

**City of Long Prairie
Council Meeting
7:00 P.M., Monday, February 4, 2013**

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, February 4, 2013. Mayor Don Rasmussen called the meeting to order with the following present: Council members Bob Klick, Art Rowan, Tony Towle, Lilah Gripne, and City Administrator/Clerk Dave Venekamp.

Council member Klick motioned Gripne seconded to approve the council minutes of January 22, 2013. Motion unanimously carried.

Becky Hillig with the Long Prairie Community Group asked for council approval of the Prairie Fest parade route which will be June 15th. Becky stated the parade route is the same as last year's with the parade ending at the Todd County Fairgrounds. The parade will begin at 4:00 p.m.

Council member Rowan motioned Gripne seconded to approve the parade route as requested. Motion unanimously carried.

The council discussed the purchase of a trailer for the public works department. The department received two price quotes: one from Felling Trailers and the other from Hillig Auto Center. The trailer is a dual axel tilt bed trailer with a total overall length of 20 feet. The quote from Hillig's (the low quote) is for \$5,984 which includes tax and license plate.

City Administrator Venekamp stated the city has a smaller trailer which they would sell if the council were to purchase this trailer. Venekamp stated the county is looking at purchasing a paver and that the city could use the paver if the county could also use the city's trailer to haul the paver. With the possible use of the county's paver, the city could sell their smaller paver.

Council member Rowan motioned Towle seconded to approve the purchase of the tilt trailer from Hillig Auto Center in the amount of \$5,984. Motion unanimously carried.

The council also suggested that the city have a written agreement with the county on the use of the trailer and the paver.

The council reviewed a price quote from Marilyn Bayerl of Bayerl Water Resources for implementation of the 2013 Wellhead Plan. There are several items that need to be completed in 2013 as spelled out by the Wellhead Protection Plan. Marilyn had estimated the cost to do that work at \$1,835. There are also two items that were in the 2012 plan which she did not have done as of yet. The cost for doing those was \$900 which would bring the total work completed in 2013 to \$2,735.

City Administrator Venekamp stated Marilyn's review of the 2012 action items completed by the council were considerably different than Dave Niemen's of Rural Water. Marilyn had indicated

there were numerous items that the city had completed or done that were not included in the review done by Mr. Neiman. Venekamp stated Marilyn has done a very good job with putting the wellhead information together and completing the action items within the plan.

Council member Klick motioned Rowan seconded to accept Marilyn Bayerl's proposal for a Wellhead Protection Plan implementation contract in the amount of \$2,735 for 2013. Motion unanimously carried.

The council reviewed a recent inspection report by the League of Minnesota's Cities Insurance Trust (LMCIT) on the city's work environment. The LMCIT reviewers noted a couple items that the city may want to look into which would or may help with the safety of the employees. Those items included: slip-on cleats for traction on ice surfaces for the public works and fire department, training on the use of bucket trucks and scissor lifts, spring assists on the ramps for trailers, and a "snow walker" attachment to the bucket truck and loader for snow removal.

City Administrator Venekamp stated the city, by purchasing the new trailer, would eliminate the trailer for which the spring assists were suggested. The departments have obtained slip-on cleats for ice and the city has contacted the individual who makes a "snow walker" for a possible demonstration. The city will need to submit a letter back to the LMCIT informing them of the actions the city will take on the items mentioned in the report.

The council discussed a new FAA requirement for recipients of federal grant funds for airport improvement projects. The requirement calls for the grant recipient to have policies on procurement, grant oversight, and business continuity. The FAA will rank the grant recipients, based upon their policies, to determine whether or not those recipients are a low to high risk for the management of the grant funds. Venekamp stated the policies are in the process of being drafted and will be presented to the council at their next meeting.

Fire Chief Jim Kreemer stated the fire department will have a township meeting this Wednesday at 8:00 p.m.

Council member Gripne stated the police department had 204 incidents for the month of January. The police department also received a \$500 donation from the Prairie Lakes Coop. The department has purchased a TV, DVR, and recorder from previous donations.

Council member Klick stated the liquor store has had their floor polished and is in the process of restocking the shelves and setting up their displays.

Council member Klick motioned Gripne seconded to adjourn. Motion unanimously carried. Meeting adjourned at 7:45 p.m.

David Venekamp
City Administrator/Clerk

Don Rasmussen
Mayor