

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
December 13, 2016, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The December 13th, 2016, Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Mayor Pat Mikesh, and everyone present recited the Pledge of Allegiance.

2. ROLL CALL: Present: Mayor Pat Mikesh, Councilmembers Ryan Leckner, Rod Nordberg, Erika Randall, and Paul Utke. Absent: None. Staff Present: Treasurer Angela Brumbaugh, Police Chief Jeff Appel, Public Facilities Superintendent Chris Fieldsend, Planner Ryan Mathisrud, Liquor Store Manager Scott Olson, Public Works Superintendent Scott Burlingame, and Clerk Margie Vik. Others Present: Dick Rutherford, Sue Tomte, Lowell Wolff, Hubbard County Commissioner Char Christianson, Tom & Gail Petschl, Cynthia Jones, Alan Zemek, and Kevin Cederstrom from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Randall, seconded by Nordberg, and unanimously carried to approve the agenda with the following additions: A Revised Request for Council Action was presented for Item #7.18, and Additional information was presented for Item #9.2.

4. PUBLIC HEARING at 6:00 PM:

4.1. Truth in Taxation Public Meeting: A motion was made by Utke, seconded by Randall, and unanimously carried to open the public hearing at 6:01 p.m.

A. Presentation of Budget and Property Tax Levies: Brumbaugh stated this public hearing is to discuss the city's budget for the general fund for 2017. This meeting isn't about your assessed value for property tax purposes. We have many different funds that we deal with as well as the general fund, such as airport, debt service, water, sewer, liquor, storm water, and internal service fund. We are just over \$12 million on all of our budgets. Some of those are enterprise funds, which means they are self-sustaining. They don't require tax levies. The internal service fund, also known as the public works/safety fund, does affect your general fund, because everyone has a piece of it and puts in money to pay for and maintain the public works/safety building. When we had issues with the building we had reserves and didn't have to tap into any other funds.

Brumbaugh stated our revenues for the general fund come mostly from property taxes. 60% of the general fund comes from property taxes, at \$1,895,811.31. 15% is from local government aid (LGA) at \$479,398.00, that's a \$5,000.00 increase over last year, and

25% is from other revenues at \$796,573.68. Those include franchise fees, licenses/permits, and fees/fines. We get \$155,000.00 from franchise fees.

Brumbaugh stated our general fund levy last year was \$1,748,229.00. The proposed levy for 2017 is \$1,855,811.00, for a 6.15% increase. The bonds/debt service levy was \$690,137.00 last year, and the proposed levy is \$595,791.00 for a 13.67% decrease, because a couple of our bonds have been paid off. The tax abatement will remain at the same level of \$4,500.00. The total levy last year was \$2,442,866.00. The proposed 2017 levy is \$2,456,102.00 for a .54% increase.

Brumbaugh stated LGA is great for cities outside of the metro area. Our LGA in 1995 was \$449,565.00. The proposed LGA for 2017 is \$479,398.00. Our 2017 amount is comparative to our 1998 level. LGA is not keeping up to our budgets. We are seeing a 1% increase in LGA since 1998, and a 160% increase in expenses. That's why the taxes have increased so much over the years. Our top year was in 2002 at \$688,836.00. In 2003 we were supposed to get \$713,000.00, but that was the year of the big cuts so we didn't get that.

Brumbaugh stated there are different categories for our expenditures in the general fund, public safety, public works, general government, community development, and culture. It's not uncommon that public safety is the largest budget at 46%, at \$1.4 million. That includes police, police liaison, fire, and building/rental/plumbing inspections. Included in the police budget are funds allocated for a future squad car purchase, a light bar, and for the replacement of furniture. We had to increase telecommunications because we need broadband for every laptop in the squad cars at \$35.00 per month for each car. The inspections budget is based on revenue. For the most part it's a pass through.

Brumbaugh stated the public works budget is broken up into streets/highways, street lighting, ice/snow, and sidewalks/crosswalks. Their full budget is \$595,076.00. The 2016 budget was higher because we received \$60,000.00 from the state. It was actually received in 2015 but it was spent in 2016. We used it to resurface East River Drive. Electricity has gone up so the street lighting budget had to be increased. The ice/snow budget depends on how much snow falls. If the employees are spending all of their time on ice/snow, then it lowers expenses in other areas.

Brumbaugh stated parks and library are under culture expenditures. The library budget isn't changing. The biggest expense for the library is Kitchigami. We pay them for their services. The city is responsible for the building and maintenance.

Randall stated in the future I'd like to see a category under this culture budget for the armory. I understand that our hope is that it's going to be self-sustaining and the city is not going to have to spend any money. I want to be realistic. It is a city owned building. I do think that it will be in our best interest to budget some monies for that and to not have it come as a surprise. We need to be honest with the city taxpayers. This armory may cost the city some money. I anticipate that it will at one time or another. I'd like to see that included. Brumbaugh questioned you'd like to see something budgeted as a precaution? Randall answered yes. If there are zero expenses that would be great, but I anticipate that we need to be realistic. And it shows our support that we are willing to spend some money if that's what it takes.

Nordberg stated among other things there may be staff time that can be put into that figure. There are parks employee's staff time that should go under here. Randall stated the increase that we are budgeting for the attorney should be attributed here, and especially

city staff time. Brumbaugh questioned you'd like to know how much is spent on the armory? Randall answered yes. It's a false statement to say it's costing nothing. There at the least attorney's fees and staff time.

Brumbaugh stated the increase in the parks budget is \$25,000.00 for the Pioneer Park restroom. The wayside rest is now listed under here instead of under the Council budget. \$5,500.00 has been allocated here for that.

Brumbaugh stated under community development expenditures are economic development and natural resources. We use that for Tree City USA, and any time spent working with city trees. The economic development budget is our contribution for the Hubbard County Regional Development Commission. There are a lot of changes in this budget.

Brumbaugh stated anything that doesn't fit anywhere else is included in the general government expenditures, which includes administration, attorney expenses, assessing, planning/zoning, contractual services, Council, transit, elections, and unallocated expenses. Nordberg questioned what elections are we likely to have in 2017? Brumbaugh stated we don't have anything budgeted for 2017. It's always on our plan and in the off years we have budgeted for election booths.

Brumbaugh stated administration is higher this year because we have budgeted for the replacement of computers. We started five years ago putting aside money, \$2,000.00 every year to spread it out over time. It shows up in the 2017 budget, but we don't have to levy for that amount since it has been set aside over the years. We did raise the attorney's budget because of what we have recently been using and at what is coming up. We can always do an adjustment if necessary.

Randall questioned where does the city attorney's contract fall for the prosecutions. Brumbaugh stated it's included there. It's for any attorney fees. Randall questioned the total is \$75,000.00? The contract with the county was significantly higher this year. Brumbaugh stated in the past we have never used a lot of other attorney fees. Whatever the county asked for has been calculated in there. We've used the attorneys more now than in past years.

Brumbaugh stated unallocated expense includes the lodging tax, and a few other odd things. The lodging tax is a flow through. We collect it and then send it off. The transit budget is for the Heartland Express. The city pays for that service. We set aside \$3,000.00 per year for a new bus. Usually the county gets grant funding, so the last new bus cost us \$16,000.00.

Nordberg questioned in the fire department budget there is \$200,000.00. Is that with or without the contributions from the townships? Brumbaugh stated on the revenue side that's included. What's not included is the amount from the townships that goes into their capital fund to help pay for their building. Nordberg questioned so this is the operating budget, and not the capital budget. Brumbaugh answered correct. What you do see on this side is the city's portion, so \$30,000.00 goes into the capital fund based on the formula. Nordberg stated so that would show up as income somewhere. Brumbaugh answered yes.

B. Public Comments: Mikesh requested comments from the assembled audience. There were none.

A motion was made by Randall, seconded by Nordberg, and unanimously carried to close the public hearing at 6:20 p.m.

4.2. Final Levy and Final General Budget:

A. Resolution Adopting Final General Fund Budget for the Year 2017 for the City of Park Rapids: A motion was made by Utke, seconded by Leckner, and unanimously carried to approve Resolution #2016-177 Adopting Final General Fund Budget for the Year 2017 for the City of Park Rapids.

B. Resolution Adopting the Final Property Tax Levy for Tax Year 2017: A motion was made by Randall, seconded by Leckner, and unanimously carried to approve Resolution #2016-178 Adopting the Final Property Tax Levy for Tax Year 2017.

Discussion: Nordberg stated the general budget is being increased very little. There's almost no increase for 2017, but that's with the loss of any major street improvements. I would have liked to see some street improvements.

5. APPROVAL OF MINUTES:

5.1. City Council Regular Meeting Minutes-November 9, 2016: A motion was made by Leckner, seconded by Nordberg, and unanimously carried to approve the November 9th, 2016, City Council Regular Meeting minutes as presented.

5.2. City Canvas Board Meeting Minutes-November 16, 2016: A motion was made by Utke, seconded by Nordberg, and unanimously carried to approve the November 16th, 2016, City Canvas Board Meeting minutes as presented.

6. FINANCE:

6.1. Payables & Prepaids: A motion was made by Utke, seconded by Randall, and unanimously carried to approve the payables/prepaids from the canceled 11-22-16 Council meeting in the amount of \$1,641,825.40, and the 12-13-16 payables in the amount of \$141,808.51, and the 12-13-16 prepaids in the amount of \$372,464.00, for a 12-13-16 total of \$514,272.51.

7. CONSENT AGENDA: Dick Rutherford removed Item #7.5, and Nordberg removed Item #7.38. A motion was made by Nordberg, seconded by Leckner, and unanimously carried to approve the following consent agenda items:

- 7.1. **Approve Pay Request in the Amount of \$3,265.50 for Northern Technologies LLC for Testing on Various Materials for the Fire Hall Expansion Project.**
- 7.2. **Approve the Purchase in the Amount of \$2,641.60 from Girtz Implement and Tires for Five (5) Sets of Tires for the Chief's, Investigator's, and Three (3) Squad Cars.**
- 7.3. **Approve the Purchase in the Amount of \$2,598.88 from Henke Manufacturing for Two (2) Accumulators for the Loader Vee Plow for the Municipal Airport.**
- 7.4. **Approve Base Bid in the Amount of \$51,341.00, plus the \$3,500.00 Bid Alternate to Install One (1) Window, from Hammers Construction for Phase One of the City Hall Remodeling Project.**
- 7.5. *Removed from the consent agenda.*
- 7.6. **Approve Pay Request in the Amount of \$5,260.06 to TKDA for Professional Services Regarding the Airport Master Plan.**
- 7.7. **Approve Pay Request in the Amount of \$129,192.40 to Bob Bristlin and Son Construction Company for Work Completed on the Fire Hall Expansion Project.**
- 7.8. **Approve Pay Request in the Amount of \$4,364.80 to TKDA for Professional Services Regarding the Apron and Taxiway A Rehabilitation Project.**
- 7.9. **Approve Pay Request in the Amount of \$23,493.00 to Law Enforcement Technology Group for the Second Half Payment Regarding the Software Upgrades for the Laptops in the Police Squad Cars.**
- 7.10. **Approve the Purchase in the Amount of \$4,073.36 from PCS Mobile for Cradlepoints and Antennas for the Laptops in the Police Squad Cars.**
- 7.11. **Approve Pay Request in the Amount of \$8,867.92 to Apex Engineering Group for Professional Services for the Fire Hall Expansion and the Riverside Area-Phase One Projects.**
- 7.12. **Approve the Purchase in the Amount of \$9,233.08 for a New Reception Desk for City Hall from Cooper's Office Supply.**

- 7.13. Approve Low Quote in the Amount of \$7,000.00 from Dakota Worldwide to Complete a Market Analysis Study on the Park Rapids Municipal Liquor Store a.k.a. Rapids Spirits.**
- 7.14. Approve Contract with BHH Partners for \$6,500.00 or less to Verify the As-Built Plans and Sketches for the Armory as Provided by the Developer.**
- 7.15. Resolution #2016-179 Re-Appointing Thom Peterson to Serve on the Airport Commission for the City of Park Rapids.**
- 7.16. Resolution #2016-180 Re-Appointing Nathan Luetgers to Serve on the Park Rapids Arts and Culture Advisory Commission.**
- 7.17. Resolution #2016-181 Re-Appointing Richard Bradow to Serve on the Park Rapids Planning Commission.**
- 7.18. Approve Purchase in the Amount of \$8,679.96 from Smokey Hills Outdoor Store for Four (4) Daniel Defense V5S .223 Patrol Rifles at \$1,469.99 each, and Rifle Attachments for each rifle at \$700.00 each.**
- 7.19. Approve Pay Request in the Amount of \$2,699.78 to MacQueen Equipment for Street Sweeper Repairs.**
- 7.20. Approve Pay Request in the Amount of \$3,500.00 to the Paul Bunyan Task Force for the Park Rapids Police Department's 2017 Associate Membership Fee.**
- 7.21. Resolution #2016-182 Authorizing the Proper City Officials to Execute the Paul Bunyan Drug Task Force Inter-Agency Agreement on Behalf of the City of Park Rapids.**
- 7.22. Approve Pay Request in the Amount of \$9,076.26 to the Minnesota Department of Commerce for Repayment of the Energy Efficiency Loan Program.**
- 7.23. Approve to NOT Waive the Tort Limits for the Liability Insurance Policy with the League of Minnesota Cities.**
- 7.24. Resolution #2016-183 Approve Minnesota Lawful Gambling LG214 Premises Permit Application for Wolf Lake Wolf Pack Baseball.**

- 7.25. Approve Pay Request in the Amount of \$2,735.00 to Samuelson Laney Plumbing, Heating, Cooling, for the Purchase and Installation of a New Furnace at City Hall.**
- 7.26. Resolution #2016-184 Approving the Change of Status of City Administrator John F. McKinney Jr. from Independent Contractor to City Employee.**
- 7.27. Approve Purchase in the Amount of \$3,781.00 from Genesis Lamp for Replacement Parts for Damaged and Old Lighting at the Municipal Airport.**
- 7.28. Approve Purchase in the Amount of \$3,300.00 from Girtz Tires for Two (2) New Rear Tires for the Airport Loader, at the State Bid Price.**
- 7.29. Resolution #2016-185 Accepting the Resignation of Rapids Spirits Part Time Liquor Store Clerk Sandra Parker.**
- 7.30. Authorize City Staff to Advertise and Interview for a Part Time Rapids Spirits Liquor Store Clerk to Fill Open Position.**
- 7.31. Resolution #2016-186 Re-Appointing Tom Petschl to Serve on the Library Board for the City of Park Rapids.**
- 7.32. Resolution #2016-187 Approving Salary Schedules for Police Sergeants and the Part Time Accounts Payable Clerk for the City of Park Rapids.**
- 7.33. Resolution #2016-188 Approving City of Park Rapids Non-Union Employees Wage Adjustment for the Years 2017, 2018, and 2019.**
- 7.34. Resolution #2016-189 Re-Appointing David R. Konshok to Serve on the Airport Commission for the City of Park Rapids.**
- 7.35. Resolution #2016-190 Re-Appointing Dawn Kast to Serve on the Park Rapids Arts & Culture Advisory Commission.**
- 7.36. Approve Pay Request in the Amount of \$4,766.12 to BHH Partners for Professional Services for the City Hall Remodel Project.**
- 7.37. Approve Pay Request in the Amount of \$21,747.50 to Kitchigami Regional Library for the Second Half Levy Payment and the Repair and Replacement Fund.**

- 7.38. *Removed from the consent agenda.*
- 7.39. **Approve Final Pay Request #9 in the Amount of \$154,736.09 to C&L Excavating for Professional Services for the Riverside Area-Phase One Project.**
- 7.40. **Resolution #2016-191 Accepting Work on the Riverside Area-Phase One, North Main Avenue, and Mill Road Improvement Project for the City of Park Rapids.**
- 7.41. **Approve Pay Request in the Amount of \$1,880.06 to BHH Partners for Professional Services Regarding the Pioneer Park Restroom.**
- 7.42. **Approve Pay Request in the Amount of \$3,309.20 to Kutak Rock for Legal Services Regarding the Armory Square Project.**
- 7.43. **Approve Transfers for Bond Payment for Public Works/Safety Building, Fire Department Capital Equipment, Storm Water Fund, and Capital Designations.**
- 7.44. **Resolution #2016-192 Authorization to Execute the Project Close Out Report for the Runway 18/36 Paving and Lighting Construction Project at the Park Rapids Municipal Airport.**
- 7.45. **Resolution #2016-193 Approving Wage Adjustment and Step Increase for Park Rapids Patrol Sergeant Justin Frette.**
- 7.46. **Approve the Job Description for the Detective Police Sergeant Position.**
- 7.47. **Resolution #2016-194 Approving the Promotion to Non Union Full Time Detective Sergeant for Park Rapids Police Investigator Sabin Rasmus.**
- 7.48. **Resolution #2016-195 Amending Personnel Policy #13 Overtime for City of Park Rapids Employees.**
- 7.49. **Resolution #2016-196 Amending Personnel Policy #31 Severance Pay for City of Park Rapids Employees.**
- 7.50. **Resolution #2016-197 Exemption from Certain Personnel Policies for City of Park Rapids Licensed Law Enforcement Supervisors.**
- 7.51. **Resolution #2016-198 Approving Wage Adjustment and Step Increase for Part Time Accounting Clerk Lisa Dormanen.**

END OF CONSENT AGENDA

7.5. Approve Pay Request in the Amount of \$11,750.00 to Hammers Construction for Work Completed on the Deane Park Restroom Project: Rutherford questioned why are we paying Hammers this much money when his bid was under \$100,000.00? Brumbaugh stated we have paid them so far \$57,000.00. Randall stated this is only a portion of the total contract. **A motion was made by Utke, seconded by Nordberg, and unanimously carried to approve the Pay Request in the Amount of \$11,750.00 to Hammers Construction for Work Completed on the Deane Park Restroom Project.**

7.38. Resolution Accepting Donations for the City of Park Rapids: Nordberg stated of these donations some are for the restroom in Pioneer Park, and some are for aquatic invasive species, which is a past through for the city. I'm grateful to the people who make these contributions. It supports the attempt to control AIS. Leech Lake has now discovered them, so we are surrounded by problem lakes. Therefore I am grateful for the efforts. Randall stated those little donation houses for the Pioneer Park restroom were a great idea. **A motion was made by Nordberg, seconded by Leckner, and unanimously carried to approve Resolution #2016-199 Accepting Donations for the City of Park Rapids.**

8. COMMENTS FROM CITIZENS: There were no comments.

9. GENERAL BUSINESS:

9.1. City Boards, Committee, and Commission Appointments: Tom Petschl stated I requested and was appointed by the City Council to serve on three city boards, the HRA, the Library, and the Parks Board. I'm here to talk about the HRA, which is River Heights Apartments at 500 Riverside Avenue. It is owned by the City of Park Rapids. It is a three story public housing, 68 unit, with 73 residents, aging from 1 ½ years to 93 years old. The building is totally managed by the Housing & Redevelopment Authority under the rules and regulations of HUD. That building has not cost the City of Park Rapids one penny, other than the time for the director and a commissioner to talk to staff. Since 2000, the HRA have put over \$2.5 million of improvements and renovations into the building without being a burden to the city or the taxpayers of Park Rapids. We have actually brought back to Park Rapids federal tax dollars that the citizens of Park Rapids have paid.

Petschl stated the Authority consists of five city residents. One of those seats is held by a City Council member, who at this time is Rod Nordberg. We appreciate everything that Nordberg has done for us. His term expires at the end of this year. The Authority meets on the third Wednesday of the month at 9:30 a.m. We are willing to change that if it becomes a problem with a new Councilmember, which we need on the

board, or trying to get new members. Other than the appointed Councilmember there are three other Commissioners, myself, Donald Walsh, and Carl Sundquist. Unfortunately Carl is laid up in a health care facility and we have no idea of knowing when or if he'll be back. We also have one vacant seat. Nordberg had great attendance so we're hoping that whoever he is replaced with, that that person will be willing to attend all of our meetings.

Petschl stated with the loss of Nordberg we did not have a quorum. That hurts. All HRA business can come to a halt. If there is a major breakdown of equipment, building, or fixture we will not be able to fully recognize any staff efforts or remedies to repair the problem. Aside from that issue, we believe that HUD would be very concerned and start withholding funds. Right now we have an elevator that is in severe need of work. We are trying to get the money allocated in the 2017-2018 budget. Without a quorum we can't do that.

Petschl stated there are ten boards or commissions listed on the city's website. Of that, City Council, Economic Development, and the Wellhead are handled by members of the Council or the mayor. There are seven others. As of December 13th when I looked at them, the airport has two terms up for renewal, Arts & Culture has three terms, Forestry has one, HRA has one vacant seat, the Library has one term, two vacant seats, and one county position. The Park has two terms up for renewal, Planning Commission has two terms. All those do not include the fact that the City Council seats end to be renewed. I read the process for filling positions on the committees. That is a start in the right direction. I do think that the ad that is stuck in the back of the paper under public notice needs to be expanded on. Even when I was looking for it, its postage stamp size was lost.

Petschl stated I feel a lot of people in Park Rapids know nothing about the boards, what they do, or that they even exist. I've taken the liberty of contacting Kevin Cederstrom from the Enterprise with a request for them to do a series of articles highlighting each board. The article would contain meeting times, place, the main purpose of the board, what they provide to the city, present board members, available seats, whether it's city only or county residents. Directors, chairs, board members should be interviewed as to why they chose to be on the board, and the gratification they get to make it more personal for people. Cederstrom did say that was a possibility. We need to get city residents informed. If a person is looking for gender equality, these boards are the place because the pay is the same, none.

Petschl stated I would request that the City Council allow us to proceed with that. I think if we put individual boards in the Enterprise it would bring it out to people and make it more personal. Maybe people would understand what it is all about and get on board.

Nordberg questioned are there job descriptions available when people apply? Vik stated there is a brief description of each board. Nordberg stated there have been some renewal requests for 2017. I agree that there is a problem on several boards where we've had openings for some time, like the HRA and the library. Both of those are important to the city. I hope we can refer this to staff. If we are going to put something in the paper it could be bigger than a classified ad.

Utke stated the boards are important. They do a lot of good work for us. You'll be setting committees in January. By having a Councilmember appointed to the HRA Board the first meeting in January there will be continued flow through for that board. Nordberg stated I have one more meeting which I plan to attend. In January I would not officially be a

Council representative anymore. Utke stated this is something that we need to follow up on because it is important.

9.2. Approve Budgets for Airport, Water, Sewer, Liquor, Stormwater, Public Works/Safety Building: Brumbaugh stated we are also asking for approval for the debt service budget, which includes all the bond payments. You have approved the levies which is the majority of the revenue side of the bonds. The expenses are the payments of the bonds. We pay twice a year, interest in June, and then interest and principal in December. **A motion was made by Nordberg, seconded by Randall, and unanimously carried to approve the budget for the debt service fund budgets for 2017.**

Brumbaugh stated the other budgets are for airport, water, sewer, stormwater, liquor, and the internal service fund for the public works/safety building. There are no huge differences from last year. **A motion was made by Utke, seconded by Randall, and unanimously carried to approve the 2017 Fund Budgets for Airport, Water, Sewer, Liquor, Stormwater, Public Works/Safety Building Enterprise Funds.**

10. CITY ADMINISTRATOR COMMENTS: There were no comments.

11. DEPARTMENT HEAD UPDATES: Burlingame stated we have had lots of snow to plow so far this year.

Fieldsend stated the fire hall should be done by the end of this month. The bathroom at Deane Park will be completed in the spring. There are a couple of things left to do. We're moving forward on the city hall remodel.

Olson stated we had strong sales in November possibly due to Thanksgiving.

12. MINUTES/REPORTS/INFORMATION: There were no comments.

13. COMMENTS FROM COUNCIL: Nordberg stated the Council has canceled the second meeting in December on the 27th.

Mikesh stated I apologize for the cancelation of the November 22nd meeting. Too many of us could not make that meeting.

Randall stated I'd like to thank Nordberg, and Utke for their service, and that they will be missed. We'd encourage your participation on the many board seats available.

Utke stated this is my last Council meeting. It's been a lot of fun for the past seven years. For the next number of months I will be out of town during the week. I'd like to thank the Council and the staff who made the job pretty easy.

Nordberg stated it's also my last meeting. Our city taxi service is being cut back. That was a nice service and I'm sorry it will be gone. I was both glad and sad to see the picture of Santa Claus in the paper. Thank you to the Rutherfords for bringing a lot of joy to the town for all of these years. As a Councilmember and taxpayer we're fortunate to have a good staff. They accept their responsibility to keep the town running. There's little

turnover which is a good sign. The Council sets policy but keeps hands off the day to day operations, and I think that works well for us.

Nordberg stated I'd like to congratulate Senator-elect Paul Utke. When you get to St. Paul I'd like you to remember that we need legislative support for the DNR's proposed extension of the Heartland Trail, both to Itasca Park and to Moorhead. It's been approved but not budgeted. Maybe you can help us because the Heartland Trail is good for Park Rapids. We got some money from MN Dot for cities under 5,000 population and we could use that again. There is some discussion as to whether it will or will not be included. If you have any influence over that Park Rapids could use some MN Dot money. Most importantly is LGA. The 2002 contribution was bigger than we're getting now. It's 15% of our budget. I'd like to see what you can do for us.

Mikesh stated for the three of us left you should think about the boards that you want to be on. Randall questioned since we know there is going to be a vacancy is there any reason that we can't post for that now? Vik stated Utke has to get through at least half of his term. If he were to resign in 2016 we would be forced to have a special election. If he waits until after the first of the year to resign then you can either have a special election or you can appoint someone to fill the vacant spot.

Sue Tomte questioned what is the process for appointing? Vik stated that is a Council decision. Mikesh stated we could put an ad in the paper. Randall stated I was appointed as well as Leckner. An ad was put in the paper that we are accepting letters of interest. Nordberg stated an alternative is to select the next largest vote getter from the last election. That's how Mikesh got on originally. Utke stated the new Council makes that decision. Nordberg stated right, but there are a variety of ways to do it.

14. ADJOURNMENT: A motion was made by Randall, seconded by Utke, and unanimously carried to adjourn the meeting at 6:50 p.m.

[seal]

Mayor Pat Mikesh

ATTEST:

Margie M. Vik
City Clerk