

**City of Long Prairie**  
**7:00 P.M., Tuesday February 21<sup>st</sup>, 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 Tuesday February 21<sup>st</sup>, 2023, Mayor Dixon called the meeting to order with the following present by phone or at City Hall: Council members, Jim Kreemer, Lilah Gripne, David Wright, and City Administrator Ted Gray. Council member Clint Krueger was absent. Others present Fire Chief Dan Laumeyer, Police Chief Ryan Hanson, Kent Louwagie, Amanda Hinson, and Bob Klick.

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

- (a) Approve Agenda for February 21<sup>st</sup>, 2023.**
- (b) Approve Council Meeting Minutes from February 6<sup>th</sup>, 2023 with corrections to the Library Report and the Sponsorship Amount approved to the Todd County EDA of \$2,500.00.**
- (c) Approve Bills from January-February to date 2023.**

**Motion carried unanimously.**

(Council Reports)

Public Works: Administrator Gray presented the public works report. The department will be preparing for the forecasted snowstorms in the next few weeks.

EDA: Council member Wright reported on the EDA, the last weeks meeting was postponed due to lack of quorum and will be held on Wednesday February 22<sup>nd</sup>.

Public Safety: Council member Wright reported on the Police and Fire Departments. The Fire Department had truck maintenance completed on the pumper truck. The FEMA Grant was submitted earlier in the month for new SCBA equipment. The Police Department had 233 incidents in the last two weeks. The department is continuing training on the Pro Suite Report writing which is to go live on March 14<sup>th</sup>. Officer Rakow has accepted a position with Todd County. Chief Hanson presented a request to post statewide for hiring of a new officer.

Liquor Store: Council member Kreemer reported on Liquor Store financial report.

Planning & Zoning: Council member Kreemer reported on the Planning and Zoning meeting held on February 13<sup>th</sup>.

Library & Health/Wellness: Council member Gripne reported on upcoming Library & Health/Wellness activities. The library will be looking to purchase new furniture, chairs and a conference table for a meeting room.

Community Concern for Youth and Elders: Mayor Dixon reported on Senior Center Valentine's Day lunch, they served 22 members. March 16<sup>th</sup> they will be holding the annual St. Patrick's Day lunch, the Senior Center is currently taking reservations. Students at Long Prairie Grey Eagle Elementary are currently involved in the February "I Heart to Read Month".

Administration: Administrator Gray reported on the new Stormwater Fee that was implemented on the January bills.

(New Business)

**Council member Wright motioned Gripne seconded to approve Resolution 23-02-21-04, Declaring Cost to be Assessed for Parcel 36-0081800. Motion carried unanimously.**

**Resolution 23-02-21-04**

**Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment**

**WHEREAS, a contract has been let for the CSAH 56 & CSAH 38 Improvement Project, the improvement of the following streets**

- **CSAH 56 (Riverside Drive): From the south intersection of TH 71 to the north intersection of TH 71**
- **1st Avenue SW: From 5th Street SW to TH 71**
- **CSAH 38 (2nd Avenue SW): From 6th Street SW to TH 71**
- **3rd Avenue SW: From 6th Street SW to TH 71**
- **1st Street SW: From 1st Avenue SW to 3rd Avenue SW**
- **2nd Street SW: From 1st Avenue SW to 3rd Avenue SW**
- **3rd Street SW: From 1st Avenue SW to 4th Avenue SW**
- **4th Street SW: From 1st Avenue SW to 3rd Avenue SW**
- **5th Street SW: From 1st Avenue SW to 4th Avenue SW**
- **6th Street SW: From 2nd Avenue SW to 4th Avenue SW**

**by reconstructing the streets and utilities, and the contract price for such improvement is 10,902,784.20, and the expenses incurred or to be incurred in the making of such improvement amount to \$2,398,612.54 so that the total cost of the improvement will be \$13,301,396.74; and**

**WHEREAS, the City previously adopted and certified an assessment roll covering all parcels within the project area, except parcel 36-0081800 (“omitted parcel”); and**

**WHEREAS, the City, pursuant to Minnesota Statute 429.071, intends to adopt a supplemental assessment to include the omitted parcel.**

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

**1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$11,616,451.11 and the portion of the cost to be assessed against the omitted parcel is estimated to be \$10,532.45.**

**2. Assessments shall be payable in equal annual installments extending over a period of 20 years, the first of the installments to be payable on or before the first Monday in January 2024, and shall bear interest at the rate of 2.95 percent per annum from the date of the adoption of the assessment resolution.**

3. The city clerk, with the assistance of the city engineer (Bolton & Menk, Inc.), shall forthwith confirm the proper amount to be specially assessed for such improvement against the omitted parcel, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.

4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the council this 21<sup>st</sup> day of February, 2023.

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Jodi Dixon, Mayor

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Ted Gray, City Administrator

Council member Gripne motioned Dixon seconded to approve Resolution 23-02-21-05 Resolution Calling for Public Hearing on assessment for parcel 36-0081800. Motion carried unanimously.

**Resolution 23-02-21-05  
Resolution for Hearing on Proposed Supplemental Assessment**

WHEREAS, by a resolution passed by the council on February 21<sup>st</sup>, 2023, the city clerk was directed to prepare a proposed supplemental assessment of the cost of the CSAH 56 & CSAH 38 Improvement Project, the improvement of the following streets

- CSAH 56 (Riverside Drive): From the south intersection of TH 71 to the north intersection of TH 71
- 1st Avenue SW: From 5th Street SW to TH 71
- CSAH 38 (2nd Avenue SW): From 6th Street SW to TH 71
- 3rd Avenue SW: From 6th Street SW to TH 71
- 1st Street SW: From 1st Avenue SW to 3rd Avenue SW
- 2nd Street SW: From 1st Avenue SW to 3rd Avenue SW
- 3rd Street SW: From 1st Avenue SW to 4th Avenue SW
- 4th Street SW: From 1st Avenue SW to 3rd Avenue SW
- 5th Street SW: From 1st Avenue SW to 4th Avenue SW
- 6th Street SW: From 2nd Avenue SW to 4th Avenue SW

by reconstructing the streets and utilities, as to parcel 36-0081800, only (“omitted parcel”); and

WHEREAS, the clerk has notified the council that such proposed supplemental assessment for the omitted parcel has been completed and filed in his/her office for public inspection.

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

1. A hearing shall be held at 7:00 p.m. on March 20<sup>th</sup>, 2023 in the Long Prairie City Hall Council Chambers located at 615 Lake Street S, Long Prairie MN 56347, to pass upon such proposed supplemental assessment of the omitted parcel. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such supplemental assessment.

2. The city clerk is hereby directed to cause a notice of the hearing on the proposed supplemental assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. He/She shall also cause mailed notice to be given to the owner of each parcel described in the supplemental assessment roll not less than two weeks prior to the hearing.

3. The owner of any property so supplementally assessed may, at any time prior to certification of the supplemental assessment to the county auditor, pay the whole of the supplemental assessment on such property, with interest accrued to the date of payment, to the City of Long Prairie, except that no interest shall be charged if the entire supplemental assessment is paid within 30 days from the adoption of the supplemental assessment. An owner may at any time thereafter, pay to the Todd County Auditor the entire amount of the supplemental assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the council this 21<sup>st</sup> day of February, 2023.

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Jodi Dixon, Mayor

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Ted Gray, City Administrator

Council member Gripne motioned Kreemer seconded to approve Resolution 23-02-21-06 Application for PFA Clean Water Fund. Motion carried unanimously.

**Resolution 23-02-21-06**  
**A Resolution of Application to the Public Facilities Authority**  
**Clean Water Revolving Fund**

**WHEREAS, the City of Long Prairie is hereby applying to the Minnesota Public Facilities Authority for a loan from the Clean Water Revolving Fund for improvements to its municipal wastewater treatment system as described in the loan application.**

**WHEREAS, the City of Long Prairie estimates the loan amount to be \$1,179,700 or the as-bid costs of the project.**

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LONG PRAIRIE, MINNESOTA, THAT:**

- 1. The City has the legal authority to apply for the loan, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its design life.**
- 2. The City hereby expresses its official intent to use proceeds of this loan to reimburse construction expenditures made prior to the issuance of its general obligation bond to the Public Facilities Authority.**

Adopted by the council this \_\_\_ day of \_\_\_\_\_, 2023

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**Jodi Dixon, Mayor**

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**Theodore Gray, City Administrator**

**Council member Kreemer motioned Gripne seconded to approve Braun Intertec Invoice in the amount of \$3,115. Motion carried unanimously.**

**Mayor Dixon motioned Gripne seconded to acknowledge the approval of Planning and Zoning’s Decision on Variance for 920 & 924 4th Ave NE. Motion carried unanimously.**

Bob Klick presented to the City Council the Christie House Historical Society Year End Financial Report. Mr. Klick reported on upcoming renovations and repairs to be completed at the Christie House. Mr. Klick explained that majority of the funding for these projects has come from outside donations totaling around \$42,000. A request was made for the City of Long Prairie to continue their annual investment of \$4,000 to the Christie House Historical Society.

**Council member Wright motioned Gripne seconded to approve the annual investment of \$4,000 to the Christie House Historical Society. Motion carried unanimously.**

**Mayor Dixon motioned Kreemer seconded to approve the purchase of 2023 RAM 2500 Public Works Truck in the amount of \$51,030. Motion carried unanimously.**

The council discussed Chief Hanson’s proposal to open the application process for a new police officer.

**Mayor Dixon motioned Wright seconded to approve the opening of a statewide application process to hire a new Police Officer. Motion carried unanimously.**

**There being no further business, motion by Dixon seconded by Gripne to adjourn the meeting at 7:34 p.m.**

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Ted Gray, City Administrator

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Jodi Dixon, Mayor