

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
January 9, 2018, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The January 9th, 2018, 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 Tom Conway, Ryan Leckner, Erika Randall, and Liz Stone. Absent: None. Staff Present: Administrator John McKinney, Planner Ryan Mathisrud, Treasurer Angela Brumbaugh, Liquor Store Manager Scott Olson, and Clerk Margie Vik. Others Present: Sue Tomte, Paul and Pat Dove, Cynthia Jones, Nancy Newman, LuAnn Hurd-Lof, and Shannon Giesen from the Enterprise.

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

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-December 12, 2017: A motion was made by Randall, seconded by Conway, and unanimously carried to approve the December 12th, 2017, City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepays: A motion was made by Stone, seconded by Randall, and unanimously carried to approve the payables in the amount of \$41,256.88, and the prepaids in the amount of \$412,776.81, for a total of \$454,033.69.

6. CONSENT AGENDA: Randall removed Item #6.21. A motion was made by Stone, seconded by Leckner, and unanimously carried to approve the following consent agenda items:

- 6.1. Resolution #2018-01 Setting City Council Meetings on the Second and Fourth Tuesday of Each Month in Year 2018.

- 6.2. **Resolution #2018-02 Appointing Erika Randall as Acting Mayor for the Year 2018.**
- 6.3. **Resolution #2018-03 Designating Official Newspaper for the Year 2018 for the City of Park Rapids.**
- 6.4. **Resolution #2018-04 Designating Authorized Signatures for the Year 2018 for the City of Park Rapids.**
- 6.5. **Resolution #2018-05 Designating Official Depositories for the Year 2018 for the City of Park Rapids.**
- 6.6. **Resolution #2018-06 Authorizing Proper City Officials to Execute Payment of Claims Prior to City Council Approval for Year 2018.**
- 6.7. **Resolution #2018-07 Setting Guidelines for the City of Park Rapids Municipal Election in 2018.**
- 6.8. **Resolution #2018-08 Authorizing Proper City Officials to Execute the Paperwork Associated with the Fire Contracts for the City of Park Rapids.**
- 6.9. **Resolution #2018-09 Approving Ordinance No. 579 Ordinance to Enact a New Chapter of the Code of Ordinances to Administrator and Regulate the Public Rights of Way in the Public Interest, and to Provide for the Issuance and Regulation of Right of Way Permits.**
- 6.10. **Ordinance No. 579 Ordinance to Enact a New Chapter of the Code of Ordinances to Administrator and Regulate the Public Rights of Way in the Public Interest, and to Provide for the Issuance and Regulation of Right of Way Permits.**
- 6.11. **Resolution #2018-10 Approving *Summary Publication* of Ordinance No. 579 Ordinance to Enact a New Chapter of the Code of Ordinances to Administrator and Regulate the Public Rights of Way in the Public Interest, and to Provide for the Issuance and Regulation of Right of Way Permits.**
- 6.12. ***Summary Publication* of Ordinance No. 579 Ordinance to Enact a New Chapter of the Code of Ordinances to Administrator and Regulate the Public Rights of Way in the Public Interest, and to Provide for the Issuance and Regulation of Right of Way Permits.**
- 6.13. **Resolution #2018-11 Appointing Cheryle Wilke to Serve on the Park Rapids Urban Forestry Committee.**

- 6.14. Resolution #2018-12 Appointing Bruce Johnson to Serve on the Park Rapids Planning Commission.
- 6.15. Resolution #2018-13 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Tall Pines Toms NWTF.
- 6.16. Resolution #2018-14 Approve Minnesota Lawful Gambling LG230 Application to Conduct Off-Site Gambling for the Park Rapids Hockey Association.
- 6.17. Approve Plumber's Permits to Work in the City of Park Rapids in 2018 for R&G Plumbing & Heating Inc, Peterson Sheet Metal Inc, Ackerman Plumbing & Heating LLC, J-Berd Mechanical, Northland Septic Maintenance, Grant's Mechanical Inc, Tim Ulvin Plumbing Inc, Esser Plumbing & Heating Inc, Hass Geosystems Inc, Samuelson Laney Plumbing Heating & Cooling Inc, The Jamar Company, and Green's Plumbing & Heating.
- 6.18. Approve Backhoe Operator's Licenses to Work in the City of Park Rapids in 2018 for Qwest Corp/Centurylink QC-restricted, Larmac LLC, Girtz Excavating, Elsner Well Drilling Inc, and Thelen's Excavating Inc.
- 6.19. Approve a Public Facilities Use Permit to Close Block Two (2) of Main Avenue South, for Cynthia Jones d.b.a. the Park Rapids Community Development Corporation, for the Second Street Stage Events, on 6/14, 6/21, 6/28, 7/5, 7/12, 7/19, 7/26, 8/2, 8/9, and 8/16, all in 2018, from 5:00 p.m. to 8:00 p.m., except on 8/9 hours will be 5:00 p.m. to 9:00 p.m.
- 6.20. Approve a Public Facilities Use Permit to Close Block Two (2) of Main Avenue South, for Butch DeLaHunt d.b.a. the Park Rapids Chamber of Commerce, for the Legends and Logging Days Water Wars, on August 9th, 2018, from 3:00 p.m. to 7:00 p.m.
- 6.21. *Removed from the consent agenda.*
- 6.22. Approve Tree Contractor's License to Work in the City of Park Rapids in 2018 for AC Construction LLC.

END OF CONSENT AGENDA

6.21. Approve the Installation of Ojibwe Translation Signage at the Park Rapids City Hall: Randall stated I'm in favor of doing this, but I'm not in favor of doing this

unless it's professionally done. I would not like to see a temporary paper sign hung up. I think that looks tacky. I'm not in favor of it until it can be funded so it can be professionally done.

McKinney stated regarding the background, the League of Women Voters are to provide the signs. Mathisrud stated at this point the discussion was about a lamented sign, and then later replacing it with a permanent plastic sign. I think they are still in the decision-making process of what the signage will actually look like. Their intent is to provide it to the city.

Randall stated I'm not in favor of lamented paper. I worked in Bemidji and all of their county buildings had very professional Ojibwe signs on the doors on the glass. I'm not in favor of any paper signage. Either we fund it properly or we don't do it. I have no objection of making a motion to approve this if the funds are there to do it professionally and it's approved by Chris Fieldsend at city hall, and then brought back to the Council so we can see how it's going to be done. I've seen the signs upstairs for the library, and while I appreciate that they do it, but I think it looks tacky.

Stone stated I would like to add if it's going to be a citywide effort I'd like to see consistency that one of two things happen. That they all look the same, with either a plastic sign or vinyl application to glass. Randall stated I'd like to see vinyl application to glass. It's important that city buildings have it and not just here. But that our police department and public works department has it as well. Does the door at city hall even say welcome? If it doesn't say welcome, it shouldn't just say it in Ojibwe. If we are not saying welcome in English why are we saying it in the Native American version of welcome. So, we're not welcoming anybody else? So, could we take a look at that?

Mathisrud stated we can bring this issue back to you.

7. COMMENTS FROM CITIZENS: There were no comments.

8. PLANNING:

8.1. Resolution Authorizing Proper City Officials to Execute the Agreement to Secure Removal of Tower by and between Covenant Ridge Investments LLC, Verizon Wireless LLC, and the City of Park Rapids: Mathisrud stated back in January of 2017 the city issued a conditional use permit for a cell phone tower at 1017 First Street East. They are permitted to put up a one-hundred-and-fifty-foot cell phone tower. One of the conditions on that permit was that the developer provide an agreement that would secure removal of the tower should it be abandoned in the future. In your packets is a proposed agreement. It requires the developer pledge a \$30,000.00 bond payable to the city that if they were to abandon it in the future we could call that bond. This agreement was reviewed by staff and the city attorney and we recommend execution of the Agreement to Secure Removal of Tower. He requested questions or comments from the Council. There were none.

A motion was made by Randall, seconded by Leckner, and unanimously carried to approve Resolution #2018-15 Authorizing Proper City Officials to Execute

the Agreement to Secure Removal of Tower by and between Covenant Ridge Investments LLC, Verizon Wireless LLC, and the City of Park Rapids.

9. GENERAL BUSINESS:

9.1. Request to Submit a Grant Application to Region 2 Arts Council for the Development of a Sculpture Walk in Red Bridge Park: Mathisrud stated the Arts and Culture Advisory Commission, back in 2016, worked on the City of Park Rapids Arts and Culture Plan, which was approved by the City Council in 2017. One of the first items on that plan was the development of a sculpture walk within Red Bridge Park. The Parks Board as well as the Arts and Culture Advisory Commission prepared a proposed layout of that sculpture walk with six locations for the placement of sculptures. At this time the commission is seeking to apply for funds through the Region 2 Arts Council to pay for the development of a sculpture trail. They do have matching funds for the \$1,000.00 which was received from the Park Rapids Community Fund. They would like to pursue applying for that grant. This should come at no cost to the city for this project. He requested questions or comments.

Randall questioned was the issue that we had with the bicycle guy brought up when he was vandalized in about three days. Mathisrud stated yes. We had a meeting on November 29th where we discussed management of the sculpture trail, sturdiness of sculptures that are allowed to go in there, who can place sculptures, how we are going to select artists, and then putting together that plan. Those items that you brought up have been discussed and we're in the process of putting together that plan before this gets started and we receive this grant. That will be addressed and we will bring back a plan to the Council for approval.

Randall stated I have no objection to a sculpture walk. It would be nice, but all I can think of is this bicycle that was there. There was a lot of money spent on that and it was vandalized. The response to that was to put it up high so nobody can get to it. I hope that people are thinking about when you put things in the park that's not well traveled, there's plenty of times there are not people down there. It's just an opening to vandalize. Mathisrud stated one of the things that we discussed was who is libel for the damage to those sculptures. That is intended to be the artists responsibility to take care of those. They are intended to be temporary sculptures that would only last for a year before they are taken down. It's not intended to be a permanent installation.

Randall questioned so there's no cost to the city to fix vandalism. Mathisrud stated it's been discussed that that would be on the artist to do that. They'd bring to you the operational plan. The management plan itself will come to the Council for approval prior to starting any project associated with this. The deadline for this grant is quicker than we can get that plan completed. At this point we're just requesting permission to apply for the grant.

A motion was made by Randall, seconded by Conway, and unanimously carried to approve a request to submit a grant application to Region 2 Arts Council for the development of a Sculpture Walk in Red Bridge Park.

9.2. Resolution Appointing Councilmembers to Various City

Committees, Boards, and Commissions: McKinney stated you have been provided with the current Council appointments and a blank resolution a make the committee assignments for 2018. The Council made the following committee appointments:

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| 1. Airport Commission | Randall |
| 2. Arts and Culture Advisory Commission | Stone |
| 3. Economic Development Authority of Park Rapids | Full Council |
| 4. E.D.A. Revolving Loan Fund Committee | Randall |
| 5. Finance Committee | Mikesh & Randall |
| 6. Fire Relief Association Board of Trustees | Leckner & McKinney |
| 7. Grievance Panel | Mikesh & Stone |
| 8. Heartland Transit Advisory Board | Conway |
| 9. Housing & Redevelopment Authority of Park Rapids | Conway |
| 10. Hubbard County Emergency Management Board | Mikesh |
| 11. Hubbard County Regional Economic Development Commission | Conway & Leckner
(Alternate-Mikesh) |
| 12. Hubbard County Senior Council on Aging | Stone |
| 13. Park Rapids Library Board | Conway |
| 14. Kitchigami Regional Board | Conway |
| 15. Parks & Beautification Board | Leckner |
| 16. Personnel Committee | Conway & Mikesh |
| 17. Planning Commission | Stone |
| 18. Urban Forestry Committee | Leckner |
| 19. Wellhead Protection Committee | Mikesh |

A motion was made by Leckner, seconded by Conway, and unanimously carried to approve Resolution #2018-16 Appointing Councilmembers to Various City Committees, Boards, and Commissions.

10. CITY ADMINISTRATOR COMMENTS: McKinney stated we are going to meet later this week, on Friday, on the proposed treatment of the armory project. After that meeting I'll bring this issue back to the EDA on January 23rd, 2018.

11. DEPARTMENT HEAD UPDATES: Mathisrud stated we did receive a request from MN DOT to coordinate a meeting for a community needs assessment for airport planning. This will be a special meeting with the Council and others. We are going to reach out to the Council over the next week to put together a schedule that will work. They are requesting the presence of the full Council but they'll be happy with whoever they can get. McKinney stated this is paralleling our long-range planning that we have been doing with TKDA for the airport. At the next Council meeting TKDA is coming to give you a status report on that.

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

13. COMMENTS FROM COUNCIL: Stone stated the Arts and Culture Advisory Commission, along with the City of Park Rapids, had a successful event with the unveiling of the economic impact report of the arts in Hubbard County. There were maybe seventy people in attendance. There was some great information presented. Members of that same commission are going to be attending the arts lab conference this weekend. It's a series of four conferences, so we have two left. We're making headway.

Mikesh stated everything went good last year. I'd like to thank the staff and the Council for your commitments. We're looking ahead for another good year.

14. ADJOURNMENT: A motion was made by Stone, seconded by Conway, and unanimously carried to adjourn the meeting at 6:25 p.m.

[seal]

Mayor Pat Mikesh

ATTEST:

Margie M. Vik
City Clerk