

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
JUNE 27, 2017, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The June 27th, 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, Dick Rutherford, and Liz Stone. Absent: None. Staff Present: Administrator John McKinney, Police Chief Jeff Appel, Planner Ryan Mathisrud, Liquor Store Manager Scott Olson, Treasurer Angela Brumbaugh, Public Facilities Maintenance Superintendent Chris Fieldsend, and Clerk Margie Vik. Others Present: Cynthia Jones, Ryan Zemek, Matt McFarland, Nancy Newman, Paul Dove, and Kevin Cederstrom from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Stone, seconded by Leckner, and unanimously carried to approve the agenda with the following addition: to the Consent Agenda Item #7.16. Approve Quote in the Amount of \$6,000.00 from Howard's Driveway to Pave a Parking Lot on the South Side of the Fire Hall.

4. PUBLIC HEARING:

A motion was made by Randall, seconded by Leckner, and unanimously carried to open the public hearing at 6:03 p.m.

4.1. Presentation for the Revenue Bonds, Series 2017, for the Catholic Health Initiatives, Issued by the Colorado Health Facilities: McKinney stated this is regarding a the public hearing requirement for a refinancing of some bonds that were issued in 2004. The federal regulations require that for a bond issue you have to have a public hearing at which facility that is being funded with bond itself. In this case they are Colorado bonds and the standard procedure is for us to hold a hearing because some of the money was spent here, but not all of it. There were several projects funded with these bond proceeds. We don't approve or disapprove this. We are advised that this is funding that affects projects in our community. It is standard procedure and I would recommend that the Council approve the presented resolution.

4.2. Public Comments: Mikesh requested comments and questions. There were none.

A motion was made by Leckner, seconded by Rutherford, and unanimously carried to close the public hearing at 6:04 p.m.

4.3. Resolution Concerning Revenue Bonds, Series 2017, (Catholic Health Initiatives) Issued by the Colorado Health Facilities Authority: A motion was made by Leckner, seconded by Rutherford, and unanimously carried to approve Resolution #2017-104 Concerning Revenue Bonds, Series 2017, (Catholic Health Initiatives) Issued by the Colorado Health Facilities Authority.

5. APPROVAL OF MINUTES:

5.1. City Council Workshop Minutes-June 13, 2017: A motion was made by Randall, seconded by Leckner, and unanimously carried to approve the June 13th, 2017, City Council Workshop minutes as presented.

5.2. City Council Regular Meeting Minutes-June 13, 2017: A motion was made by Leckner, seconded by Rutherford, and unanimously carried to approve the June 13th, 2017, City Council Regular Meeting minutes as presented.

6. FINANCE:

6.1. Payables & Prepaids: A motion was made by Randall, seconded by Stone, and unanimously carried to approve the payables in the amount of \$18,899.54, and the prepaids in the amount of \$582,206.79, for a total of \$601,106.33.

7. CONSENT AGENDA: A motion was made by Rutherford, seconded by Stone, and unanimously carried to approve the following consent agenda items:

- 7.1. Approve Plumber's Permit to Work in the City of Park Rapids in 2017 for Leading Edge Mechanical Inc., Ecowater Systems, and Esser Plumbing & Heating Inc.
- 7.2. Approve Backhoe Operator's License to Work in the City of Park Rapids for North Country Contracting.
- 7.3. Resolution #2017-105 Appointing Joseph Carlson to the Position of Volunteer Firefighter for the City of Park Rapids.
- 7.4. Resolution #2017-106 Appointing Chad Grande to the Position of Volunteer Firefighter for the City of Park Rapids.

- 7.5. **Approve Public Facilities Use Permit for the Park Rapids Chamber of Commerce to Use Fair Avenue to Second Street W, Main Avenue S, Eighth Street W, and back to Fair Avenue, on Tuesday, July 4th, 2017, from 3:00 p.m. to 6:30 p.m. for the Fourth of July Parade.**
- 7.6. **Approve Public Facilities Use Permit for the Park Rapids Chamber of Commerce to Use the Second Block of Main Avenue South on Thursday, August 10th, 2017, from 3:00 p.m. to 7:00 p.m. for Legends and Logging Days Water Wars.**
- 7.7. **Approve Public Facilities Use Permit for the Park Rapids Chamber of Commerce to Use the Second Block of Main Avenue South on Friday, November 24th, 2017, from 3:00 p.m. to 8:00 p.m., for the Christmas Tree Lighting Ceremony & Yuletide Sampler.**
- 7.8. **Approve Public Facilities Use Permit for Corky Albrecht d.b.a. Northern Knights Car Club to Use Blocks 1, 2, and 3, of Main Avenue South on Saturday, August 13th, 2017, from 7:00 a.m. to 1:00 p.m., for the Run to the Rapids Car Show.**
- 7.9. **Resolution #2017-107 Accepting the Resignation of Parks and Beautification Board Member Cathy Reich.**
- 7.10. **Resolution #2017-108 Approving a Wage Adjustment and Step Increase for Full Time Public Works Employee Curt Eischens.**
- 7.11. **Resolution #2017-109 Accepting Donations for the City of Park Rapids.**
- 7.12. **Approve Pay Request in the Amount of \$26,555.23 for TKDA for Engineering Service for the 2016 Apron and Taxiway A Rehab at the Municipal Airport.**
- 7.13. **Approve Pay Request in the Amount of \$2,332.72 for TKDA for Engineering Services for the Master Plan for the Municipal Airport.**
- 7.14. **Approve Pay Request in the Amount of \$1,301.50 for Apex Engineering Group for Professional Services for the Crystal Brook Senior Living Center Project.**
- 7.15. **Approve Pay Request in the Amount of \$4,838.78 for Heiman Fire for the Purchase of Fire Turnout Gear.**

- 7.16. Approve Quote in the Amount of \$6,000.00 from Howard's Driveway to Pave a Parking Lot on the South Side of the Fire Hall.**

END OF CONSENT AGENDA

8. COMMENTS FROM CITIZENS: There were none.

9. GENERAL BUSINESS:

9.1. First Reading of Ordinance Amending the Park Rapids City Code of Ordinances of the City of Park Rapids, Chapter 73 Recreational Vehicles, Section 73.08 Motorized Golf Carts: McKinney stated this is the ordinance we were directed to prepare based on the report from the study committee. The police chief is here and we are all in agreement of this ordinance being presented for its first reading. Appel stated that he was in agreement with it.

A motion was made by Rutherford, seconded by Leckner, and unanimously carried to approve the first reading of the Ordinance Amending the Park Rapids City Code of Ordinances of the City of Park Rapids, Chapter 73 Recreational Vehicles, Section 73.08 Motorized Golf Carts.

9.2. Resolution Accepting and Approving the Arts and Culture Plan for the City of Park Rapids: McKinney stated this is the Arts and Culture Plan for the city, which was presented to you at the last meeting. The reason for the delay was to give you a chance to read it in its entirety. It is not an action plan, it is a concept plan presented for your approval.

A motion was made by Rutherford, seconded by Stone, and unanimously carried to approve Resolution #2017-110 Accepting and Approving the Arts and Culture Plan for the City of Park Rapids.

9.3. Permission to Explore COPS Police Officer Hiring Grant: Appel stated last May the Department of Justice released a COPS Hiring Grant that allows for the hiring of additional officers by police departments. Within our department we have identified a possible staff shortage that we would like to make a presentation on later. But I wanted to have the funding option to be able to apply for the grant so that funding option would be there. It expires on July 10th so without your permission I wouldn't be able to apply for it once we pass that date. I'm just seeking permission to apply for the grant. You would be able to decide later whether or not you'd want to accept it. The grant will fund a \$125,000.00 cap over a three year span, and then the fourth year is on the city to fund the full portion of the officer's pay. Tonight, I'm only looking for permission to apply for the grant as a possible funding option.

Randall stated the city used this grant years ago. Brumbaugh stated we've used it twice, and the last time was in 2010. McKinney stated we are not assured of getting it, but we'd like to try for it.

A motion was made by Rutherford, seconded by Randall, and unanimously carried to authorize Police Chief Appel to apply for a COPS Police Officer Hiring Grant.

9.4. Creation of a Part Time Community Service Specialist Position:

McKinney stated the problem we have is seasonal because in the spring people start noticing that their neighbors have accumulated more items in their yard than they would like, we have tall grass, and other code violations. We have been trying to handle it through the planner by identifying them, and then a sworn officer has to go over there and deal with it. We don't have follow up time. The concept is one of educating and coordinating and trying to help solve the real problem which is not usually the trash it's the situation that caused the trash to exist. Because most of this does occur in the summer we are proposing a seasonal position for the summer, similar to a seasonal parks position. This year we talked about having four temporary positions, three in parks, and we were going to have one in public works but we did not fill that position. So we thought we could fill this position to address these issues on a trial basis. If it works then we'll get back to you next year with a more permanent recurring use of it. There's a lot of need for it. I think we can do some good with this. You have to approve the job description, and then authorize us to fill that position. What you have before you says only part time, but the final job description will say seasonal part time.

A motion was made by Stone, seconded by Rutherford, and unanimously carried to approve the job description for Part Time Seasonal Community Service Specialist.

Discussion: McKinney stated now we will go out and see if we can get some applications for this and we'll bring them back to you.

9.5. Sunday Liquor Sales: McKinney stated we reported to you two weeks ago that we can have Sunday sales.

Olson stated our recommendation is to remain closed on Sundays, and evaluate after a season to see the effects of Sunday sales. McKinney stated initially we will not have Sunday sales. Whatever you want we can do it, but we aren't planning on staffing it at this point. That seems to be the attitude of some of the other local establishments, but not all of them.

A motion was made by Stone, seconded by Randall, and unanimously carried to approve the staff's recommendation of maintaining current operating hours, and evaluating the effects of Sunday sales at a later date.

10. CITY ADMINISTRATOR COMMENTS: McKinney had no comments.

11. DEPARTMENT HEAD UPDATES: Appel stated I'd like to recognize the park Rapids American Legion. Last week they donated funds to the police department for a third defibrillator. We have three squads, and two defibrillators. Now we have a defibrillator

in each one. It can truly save someone's life. I'm thankful for the American Legion for their donation.

Scott Olson stated we started the process of filling up the backroom of the store in anticipation of the holiday weekend.

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

13. COMMENTS FROM COUNCIL: Rutherford stated there has been some discussion regarding the placement of the downtown bathrooms as to whether they should be placed at the front of the lot or at the back. How does everyone here feel about it? Randall stated we asked for the proposals to include a price for both front and back placement. Fieldsend stated for moving it to the back it will be \$10,000.00 more. Randall stated we'll have to address it then but the only way I'll support the bathrooms is if they are in the back. I think we are wasting the space if we don't. Leckner stated I agree with that. That's what we are going to want. Rutherford stated if that's the case there is no use to get a plan for up front if all of us are going to vote for putting it in the back. McKinney questioned is there consensus taking bids for the back only? The Council all voted affirmatively for that. McKinney stated there may be multiple ways to put it in the back but the consensus is to place it in the back instead of up in the front. Randall stated you have a longer path to sell bricks that way.

14. ADJOURNMENT: A motion was made by Rutherford, seconded by Leckner, and unanimously carried to adjourn the meeting at 6:21 p.m.

[seal]

Mayor Pat Mikesch

ATTEST:

Margie M. Vik
City Clerk