

**REGULAR MEETING OF THE PARKERS PRAIRIE CITY COUNCIL
TRUTH IN TAXATION PUBLIC MEETING
MONDAY, DECEMBER 19, 2022 – 7:00 PM**

MEETING MINUTES

Council Members in Attendance: Mayor Kevin Birkholz, Council Members Greg Larson, Linda Martinson Bates, Tony Woodworth, and Glenn Cornish.

City Staff and Other Representatives in Attendance: City Administrator Beth Wussow, Chief of Police Joey Rud, City Attorney Tom Jacobson (via interactive technology), Parkers Prairie Independent Editor Jen Marquardt, Parkers Prairie Pride of Lions Representatives Ashley Iverson, Kelli Hoffman, and Kaylee Wilke.

7:00 Pledge of Allegiance and Call to Order.

Truth In Taxation Public Meeting. *Motion was made by Bates* to open the public hearing. The motion was seconded by Larson and carried unanimously. Resident Roger Doble spoke regarding his proposed property taxes for 2023, stating he believed his property was not classified correctly. Council recommended Doble contact the Otter Tail County Assessor and informed him of the Board of Appeal & Equalization meeting, scheduled for April 18th, where valuation of property could be addressed. Hearing no additional comments from the public, *motion was made by Bates* to close the public hearing. The motion was seconded by Cornish and carried unanimously. The public meeting closed at 7:10 pm.

Council Meeting Agenda. *Motion was made by Cornish* to approve the meeting agenda. The motion was seconded by Woodworth and carried unanimously.

Consent Agenda. Items on the consent agenda were:

- Meeting Minutes – November 17, 2022 – Special Meeting to Canvass Election Results
- Meeting Minutes – November 21, 2022 – Special Meeting for Event Center Workshop
- Meeting Minutes – November 21, 2022 – Regular Council Meeting
- Resolution #2022-30 – Accepting Donations to the City
- City Council and Fire Chief Pay for the Second Half of 2022

Motion was made by Larson to approve the consent agenda. The motion was seconded by Cornish and carried unanimously.

Police Department. Chief Rud reminded everyone of the winter parking restrictions so that snowplows could clear the streets in a timely and thorough manner.

Fire Department. Chief Woodworth stated that a few Department members had looked at a 2006 tanker for sale, but reported the truck was not what the Department was looking for. The Department would continue to search for additional options to replace the two older tanker trucks.

Prairie Event Center. Mayor Birkholz read a few excerpts from past meetings regarding Event Center profitability and staffing issues, Council's past motion to pursue sale of the building, and directions to Wussow to research prospective realtors and obtain a commercial appraisal of the property. Currently events were being staffed mainly by City office staff, which was not part of their job descriptions and included work outside office hours. Wussow stated the Event Center's cleaner had submitted resignation, leaving only two other "occasional" employees to assist with care of the facility. Wussow reported that revisions of the management agreement with Nate & Toni Reed (Parker's Last Stop) was still being worked on by the Reeds.

- **Agenda Request: Parkers Prairie Pride of Lions recap of December 3rd Prairie Christmas event.** Pride members expressed concerns with their recent event, including that snow removal was not completed prior to 6:00 am on the day of their event, that they did not have a City contact to help resolve issues during the event, and there was no updated rental contract for their group's regular meetings or Prairie Christmas event. Wussow stated City staff would provide an updated contract and would make sure that in-person meeting(s) would take place prior to any major event for any civic group scheduled at the Prairie Event Center, which was the same procedure for all other events such as weddings.

City-Owned Parking Area Adjacent to Jak's and Hair Razors. As the item had been tabled at the November meeting, ***motion was made by Bates*** to take the item off the table. The motion was seconded by Larson and carried unanimously. Council again discussed the possibilities of selling the two small parcels or turning them over to adjacent property owners. Council directed City staff to try to locate any utilities in the City-owned sections. No additional action was taken on the item, and ***motion was made by Cornish*** to table the item until the January meeting. The motion was seconded by Bates and carried unanimously.

2023 City Budget and Tax Levy. Wussow stated she made the changes Council had recommended at previous meetings, which included removing the \$10,000 Wage & Compensation study and lowering the outside services (attorney fees) line item by \$4,000. The resulting general fund budget came to \$1,182,414.00. ***Motion was made by Larson*** to raise the levy by 12.82%, setting the tax levy at \$717,987.00, and approving Resolution # 2022-31. The motion was seconded by Cornish and carried unanimously.

Thank You to Council Member Greg Larson for 12 years of service on the City Council. Council and staff recounted the many accomplishments, changes, and challenges over the past twelve years and expressed appreciation for Larson's many years of service.

Disbursements. The following disbursements were presented for Council consideration:

Payments in November 2022

- ACH Payments #2899e through #2903e (General Checking Account)
- Written Checks # 36697 through #36744 (General Checking Account)

Payments in December 2022

- Written Checks # 36745 through #36782 (General Checking Account)

Motion was made by Bates to approve the disbursements. The motion was seconded by Cornish and carried unanimously.

Adjourn. ***Motion was made by Larson*** to adjourn the meeting. The motion was seconded by Woodworth and carried with unanimous consent. The meeting adjourned at 8:27 pm.

Respectfully submitted,



Beth Wussow
City Administrator

Attest:



Kevin Birkholz
Mayor