

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
January 24, 2017, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The January 24th, 2017, 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, Erika Randall, and Liz Stone. Absent: None. Staff Present: Administrator John McKinney, Police Chief Jeff Appel, Public Facilities Superintendent Chris Fieldsend, Treasurer Angela Brumbaugh, Planner Ryan Mathisrud, Liquor Store Manager Scott Olson, and Clerk Margie Vik. Others Present: Paul Dove, Pat Dove, Joel Vorhes, Dick Rutherford, Tom and Gail Petschl, David Collins, Mark Harmon, and Kevin Cederstrom from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Leckner, seconded by Stone, and unanimously carried to approve the agenda as presented.

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-January 10, 2017: A motion was made by Leckner, seconded by Mikesh, and unanimously carried to approve the January 10th, 2017, City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepaids: A motion was made by Randall, seconded by Stone, and unanimously carried to approve the payables in the amount of \$49,260.61, and the prepaids in the amount of \$392,019.72, for a total of \$441,280.33.

6. CONSENT AGENDA: Mikesh removed Item #6.6 and #6.11. A motion was made by Randall, seconded by Leckner, and unanimously carried to approve the following consent agenda items:

- 6.1. Approve Plumber's Permits to Work in the City of Park Rapids in 2017 for Superior Mechanical, Northland Septic Maintenance, R&G Plumbing & Heating Inc, Hass Geosystems Inc, and Culligan Soft Water Service Company.

- 6.2. **Approve Backhoe Operator's Licenses to Work in the City of Park Rapids in 2017 for Girtz Excavating LLC, Elsner Well Drilling, Qwest Corp d.b.a. Centurylink QC, and T-Ray Construction Company Inc.**
- 6.3. **Resolution #2016-21 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Tall Pine Toms NWTF.**
- 6.4. **Resolution #2016-22 Approve Minnesota Lawful Gambling LG230 Application to Conduct Off-Site Gambling for the Park Rapids Amateur Hockey Association.**
- 6.5. **Resolution #2016-23 Approving the Renewal of On-Sale/Sunday Liquor License for A Better Place and Royal Bar in the City of Park Rapids.**
- 6.6. *Removed from the consent agenda.*
- 6.7. **Approve Contracting with Cummins NPower in the Amount of \$2,407.58 to for Servicing Various City Generators.**
- 6.8. **Approve Monday, April 10th, 2017, at 9:00 a.m. for the Annual Local Board of Appeal and Equalization Meeting to be held in the Park Rapids Public Library-Lower Level Meeting Room.**
- 6.9. **UTILITY BILLING: Approve a Reduction in the Amount of \$139.82 for the Sewer Portion of the 2016 Fourth Quarter Billing for Andrew and Lindsay Christiansen at 615 Front Avenue, Account #01-00061500-01-6, PID #32.5652100.**
- 6.10. **Resolution #2016-24 Permitting the Destruction of Aged Documents as Determined by Adopted Minnesota General Records Retention Schedule.**
- 6.11. *Removed from the consent agenda.*
- 6.12. **Approve Pay Request in the Amount of \$18,273.25 for Bob Bristlin & Son Construction for Work Completed on the Fire Hall Expansion Project.**
- 6.13. **Approve Pay Request in the Amounts of \$11,779.41 and \$6,257.69 for TKDA for Professional Engineering Services for the Airport Master Plan.**

- 6.14. **Approve Pay Request in the Amount of \$26,641.07 for TKDA for Professional Engineering Services for the 2016 Apron and Taxiway A Rehabilitation Project.**
- 6.15. **Approve Pay Request in the Amount of \$34,460.00 for Hammers Construction for Work Completed for the Deane Park Restroom Project.**
- 6.16. **Approve Pay Request in the Amount of \$20,000.00 for SLL Inc for Professional Services for the First Half of the 2017 City Property Tax Evaluations.**
- 6.17. **Resolution #2017-25 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for Osage Sportsman's Club.**
- 6.18. **Approve Pay Request in the Amount of \$3,585.00 for Gary L. Fischler & Associates for Professional Leadership Assessments for the Police Sergeants.**
- 6.19. **Approve Pay Request in the Amount of \$7,456.78 to Apex Engineering Group for Professional Services for the Fire Hall Expansion and the Riverside Area-Phase One Projects.**
- 6.20. **Approve Pay Request in the Amount of \$798.16 for BHH Partners for Professional Services for the Pioneer Park Restroom Design.**
- 6.21. **Approve Pay Request in the Amount of \$1,250.00 for Northland Securities for the General Obligation Bond's Continuing Disclosure Report.**
- 6.22. **Resolution #2017-26 Appointing Mark Fox as Part Time Rapids Spirits Liquor Store Clerk for the City of Park Rapids.**

END OF CONSENT AGENDA

6.6. Approve Request for Proposals for the Removal of City Solid Waste from Various City Properties: Mikesh stated this is for garbage pickup. Do we have a contract right now?

Fieldsend stated we have a contract until April 1st, 2017, and we have notified them that we will not be renewing their contract. Mikesh questioned have we had complaints? Fieldsend stated that contract has been in place for ten years. We had City Sanitation ask if we were going to redo it. After talking with McKinney, since it has been ten years we decided to rebid it.

Mikesh stated we left City Sanitation because of complaints. Now we want to go back to them? Fieldsend stated I don't know if we are going back to them. Randall stated

we're just opening it up for bids. McKinney stated we're trying to renew a contract. Everybody will have a chance to bid for it.

A motion was made by Mikesh, seconded by Randall, and unanimously carried to approve Request for Proposals for the Removal of City Solid Waste from Various City Properties.

6.11. Approve the Purchase in the Amount of \$18,000.00 from Itasca Mantrap Electric for a 2008 Sterling Bullet 4x4 Truck with a 40 foot Versalift: Mikesh stated I think we need to open this up for more discussion before we jump into something like this. Fieldsend stated the maintenance department has been looking for a lift truck for seven to eight years. I looked around at prices. This looked like it would do most of what we need to do. I contacted Itasca Mantrap Electric. They had this one that they were going to sell. We currently have \$30,000.00 in the CIP this year for a lift truck.

Mikesh stated just because we have it listed on the CIP doesn't mean that we'll automatically get it. The CIP is more of a wish list. I do see some faults and concerns with this purchase. It might be good for a few things, but I think its overkill, plus we'll need certification to use and maintain this. McKinney stated you can refer it to staff and we'll take a look at it. Mikesh stated I would like to do more follow up on it. We need to check on the qualifications needed. Fieldsend stated I contacted Itasca Mantrap. There is OSAH training that would need to be done and the lift itself needs to be inspected.

Randall questioned this has been on the CIP for seven years? So it's been talked about year after year and it keeps making the CIP? Fieldsend answered yes. Randall stated it's been approved. I understand that it's just a wish list. I have no objection to gathering more information, but it's had the opportunity to be well thought out for the past seven years, I can only assume there's some value to it if it hasn't been removed from the CIP.

Leckner stated one of the things that we'd like to know is what is it to be used for and how often it's going to be used. From what we've heard so far it doesn't seem like there would a lot of use for it. Can you justify the use? Fieldsend stated I created a list just today. McKinney stated we can get you that. Randall stated if we're not going to approve it then we need to make sure it gets removed from the CIP. Why should it be on there if we're going to turn around and say no now. McKinney suggested referring the issue to staff for more information.

A motion was made by Randall, seconded by Mikesh, and unanimously carried to refer to staff the purchase in the amount of \$18,000.00 from Itasca Mantrap Electric for a 2008 Sterling Bullet 4x4 Truck with a 40 foot Versalift.

7. COMMENTS FROM CITIZENS: Mark Harmon stated there is movement in the community as evident in the selection and offerings of produce and grocery products in our stores today. More healthy initiatives are being taken by our community members. Farm fresh eggs are being offered by others beyond our main grocers, in cafes, at hair dressers, and by our neighbors in our county. In our city code there's a heading entitled, Other Animals, Section 90.040 General Prohibition, and it reads it shall be unlawful for any person to keep or harbor any cattle, sheep, goats, swine, or poultry within the platted areas

of the city, except in areas zoned agriculture. I'm here tonight to request that that section of the code be re-evaluated to benefit our city's residents to be allowed to raise and enjoy the benefits from backyard chickens. After researching other communities, some cities have adopted licensing with strict limits on the number of chickens each resident may maintain. I recommend that we look into something like that. And also I'd ask that the city take into consideration the neighbor's rights of privacy and noise to write into the code to disallow roosters dwelling within the city limits. I'm asking for this to be an agenda item. I think there is enough buzz within the community that it's time for this to be looked at.

Randall stated I've brought this up previously. I don't think it's made the top ten list of things to do. It is something that I'd like to see looked at as well. I think the ordinance is pretty silly. If we amended it and allowed chickens with the exclusion of roosters, I think we'd be just fine. I'd like staff, when time allows, to take a look at it. McKinney stated we'll take a look at it and the process, and bring it back to you for your consideration.

Pat Dove stated I'm here to introduce the Park Rapids Lakes Area Arts Council to you. It's an organization of sixteen arts organizations in the community. We meet monthly. At our meeting on January 2nd they voted that they would like to come and talk to the Council every once in a while and update you on what we are doing. I have a printout that tells who we are and some of the things that we have done. We've been an organization since 2005. We've done lots of programs and events in the community.

8. GENERAL BUSINESS:

8.1. Hubbard County Economic Development Commission Report:

David Collins, Executive Director of the Hubbard County Economic Development Commission, stated I'm here to give an update on our activities, and we also have a pay request before you this evening.

Collins stated there still continues to be a lot of activity. We have one company that we are still working with, which would be for an inbound call center. We are one of eleven communities that they will be looking at. Initially they started out with one-hundred jobs, which I thought was very doable here. After I met with them they said within three years they'd like to be over two-hundred and sixty. That's going to be tough to prove to them that we can supply that kind of workforce. I'm still optimistic. A few years ago Wal-Mart had over a thousand applications when they opened their store. We're going to continue to pursue that. We're working with several existing businesses that are looking to build or expand their current facilities. For one of them we finally got their lot secured and they will be applying to the city planner for rezoning and a conditional use permit. We have identified a location for the senior housing project that we have talked about. It's still moving ahead. They have gotten their financing accepted.

Collins stated commercial property is getting a little tough to find in the area. There is some available but a lot of it doesn't have adequate infrastructure, or its redevelopment property so it would have tear down costs and/or adding streets, sewer, and water. Most of those lots would be well over \$100,000.00 to purchase and rehab. I believe strongly in growing concentrically around the city as opposed to development down highways. We have a couple of areas in the community that would be infill, with infrastructure, like the extension of Main Street South, and connecting on Eleventh.

Collins stated the future of the old school property, by consensus, the EDC is not going to continue to pursue solutions there at the present time. The county HRA has taken the lead on that, with others, to make sure we're all headed in the same direction and looking for the same outcome, and that's a proper role for us.

Collins stated Kuepers apartments are still under construction. Our office is going to be working with Kathy Grell on the armory's feasibility study for fundraising for that project. Entrepreneur for a Day is still a project that is assigned for fifth graders. It takes about three hours out of classes for the first day, and then a full day later on. They are going to create teams and divide responsibilities to decide on a product, the materials, build it, and then cash flow it. They then will determine if they made a profit or not. Thielen Motors is going to sponsor that in the Park Rapids Schools. In Nevis, T&M Express will sponsor it. We're excited about that program.

Collins stated the Work Force Task Force continues. We're still working on the final plan of action. Out of that we formed an employer council which mostly consists of some of the larger employers in the community. They wanted to get together to look at the big picture occasionally. Right now they focused in on exploring child care for 24/7, and sick child care. Sick child care is going to be hard to do with all of the regulations. 24/7 looks like it's more realistic. We're distributing surveys to all of the businesses in town that have significant business hours. The police department has received surveys, along with Lamb-Weston, and Team Industries. Those results should start trickling in with results available in February to determine the next course of action.

Collins stated another issue that keeps coming up is drugs. A large employer quit doing drug testing due to the fact that if they were doing them they would have no workforce. They still do what's required by MN DOT. They talk about all the applicants that come in with drug problems that can't pass the test. We stated asking questions. Appel was very gracious to spend some time with us at our last meeting, as well as the county attorney, and a representative from social services. Two things that this group is going to look at to see if there's some merit is the creation of a drug court in Hubbard County, and a potential drug dog for the City of Park Rapids. We're in the research phase for both of those items.

Collins stated we looked at a county rec plan some time ago. A rec plan means different things to different people. We have a lot of lakes, trees and trails. One is to look at that and how do we make the best system possible. What can we do with the assets and the existing amenities that we have and look at how we can differentiate ourselves from other areas? Examples would be Becker County building Detroit Mountain, Beltrami County is building a shooting/sports park. That came up at the community facilitation process this week so we'll be working on that.

Collins stated on March 23rd we are going to host a program at Calvary Lutheran at 7:30 a.m. for the State of the School. The school will be talking about some of their programs, activities that they are doing in this community. Following will be other presentations from Minnesota Workforce Center and MN State on programs they have for employers and potential employees. The Chamber and the Northwest Minnesota Foundation, SBDC, and our entity are working on a slate of seminars and workshops that we want to offer through the end of 2018. Right now we have identified eighteen of those, and are in the process of finding and scheduling the rest. We will avoid the summer months and will promote those through community education. A lot of us were doing

seminars before the recession, then no one was doing them. Now we want to go back to those by doing it together in a more organized fashion.

Collins stated that's all I have. I'd like to respectfully request that you approve my agenda item for payment.

A. Request for 2017 First Half Payment: A motion was made by Randall, seconded by Leckner, and unanimously carried to approve the pay request in the amount of \$20,000.00 for the first half of the 2017 annual investment for the Hubbard County Regional Economic Development Commission.

8.2. Councilmember Appointment: Mikesh stated we had three applicants submit letters of interest. You will each be given five minutes to tell us a little bit about yourselves.

A. Letters of Interest:

1.) Tom Petschl: Petschl stated I've written everything about myself and the reasons that I would like to be on the Council. I'm here on my wedding anniversary so no one can show more interest than that.

2.) Dick Rutherford: Rutherford stated most of you know me. I'd love to be on your Council. I'd love to serve the people of Park Rapids. I've been coming to Council meetings for thirty plus years and watching and listening to what's been going on. I think I can be of great help to the City of Park Rapids.

3.) Joel Vorhes: Vorhes stated this is my third time living in Park Rapids. I moved here in 1993 and worked for the bank until 1998. I have a good finance background from that. I also have a master's in accounting. I came back to Park Rapids and did bank consulting from 1999 to 2003, so I have business experience. Then I went to law school from 2003 to 2005. So I have a legal background. Some of the courses I took that would be relevant are municipal law, state and local constitution. I'm well versed in a lot of the legal areas of the Council. I did serve one term on the Planning Commission. You have received a fairly extensive resume for me and I won't bore you with more details.

B. Resolution Appointing a Councilmember for the City of Park Rapids: Randall stated I'm going to move at this time to appoint Dick Rutherford to the Council. I want to thank all three of the individuals who expressed interest. I am moving to appoint Rutherford because he has shown such dedication to the city. He has been at 95% of the City Council meetings since I've been on the Council. He's very involved. I don't think there a lot of people that have shown the dedication to the City of Park Rapids that Rutherford has.

A motion was made by Randall, seconded by Stone, and unanimously carried to approve Resolution #2017-27 Appointing Dick Rutherford as Councilmember for the City of Park Rapids.

C. Oath of Office for Newly Appointed Councilmember: Vik administered the oath for the office of Councilmember to Dick Rutherford. He was greeted with a round of applause.

Mikesh thanked Petschl and Vorhes for their interest in the Council seat. We appreciate Petschl for all the boards he is currently on. We ask people to step up and get on all of these boards and take part. So thank you.

9. CITY ADMINISTRATOR COMMENTS: McKinney stated we have entered into the serious meeting phase of labor negotiations. We have enjoyed a three year period with contracts with the three unions. They all ran through 2016. We have a contract with public works except for the insurance provisions. We now have the information to continue with that. We meet tomorrow morning for negotiations with the police department. We are trying to schedule a meeting with the liquor store employees.

10. DEPARTMENT HEAD UPDATES: Mathisrud stated there is information in the packet regarding our planning activity for 2016. We did \$10 million in evaluations for construction projects in 2016. In 2015 we were at \$5.6 million. Last year was busy, and it's looking like 2017 will be busy also.

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

12. COMMENTS FROM COUNCIL: Rutherford stated I'd like to thank you all for selecting me.

13. ADJOURNMENT: A motion was made by Randall, seconded by Leckner, and unanimously carried to adjourn the meeting at 6:31 p.m.

[seal]

Mayor Pat Mikesh

ATTEST:

Margie M. Vik
City Clerk