

City of Long Prairie
7:00 P.M., Monday March 20th, 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 March 20th, 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, Clint Krueger, and City Administrator Ted Gray. Others present Fire Chief Dan Laumeier, Police Chief Ryan Hanson, Officer Trevor Larson, Rafael Da La Cruz, Elizabeth Quillo, Officer Kellen Pulliam, Officer Joseph Rivera, Amanda Hinson, Pat Schultz, Sheila Krohse, Ann Myre, Tim Myre, and Loren Miller.

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

- (a) Approve Agenda for March 20th, 2023 with two additions, Hearing on Hazardous Building and Petition Resolution for Annexation of Property**
- (b) Approve Council Meeting Minutes from March 6th, 2023.**
- (c) Approve Bills from February-March 2023**

Motion carried unanimously.

(Administrative Hearing)

City Administrator Gray introduced the Administrative Penalty for Liquor Licenses Violation for the Red Lounge. Administrator Gray described the violation referenced ordinance 13.210 of the City Codes regarding times of operation. Patrons were in the bar past 1:30 a.m., which is a violation of the City Code. The council discussed these concerns and the understanding of the times of operation with the owner Rafael Da La Cruz and his translator Elizabeth Quillo. Council member Wright introduced a letter from December of 2021 that the council received from Mr. Da La Cruz's then attorney on the owners, understanding of the times of operation for the Red Lounge. The council discussed further the continued concerns with this violation.

Council member Wright motioned Kreemer seconded to impose an Administrative Penalty of \$500.00 for Liquor License Violation by the Red Lounge. Motion carried unanimously.

At 7:21 pm Mayor Dixon called for a Public Hearing on the Supplemental Assessment on Parcel 36-0081800. Sheila Krohse from Bolton and Menk presented to the council this supplemental assessment in relation to the CSAH 38 and CSAH 56 road project. There were questions raised regarding the terminology of platted alley versus an easement for which the property accesses Riverside Drive. With no further discussion Mayor Dixon closed the Public Hearing at 7:36 pm.

Council member Gripne motioned Dixon seconded to approve resolution 23-03-20-08 Adopting Supplemental Assessment for parcel 36-0081800. Motion carried unanimously.

Resolution 23-03-20-08
Resolution Adopting Supplemental Assessment

WHEREAS, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed supplemental assessment 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.

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

- 1. Such proposed supplemental assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.**

- 2. Such assessment 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 this supplemental assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2023. To each subsequent installment, when due, shall be added interest for one year on all unpaid installments.**

- 3. The owner of any property so 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, except that no interest shall be charged if the entire supplemental assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the city treasurer 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 next succeeding year.**

- 4. The clerk shall forthwith transmit a certified duplicate of this supplemental assessment to the county auditor to be extended on the property tax lists of the county. Such supplemental assessments shall be collected and paid over in the same manner as other municipal taxes.**

Adopted by the council this 20th day of March, 2023.

Jodi Dixon, Mayor

Ted Gray, City Administrator

City Administrator Gray introduced the Hearing for Hazardous Building located at 15 3rd St N. The Trustee for the property was in attendance, Ann Myre, who presented the council with a purchase agreement to sell the property to another party. The council discussed the timeline of the sale of the property and the possible intentions of the new owners to remove this building. The council discussed the postponement of this hazardous building determination until the sale could be finalized.

Council member Kreemer motioned Dixon seconded to table the decision on the notice of order to remove the hazardous building until April 17th, 2023. Motion carried unanimously.

(Public Comments)

Pat Schultz made a public comment regarding the sale of property to Central Bi Products. Mr. Schutlz questioned the bidding process for the property that was to be sold and asked if the council would accept his bid. The purchase agreement was approved at the January 17th council meeting, the council did not use a bidding process.

(Council Reports)

Public Works: Council member Krueger reported on the Public Works and Parks. The daily water, wastewater rounds and samples are going fine. Public works has been busy with snow removal and equipment maintenance. In the next few weeks, they will continue to plow and remove snow as needed. Public Works will be patching holes and cleaning the chlorine contact chamber at the wastewater treatment plant.

EDA: Council member Wright reported on the EDA, the 2nd round of awards recipients for the Downtown Revitalization Project will be released. Council Wright provided an update on the Child Care meetings that was reported on Rick Utech.

Public Safety: Council member Wright reported on the Police and Fire Departments. The Fire Department will be participating in Fire Apparatus Drivers Training in St. Cloud. The local fire departments are working with State Representatives to approve the Emergency Response Bill, which could provide additional grant funding for equipment. The Police Department has had 130 calls over the last two weeks. The DARE Graduation will be tomorrow, March 21st at the Elementary School. The council discussed with Chief Hanson the concerns with the requirement of new officers for the City of Long Prairie. The discussion led to the creation of a committee to discuss further options, Council Members Kreemer and Wright will be on the committee along with Chief Hanson, Administrator Gray and an officer from the department.

Liquor Store: Council member Kreemer reported on Liquor Store, the council will be reviewing quotes for the flooring update.

Planning & Zoning: Council member Kreemer presented an upcoming meeting for Planning and Zoning to be held on April 3rd, 2023, at 4:45 pm at City Hall.

Library & Health/Wellness: Council member Gripne reported on the upcoming Library & Health/Wellness activities. The library is still looking for donations for Locally Grown Month in which all proceeds, the donations will go to purchasing educational materials for children's activities and books. Council member Gripne presented information on a wellness survey that the council will be receiving to complete.

Community Concern for Youth and Elders: Mayor Dixon reported on the upcoming DARE graduation. On March 29th the Honors Society will be hosting the annual Soup Supper in the High School Commons, starting at 4:40 pm to 6:00 pm.

Administrator Gary reported on the ongoing audit document collection. Administrator Gray mentioned that there may be a special meeting called for Wednesday March 29th to hear grant proposal for Riverside Park.

(Old Business)

Administrator Gray presented a memo to the council regarding the discussion on increasing the Volunteer Fire Fighters response time to City Hall from five minutes to ten minutes.

Administrator Gray reached out to the League of Minnesota Cities, The ISO (Insurance Services Office), and legal staff to discuss. At this time, making the change from five minutes to ten minutes has been discussed by many departments across the state and those departments have increased their volunteer response time. In discussion with the ISO representative, there could be an immediate benefit for the department as there could more fire fighters getting to fire, but long term, the more volunteers you have outside of the five minute response time, the longer it could take to respond to calls. Administrator Gray also described the hiring process for a volunteer in the ten-minute response time.

Mayor Dixon motioned Wright seconded to approve the Volunteer Fire Department's Bylaw change to ten-minute response to the Fire Hall. Motion carried unanimously.

(New Business)

The council discussed the hiring process for Police Office Position. Council member's Wright and Kreemer will serve on the hiring committee with Chief Hanson, Officer Larson, and Administrator Gray.

The council reviewed an upcoming training for Managing Difficult Conversations that will be held at Sourcewell in Staples. The council expressed interest in attending this event.

Mayor Dixon motioned Kreemer seconded to approve the gambling permit for St. Mary of Mt. Carmel Parish for April 28th, 2023. Motion carried unanimously.

The council reviewed an owner petition to the municipality for annexation by ordinance received from Central Bi Products.

Council member Gripne motioned Dixon seconded to approve resolution 23-03-20-09 calling for Public Hearing to consider the matter of annexing territory into the City of Long Prairie. Motion carried unanimously.

**CITY OF LONG PRAIRIE
RESOLUTION NO. 23-03-20-09**

WHEREAS, the Petition for Annexation dated March 20th, 2023, requesting certain territory described therein be annexed to the City of Long Prairie, Minnesota, was duly presented to the City Council on Monday March 20th, 2023; and

WHEREAS, no objections to the annexation were received by the Council at its meeting.

BE IT RESOLVED by the City Council of the City of Long Prairie:

A public hearing will be held at the Long Prairie City Hall, Long Prairie, Minnesota, on Monday May 1st, 2023, at 7 p.m. to consider the matter of annexing the territory described as follows to the City:

See Exhibit A, attached and incorporated by reference. (82.91 acres)

The City Administrator is hereby directed to give notice of such hearing in the manner provided by law.

Adopted by the City Council on this 20th day of March, 2023

**Jodi Dixon
Mayor**

ATTESTED TO:

**Ted Gray
City Administrator**

EXHIBIT A

S ½ of SW ¼, Section 8, Township 129, Range 33, and Lots 1, 2, 3 and 4, Block 1, Isensee's Acres, according to the plat thereof, now on file and of record in the office of the County Recorder, Todd County, MN;

AND

That part of the SW ¼ of SE ¼ lying and being west of the west right of way of U.S. Highway No. 71, Section 8, Township 129 N, Range 33 W of the 5th.

There being no further business, motioned by Dixon seconded by Gripne to adjourn the meeting at 8:39 p.m.

Ted Gray, City Administrator

Jodi Dixon, Mayor