

**CITY OF PARK RAPIDS  
CITY COUNCIL MEETING  
MARCH 27, 2018, 6:00 PM  
Park Rapids Public Library-Lower Level  
Park Rapids, Minnesota**

**1. CALL TO ORDER:** The March 27<sup>th</sup>, 2018, 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, Liquor Store Manager Scott Olson, Fire Chief Donn Hoffman, and Clerk Margie Vik. Others Present: Sue Tomte, Florence Hedeem, Butch DeLaHunt, Cynthia Jones, Matthew Zitzow, Marcus Watson, Jon Olson, Nancy Newman, Jason Jalbert, Don Hilfer, and Robin Fish 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 additions:

- 6.1. Additional Information was Presented.
- 7.9. Resolution to Approve Minnesota Lawful Gambling Permit LG240B Application to Conduct Excluded Bingo for St Peter the Apostle Catholic Church.
- 7.10. Approve Purchase in the Amount of \$2,510.45 from Heiman Fire Equipment for Class A & B Firefighting Foam for the Park Rapids Fire Department.
- 7.11. Approve Hydro Testing Air Bottles with Pro Hydro at an Approximate Cost of \$2,000.00.
- 9.2. Additional Information was Presented.

**4. PUBLIC HEARING FOR THE TRUNK HIGHWAY 71 SOUTH, FRONTAGE ROADS AND ELEVENTH STREET - UTILITY AND STREET RECONSTRUCTION PROJECT:**

A motion was made by Conway, seconded by Stone, and unanimously carried to open the public hearing at 6:02 p.m.

**4.1. Presentation of the Trunk Highway 71 South, Frontage Roads and Eleventh Street – Utility and Street Reconstruction Project:** Jon Olson, from Apex Engineering Group, stated I'll run through the background of the project and how we got to

today, and we'll discuss the existing conditions, the proposed improvements, the estimated costs and assessments, and the construction schedule and staging. Then the mayor and I will field any questions or comments regarding the project.

Olson stated we're looking at Highway 71 south of Eighth Street through the County 15 and Industrial Park Road intersection. We'll be looking at the frontage roads as well as the two-block corridor of Eleventh Street from Pleasant Avenue to Highway 71. The original focus of this project was intersection of County 15 and County 53, which is Industrial Park Road, and the intersection of Highway 71. The focus for this started many years ago. It's a high traffic, high volume intersection. It has prolonged time delays, and a high crash rate with high severities. MN DOT formally studied this intersection back in 2015. They finalized their study in 2016. They reviewed the existing conditions, traffic, crash rates, the severity of the crashes, and they concluded that this intersection does warrant some improvements. They went through all types of improvements from improving turn lanes, to a four way stop, to doing a signal, and the roundabout. The roundabout was the selected option. It will improve the level of service dramatically at this intersection. The stop delays on the side streets will definitely be less and the severity of the crashes will also be far less.

Olson stated once they had a recommended improvement for that intersection they felt they should look northward to Eighth Street. There have been no improvements for that area in many years. They are recommending that the entire corridor be reconstructed as part of this project. They programmed this improvement for 2018. However, since then they have postponed the project until 2019. The design schedule is a little too aggressive to make that happen for this upcoming construction season. We are looking at a 2019 construction schedule.

Olson stated MN DOT's improvements include the roundabout, the sidewalk at the roundabout, trails for bicycles for movement through the roundabout, and the lighting. For the corridor from the intersection up to Eighth Street it will be upgraded to urban. It will have dedicated right, and center turn lanes. They will improve the storm sewer and drainage and the corridor will be lit. Right now, that segment is not lit. When you leave Eighth Street you feel you are leaving the city. In the future when you're heading south, with the lights, it will feel more like you're still in the city.

Olson stated since MN DOT is doing this improvement and anytime with a project of this scale its in the city's best interest to look at what the city's needs are in the immediate area. This is a very long-term improvement, up to fifty years. It makes good sense to make city improvements in conjunction with MN DOT so we're not back there in another year trying to match what they did, or to interrupt business in two separate construction seasons. This is a cooperative project between MN DOT, Hubbard County, and the city. We have three entities involved. MN DOT and the county will be sharing the expenses for the roundabout. MN DOT will be responsible for the Highway 71 corridor. Tonight's focus is the city's infrastructure improvements, water, sanitary sewer, the frontage road improvements and the improvements to Eleventh Street.

Olson stated the existing conditions we looked at include the water and sewer. Typically, we have water and sewer running parallel underneath the street. That's not the case in this location. We have a watermain crossing at the intersection, and one at Power Street, plus a sanitary sewer crossing at Power Street. We have limited utilities within the corridor. There are several parcels along this corridor that aren't served with water or

sewer. The existing frontage roads were built in 1980's. There has been very little work done to them since then. They are 24 feet in width and are of a rural design where the storm water is collected in ditches. With it's age, they are starting to show signs of deficiencies, pot holing, there is patching in some locations. One of the more notable deficiencies is the lack of definition. The existing parking areas really blend in with the actual driving surface itself. There is not a well-defined driving lane for vehicle or pedestrian traffic.

Olson stated Eleventh Street was originally in the project scope for underground utilities. We need to pull our water, and storm sewer from Pleasant Avenue down the Eleventh Street corridor. As we started looking at it Eleventh Street is getting a lot more traffic now. With the development on the southern portion of town and the increase in traffic there's an increase in maintenance for the street. We see that it's only going to increase with construction when this project is actually taking place. We see this as a vital road for temporary access.

Olson stated for the proposed improvements we'll be replacing the watermains crossing Highway 71. We will be extending water up the frontage road on the west side to Eleventh and up to Main Avenue. We'll cross the highway with a new crossing to serve the properties on the east side. The improvements will be implemented as a looping. That will improve the overall watermain system as a whole. The proposed sewer improvements are very similar to the watermain improvements. We'll be replacing the one existing crossing and extending the sewer up the west side and then pulling from Main Avenue across to get the properties on the east side. We don't have to loop it like on the watermain because this is a gravity system and it doesn't require that networking like the watermain system does.

Olson stated the city surface improvements include the two frontage roads and Eleventh Street. We'll be lining up the intersections for the access in the frontage roads. We'll have three distinct locations for access to both the east and west side frontage roads. In addition, we'll be extending sidewalk along the eastside of the corridor. This has been a long-range goal of the city to get this sidewalk implemented. Currently the west frontage road extended all the way to Industrial Park, given the geometrics of the roundabout that is no longer possible so the west frontage road will be terminated at the north end of the church property.

Olson stated the non-city costs are for the roundabout, Highway 71 improvements, the storm sewer, and 50% of the lighting. MN DOT will install the bulk of the storm sewer, so we'll be able to tie onto it. Storm sewer is a very expensive utility, so we are fortunate that MN DOT will provide the backbone. We may have some city costs associated with that for upsizing, but the bulk of the storm sewer will be taken care of by MN DOT. MN DOT will pay for the lighting for the roundabout and 50% of the corridor lighting.

Olson stated the city is financially responsible for the water and sewer replacements and extensions. The surface improvements for the frontage road and Eleventh Street. The sidewalks that are adjacent to the frontage roads. Any storm sewer upsizing required for city areas, and 50% of the corridor lighting. The total estimated project cost for the city's share is \$1,435,000.00. We broke this down by major work items, street, storm water, sanitary sewer, sidewalk, and lighting. We do that, so we can start looking at assessment calculations. These are estimates. We'll continue to develop these estimates as the project develops. They will be estimates until we receive bids on the project and have a contractor, which will be later towards the end of the year. The city's expenses are going to

be covered by the general fund and assessments to the adjacent properties. When the assessment policy is applied to this project the watermain is 100% assessable, looping and trunk lines are city share, and storm sewer is normally assessable 90%. In this case we're thinking that the storm sewer will more than likely be considered oversized, so any storm sewer charges will be city share. Sidewalk is 50% assessable for properties that are adjacent to the sidewalks which are the properties on the east side of the frontage road. Street is 60% assessable, and the city takes 100% of the street lighting costs.

Olson stated this is a unique project. We are essentially building two roads for what is typically served by one road, and two sets of utilities. When we do a reconstruction project it's usually about 50/50 assessable, this will be 1/3<sup>rd</sup> and 2/3<sup>rd</sup>s. We try to apply the city's assessment policy in a fair and equitable manner from project to project, and year to year. So, all properties are viewed the same on how we apply the assessments. We have an assessable share at \$462,000.00, and the city share is \$991,000.00. We take the total assessable shares by the total number of units/length of street and divide the assessable amount by the total number of units to come up with our assessment rates. Water and sewer services are assessed by each. When you apply those total assessable amounts to the total assessable units you get the rates. A standard 100-foot lot with water, sewer, and sidewalk would be estimated at \$25,000.00, and a 200-foot lot with water, sewer, and sidewalk would be estimated at \$45,000.00. These are very comparable to assessments we've had in years past with projects of this nature. These will be assessed on property taxes. This will be a 2019 project, so the assessment will first hit the tax rolls in 2020. The property owners may pay some or all up front to buy down some of that assessment if they so choose. Or the total assessment can be financed on the tax rolls. The term of the assessments matches the term of the bond, which more than likely will be a twenty-year bond.

Olson stated we adopted the preliminary engineering report, which summarized our design assumptions, estimated the costs and assessments, back in February of 2018. Today is the public hearing. Over the next several months we'll be working on finalizing the design. We're hoping to have a bid opening late 2018 or early 2019. Construction will begin early in the summer of 2019. We'll follow up with a public hearing for the assessments in the fall of 2019. From our perspective it's a priority to maintain the visibility and the access to the businesses. It's going to be a challenge. It's going to involve significant traffic control, detouring, and phasing. We just started those conversations with the DOT. As those discussions continue we'll work with each individual property owner as those plans develop in greater detail. We'll be in touch with everyone on a one to one basis as the design progresses.

Olson requested comments from the Council. There were none.

**4.2. Public Comments:** Florence Hedeem questioned I'm curious about during construction what about the traffic coming from the south. Olson stated there is no question it's going to be a challenge to keep traffic flowing and visibility to the businesses. We're looking at constructing it in phases, not all at once. Probably focus on the Eleventh Street area first, perhaps the north portion allowing access from the south, and then work from the south north, was one thought. Another thought was we shift traffic over to the frontage road and work on the other half of the street, get that built up, and flip flop and do

the other half. There's a lot of things that we're going to have to evaluate, review, and look at. We're just not quite there yet to have specifics.

Sue Tomte stated Main Avenue from Eighth to Industrial Park Road is unpaved. Is that in the CIP? Olson stated from my understanding it is not currently in the CIP. It is discussed every time the CIP comes up. Tomte stated it's going to have a lot of traffic during this construction time. Jason Jalbert, from Park Rapids Ford, stated perhaps the rumor could be put to rest. Main Avenue will not be developed because of some pushback from the church as far as the assessments that may happen. Does the city have a comment on that? McKinney stated if there's been pushback we haven't felt it. Jalbert stated that's what the rumor mill has said. McKinney stated they have not made any comments to me.

Butch DeLaHunt questioned generally in the past if it becomes an alternative route, would MN DOT then follow up with mitigation for that road? Olson stated we have mentioned that as it being a nice local connection for use during construction, but we haven't gotten very far though in those discussions. Presently, they are looking at the use of Pleasant Avenue. Our goal would be to keep traffic movement as close to the Highway 71 corridor as we can. DeLaHunt questioned so any damage to Pleasant potentially they would mitigate? Olson stated Pleasant is a county owned road, known as County 53. That would be an agreement between the county and the state.

Florence Hedeon stated I know that Eighth Street is in terrible condition and it would be very difficult because of the stops. And Fair Avenue is horrible.

Jason Jalbert stated I'm a new business owner. I don't want to come into this and label myself as the complainer but coming into the community I can see where the community has put a lot of focus on Highway 34 in developing that and making that a good presentable piece of our community for people who come here in the summertime. With this project there's going to be financial assistance asked for by businesses along this corridor, with me being probably one of the largest ones. I hope that this doesn't fall short with the city's commitment of making Highway 71 South a desirable place for people to establish and have businesses there. You're asking us to take on a big fair share and improve that property. I haven't been here long term, but I intend to be. I hope the city doesn't fall short with further development of that corridor.

McKinney stated to the contrary this is probably the impetus for us to do more. When this part gets done that would be another reason. Jalbert stated on Highway 71 we have businesses that have just opened, Affinity Reality, you did an upgrade to the Fire Hall. There's a lot of things going on down there that are a betterment to our community. I think there is more that we could choose to do, and I hope this, as you're asking businesses to partake is the groundwork for something that makes Highway 71 a desirable place to have a business. McKinney stated we hope so too.

Randall requested comments from Don Hilfer. Hilfer stated he had nothing to say. Randall called on Butch DeLaHunt. DeLaHunt stated he had no more comments. Randall requested further comments from the audience. There were none.

**A motion was made by Stone, seconded by Conway, and unanimously carried to close the public hearing at 6:27 p.m.**

**4.3. Resolution Ordering Improvement and Preparation of Plans for the Trunk Highway 71 South, Frontage Roads and Eleventh Street – Utility and Street Reconstruction Project in the City of Park Rapids:** A motion was made by Conway, seconded by Leckner, and unanimously carried to approve Resolution #2018-53 Ordering Improvement and Preparation of Plans for the Trunk Highway 71 South, Frontage Roads and Eleventh Street – Utility and Street Reconstruction Project in the City of Park Rapids.

**5. APPROVAL OF MINUTES:**

**5.1. City Council Regular Meeting Minutes-March 13, 2018:** A motion was made by Stone, seconded by Conway, and unanimously carried to approve the March 13<sup>th</sup>, 2018, City Council Regular Meeting minutes as presented.

**6. FINANCE:**

**6.1. Payables & Prepaids:** A motion was made by Stone, seconded by Conway, and unanimously carried to approve the payables in the amount of \$64,929.02, and the prepaids in the amount of \$84,458.91, for a total of \$149,387.93.

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

- 7.1. Resolution #2018-54 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for Park Rapids Chapter of Minnesota Deer Hunters Association.
- 7.2. Resolution #2018-55 Approving the Tax Classification for Certain Tax Forfeited Lands Located Within the City of Park Rapids.
- 7.3. Approve Purchase in the Amount of \$1,896.60 from Streicher's for Three (3) Sets of Officer Crowd Control Protective Equipment for the Park Rapids Police Department.
- 7.4. Approve Purchase in the Amount of \$32,694.26 from Various Vendors for Calcium Chloride for Gravel Roads, Painting Parking Lines, Crack Leveling, and Main Avenue Concrete Sealer for the 2018 Annual Street Maintenance Expenses.
- 7.5. Approve the Purchase, Installation, Programming, and Customer Orientation in the Amount of \$20,750.00 from MVI Valley for Five (5) Icon Panels for the Wastewater Pond Irrigators for the Public Works Sewer Department.

- 7.6. **Approve Pay Request in the Amount of \$11,329.43 to Apex Engineering Group for Professional Services for the Main Lift Station Reconstruction and the Trunk Highway 71 Frontage Road Projects.**
- 7.7. **Approve Pay Request in the Amount of \$38,125.15 to Gopher State Contractors for Work Completed on the Pioneer Park Restroom Project.**
- 7.8. **Approve Plumber's Permit to Work in the City of Park Rapids in 2018 for Culligan Soft Water Service Company and Excel Mechanical Inc.**
- 7.9. **Resolution #2018-56 Approve Minnesota Lawful Gambling Permit LG240B Application to Conduct Excluded Bingo for St Peter the Apostle Catholic Church.**
- 7.10. **Approve Purchase in the Amount of \$2,510.45 from Heiman Fire Equipment for Class A & B Firefighting Foam for the Park Rapids Fire Department.**
- 7.11. **Approve Hydro Testing Air Bottles with Pro Hydro at an Approximate Cost of \$2,000.00.**

**END OF CONSENT AGENDA**

**8. COMMENTS FROM CITIZENS:** There were no comments.

**9. GENERAL BUSINESS:**

**9.1. Presentation of the Municipal Airport's Master Plan by TKDA:**

Matthew Zitzow, Airport Engineer from TKDA, stated you may recall on January 23<sup>rd</sup> I presented a summary of the purpose and the process of the master plan update. Tonight, we intend to go into detail about the recommendations that have come out of that process. An airport master plan is a comprehensive airport study with short, medium, and long-range airport development. That's the what. The airport layout plan is a graphical representation as well as a text narrative. We'll focus on the why and then we'll dive into the details. Why do you do this process? It's a process that provides the city a long-range tool to guide development at the airport. We want future airport development to be strategic, well-timed, and be cost effective. That's a guiding principle as we look at future development at the airport in a long-range sense. At the end of this session we'll be seeking City Council's approval to submit the draft master plan to FAA and MN DOT Aeronautics for agency review. That agency review process will take several months. At

the close of that process we'll probably receive some feedback from the agencies, we'll then return to you to summarize those revisions, if any, and ask for formal adoption of the plan at that time. That would be around late summer or early fall of this year.

Marcus Watson, Airport Planner from TKDA, stated I joined TKDA back in November of 2017, to help with your master plan report and also prepare your airport layout plan. I want to review some of the major airport master plan findings by starting with some of the guiding principles that you had working with the city, your Technical Advisory Committee, ourselves at TKDA, and the Airport Commission. Those include addressing safety needs at the airport. That becomes paramount. Addressing capacity needs for aeronautical users at the airport long term, and addressing the needs of a variety of the airport users that we heard throughout the Technical Advisory Committee meetings to insure that the airport still remains a viable asset to the community.

Watson stated I'll go through the short, mid-term, and long term proposed development that is outlined in the master plan. These are the major airport development projects that came out of the study. Each project needs to be shown in your airport master plan in order to be eligible to receive federal and state funding assistance from FAA and MN DOT. Each project that is identified here needs to go through it's own justification process. It needs to have an aeronautical and community need. It also needs to get approved locally by the City Council for financing. The master plan itself, although it does not formally approve or adopt projects, it does provide the development framework for the city to make those decisions going forward to react to changing aeronautical needs at the airport.

Watson stated the short and mid-term projects are current to the next ten years. The first focus is the high priority projects. The first project is an airfield project. It's to enhance runway 13, the instrument approach procedure. That will provide the ability for aircraft to utilize runway 13, coming in from the northwest during poor weather conditions. It increases the utility and the usability of the airport at a fairly low cost. There are some procedural elements that need to be updated with the FAA for that to happen. That was specifically requested by one of your major users, 3M. That is a short-term improvement in the next five years.

Watson stated within the building area the second project is to construct building area infrastructure-phase one. That includes the development infrastructure to facilitate additional hanger sites, development, and paving to access those future hangers. Those hangers would be constructed with either private or public funds depending on the demand at the time. Currently the existing hanger development is reaching capacity and so it would take another development in that area to reach capacity, so we stay one step ahead. That is a priority project that we identified for the next five years to allow that development to occur and not be limited because of the lack of infrastructure.

Watson stated the mid-term period is six to ten years out. Some of the major projects that are identified on the airfield include reconstructing runway 13-31 pavement. This is your primary runway at the airport. The pavement itself is aging. The pavement structure will reach a point in the next ten years where it will require reconstruction. That will be a significant investment coming up within that short-term period in order to keep the viability and usability of your primary runway.

Zitzow stated that reconstruction would be to improve the condition of the existing runway in it's existing configuration. That would not change the runway ends or the total

length of the runway. It would simply be maintaining what you have now. Watson stated concurrent to that project, which is a recommendation from the Technical Advisory Committee, was to reconfigure the taxiways that lead from the apron directly to the runway. That is done for a couple of reasons. One is to increase safety to FAA design standards and it also improves the flow of traffic existing and entering the runway. That was something that we recommend within that mid-term most likely being associated with the runway project and would be done at the same time to maximize the use of federal and state dollars. The remodel of the arrival/departure building is a mid-term project. This was identified by the Technical Advisory Committee. This will be triggered by the age of the building, some user generated upgrades, and also the available state and local funding. In addition, we list general pavement rehabilitation for the other paved areas of the airport, like crack seal and other resurfacing. Those will be done as need as well.

Watson stated the major projects we have identified in the long term, which is in twenty plus years, these projects may occur depending on demand. One is the extension of runway 13-31 to the northwest of 1,000 feet. That would provide a total runway length of 6,500 feet. This is not new to your plan. It's on your current airport layout plan today. The airport is zoned and protected for that runway. What we have identified in this plan are some of the triggering events that may lead to that project being pursued for federal and state funding. The triggering event for that project would be traffic in mid-sized business jets that fly into the airport. If that exceeds a certain threshold identified by the FAA, then the project would be eligible for federal funding. We anticipate that that may happen beyond the ten-year period, so we included it in the plan. In addition, on the airfield we've identified resurfacing of runway 18-36. We do recognize this is a recent project completed in the last five years, taking into account the aging of pavement we wanted to insure that that runway in its current state that the pavements are maintained for usability as a runway surface. So that's identified in the long-term plan. The long-term future development in the building area would be to build upon and expand upon the first improvement of taxi lanes and hanger structure moving further to the west. Essentially filling out the areas in the Industrial Park with any aeronautical demands beyond what we anticipate being accommodated in those areas, as they arise. That plan gets you the flexibility to react to different types of infrastructure that might be requested by your users at the airport.

Zitzow stated development of the different building areas would be in response to increased demand for the lots. That's why we indicate there would be a phased approach to implementing additional infrastructure additions at the airport. Another point about building areas and users, is the concept that all users are welcome. There's a wide variety of different types of users at the Park Rapids airport. We expect that to continue into the future, and even expand into the future. Something the updated airport master plan does really well is it identifies and preserves different types of development areas to address types of opportunities that may arise at the airport. What does that look like in a practical sense? We've identified and preserved a large parcel adjacent to the existing entry area as an area that could potentially be used by a large developer, if there was a corporation or a large industrial user that wanted an airport interface there is a large parcel available for that. We've also identified the opportunity that as your onsite businesses, Park Rapids Avionics and Aviation, if they were to continue to expand their operation and needed an additional footprint, that's not necessarily to continue to drive and mix with some of the GA activity then let's make available some of the Industrial Park expansion for those types of

industrial businesses that are at the airfield. We want to make sure that we have a home for all users that would fit into that private recreational sector of the aviation world. And that's what these additional phased building area developments would really be focused at preserving opportunities at that area of development. All users are welcome as opportunities come forward for development at the airport. We want users in the aeronautical community to know that Park Rapids is the place that could do business with you if you so chose. I think that was something that we captured in the master plan.

Watson stated in summary we've identified major projects for the next twenty years in the airport master plan. We also recognized that these projects would require significant local investment to make them happen. Each project has its own justification, each project is justified based on safety, capacity or demand. It requires it's own separate financial approval. The adoption of the plan, when we get to that point, does provide you with the framework for smart, sequential airport development, but the adoption of the plan itself is not an endorsement to fund individual projects. These elements are included in the draft master plan narrative, and the draft airport layout plan that is proposed to be sent to MN DOT Aeronautics and the FAA.

Tom Conway questioned when you resurface these runways what's the life expectancy? Zitzow stated per FAA standards all bituminous asphalt surfaces are programmed for a minimum service life of twenty years. A true periodic rehabilitation, whether that's crack or joint repairs, mill and overlay resurfacing, we attempt to extend that service life to more in the thirty-year range. Which I think would be typical of other bituminous asphalt applications. There's nothing particularly magical about airport pavements. They're very similar to street, with exception of the geometry, so a recurring maintenance program is very similar as it would be for other city construction.

Zitzow stated we are looking for approval to submit the plan to MN DOT and the FAA before it is actually adopted by the city.

**A motion was made by Stone, seconded by Conway, and unanimously carried to approve submittal of the Airport Master Plan to FAA and MN DOT, on the understanding that formal adoption of the Airport Master Plan will be considered by the Council at a future date after receipt of agency comments.**

**9.2. Resolution Awarding Bid for the City Hall Remodel-Phase II Project in the City of Park Rapids:** Chris Fieldsend stated we received four bids on the updated plan. They ranged from \$371,500.00 to \$474,000.00. We are recommending taking the lowest option of \$371,500.00 from Haataja Contracting from Menahga, Minnesota. There are four alternatives on the bid. One is the east entrance vestibule, two is re-roofing the whole building, three is adding two exterior windows, and number four is new door openers. We are going to reuse the ones we have. The coinciding bids for each of those alternatives are on the bid sheet. Also, we have worked with all of the subs that are listed and we haven't had any problems with any of them. We are not recommending any of the alternatives. They are projecting they will be done with the project one hundred and twenty days after the bid is awarded. We did have some testing done for asbestos. We do have some in city hall. I'm working with a company that can take care of it within a week or two. That needs to be done before the contractor can start.

Conway questioned what is the cost of the asbestos removal? Fieldsend stated the initial bid was \$2,000.00 to \$3,000.00.

**A motion was made by Stone, seconded by Leckner, and unanimously carried to approve Resolution #2018-57 Awarding Bid for the City Hall Remodel-Phase II Project in the City of Park Rapids.**

**10. CITY ADMINISTRATOR COMMENTS:** McKinney had no comments.

**11. DEPARTMENT HEAD UPDATES:** Scott Olson stated the bill did pass through both committees at the capital last week. It's presently scheduled to be heard with the liquor bills on the house floor on Thursday afternoon. If it passes it will be coming back to Hubbard County for a public hearing. The City of Akeley is planning on testifying, as well as Nevis. The cities of Bemidji, Baudette, Detroit Lakes, testified at the capital.

Donn Hoffman stated the firemen's ball this weekend was a great success. I don't have the final numbers on that yet. Our committee is still compiling the data. Our event coordinator will be here at your next meeting to give the complete details of the turnout.

Mathisrud thanked the Council for supporting the airport master plan. We've spent years working on that. We're looking forward to comments from the FAA and MN DOT.

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

**13. COMMENTS FROM COUNCIL:** Randall stated I did have the opportunity to go to the Firemen's Ball and I thought it was very well done and it looked like a great turnout. Kudos to the department for all their work on that event.

**14. ADJOURNMENT:** A motion was made by Conway, seconded by Leckner, and unanimously carried to adjourn the meeting at 6:55 p.m.

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Acting Mayor Erika Randall

ATTEST:

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Margie M. Vik  
City Clerk