

**PERHAM CITY COUNCIL  
REGULAR MEETING MINUTES  
August 13, 2018**

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 Mayor Meehl, Lehmkuhl, Spencer and Schmidt. Council Member Johnson was absent.

Staff present: City Manager Smith, Finance Officer Stokke, Public Works Director Meece, EDA Director Johnson, Police Chief Hoaby, Liquor Store Manager Dreger 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. Perham resident, Teresa Stoderl, 455 2<sup>nd</sup> Avenue Southeast, inquired whether natural gas services would be available in the future for a housing development she recently purchased a lot in near the intersection of Highway 108 and Highway 78. There are eleven (11) lots total in the development with six (6) lots unsold. Mayor Meehl stated the City will take the matter under advisement.

***PERHAM AREA COMMUNITY CENTER***

Tony Stoll with the Perham Area Community Center (PACC) Board and BHH Partners gave the Council an overview of planned improvements at the PACC. The presentation included a slideshow of blueprints illustrating the proposed phases of construction planned by the PACC Building Committee. Phase one (1) includes the remodeling of the front entry area, locker room updates, additional bathrooms, an outdoor fitness area, relocation of the weight room to the lower level, a new concession area, climbing wall, play land and remodeling of the fitness/cardio areas. Additional proposed phases include a gymnastics and aquatics center. Ideally, an outdoor splash pad area would be included in phase one (1) of the project. A second proposed phase of the aquatics center would

include a recreational indoor mini-waterpark area with a party room. A third proposed phase would include an eight (8) lane swimming pool with seating for five-hundred (500) which could be used for section meets for the high school swim team. The old swimming pool would then be repurposed as a recreational pool for the public. A fourth proposed phase would include a competitive diving area. The cost of the proposed expansion and remodeling project ranges from six and a half (6.5) million to twenty (20) million dollars. Future operational and maintenance costs also need to be determined. Capital improvements include a new and more energy efficient building exterior and air conditioning system. Stoll noted that the outcome of the sales tax question on the ballot for the voters to approve in November will determine the size of the project. Fundraising will also be a source of revenue for the project. Discussion ensued regarding Council Member concerns regarding parking issues, staffing, and other costs related to the project. Stoll also noted that project plans will be made available to the public in the next month so the voters can see what the proposed sales tax will be used for before voting in November.

#### **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 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 July 9 and Special Meeting Minutes of July 25, 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 no additional claims.

On a motion by Council Member Schmidt, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved payment of Prepaid and Unpaid City Claims in the amount of \$994,882.63 for the month of July.

## **T21 DECLARATION**

Mayor Meehl stated Council may wish to declare a stance on the T21 issue, which would prohibit individuals under the age of 21 from purchasing tobacco products. City Manager Smith noted a letter had been drafted on behalf of the Mayor and Council in opposition to the process by which Otter Tail County has approached the passing of the Tobacco 21 Ordinance. After meeting with members of Partnership for Health, Smith felt the City as well as the County had been misrepresented. Smith reiterated that the City is not for or against the Tobacco 21 issue, however, several statutory and tobacco licensing questions need to be addressed. Smith also noted that he and Police Chief Hoaby will be attending the public hearing scheduled for Tuesday, August 14. An additional public hearing has also been scheduled for Monday, August 27.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt, and carried without a dissenting vote, the Council approved the letter to be given to the County declaring their opposition to the process by which Otter Tail County has approached the passing of the T21 Ordinance.

## **OPPOSITION TO LIQUOR IN GROCERY/CONVENIENCE STORE**

Mayor Meehl stated Council may wish to adopt a resolution opposing the sale of liquor in grocery and convenience stores. City Manager Smith explained that an effect of the approval of off-sale Sunday intoxicating liquor sales has been a decrease in Sunday sales of 3.2 liquor at grocery and convenience stores. The loss of revenue has prompted these retailers to request that the legislature abolish 3.2 liquor in Minnesota and allow for the sale of intoxicating liquor in grocery and convenience stores. Council Member Lehmkuhl inquired about the League of Minnesota Cities stance on the issue. Smith responded that the League as well as the Coalition of Greater Minnesota Cities and Association of Small Cities remains neutral on liquor issues. Smith noted the City has been working closely with the Minnesota Municipal Beverage Association, who are in opposition of the matter.

On a motion by Council Member Schmidt, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved Resolution No. 2018 - 13 entitled “Resolution Opposing The Concept Of Allowing Strong Beer, Spirits & Wine To Be Sold, For Off Premise Consumption, At Any Outlet Other Than The Municipal Liquor Store.”

**\*APPROVAL OF ROAD CLOSURE**

Council approved a road closure request from Calvary Lutheran Church for their 2<sup>nd</sup> Annual Community Block Party event on August 27.

**\*FIRE DEPARTMENT**

Council authorized the use of alcohol at the Perham Emergency Services Building for August 22 in conjunction with the Fire Department summer picnic.

**\*APPROVAL OF TEMPORARY LIQUOR LICENSES**

Council approved temporary liquor licenses for the History, Arts & Cultural Association for events to be held on September 1, 15, 21, and 29 at the Pioneer Village.

**\*LITTLE PINE LEASE TRACTS**

Council renewed the ten-year leases for the following Little Pine tract owners; Brad and Kristi Strong, Paul Danielson, Dave and Denise Schornack, Chris and Debra Drummond Kihl, and Gary and Kris Domier. The \$50.00 annual fee will remain unchanged.

**\*DOG PARK RIGHT-OF-WAY EASEMENT**

Council approved a right-of-way easement and payment agreement from Otter Tail Power Company for a new overhead power line to serve the Dog Park.

**\*SUPPLEMENT TO THE CODE OF ORDINANCES**

Council adopted Supplemental Ordinance 404 entitled “An Ordinance Enacting And Adopting A Supplement To The Code Of Ordinances For The City Of Perham, Minnesota And Declaring An Emergency,” which includes Ordinances 400 to 403.

**\*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 29 for a “Fun Beer Run.”

**\*APPROVAL OF ROAD CLOSURE**

Council approved a road closure request by Roger and Jean Marweg to close the entrance to Fifth Avenue Southeast from Main Street on Saturday, August 18 for an auction.

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

Council accept the PLGC’s Income Statement for June 2018.

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

Council accepted the PACC’s Financial Reports for June 2018.

**\*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 July 2018.

**CITY ENGINEER MONTHLY UPDATE**

City Engineer gave an update on various projects.

*2015 Improvement Project (3<sup>rd</sup> Avenue Southeast)*

The contractor still is in the process of reviewing final questions; I will be reaching out to them again to remind them that the City wants to close out the project by year end.

*Third Street Northeast*

A few minor punchlist items remain with some minor bituminous patching and turf establishment verification. Once these items are completed and accepted, the project will be closed out.

### *County 8 Closure/Truck Route Improvements*

The detour has been operational throughout the summer, and appears to be operating as intended. The route will continue to be monitored and may require further refinement when BNSF works to replace the 7<sup>th</sup> Avenue Northeast crossing. The control failure for the 1<sup>st</sup> Avenue signal has seemed to not affect the detour and actually is allowing traffic to move more freely through downtown.

### *Capital Improvement Plan Update*

A draft of the Capital Improvement Plan has been reviewed by Public Works and Financial Staff. It is anticipated that a public hearing will be held prior to adoption of the plan, which will be completed within the next month and a half.

### *Wellhead Protection Plan Part II*

The plan has been approved by the local Department of Health representatives, and must be approved by the Council prior to submittal to the State office. The Plan will be the City's guiding plan for water protection over the next ten years.

### **EAST OTTER TAIL COUNTY FAIR BOARD REQUEST**

Mayor Meehl stated Council may wish to consider a request from the East Otter Tail County Fair Board and Agricultural Society for the allowance of one (1) individual to park a camper on the fairgrounds during the fall harvest for approximately six (6) to ten (10) weeks. City Manager Smith explained that the individual has been camping at the Fairgrounds for several years and noted that less than five (5) camping sites isn't regulated by the State. Smith also noted that Council may approve a Notice of Understanding to be added as an addendum to the lease agreement with the Fair Board and Agricultural Society that includes a maximum stay of six (6) to ten (10) weeks, no waste released on the property, and City services will not be available after September 15.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the Notice of Understanding for the East Otter Tail County Fair Board and Agricultural Society to allow an individual to park a camper on the fairgrounds during the fall harvest with the conditions noted.

### **ADOPTION OF WELLHEAD PROTECTION PLAN PART II**

Mayor Meehl stated Council may wish to adopt the Wellhead Protection Plan Part II. City Engineer Berube noted that the plan is required to be updated every ten (10) years.

On a motion by Council Member Spencer, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council adopted the Wellhead Protection Plan Part II.

## **INFORMATION AND ANNOUNCEMENTS**

The Primary Election is scheduled for Tuesday, August 14. Polls will be open from 7:00 am – 8:00 pm.

Committee of the Whole is scheduled for Wednesday, August 29 @ 5:15

The Annual Fire Department/Township Meeting is scheduled for Wednesday, August 29 @ 7:00 pm at the Fire Hall

2019 Budget Meetings are scheduled for:

Friday, August 31 @ 7am – Police, Public Works, Library and Fire Department

Friday, September 14 @ 7am – Capital Debt and Overview

Wednesday, September 26 following Committee of the Whole - Review

The City Offices will be closed on Monday, September 3 in observance of Labor Day

The next regular Council Meeting is scheduled for Monday, September 10 @ 5:15

## **ADJOURNMENT**

On a motion by Council Member Lehmkuhl, seconded by Council Member Spencer and carried without a dissenting vote, Mayor Meehl adjourned the meeting at 6:20 p.m.

Respectfully submitted by,

A handwritten signature in blue ink, appearing to read "Heather Hoelt".

Heather Hoelt  
Administrative Assistant