

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
April 11, 2011**

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 and City Attorney Happel were present.

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

Others present: City Engineer Berube, Building Official Neisen, Engineer Anderson

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

CITIZENS CONCERNS

Mayor Meehl recognized Patrick Hollister from Statewide Health Improvement Program (SHIP). Patrick Hollister stated the Bike Rodeo and re-dedication of the Cal Miller Bike Path is scheduled for Saturday, May 7th. This event will be held at the Elementary School parking lot. Discussion ensued regarding a location in case of rain. It was noted, the Emergency Services Building may be a possible site.

Patrick Hollister reminded Council of the Bike Walk Week which is scheduled for April 30 to May 7.

No one else 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 Mattfeld 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 Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved the consent agenda as presented.

***APPROVAL OF MINUTES**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved the minutes of the Regular Meeting of the Council held on March 14 and minutes of the Special Meeting held on March 22, 2011.

APPROVAL FOR PAYMENT OF CITY CLAIMS

Mayor Meehl stated Council may wish to consider approving payment of City Claims. Finance Officer Stokke requested Council consider one additional claim to the League of Minnesota Cities Insurance Trust in the amount of \$153,554. This is for the annual premium payment for property insurance.

On a motion by Council Member Spencer, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved payment of City Claims in the amount of \$2,028,665.96 for March 2011.

***SOLID WASTE COLLECTION/TRANSPORTATION LICENSE**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved renewing the Solid Waste Collection and Transportation License to Waste Management of Detroit Lakes and Steve's Sanitation of Perham subject to receipt of applicable fees and required information by the City Office.

***RUN FOR A CURE**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council authorized the use of the bike path and facilities at the softball fields on Saturday, May 7, 2011 from 6:00 am to noon for a 5k run/walk to raise funds for the East Otter Tail American Cancer Society.

***2011 CIGARETTE LICENSE**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved and authorized the Mayor and City Manager to sign a cigarette license (expiration date is December 31, 2011) for Richard Beach (Perham BP) contingent upon receipt of fees by the City Office.

*** 3.2 BEER LICENSE**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved a 3.2 Beer License (expiration date is March 31, 2012) subject to receipt of applicable fees and required information by the City Office for Poulson/Beach Enterprises, LLC (Perham BP).

***REDEMPTION OF OUTSTANDING BONDS/RRF**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council authorized the redemption of the outstanding Solid Waste Bonds for the Prairie Lakes Municipal Solid Waste Authority in

order for them to refinance the bonds for the proposed expansion project and approved Resolution No. 2011 – 17 entitled “Resolution Providing For The Redemption Of Outstanding Solid Waste Bonds”.

***ANNUAL SET-UP LICENSE**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved an annual set-up license for East Otter Tail County Historical Society (the Pioneer Grounds) contingent upon all fees and legal requirements being met as required by the City and State of Minnesota’s Liquor Control Board.

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

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council accepted the PLGC’s Income Statement for February 2011.

***ACCEPTANCE OF PERHAM AREA COMMUNITY CENTER’S FINANCIAL REPORTS**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council accepted the PACC’s Financial Reports for February 2011.

***ACCEPTANCE OF THE CITY’S FINANCIAL REPORTS**

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

FIRE LADDER TRUCK PURCHASE

Mayor Meehl stated Council may wish to accept a bid for the purchase of a ladder truck for the Fire Department. Fire Chief Schmidt reviewed the nine bids that were received on Monday, April 4th. Schmidt noted, two of the bids met the specifications for the ladder truck. One bid was submitted by Custom Fire Apparatus, Inc. in the amount of \$604,670 and Crimson Fire submitted the other bid in the amount of \$689,052.

Fire Chief Schmidt presented information on aluminum versus steel when used in firefighting equipment. It was noted for safety reasons and durability, steel is preferred.

Fire Chief Schmidt reviewed the bids noting all of these are demo vehicles already built. Some of the vehicles, you can add equipment to meet the required specifications, but others you can’t because they were not built that way. A lengthy discussion ensued.

Fire Chief Schmidt stated the Truck Committee is recommending the Council approve the purchase of a foam system. Schmidt stated with so many chemicals at a number of industries, the foam system is justified. The cost from Custom Fire is an additional \$9,700. Discussion ensued.

Fire Chief Schmidt stated the Truck Committee is recommending the purchase from Custom Fire Apparatus, Model 3803 in the amount of \$604,670 plus the foam system in the amount of \$9,700. Council Member Johnson questioned if staff can justify accepting the bid from Custom Fire noting that the bid is significantly higher than some of the other bids. Fire Chief Schmidt stated yes, the other bids did not meet the specifications. Schmidt stated the warranty on this truck is the same as a new vehicle. Discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved the purchase of a ladder truck from Custom Fire Apparatus, Inc. from Osceola, WI not to exceed \$614,370 which includes a foam system for \$9700 and Resolution No. 2011 – 18 entitled “Resolution In The Matter Of Accepting Bid For The Purchase Of A Ladder Truck, Perham, Minnesota”.

AMEND ZONING ORDINANCE

Mayor Meehl stated Council may wish to consider amending the Zoning Ordinance clarifying wording in the Service Commercial District. Council Member Lehmkuhl stated the Planning Commission held a public hearing regarding amending the Service Commercial District. This amendment would allow Blossoms, Birds and Beyond to be zoned Service Commercial with no variances to the Zoning. Discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved Ordinance No. 312 entitled “An Ordinance Amending Ordinance 286 Regulating Land Use”.

ANNEXATION OF BLOSSOMS, BIRDS AND BEYOND/BLEICHNER PROPERTIES

Mayor Meehl stated Council may wish to proceed with annexation of Blossoms, Birds and Beyond and the Terry Bleichner properties. Nick Theroux thanked the City Manager and Building Official for working with him with the various zoning issues and stated with the amendment to the Zoning Ordinance, he had no concerns being annexed into the City.

Council Member Lehmkuhl stated the Planning Commission recommends annexation of the two parcels.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved Ordinance No. 313 entitled “Annexation Of Various Parcels As Listed Into The City Of Perham, County Of Otter Tail, State Of Minnesota, An Ordinance Extending The Corporate Limits Of The City Of Perham To Include Certain Unincorporated Properties Surrounded By The City Of Perham”.

***TUFFY’S EXPANSION PROJECT**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved Resolution No. 2011 – 19 entitled “Resolution Of The City Of Perham Finding A Parcel To Be Occupied By A Structurally Substandard Building”.

***ACCEPTANCE OF THE BUILDING PERMIT REPORT**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council accepted the Building Permit Report for March 2011.

CITY ENGINEER MONTHLY UPDATE

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

First Avenue South

City Engineer Berube stated the final payment to JR Ferche, Inc. has been made and the project is complete.

Fifth Avenue Southeast

Plans and Specifications have been sent to the Minnesota Pollution Control Agency and the Minnesota Department of Health for the proposed improvements. The application for funding has also been submitted to the Minnesota Public Facilities Authority for the project and upon successful review, a bid date for the improvements will be set.

STREET DESIGN/BIKE ROUTES

Mayor Meehl stated Council may wish to consider entering into an agreement with SHIP to hire a consulting firm to assist with designating current and future bike/walk routes throughout the City. A \$5,000 grant has been received to cover these costs.

Patrick Hollister from Statewide Health Improvement Program (SHIP) stated the City has an opportunity to hire a consultant to lay out street designs that would contain bike routes. The designated area needs to contain a typical street and intersection so that the results can easily be modified and used throughout the City. Hollister stated that the City has wide streets which will enable a consultant to develop a variety of options. A discussion ensued.

On a motion by Council Member Mattfeld, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council authorized the City Manager to enter into an agreement with Clay-Wilkin Community Health Board to provide funds for a consultant to develop street design alternatives that accommodate all users, including pedestrians and bicyclists of all ages and abilities and motorists, while promoting safety, encouraging active living and representing Perham's welcoming environment.

POLICE DEPARTMENT PURCHASE OF AN SUV

Mayor Meehl stated Council may wish to authorize Police Department staff to spend forfeiture funds to purchase an SUV. Police Chief Hoaby stated the account currently has \$17,191.79. Staff has looked at a number of SUVs and has selected one if the Council approves the purchase. The 2006 Trail Blazer has 97,000 miles, has a heavy duty transmission and they would be requesting a six month warranty. Any equipment purchased to equip the SUV will come out of forfeiture funds.

Police Chief Hoaby stated the 2006 squad car is not reliable and needs to be replaced. The second squad would not be driven a lot, typically about 6,000 miles per year. In the

past, the Police Department has used a fire truck during snow events, but the fire truck does not meet specifications for transporting people. A discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Spencer and carried without a dissenting vote, the Council authorized staff to purchase an SUV from forfeiture funds.

***ARBOR DAY PROCLAMATION**

Mayor Meehl signed the Arbor Day Proclamation and declared May 7, 2011 as Arbor Day in Perham, Minnesota.

***BIKE OR WALK TO WORK/SCHOOL PROCLAMATION**

Mayor Meehl signed the Bike Or Walk To Work Or School Week Proclamation for the City of Perham scheduled for April 30 to May 7.

***2011 SEAL COATING**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved Resolution No. 2011 – 20 entitled “Resolution In The Matter Of Approving Plans And Specifications And Ordering Advertisement For Bids, 2011 Seal Coat”.

***WASTEWATER TREATMENT EXPANSION PROJECT**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council accepted the low quote of \$4,700 submitted by Midwest Testing Laboratory from Fargo, North Dakota for soil borings.

***LIFT STATIONS/REPLACING CONTROL PANELS**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council authorized the purchase of control panels that are compatible with the SCADA System for the Westwind and 7th Avenue SE lift stations from Preferred Controls Corp. not to exceed \$47,274.88.

***ACCEPTANCE OF THE MONTHLY POLICE REPORT**

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council accepted the Monthly Police Report for March 2011.

OTHER BUSINESS

WASTEWATER TREATMENT FACILITY EXPANSION PROJECT

Engineer Anderson stated plans and specifications have been submitted to MPCA. Upon approval, they will proceed with advertising for bids.

INFORMATION AND ANNOUNCEMENTS

Committee of the Whole is scheduled for April 27 at 5:15

The Local Board of Review is scheduled for Wednesday, May 4 at 1 pm, a Council quorum is required.

Arbor Day, Bike Rodeo and re-dedication of the Cal Miller Bike Path is scheduled for May 7

Auditors are scheduled for May 9 through May 12

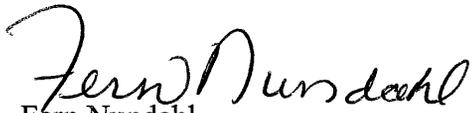
The Regular Council Meeting is scheduled for May 9 at 5:15 pm

The Household Hazardous Waste is scheduled for Wednesday, July 27

ADJOURNMENT

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the meeting was adjourned at 6:10 p.m.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Fern Nundahl". The signature is written in black ink and is positioned above the printed name.

Fern Nundahl

Administrative Assistant