

**PERHAM CITY COUNCIL  
REGULAR MEETING MINUTES  
February 13, 2017**

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 Administrative 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, Liquor Store Manager Dreger and Administrative Assistant Hoeft.

Others Present: City Engineer Berube and Perham Area Community Center Director Kevin Nelson.

**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. City resident, Richard Luth of 738 W Main Street, Perham, MN 56573 addressed the Council with concerns regarding his neighbor. Luth claimed his neighbor, who runs a guitar factory, plays music very loudly for 1 ½ to 2 hours at a time at all hours of the day. Luth has measured the noise of the music at 70 decibels while a train whistle measured 90 decibels. Police Chief Hoaby noted the Police Department has been notified several times and has spoken to the resident, however, the residences are in a commercial zone and don't fall under the City's noise ordinance. City Manager Smith stated he will look into the noise ordinance further and will work with Police Chief Hoaby to resolve the matter.

**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 Johnson, seconded by Council Member Mattfeld 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 Spencer and carried without a dissenting vote, the Council approved the Consent Agenda as presented.

**\*APPROVAL OF MINUTES**

The Council approved the minutes of the Regular Meeting of the Council held on January 9, 2017.

**APPROVAL FOR PAYMENT OF CITY CLAIMS**

Mayor Meehl stated Council may wish to approve payment of Prepaid and Unpaid City Claims. Finance Officer Stokke requested the following additional claim be paid: Jeld-Wen in the amount of \$3661.73 for Library window replacement, part of which falls under warranty. The additional claim brings the total Unpaid City Claims to \$1,302,937.27.

On a motion by Council Member Johnson, 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 \$2,005,619.10 for January 2017.

**2017 BUDGET/PERHAM AREA COMMUNITY CENTER**

Mayor Meehl stated Council may wish to approve the 2017 Budget for the Perham Area Community Center. PACC Director Kevin Nelson was in attendance to answer questions regarding the budget.

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved the 2017 Perham Area Community Center budget.

**SUNDAY LIQUOR SALES OPPOSITION**

Mayor Meehl stated Council may wish to approve a resolution to voice opposition to a Sunday liquor sales bill currently in legislation. Liquor Store Manager Dreger explained the resolution will be part of a letter that he plans to send to area representatives and senators. Dreger also noted that Sunday sales would not only increase overhead costs, but it would also affect grocery and convenience stores that rely on Sunday 3.2 liquor sales, causing them to possibly lobby for the right to sell hard liquor in the future, then affecting Municipal Liquor Store sales. Lower Municipal Liquor Store sales would affect City taxes. Mayor Meehl has also discussed the situation with local representatives who either plan to vote against the bill or look into it further after hearing the City's point of view.

On a motion by Council Member Lehmkuhl, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved Resolution No. 2017-4 entitled "Resolution Advocating Against Sunday Off-Sale Liquor."

**\*AUTHORIZE MEMBERSHIP IN THE 4M FUND**

Council approved Resolution No. 2017-5 entitled "Resolution Authorizing Membership in the 4M Fund" entering into the Declaration of Trust and becoming a Participant of the Minnesota Municipal Market Fund (the 4M Fund). As a member of the 4M Fund, the City will be able to make use of the 4M Liquid Asset Fund, the 4M Plus Fund, the Term Series, the Fixed Rate Programs, and other Fund Services offered by the Fund.

**\*BDPI GRANT APPLICATION**

Council approved Resolution No. 2017- 6 entitled "Local Government Resolution Business Development Infrastructure Application" to support the Business Development Public Infrastructure (BDPI) grant application. This grant is needed as there has been a substantial number of Industrial Park lots sold in recent years. At this point, only three lots with full City services are available, and early discussions are underway involving all three of these lots. The City needs to expand its inventory, so as not to cause future projects to be turned away. An expansion plan has been prepared involving three components: Water and paving in the NE corner of the Industrial Park, creating an additional 4 infrastructured lots; Water and paving on two blocks of 3<sup>rd</sup> St SE, the northerly border of the existing Industrial Park; and Paving and full utilities in East Park 2<sup>nd</sup> Addition, creating 17 new lots zoned Light Industrial, as well as 6 Multiple Family lots. It has been decided to request 40% of this \$3 million project from both the State and Federal levels, with the City paying for the remaining 20%. The resolution relates to the State BDPI application, and would commit the City to its 20% share=\$614,000.

**\*SENIOR CENTER LEASE**

Council approved the lease between the City and Mark and Barb Lenius for the Senior Center. The lease shall begin on March 1, 2017 and will expire on February 28, 2018. The rent of \$900 per month remains the same.

**\*LOCAL BOARD OF REVIEW**

Council approved to schedule the Local Board of Review for Wednesday, April 26, 2017 from 1:00 to 2:00.

**\*FREEZE YOUR FACE, 5 K RACE**

Council granted permission to the Perham Cross Country Team and PACC the use of City streets for a fundraising event on February 25, 2017.

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

Council accepted the PLGC's Income Statement for December 2016.

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

Council accepted the PACC's Financial Reports for December 2016.

**\*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 2017.

**CITY ENGINEER MONTHLY UPDATE**

City Engineer gave an update on various projects.

***Third Street Northeast***

Design is progressing on the proposed 2017 Improvement Project for Third Street Northeast. A water extension on Third Street from 7<sup>th</sup> to 9<sup>th</sup> Avenue will be added to the project to allow for future connections to the Industrial Park. The geotechnical report has been received, and the televising of select areas has also been completed to assist in the utility rehabilitation. Minor modifications have been made to Third Street from Fifth to Seventh Avenue to accommodate the City's existing gas infrastructure. The modifications include a slight narrowing of the roadway by four feet to avoid re-alignment of the 10" gas main.

With the lack of movement on a potential bonding bill at the State's Legislature, we will be waiting for approval of the plans until the March Council Meeting. If a bonding bill is completed by that time, plans will be sent to the Minnesota Pollution Control agency for review and to be included on the Public Facilities Authority's (PFA) project list.

If there is no bonding bill or it appears as though the State will not complete one this year, it will be up to the Council to determine whether or not to send the plans out for bidding without the low interest loan dollars from the PFA. The City may see benefits to bidding the project without the Prevailing Wages required through the PFA. Following the bidding, the City could determine whether to proceed with the improvements or shelf the project for another year, or different funding opportunity.

**\*WATER TOWER MAINTENANCE CONTRACT**

Council accepted the Potable Water Reservoir Maintenance Contract with Liquid Engineering Corporation. Liquid Engineering Corporation will provide all labor, specialty equipment and insurance to professionally evaluate the City's water towers.

**\*RECYCLING RFP**

Council approved submitting a Request for Proposals for recycling services effective July 1, 2017 to December 31, 2020. Proposals must be submitted to Perham City Hall no later than 11:00 am, March 31, 2017.

**INFORMATION AND ANNOUNCEMENTS**

The EDA Retreat is scheduled for Wednesday, February 15 at 8:00 am

City Office will be closed on Monday, February 20 for President's Day

The Semi-Annual Perham Area EMS Meeting is scheduled for Monday, February 20 at the Cactus.

Supper will be served at 6:30 pm; the meeting will follow at 7:00 pm

The Committee of the Whole is scheduled for Wednesday, February 22 at 4:30 pm so Council Members can attend the Perham Hospital District Annual Meeting

The Perham Hospital District Annual Meeting is scheduled for Wednesday, February 22 at the Cactus. Supper will be served at 6:00; the meeting will follow

The next Regular Council Meeting is scheduled for Monday, March 13 at 5:15 pm

The Household Hazardous Waste is scheduled for Wednesday, June 28.

**ADJOURNMENT**

There being no further business to bring before the Council, Mayor Meehl adjourned the meeting at 5:47 pm.

Respectfully submitted by,



Heather Hoef  
Administrative Assistant