

**AGENDA
PARK RAPIDS CITY COUNCIL MEETING
TUESDAY, MAY 22, 2018, 6:00 PM
PARK RAPIDS LIBRARY-LOWER LEVEL
PARK RAPIDS, MINNESOTA**

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| 1. CALL TO ORDER: <i>The Pledge of Allegiance will be recited by all those present.</i> | |
| 2. ROLL CALL | |
| 3. APPROVE AGENDA: <i>Councilmembers may add or delete items on the agenda at this time.</i> | |
| 4. APPROVE MINUTES: | |
| 4.1. City Council Regular Meeting Minutes-May 8, 2018 | 1-6 |
| 5. FINANCE: | |
| 5.1. Payables and Prepaids | 7-17 |
| 6. CONSENT AGENDA: <i>All items listed with an (*) are considered to be non-controversial by the staff, but not necessarily by the Council, and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember, City Staff or Citizen so requests, in which case, the item will be removed from the consent agenda and considered immediately following consent vote.</i> | |
| *6.1. Resolution #2018-__ Approving Ordinance No. __ Rezoning Land to R-B in the City of Park Rapids, PID #32.37.03500 | 18 |
| *6.2. Ordinance No. __ Rezoning Land to R-B in the City of Park Rapids, PID #32.37.03500 | 19 |
| *6.3. Resolution #2018-__ Approving Ordinance No. __ Rezoning Land to B-1 in the City of Park Rapids, PID #32.38.00200, PID #32.45.00400, and PID #32.45.00500..... | 20 |
| *6.4. Ordinance No. __ Rezoning Land to B-1 in the City of Park Rapids, PID #32.38.00200, PID #32.45.00400, and PID #32.45.00500 | 21 |
| *6.5. Approve Backhoe Operator’s License to Work in the City of Park Rapids in 2018 for Ferguson Brothers Excavating Inc. and Gilster Excavating LLC..... | 22 |

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| *6.6. | Resolution #2018-__ Approve Step Increase and Wage Adjustment for Full Time Rapids Spirits Liquor Store Clerk Ellen Albee..... | 23-24 |
| *6.7. | Approve Pawnbroker's Permit for Royce Holland d.b.a. Fuller's Gun and Pawn at 223 South Main Avenue, in the City of Park Rapids, for May 1 st , 2018 to April 30 th , 2019 | 25 |
| *6.8. | Resolution #2018-__ Authorizing Police Chief Jeff Appel to Execute the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies by and between the State of Minnesota and the City of Park Rapids..... | 26-42 |
| *6.9. | Resolution #2018-__ Accepting the Resignation of Park Rapids Planning Commission Member Sam Spaeth | 43-44 |
| *6.10. | Approve Purchase in the Amount of \$4,928.00 from Minnesota Pump Works for a Sewage Lift Pump for Lift Station No. 5..... | 45-47 |
| *6.11. | Approve Purchase in the Amount of \$1,258.27 from MacQueen Equipment for Replacement Parts for the 2011 Elgin Pelican Street Sweeper | 48-49 |
| *6.12. | Approve Pay Request in the Amount of \$6,353.52 to A-1 Abatement for Asbestos Abatement for the City Hall-Phase II Project..... | 50-61 |
| *6.13. | Approve Pay Request in the Amount of \$3,420.74 to MacQueen Equipment for Repairs to the Heat Exchanger of the 2012 Vactor Sewer Vacuum Truck for \$3,259.79, and Repairs of a Computer Data Line for the 2011 Elgin Street Sweeper for \$160.95..... | 62-64 |
| *6.14. | Resolution #2018-__ Authorizing Proper City Officials to Execute the Agreement to Municipality by and between American Legal Publishing and the City of Park Rapids..... | 65-67 |
| *6.15. | Resolution #2018-__ Accepting the Resignation of Public Works Employee Ervin Francis for the City of Park Rapids | 68-69 |
| *6.16. | Authorize City Staff to Advertise and Interview for a Temporary Seasonal Public Works Employee..... | 70 |
| *6.17. | Resolution #2018-__ Approving the Promotion to Non Union Full Time Patrol Sergeant for Park Rapids Police Officer Robert Gilmore | 71-72 |
| *6.18. | Approve Change Orders #01 and #02 for an Increase of \$2,220.00 to the Contract for the City Hall-Phase II Project | 73-79 |

- *6.19. Approve Three (3) Proposals for an Increase of \$2,716.00 to the Construction Contract for the City Hall-Phase II Project: 1) to encapsulate asbestos on the floor for \$1,980.00, 2) to purchase a New Door for \$575.00, and 3) to Recaulk the Exterior Wall Expansion Joints on the North Side of the Building.....80-84
- *6.20. Approve Public Facilities Use Permit for Esther Simon d.b.a. Itasca Mantrap Cooperative Electric Association to Close Two (2) Blocks of Huntsinger Avenue, on Thursday, June 7th, 2018, from 4:00 p.m. to 8:30 p.m., for the Itasca Mantrap Cooperative Annual Meeting..... 85
- *6.21. Approve Pay Request in the Amount of \$14,100.60 to BHH Partners for Professional Services Regarding the City Hall-Phase II Project..... 86-89
- *6.22. Approve Pay Request in the Amount of \$1,092.80 to BHH Partners for Professional Services Regarding the Pioneer Park Restroom Project 90-92
- *6.23. Approve Pay Request in the Amount of \$22,325.00 to Apex Engineering Group for Professional Services Regarding the Main Lift Station Reconstruction and the TH 71 Frontage Road Projects 93-99
- *6.24. Approve Pay Request in the Amount of \$4,474.00 to the League of Minnesota Cities Insurance Trust for an Additional Premium for the Worker’s Compensation Policy..... 100-103
- *6.25. Approve Fireworks Display Permit Conducted by Flashing Thunder Fireworks Spectacular, for the Park Rapids Rotary, for an Outdoor Fireworks Display at Heartland Park on July 4th, 2018 104-106

7. COMMENTS FROM CITIZENS: *Individuals may address the City Council at this time about any item not contained on the regular agenda. The Council will take no official action on items discussed, with the exception of referral to staff for future report. If there are no comments, the City Council will continue with the regular agenda.*

8. GENERAL BUSINESS:

- 8.1. Park Rapids Municipal Airport ProjectFieldsend
 - A. Resolution Approving Plans and Specifications and Ordering the Advertisement for Bids for the 2018 Pavement Crack and Joint Repair and the Apron Lighting Upgrades Project for the Park Rapids Municipal Airport in the City of Park Rapids..... 107-114

8.2. Main Pump Station Improvement Project..... Jon Olson
A. Resolution Awarding Bid for the Sanitary Sewer Main Pump Station
Improvement Project in the City of Park Rapids 115-117

9. CITY ADMINISTRATOR COMMENTS

10. DEPARTMENT HEAD UPDATES

11. COMMENTS FROM COUNCIL

12. ADJOURNMENT