

**PERHAM CITY COUNCIL
REGULAR MEETING MINUTES
October 11, 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 5:15 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: City Attorney Tom Winters and Elizabeth Vierkant from the Perham Focus

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. Citizens please state your name and address for the record. 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.

City Manager Smith noted the addition of three (3) Land Sale Resolutions for Keith D. Carlson and Jennifer S. Carlson, Marotz Investments, LLC, and JOLO Enterprises, LLC to be added to the agenda as items E, F, and G under Administration and Finance. The purchase agreements for the three (3) parcels had been approved by the City Council at the September Council meeting. The title company requested official resolutions.

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 with the addition of the Land Sale Resolutions.

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 September 13 and Special Meeting minutes from September 29, 2021.

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 \$362.91; Hammers Construction for \$200,715.34 and \$318,618.76; Lakes Country Service Cooperative for \$720.17; Minnesota Department of Public Safety for \$15.00; Northdale Oil for \$21,587.40; and Otter Tail Power for \$78.67 and \$6.68 bringing the total Unpaid City Claims to \$2,190,192.26.

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 \$2,553,016.18 for September 2021.

APPROVE PURCHASE AGREEMENT

Mayor Meehl stated Council may wish to approve the purchase of the old St. Paul's School at 560 Second Street Southwest.

On a motion by Council Member Schmidt, seconded by Council Member Spencer and carried without a dissenting vote, the Council approved the purchase of the old St. Paul's School at 560 Second Street Southwest.

3.2 LIQUOR LICENSE

Mayor Meehl stated Council may wish to approve a 3.2 Liquor License for Maric Ventures LLC contingent upon all fees and legal requirements being met as required by the City and State of Minnesota's Liquor Control Board.

On a motion by Council Member Lehmkuhl, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved the 3.2 Liquor License for Maric Ventures LLC. Council Member Spencer abstained from the vote as the owner of Maric Ventures LLC.

CIGARETTE LICENSE

Mayor Meehl stated Council may wish to approve and authorize the Mayor and City Manager to sign a Cigarette License for an application submitted by Maric Ventures LLC contingent upon receipt of fees by the City Office.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved the Cigarette License for Maric Ventures LLC. Council Member Spencer abstained from the vote as he is the owner of Maric Ventures LLC.

APPROVE LAND SALE RESOLUTION

Mayor Meehl stated Council may wish to approve a resolution for the sale of Lot 8, Block 5, Perham Industrial Park Third Addition, to Keith D. Carlson and Jennifer S. Carlson.

On a motion by Council Member Schmidt, seconded by Council Member Johnson and carried without a dissenting vote, the Council approved Resolution 2021 – 49 entitled “Resolution By The City Of Perham, A Municipal Corporation, Approving The Sale Of Real Estate Legally Described Herein To Keith D. Carlson and Jennifer S. Carlson.”

APPROVE LAND SALE RESOLUTION

Mayor Meehl stated Council may wish to approve a resolution for the sale of Lot 10, Block 5, Perham Industrial Park Third Addition, to Marotz Investments, LLC.

On a motion by Council Member Johnson, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved Resolution 2021 – 50 entitled “Resolution By The City Of Perham, A Municipal Corporation, Approving The Sale Of Real Estate Legally Described Herein To Marotz Investments, LLC.”

APPROVE LAND SALE RESOLUTION

Mayor Meehl stated Council may wish to approve a resolution for the sale of Lot 12, Block 5, Perham Industrial Park Third Addition, to JOLO Enterprises, LLC.

On a motion by Council Member Lehmkuhl, seconded by Council Member Schmidt and carried without a dissenting vote, the Council approved Resolution 2021 – 51 entitled “Resolution By

The City Of Perham, A Municipal Corporation, Approving The Sale Of Real Estate Legally Described Herein To JOLO Enterprises, LLC.”

***RESCIND WATERING RESTRICTIONS RESOLUTION**

Council approved Resolution 2021 – 48 entitled “Rescind Resolution 2021 – 37 Watering Restrictions,” a resolution to rescind Resolution 2021 – 37 ending watering use restrictions.

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

Council accepted the PACC’s Financial Reports for August 2021.

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

Council may wish to accept the following City Financial Reports: Cash Balance and Investment Summary, Budget Summary – Revenue and Expense, Enterprise Financials and the Utility Aging Report for September 2021.

CITY ENGINEER MONTHLY UPDATE

City Engineer gave an update on various projects.

Westwind Fourth Addition

A project walk through was completed last week with City staff and a correction and completion list was sent to the contractor. It is anticipated that closeout of the project will be completed this fall.

Fox Street

Hammers Construction and Ottertail Aggregate have been working on the connections for Fox Street over the past few weeks. It is anticipated that the roadway will be completed and opened to traffic by the end of the month.

2022 Project

Compass has started the topographic survey and will be surveying the various project areas over the next few weeks. Following survey data completion, design will progress and is expected to run through March of 2022.

***GOBBLE WOBBLE 5K**

Council authorized the use of the bike path in Arvig Park for the Gobble Wobble 5K fundraising event scheduled for Thanksgiving Day, November 25, 2021.

INFORMATION AND ANNOUNCEMENTS

Hydrant Flushing will take place Sunday, October 24 – Friday, November 5

The Committee of the Whole is scheduled for Wednesday, October 27 @ 5:15

The next regular Council Meeting is scheduled for Monday, November 8 @ 5:15

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 5:29 p.m.

Respectfully submitted by,

A handwritten signature in blue ink, appearing to read "Heather Hoeft", with a long horizontal flourish extending to the right.

Heather Hoeft
Administrative Assistant

ATTEST:

A handwritten signature in black ink, appearing to read "Timothy Meehl", with a long horizontal flourish extending to the right.

Mayor

