

**City of Long Prairie**  
**7:00 P.M., Tuesday September 5<sup>th</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 September 5<sup>th</sup>, 2023. Acting Mayor David Wright called the meeting to order with the following present by phone or at City Hall: Council members, Jim Kreemer, Clint Krueger, Lilah Gripne and City Administrator Ted Gray. Mayor Dixon was absent. Others present Police Chief Ryan Hanson, Kent Louwagie, Fire Chief Dan Laumeyer, Amanda Hinson, Dave Ruda, Officer Trevor Larson, Public Works Director Chad Bosl, Steve Hinson, Mike Weiner, Audra Zastrow, and Wally Zastrow.

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

- (a) Approve Agenda for September 5<sup>th</sup>, 2023.**
- (b) Approve Council Meeting Minutes from August 21<sup>st</sup>, 2023.**

**Motion carried unanimously.**

(Public Comment)

Amanda Hinson addressed the City Council regarding concerns with the smell/odor in town over the last few weeks. She asked if there was a plan to mitigate the smell if it was coming from Central Bi Products or another industry. Amanda expressed concerns with R-Way and the odor of nail polish. She expressed health concerns that may have affected her family.

Steven Hinson addressed the City Council with similar concerns regarding R-Way. He expressed concerns with the noise, smell, and traffic with the trailers still being parked on the sidewalks. Steve asked the city to enforce the ordinances regarding these issues.

Dave Ruda addressed the City Council regarding questions on the conditional use permit for the 2<sup>nd</sup> Ave Apartments. Dave had asked for follow-up on the process and who is enforcing a non-complaint conditional use permit. He referenced safety concerns with the speed limit and continued issues with the headlights leaving the apartment.

Audra Zastrow addressed the City Council with a request for a 3K and 5K fun run. The council reviewed the proposed routes for this run. Chief Hanson suggested a modification to the routes to allow for the crossing of Highway 287 to be closer together. The council was in favor of the request and asked that the new routes be reviewed by City Administrator Gray and Chief Hanson and brought to the City Council on September 18<sup>th</sup>.

**Council member Wright motioned Kreemer seconded to approve the request for the fun run to be held on September 30<sup>th</sup>. Motion carried unanimously.**

Wally Zastrow addressed the City Council regarding concerns with a phone line on 6<sup>th</sup> Street S, along with frisbee golf course. The phone lines have trees and other debris leaning on it. Concerns were raised regarding the snow plowing this winter and the hazard this line will cause. City Administrator will continue to try and contact the owner of the phone line.

(Council Reports)

**Public Works:** Clint Krueger presented the council with the Public Works report. Public works has been busy painting crosswalks, handicap stalls, and school crossings for the upcoming school year. In the next few weeks they will be removing the docks and plat form at the beach, along with flushing hydrants and cleaning storm sewers.

**EDA:** Council member Wright reported on the upcoming EDA meeting on September 20<sup>th</sup>.

**Public Safety:** Council member Wright reported on the Police and Fire Departments. The Police Department had 202 calls over the last 2 weeks. The police administrative assistant had started today, September 5<sup>th</sup>. The hiring committee had completed interviews for 2 police officers will be reviewed later in the meeting. The Fire Department expressed gratitude to Officer Larson who had been working through a potential arson case. The department will be on call for Osakis on September 9<sup>th</sup> to allow for their firemen's dance. The department unfortunately did not receive the FEMA grant for their SCBA system.

**Liquor Store:** Council member Kremer reported on the Liquor Store's fundraiser for the Fire Department.

**Library:** Council member Gripne reported on the library's National Sign-Up month and previewed the discussion on the updated library community room bylaws.

**Administration:** Administrator Gray addressed the council regarding the upcoming financial management plan presentation at the September 18<sup>th</sup> meeting, which will lead to preliminary discussion on the budget and tax levy.

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 1<sup>st</sup> Ave SW and 1<sup>st</sup> Ave S will begin in the middle of September. The paving on Riverside drive will be completed this week along with several concrete driveway aprons. Depending on the weather, reseeding and cleaning up on the County 38 portion of the project will begin in mid to late September.

(New Business)

**Council member Gripne motioned Kreemer seconded to approve Contracts Pay Application #13 for CSAH 56 & CSAH 38 improvements in the amount of \$559,685.24 to C&L Excavating INC. Motion carried unanimously.**

**Council member Wright motioned Gripne seconded to approve Change Order #7 for CSAH 56 & CSAH 38 to update the bituminous testing practices. Motion carried unanimously.**

**Council member Kreemer motioned Gripne seconded to approve Braun Interact Invoice in the amount of \$8,870.50 for material testing. Motion carried unanimously.**

**Council member Wright motioned Kreuger seconded to approve the Hilltop Regional Kitchen Donation Request in the amount of \$3,311. Motion carried, Gripne abstained.**

**Council member Kreemer motioned Gripne seconded to approve the Mobile Food Unit License for Annie’s Sizzlin Grill for September 7<sup>th</sup>. Motion carried unanimously.**

Council member Gripne presented updated bylaws for the new library meeting room.

**Council member Wright motioned Gripne seconded to approve the hiring of Melissa Morazan at Step 1 of the Patrol Office Wage Scale, with a 6-Month Probationary Period. Pending approval of background check, physic evaluation and completion of POST certification. Motion carried unanimously.**

**Council member Kreemer motioned Gripne seconded to approve the hiring of Lateshia Harden at Step 1 of the Patrol Office Wage Scale, with a 6-Month Probationary Period. Pending approval of background check, physic evaluation and completion of POST certification. Motion carried unanimously.**

The City Council reviewed and discussed the Main Sewer Lift Station project and bids. The low bid for the project was \$2,270,000 which was 65% higher than what the estimated costs were to be. Administrator Gray presented financial information from Ehlers Financial regarding this project and the state of the sewer fund. The city had anticipated this project and had factored into the sewer rate study and rate increases which were completed in 2019 to handle the projected costs. With the increase in expenses related to this project, a rate increase will be likely, but due to the strength of cash in the sewer fund, a rate adjustment would need to occur until 2025. Gray discussed with the council a potential 20-year PFA Bond to be used for this project. Through council discussion, a 20-year bond had raised concerns and the council requested that other repayment options be presented at the September 18<sup>th</sup> council meeting.

**Council member Wright motioned Gripne seconded to table the discussion on the main lift station project until the September 18<sup>th</sup> council meeting. Motion carried unanimously.**

The council reviewed and discussed a purchase agreement from DW Jones INC regarding the sale of two lots in the industrial park. The intention would be to purchase 418 & 438 4<sup>th</sup> ST SW and construct an apartment on the lots. Administrator Gray presented a 2022 State Statute, 116J.431 which provides the city council with an option to consider a development in this area that may not be for industrial use. The developer would still need to go through a conditional use and variance process if the purchase agreement was accepted. The council discussed this with the developer, Skip Duchesneau, who stated that this would be a better location for the proposed apartment development.

**Council member Kreemer motioned Krueger seconded to accept the purchase agreement in the amount of \$79,790.00 to purchase lots 418 & 438 4<sup>th</sup> ST SW in the industrial park. Motion carried unanimously.**

**There being no further business, motioned by Kreemer seconded by Gripne to adjourn the meeting at 8:35 p.m.**

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Ted Gray, City Administrator

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David Wright, Acting Mayor