

**City of Long Prairie
Council Meeting
7:00 P.M., Monday, February 6, 2012**

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, February 6, 2012. Mayor Don Rasmussen called the meeting to order with the following present: Council members Lilah Gripne, Bob Klick, Art Rowan, and City Administrator/Clerk David Venekamp. Council member Tony Towle was absent.

Council member Gripne motioned Klick seconded to approve the council minutes of January 17th and the January invoices. Motion unanimously carried.

Becky Hillig of the Long Prairie Community Group (Prairie Fest) requested council approval of the parade route for June 16, 2012. The route is the same parade route as past years. Becky also stated the group is applying for a permit for a raffle and the drawing will be held June 16, 2012.

Council member Rowan motioned Klick seconded to approve the parade route as presented. Motion unanimously carried.

Council member Rowan motioned Gripne seconded to acknowledge the gambling application for a raffle for June 16th to the State of Minnesota for approval. Motion unanimously carried.

Nancy Potter, the Long Prairie Librarian, presented the council with a yearend report on the usage of the public library. According to the information submitted, the computer usage at the library has increased each year for the past 4 years. The number of borrowers at the library has also increased from 2010.

Council member Gripne stated that Nancy and the staff at the library are doing a wonderful job. The council also discussed the use of e-books at the library and the increased computer usage.

City Administrator Venekamp stated they had met with Centra Care on the sanitary sewer service from the nursing home that extends out into First Avenue SE. The hospital televised their sewer service and a portion of the city main. In televising the city main, it was noted that a residence that has had problems with sewer backups in that area, has a service that extends into the main which may lead to sanitary wipes from the hospital plugging up the sewer line.

Venekamp stated they have checked into possibility of grinding out the portion of the service that extends into the main which would help or eliminate some of the backups that the residence is experiencing.

The council also discussed the fact that the hospital flushes sanitary wipes that shouldn't be in the sewer line and that the continual usage of the wipe may lead to problems at the city's mechanical treatment facility. Venekamp stated the hospital was going to review the use of the wipes. The council indicated that the continual use of the sanitary wipes and discharging them into the sewer line would not be acceptable; and that if the hospital continued to do so, the city would invite them back to the council meeting to discuss the handling of the situation.

The council discussed a request by the county for the appointment of an individual to the Rainbow Rider Transit Ambassador Committee. The committee discusses transportation needs in the county. The committee normally meets about 3 to 4 times per year. Council member Klick stated he would be willing to serve on the committee on behalf of the city.

Council member Klick motioned Rowan seconded to inform the State of Minnesota that the council does not have any concerns with the issuance of a currency exchange license for Martin Montanez at 270 Central Avenue. Motion unanimously carried.

Council reviewed a letter from the League of Minnesota Cities concerning a recent inspection of the city's working conditions. The league representative suggested that the city look into spring assists on their equipment trailer ramps and a mechanical linkage device which would help the operators of frontend loaders or snow blowers from catching on immovable objects such as raised sidewalk panels or pipes. In both cases, the addition of the items would help eliminate potential employee injuries. Venekamp stated the city has had 2 injuries operating the bobcat where employees have hit raised portions of sidewalks causing a sudden jolt of the equipment and injuring the drivers of the equipment. The council was in agreement that if the devices are able to do what they claim in their videos and sales literature, the public works department could go ahead and purchase those items.

City Administrator Venekamp stated that due to the number of bond sales held on February 21st, Ehler's would not be able to complete the award of the sale of the city's bond issue on that day. The finance advisor from Ehler's, Tom Hagen, has asked that the council adopt a resolution; whereby, the city would establish a pricing committee that could meet at 2:00 p.m., on February 22, to consider the bids and award the sale of the bonds. Venekamp stated the city will be paying off the 2003 water bond, 2003 GO improvement bond, and \$350,000 of the 2006 sewer revenue bond. At the last council meeting, Todd had estimated that the savings to the city for refinancing these issues and paying off the 2003 bonds would be approximately \$170,000. The addition of paying \$350,000 towards the sewer bond will increase the city's savings to an estimated \$260,000 to \$270,000.

Council Member Gripne introduced the following resolution and moved its adoption:

Resolution No. 12-02-06-03
Resolution Providing for the Sale of
\$2,065,000 General Obligation Refunding Bonds, Series 2012A

- A. WHEREAS, the City Council of the City of Long Prairie, Minnesota, hereby determines that it is necessary and expedient to issue the City's \$2,065,000 General Obligation Refunding Bonds, Series 2012A (the "Bonds"), to crossover refund the City's outstanding General Obligation Improvement Bonds, Series 2006A and General Obligation Sewer Revenue Refunding Bonds, Series 2006B; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Long Prairie, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 7:00 p.m. on February 21, 2012, for the purpose of approving the sale of the Bonds and establishing a pricing committee. The pricing committee shall meet at 2:00 p.m. on February 22, 2012, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member Klick and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof: Gripne, Klick, Rown and Rasmussen.

and the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Dated this 6th day of February, 2012.

David Venekamp
City Administrator/Clerk

Don Rasmussen
Mayor

The council discussed Todd Hagen's suggestion that the council adopt a policy on arbitrage compliance. The IRS and Bond Council are recommending that the council adopt written procedures for arbitrage compliance for the issuance of tax exempt bonds. Ehler's has a draft policy and a fee for the initial template is \$500.

Council member Klick motioned Rasmussen seconded to approve entering into an agreement for the drafting of a debt compliance policy and procedures. Roll call: Yes; Gripne, Klick, Rowan, Rasmussen. Motion unanimously carried.

Mayor Rasmussen appointed council member Rowan and Gripne to the pricing committee for the sale of the bonds.

The council discussed the need to update their Wellhead Protection Plan. The city is required to evaluate the Wellhead Protection Plan at least every 2 ½ years during the 10 year lifespan of the plan. Dave Niemen of Minnesota Rural Water Association is willing to work with the council in updating the plan. The council appointments to the committee for updating the plan are Rowan and Towle.

Council member Klick motioned Gripne seconded to approve pay request #6 to Di Mar Construction in the amount of \$95,541.02 for improvements to the wastewater treatment facility. Roll call: Yes; Gripne, Klick, Rowan, Rasmussen. Motion unanimously carried.

Fire Chief Jim Kreemer thanked the council for attendance at the township meeting. Jim indicated the radios and equipment have been purchased under the 800 megahertz grant and there still remains a \$270,000 balance in the grant funds. Jim stated they have asked for an extension of the grant and for approval to purchase additional pagers for the other departments. The department is waiting for a response from FEMA on their extension and request for funds.

Council member Gripne stated the police department handled 211 complaints in the month of January. The department is also doing their first responder training along with the fire department over the next couple of weeks. Chief Langer has applied for a \$1,000 matching grant for purchase of an 800 megahertz radio through the Central Minnesota EMS.

Council member Klick stated that liquor store manager Pam Koska is back at work. The liquor store will be doing their yearend inventory in March. Klick also indicated the park board met earlier this evening and is in the process of pricing out new docks for Lake Charlotte Park, the use of lifeguards or supervisors at the beach, and other possible park improvements.

Mayor Rasmussen stated the airport commission will be holding a meeting on Wednesday, February 8th; and the tourism commission is completing the summer music in the park program. Peg Churchwell has also resigned from the tourism commission.

City Administrator Venekamp stated the public works department replaced a gage on the main lift station and experienced difficulty in trying to close the valves to work on the gage. Because the valves would not close and seal properly, the employees had a difficult time in trying to replace the gage. The need to be able to close the lift station valves will be imperative should they ever have to work on the lift station. It was discussed that the city may look at wanting to put in some sort of a bypass and activate a standby lift station in order to handle future problems. The city may also want to look at replacing the valves in the main lift station since they are over 30 years old. It was suggested that the staff try and obtain some price information to bring back to the council at a later date.

Council member Klick motioned Gripne seconded to adjourn. Motion unanimously carried. Meeting adjourned at 8:05 p.m.

David Venekamp
City Administrator/Clerk

Don Rasmussen
Mayor