

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
March 12, 2012**

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. All Council Members were present.

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

Others present: City Engineer Berube, Building Official Neisen and City Attorney Happel

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

CITIZENS CONCERNS

Mayor Meehl requested those present to rise if they wanted to address 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 Spencer 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 Mattfeld 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 Mattfeld and carried without a dissenting vote, the Council approved the minutes of the Regular Meeting of the Council held on February 13th and minutes of the Special Council Meeting held on February 29th, 2012.

APPROVAL FOR PAYMENT OF CITY CLAIMS

Mayor Meehl stated Council may wish to approve City Claims.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved payment of City Claims in the amount of \$626,047.56 for the month of February 2012.

2012 GOLF COURSE BUDGET

Mayor Meehl stated pursuant to the Management Agreement, Council may wish to approve the 2012 Golf Course Budget.

Golf Course Board Member Dean Bahls stated 2011 was a dismal year in the golf industry and it was a dismal year for Perham Lakeside Golf Course. The proposed budget is projecting a loss of \$19,000. It was noted, several cuts were made and membership rates have been increased. Membership rates were reviewed and compared to surrounding golf course. It was also noted, Nick Anderson will be dedicated full-time to the Golf Course and the Lunds have been hired to manage Mulligan's. Discussion ensued.

On a motion by Council Member Johnson, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved the 2012 Golf Course Budget and Rates.

MANAGEMENT SERVICES AGREEMENT

Mayor Meehl stated Council may wish to approve the Management Services Agreement with Perham Lakeside Country Club. City Manager Klemm reviewed the Agreement and noted this Agreement is similar to the agreement in 2010. A short discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved the Management Services Agreement between the City and Perham Lakeside Country Club.

SENIOR CENTER LEASE

Mayor Meehl stated Council may wish to consider extending the lease for one year for the Senior Center with Mark and Barb Lenius.

City Manager Klemm stated the Lease contains an out clause with a ninety-day written notice. Council Member Mattfeld stated she doesn't feel that that the Lease should have an "out clause" noting the Senior Center should stay where it is at. 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 the Lease Agreement with Mark and Barb Lenius for a site for the Senior Citizens Center.

***EDA SAFETY BONDS/EMERGENCY SERVICES BUILDING**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved paying off the EDA Safety Bonds used to finance the Emergency Services Building and approved Resolution No. 2012 – 14 entitled "Resolution Exercising Purchase Option Under Lease-Purchase Agreement".

***CONFIRMING PRECINCT AND POLLING PLACE**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council confirmed the City is located in District 8A and the polling place remains in the City Council Chambers located at 125 Second Avenue NE, Perham, Minnesota and approved Resolution No. 2012 – 15 entitled “Resolution Reestablishing Precinct And Polling Place, Perham, Minnesota”.

***2011 BUDGET AMENDMENTS**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved amending the 2011 budget due to the addition of approved projects during the 2011 budget year and Resolution No. 2012 – 16 entitled “Resolution In The Matter Of Amending The 2011 Budget”.

***NORTHWOODS ASSEMBLY OF GOD**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council granted permission to Northwoods Assembly of God’s Church the use of the City Hall Park on Good Friday for a “Live Passion Drama and Walk”.

***3.2 BEER LICENSE RENEWALS**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved 3.2 Beer Licenses subject to receipt of applicable fees and required information by the City Office for the following businesses: Perham Pirates Baseball Club, Perham Agriculture Society, Dean’s Country Market, Westside Services, Perham BP, Service Foods, main Street Express, Perham Pioneer Grounds, Pamida Stores Operating Company, LLC, Jin Hu Chinese Restaurant.

***PROMENADE BALLROOM**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council scheduled a public hearing for March 28 at 5:15 to consider approving a request for a 3.2 Beer License and a Wine License submitted by Paul Mathieu/Promenade Ballroom.

***COMPLIANCE POLICY AND PROCEDURE**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved a Post-Issuance Debt Compliance Policy and Procedure.

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

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council accepted the PLGC’s Income Statement for January 2012.

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

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council accepted the PACC's Financial Reports for January 2012.

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

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council accepted the following reports for February 2012: Cash Balance and Investment Summary, Budget Summary – Revenue and Expense, Enterprise Financials and the Utility Aging Report.

CLEARWATER FIRST ADDITION COVENANTS

Mayor Meehl stated Council may wish to consider amending the covenants of Clearwater First Addition to require 950 square feet of finished living space above ground.

Council Member Lehmkuhl stated the Planning Commission is recommending Council approve amending the Covenants. The current Covenant requires 1,350 square feet of finished living space. With the current economic conditions and in order to construct more affordable homes, 950 square feet of finished living space above grade could lower the sale price of homes to an affordable \$120,000 to \$130,000 range. Discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved amending the Clearwater First Addition Covenants to require 950 square feet of finished living space above grade.

AMENDING ZONING ORDINANCE

Mayor Meehl stated Council may wish to amend the Zoning Ordinance and to re-zone Lot 1, Block 4 of Clearwater First Addition, Perham Health, from Multi-Family to Service Commercial.

Council Member Lehmkuhl stated the Planning Commission held public hearings to amend the Zoning Ordinance and to re-zone the new hospital site. Lehmkuhl noted the following amendments to the Zoning Ordinance: Section 14, R-1 One Family Dwelling District, Section 3 Conditional Uses (H) to remove the words funeral homes; Section 21, S-C Service Commercial District, Section 2 Permitted Uses (J) to remove the words medical clinics and laboratories and to add (V a) Hospitals, clinics, congregate housing, and nursing homes; Section 27, Special Provisions Applicable to Specific Permitted and Conditional Uses, Section 6 to read Hospitals, Clinics, Dental Offices, Congregate Housing, and Nursing Homes (removing the words Funeral Homes). In addition to any other conditions or limitations required by this Chapter, hospitals, clinics, dental offices, congregate housing, and nursing homes shall be subject to the following conditions and limitations: (C) No more than 60 percent (was 70 percent) of the site to be covered with impervious surface and the remainder to be suitably landscaped. It was noted, the Planning Commission is recommending Council approve the amendments to the Zoning Ordinance and rezoning Perham Health. Discussion ensued.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved Ordinance No. 334 entitled "An Ordinance Amending Ordinance 286, Regulating Land Use (Zoning)" and Ordinance No. 335 entitled "Rezoning, Block 4, Clearwater First Addition To The City Of Perham, Minnesota, An Ordinance Revising Ordinance No. 286 Entitled Land Use (Zoning), City Of Perham, Minnesota".

***APPROVING COST SHARE AGREEMENT**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved a cost share agreement with Otter Tail County for proposed improvements to County State-Aid Highway No. 34.

***APPROVING COUNTY PROJECT WITHIN CITY LIMITS**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved Otter Tail County's plans to reconstruct County State Aid Highway 34 within City limits and approved Resolution No. 2012 – 17 entitled "Resolution Approving County Project Within Municipal Corporate Limits, Perham, Minnesota".

***PARALLEL PARKING ON CSAH 34**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council approved parallel parking within the City limits on County State Aid Highway 34 and approved Resolution No. 2012 – 18 entitled "Resolution For Parallel Parking Only, County State Aid Highway No. 34, Perham, Minnesota".

***ACCEPTANCE OF THE BUILDING PERMIT REPORT**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council accepted the Building Permit Report for February 2012.

CITY ENGINEER MONTHLY UPDATE

Mayor Meehl stated City Engineer will give an update on various projects.

City Engineer Berube stated he will be contacting the Contractor to return to complete work on Fifth Avenue SE. Unfinished work includes turf work.

***MEMORANDUM OF UNDERSTANDING**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council authorized the Mayor and City Manager to enter into a Memorandum of Understanding with Perham Health regarding the Heliport.

***LAWNMOWER PURCHASE**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council authorized the purchase of a Gravely ProTurn 472 XDS series model # 992240 Lawnmower for \$13,422.43 from NAPA Auto Store of Perham, Minnesota.

***UTILITY CART PURCHASE/INFIELD GROOMER**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council authorized the purchase of a 2012 John Deere TX 4x2 Gator from RDO of Hawley Minnesota for \$7,479.11 and a 4.5' Infield Rascal Groomer from ABI of Osceola, Indiana for \$3,325.29.

***PLAYGROUND EQUIPMENT PURCHASE**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council authorized the purchase of a PSS-1217 Challengers Playground Set from Midwest Playscapes Inc. from Chaska, Minnesota in the amount of \$25,112.42.

***RETRO-FIT DOWNTOWN STREET LIGHTS**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council authorized J.C. Electric to retro-fit the downtown streetlights not to exceed \$20,226.50.

***SOFTBALL TOURNAMENT**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council granted permission to the 12U Perham Dent Softball Team to host a 12 U Tournament on July 14 and July 15 at Arvig Park.

***MEMORANDUM OF UNDERSTANDING**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council authorized staff to enter into a Memorandum of Understanding with Bongards to research the possibility of connecting to the City's sanitary wastewater system.

***FEMA GRANT/SCHEDULING A PUBLIC HEARING**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council scheduled a public hearing to hear comments regarding obtaining a grant for the purchase of a generator for City Hall.

***ACCEPTANCE OF THE MONTHLY POLICE REPORT**

On a motion by Council Member Johnson, seconded by Council Member Mattfeld and carried without a dissenting vote, the Council accepted the Monthly Police Report for February 2012.

INFORMATION AND ANNOUNCEMENTS

A Special Council Meeting and the Committee of the Whole is scheduled for Wednesday, March 28 at 5:15

The next Regular Council Meeting is scheduled for April 9 at 5:15 pm

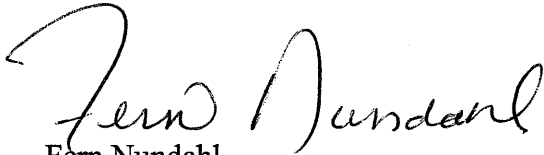
The Local Board of Review is scheduled for Wednesday, May 2 at 1 pm, a Council quorum is required.

The Household Hazardous Waste is scheduled for Wednesday, July 25 from 10:00 to 2:00.

ADJOURNMENT

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the meeting was adjourned at 5:37 p.m.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Fern Nundahl". The signature is written in black ink and is positioned above the printed name and title.

Fern Nundahl

Administrative Assistant