

**CITY OF PARK RAPIDS  
CITY COUNCIL MEETING  
September 26, 2017, 6:00 PM  
Park Rapids Public Library-Lower Level  
Park Rapids, Minnesota**

**1. CALL TO ORDER:** The September 26<sup>th</sup>, 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, Treasurer Angela Brumbaugh, Public Facilities Superintendent Chris Fieldsend, Liquor Store Manager Scott Olson, and Clerk Margie Vik. Others Present: Nancy Newman, Tom and Gail Petschl, and Nicole Vik from the Enterprise.

**3. APPROVAL OF AGENDA:** A motion was made by Leckner, seconded by Stone, and unanimously carried to approve the agenda with the following addition to the Consent Agenda: Item #6.17. Resolution to Approve Temporary On Sale Liquor License for the Park Rapids Community Development Corporation in the City of Park Rapids.

**4. APPROVAL OF MINUTES:**

**4.1. City Council Workshop Minutes-September 12, 2017:** A motion was made by Randall, seconded by Leckner, and unanimously carried to approve the September 12<sup>th</sup>, 2017, City Council Workshop minutes as presented.

**4.2. City Council Regular Meeting Minutes-September 12, 2017:** A motion was made by Stone, seconded by Randall, and unanimously carried to approve the September 12<sup>th</sup>, 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 \$54,930.00, and the prepaids in the amount of \$120,291.43, for a total of \$175,221.43.

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

- 6.1. **Resolution #2017-140 Approving Ordinance No. 577 Amending the Park Rapids City Code of Ordinances, of the City of Park Rapids, Chapter 151 Zoning, Section 151.003 Definitions.**
- 6.2. **Ordinance No. 577 Amending the Park Rapids City Code of Ordinances, of the City of Park Rapids, Chapter 151 Zoning, Section 151.003 Definitions.**
- 6.3. **Approve Backhoe Operator's License to Work in the City of Park Rapids in 2017 for Schrupp Excavating LLC.**
- 6.4. **Approve Plumber's Permit to Work in the City of Park Rapids in 2017 for Juelson Plumbing & Heating Inc.**
- 6.5. **Resolution #2017-141 Accepting Donations for the City of Park Rapids.**
- 6.6. **Resolution #2017-142 Approving Wage Adjustment and Step Increase for Facility Maintenance Superintendent Chris Fieldsend.**
- 6.7. **Approve Creation of Fund 447 for the Highway 71 Frontage Project.**
- 6.8. **Approve Pay Request in the Amount of \$1,421.00 for Johnson Jet-Line for Professional Services to Televisе Sanitary Sewer and Water Lines in Preparation of the Highway 71 Frontage Road Project.**
- 6.9. **Approve Pay Request in the Amount of \$3,805.50 for Cozen O'Connor for Legal Fees Regarding the Armory Square Project.**
- 6.10. **Approve Pay Request in the Amount of \$491.04 for Apex Engineering for Professional Services Pertaining to the Fire Hall Expansion Project.**
- 6.11. **Approve Pay Request in the Amount of \$56,714.30 for TKDA for Professional Services Pertaining to the 2016 Apron and Taxiway Rehab at the Municipal Airport.**
- 6.12. **Approve Pay Request in the Amount of \$1,529.06 for Park Rapids Lakes Area Chamber of Commerce for the City's Portion of the Second Quarter Expenses as per the Wayside Rest Area Agreement.**

- 6.13. **Approve Public Facilities Use Permit for Nemeth Art Center c/o Michael Dagen to Close Two Blocks of Third Street, East of Highway 71, and Use of the North End of Depot Park and the Restrooms, on Saturday, October 21<sup>st</sup>, 2017, from 8:00 a.m. to 8:00 p.m. for the Wild Rice Festival.**
- 6.14. **Approve a Multi-Vendor Transient Merchant License for Michael Dagen d.b.a. Nemeth Art Center on Saturday, October 21<sup>st</sup>, 2017, on Third Street, East of Highway 71.**
- 6.15. **Resolution #2017-143 Approving Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Kathleen Merfeld.**
- 6.16. **Resolution #2017-144 Accepting the Resignation of Rapids Spirits Part Time Liquor Store Clerk Jeffrey Olesen.**
- 6.17. **Resolution #2017-145 Approve Temporary On Sale Liquor License for the Park Rapids Community Development Corporation in the City of Park Rapids.**

**END OF CONSENT AGENDA**

**7. COMMENTS FROM CITIZENS:** Tom Petschl stated I would ask the Council to run an advertisement for the Housing and Redevelopment Authority, stating that we have two openings. We do not have a quorum at this time. It's really important. The health of two of the board members is questionable at times. McKinney questioned you have some residents that are board members? Petschl stated is only allowed to have one or two residents on the board. We have two at this time. McKinney stated we can put an ad together if you get with me tomorrow.

**8. GENERAL BUSINESS:**

**8.1. Request from the Park Rapids Lakes Area Arts Council for a \$250.00 Grant to Help Defray the Cost of the Leadership & Strategy Development Program:** Stone stated I'd like to defer this item until the next meeting so that I can do some research on it. I wasn't aware this was going to be on the agenda tonight.

**A motion was made by Stone, seconded by Leckner, and unanimously carried to table the request from the Park Rapids Lakes Area Arts Council for a \$250.00 Grant to Help Defray the Cost of the Leadership & Strategy Development Program, until the next City Council meeting on October 10<sup>th</sup>, 2017.**

**9. CITY ADMINISTRATOR COMMENTS:** McKinney stated we all feel sorrow over the loss of Councilmember Rutherford.

**10. DEPARTMENT HEAD UPDATES:** There were no comments.

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

**12. COMMENTS FROM COUNCIL:** There were no comments.

**13. ADJOURNMENT:** A motion was made by Randall, seconded by Stone, and unanimously carried to adjourn the meeting at 6:08 p.m.

[seal]

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Mayor Pat Mikesch

ATTEST:

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Margie M. Vik  
City Clerk