

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
February 28, 2017, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The February 28th, 2017, Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Acting Mayor Erika Randall, and everyone present recited the Pledge of Allegiance.

2. ROLL CALL: Present: Acting Mayor Erika Randall, Councilmembers Ryan Leckner, Dick Rutherford, and Liz Stone. Absent: Mayor Pat Mikesh. Staff Present: Administrator John McKinney, Public Facilities Superintendent Chris Fieldsend, Planner Ryan Mathisrud, Treasurer Angela Brumbaugh, Liquor Store Manager Scott Olson, and Clerk Margie Vik. Others Present: Sue Tomte and Nancy Newman.

3. APPROVAL OF AGENDA: A motion was made by Rutherford, seconded by Stone, and unanimously carried to approve the agenda with the following addition to the Consent Agenda: Item #7.11. Approve Change Order for the Fire Hall Expansion Project: Addition of \$2,578.00 for Water Heater Replacement, and Deduction of \$5,600.00 for Omitting Landscaping and Grading.

4. EMPLOYEE APPRECIATION: Acting Mayor Randall announced Francis Hauber will receive a Certificate of Achievement for completing ten years of employment. The certificate was accepted by Superintendent Chris Fieldsend on behalf of Hauber.

5. APPROVAL OF MINUTES:

5.1. City Council Regular Meeting Minutes-February 14, 2017: A motion was made by Leckner, seconded by Rutherford, and unanimously carried to approve the February 14th, 2017, City Council Regular Meeting minutes as presented.

6. FINANCE:

6.1. Payables & Prepaids: A motion was made by Randall, seconded by Stone, and unanimously carried to approve the payables in the amount of \$101,498.64, and the prepaids in the amount of \$116,331.90, for a total of \$217,830.54.

7. CONSENT AGENDA: A motion was made by Rutherford, seconded by Stone, and unanimously carried to approve the following consent agenda items:

- 7.1. Approve Plumber's Permits to Work in the City of Park Rapids in 2017 for D.Carlson Plumbing & Excavating LLC and Custom Aire Inc.
- 7.2. Approve Backhoe Operator's Licenses to Work in the City of Park Rapids in 2017 for Gordon Construction of Mahnomen Inc.
- 7.3. Resolution #2017-43 Approving Ordinance No. 569 Rezoning Land to B-1 in the City of Park Rapids, PID #32.45.01100.
- 7.4. Ordinance No. 569 Rezoning Land to B-1 in the City of Park Rapids, PID #32.45.01100.
- 7.5. Resolution #2017-44 Appointing Kristi York to Serve on the Parks & Beautification Board for the City of Park Rapids.
- 7.6. Resolution #2017-45 Approving the Renewal of On Sale/Sunday Liquor Licenses for West Forty Restaurant, Bogey's on 34, and Vallarta Mexican Grill in the City of Park Rapids.
- 7.7. Resolution #2017-46 Approve the Renewal of an Off Sale 3.2 Beer License for Coborn's and Cenex C Store in the City of Park Rapids.
- 7.8. Approve Pay Request in the Amount of \$17,284.60 to TKDA for Professional Services for the Airport Master Plan.
- 7.9. Approve Pay Request in the Amount of \$1,526.19 to Apex Engineering Group for Professional Services for the Fire Hall Expansion Project.
- 7.10. Approve Pay Request in the Amount of \$2,580.00 to Banyon Data Services for Software Support.
- 7.11. Approve Change Order for the Fire Hall Expansion Project: Addition of \$2,578.00 for Water Heater Replacement, and Deduction of \$5,600.00 for Omitting Landscaping and Grading.

END OF CONSENT AGENDA

8. COMMENTS FROM CITIZENS: There were no comments.

9. GENERAL BUSINESS:

9.1. Resolution Appointing Tom Petschl to Serve on the Housing & Redevelopment Authority of the City of Park Rapids: McKinney stated the applicant has been on the board. He filed a resignation, but it also had an offer to stay for a period of time until a quorum could be determined. Council accepted his resignation without accepting that additional matter. He's asking to apply to be back on the board because they are shorthanded and they could use the help. I have no direct information other than what's in his letter.

Randall requested a motion to approve the resolution. There were no comments.

Leckner questioned is this still needed? Rutherford stated we do need somebody on the board. I'm concerned that he quit. I'm on that board. I don't know whether we'll have a conflict or not. My feeling right now is that I wouldn't vote for him to be back on the board. I'd just as soon go out there and look for somebody else to be on it.

Randall stated is the board full? Rutherford stated no. Randall stated so we could still find other people. Rutherford stated I've talked to two people to sit on the board. Leckner stated I know that he quit. If he quit again we're not out anything. It's a volunteer thing. Randall stated he does have familiarity with it.

McKinney stated we are in a position where the director will be retiring soon. There will be a lot of work to be done. Randall stated I don't know if there were some hard feelings on his part because he decided to get off all of these boards, but we need a body on there. I appreciate Rutherford going out there and looking for people. Leckner stated I don't know if he overreacted when he quit the boards but before all that he was very active. I think it would be good to give him the opportunity.

A motion was made by Leckner, seconded by Stone, and unanimously carried to approve Resolution #2017-47 Appointing Tom Petschl to Serve on the Housing & Redevelopment Authority of the City of Park Rapids.

10. CITY ADMINISTRATOR COMMENTS: McKinney stated we have all of the union contracts to renew this year. We have completed the negotiations with the public works union. We have met once and have another meeting scheduled with the liquor store employee's union. We're going to have to address the Sunday openings. Sales probably won't be great so the Council will have to decide to do that or not. Its limited hours. We haven't had a chance to discuss a recommendation. It's not mandated that we stay open on Sundays. Under the new law we have the option to open under a short shift. The hours will be 10:00 a.m., or 11:00 a.m. to 6:00 p.m. That is still unknown at this time. We have not heard back from the police union yet.

McKinney stated the fire hall is up and running. We're waiting for a report from the architect with any punch list items. Randall stated I'd like to see either one of our March or April meetings that we have a workshop at 5:30 p.m. at the fire hall so we could all see it. I don't know if it fell through the cracks but I certainly wasn't made aware of the ribbon cutting. Stone stated I wasn't informed either. McKinney stated that was not something that our departments scheduled. That was done by the Chamber Ambassadors on their own.

Randall stated it would have been nice to have been involved. I didn't know about it until I read it in the paper. Brumbaugh stated the staff wasn't informed either. McKinney stated I prefer to wait to cut the ribbon until the building is finished. But that wasn't our choice this time.

11. DEPARTMENT HEAD UPDATES: Fieldsend stated we did a walk through at the fire hall last week with the architect and several firefighters. They have generated a punch list of things that need to be done that is about three pages long. I haven't received that report yet but there are a lot of things to be done yet. Randall stated just keep us posted as to when it will be a good time to go there.

Fieldsend stated the city hall remodel should be starting in March. Randall questioned is the plan for all of the staff to move into the back section and then the front section is to be determined? McKinney stated yes.

Olson stated Sunday off sale liquor sales are on the horizon. Nothing will happen with it until July.

Mathisrud stated at the last Planning Commission meeting we discussed a chicken ordinance. The commission was supportive of it so we'll start the process of drafting a chicken ordinance. The Urban Forestry Committee will be giving away a tree for Arbor Day. We're also coordinating a tree planting on April 28th, 2017.

12. MINUTES/REPORTS/INFORMATION: There were no comments.

13. COMMENTS FROM COUNCIL: There were no comments.

14. ADJOURNMENT: A motion was made by Stone, seconded by Leckner, and unanimously carried to adjourn the meeting at 6:14 p.m.

[seal]

Acting Mayor Erika Randall

ATTEST:

Margie M. Vik
City Clerk