

**AGENDA
 PARK RAPIDS CITY COUNCIL MEETING
 TUESDAY, JANUARY 8, 2019, 6:00 PM
 PARK RAPIDS LIBRARY-LOWER LEVEL
 PARK RAPIDS, MINNESOTA**

Page

- 1. **OATH OF OFFICE:**
 - 1.1. The Oath of Office will be recited by Mayor Leckner, and Councilmembers Conway and Randall..... 1-3

- 2. **CALL TO ORDER:** *The Pledge of Allegiance will be recited by all those present.*

- 3. **ROLL CALL**

- 4. **APPROVE AGENDA:** *Councilmembers may add or delete items on the agenda at this time.*

- 5. **APPROVE MINUTES:**
 - 5.1. City Council Regular Meeting Minutes-December 11, 2018 4-13

- 6. **FINANCE:**
 - 6.1. Payables and Prepaids 14-31

- 7. **CONSENT AGENDA:** *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.*
 - *7.1. Resolution #2019-__ Setting City Council Meetings on the Second and Fourth Tuesday of Each Month in the Year 2019 32
 - *7.2. Resolution #2019-__ Appointing Erika Randall as Acting Mayor for the Year 2019..... 33
 - *7.3. Resolution #2019-__ Designating Official Newspaper for the Year 2019 for the City of Park Rapids..... 34

*7.4.	Resolution #2019-__ Designating Authorized Signatures for the Year 2019 for the City of Park Rapids.....	35
*7.5.	Resolution #2019-__ Designating Official Depositories for the Year 2019 for the City of Park Rapids.....	36
*7.6.	Resolution #2019-__ Authorizing Proper City Officials to Execute Payment of Claims Prior to City Council Approval for Year 2019	37
*7.7.	Resolution #2019-__ Authorizing Proper City Officials to Execute the Paperwork Associated with the Fire Contracts for the City of Park Rapids	38
*7.8.	Resolution #2019-__ Designating Election Polling Place for Precincts One and Two for the City of Park Rapids	39
*7.9.	Resolution #2019-__ Local Board Powers to be Reinstated for the City of Park Rapids.....	40
*7.10.	Resolution #2019-__ Re-Appointing Donald Douglas to Serve on the Airport Commission for the City of Park Rapids	41-42
*7.11.	Resolution #2019-__ Appointing Barb Parks to Serve on the Housing and Redevelopment Authority of Park Rapids.....	43-49
*7.12.	Approve Contract in the Amount of \$2,644.07 with Cummins NPower for Annual Service on Various City Generators	50-54
*7.13.	Resolution #2019-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Tall Pine Toms NWTF	55
*7.14.	Resolution #2019-__ Re-Appointing Laura Grisamore to Serve on the Park Rapids Arts and Culture Advisory Commission.....	56-57
*7.15.	Resolution #2019-__ Re-Appointing Nancy Newman to Serve on the Park Rapids Planning Commission.....	58-59
*7.16.	Resolution #2019-__ Re-Appointing Kristi York to Serve on the Parks & Beautification Board for the City of Park Rapids.....	60-61
*7.17.	Resolution #2019-__ Re-Appointing Maria Pretzer to Serve on the Library Board for the City of Park Rapids	62-64
*7.18.	Resolution #2019-__ Acknowledging the Resignation of Volunteer Firefighter Mike Ridlon for the City of Park Rapids.....	65-66

*7.19. Authorize Staff to Advertise for Two (2) Open Firefighter Positions in Accordance with the Attached Advertisement and to Interview Potential Candidates	67-68
*7.20. Approve Public Facilities Use Permit for Cynthia Jones d.b.a. Park Rapids Community Development Corporation to Close Block Two (2) of Main Avenue South on June 13, 20, 27, July 5, 11, 18, 25, August 1, 8, 15, all in 2019, from 5:00 p.m. to 8:00 p.m., except on August 8 th hours will be 5:00 p.m. to 9:00 p.m., for the Second Street Stage Events.....	69
*7.21. Approve Pay Request in the Amount of \$699.50 for Apex Engineering Group for Professional Service for the TH 71 Frontage Road Project.....	70-73
*7.22. Approve Pay Request in the Amount of \$6,569.21 for Law Enforcement Technology Group LLC for Software Maintenance for the Police Department.....	74-75
*7.23. Approve Pay Request in the Amount of \$6,713.00 for the Coalition of Greater Minnesota Cities for the 2019 Membership Dues.....	76-79
*7.24. Approve Pay Request in the Amount of \$6,192.60 for Heiman Fire Equipment for Fire Truck Repairs and Uniform Purchases	80-82
*7.25. Resolution #2019-__ Accepting the Resignation of Police Officer Joseph White for the City of Park Rapids	83-85
*7.26. Approve Pay Request in the Amount of \$82,364.00 for the League of Minnesota Cities Insurance Trust for the 2019 Worker’s Compensation Insurance Policy	86-90
*7.27. Approve Pay Request in the Amount of \$3,164.73 for Hoffman Electric for Professional Services for the Repair of Various Street Lights on Main Avenue and the Side Streets.....	91-92
*7.28. Approve Plumber’s Permits to Work in the City of Park Rapids in 2019 for Ackerman Plumbing & Heating LLC, Peterson Sheet Metal Inc, Samuelson Laney Plumbing, Heating & Cooling Inc, Northland Septic Maintenance, The Jamar Company, Greens Plumbing Modern Heating, Northern Pines Plumbing & Heating, and Lindow Plumbing Inc.....	93
*7.29. Approve Backhoe Operator’s Licenses to Work in the City of Park Rapids in 2019 for R&R Petroleum Equipment & Sales (<i>restricted</i>), Elsner Well Drilling, Qwest d.b.a. Centurylink QC (<i>restricted</i>)	94

*7.30. Approve Use of City Equipment (Front End Loader and Plow Truck) to Assist in Snow Removal for the start/finish/parking lot for the USXC Snowmobile Race on January 19-20, 2019.....	95
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8. 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.*

9. PLANNING:

9.1. Resolution Authorizing Proper City Officials to Execute the Service Contract for Building and Plumbing Official by and between Brad Bail d.b.a. iN-Depth Inspection LLC and the City of Park Rapids	96-113
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10. GENERAL BUSINESS:

10.1. Council Vacancy:	
A. Resolution Accepting the Resignation of Councilmember Ryan Leckner.....	114-115
B. Resolution Declaring Vacancy in the Position of Councilmember on the City Council of Park Rapids.....	116-119
C. Authorize Advertisement of Open Council Position	120
10.2. Resolution Appointing Councilmembers to Various City Committees, Boards, and Commissions	121-125
10.3. Resolution Authorizing Proper City Officials to Execute the Service Agreement to Provide Public Transportation by and between Hubbard County and the City of Park Rapids.....	126-128
10.4. Resolution Authorizing Proper City Officials to Execute Proposal for Architectural Services for Municipal Access Control by and between BHH Partners and the City of Park Rapids.....	129-133
10.5. Presentation/Approval of Enterprise Funds	134-164

11. CITY ADMINISTRATOR COMMENTS

12. DEPARTMENT HEAD UPDATES

13. MINUTES/REPORTS/INFORMATION: *Some of the information included here is in draft form, and is subject to change.*

13.1. Park Rapids Arts and Culture Advisory Commission Meeting Minutes-
November 19, 2018 165

13.2. Building Permit Report-December 2018 166

13.3. Plumbing Permit Report-December 2018 167

13.4. MN DOT Capital Highway Investment Plan in Hubbard County for 2019-
2028..... 168

13.5. LMC Dividend Memo-January 8, 2019..... 169-173

14. COMMENTS FROM COUNCIL

15. ADJOURNMENT