

**AGENDA
 PARK RAPIDS CITY COUNCIL MEETING
 TUESDAY, APRIL 23, 2019, 6:00 PM
 PARK RAPIDS CITY COUNCIL CHAMBERS
 PARK RAPIDS, MINNESOTA**

Page

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

2. **ROLL CALL**

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

4. **APPROVE MINUTES:**
 - 4.1. Joint Park Rapids City Council/Planning Commission Special Worksession Minutes-April 9, 2019... 1-2
 - 4.2. City Council Regular Meeting Minutes-April 9, 2019.....3-11
 - 4.3. Park Rapids City Local Board of Appeal & Equalization Meeting Minutes-April 10th, 2019..... 12-13

5. **FINANCE:**
 - 5.1. Payables and Prepaids 14-26

6. **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.*
 - *6.1. Resolution #2019-__ Approving Ordinance No. __ Rezoning Land to R-3 to P in the City of Park Rapids, PID #32.19.00300 27
 - *6.2. Ordinance No. __ Rezoning to R-3 and P in the city of Park Rapids, PID #32.19.0030028-29
 - *6.3. Approve Golf Cart/ATV Licenses in Drive in the City of Park Rapids in 2018 for Richard Harsha-ATV 30

*6.4.	Approve Pay Request in the Amount of \$1,572.71 to Ackerman Plumbing and Heating for Permanent Repairs to the Fire Hall Office Furnace.....	31-32
*6.5.	Resolution #2019-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for Kinship of the Park Rapids Area	33
*6.6.	Resolution #2019-__ Accepting the Resignation of Rapids Spirits Part Time Liquor Store Clerk Jeffery Olesen.....	34-36
*6.7.	Approve Advertisement and Interviews for Two (2) Additional Part Time Rapids Spirits Liquor Store Clerks.....	37
*6.8.	Approve Pawnbroker's Permit for Royce A. Holland d.b.a. Fuller's Gun & Pawn at 223 South Main Avenue, for May 1 st , 2019 to April 30 th , 2020.....	38
*6.9.	Resolution #2019-__ Appointing Tanya Jo Boyer to Serve on the Park Rapids Planning Commission.....	39-40
*6.10.	Resolution #2019-__ Accepting Resignation of Park Rapids Planning Commission Thomas Petschl	41-42
*6.11.	Resolution #2019-__ Accepting Resignation of Housing and Redevelopment Authority of Park Rapids Member Thomas Petschl	43-44
*6.12.	Approve Pay Request in the Amount of \$217.22 for BHH Partners for Work Performed Regarding the Access Control System Project.....	45-46
*6.13.	Approve Pay Request in the Amount of \$29,037.50 to Kitchigami Regional Library for the First Half of the 2019 Tax Levy and for the Repair and Replacement Fund	47-49
*6.14.	Resolution #2019-__ Approval of a New Off-Sale 3.2 Beer License for Orton Motor Inc d.b.a. Orton's Park Rapids Food Mart in the City of Park Rapids	50
*6.15.	Approve Pay Request in the Amount of \$2,660.00 to Northland Trust Services for the 2010c General Obligation Refunding Bond	51-52
*6.16.	Approve Pay Request in the Amount of \$29,370.00 to Northland Trust Services for the 2012a General Obligation Crossover Refunding Bond	53-54
*6.17.	Approve Pay Request in the Amount of \$44,506.25 to Northland Trust Services for the 2015a General Obligation Improvement and Refunding Bond.....	55-56

*6.18.	Approve Pay Request in the Amount of \$44,448.75 to Northland Trust Services for the 2016a General Obligation Improvement Crossover Refunding Bond.....	57-58
*6.19.	Approve Pay Request in the Amount of \$9,990.00 to Northland Trust Services for the 2016c General Obligation Improvement and Refunding Bond.....	59-60
*6.20.	Resolution #2019-__ Approve Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Roger Hunter.....	61-62
7.	COMMENTS FROM CITIZENS: <i>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.</i>	
8.	PLANNING:	
8.1.	<i>Tabled on 04-09-19 until 04-23-19:</i> Resolution to Approve a Conditional Use Permit to Construct and Operate Seven Self-Storage Buildings in the B-1 Zoning District at 16667 State Highway 34, PID#'s 32.19.03900, 32.49.04000, 32.19.04100, 32.19.04400, 32.19.04500, 32.19.04600, and part of 32.19.04200	63-66
8.2.	Resolution for Park Rapids City Council Support of Snowmobile Reroute Due to Proposed Round-a-bout on US Highway 71 South.....	67-72
8.3.	Resolution to Authorize Submission of a Minnesota Power Foundation Grant Application for the City of Park Rapids	73-79
9.	GENERAL BUSINESS:	
9.1.	Approve Creation of a Permanent Part Time Facility Maintenance Position for the Public Works Department	80-85
9.2.	Personnel Committee's Update on City Administrator Search	Conway
A.	Search Timeline/Procedures	86-87
B.	Ideal Candidate Profile Survey.....	88-91
C.	City Administrator Job Description	92-95
D.	Action Item: Administrator Wage Adjustment	96
E.	Employment Notice: City Administrator.....	97

10. CITY ADMINISTRATOR COMMENTS

11. DEPARTMENT HEAD UPDATES

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

12.1. Arts and Culture Advisory Commission Meeting Minutes-March 18, 2019 98-99

12.2. Joint Planning Commission/City Council Worksession Meeting Minutes-
April 9, 2019..... 100-107

12.3. Urban Forestry Committee Meeting Minutes-April 18, 2019 108-110

13. COMMENTS FROM COUNCIL

14. ADJOURNMENT