

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
May 11, 2026**

DRAFT

The regular meeting of the Perham City Council held both in person in the Council Chambers at Perham City Hall, 125 Second Avenue NE, Perham, MN 56573 and electronically via Zoom was called to order by Mayor Meehl at 5:15 p.m. with all members of the Council having been duly notified of the meeting and the business to be transacted. Council Members present were Meehl, Lehmkuhl, Schmidt, Meyer and Fresonke.

Staff present: City Manager Smith, Public Works Director Schossow, EDA Director Murdock, Fire Chief Johnson and Clerk Hoeft.

Others present: City Engineer Berube and Jeff Fritz

Others present via Zoom: Barbie Porter and Michael G.

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. 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 Meyer, 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 Meyer 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 April 13, 2026.

APPROVAL FOR PAYMENT OF CITY CLAIMS

Mayor Meehl stated Council may wish to approve payment of Prepaid and Unpaid City Claims. Clerk Hoeft noted the following additional claims: Alex Air Apparatus for \$462.00; Amazon for \$89.10 and \$272.11; Apex Engineering for \$117.50, \$2,924.00, and \$587.50; Bellboy Corp for \$184.49, \$409.90, and \$234.15; Bergseth for \$19,741.30 and \$(83.90); Breakthru Beverage for \$1,308.30, \$570.00, and \$(202.50); Drastic Measures for \$224.00; East Otter Tail County Ag Society for \$50,000.00; Forum Communications for \$130.00; Frontier Energy for \$1,254.84; Matt Johnson for \$94.25; Johnson Brothers for \$179.86 and \$(97.93); Lake Region Electric for \$72.62, \$48.32, \$69.51, and \$45.74; Napa Auto Parts for \$20.99; Norcostco for \$30,200.00; Perham Steel for \$50.00; The Market at Perham for \$55.83; and Verizon for \$220.09 and \$725.05 bringing the Total Unpaid City Claims to \$1,103,886.46.

On a motion by Council Member Fresonke, 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 \$1,252,817.81.

AUTHORIZE AD FOR BIDS – PACC ROOF

Mayor Meehl stated Council may wish to authorize the advertising of bids for the PACC roof.

City Manager Smith explained that the project will be funded through donations held by the PACC and not through public dollars. Smith also explained that the current steel roof will be covered with a rubberized roof.

On a motion by Council Member Fresonke, seconded by Council Member Schmidt and carried without a dissenting vote, the Council authorized the advertising of bids for the PACC roof project.

APPROVE TECHNOLOGY CONTRACT

Mayor Meehl stated Council may wish to approve a new technology contract.

City Manager Smith explained that while Lakes Country Service Cooperative has done a good job of providing IT services, they are unable to provide the level of service needed, so staff recommended moving forward with Advanced Business Management (ABM) based on greater value and stronger security, as well as, no long-term contract, which allows for flexibility to access if needed.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved staff's recommendation to move forward with Advanced Business Management (ABM).

***SOLID WASTE COLLECTION/TRANSPORTATION LICENSE**

Council approved the Solid Waste Collection and Transportation License for Waste Management of North Dakota, subject to receipt of applicable fees and required information by the City Office.

***ACCEPT DONATION**

Council approved Resolution 2026-21 entitled "Resolution In The Matter Of Accepting A Donation For The Auditorium, Perham, MN," to accept a donation of \$5,747.07 from the Friends of the Perham Auditorium Fund for wiring and sound system for the Auditorium.

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

Council accepted the PACC's Financial Reports for March 2026.

***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 April 2026.

APPROVE INCREASE TO FIRE RELIEF PENSION AMOUNT

Mayor Meehl stated Council may wish to approve an increase to the Fire Relief Pension Amount effective July 1, 2026.

City Manager Smith explained that the Fire Relief Pension amount is analyzed annually. The request this year is for a \$300 increase. Smith reviewed the funding ratio, which will stay above 120% with the requested increase. If the funding ratio ever drops below 100%, the City would have to contribute to that fund with public dollars.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved a \$300 increase to the Fire Relief Pension amount effective July 1, 2026. As a member of the Perham Fire Department, Mayor Meehl abstained from the vote.

CITY ENGINEER MONTHLY UPDATE

City Engineer Berube gave an update on various projects.

Main Street Project

Spring road restrictions are to be lifted on Wednesday, May 13, which will allow for standard concrete loads to be hauled and final cleanup to occur. RL Larson did receive the correction and completion list approximately two weeks ago and have begun touching up remaining items on the project.

Lead Service Line Replacement

Inspections have occurred on 18 of the properties included for the 2026 replacement project. Of the properties inspected, 12 were found to be galvanized and one was found to be lead. There were five properties that were found to be copper upon further inspection. Additional efforts to determine an additional 15 properties will occur over the next two months.

Following plan submittals in March, the Minnesota Department of Health has indicated that project certification will not be available until late June, which will delay the project to a fall start, with a summer of 2027 completion date.

Arvig Park Trailhead

The change order for the utility extensions at Arvig Park was approved at the April Council meeting. The change order has been executed, and Ottertail Aggregate has sent in submittals for the utility extensions. The proposed utility work will be scheduled for this summer in advance of the rest of the trailhead improvements.

APPROVE MOWER PURCHASE

Mayor Meehl stated Council may wish to approve a request by the Perham Athletic Association to purchase a new lawn mower for Al Krueger Field.

City Manager Smith explained that reimbursement for the lawn mower purchase will come from an endowment fund set-up through West Central Initiative, similar to the Perham Auditorium.

On a motion by Council Member Meyer, seconded by Council Member Fresonke and carried without a dissenting vote, the Council approved the request by the Perham Athletic Association to purchase a new lawn mower for Al Krueger Field.

***APPROVE ROAD CLOSURE REQUEST**

Council approved a road closure request by the Perham Area Chamber of Commerce and Perham Events Committee for three upcoming events in 2026.

INFORMATION AND ANNOUNCEMENTS

Spring Clean-Up Day is scheduled for Saturday, May 16

The City Offices will be closed on Monday, May 25 for Memorial Day

The Committee of the Whole is scheduled for Wednesday, May 27 at 5:15

The next Regular Council Meeting is scheduled for Monday, June 8 at 5:15

The Household Hazardous Waste Day is scheduled for Thursday, July 9 from 10:00 – 2:00 at the Public Works Garage

ADJOURNMENT

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, Mayor Meehl adjourned the meeting at 5:38 pm.

Respectfully submitted by,

Heather Hoeft
Clerk

ATTEST:

Mayor