

City of Long Prairie
7:00 P.M., Monday November 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 November 20th, 2023, Mayor Jodi Dixon called the meeting to order with the following present by phone or at City Hall: Council members Clint Krueger, Jim Kreemer, Lilah Gripne, and City Administrator Ted Gray. Council member David Wright was absent. Others present Police Chief Ryan Hanson, Officer Trevor Larson, Jerney Sovich, Bob Klick, Jamie Flan, Marja Krueger, Public Works Director Chad Bosl, Fire Chief Dan Laumeyer, and Luan Thomas-Brunkhorst.

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

- (a) Approve Agenda for November 20th, 2023.**
- (b) Approve Bills for October-November 17th, 2023.**

Motion carried unanimously.

(Public Comment)

Marja Krueger addressed the council regarding the November 6th meeting and the decisions that were made. Marja also inquired on additional stoplights on Highway 71 and Highway 287. Marja concluded with a question on a need for a stop sign at entrance to Woodland Circle.

(Council Reports)

Public Works: Council member Clint Krueger presented the council with the Public Works report with Chad Bosl. Public Works has been busy with putting up decorations, picking up leaves, and patching potholes. In the next few weeks, we will be working on snow removal equipment, picking up more leaves, and maintenance at the wastewater treatment plant.

Public Safety: Police Chief Ryan Hanson provided the police report. They had responded to 140 calls over the last 2 weeks. The department will be participating in the bright lights parade on Friday November 24th. The DARE program will begin at the schools after January 1st. Officer Gothier will be attending training Drug Recognition at the end of January 2024. The department collected 777 pounds of medications and drugs from the local drop box for disposal.

Liquor Store: Council member Kreemer presented the monthly liquor store financial report from October. The liquor store is waiting for a second bid to replace the cooling system.

Community: Mayor Dixon presented the upcoming Senior Center Thanksgiving meal, which will begin at noon on Wednesday November 22nd.

Administration: Administrator Gray provided updates on the upcoming Truth and Taxation meeting which will be on December 4th. Gray provided updates on various projects: The Comprehensive Plan project, which will begin after the first of the year. The market analysis and job description review project will start later in December. Gray will be bringing a request to have Sourcewell assist in an administrative capacity for Planning and Zoning items. To conclude Administrator Gray discussed the upcoming presentation at the Todd County Commissioners meeting for the Local Road Improvement Grant request on November 21st.

(Old Business)

The City Council reviewed a request from Jamie Flan to purchase 390 9th ST NE. Presented was a map of the location of the request. Jamie discussed the intentions of the property, which would be used create a through road from 9th ST NE to 4th Ave NE to access parcel 36-402000. Jamie would like to develop portions of 36-4020000 for residential housing.

Council member Kreemer motioned Krueger seconded to approve resolution 23-11-20-26 Authorizing the sale of real property located in the City of Long Prairie described as Lot 2, Block 1, East Acres Estates (PID 36-4014600) in the amount of \$2,900.00. Motion carried unanimously.

**CITY OF LONG PRAIRIE RESOLUTION NO. 23-11-20-26
RESOLUTION AUTHORIZING THE SALE OF REAL PROPERTY LOCATED IN THE
CITY OF LONG PRAIRIE**

WHEREAS, The City of Long Prairie (hereinafter “City”) desires to sell certain real property located in the City of Long Prairie to Jamie Flan and Andrea Flan, said property being described as:

Lot 2, Block 1, East Acres Estates (PID 36-4014600)

WHEREAS, the City is authorized by Minn. Stat. Section 412.211 to sell the real property; and

WHEREAS, the City Council has accepted a Purchase Agreement for the sale of said real property.

NOW THEREFORE, BE IT RESOLVED, by the City:

- 1. The sale price for the property is approved at \$2,900.00. Seller and Buyer shall pay their respective closing costs pursuant to the Purchase Agreement.**
- 2. The Mayor and City Administrator are hereby authorized to execute any and all documents necessary to complete the closing for the sale of said real property in accordance with the Purchase Agreement executed by the City and for the amount set forth herein.**

ADOPTED by the City on this ____ day of November 2023 CITY OF LONG PRAIRIE

Jodi Dixon, Mayor

Ted Gray, City Administrator

(New Business)

The council listen to a presentation from Luan Brunkhorst on the upcoming Bright Lights Parade on November 24th. The parade route will begin at 1st ST S & 1st Ave S and continue North on 1st ST S and then East on Central Ave. With this request, Luan and Chief Hanson had discussed

safety concerns along the parade route. They requested to allow for no parking on the North Side of Central Ave, with the South Side of Central Ave being available for parallel parking only. This is to provide a safe viewing of the parade without vehicles parked diagonally along the entirety of Central Ave.

Council member Krueger motioned Gripne seconded to approve the presented parade route for the Bright Lights Parade on November 24th, with the approval of the no parking restrictions as presented. Motion carried unanimously.

The council discussed the purchase of a Christmas Tree for the front of City Hall. Luan would work with Cornerstone Pines on the details to purchase a tree to be decorated.

Council member Kreemer motioned Gripne seconded to approve Jutin Gothier's completion of the 6-month Probationary Period. Motion carried unanimously.

Administrator Gray presented options to purchase a new plow truck and equipment for the public works department. Presented were two quotes for a Freightliner 114SD and a Western Star 47X. At this time state bid pricing is not available. The prices for these two trucks are as follows:

Freightliner 114SD	\$124,078.01
Western Star 47X	\$137,197.99

Also presented was a quote for \$150,242.00 from Tow Master Truck Equipment for the plow components to be added to the recommended Freightliner 114SD. This equipment follows state bid guidelines. The total cost of this truck with the equipment would be \$274,320.01. The budgeted cost, based on the 2023 Financial Management was \$285,600 for this purchase. The purchase would be \$11,279.99 under budget.

Council member Krueger motioned Gripne seconded to approve the purchase of Freightliner 114SD in the amount of \$124,078.01 with the quote for the equipment in the amount of \$150,242.00 from Tow Master Truck Equipment, with a total cost of 274,320.01. Motion carried unanimously.

Council member Gripne motioned Kreemer seconded to accept the appointment of Dan Bebault to the office of Commissioner of the Housing and Redevelopment Authority of Long Prairie. Motion carried unanimously.

Administrator Gray presented to the City Council a resolution supporting the pursuit of the Local Road Improvement Program Funding from MnDOT to update the existing pavement along 1st Street South between 6th Avenue South and 8th Avenue South, and on 8th Avenue South between US 71 and 1st Street South.

Council member Kreemer motioned Krueger seconded to approve resolution 23-11-20-27 to supporting pursuit of Local Road Improvement Program Funding from MnDOT for the 1st Street South Improvement Project. Motion carried unanimously.

**Resolution No. 23-11-20-27
City of Long Prairie
Todd County, Minnesota**

**RESOLUTION SUPPORTING PURSUIT OF LOCAL ROAD IMPROVEMENT
PROGRAM FUNDING FROM MnDOT FOR THE 1ST STREET SOUTH
IMPROVEMENT PROJECT**

WHEREAS, the existing pavement is in poor condition and in need of rehabilitation along 1st Street South between 6th Avenue South and 8th Avenue South, and on 8th Avenue South between US 71 and 1st Street South; and

WHEREAS, 1st Street S is an unpaved gravel road between Lake Charlotte Road and 800-feet south of 8th Avenue S, which reduces access to 1st Street S from Lake Charlotte Road, impacts travel time reliability, is prone to flooding, and increases maintenance burden on the City of Long Prairie; and

WHEREAS, 1st Street S and 8th Avenue S are routes of regional significance, part of Long Prairie's economic development plan, and work together to connect a high employment commercial district to the trunk highway system; and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,500,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development; and

WHEREAS, the Local Road Improvement Program (LRIP) requires a city, such as Long Prairie, that is not a State Aid city, to have a County sponsor and the support of the County Board; and

WHEREAS, the proposed year for said project construction is 2025,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LONG PRAIRIE; that

- 1. The City Council hereby supports the pavement rehabilitation of 1st Street South and 8th Avenue South, as well as the paving of gravel portions of 1st Street South; and**
- 2. The City Council hereby supports the City's pursuit of Local Road Improvement Program (LRIP) funding and authorizes staff to prepare and submit such application; and**
- 3. The City Council hereby seeks the support by resolution of Todd County to act as Sponsor for the City of Long Prairie's Local Road Improvement Program funding application and the associated improvement project; and**

4. The City Council hereby provides assurance that the City of Long Prairie will pay all costs associated with the project that are not eligible for LRIP funding, and that City staff will ensure that all aspects of LRIP funding requirements are met and the project's schedule is adhered to.

ADOPTED BY THE CITY COUNCIL OF LONG PRAIRIE, MINNESOTA, THIS 20th DAY OF NOVEMBER 2023.

Jodi Dixon, Mayor

Ted Gray, City Administrator

Presented was a request from DW Jones Inc to vacate utility easement located between lots 418 & 434 4th Street SW and along the easterly line of these lots.

Council member Kreemer motioned Dixon seconded to approve resolution 23-11-20-28 calling for a public hearing on a vacation of utility easements. Motion carried unanimously.

**Resolution #23-11-20-28
A Resolution Setting a Public Hearing on a Vacation**

**THE CITY COUNCIL OF THE CITY OF LONG PRAIRIE, MINNESOTA DOES
HEREBY RESOLVE AS FOLLOWS:**

WHEREAS, the City Council pursuant to Minnesota Statute 412.851 desires to consider the vacation of the utility easements located between on along the easterly line of Lots 1 & 2, Block 1, SW Industrial Park.

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

- 1. The council will consider the vacation of such utility easements and a public hearing shall be held on such proposed vacation on December 18th, 2023, before the city council in the city hall at 7:00 p.m.**
- 2. The City Administrator/Clerk is hereby directed to give published, posted and mailed notice of such hearing as required by law.**

**Theodore Gray
City Administrator/Clerk**

**Jodi Dixon
Mayor**

There being no further business, motioned by Dixon seconded by Kreemer to adjourn the meeting at 7:31 p.m.

Ted Gray, City Administrator

Jodi Dixon, Mayor