

AGENDA
PARK RAPIDS CITY COUNCIL MEETING
TUESDAY, MARCH 10, 2020, 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. **PUBLIC HEARING FOR A VACATION AT 6:00:**

The Mayor will call for a motion to open the Public Hearing.

- 4.1. Vacation of a Portion of an Alley Located in the Cutler's Addition in the City of Park Rapids 1-6

The Mayor will call for a motion to close the Public Hearing.

- A. Resolution #2019-__Vacating a Portion of an Alley Located in the Cutler's Addition in the City of Park Rapids..... 7-8

5. **APPROVE MINUTES:**
 - 5.1. City Council Regular Meeting Minutes-February 11, 2020.....9-15

6. **FINANCE:**
 - 6.1. Payables and Prepaids 16-29

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 #2020-__ Approving Ordinance No. __ Rezoning Land to P Public and Quasi-Public in the City of Park Rapids, PID #32.40.05700 and PID #32.40.05800.....	30
*7.2.	Ordinance No. __ Rezoning Land to P Public and Quasi-Public in the City of Park Rapids, PID #32.40.05700 and PID #32.40.05800	31
*7.3.	Resolution #2020-__ Approving Ordinance No. __ Rezoning Land to R-B Residential Business Transitional in the City of Park Rapids, PID #32.37.03200	32
*7.4.	Ordinance No. __ Rezoning Land to R-B Residential Business Transitional in the City of Park Rapids, PID #32.37.03200.....	33
*7.5.	Resolution #2020-__ Approving Ordinance No. __ Rezoning Land to R-B Residential Business Transitional in the City of Park Rapids, PID #32.37.03400	34
*7.6.	Ordinance No. __ Rezoning Land to R-B Residential Business Transitional in the City of Park Rapids, PID #32.37.03400.....	35
*7.7.	Approve Plumber’s Permits to Work in the City of Park Rapids in 2020 for RF Backflow LLC.....	36
*7.8.	Resolution #2020-__ Approve Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Cynthia McGrath	37-38
*7.9.	Resolution #2020-__ Approve Temporary On-Sale Liquor License for the Park Rapids Fire Department in the City of Park Rapids.....	39
*7.10.	Resolution #2020-__ Appointing Bruce Johnson to Serve on the Parks & Beautification Board for the City of Park Rapids.....	40-41
*7.11.	Resolution #2020-__ Approving a Wine and Strong Beer License for Bella Caffe in the City of Park Rapids.....	42
*7.12.	Resolution #2020-__ Proclaiming April 24 th , 2020, as ARBOR DAY in the City of Park Rapids.....	43-44
*7.13.	Resolution #2020-__ Approving the Renewal of On-Sale/Sunday Liquor Licenses for American Legion 212, Bogey’s on 34, The Good Life Café, Necce’s Italiano Ristorante, A Better Place, One More Club, Vallarta Mexican Grill, and West Forty Restaurant, in the City of Park Rapids.....	45

*7.14.	Resolution #2020-__ Approve the Renewal of an Off-Sale 3.2 Beer License for Orton’s Park Rapids-East, Orton’s Park Rapids Food Mart, Casey’s General Store #2192, Cenex C Store, Holiday Stationstores LLC, Hugo’s #11, and Walmart #4244, in the City of Park Rapids	46
*7.15.	Resolution #2020-__ Accepting Donations for the City of Park Rapids	47-48
*7.16.	Resolution #2020-__ Authorizing Proper City Officials to Submit the Minnesota Energy Resources Grant Application for the City of Park Rapids	49-52
*7.17.	Approve Golf Cart/Class 2 ATV License to Drive on Streets in the City of Park Rapids in 2020 for Roy Barten-ATV and Orville Carlson-ATV	53
*7.18.	Approve Low Bid in the Amount of \$15,047.50 from Minnesota Pump Works for the Replacement of the Control Panel for the Sanitary Sewer Lift #9.....	54-57
*7.19.	Approve Low Bid in the Amount of \$2,893.94 from USA Blue Book for the Purchase of a Main Line Valve Operator/Exerciser for the Public Works Department.....	58-61
*7.20.	Approve Purchase in the Amount of \$60,733.51 for the Annual Street Department Supplies consisting of Gravel, Paint, Chloride, Sealer, and Crack Filler, from Various Sources	62-72
*7.21.	Approve the Purchase in the Amount of \$11,339.00 from Northern Tool for a Trailer Mounted Hot Water Pressure Washer for the Public Works Department.....	73-80
*7.22.	Resolution #2020-__ Authorizing the Disposal of Surplus City Property from the City of Park Rapids.....	81
*7.23.	Resolution #2020-__ Approve Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Cody Barr	82-83
*7.24.	Resolution #2020-__ Permitting the Destruction of Aged Documents as Determined by Adopted Minnesota General Records Retention Schedule	84
*7.25.	Authorize the Park Rapids Fire Department to Apply for a FEMA Grant in the Amount of \$188,600.00 to be used to purchase twenty-five (25) Sets of SCBA Gear, and if grant is successful Approve the Matching Funds from the City in the Amount of \$9,430.00	85
*7.26.	Approve Plumber’s Permits to Work in the City of Park Rapids in 2020 for Silvers Plumbing & Heating Inc	86

- *7.27. Approve Public Facilities Use Permit for Kory James/Peacemakers to Close ½ Block of Third Street East, behind Hugo’s, from Park Avenue South to Hugo’s Parking Lot Entrance, on Saturday, August 1st, 2020, from 11:00 a.m. to 2:00 p.m., for the Love Outreach event 87
- *7.28. Approve Contracting with Arvig Communications to Convert the City’s Phone Lines to Managed HPBX for \$1,000.00 Installation Fee and \$635.56 per month88-92
- *7.29. Approve Purchase in the Amount of \$19,494.39 from Go Keyless for 42 Cypher Locks for the Park Rapids Municipal Airport T-Hangers 93-95
- *7.30. Resolution #2020-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Headwaters Ducks Unlimited 96
- *7.31. Resolution #2020-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for St. Joseph’s Area Health Services 97
- *7.32. Resolution #2020-__ Park Rapids City Council Approval of Minor CUP Amendment for Wal-Mart Stores Pickup Parking Structure, at 1303 Charles Street PID #32.42.90100..... 98-101
- *7.33. Approve Pay Request in the Amount of \$191,886.00 for the League of Minnesota Cities Insurance Trust for the Annual Insurance Premium..... 102-104

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. Rezoning Request from Bemidji Management Company LLC for Two Parcels Located at 109 and 115 Park Avenue North from R-2 to B-1, PID #32.45.00200 and 32.45.00300- *Ordinance First Reading* 105-113

10. GENERAL BUSINESS:

- 10.1. Enbridge Line 3 Pipeline Update 114-123
- 10.2. Approve or Deny Monetary Contributions for Hubbard County Food Shelf..... 124-127

10.3.	Park Rapids Schools Listening Session Community Center.....	128
10.4.	Approval of Proposed Structure of Public Works Department and Proposed Facilities Maintenance Superintendent Duties.....	129-138
11.	CITY ADMINISTRATOR COMMENTS	
12.	DEPARTMENT HEAD UPDATES	
13.	MINUTES/REPORTS/INFORMATION: <i>Some of the information included here is in draft form, and is subject to change.</i>	
13.1.	Arts and Culture Advisory Commission Meeting Minutes- January 27, 2020.....	139-140
13.2.	Urban Forestry Committee Meeting Minutes-February 10, 2020.....	141-143
13.3.	Planning Commission Meeting Minutes-February 24, 2020.....	144-150
13.4.	January 2020 Expenditures Memo	151-183
13.5.	Airport Commission Meeting Minutes-March 4, 2020	184-202
14.	COMMENTS FROM COUNCIL	
15.	CLOSED SESSION:	
15.1.	INTRODUCTION: Performance Evaluation of City of Park Rapids Employee City Administrator Ryan Mathisrud under Minn. Stat. 13D.05, subd. 3 (a).	
	The Mayor will call for a motion to close the regular meeting.	
I.	CLOSED MEETING:	
	A. Acknowledge Members/Staff Present.	
	B. Council Discussion	
	C. Conclusion <i>(All motions/votes must be in open session)</i>	
	The Mayor will call for a motion to open the closed session.	
16.	ADJOURNMENT	