

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
APRIL 10, 2018, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The April 10th, 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, Police Chief Jeff Appel, Treasurer Angela Brumbaugh, Public Works Superintendent Scott Burlingame, Liquor Store Manager Scott Olson, Firefighter Zack Deshayes, Clerk Margie Vik. Others Present: Nancy Newman, Sue Tomte, Cynthia Jones, and Robin Fish from the Enterprise.

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

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-March 27, 2018: A motion was made by Stone, seconded by Leckner, and unanimously carried to approve the March 27th, 2018, 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 \$17,799.55, and the prepaids in the amount of \$178,288.17, for a total of \$196,087.72.

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

- 6.1. Resolution #2018-58 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for Headwaters Ducks Unlimited.

- 6.2. **Resolution #2018-59 Approve Temporary On-Sale Liquor Licenses for the Park Rapids Community Development Corporation in the City of Park Rapids.**
- 6.3. **Approve Golf Cart/Class 2 ATV Licenses for 2018 for David & Terry Bash-ATV, Brad Lee-ATV, Brad Lee-golf cart, Roy Barten-ATV, and Orville K. Carlson-ATV.**
- 6.4. **Approve Public Facilities Use Permit for LuAnn Hurd-Lof d.b.a. Park Rapids Community Development Corporation to Close Blocks One (1), Two (2), and Three (3) of Main Avenue South on Thursday, July 26th, 2018, from 7:00 a.m. to 5:00 p.m. for Crazy Days.**
- 6.5. **Approve Public Facilities Use Permit for Jodi Schultz and LuAnn Hurd-Lof d.b.a. Park Rapids Community Development Corporation to Use Pioneer Park on Thursday, July 26th, 2018, from 10:30 a.m. to 5:00 p.m. for Crazy Days Kids Entertainment.**
- 6.6. **Approve Transient Multi-Vendors License for Park Rapids Community Development Corporation on Thursday, July 26th, 2018.**
- 6.7. **Approve Creation of Fund 878 for the Arts Council.**
- 6.8. **Resolution #2018-60 Authorizing Proper City Officials to Execute the Joint Powers Agreement for the Minnesota Anti-Heroin Task Force Program by and between the State of Minnesota and the City of Park Rapids.**
- 6.9. **Resolution #2018-61 Approving Wage Adjustment for Part Time Public Works Utility Maintenance Worker-Weekend Rounds Daniel Wagner.**
- 6.10. **Resolution #2018-62 Amending Personnel Policy #53-Expense Reimbursement for the City of Park Rapids.**
- 6.11. **Resolution #2018-63 Accepting the Resignation of Rapids Spirits Part Time Liquor Store Clerk Mark Fox.**
- 6.12. **Approve Purchase in the Amount of \$15,321.41 from Fergusson Waterworks for Annual Water/Sewer Supplies, including Curb Stops, Meter Repair Parts, Tracer Wire, and Miscellaneous Items for the Public Works Water/Sewer Department.**

- 6.13. Resolution #2018-64 Authorizing Proper City Officials to Execute the Engagement Letter by and between the Auditing Firm of Benson, Leitheiser and Soberg and the City of Park Rapids to Conduct the 2017 Park Rapids Firefighters Relief Association Audit.**

END OF CONSENT AGENDA

7. COMMENTS FROM CITIZENS: There were no comments.

8. PLANNING:

8.1. Resolution to Approve a Conditional Use Permit to Allow Display and Sales of Recreational Vehicles in the B-1 Zoning District at 1100 First Street East, PID #32.25.00210: Mathisrud stated this request is for a conditional use permit from Michael Lien of Delaney's Sports at 1100 First Street. Their request is to create a display area for recreational vehicles, up to four hundred square feet, specifically ice fishing houses, which they intend to sell. We reviewed this request at the Planning Commission. They did identify that the property has sufficient room for it. It would be appropriate to allow this small display area at that location. Four hundred square feet is approximately just under three parking spaces.

Mathisrud stated the recommended action for the City Council is to approve this request to allow up to four hundred square feet for recreational vehicles, with the following conditions, the owner shall operate the business in accordance with all local, state, and federal regulations. The owner shall provide striped and signed customer and handicap parking to serve the proposed use. All signage shall meet the standards indicated in the zoning ordinance. The owner shall submit a landscaping plan for the property for approval by the city planner and plant the approved plantings within six months. The owner shall be limited to a display area of four hundred square feet for recreational vehicles. The owner shall not park RV's or equipment within public right of way. And the display of RV's shall not interfere with intersection sight triangles, at the intersection of Hatch Avenue and Highway 34 to create any traffic conflicts.

Mathisrud requested comments or questions. Randall questioned is there grass there right now? Mathisrud stated there is grass where they intend to display the RV's. This conditional use permit would not necessarily limit it to the grassy area, but it would limit the size to a small area within that grassy area or in any other location on the site, in the back parking lot as well, as long as it's on that particular property.

Leckner stated it's pretty much what they are doing right now. Mathisrud stated they've had a couple of ice houses there. They'd like to increase that to five as they indicated on their site plan. In order to do that they would like to obtain a dealer's license and you can't get one without a conditional use permit.

Stone stated they currently park them on one side and they want to move them to the other side so they're not taking up parking spaces.

Leckner questioned the Planning Commission recommended approval? Mathisrud answered yes, with the seven conditions, which would limit the impact.

A motion was made by Conway, seconded by Leckner, and unanimously carried to approve Resolution #2018-65 Approve a Conditional Use Permit to Allow Display and Sales of Recreational Vehicles in the B-1 Zoning District at 1100 First Street East, PID #32.25.00210.

9. CITY ADMINISTRATOR COMMENTS: McKinney stated our attorney is working with the city on the armory project. We had a conference today. Things are going as we've planned so far. I will be gone Thursday and Friday of this week for meetings but will be available by phone.

10. DEPARTMENT HEAD UPDATES: Burlingame stated he is patiently waiting for spring. Mathisrud stated the planning office is heating up a bit. We took several applications for the next Planning Commission meeting so we'll have some development projects for the spring as soon as the ground thaws. Appel stated Officer Gilmore and K9 Jet are in week six of their training program. Most of the equipment has been purchased and it's going really well.

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

12. COMMENTS FROM COUNCIL: Stone stated I attended the Firemen's Banquet along with some of the other Councilmembers. It was really well done and I thank them for the invitation. It was an honor to be there. Randall and Conway concurred.

13. ADJOURNMENT: A motion was made by Randall, seconded by Leckner, and unanimously carried to adjourn the meeting at 6:11 p.m.

[seal]

Mayor Pat Mikesch

ATTEST:

Margie M. Vik
City Clerk