

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
November 12, 2019**

The regular meeting of the Perham City Council was called to order by Mayor Meehl at 5:16 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. Council Members present were Meehl, Lehmkuhl, and Schmidt.

Council Members absent: Spencer and Johnson

Staff present: City Manager Smith, Finance Officer Stokke, Police Chief Hoaby, Public Works Director Meece, Public Works Director Schossow, EDA Director Keil, and Administrative Assistant Hoeft.

Others present: City Engineer Berube

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

CITIZENS CONCERNS

Mayor Meehl stated Council will recognize citizens who may have items for the Council. Citizens please state your name and address for the record. There were no citizen concerns.

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 Schmidt, 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 Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the consent agenda as presented.

***APPROVAL OF MINUTES**

Council approved the minutes of the Regular Meeting of the Council held on October 14, 2019.

PUBLIC HEARING/ZONING MAP ORDINANCE

Mayor Meehl stated Council may wish to hear comments regarding the proposed 2019 Zoning Map Ordinance.

City Manager Smith stated the new Zoning Map reflects recent changes including the new plat of Prairie's Edge Development as well as the annexation of Zorbaz.

There were no comments from the public regarding the 2019 Zoning Map.

APPROVAL OF ZONING MAP ORDINANCE

Mayor Meehl stated Council may wish to approve the 2019 Zoning Map Ordinance.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved Ordinance 410 entitled "Adopting The Official Zoning Map Of The City Of Perham, Minnesota."

APPROVAL FOR PAYMENT OF CITY CLAIMS

Mayor Meehl stated Council may wish to approve payment of Prepaid and Unpaid City Claims. Finance Officer Stokke noted the following additional claims: Kinect Energy in the amount of \$336,868.91 and US Bank in the amount of \$500.00 bringing the total Unpaid Claims to \$999,105.09.

On a motion by Council Member Schmidt, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved payment of Prepaid and Unpaid City Claims in the amount of \$1,371,592.15.

LODGING TAX COMMITTEE DONATION

Mayor Meehl stated on the recommendation of the Lodging Tax Committee, Council may wish to consider 2020 contributions in the amount of \$2,000 to HACA for the 2020 Heritage Festival, and \$1,000 to the Perham Events Committee (PEC) for 2020 Oktoberfest, Black Friday/Christmas, and March Magic events.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote to approve the recommendation of the Lodging Tax Committee for 2020 contributions to HACA in the amount of \$2,000 and Perham Events Committee in the amount of \$1,000.

***GOBBLE WOBBLE 5K**

Council authorized the use of the Brave Like Gabe Recreational Trail in Arvig Park for the Gobble Wobble 5K fundraising event scheduled for Thanksgiving Day, November 28, 2019.

***LIABILITY COVERAGE**

Council accepted liability coverage limits of \$1,500,000 from the League of Minnesota Cities Insurance Trust for 2020 and will not waive the statutory tort limits.

***ACCEPTANCE OF GOLF COURSE DONATION**

Council approved Resolution 2019 – 46 entitled “Resolution In The Matter Of Accepting A Donation From James And Janet McLeod For Perham Lakeside Golf Course Perham, Minnesota,” to accept a donation from James and Janet McLeod in the amount of \$1,000.00 for the Golf Course.

***APPROVAL OF VARIOUS ASSESSMENTS**

Council approved Resolution 2019 – 47 entitled “Resolution In The Matter Of Assessing Unpaid Utility Services City Of Perham,” authorizing various assessments be forwarded to Otter Tail County.

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

Council accepted the PLGC’s Income Statement for September 2019.

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

Council accepted the PACC’s Financial Reports for September 2019.

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

Council may wish to accept the following City Financial Reports: Cash Balance and Investment Summary, Budget Summary – Revenue and Expense, Enterprise Financials and the Utility Aging Report for October 2019.

CITY ENGINEER MONTHLY UPDATE

City Engineer Berube gave an update on various projects.

Second Avenue Southwest

A correction and completion list has been sent to the contractor, with some of the items having already been addressed. There are some signs that still must be removed by the signage contractor along the project, and along the County 8 detour. Additional review will be completed in the spring, following a freeze/thaw cycle.

Northeast Industrial Park

Survey is 95% complete for the Industrial Park project. The project design is currently starting. With the various funding components of the project, we are working through the design and specification requirements to verify the proper items are included in the project documents.

Zorbaz Lift Station

The utility and access easements has been forwarded to the property owner to be reviewed. Once finalized on their end, the City will sign and file the easement.

Prairie's Edge Phase 2

The utilities have been completed on the northern extension, with the exception of the storm sewer. The remaining storm sewer and a sewer and water extension in the southwest corner of the property to the old Bleichner home will be completed in the spring, along with the road extensions.

INFORMATION AND ANNOUNCEMENTS

The CGMC Fall Conference is November 14 – 15 at Arrowwood Resort in Alexandria

The Committee of the Whole meeting is scheduled for Monday, November 25 @ 5:15 pm

The City Office will be closed on Thursday, November 28 for Thanksgiving

The Parade of Lights is scheduled for Friday, November 29 at 5:30 pm

The Landmark Holiday Open House is scheduled for Thursday, December 5 from 4-7 pm

The next regular Council Meeting is scheduled for Monday, December 9 @ 5:15 pm

The City Holiday Pot Luck is scheduled for Wednesday, December 18 @ 11:30 am in the Council Chambers

ADJOURNMENT

Mayor Meehl adjourned the meeting at 5:27 pm.

Respectfully submitted by,

A handwritten signature in blue ink, appearing to read "Heather Hoeft", written in a cursive style.

Heather Hoeft
Administrative Assistant

ATTEST:

A handwritten signature in blue ink, appearing to read "Timothy S. Meek", written in a cursive style. The signature is positioned above a horizontal line.

Mayor

