2012 at 5:15 pm

**ADJOURNMENT**

On a motion by Council Member Lehmkuhl, seconded by Council Member Mattfeld and carried without a dissenting vote, the meeting was adjourned at 5:36 p.m.

Respectfully submitted by,



Fern Nundahl  
Administrative Assistant