

**AGENDA
 PARK RAPIDS CITY COUNCIL MEETING
 TUESDAY, DECEMBER 8, 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. **TRUTH IN TAXATION PUBLIC MEETING AT 6:00 PM:**

The Mayor will call for a motion to open the public meeting.

 - 4.1. **Truth in Taxation Public Meeting:**
 - A. Presentation of Budget and Property Tax Levies 1-23
 - B. Public Comments Sign in Sheet

The Mayor will call for a motion to close the public meeting.
 - 4.2. Final Levy and Final General Budget:
 - A. Resolution #2020-__ Adopting Final General Fund Budget for the Year 2021 for the City of Park Rapids..... 24-35
 - B. Resolution #2020-__ Adopting the Final Property Tax Levy for Tax Year 2021 for the City of Park Rapids..... 36

5. **APPROVE MINUTES:**
 - 5.1. City Council Workshop Minutes-November 24, 2020 37-40
 - 5.2. City Council Regular Meeting Minutes-November 24, 2020 41-48

6. FINANCE:

6.1. Payables and Prepaids49-59

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. Approve Purchase in the Amount of \$1,838.42 from Minnesota Pump Works for an Impellor and Wear Plate for Lift Pump #2 for the Public Works Sewer Department.....60-61

*7.2. Authorize the Renewal of the League of Minnesota Cities Insurance Trust (LMCIT) Property & Casualty Insurance Coverage, and to Select the DOES NOT WAIVE the Monetary Limits on Municipal Tort Liability as Established by Minnesota Statutes 466.04 62

*7.3. Approve the Transfers and Designations for the Year Ending 2020, as Listed in Attached Documentation63-64

*7.4. Resolution #2020-__ Re-Appointing Larry Novak to Serve on the Parks & Beautification Board for the City of Park Rapids65-66

*7.5. Resolution #2020-__ Re-Appointing Sue Cutler to Serve on the Parks & Beautification Board for the City of Park Rapids67-68

*7.6. Resolution #2020-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Park Rapids Wrestling Club Inc..... 69

*7.7. Resolution #2020-__ Authorizing the Termination of Part Time Rapids Spirits Employee Susan Homer 70

*7.8. Resolution #2020-__ Authorizing the Disposal of Forfeited Vehicles for the City of Park Rapids71-72

*7.9. Approve Purchase in the Amount of \$5,676.00 from Tiffin Metal Products for Evidence Lockers for the Park Rapids Police Department, Using a Walmart Community Grant in the Amount of \$2,000.00, Bell Bank Donation for \$500.00, and \$3,176.00 from the Forfeiture Fund73-79

*7.10. UTILITY BILLING: Approve Credit in the Amount of \$153.60 for the Sewer Portion of the 2019 Third Quarter Utility Billing for Shell Lodge c/o Richard Eberhart at 602 Main Avenue South, Account #0100000602005, PID #32.51.4080080-82

*7.11. Resolution #2020-__ Accepting the Resignation of Park Rapids Parks and Beautification Board Member Liz Smith	83-84
*7.12. Approve Pay Request in the Amount of \$83,510.34 to WS iN-Depth Inspections LLC for the Contract Payments of all 2019 Outstanding Building, Plumbing, and Rental Inspection and Plan Review Fees	85-92
*7.13. Resolution #2020-__ Approving Ordinance No.__ Amending the City Code of Ordinances of the City of Park Rapids, Chapter 34 Finances, Section 34.01, Chapter 152 Rentals, Sections 152.001, 152.002, 152.057, 152.060, 152.061, 152.062, 152.063, and 152.070	93
*7.14. <i>Third and Final Reading:</i> Ordinance No. __ Amending the City Code of Ordinances of the City of Park Rapids, Chapter 34 Finances, Section 34.01, Chapter 152 Rentals, Sections 152.001, 152.002, 152.057, 152.060, 152.061, 152.062, 152.063, and 152.070	94-103
*7.15. <i>First Reading:</i> Ordinance Amending the City of Park Rapids Code of Ordinances Chapter 36 Fee Schedule, Section 36.16 Rental Inspection Fees.....	104-105
*7.16. Approve Pay Request in the Amount of \$1,945.56 to Hoffman Electric for Professional Services for Various Projects in the City	106
*7.17. Approve Pay Request in the Amount of \$8,652.88 to Apex Engineering Group for Professional Services for Various Projects in the City	107
*7.18. Approve Pay Request in the Amount of \$198,157.50 to TKDA for Professional Services for the Airport Terminal Area Taxilanes Project.....	108
*7.19. Approve Contracts with Brad Bail d.b.a. WS iN-Depth LLC	109-110
A. Resolution #2020-__ 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.....	111-127
B. Resolution#2020-__ Authorizing Proper City Officials to Execute the Service Contract for Rental Housing Inspector By and Between Brad Bail d.b.a. iN-Depth Inspection LLC and the City of Park Rapids	128-143
*7.20. Approve Pay Request in the Amount of \$102,410.00 to MN Mechanical Solutions for Professional Services Regarding the Well and Water Treatment Facility Improvement Project	144

- *7.21. Resolution #2020-__ Re-Appointing Robb Swanson to Serve on the Park Rapids Planning Commission 145-147
- *7.22. Approve Purchase in the Amount of \$35,860.00 of 2021 Ford F-450 Truck, with Donated Funds, and Accept the F-450 into the Fleet as a Replacement for 35-Year-Old Unit #5781, After Necessary Equipment is Transferred and it is Deemed Ready for Service for the Park Rapids Fire Department 148-150
- *7.23. Resolution #2020-__ Approving Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Colleen Taylor 151-152
- *7.24. Resolution #2020-__ Certifying Delinquent Utility Bills to the Hubbard County Auditor Payable in the Year 2021 153-157
- *7.25. Resolution #2020-__ Re-Appointing Laurie Conzemius to Serve on the Parks & Beautification Board for the City of Park Rapids..... 158-159

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. GENERAL BUSINESS:

- 9.1. City Administrator Candidate Update..... Conway
- 9.2. Hazard Pay for UFCW 1189 Rapids Spirits Employees..... 160
- 9.3. Resolution Authorizing Heartland Lakes Development Commission to Administer the Revolving Loan Fund for the City of Park Rapids161-169
- 9.4. Park Rapids Municipal Airport Action Items.....Matt Zitzow
 - A. Resolution Adopting the Updated 2020 Airport Master Plan and the Airport Layout Plan for the Park Rapids Municipal Airport-Konshok Field in the City of Park Rapids170-177
 - B. Resolution Ratifying Approval of the 2021 to 2042 Capital Improvement Plan for the Park Rapids Municipal Airport178-182
- 9.5. Approve Enterprise Funds-Revenues and Expenses: Airport 208, Water 601, Sewer 602, Liquor Store 609, Stormwater 651, PW/Safety Bldg Internal Service 703.....183-192

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. Armory Arts & Events Center Budget-January to December 2020 193-197

12.2. Building Permit Report-November 2020 198

12.3. Plumbing Permit Report-November 2020 199

12.4. Thank You Note from Northern Light Opera Company-November 2, 2020 200

12.5. Planning Commission Meeting Minutes-November 23, 2020 201-208

12.6. Enbridge Line 3 Replacement Project Update-November 30, 2020 209-211

12.7. Thank You Note from Firefly Event Barn-November 30, 2020..... 212

12.8. Thank You Note from Parker Harmon-November 30, 2020 213

13. COMMENTS FROM COUNCIL

14. ADJOURNMENT