

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
February 12, 2018**

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 Smith, Finance Officer Stokke, EDA Director Johnson, Police Chief Hoaby and Public Works Director Meece.

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 Spencer, seconded by Council Member Schmidt 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 Johnson 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 January 8, 2018.

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 claim: Ross Olson in the amount of \$350.00 for the purchase of a vehicle for Fire Department training, bringing the total unpaid claims to \$1,126,767.21.

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved payment of the Prepaid and Unpaid City Claims in the amount of \$1,867,703.59 for the month of January.

2018 BUDGET/PERHAM AREA COMMUNITY CENTER

Mayor Meehl stated Council may wish to approve the 2018 Budget for the Perham Area Community Center.

On a motion by Council Member Johnson, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the 2018 Budget for the Perham Area Community Center.

ANGEL OF HOPE PROJECT

Mayor Meehl stated Council may wish to authorize the City of Perham act as a fiscal host on behalf of the Perham Community Fund, a component fund of West Central Initiative (WCI), a 501c3 nonprofit, to raise charitable funds for the Angel of Hope project. City Manager Smith explained that a personal fund had already been created for the Angel of Hope project, however, there is a need for a more formal fund for donation purposes.

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved Resolution No. 2018-2 entitled "Resolution In The Matter Of Acting As Fiscal Host For The Angel Of Hope Project Perham, MN."

***LOCAL BOARD OF REVIEW**

Council scheduled the Local Board of Review for Wednesday, April 25, 2018 from 1:00 to 2:00.

***SENIOR CENTER LEASE**

Council approved the lease between the City and Mark and Barb Lenius for the Senior Center beginning March 1, 2018 and ending February 28, 2019.

***FIRE DEPARTMENT DONATION**

Council approved Resolution No. 2018-3 entitled “Resolution In The Matter Of Accepting A Donation For The Perham Fire Department, Perham, Minnesota,” to accept a donation in the amount of \$225.00 made to the Perham Fire Department on behalf of the Lake Region Electric Trust Board for Operation Round Up.

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

Council accepted the PLGC’s Income Statement for December 2017.

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

Council accepted the PACC’s Financial Reports for December 2017.

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

Council accepted the following reports: Cash Balance and Investment Summary, Budget Summary – Revenue and Expense, Enterprise Financials and the Utility Aging Report for January 2018.

CITY ENGINEER MONTHLY UPDATE

City Engineer gave an update on various projects.

2015 Improvement Project (3rd Ave Southeast)

Kuechle is reviewing the paperwork with subcontractors for final payment. It is anticipated that the project will be closed out in early 2018.

Wellhead Protection Plan Part II

The Plan has been submitted to the Minnesota Department of Health for approval. Their internal comment period ends on March 6th and they have until April 4th to approve the document.

Third Street Northeast

Winter suspension is currently underway for the project, a walk through will be completed with City Staff in the Spring of 2018 to review any potential cleanup items for the project.

County 8 Closure/Truck Route Improvements

Public Works reviewed the preliminary County 8 Closure and Truck Route Signage last week at their monthly meeting. It is anticipated that the plan will have further review prior to installing new permanent signage along Coney Street and other various truck routes. Signage may be installed as soon as March of 2018.

We are also trying to work with MNDOT to see if there is any way to improve suggested signage along Highway 10 to further reduce downtown truck traffic. We are trying to correlate the detour with the signage improvements with all entities involved.

***ACCEPTING SEALED BIDS FOR VARIOUS VEHICLES**

Council authorized advertising for the sale of vehicles using the Sealed Bid process. The vehicles to be sold are a 2004 Ford F150 pickup regular cab long box 4x4 with a 4.6L V8 and automatic transmission. The truck has 67,518 miles and has a problem with the brakes. The second vehicle is a 1997 Ford E250 Van 2wd with a 5.4L V8 automatic transmission and 81,929 miles. The third vehicle is a 2010 Ford F150 regular cab long box with a 4.6L V8 and 141,000 miles.

***PAINT STRIPER PURCHASE**

Council authorized the purchase of a new paint striper. Two quotes were obtained from Diamond Vogel Paint of Fargo, ND for a total cost of \$9,875.00 and Sherwin Williams of Fergus Falls, MN for a total cost of \$14,157.00. It was recommended to purchase the unit from Diamond Vogel Paint.

***LAWNMOWER PURCHASE**

Council authorized the purchase of a new 72 inch cutting deck size mower. A 2012 Gravely Pro Turn will be traded in. Two quotes were obtained from RDO of Hawley, MN for a 2017 John Deere 997 for a cost of \$16,547.29 with a trade in amount of \$5,000 for a total cost of \$11,547.29 and Cutting Edge of Perham, MN for a 2018 Toro Z Master 7500 Diesel Series for a cost of \$22,959.36 with a trade in amount of \$2,959.36 for a total cost of \$20,000.00. It was recommended to purchase the 2017 John Deere from RDO of Hawley, MN.

***HOUSEHOLD HAZARDOUS WASTE MOBILE COLLECTION**

Council authorized staff to host a Hazard Waste Mobile Collection on Wednesday, June 27 from 10:00 am to 2:00 pm.

INFORMATION AND ANNOUNCEMENTS

City Office will be closed on Monday, February 19 for President's Day

The Semi-Annual Perham Area EMS Meeting is scheduled for Monday, February 19 at the Cactus. Supper will be served at 6:00 pm; the meeting will follow.

The EDA Retreat is scheduled for Wednesday, February 28 at the Perham Lakeside Event Center at 8:30 am

The Committee of the Whole is scheduled for Wednesday, February 28 at 5:15

The next Regular Council Meeting is scheduled for Monday, March 12 at 5:15 pm

The Coalition of Greater Minnesota Cities Legislative Action Day is scheduled for Wednesday, March 14 in St. Paul

The 2018 League of Minnesota Cities Legislative Conference for Cities is scheduled for March 21 – 22 in St. Paul

ADJOURNMENT

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, Mayor Meehl adjourned the meeting at 5:33 pm.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Heather Hoeft", with a horizontal line extending to the right.

Heather Hoeft
Administrative Assistant