

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
May 10, 2021**

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 5:18 pm with all members of the Council having been duly notified of the meeting and the business to be transacted. Council Members present were Meehl, Johnson, Lehmkuhl, Spencer, and Schmidt.

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

Others present: City Engineer Berube

Others present via Zoom: Todd Hagen representing Ehlers, and City Attorney Winters

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 Johnson, 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 Spencer 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 12, 2021 and Special Council Meeting held on April 28, 2021.

APPROVAL FOR PAYMENT OF CITY CLAIMS

Council may wish to approve payment of Prepaid and Unpaid City Claims. Finance Officer Stokke noted the following additional claims: Apex Engineering for the following amounts: \$5,500.00, \$2,755.87, and \$7,646.95; Auto Value for the following amounts: \$7.79, \$30.68, \$99.15, \$3.18, \$36.98, \$92.58, \$47.09, \$48.75, and \$149.00; Bellboy Corp for \$267.30; BHH Partners for the following amounts: \$9,834.68 and \$6,001.78; Bright Ideas Shop for \$1,661.00; Forum Communications for \$1,529.13; Frontier Energy for \$835.00; Informa for \$525.00; Jobs HQ for \$1,231.00; Kinect Energy for \$342,012.91; Maria & Everardo Botello for \$200.07; Lake Region Electric for the following amounts: \$50.41, \$25.77, and \$54.32; Otter Tail Power for the following amounts: \$37,231.56, \$47.30, and \$6.01; Ottertail Aggregate for \$240.24; Perham Area Chamber of Commerce for \$8,000.00; Perham Office Supply for \$88.24; PLMSWA for \$292.50; Prodigy Disc Inc. for \$6,270.00; Ramstad Skoyles & Winters PA for \$240.00; and Verizon Wireless for \$120.13 bringing the total Unpaid City Claims to \$2,756,979.40.

On a motion by Council Member Schmidt, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved payment of Prepaid and Unpaid City Claims in the amount of \$2,982,886.46.

SALE OF GENERAL OBLIGATION SALES TAX REVENUE BONDS, SERIES 2021B

Mayor Meehl stated Council may wish to consider awarding the sale of the \$4,750,000 General Obligation Sales Tax Revenue Bonds, Series 2021B.

Todd Hagen, representing Ehlers, congratulated the City for maintaining its AA- bond rating. Seven (7) bids were received with a low bid of 1.1519% coming from Northland Securities, Inc. of Minneapolis, Minnesota. The difference between the low and high bid was \$67,663. After the bid opening, the issue size was decreased by \$200,000 due to a reduction in the costs of issuance and underwriter's discount and the receipt of a premium bid.

On a motion by Council Member Schmidt, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved Resolution 2021- 23 entitled "Resolution Authorizing Issuance, Awarding Sale, Prescribing The Form And Details And Providing For The Payment Of \$4,550,000 General Obligation Sales Tax Revenue Bonds, Series 2021B."

SALE OF TAXABLE GENERAL OBLIGATION TEMPORARY TAX ABATEMENT BONDS, SERIES 2021C

Mayor Meehl stated Council may wish to consider awarding the sale of the \$4,190,000 Taxable General Obligation Temporary Tax Abatement Bonds, Series 2021C.

Todd Hagen, representing Ehlers, stated the bonds will temporarily finance the capital costs of site preparation, redevelopment, renovation and construction of buildings, land and infrastructure at the site of the Perham Area Community Center prior to the receipt of donations from pledged revenue. Six (6) bids were received, with the low bid of 0.4360% coming from Piper Sandler & Co. of Minneapolis, Minnesota. The difference between the low and high bid was \$55,450. After the bid opening, the issue size was decreased by \$95,000 due to a reduction in the costs of issuance and underwriter's discount.

On a motion by Council Member Johnson, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved Resolution 2021- 24 entitled "Resolution Authorizing Issuance, Awarding Sale, Prescribing The Form And Details And Providing For The Payment Of \$4,085,000 Taxable General Obligation Temporary Tax Abatement Bonds, Series 2021C."

SALE OF GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2021D

Mayor Meehl stated Council may wish to consider awarding the sale of \$880,000 General Obligation Improvement Bonds, Series 2021D.

Todd Hagen, representing Ehlers, stated the bonds will finance the construction of new street and utility improvements for the City's Westwind 4 Subdivision Project. Three (3) bids were received, with the low bid of 1.7150% coming from Northland Securities Inc. of Minneapolis, Minnesota. The difference between the low and high bid was \$16,350. After the bid opening, the issue size was decreased by \$15,000 due to a reduction in the costs of issuance and underwriter's discount and the receipt of a premium bid.

On a motion by Council Member Schmidt, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved Resolution 2021- 25 entitled "Resolution Authorizing Issuance, Awarding Sale, Prescribing The Form And Details And Providing For The Payment Of \$865,000 General Obligation Improvement Bonds, Series 2021D."

***ACCEPTANCE OF DISC GOLF COURSE DONATION**

Council approved Resolution 2021- 26 entitled "Resolution In The Matter Of Accepting Donations For The Disc Golf Course, Perham, MN" to accept a donations in the amount of \$550.00 and \$445.00 from Big Cat Disc Golf, LLC, \$500.00 each from Swan Machine, Kitmasters, Inc., and Schoeneberger Funeral & Cremation Services, \$250.00 each from JC Electric and Kunz Law Office PC, \$125.00 from Esser Plumbing and Heating, Inc., and \$50 from All Creatures Veterinary Hospital.

***APPROVE INCREASE TO POLICE DEPARTMENT BUDGET**

Council approved an increase to the Police Department budget for the addition of a full-time Police Officer.

***APPROVE LODGING TAX DONATION**

Council approved a Lodging Tax Donation request from P2Prairie Association in the amount of \$2,100.00 to be used for Perham Pioneer Fest.

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

Council accepted the PACC's Financial Reports for March 2021.

***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 2021.

APPROVE OPTION AGREEMENT

Mayor Meehl stated Council may wish to approve an Option Agreement giving Dennis W Happel first option to purchase Lots 5-9, Block 2 Clearwater First Addition, and Lot 3, Block 6 Clearwater Estates.

On a motion by Council Member Johnson, seconded by Council Member Lehmkuhl and carried without a dissenting vote, the Council approved the Option Agreement giving Dennis W Happel first option to purchase Lots 5-9, Block 2 Clearwater First Addition, and Lot 3, Block 6 Clearwater Estates.

APPROVE PURCHASE AGREEMENT

Mayor Meehl stated Council may wish to approve a purchase agreement between the City of Perham and Dennis W. Happel for the sale of Lot 1, Block 6, Clearwater Estates.

On a motion by Council Member Lehmkuhl, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved the sale of Lot 1, Block 6, Clearwater Estates to Dennis W. Happel.

CITY ENGINEER MONTHLY UPDATE

City Engineer Berube gave an update on various projects.

Northeast Industrial Park

Topsoil grading, turf establishment, and other items have started on the project. R.L. Larson is working with BNSF to schedule the remaining work that must occur on 11th Avenue near the railroad tracks. Tentatively, paving is set to occur within the next couple of weeks to allow for closeout by the June City Council Meeting.

LRIP Application

Grant award notifications will be published in June. If awarded, the proposed project may be constructed in 2022 with the other scheduled City improvements.

Westwind Fourth Addition

R.L. Larson started the underground utility improvements on April 29th following the delivery of piping and manholes. The utility installation is nearly 60% complete, with final piping installation planned by mid next week. Rough road grading and subgrade preparation for gravel and concrete is tentatively planned to start this week on 8th Avenue (westerly road), with more roadway prep to follow the remaining utility installation.

Ninth Street Southwest

A small paving project will occur on Ninth Street Southwest from Second Avenue to Fifth Avenue this summer. The condition of the pavement that has not been addressed since the original construction nearly 40 years ago and will be milled and overlaid. Due to the size of the project, we will be sending out quote requests to various paving contractors for pricing.

2021 SEAL COAT PROJECT

Mayor Meehl stated Council may wish to consider accepting the apparent low quote from Morris Sealcoat & Trucking for \$57,652.70 for the 2021 Seal Coat Project.

On a motion by Council Member Johnson, seconded by Council Member Schmidt and carried without a dissenting vote, the Council accepted the apparent low quote from Morris Sealcoat & Trucking for \$57,652.70 for the 2021 Seal Coat Project.

***APPROVE LAWNMOWER PURCHASE**

Council approved the purchase of a new lawnmower from RDO of Hawley in the amount of \$32,994.44. The Parks General Capital budget has \$60,000 allotted for the purchase of a new lawnmower.

***AVERAGE JO TRIATHLON**

Council authorized the use of Arvig Park for the Average Jo Jr. duathlon on Friday, June 25 and the Average Jo Triathlon on Saturday, June 26.

INFORMATION AND ANNOUNCEMENTS

Committee of the Whole is scheduled for Wednesday, May 26 at 5:15 pm
The next Regular Council Meeting is scheduled for Monday, June 14 at 5:15 pm
The Household Hazardous Waste Day is scheduled for Thursday, July 15 from 10:00 – 2:00 at the Public Works Garage

ADJOURNMENT

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, Mayor Meehl adjourned the meeting at 5:41 pm.

Respectfully submitted by,



Heather Hoeft
Administrative Assistant

ATTEST:


Mayor