

City of Long Prairie  
Council meeting  
7:00 P.M., Monday, November 7, 2016

The Long Prairie City Council met in regular session at City Hall, 7:00 p.m., Monday, November 7, 2016. Mayor Don Rasmussen called the meeting to order with the following present: Council members Lilah Gripne, Devin Hines, James Ruiz, Tony Towle and City Administrator/Clerk Brenda Thomes.

There was a change to the agenda. Ehlers Resolutions No. 16-11-07:01 and 02 were changed to: 05 and 06 due to updates to the resolution.

**Councilor Gripne motioned Hines seconded to approve the changes to the agenda. Motion carried.**

**Councilor Towle motioned Ruiz seconded to approve the council minutes of October 17<sup>th</sup>. Motion carried.**

Council had a very long discussion about the comp plan and made corrects to the following:

- page #9 needed to correct Lake Charlotte Park is within the city limits
- page #46 update business from Lake Country CNC to Chandler Industries
- maps on the roadway show County Rd 86 but it should be County Road 5
- page #61 general goals 2 & 3 need to be bulleted

**Councilor Gripne motioned Towle seconded to approve the following Resolution 16-11-07:03 for the adoption of the 2016 Comprehensive Plan to include the changes.**

**RESOLUTION NO. 16-11-07:03  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LONG PRAIRIE,  
MINNESOTA, APPROVING THE ADOPTION OF THE 2016 COMPREHENSIVE  
PLAN**

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**WHEREAS**, the City Council has designated as one of the duties of the Economic Development Authority to write and revise its Comprehensive Plan when it finds need to do so; and

**WHEREAS**, the current Comprehensive Plan for the City of Long Prairie was adopted by the City Council in 1997; and

**WHEREAS**, the Economic Development Authority determined the 1997 Comprehensive Plan was outdated, and it would be in the interest of the City and its residents to provide and update; and

**WHEREAS**, the Economic Development Authority, with the assistance from Staff, and NJPA began the process of updating the Comprehensive Plan in early 2015; and

**WHEREAS**, after reviewing the proposed document and taking public testimony, the Economic Development Authority recommended approval of the adoption of the Comprehensive Plan.

**NOW THEREFORE, BE IT RESOLVED, that the Long Prairie City Council has reviewed the proposed 2016 Comprehensive Plan on November 7, 2016 and does hereby approve its**

**adoption.**

**Adopted by the City Council of the City of Long Prairie, Minnesota, this 7th day of November, 2016.**

Lilah Gripne \_\_\_\_\_ Devin Hines \_\_\_\_\_ Don Rasmussen \_\_\_\_\_  
James Ruiz \_\_\_\_\_ Tony Towle \_\_\_\_\_

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Don Rasmussen, Mayor  
Clerk

\_\_\_\_\_  
ATTEST: Brenda Thomes, City Administrator/

**Roll call: Yes; Ruiz, Hines, Towle, Rasmussen. Motion carried.**

Council discussed the certification of minutes relating to the \$4,000,000 taxable general obligation tax abatement bonds, Series 2016C. The sale report from Ehlers showed the low bid was Northland Securities and the interest rate was 3.4501.

**Councilor Gripne motioned Towle seconded to approved Resolution No. 16-11-07:05 and Resolution No. 16-11-07:06 authorizing issuance, awarding sale, prescribing the form and details and providing for the payment of \$4,000,000 taxable general obligation tax abatement bonds, Series 2016C. Along with authorizing the sale of the bonds and awarding it to Northland Securities with an interest rate of 3.4501. Roll call: Yes, Hines, Towle, Gripne, Ruiz, Rasmussen. Motion carried.**

The resolutions are on file and may be viewed at city hall.

**Councilor Hines motioned Towle seconded to approve Pay Request No. 4. Motion carried.**

Kent Louwagie briefly discussed the 2016 road project and the progress of the project. Kent presented a memo relating to the 1<sup>st</sup> Street South proposal for street improvements. The scope of the project is to add gravity sewer and water all the way beyond Fleet Supply all the way down to Countryside. The estimated cost for this extension is 240 feet further and the extended utilities to the Lake Charlotte Road trail intersection is 285,600 for a total of \$330,600. Also, a memo in regards to the 2<sup>nd</sup> Avenue North improvement project. This would be added in next spring. We would be doing the 2 blocks. There are drainage structures at the 3 intersections within the project area. The storm sewer main between 4<sup>th</sup> Street North and Todd Street North that flows west along 2<sup>nd</sup> Avenue Northeast. The storm sewer within the 4<sup>th</sup> Street intersection was replaced in 2010 and will be replaced only as necessary to complete the sanitary sewer and water main improvements. This cost is estimated at about \$620,000 and it's a section of 2 blocks 2<sup>nd</sup> Avenue Northeast. Both of these memorandums, council needed to get more information and we needed to confirm all the people involved on the 1<sup>st</sup> Street who wanted to participate and who did not. On 2<sup>nd</sup> Avenue Northeast, we need to get that tied into the 2017 wastewater project.

**Council member Gripne motioned Ruiz seconded to approve the American Heritage ACH agreement. Motion carried.**

Administrator Thomes sent a letter to MN National Bank on behalf of the city thanking them for their contribution of the following furniture during the months of April and August:

- 2 Oak Desks

- 2 Oak Credenzas
- 3 sets of tables and 4 chairs per table
- 9 office chairs
- 5 officer desk chairs

**Councilor Gripne motioned Towle seconded to approve the letter of thanks. Motion carried.**

**Councilor Gripne motioned Hines seconded the following Resolution No. 16-11-7:04 for the wastewater treatment plant expansion grant application:**

**RESOLUTION 16-11-7:04  
CITY OF LONG PRAIRIE 2017  
WASTEWATER TREATMENT PLANT  
EXPANSION GRANT APPLICATION**

BE IT RESOLVED that the City of Long Prairie act as the legal sponsor for project(s) contained in the Wastewater Treatment expansion Project Grant Program to be submitted on November 7, 2016 and that the City Administrator/Clerk and Mayor are hereby authorized to apply to the US Economic Development Administration for funding of this project on behalf of City of Long Prairie.

BE IT FURTHER RESOLVED that City of Long Prairie has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to adequate project administration.

BE IT FURTHER RESOLVED that the City of Long Prairie will bond for \$4,183,250 being the local match identified in the project application.

BE IT FURTHER RESOLVED that City of Long Prairie has not violated any Federal, State or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the EDA, City of Long Prairie may enter into an agreement with the US Economic Development Administration for the above referenced project(s), and that City of Long Prairie certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

BE IT FURTHER RESOLVED that the City Administrator/Clerk Brenda Thomes has the

authority to sign and execute all grant documents related to the project.

NOW, THEREFORE BE IT FINALLY RESOLVED that the undersigned is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by City Council of Long Prairie on November 7, 2016.

SIGNED:

WITNESSED:

\_\_\_\_\_  
(Authorized Official)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

**Motion carried.**

**Mayor Rasmussen motioned Gripne seconded to approve RFP Audit Services to request proposals for auditing services for the years 2016, 2017, and 2018. Motion carried.**

**Councilor Towle motioned Ruiz seconded to approve the low bid of \$5,500 from Long Prairie Machinery for the airport mower. Motion carried.**

Councilor Hines stated that public works has been working on street sweeping. They have been having problems with the lift station. They have doing some work on that.

Fire Chief Jim Kreemer asked council if they could go ahead and advertise the 1977 ¾ ton truck that they are selling.

**Mayor Rasmussen motioned Towle seconded to go forward with the advertising of the truck. Motion carried.**

Administrator Thomes noted that everything is going well over at the liquor store. They would like to add another outlet in order to get another cooler put in place.

Councilor Gripne noted that November 17<sup>th</sup>, at 5:15, will be the new time for the EDA meeting. The next council meeting will be November 28<sup>th</sup> for rezoning.

Administrator Thomes noted that elections were on Tuesday and everybody should come out and vote.

**Councilor Gripne motioned Hines seconded to adjourn at 8:25. Motion carried.**

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Brenda Thomes  
City Administrator/Clerk

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Don Rasmussen  
Mayor