

**CITY OF PARK RAPIDS  
CITY COUNCIL MEETING  
MARCH 12, 2019, 6:00 PM  
Park Rapids City Hall Council Chambers  
Park Rapids, Minnesota**

**1. CALL TO ORDER:** The March 12<sup>th</sup>, 2019, Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Mayor Ryan Leckner, and the Pledge of Allegiance was recited.

**2. ROLL CALL:** Present: Mayor Ryan Leckner, Councilmembers Tom Conway, Erika Randall, and Robert Wills. Absent: Councilmember Liz Stone. Staff Present: Public Facilities Superintendent Chris Fieldsend, Fire Chief Terry Long, Police Chief Jeff Appel, Treasurer Angela Brumbaugh, Liquor Store Manager Scott Olson, Public Works Superintendent Scott Burlingame, Planner Andrew Mack, and Clerk Margie Vik. Others Present: Nancy Newman, Cynthia Jones, Apex Engineer Jon Olson, Sue Tomte, and Robin Fish from the Enterprise.

**3. APPROVAL OF AGENDA:** A motion was made by Conway, seconded by Wills, and unanimously carried to approve the agenda with the following additions:

**Added to Consent: #6.12. Resolution Approve the Renewal of an On-Sale 3.2 Beer License for Pizza Hut in the City of Park Rapids.  
#8.2. Additional Information was presented.  
#10. Information Presented by Planner Mack for a Region 2 Arts Grant.**

**4. APPROVAL OF MINUTES:**

**4.1. City Council Regular Meeting Minutes-February 26, 2019:** A motion was made by Randall, seconded by Conway, and unanimously carried to approve the February 26<sup>th</sup>, 2019, City Council Regular Meeting minutes as presented.

**5. FINANCE:**

**5.1. Payables & Prepaids:** A motion was made by Randall, seconded by Conway, and unanimously carried to approve the payables in the amount of \$456,256.83, for a total of \$456,256.83.

**6. CONSENT AGENDA:** Brumbaugh stated regarding Item #6.10., on page 41, the resolution for hiring Colter Diekmann, it has \$27.66 for the starting wage. That should be

\$28.21, which is the 2019 wage. A motion was made by Conway, seconded by Wills, and unanimously carried to approve the following consent agenda items:

- 6.1. **Approve Plumber's Permit to Work in the City of Park Rapids in 2019 for RF Backflow LLC.**
- 6.2. **Resolution #2019-57 Approving Full Time Park Rapids City Administrator John McKinney's Choice to be Excluded from Participating in the PERA Coordinated Plan.**
- 6.3. **Resolution #2019-58 Appointing Paul Albright to Serve on the Park Rapids Arts and Culture Advisory Commission.**
- 6.4. **Resolution #2019-59 Approving the Part Time Status and Acknowledging the Declaration of Park Rapids Police Officer Kelli LeClaire.**
- 6.5. **Approve Public Facilities Use Permit for Paulene Landuyt to Use Deane Park on Saturday, June 22<sup>nd</sup>, 2019, from 9:00 a.m. to 5:00 p.m. for a Wedding Celebration.**
- 6.6. **Resolution #2018-60 Approve the Renewal of an Off-Sale 3.2 Beer License for Orton's Park Rapids-East, Holiday Stationstores LLC, Hugo's #11, Coborn's, Walmart #4244, and Cenex C Store, in the City of Park Rapids.**
- 6.7. **Approve Pay Request in the Amount of \$23,863.11 for Interstate Power Systems for Repairs to the 1996 Kovatch Fire Truck.**
- 6.8. **Resolution #2019-61 Declaring the Official Intent of the City of Park Rapids to Reimburse Certain Expenditures from the Proceeds of Bonds to be Issued by the City.**
- 6.9. **Resolution #2019-62 Proclaiming April 26<sup>th</sup>, 2019, as Arbor Day in the City of Park Rapids.**
- 6.10. **Resolution #2019-63 Approving the Full Time Employment Status and Acknowledging the Declaration of Park Rapids Police Officer Colter Diekmann.**
- 6.11. **Resolution #2019-64 Authorizing Proper City Officials to Execute the Service Contract for Rental Housing Inspector by and between Brad Bail d.b.a. WS iN-DEPTH Inspection LLC and the City of Park Rapids.**

**6.12. Resolution #2019-65 Approve the Renewal of an On-Sale 3.2 Beer License for Pizza Hut in the City of Park Rapids.**

**END OF CONSENT AGENDA**

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

**8. GENERAL BUSINESS:**

**8.1. Resolution Authorizing Proper City Officials to Execute Task Order No.14 for Huntsinger Water Tower Reconditioning Project by and between Apex Engineering Group Inc and the City of Park Rapids:**

Jon Olson stated the Huntsinger Tower was originally constructed in 1973. It's nearing 46 years old. The number one most critical component on a water tower is the coating system. There are three coating systems on a tower, an exterior, an interior dry, and an interior wet. Those three things protect the tower and make the steel structure last. The tower was completely recoated, a blast and recoat full containment in 1998. We're going to 21 years of service on that recoating. We are starting to see some signs of age and deterioration and that's why we're here today.

Olson stated we did have a contract with Suez, they're a water tower inspection and cleaning company, in 2018. They conducted a visual inspection of all three coating systems. We followed that up with another on site visit by Tnemec Corporation. They are a leader in the high-performance coating industry, when it comes to these types of coatings. Tnemec's findings do concur with that of Suez.

Olson stated the exterior coating is in remarkable condition considering it's 21 years old. It has performed very well and it's still performing well. It has good adhesion and the elasticity of the surface is quite impressive. We are starting to see pinhole corrosion on the base. It's more substantial when you get up on the belly of the tower where you see mold and mildew. A lot of that could be just cleaned off. It's more superficial than it looks. The majority of the pinhole corrosion is on the belly of the tower. We are also starting to see the top coat chalking. It's no longer got that sheen like on the new tower on Hatch Avenue. We're seeing the effects of the sun on that coating system.

Olson stated the interior dry is in remarkable condition. That is not surprising. The coating system on the interior is out of the elements and they tend to last far longer than the exterior and the interior wet. We have a couple of areas of localized corrosion near the manways and the fittings. It's very typical of what we'd see on a coating system of this age.

Olson stated the wet interior, the elevated tank portion, was inspected by a remotely operated vehicle (ROV). We chose this type of inspection so we didn't have to remove the tower from service. They were able to put this vehicle in and observe some general conditions based on driving that vehicle around. The coating above the water line is in very good condition. The manway has some corrosion developing on it. Our concern is for below the water line. There is very heavy sediment build up, which is common in towers. They do need to be removed from service periodically. Above the sediment we're seeing, potentially some heavy corrosion. Video can be misleading. This could clean out better than what we are seeing. So that's why I say potential corrosion. There is sediment and

corrosion on the sidewalls of the interior of the tank. The images can be deceiving. We recommend that we do further evaluation to what is actually taking place on the inside of the tank before making a recommendation as to what the recommended improvement would be.

Olson stated the coating system has done remarkably well for its age, but it is getting to the point of showing signs of deterioration. Improvements were recommended by both of the inspections that were conducted earlier in 2018. The visual observations recommended an overcoat on the exterior, which is far cheaper than a full containment blast and recoat, and spot repair on the interior on those areas of corrosion. The interior wet, I'm hopeful that it will clean up better than it's looking under the water line. An overcoat may be a possibility. The previous reports did indicate they are recommending a full blast and recoat. With an investment of this nature we certainly want to make sure that we evaluate this and put the right coating system on the tower.

Olson stated we have budgeted \$350,000.00 for this in 2019 following these inspections that were done. \$250,000.00 for the spot repair. That does include a full blast and recoat on the interior, and \$100,000.00 for engineering, design, and development. The majority of that is for on site inspection to verify they are doing their surface prep properly for the weather conditions and that they are applying at the appropriate thicknesses. Based on the information that we have I think that the \$350,000.00 budget is still appropriate. We did add additional expenses in our task order for the private cell phone carriers on the top of the tower. Those will require removal, temporary facilities on the ground, and reinstallation. To do that it takes a fair amount of time, coordination, and inspection of that work. We did include that as an additional service that's per carrier for \$8,000.00. In the agreement, those costs are passed through to the carrier. We have done several of these. The utility companies are very familiar with this process and obtaining an escrow account ahead of time would be needed. I believe there are two or three company's equipment up there. The fee would be adjusted accordingly.

Olson stated based on the observations last year and the findings of those inspections we are recommending that the city proceed with the rehabilitation of the Huntsinger Water Tower. The first step of that process is authorizing the necessary engineering services for the completion of that work. On this project we would partner with KLM Engineering. They are water tower specialists. They were involved with the recoating of this tower on 1998. We have partnered with them on several successful projects in the last few years.

Wills stated you mentioned there were a third set of tests to be done. What are they going to be? Olson stated we want to get that tower off line and drain it down, thoroughly clean the interior of that tank and verify what is actually happening. The initial images have shown extreme corrosion. Are we truly experiencing that? The recommendations to this point have been based on those photos. My hopes are based on the condition of the upper portion of the tank above the water line is that the condition of the lower section of the tank is better and applicable to do a spot repair and an overcoat, which would be an extreme cost savings to the city if that is a possibility. That is the reason why we want to do further investigation.

Leckner questioned what does it do to the city water system when the tower is taken out of commission? Olson stated you are about as fortunate as you can be. Many communities of this size would have to do some temporary ground type storage in most cases, turn on the wells and do some blowby of hydrants and just let the system run. With

the second east tower we'll be able to operate the system very close to how it's operated today. The one comment is the fire flow for fire demands would be half of what they are now. With a town of this size a 400,000-gallon tank is very common and provides that necessary fire protection, so we are very fortunate in that case.

Conway questioned how long would the tower be out of service? Olson stated with an overcoat, roughly seven weeks, from start to finish, if we have good dry weather. As soon as the weather conditions allow, we would try to get the tank off line, dried and cleaned, to get the additional evaluation. Once that is complete, I don't anticipate any major findings beyond what we are aware of now. I'm anticipating that we can back off on the improvements. In the event we get in and the tower has some major structural problems below the water line, we'll report back to the Council with our findings. If that's not the case, we'll roll right into the design and the bidding documents. We'll bid it early spring with a later summer construction.

Wills questioned I assume you'd get more of a surge in use on the Fourth of July weekend. Olson stated we have good data on water usage throughout the summer months. We'll be fine throughout that seasonal variation with the one tower.

Olson stated in the packet is a request for the authorization of Task Order No.14. It starts with the evaluation and is through the full reconditioning. If we find after that evaluation that things aren't as anticipated we will report back here for further discussion and direction. Assuming that we are moving forward this allows us by contract to proceed to the additional phases.

Leckner questioned this will be paid from the water fund? Brumbaugh stated this is in our budget for 2019. Olson stated I will still be coming back here with the bids. Olson stated once we are done with the design, we will present it to you, any updated estimated construction costs, request for the authorization to advertise and go out for bids. Once we receive the bids, we'll report back with the final bid numbers and request your authorization to award the bid.

**A motion was made by Randall, seconded by Wills, and unanimously carried to approve Resolution #2019-66 Authorizing Proper City Officials to Execute the Task Order No.14 for Huntsinger Water Tower Reconditioning Project by and between Apex Engineering Group Inc and the City of Park Rapids.**

**8.2. Resolutions to Appoint Two Part Time Rapids Spirits Liquor Store Clerks for the City of Park Rapids:** Scott Olson stated I'm requesting that the Council appoint Cody Barr and Tricia Miller as part time clerks. Barr will start on the 13<sup>th</sup>, and Miller will start on the 15<sup>th</sup>. Randall questioned are we replacing employees? These aren't new positions? Olson stated no. These are within present budget. I need more bodies to work. I have one clerk out with knee surgery, and one is to replace a recent resignation, and another part time clerk will be resigning in April. He was just filling in.

**A motion was made by Randall, seconded by Conway, and unanimously carried to approve Resolution #2019-67 Appointing Cody Barr as Part Time Rapids Spirits Liquor Store Clerk for the City of Park Rapids, (and),**

**A motion was made by Randall, seconded by Conway, and unanimously carried to approve Resolution #2019-68 Appointing Tricia Miller as Part Time Rapids Spirits Liquor Store Clerk for the City of Park Rapids.**

**9. CITY ADMINISTRATOR COMMENTS:** There were no comments.

**10. DEPARTMENT HEAD UPDATES:** Scott Olson stated I have one full time person out with a knee injury, who has been back with some restrictions and works only four hours a day. A full-time person had knee replacement surgery and is currently in rehab and should be back by summer. The business is starting to pick up a little bit.

Scott Burlingame stated the department has been busy scrapping the slush off of the streets and opening up drains.

Andrew Mack stated Mayor Leckner signed a letter of support for the Downtown Business Association. There's no action needed from the Council. This is just an update. This is for some wall art that is being considered for the Aunt Belle's building. The project doesn't need to come to Council because it's a private building. There's no funding request to the city. It's just a letter of support for what will be done out there. The grant was due today. There are two grants being requested. One is to the Region 2 Arts Council and funding will come from the Downtown Business Association as well as a request to the Messer Foundation out of the Twin Cities. They provide this type of funding for art work all over the country. The Aunt Belle's building is under new ownership in the last week. It was purchased by the Carlsons. There was a very tight timeline for turnover of the grant request. They needed support from the city. The Arts and Culture Committee recommended this. Their plan is to see more public works of art in the community. It will be a process since the design is not determined yet. This artist was the only one available and interested in doing the work. Leckner stated we gave support for the grant. We'll have input of what goes on the wall if they get the grant. Downtown Business is very involved in it. It was a time sensitive thing. I think it will be a good thing.

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

**12. COMMENTS FROM COUNCIL:** Wills stated I attended my first Urban Forestry meeting. They are hurting for members. If you know of anybody that may be interested, please refer them.

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

[seal]

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Mayor Ryan Leckner

ATTEST:

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Margie M. Vik  
City Clerk