

**AGENDA
PARK RAPIDS CITY COUNCIL MEETING
TUESDAY, MARCH 23, 2021, 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. City Council Regular Meeting Minutes-March 9, 2021 1-8

5. **FINANCE:**
 - 5.1. Payables and Prepaids 9-22

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 #2021-__ Approving Ordinance No. __ Amending the City of Park Rapids Code of Ordinances Chapter 93 Environment, Section 93.02 Creation and Establishment of the Urban Forestry Committee 23

 - *6.2. Ordinance No. __ Amending the City of Park Rapids Code of Ordinances Chapter 93 Environment, Section 93.02 Creation and Establishment of the Urban Forestry Committee 24

 - *6.3. Confirm Thursday, April 15th, 2021, at 9:00 AM for the Annual Local Board of Appeal and Equalization Meeting to be Held in the Park Rapids City Council Chambers..... 25

 - *6.4. Resolution Proclaiming April 30th, 2021, as **Arbor Day** in the City of Park Rapids 26

 - *6.5. Approve Plumber’s Permit to Work in the City of Park Rapids in 2021 for R&G Plumbing and Heating 27

*6.6.	Approve Backhoe Operator’s Licenses to Work in the City of Park Rapids in 2021 for Minnesota Energy Resources- <i>restricted</i>	28
*6.7.	Approve Tree Contractor License to Work in the City of Park Rapids in 2021 for AC Construction Tree Service	29
*6.8.	Resolution #2021-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Park Rapids Chapter of the Minnesota Deer Hunters Association	30
*6.9.	Resolution #2021-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the MWTF Tall Pine Toms.....	31
*6.10.	Resolution #2021-__ Permitting the Destruction of Aged Documents as Determined by Adopted Minnesota General Records Retention Schedule	32
*6.11.	Approve Transient Merchant License for Jacob Quam d.b.a. TNT Fireworks on June 20 th , 2021, to July 5 th , 2021 to Sell Fireworks in the Walmart Parking Lot on 1303 Charles Street	33
*6.12.	Approve Pawnbroker’s Permit for Royce Holland d.b.a. Fuller’s Gun & Pawn, at 223 Main Avenue South, in the City of Park Rapids, from May 1 st , 2021 to April 30 th , 2022.....	34
*6.13.	Resolution #2021-__ Approve the Renewal of an Off-Sale 3.2 Beer License for Holiday Stationstores LLC and Coborn’s Inc. in the City of Park Rapids.....	35
*6.14.	Resolution #2021-__ Approve Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Cody Barr	36-37
*6.15.	Authorization to Advertise and Interview for Two (2) Seasonal Part Time Rapids Spirits Liquor Store Clerks.....	38-39
*6.16.	Approve Change Order No. 3 for the Well and Water Treatment Improvement Project for an Increase in the Contract Price in the Amount of \$7,940.00, to Replace the Existing Check Valve on Well No. 9	40-46
*6.17.	Resolution #2021-__ Authorizing the City Administrator to Execute License Agreements to Use Public Right-of-Ways for Temporary Alfresco Dining & Alcohol Service for Licensed Businesses Outdoor Seating Areas on Sidewalks & Parking Spaces to Rebound from Covid-19 Virus Pandemic Adjacent to Business Building Locations by and between the City of Park Rapids and Individual Businesses in Park Rapids, Hubbard County, Minnesota.....	47-50
*6.18.	Approve Purchase in the Amount of \$17,424.00 from Brainerd Lakes Regional Airport a 2006 Oshkosh H Series Truck and Plow for the Park Rapids Municipal Airport.....	51-52

- *6.19. Approve Pay Request in the Amount of \$3,631.50 for TKDA for Professional Services Pertaining to the Municipal Airport Terminal Area Taxilanes-Part B Project..... 53
- *6.20. Approve Pay Request in the Amount of \$4,930.00 for Thelen’s Excavating for Sewage Clean-up after Sewer System Main Lift Station Malfunction 54
- *6.21. Approve Pay Request in the Amount of \$1,353.75 for Flaherty and Hood for Professional Services Pertaining to Various Legal Issue in the City..... 55
- *6.22. Approve Pay Request in the Amount of \$1,300.00 for LifeSigns Plus Inc for In-Person CPR Training for the Park Rapids Fire Department Staff..... 56
- *6.23. Resolution #2021-__ Authorization to Submit Land and Water Conservation Outdoor Recreation Grant Application to the Minnesota Department of Natural Resources for the City of Park Rapids 57-59
- *6.24. Resolution #2021-__ Appointing Beret Ramstad Skoyles as the Full Time City Clerk for the City of Park Rapids 60-61

The following items are put forth on the consent agenda for conditional approval pending the current status of the governor’s executive orders on the date of the proposed event, receipt of liability insurance, and payment of applicable fees:

- *6.25. Approve Public Facilities Use Permit for LuAnn Hurd-Lof d.b.a. Park Rapids Downtown Business Association to Close Block Two (2) of Main Avenue South, on Thursdays, 5-8pm: 6/17, 6/24, 7/8, 7/15, 7/22, 7/29, 8/5, 8/19, 5-9pm: 7/1, 4-8pm: 8/12, and 5-8pm: 8/26 (rain date) all in 2021, for the Second Street Stage Events. 62
- *6.26. Approve Multi-Vendor Transient Merchant License for LuAnn Hurd-Lof d.b.a. Park Rapids Downtown Business Association for June 17, 24, July 1, 8, 15, 22, 29, August 5, 12, 19, 26, 2021, to Sell Merchandise on Block Two (2) of Main Avenue South, at the Second Street Stage Events 63
- *6.27. Approve Public Facilities Use Permit for LuAnn Hurd-Lof d.b.a. Park Rapids Downtown Business Association to Close Blocks One (1), Two (2), and Three (3), of Main Avenue South, on July 22nd, 2021, from 7:00 AM to 4:00 PM, for Crazy Days 64
- *6.28. Approve Public Facilities Use Permit for LuAnn Hurd-Lof d.b.a. Park Rapids Downtown Business Association to Use Pioneer Park, on July 22nd, 2021, from 8:45 AM to 11:30 AM, for Crazy Days Kids Entertainment 65

*6.29.	Approve Multi-Vendor Transient Merchant License for LuAnn Hurd-Lof d.b.a. Park Rapids Downtown Business Association for July 22 nd , 2021, to Sell Merchandise on Blocks One (1), Two (2), and Three (3), of Main Avenue South, for Crazy Days	66
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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. CITY ADMINISTRATOR COMMENTS

9. DEPARTMENT HEAD UPDATES

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

10.1.	Arts and Culture Advisory Commission Meeting Minutes-February 22, 2021	67
10.2.	Charter Communications Memo-March 1, 2021	68
10.3.	Charter Communications Memo-March 9, 2021	69
10.4.	Charter Communication Memo-March 12, 2021	70
10.5.	Urban Forestry Committee Meeting Minutes-March 15, 2021	71-73
10.6.	Virtual Open House with Enbridge-March 24, 2021	74

11. COMMENTS FROM COUNCIL

12. ADJOURNMENT