

City of Long Prairie
7:00 P.M., Monday February 6th, 2023
City Council Meeting Held in Person & Via-Teleconference

The Long Prairie City Council met in person and by phone at City Hall, 7:00 pm, on Monday February 6th, 2023, Mayor Dixon called the meeting to order with the following present by phone or at City Hall: Council members, Jim Kreemer, Lilah Gripne, Clint Kreuger, David Wright, and City Administrator Ted Gray. Others present Fire Chief Dan Laumeyer, Police Chief Ryan Hanson, Kent Louwagie, Officer Kellen Pulliam, Amanda Hinson, and Bob Klick.

Council member Kreemer motioned Gripne seconded to approve the consent agenda:

- (a) Approve Agenda for February 6th, 2023**
- (b) Approve Council Meeting Minutes from January 17th, 2023, with a correction to the Library report.**
- (c) Approve Donation Resolution 23-02-06-02**

Motion carried unanimously.

Resolution #23-02-06-02
RESOLUTION ACKNOWLEDGING DONATIONS

WHEREAS, the City of Long Prairie has received the following donations during the month(s) of January for the following purposes:

Anonymous Donor	\$40.00	Outdoor Skating Rink
Anonymous Donor	\$66.00	Outdoor Skating Rink
Anonymous Donor	\$30.00	Outdoor Skating Rink

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LONG PRAIRIE, MINNESOTA THAT: The City Council of the City of Long Prairie acknowledges and accepts the donations received the month of January.

BE IT FURTHER RESOLVED THAT: The City Council of the City of Long Prairie expresses its thanks and appreciation for the donations to all Donor(s) listed.

Adopted this 6th day of February 2023 by the City Council of the City of Long Prairie.

ATTEST:

Theodore Gray
City Administrator/Clerk

Jodi Dixon
Mayor

(Council Reports)

Public Works: Council member Krueger reported on the Public Works activities. The daily water, wastewater rounds and samples are going fine. Public works has been busy with some snow removal and equipment maintenance. In the next few weeks, we will continue to plow and remove snow as needed along with equipment maintenance at the wastewater treatment plant.

EDA: Council member Wright reported on the EDA activities involving the childcare center discussions and gave an update on the first batch approved businesses using Downtown Revitalization Grant Funds.

Public Safety: Council member Wright reported on the Police and Fire Departments. The Police Department had 220 incidents in the last three weeks. Chief Hanson will be attending Chiefs Training on January 30th through February 3rd at Camp Ripley. Officer Pulliam and Officer Larson attended a job fair at Alexandria Technical College. Fire Department held their annual Township Meeting on February 1st. Chief Laumeyer is working through a FEMA Grant to purchase a new SCBA Air system for the department's air apparatus's. The department will be on call to provide Tanker Truck services to Osakis due to recent damage to their tanker truck.

Liquor Store: Council member Kreemer reported on Liquor Store activities. The liquor store is continuing to search for new flooring.

Planning & Zoning: Council member Kreemer reported that there will be a Planning and Zoning meeting on Monday February 13th at 4:45 pm for a variance hearing.

Library & Health/Wellness: Council member Gripne reported on upcoming Library & Health/Wellness activities. At The Library on February 15th from 4:00 pm to 5:00 pm, David Malmberg a musician will be playing music under the title American Journey.

Community Concern for Youth and Elders: Mayor Dixon reported that the DARE program has been well received at the schools. The Senior Center is having Valentine's Day lunch on February 14th.

Administration: Administrator Gray reported on the new Stormwater Fee that was on January's utility bills. Gray gave an update on a proposal to be received to work on the City's Comprehensive Plan.

(Old Business)

The council discussed a fund increase of \$300.00 requested by the Chamber of Commerce from Tourism for tourist activities within the City of Long Prairie. After discussion the council asked for a budget regarding last year's Tourism activities to be presented.

(New Business)

Mayor Dixon motioned Gripne seconded to approve the adoption of Resolution 23-02-06-03 Fee Schedule Updates. Motion carried unanimously.

**CITY OF LONG PRAIRIE
RESOLUTION # 23-02-06-03**

RESOLUTION ESTABLISHING FEE SCHEDULE

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF LONG PRAIRIE, MN:

Fees shall be hereby established. In the event of a conflict between this schedule and the City Code, the fee schedule shall prevail.

ADMINISTRATIVE FEES:

Copies	\$.25 per page – 8 ½ x 11 (1st 10 are Free)
NSF's, Closed Accounts, Stop Pays	\$30.00 per check
Special Assessment Search	\$25.00 per hour
Data Request	\$50.00 per hour after 1st hour
GIS Search	\$35.00 per hour
Notary Public	\$1.00 (State Law)
Mileage Reimbursement	rate set by the IRS
Maps	\$1.00 11 X 17 Black & White
	\$3.00 11 x 17 Color
 Room Rentals –Council Chambers	 \$-0- Governmental/school
	\$50.00 Non-profit with food/beverage \$25 extra
	\$100.00 Half Day with food/beverage \$25 extra
	\$150.00 All day with food/beverage \$25 extra
Park Shelter Rentals	\$50.00 Shelter #1 – beach, Shelter #2 – S. end of park)
	\$80.00 Shelter #3 – Lion's shelter Softball
Complex	\$150.00 for 1 day plus \$100 returnable deposit if cleaned up
	\$300.00 for 2 days plus \$150 returnable deposit if cleaned up

POLICE SERVICES

Department Accident Reports	\$10.00
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FIRE SERVICES

Rural Fires	\$600.00/hour
False Alarm	\$200.00 per incident
Fire Suppression Foam	Cost to replace
Damaged Hoses	Cost to replace

BUILDING PERMIT FEES: Includes permit fee, plan check fee, and State surcharge.

Homes & Other Construction

Building Permit	See Chapter 15 of the Long Prairie City Code
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Roofing Construction

Re-roofing or Shingling Permit	\$30.00 – Residential houses
	Fee schedule – Commercial and industrial buildings

Failure to Obtain Building Permit	A sum equal to two times the building permit fee applicable to the project
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CONSTRUCTION FEES:

Demolition	\$50.00
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LAND USE FEES:

Preliminary Plat	\$200.00
Final Plat	\$200.00
Variance	\$300.00
Rezone	\$300.00
Road/alley Vacation	\$300.00
Conditional Use Permit	\$300.00
Annexation	\$200.00

UTILITIES:

Water

Meters – New Construction	Actual cost of the meter plus \$20.00
Meters – Replacement	No charge (providing replacement is not the fault of the owner)
Connection	\$300.00
Disconnect/Reconnect for Delinquent account	\$50.00 / \$50.00
Unmetered Bulk Water	\$20.00 for less than 1,000 gallons \$10.00 for each additional 1,000 gallons

Sewer

Connection	\$300.00
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LICENSE & PERMIT FEES:

Alcoholic Beverages

Non-Intoxicating, Off-Sale	\$100.00
Non-Intoxicating, On-Sale	\$100.00
Intoxicating, On-Sale	\$1,500.00
Club Intoxicating, On-Sale	\$300.00 - under 200 members \$500.00 - 201 to 500 members \$650.00 - 501 to 1,000 members
Wine	\$200.00
Temporary On-Sale	\$ 50.00
Sunday Liquor License	\$200.00

Animals

Dog License	\$10.00
Dog Impound	\$40.00 1 st offense plus cost of impoundment \$70.00 2 nd offense plus cost of impoundment \$100.00 3 rd offense plus cost of impoundment

Peddlers & Solicitors

Solicitation Permit	\$50.00
Transient Merchant	\$150.00
Peddler	\$150.00
Hawker	\$150.00
Mobile Food Unit	\$25.00 per day
Mobile Food Unit	\$500.00 per year

Pool Halls & Bowling Alleys

Pool Hall \$10.00 for each table

PUBLIC WORKS FEES:

Equipment with Operator

Motor Grader	\$140/hour
Loader	\$140/hour
Truck – Plow, Dump	\$140/hour
Sweeper	\$140/hour
Sewer Jetter/vacuum	\$180/hour
Mower – Tractor	\$120/hour
Mower – Push	\$120/hour
Bobcat	\$120/hour
Sanding	\$100/hour plus sanding materials at \$50/yd
Water Tank - Fair Demo Derby	\$90/hour
F450 #7	\$90/hour

Equipment Without Operator

Vibrator Roller	\$60/hour
Compressor w/air hammer	\$70/hour
Pump (Centrifugal or Diaphragm)	\$50/hour
Blacktop Patching	market rate plus 10%
Labor Rate	\$100/hour
Overtime Labor Rate	\$150/hour

ADOPTED this 6th, day of February 2023

ATTEST:

Ted Gray
City Administrator/Clerk

Jodi Dixon
Mayor

Council member Wright motioned Gripne seconded to approve updates to the City of Long Prairie’s Investment Policy. Motion carried unanimously.

Mayor Dixon motioned Kreemer seconded to approve the Temporary Liquor License for the Long Prairie Lions for February 25th, 2023. Motion carried unanimously.

Mayor Dixon motioned Gripne seconded to approve the Transient Merchant License for Valley View Bakery. Motion carried unanimously.

Mayor Dixon motioned Gripne seconded to approve the Sponsorship for the Todd County Economic Development Corporation in the amount of \$2,500. Motion carried unanimously.

Administrator Gray presented to the council a memo on the shared entrance with Coborn's. After discussion the council instructed Administrator Gray to reach out to Coborn's Administration to express the concerns related to this shared entrance.

There being no further business, motion by Kreemer seconded by Wright to adjourn the meeting at 7:43 p.m.

Ted Gray, City Administrator

Jodi Dixon, Mayor