

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
NOVEMBER 28, 2017, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The November 28th, 2017, Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Acting Mayor Erika Randall, and everyone present recited the Pledge of Allegiance.

2. ROLL CALL: Present: Acting Mayor Erika Randall, Councilmembers Tom Conway, Ryan Leckner, and Liz Stone. Absent: Mayor Pat Mikesh. Staff Present: Administrator John McKinney, Planner Ryan Mathisrud, Public Facilities Superintendent Chris Fieldsend, Treasurer Angela Brumbaugh, and Liquor Store Manager Scott Olson. Others Present: Nancy Newman and Shannon Geisen from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Stone, seconded by Conway, and unanimously carried to approve the agenda with the following addition: Item #9.1. Authorize Staff to Change Health Insurance to Public Employees Insurance Plan for Non-Union, Public Works, and Liquor Store Employees.

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-November 14, 2017: A motion was made by Stone, seconded by Conway, and unanimously carried to approve the November 14th, 2017, City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepaids: A motion was made by Stone, seconded by Randall, and unanimously carried to approve the payables in the amount of \$26,724.12, and the prepaids in the amount of \$81,324.56, for a total of \$108,048.68.

6. CONSENT AGENDA: Conway removed Item #6.1. A motion was made by Stone, seconded by Leckner, and unanimously carried to approve the following consent agenda items:

6.1. *Removed from the Consent Agenda.*

6.2. **Resolution #2017-174 Re-Appointing Sue Cutler to Serve on the Parks & Beautification Board for the City of Park Rapids.**

- 6.3. Approve Backhoe Operator's License to Work in the City of Park Rapids in 2017 for R & R Petroleum Equipment Sales Inc.**
- 6.4. Approve Payment to TKDA in the Amount of \$17,542.88 for invoice #002017004495 regarding the Master Plan at the Airport.**
- 6.5. Resolution #2017-175 Authorizing Proper City Officials to Execute the Amendment No. 2 of License No. L-291 by and between the Minnesota Department of Natural Resources and the City of Park Rapids.**
- 6.6. Approve Payment to TKDA in the Amounts of \$1,000.30 and \$1,023.00 for Invoices #002017004569 and #002017004570 for Engineering Expenses Regarding the 2016 Apron & Taxiway A Rehab at the Airport (Project SP2901.69).**
- 6.7. Approve Payment of \$106,325.01 to Northland Trust Services for the 2010a GO Bond for Principal and Interest.**
- 6.8. Approve Payment of \$266,696.88 to Northland Trust Services for the 2010b GO Bond for Principal and Interest.**
- 6.9. Approve Payment of \$187,135.00 to Northland Trust Services for the 2010c GO Wastewater and Improvement Refunding Bond for Principal and Interest.**
- 6.10. Approve Payment of \$259,415.00 to Northland Trust Services for the 2012a GO Crossover Refunding Bond for Principal and Interest.**
- 6.11. Approve Payment of \$269,451.25 to Northland Trust Services for the 2015a GO Improvement and Refunding Bond for Principal and Interest.**
- 6.12. Approve Payment of \$23,444.03 to BHH Partners for Costs Relating to the City Hall Council Chambers Improvements.**
- 6.13. Approve Payment of \$2,545.34 to BHH Partners for Costs Relating to the Pioneer Park Restroom.**
- 6.14. Approve Payment to Apex Engineering in the Amount of \$1,324.24 for the Fire Hall Expansion, Hwy 71 Frontage, and Main Lift Station Reconstruction Projects.**
- 6.15. Approve Payment to Revise LLC in the Amount of \$1,500.00 for the Yearly Subscription Regarding Software Updates and Hosting for the City's Website.**

- 6.16. **Accept Indigo Signworks Bid of \$1,295.00 for Replacement of Cooler Lights with LED at the Liquor Store.**
- 6.17. **Reject All Bids Received for the City Hall Phase II Remodel.**
- 6.18. **Resolution #2017-176 Re-Appointing Paul Dove to Serve on the Park Rapids Arts & Culture Advisory Commission.**

END OF CONSENT AGENDA

6.1. Resolution Appointing Helen Sheeran to Serve on the Housing and Redevelopment Authority (HRA) of the City of Park Rapids: Conway stated I want to get more information on this before we take action. McKinney stated this item will be placed on the next Council agenda.

7. COMMENTS FROM CITIZENS: There were no comments.

8. PLANNING:

8.1. Approving the Sale of City-Owned Real Property in Park Rapids, MN to James H. and Rhonda F. Anstine (Lots 1 and 2, Block 4, Park Rapids Industrial Park 1st Addition PID #32.63.02900): Mathisrud stated at the last Council meeting staff was directed to put together a purchase agreement to sell lots to James and Rhonda Anstine for \$16,600.00. Staff worked with Anstines on this purchase agreement that spells out the terms of the sale and the closing date to occur before December 31st, 2017. Staff's recommendation is to approve the attached purchase agreement.

A motion was made by Leckner, seconded by Stone, to approve the Purchase Agreement by and between James and Rhonda Anstine and the City of Park Rapids for the Purchase of Lots One (1) and Two (2), Block Four (4), Park Rapids Industrial Park First Addition, PID #32.63.02900.

The vote was called.

The following Councilmembers voted in favor: Leckner, Randall, Stone.

The following Councilmembers voted nay: None.

The following Councilmember abstained: Conway.

9. GENERAL BUSINESS:

9.1. Authorize Staff to Change Health Insurance to Public Employees Insurance Plan for Non-Union, Public Works, and Liquor Store Employees:

Brumbaugh stated when we looked at our health insurance rates for next year there was an increase of 16.9% and 22.7% on average. We have a couple of different plans. We have a small group, and the rates are age-based. Because of the increase we looked at

other options. Medica came in a little bit less at 11.5% and 15.5%. We looked at Public Employees Insurance Plan (PEIP), which is what our police department is currently on. We also double checked that if we included everyone else on that plan that our rates would stay the same. Our insurance representative came and talked to the employees about this new plan, which gave them the opportunity to ask questions. The employees voted on which plan they preferred and PEIP was the plan with the majority of votes.

Brumbaugh stated we are requesting that we move all the city employees over to PEIP. There are no changes for the city because we're on a cafeteria plan. Even changes to the insurance rates don't affect the city's contribution because it's a set amount. We did talk to our representative about if people didn't like this plan what our options would be for next year because we have open enrollment every year. We did ask the police officers about the plan and said they didn't have any complaints.

A motion was made by Stone, seconded by Conway, and unanimously carried to authorize staff to change the city's health insurance plan, from Preferred One to Public Employees Insurance Plan.

10. CITY ADMINISTRATOR COMMENTS: McKinney stated we have not yet adopted the final budget. The preliminary budget was adopted, which can be decreased but not increased. There will be a Finance Committee meeting next Tuesday at 5:00 p.m. to discuss the final budget.

11. DEPARTMENT HEAD UPDATES: There were no comments.

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

13. COMMENTS FROM COUNCIL: There were no comments.

14. ADJOURNMENT: A motion was made by Conway, seconded by Leckner, and unanimously carried to adjourn the meeting at 6:10 p.m.

[seal]

Acting Mayor Erika Randall

ATTEST:

Angela Brumbaugh
Recording Clerk