

**City of Long Prairie
Council Meeting
7:00 P.M., Monday, May 6, 2013**

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, May 6, 2013. Mayor Don Rasmussen called the meeting to order with the following present: Council members Art Rowan, Tony Towle, Lilah Gripne, Bob Klick, and City Administrator/Clerk David Venekamp.

Council member Klick motioned Gripne seconded to approve the council minutes of April 15, 2013. Motion unanimously carried.

The council reviewed the seal coating bids that they had approved at their April 15th meeting. Due to a mistake in the unit price of the low bidder (Caldwell Asphalt) their bid was actually the high bid. Caldwell Asphalt's bid was \$114,004.50; however, when taking into account the error, their bid was \$118,070.70 which was \$1,490.70 higher than the bid of Astech's of \$116,580.00. City Administrator Venekamp stated since the contract is based upon unit costs within the bid, the final amount paid by the city would be based upon the quantity used times the unit costs. If the city were to award the bid to Caldwell, they would actually be paying more than Astech based on the unit prices. It was recommended that the city rescind the award from the April 15th meeting to Caldwell and then award the bid to Astech.

Council member Rowan motioned Klick seconded to rescind the motion of the April 15th meeting awarding Caldwell Asphalt the bid for the seal coating. Motion unanimously carried.

Council member Gripne motioned Klick seconded to award the bid for the seal coating to Astech in the amount of \$116,580.00 based upon the per unit prices. Motion unanimously carried.

The council discussed the additional part-time help for the public works department. Randy Eckel and Chris Haasser will be working part-time during the summer months for the city.

Council member Gripne motioned Rowan seconded to appoint Sharon Clavin to the Long Prairie Housing Redevelopment Authority as recommended by the authority. Motion unanimously carried.

The council reviewed the bids for the 2013 airport improvements which would include the reconstruction of the existing runway and apron areas. The city received the following bids:

	Bidders			
Bid Totals	Riley Brothers Construction, Inc.	Central Specialties, Inc.	Hardrives, Inc.	Tri-City Paving, Inc.
Total (A+B=C=D=E) <i>(Base Bid)</i>	\$ 1,067,258.66	\$ 1,073,997.38	\$ 1,196,580.56	\$ 1,409,230.00
Total (A+B=C=D=E) <i>(Alternate Bid)</i>	\$ 954,807.95	\$ 954,173.81	\$ 1,059,093.37	\$ 1,241,745.52

The engineers estimate was \$1,439,805.75 for the Base Bid option and \$1,275,622.15 for the Alternate Bid option. The low bid for the Base Bid is approximately 25.87% below the engineer's estimate and the low bid for the Alternate Bid is approximately 25.15% below the engineer's estimate for the alternate bid. The airport commission had met to review the bids and their recommendation is for the council to award the bid to Riley Brothers Construction.

Council member Rowan motioned Towle seconded to award the bid to Riley Brothers Construction Incorporated contingent on receipt of grant funds from the State and Federal Aviation Administration and supplemental contractor documentation at a base bid of \$1,067,258.66. Roll call: Yes; Rowan, Towle, Gripne, Klick, Rasmussen. Motion unanimously carried.

Council member Gripne motioned Klick seconded to approve the All Hazard Mitigation Plan resolution:

**RESOLUTION #13-05-06-05
ADOPTION OF THE TODD COUNTY ALL-HAZARD MITIGATION PLAN**

WHEREAS, the City of Long Prairie has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination amount neighboring local units of government and businesses; and

WHEREAS, the Todd County Plan includes a risk assessment including past hazards, hazards that threaten the county, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Todd County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and;

WHEREAS, the Todd County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Todd County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and emergency Management and the Federal emergency Management Agency for review and comment; and

WHEREAS, the Todd County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that the City of Long Prairie supports the hazard mitigation planning effort and wishes to adopt the Todd County All Hazard Mitigation Plan.

Attest:

David Venekamp
City Administrator/Clerk

Don Rasmussen
Mayor

Motion unanimously carried.

The council reviewed the Long Prairie Emergency Operation Plan. City Administrator Venekamp stated that Fire Chief Jim Kreemer, Police Chief Kevin Langer, Police Sergeant Duane Breiter, and Public Works Director Dan Spieker worked on drafting the plan. The plan was similar to the one the county and the city of Staples adopted. The last time the city's civil defense plan was updated was in 2002. One item the group changed was the contact people mentioned in the plan were pulled from the plan and placed in a spreadsheet. By doing so, as people change or their contact information changes, the city would not need to update the plan, just the spreadsheet.

Council member Gripne motioned Rowan seconded to adopt the Long Prairie Emergency Operation Plan as presented. Motion unanimously carried.

Council member Rowan motioned Gripne seconded to appoint Vicky Meier, Amy Allen, Eric Streed, and Don Rasmussen to three year terms on the Long Prairie Tourism Board as recommended by the board. Motion unanimously carried.

Council member Towle stated that the city's street sweeper is back and the crew has been busy sweeping streets.

Council member Gripne stated she had received a letter from Randy Massciottie commending the fire department and police department for the support and work they did on a three vehicle accident on T.H. 71.

Fire Chief Jim Kreemer stated Roy Buhl retired Wednesday, May 1st and that burning restrictions are on.

Police Chief Kevin Langer stated that on April 27th they had a prescription take back day and 87 pounds of prescriptions were turned in. For the month of April, the department also had 265 incidents.

Council member Klick stated new computers were being installed at the liquor store.

The council noted the spring metal cleanup date is May 24th through the 26th from 8:00 a.m. to 4:00 p.m. at the old city garage (310 3rd Ave. N.).

The council discussed the installation of water and sewer lines to the city's public works building. They'll be working in conjunction with Chad Twardowski installing the lines. The estimated cost for running water and sewer to the building is approximately \$2,800.

Council member Klick motioned Gripne seconded to have the water and sewer lines installed to the building. Motion unanimously carried.

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

Dave Venekamp
City Administrator/Clerk

Don Rasmussen
Mayor