

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
January 12, 2015**

The regular meeting of the Perham City Council was called to order by Mayor Meehl at 5:17 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. All Council Members were present.

Staff present: City Manager Klemm, Police Chief Hoaby, EDA Director Johnson, Public Works Director Meece, Finance Officer Stokke, Administrative Assistant Nundahl.

Others present: City Attorney Happel, Building Official Neisen

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Meehl requested all in attendance rise for the Pledge of Allegiance.

OATH OF OFFICE

City Manager Klemm administered the Oath of Office to re-elected Mayor Timothy Meehl and re-elected Council Members Fred Lehmkuhl and Harriet Mattfeld.

CITIZENS CONCERNS

Mayor Meehl stated the Council will recognize citizens who may have items for the Council.

No one addressed the Council.

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

***APPROVAL OF MINUTES**

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council approved the minutes of the Regular Meeting held on December 8 and Special Minutes held on December 18, 2014.

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 Council consider the following additional claims: US Bank in the amount of \$117,357.50, US Bank in the amount of \$55,000.00, DJM Farms in the amount of \$6,500.00 and Mark Riestenberg in the amount of \$3,400.00. This would bring the Unpaid Claims to \$2,745,740.01. Discussion ensued.

On a motion by Council Member Mattfeld, 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 \$3,387,378.27.

ORGANIZATIONAL RESOLUTION

Mayor Meehl stated Council may wish to approve the 2015 Organizational Resolution. A short discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved Resolution 2015 – 1 entitled “2015 Organizational Resolution, City of Perham, Minnesota”.

***FIRE DEPARTMENT ANNUAL RURAL MEETING**

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council authorized the use of alcohol at the Perham Emergency Services Building for January 21 in conjunction with the annual meeting with City and Township Officials.

***PAY EQUITY REPORT**

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council approved the Pay Equity Report.

***LIBRARY GRANT**

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council approved Resolution 2015 – 2 entitled “Resolution In The Matter Of Applying For Funding Through The Library Construction Grant Program For Perham Area Public Library, Perham, Minnesota”.

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

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council granted permission to the Perham Cross Country Team and PACC the use of City streets for a fundraising event on February 7, 2015.

***HAZARDOUS WASTE PICKUP**

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council scheduled the Hazardous Waste Pickup with Otter Tail County for June 24th from 10:00 to 2:00.

***GOLF COURSE MANAGEMENT AGREEMENT**

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council approved the Management Agreement between Perham Lakeside Golf Course and the City.

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

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council accepted the PLGC's Income Statement for November, 2014.

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

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council accepted the PACC's Financial Reports for November, 2014.

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

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council accepted the following reports for December 2014: Cash Balance and Investment Summary, Budget Summary – Revenue and Expense, Enterprise Financials and Utility Aging Report.

***DECERTIFY TIF DISTRICT 2-19**

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council approved Resolution No. 2015 – 3 entitled “City Of Perham, County Of Otter Tail, State Of Minnesota, Being A Resolution Approving The Decertification Of Tax Increment Financing District No. 2-19 Of The City Of Perham”.

VICTORY ESTATES

Mayor Meehl stated Council may wish to consider authorizing the preparation of a Preliminary Engineering Report for Victory Estates. City Manager Klemm stated he has been in contact with the Developer, Dick Stoderl and his Attorney, Terry Karkela. Klemm noted that the City has not

received all of the required paperwork but according to Attorney Karkela, everything is proceeding with the sale of the property. They have received the Certificate of Survey and they have the signed Covenants. A Letter of Credit has been issued; the Letter needs to be corrected to reflect the proper name.

City Manager Klemm stated in order for this project to proceed, he would like to receive the Preliminary Engineering Report in February for bidding to take place in early spring. Discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved Resolution NO. 2015 – 4 entitled “Resolution In The Matter Of Ordering Preliminary Engineering Report For Improvements For Fourth Street SE, From Seventh Avenue SE To Eighth Avenue SE, Phase One, Victory Estates, Perham, Minnesota”.

***CITY ENGINEER MONTHLY UPDATE**

On a motion by Council Member Johnson, seconded by Council Member Spencer, and carried without a dissenting vote, the Council accepted the City Engineer’s update on various projects.

Third Avenue SE Update

City Manager Klemm stated the original design for Third Avenue SE from Fox Street to Coney Street was going to be mill and overlay. The soil boring tests showed the ground to be in bad condition so a full reconstruct will need to be completed. We will need to meet with business owners to come up with a plan during this construction. Originally this section was going to be completed last, but with the total reconstruction, it may be started in May.

INFORMATION AND ANNOUNCEMENTS

City Office will closed on Monday, January 19 for Martin Luther King Day

The Committee of the Whole is scheduled for Wednesday, January 28 at 5:15

2015 Leadership Conference in Brooklyn Center is scheduled for January 30 & 31

The next Regular Council Meeting is scheduled for Monday, February 9 at 5:15 pm

Mayor Meehl stated he would like to host a Meet and Greet for residents to hear their comments and concerns. Meehl thought this should be scheduled on a Saturday. Council Member Lehmkuhl requested the event be scheduled prior to the summer months.

ADJOURNMENT

On a motion by Council Member Lehmkuhl, seconded by Council Member Mattfeld, and carried without dissenting vote, the meeting adjourned at 5:35 p.m.

Respectfully submitted by,

A handwritten signature in black ink that reads "Fern Nundahl". The signature is written in a cursive, flowing style.

Fern Nundahl

Administrative Assistant