

City of Long Prairie
7:00 P.M., Monday August 7th, 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 August 7th, 2023. Mayor Dixon called the meeting to order with the following present by phone or at City Hall: Council members, David Wright, Jim Kreemer, Clint Krueger, Lilah Gripne and City Administrator Ted Gray. Others present Police Chief Ryan Hanson, Kent Louwagie, Fire Chief Dan Laumeyer, Amanda Hinson, Dave Ruda, Officer Justin Gothier, Darla John, Jennifer Steimentz, John Chase, Sandy Weinhold, Jody Bebault, Crystal Fritzler, Lisa Wright, Rafeal De La Cruz, and Officer Rodger Lowe.

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

- (a) **Approve Agenda for August 7th, 2023.**
- (b) **Approve Council Meeting Minutes from July 24th, 2023.**
- (c) **Approve Donation Resolution 23-08-07-17.**

Resolution #23-08-07-17
RESOLUTION ACKNOWLEDGING DONATIONS

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

| Donor | Amount | Purpose |
|-------------------------|---------------|----------------|
| American Heritage Bank | \$100.00 | NNO |
| Krain Creek Fabrication | \$250.00 | NNO |
| Long Prairie Lions | \$750.00 | NNO |

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 July.

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 7th day of August 2023 by the City Council of the City of Long Prairie.

ATTEST:

Theodore Gray
City Administrator/Clerk

Jodi Dixon
Mayor

Motion carried unanimously.

(Audit Presentation)

Ryan Schmidt from Schlenner Wenner and Co. presented to the City Council the 2022 Audit Presentation. The council had discussion regarding questions related to 2016C Bond and the separation of duties finding that was referenced in the presentation.

(Administrative Hearing)

Mayor Dixon opened the Administrative Hearing to discuss a liquor violation at the Red Lounge. The violation consisted of alcohol being sold and taken from the after bar closing hours. The council discussed this violation and referenced other violations and concerns that have occurred at the Red Lounge recently.

Council member Wright motioned Kreemer seconded to revoke the liquor license for the Red Lounge. Roll Call Vote: Yes: Kreemer, Gripne, Wright, Krueger, Dixon. No: 0. Motion carried unanimously.

(Public Comment)

Crystal Fritzler addressed the City Council regarding concerns with the Red Lounge and referenced an unsafe environment that this business has created.

Darla John addressed the City Council with several concerns regarding the road project, which included the speed signs, issues with four-wheelers, dirt bikes, and other unlicensed motorists. Darla brought up other concerns related to firework usage and dangers traveling to and from the Lake Charlotte Beach.

Dave Ruda addressed the City Council regarding questions that he had raised at the last meeting on July 24th. Council member Wright asked that a response be provided to him by August 14th.

(Council Reports)

Public Works: Clint Krueger presented the council with the Public Works report. Public works has been busy painting, mowing/trimming, and patching streets. In the next few weeks, they will be patching streets, repairing hydrants, and painting. Council member Krueger commented on how well National Night Out went.

Public Safety: Council member Wright reported on the Police and Fire Departments. The Police Department had 177 calls over the last 2 weeks. The MS Tram Bike Rally was well attended. National Night Out was well attended with over 416 Tacos served. The total estimated number was between 450 to 470 people that attended the event. Council member Wright expressed gratitude to Ryan and Kelly Hanson for the work on setting up NNO. The Fire Department Volunteers completed their annual physicals. The Department will be hosting their annual Chicken and Corn Drive Through on August 10th from 4 to 7 pm.

EDA: Council member Wright reported on the upcoming EDA meeting on August 16th.

Planning and Zoning: Council member Kreemer reported on the upcoming Planning and Zoning meeting from August 1st and the Conditional Use Permit for the Marquette Street Apartment was approved with conditions and will be presented to the City Council at the August 21st meeting.

Liquor Store: Council member Kremer repeated that the Liquor Store is putting on a fundraiser which includes specialized wraps on cans that can be purchased individually as well as in cases that are sold. Proceeds from these sales will go to the Fire Department.

Library: Council member Gripne reported that she will be working with the library to create by-laws for the use of their new meeting room.

Community: Mayor Dixon reported on the updated ordinance work for the grass ordinance and an ordinance to address the concerns related to four-wheeler traffic. Mayor Dixon expressed thanks to all of the volunteers for the National Night Out and the MS Tram Bike Rally.

Administration: Administrator Gray addressed the council regarding the audit presentation, the 2024 Budget preparation and the upcoming meeting regarding the Conditional Use Permit request of the Marquette Street Apartments.

Kent Louwagie from Bolton and Menk provided the council with a road project update. The utilities work on Riverside Drive has been completed. The work on 1st Ave S and the Alleyway will be completed at the end of August. There was discussion regarding the newsletter and how the information was received. Other items were discussed related to the pavement, grass, and black dirt issues on the 2nd Ave/County 38 portions of last years project.

Kent provided an update on the Bid Opening for the Main City Lift Station Project. The bids came in around \$500,000 higher than the estimates. The council will be reviewing this project at a later meeting to move forward or postpone this project.

(New Business)

Council member Wright motioned Gripne seconded to approve Contracts Pay Application #12 in the amount of \$225,080.46 to C&L Excavating. Motion carried unanimously.

Mayor Dixon motioned Wright seconded to approve Changer Order #6 in the amount of \$175,159 for CSAH 56 & CSAH 38 Project. Motion carried unanimously.

Council member Gripne motioned Kreemer seconded to approve Braun Interact Invoice in the amount of \$4,483.50 for material testing. Motion carried unanimously.

Administrator Gray presented to the City Council two Memorandum of Understanding for benefit increases for the Long Prairie Police Department. The first MOU addressed the creation of Shift Differential Pay of \$1.00 for the hours of 6:00 pm to 6:00 am. The Second MOU addressed wage increases to meet current market standards for police officers.

Council member Wright motioned Dixon seconded to approve the Memorandum of Understanding creating a Shift Differential Pay for \$1.00 for the hours of 6:00 pm to 6:00 am. Motion carried unanimously.

Council member Kreemer motioned Dixon seconded to approve the Memorandum of Understanding increasing the Union Police Officer Wages as described in Exhibit A of the council packet. Motion carried unanimously.

Administrator Gray presented a final updated wage scale for the Police Department. With the approval of the MOU's the wage scale needed to be updated for all staff, which includes the Chief, Sergeant, and Part-Time Patrol Officer Positions.

Council member Wright motioned Gripne seconded to approve the updated wage scale as presented in the council packets. Motion carried unanimously.

The City Council reviewed and discussed a Memorandum of Understanding that was presented for approval regarding a program called D.R.I.V.E. After discussion additional information regarding this was requested.

The City Council reviewed the hiring committee's recommendation to hire Amber Percy to become the Police Administrative Assistant. Due to Amber's experience the committee recommends this position pay to start at \$28.15, Step 7 of the wage scale.

Mayor Dixon motioned Wright seconded to approve the hiring of Amber Percy for the Police Administrative Assistant at \$28.15, Step 7 of the City's Wage scale. Motion carried unanimously.

There being no further business, motioned by Wright seconded by Kreemer to adjourn the meeting at 8:17 p.m.

Ted Gray, City Administrator

Jodi Dixon, Mayor