

**AGENDA  
 PARK RAPIDS CITY COUNCIL MEETING  
 TUESDAY, MARCH 24, 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. **APPROVE MINUTES:**
  - 4.1. City Council Regular Meeting Minutes-March 10, 2020 ..... 1-15
  
- 5. **FINANCE:**
  - 5.1. Payables and Prepaids ..... 16-24
  
- 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 #2020-\_\_ Approving Ordinance No. \_\_ Rezoning Land to B-1 Highway Business in the City of Park Rapids, PID #32.45.00200 and PID #32.45.00300 ..... 25
  - \*6.2. Ordinance No. \_\_ Rezoning Land to B-1 Highway Business in the City of Park Rapids, PID #32.45.00200 and PID #32.45.00300 ..... 26
  - \*6.3. Resolution #2020-\_\_ Approve the Renewal of an Off-Sale 3.2 Beer License for Coborn’s in the City of Park Rapids ..... 27
  - \*6.4. Approve Backhoe Operator’s License to Work in the City of Park Rapids in 2020 for L&B Excavating Inc ..... 28

*6.5.	Resolution #2020-__ Approving Resignation of Full Time Park Rapids City Treasurer Angela Brumbaugh .....	29-30
*6.6.	Approve Updated Job Description for the City Accountant/Treasurer Position.....	31-37
*6.7.	Authorize Advertisement and Interviews for the Vacant City Treasurer Position.....	38
*6.8.	Resolution #2020-__ Approving Resignation of Full Time Park Rapids Public Facilities Superintendent Chris Fieldsend.....	39-40
*6.9.	Resolution #2020-__ Approving Resignation of Part Time Park Rapids Accounts Payable Clerk Lisa Dormanen .....	41-42
*6.10.	Approve the Purchase in the Amount of \$189,961.68 from Various Vendors for Four (4) Police Squad Cars, including Computer, Equipment/Lights, and Graphics, as per the City’s Planned Repair and Replacement Schedule .....	43-80
*6.11.	Approve the Amended Airport T-Hanger Leasing Policy for 2020 for the Park Rapids Municipal Airport .....	81-83
*6.12.	Approve <b>First Reading</b> of the Ordinance to Amend the Park Rapids City Code of Ordinances of the City of Park Rapids, Chapter 36 Fee Schedule, Section 36.12 Airport Fees .....	84-88
*6.13.	Approve Public Facilities Use Permit for The Armory Arts & Events Center, to Close Main Avenue South, Blocks One, Two, and Three, on Thursday, July 23 <sup>rd</sup> , 2020, from 7:00 a.m. to 4:00 p.m. for Crazy Days.....	89
*6.14.	Approve Public Facilities Use Permit for the Armory Arts & Events Center, to Use Pioneer Park, on Thursday, July 23 <sup>rd</sup> , 2020, from 8:45 a.m. to 11:30 a.m., for Crazy Days Kids Entertainment.....	90
*6.15.	Approve Multi-Vendor Transient Merchant License for the Armory Arts & Events Center, on Thursday, July 23 <sup>rd</sup> , 2020, for Crazy Days .....	91
*6.16.	Approve Pay Request in the Amount of \$26,646.80 for Hough Inc. for the Replacement Cover on Lift Station #2, for the Public Works Department ....	92-94

<b>7.</b>	<b>COMMENTS FROM CITIZENS:</b> <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>	
<b>8.</b>	<b>PLANNING:</b>	
8.1.	Proclamation Recognizing April 1 <sup>st</sup> , 2020 as Census Day .....	95
<b>9.</b>	<b>GENERAL BUSINESS:</b>	
9.1.	Results of the Performance Evaluation Conducted on March 10 <sup>th</sup> , 2020, of City of Park Rapids Employee City Administrator Ryan Mathisrud under Minn. Stat. 13D.05, subd. 3 (a).....	96-97
9.2.	COVID-19 Update.....	Mathisrud
	A. Resolution Declaring a Local Emergency in the City of Park Rapids .....	98-104
<b>10.</b>	<b>CITY ADMINISTRATOR COMMENTS</b>	
<b>11.</b>	<b>DEPARTMENT HEAD UPDATES</b>	
<b>12.</b>	<b>MINUTES/REPORTS/INFORMATION:</b> <i>Some of the information included here is in draft form, and is subject to change.</i>	
12.1.	Building Permit Report-February 2020 .....	105
12.2.	Plumbing Permit Report-February 2020 .....	106
12.3.	Urban Forestry Committee Meeting Minutes-March 9, 2020 .....	107-110
12.4.	Informational Letter Regarding Utility Improvements for 402 Eastern Avenue-March 11, 2020.....	111-113
12.5.	Expenditure Report-February 2020 .....	114-145
<b>13.</b>	<b>COMMENTS FROM COUNCIL</b>	
<b>14.</b>	<b>ADJOURNMENT</b>	