

PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
August 12, 2019

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. Council Members present were Meehl, Lehmkuhl, Spencer, and Schmidt.

Members Absent: Johnson

Staff present: City Manager Smith, Finance Officer Stokke, Police Chief Hoaby, Police Officer Jensen, Public Works Director Meece, Public Works Water/Wastewater Foreman 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.

Brian Sazama inquired about the cancellation of Sunday events at the upcoming Pioneer Days at the Pioneer Grounds. City Manager Smith stated that the City owns and insures the land and buildings at the Pioneer Grounds, however, the History, Arts, and Cultural Association (HACA) Board has a lease agreement with the City and is responsible for organizing events there. City officials were unaware of any cancellation of events for Pioneer Days and instructed Sazama to speak with Shirley Davidson or Chris Happel with the HACA Board.

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 Spencer 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 July 8 and Special Meeting minutes from July 31, 2019.

PUBLIC HEARING, AMENDING LIQUOR ORDINANCE

Mayor Meehl stated Council may wish to hear comments regarding amending the Liquor Ordinance, Section 20, Subdivision (B), Minors On Premises, to state that “No person under the age of 21 years may enter a licensed establishment unless (1) accompanied by an adult 21 or older; (2) there to work; (3) consuming a meal on a premise defined as a restaurant; or (4) attending a social function held in a portion of a facility where liquor is not sold.” There were no comments from the public.

AMENDING LIQUOR ORDINANCE

Mayor Meehl stated Council may wish to amend the Liquor Ordinance, Section 20, Subd. (B), Minors On Premises, to state that “No person under the age of 21 years may enter a licensed establishment unless (1) accompanied by an adult 21 or older; (2) there to work; (3) consuming a meal on a premise defined as a restaurant; or (4) attending a social function held in a portion of a facility where liquor is not sold.”

On a motion by Council Member Schmidt, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved Ordinance 407 entitled “An Ordinance Amending Ordinance No. 337” to amend the language of Section 20, Subdivision (B), Minors On Premises, to state that “No person under the age of 21 years may enter a licensed establishment unless (1) accompanied by an adult 21 or older; (2) there to work; (3) consuming a meal on a premise defined as a restaurant; or (4) attending a social function held in a portion of a facility where liquor is not sold.”

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 \$220,729.38; Nardini in the amount of \$76.75; Northdale Oil Inc. in the amount of \$27,124.02; Otter Tail Power in the amount of \$10.07; Otter Tail Power in the amount of \$93.04 bringing the total Unpaid Claims to \$984,213.95.

On a motion by Council Member Spencer, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved payment of Prepaid and Unpaid City Claims in the amount of \$1,836,856.93 for the month of July 2019.

APPROVAL OF LEGISLATION TO AUTHORIZE IMPOSING A LOCAL OPTION SALES TAX

Mayor Meehl stated Council may wish to approve a resolution to approve legislation passed which authorizes the City of Perham to impose by ordinance a sales and use tax of one-half of one percent (1/2%) to finance the expansion and betterment of the Perham Area Community Center.

City Manager Smith stated approval of the resolution is the first phase in the process to implement the new sales and use tax. Council will consider approving the Ordinance to impose the sales and use tax effective January 1, 2020 after a public hearing at the September City Council meeting.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved Resolution 2019 - 31 entitled "Resolution Of The City Of Perham, Minnesota Approving Session Laws 2019, First Special Session, Chapter 6, Article 6, Section 24" approving legislation that authorizes the City of Perham to impose by ordinance a sales and use tax of one-half of one percent (1/2%) to finance the expansion and betterment of the Perham Area Community Center.

***FIRE DEPARTMENT**

Council authorized the use of alcohol at the Perham Emergency Services Building for August 21, 2019 in conjunction with the Fire Department summer picnic.

***DISGRUNTLED BREWING REQUEST FOR USE OF CITY STREETS**

Council approved a request by Disgruntled Brewing for use of City streets during Disgruntled Daze on September 14, 2019 for the 4th Annual "Beer Run."

***ACCEPTANCE OF GOLF COURSE DONATIONS**

Council approved resolution 2019 – 32 entitled “Resolution In The Matter Of Accepting Donations For The Perham Lakeside Golf Course Perham, MN” to accept donations totaling \$26,618.26 to be used for tree and stump removal at Perham Lakeside Golf Course.

***WEST CENTRAL INITIATIVE FUND PLEDGE**

Council approved a \$7,000 pledge to West Central Initiative Fund; the pledge would be for three years with \$2,000 payable in 2019 and \$2,500 in 2020 and 2021.

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

Council may wish to accept the PLGC’s Income Statement for June 2019

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

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

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

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

AMEND ESSER DEVELOPMENT AGREEMENT

Mayor Meehl stated Council may wish to amend certain dates contained in the February 13, 2007 Development Agreement with Joseph and Rebecca Esser.

City Manager Smith stated the amended agreement will extend Tax Increment Financing (TIF) until 2031 rather than 2021 in the original agreement.

On a motion by Council Member Schmidt, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved amending certain dates contained in the February 13, 2007 Development Agreement with Joseph and Rebecca Esser.

AMEND ESSER MEMORANDUM OF AGREEMENT

Mayor Meehl stated Council may wish to consider amending a Memorandum of Agreement with Joseph and Rebecca Esser approved on May 13, 2019.

City Manager Smith stated the amended agreement will extend the first phase of the development northward 500 feet on Seventh Avenue Northeast rather than 200 feet in the original agreement.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the amended Memorandum of Agreement with Joseph and Rebecca Esser.

CITY ENGINEER MONTHLY UPDATE

City Engineer Berube gave an update on various projects.

County 8 Closure

Signage along the detour has remained covered and County 8 is being used for traffic throughout the summer. The detour will have to go back on in the fall for approximately a week to allow for the paving of the top level of bituminous. Timing for the remaining paving is to be determined but will be after Labor Day.

As part of the Second Avenue project, we are overlaying the pavement on Second Avenue Northeast and a portion of Sixth Street Northwest. This will allow for the roadway of Second Avenue Northeast to last until the next potential reconstruction within five years.

Seventh Avenue Northeast/Industrial Park Expansion

The Preliminary Engineering Report is complete and will be discussed in the next agenda item.

Second Avenue Southwest

The first lift of pavement has been constructed on the Second Avenue portion of the project as the end of the week last week. The overlay started on Coney Street and Second Avenue near the Elementary School on Friday and progressed today until the rain slowed the contractor down. The paving contractor will continue to work on the overlay of Coney Street along with the additional work near City Hall and the Police Station.

RL Larson and Ottertail Aggregate are working along Second Avenue to back fill topsoil and raise manholes and gate valves to the final level required for the upcoming paving. Turf establishment will follow the final paving when the topsoil is completed and ready for seeding.

RESOLUTION RECEIVING REPORT AND CALLING FOR A PUBLIC HEARING ON INDUSTRIAL PARK IMPROVEMENTS

Mayor Meehl stated Council may wish to approve a resolution to receive the Preliminary Engineering Report and call for a public hearing on Industrial Park Improvements.

City Engineer Berube presented the Preliminary Engineering Report and preliminary design recommendations for street and utility improvements and repairs in and around the proposed

project area which includes Seventh Avenue Northeast, Third Street Northeast, Second Street Northeast, Fifth Street Northeast, Ninth Avenue Northeast and Eleventh Avenue Northeast. The project will also include the extension of a multi-use path in the southwest portion of the City near the new High School. Berube reviewed the existing utility systems as well as the proposed improvements, design and construction considerations, costs associated with the proposed improvements, financing including grants awarded for various components of the project and estimated special assessments and the following project timeline:

Public Hearing	September 2019
Design	October 2019 – January 2020
Approve Plans	January 2020
Receive Bids	February 2020
Assessment Hearing	March 2020
Award Contract	March 2020
Begin Construction	Summer 2020
Substantial Completion	Fall 2020

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved Resolution 2019 – 33 entitled “Resolution Receiving Report And Calling For A Public Hearing For Industrial Park Improvements, Perham, Minnesota.”

2020-2022 LELS CONTRACT

Mayor Meehl stated Council may wish to consider approving a three (3) year contract with the Police Department.

On a motion by Council Member Spencer, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the 2020-2022 LELS contract with the Police Department.

***RENAMING OF ARVIG PARK BIKE PATH**

Council approved Resolution 2019 – 34 entitled “A Resolution Renaming A Public Bike Path In Honor Of Gabriele Grunewald” to rename the Arvig Park Bike Path “Brave Like Gabe Recreational Trail” in honor of professional runner and Perham native, Gabriele Grunewald, as recommended by the Park Board.

INFORMATION AND ANNOUNCEMENTS

The Annual City Employee Picnic is scheduled for Monday, August 26 @ 5:00 at Paul Miller Park
Committee of the Whole is scheduled for Wednesday, August 28 @ 5:15 .

The Annual Fire Department/Township Meeting is scheduled for Wednesday, August 28 @ 7:00 pm at the Fire Hall

A 2020 Budget Meeting is scheduled for Friday, August 30 @ 7 am

The City Offices will be closed on Monday, September 2 in observance of Labor Day
The next regular Council Meeting is scheduled for Monday, September 9 @ 5:15
The 2020 Budget will be reviewed and approved at a Special Meeting prior to Committee of the
Whole on September 25

ADJOURNMENT


On a motion by Council Member Spencer, seconded by Council Member Lehmkuhl and carried
without a dissenting vote, Mayor Meehl adjourned the meeting at 5:47 p.m.

Respectfully submitted by,

Heather Hoelt
Administrative Assistant



ATTEST:



Mayor

