

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
February 10, 2025**

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, Fresonke, Schmidt and Meyer.

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

Others present: City Engineer Berube

Others present via Zoom: Therese Perro and Barbie Porter

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Meehl stated 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 Fresonke 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 13, 2025.

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: Forum Communications for \$158.68; Lakes Community Cooperative for \$235.86; Marco Technologies for \$175.48 and \$146.72; RMB Lab for \$52.25; Service Food for \$246.24; Verizon for \$200.05 and \$609.72; and Visa for \$824.64 and \$1,186.58 bringing the Total Unpaid City Claims to \$854,218.14 for January 2025. Stokke noted that the Kinect Energy bill hadn't yet been received, which will be approximately \$800-\$825,000.

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 \$986,118.53 for January 2025.

APPROVE LEASE AGREEMENT

Mayor Meehl stated Council may wish to approve a lease agreement between the City of Perham and East Otter Tail Soil and Water Conservation District. Council Member Lehmkuhl noted that the Fair Board had reviewed the agreement and had no issues with it.

On a motion by Council Member Lehmkuhl, seconded by Council Member Fresonke and carried without a dissenting vote, the Council approved the lease agreement between the City of Perham and East Otter Tail Soil and Water Conservation District.

APPROVE THC LICENSE

Mayor Meehl stated Council may wish to approve a new THC License for Zorbaz on Little Pine Lake, Inc. contingent upon the outcome of a background check. City Manager Smith noted that there has been no issues with the Liquor License at Zorbaz.

On a motion by Council Member Schmidt, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved the THC License for Zorbaz on Little Pine Lake, Inc. contingent upon the outcome of the background check.

***GAMBLING PERMIT**

Council approved Resolution 2025-5 entitled "Resolution In The Matter Of Approving Premises Permit Application Turn In Poachers," to allow Turn in Poachers to conduct gambling at Perham Lakeside Golf Course for an event to be held March 29, 2025 – March 30, 2025.

***APPROVE 2025 GOLF COURSE RATES**

Council approved the 2025 Golf Course rates.

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

Council accepted the PACC's Financial Reports for December 2024.

***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 2025.

APPROVE KLN INTERIM USE

Mayor Meehl stated Council may wish to approve KLN's Interim Use for the continuation of use for temporary workforce housing. Council Member Lehmkuhl noted that the Planning Commission had held a public hearing and recommended Council approval for the continuation of the interim use.

On a motion by Council Member Lehmkuhl, seconded by Council Member Fresonke and carried without a dissenting vote, the Council approved Resolution 2025 – 6 entitled "Resolution In The Matter Of Granting An Interim Use Permit To Allow For Temporary Workforce Housing City Of Perham Minnesota."

APPROVE OPPORTUNITY GRANT

Mayor Meehl stated Council may wish to approve an Opportunity Grant between the City of Perham and C&C Properties for \$31,750.00. Mayor Meehl noted that the EDA had approved the grant for interior renovations of a Med Spa and wellness clinic.

On a motion by Council Member Schmidt, seconded by Council Member Meyer and carried without a dissenting vote, the Council approved the Opportunity Grant between the City of Perham and C&C Properties for \$31,750.00.

APPROVE OPPORTUNITY GRANT

Mayor Meehl stated Council may wish to approve an Opportunity Grant between the City of Perham and Pinewood Holdings, DBA Snacks Plus for \$50,000.00. Mayor Meehl noted that the EDA had approved the grant for a 40' x 60' expansion to their existing building.

On a motion by Council Member Meyer, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the Opportunity Grant between the City of Perham and Pinewood Holdings, DBA Snacks Plus for \$50,000.00.

APPROVE OPPORTUNITY GRANT

Mayor Meehl stated Council may wish to approve an Opportunity Grant between the City of Perham and Re-Use-It Thrift Store for \$59,918.00. Mayor Meehl noted that the EDA had approved the grant for the rehabilitation of their store and warehouse facility and construction of a new storage facility at their warehouse location. Council Member Schmidt stated that grants aren't typically approved for these types of non-profit projects, but he noted that it was good for the community.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the Opportunity Grant between the City of Perham and Re-Use-It Thrift Store for \$59,918.00.

APPROVE OPPORTUNITY GRANT

Mayor Meehl stated Council may wish to approve an Opportunity Grant between the City of Perham and McCall Construction, Inc. for \$100,000.00. Mayor Meehl noted that the EDA had approved the grant for the construction of an office/shop facility.

On a motion by Council Member Schmidt, seconded by Council Member Fresonke and carried without a dissenting vote, the Council approved the Opportunity Grant between the City of Perham and McCall Construction for \$100,000.00.

CITY ENGINEER MONTHLY UPDATE

City Engineer Berube gave an update on various projects.

Main Street Project

Over the course of the past month, Andy Pettow Construction framed and placed the metal roofing on the kiosk at First Avenue and Parson's Electric came back to town to reinstall the photo-eye on the structure. Parsons also updated the faulty lighting relay, allowing the lights on First and Second Avenue South to be reenergized. Fascia for the roof structure will be installed when the weather allows.

Various correspondence has occurred over the course of the past month regarding the multiple BNSF permits required by the railroad for the utility and street repairs on Second Avenue Northeast. A variance request has been submitted to the railroad's permitting agency for drainage improvements in the parking lot behind City Hall and is currently being reviewed. Following

approval of the permit, the railroad's right-of-way agent will draft paperwork for the proposed drainage improvements, allowing the construction to commence.

Discussions and layouts for improvements to NP Park are currently being reviewed to determine the next steps to address amenities within the park. Various alternatives will be reviewed with the Park Board over the course of the next two months and followed up with Council review.

***APPROVE POLICE VEHICLE PURCHASE**

Council approved the purchase of two 2025 Ford Police Utility AWD vehicles from Nelson Auto Center for \$90,026.00.

***CHAMBER OF COMMERCE/PEC EVENTS**

Council granted permission to the Chamber of Commerce and Perham Events Committee the use of various streets for special events in 2025.

INFORMATION AND ANNOUNCEMENTS

The City Offices will be closed on Monday, February 17 for President's Day
The Committee of the Whole is scheduled for Wednesday, February 26 at 5:15 pm
The Elected Leader's Institute will be held on February 28-March 1 in Alexandria
The next Regular Council Meeting is scheduled for Monday, March 10 at 5:15 pm

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 5:36 pm.

Respectfully submitted by,



Heather Hoefl
Clerk

ATTEST:



Mayor



SPECIAL COUNCIL MEETING MINUTES

February 26, 2025

Mayor Meehl called the Special Council Meeting to order at 5:15 pm on February 26, 2025 in the Council Chambers located at 125 Second Avenue NE and via Zoom, 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 members present: City Manager Smith, Finance Officer Stokke, EDA Director Murdock, Liquor Store Manager Arvidson, Public Works Director Schossow, Librarian Ladwig, and Clerk Hoeft.

Others present: City Engineer Berube, Kayla Sullivan, John Groothuis, Mindi Larson, and Griffin Peck

Ordering Plans and Specifications – Cherry Lane

Mayor Meehl stated Council may wish to approve a resolution ordering plans and specifications for Cherry Lane. City Manager Smith noted the improvements will include water, sewer, roadway, curb and gutter.

On a motion by Council Member Meyer, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved Resolution 2025 – 7, entitled “Resolution In The Matter Of Ordering Plans And Specifications For Cherry Lane, Perham, Minnesota.”

Approve EMS Building Heater Purchase

Mayor Meehl stated Council may wish to approve the purchase of three (3) new heater for the Emergency Services Building. Three bids were received for the EMS/Fire garage bay heaters:

| | Base Bid/ 2heaters | Extra Heater | Total | Electrical |
|-----------|---------------------------|---------------------|--------------|-------------------|
| Hansons | \$6,717.00 | \$3,647.00 | \$10,364.00 | |
| Ellingson | \$7,513.00 | \$3,507.00 | \$11,020.00 | \$666.00 |
| Essers | \$10,977.33 | \$5,352.93 | \$16,330.26 | |

On a motion by Council Member Meyer, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the purchase of a three (3) heaters for the Emergency Services Building from Hanson’s Plumbing and Heating for \$10,364.00.

Adjournment

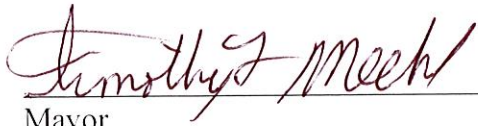
Mayor Meehl adjourned the Special Council Meeting at 5:24 pm.

Respectfully submitted by,



Heather Hoeft
Clerk

ATTEST:



Mayor