

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
MAY 28, 2019, 6:00 PM
Park Rapids City Hall Council Chambers
Park Rapids, Minnesota**

1. CALL TO ORDER: The May 28th, 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, Liz Stone, and Robert Wills. Absent: None. Staff Present: Administrator John McKinney, Planner Andrew Mack, Police Chief Jeff Appel, Public Facilities Superintendent Chris Fieldsend, Public Works Superintendent Scott Burlingame, Liquor Store Manager Scott Olson, Treasurer Angela Brumbaugh, Police Sergeant Rob Gilmore, Police Officer Kelli LaClaire, and Clerk Margie Vik. Others Present: Sue Tomte, Rod Nordberg, Florence Hedeem, Jon Olson, Nancy Newman, Butch DeLaHunt, Cynthia Jones, 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 changes: Change the Amount of the Pay Request for Item #7.14. to \$1,761.71, not \$761.71, and Delete Item #10.1. League of Women Voters 2020 Census Information.

4. EMPLOYEE RECOGNITION:

4.1. Roger Hunter-Five Years of Employment: Mayor Leckner presented Roger Hunter's Certificate of Achievement for Five Years of Employment to Liquor Store Manager Scott Olson.

5. APPROVAL OF MINUTES:

5.1. City Council Workshop Minutes- May 14, 2019: A motion was made by Wills, seconded by Stone, and unanimously carried to approve the May 14th, 2019, City Council Workshop minutes as presented.

5.2. City Council Regular Meeting Minutes-May 14, 2019: A motion was made by Stone, seconded by Wills, and unanimously carried to approve the May 14th, 2019, City Council Regular Meeting minutes as presented.

6. FINANCE:

6.1. Payables & Prepaids: A motion was made by Randall, seconded by Stone, and unanimously carried to approve the payables in the amount of \$16,992.73, and the prepaids in the amount of \$429,324.73, for a total of \$446,317.46.

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

- 7.1. Approve Backhoe Operator's Licenses to Work in the City of Park Rapids in 2018 for T&C Excavating.
- 7.2. Resolution #2019-114 Approving Ordinance No. 590 Amending the City of Park Rapids Code of Ordinances, Chapter 91 Alcoholic Beverages, Sections 91.001, 91.002, 91.015, 91.037, 91.053, 91.063, 91.081, 91.085.
- 7.3. Ordinance No. 590 Amending the City of Park Rapids Code of Ordinances, Chapter 91 Alcoholic Beverages, Sections 91.001, 91.002, 91.015, 91.037, 91.053, 91.063, 91.081, 91.085.
- 7.4. Resolution #2019-115 Approving Ordinance No. 591 Amending the City of Park Rapids Code of Ordinances, Chapter 36 Fee Schedule, Section 36.04 Beer Fees and Section 36.05 Liquor Fees.
- 7.5. Ordinance No. 591 Amending the City of Park Rapids Code of Ordinances, Chapter 36 Fee Schedule, Section 36.04 Beer Fees and Section 36.05 Liquor Fees.
- 7.6. Approve a Transient Merchant License for Markus Dickens d.b.a. Up North Solutions LLC on May 21st, 2019, to Sell in the City of Park Rapids.
- 7.7. Approve Pay Request in the Amount of \$1,467.00 to Forest and Floral Garden Center for the 2018 Tree Bid for 2019 Spring Planting.
- 7.8. Approve Golf Cart/Class 2 ATV Licenses to Operate on City Streets in 2019 for Barb Preiner-Golf Cart, Barbara Wheeler Rasmussen-Golf Cart, and David & Terry Bash-ATV.
- 7.9. Approve Public Facilities Use Permit for Park Rapids Chamber of Commerce to Use Fair Avenue, Second Street W, Main Avenue S,

and Eighth Street W on Thursday, July 4th, 2019, from 11:00 a.m. to 2:30 p.m. for the Fourth of July Parade.

- 7.10. Approve Public Facilities Use Permit for the Park Rapids Chamber of Commerce to Close Block Two (2) of Main Avenue South, on Thursday, August 8th, 2019, from 3:00 p.m. to 7:00 p.m., for Legends and Logging Days Water Wars.
- 7.11. Approve Public Facilities Use Permit for the Park Rapids Chamber of Commerce to Close Block Two (2) of Main Avenue South, on Friday, November 29th, 2019, from 5:00 p.m. to 8:00 p.m. for the Christmas Tree Lighting Ceremony.
- 7.12. Resolution #2019-116 Approve Temporary On-Sale Liquor License for the Park Rapids Lakes Area Chamber of Commerce and Tourism in the City of Park Rapids.
- 7.13. Approve Purchase in the Amount of \$4,462.00 from Tactical Products & Services Inc. for Two (2) Atlas T-7 with Lite-X Level IIIA Ballistic Vests for the Park Rapids Police Department.
- 7.14. Approve Pay Request in the Amount of \$1,761.71 for Warner Garage Doors for Repairs to the North Garage Door of the Public Works Shop Building.
- 7.15. Resolution #2019-117 Approving Wage Adjustment and Step Increase for Full Time Park Rapids Police Officer Josh Gabriel.
- 7.16. Resolution #2019-118 Appointing Steve Jones to Serve on the Park Rapids Urban Forestry Committee.
- 7.17. Approve Plumber's Permits to Work in the City of Park Rapids in 2019 for Culligan Softwater.

END OF CONSENT AGENDA

8. COMMENTS FROM CITIZENS: Florence Hedeem stated I'm here on behalf of the League of Women Voters. The agenda Item 10.1. will be moved to the June 25th meeting to talk about Census 2020. It's really an important issue for everyone to be recognizing and dealing with.

Butch DeLaHunt from the Park Rapids Lakes Area Chamber of Commerce, stated I'd like to thank the Council for approving the permits and road closures for the Fourth of July Parade. The parade this year will start at 11:00 a.m. instead of 5:00 p.m. We worked with a lot of different organizations and people and based on the comments we received we thought that was the best move.

9. PLANNING:

9.1. Approve Placement of Two (2) Sculptures on Main Avenue and Second Street: Andrew Mack stated this is to consider approval of the sculpture project for this year. We're at the time for the changeover for the sculptures at Red Bridge Park. We accepted submissions for sculptures this year through the Arts and Culture Commission. We have six positions in Red Bridge Park and we received applications for eight sculptures. After consulting with the committee and the members of the judging panel the conclusion they came to was to request two placements downtown on Main Avenue for this year. Both placements would be on the south side of Second Street, on both east and west sides of Main Avenue. The placements were in consult with our Public Works Superintendent Burlingame that this was an area that didn't receive high levels of foot traffic and would be a good placement. The commission is recommending that this be done on a temporary basis using boulders to secure the sculpture to. One of those boulders is currently in Red Bridge Park on a concrete slab that was vandalized when it was first poured last year. That does need to be removed and the slab will be changed out. That will occur this week. The commission and staff are recommending the placement of two sculptures on Main Avenue be approved.

Rod Nordberg stated I am a member of the Arts and Culture Advisory Commission and the Chair of the Park Rapids Lakes Area Arts Council. Historically, this is not something that suddenly popped up. Ever since the Heartland Trail has been proposed the planners and business people have been looking for ways to connect the trail to downtown. This is one way to do that. It's a temporary placement. The other sculptures in the park are there for one year. If this flows that pattern it will be the same. It comes out in a brochure. We thought the present Red Bridge Sculpture Trail was very successful last year. The additional sculptures would link the trail to the downtown area. This is a simple way to start the connection with Heartland Trail and the downtown.

Mack stated in the staff report there is a more permanent question that is being sought. The commission is not ready to present a recommendation on a permanent design or landscape feature or use of boulders. We thought using the boulders this year was a good temporary measure because they have to be moved anyway. On the second question to the Council we're suggesting that you refer that back to staff and the commission to further develop that and bring it back for a permanent recommendation in the future. We're asking for approval to place the boulders temporarily, for one year.

Leckner questioned are these sculptures replacing the trees? Mack stated no. They would be next to the trees. We definitely would not remove the trees.

Conway questioned have the businesses expressed any concerns? Mack stated no. We did have a cursory discussion with representatives from the Downtown Business Association. They liked the idea so much they sponsored a \$500.00 fee for the downtown placement. But individual businesses, no.

A motion was made by Conway, seconded by Stone, and unanimously carried to approve the temporary placement of two (2) sculptures on the nodes at Second Street West and Main Avenue South, for one (1) year.

10. GENERAL BUSINESS:

10.1. League of Women Voters 2020 Census Information: Deleted from the agenda.

10.2. Resolution Authorizing Development of Bidding Documents and Ordering Advertisement for Bids for the Huntsinger Water Tower Restoration Project for the City of Park Rapids:

Apex Engineer Jon Olson stated I'm here to discuss the Huntsinger Tower that we first discussed back in March. The tower was first constructed back in 1973. It was most recently recoated in 1998. We've been seeing some signs of deterioration of that coating. We conducted a remotely operated vehicle (ROV) inspection last year in the tank. We were able to get some images but not to the level of detail that we needed. We saw a lot of sediment accumulation on the bottom of the tank. We did identify during the inspection that improvements were needed and warranted so we budgeted it on the city's CIP as a place holder for some improvements this year. Given we weren't exactly certain what we were dealing with inside of the tank we did recommend in March that we do a dry down evaluation. We conducted that in early May. KLM Engineering came in and removed the tower from service, drained it, and cleaned it out. What we thought could be corrosion turned out to not be the case. We can see in the photos where the water actually sits cleaned up remarkably well. We have some localized corrosion in various locations. We were very pleased with the results of this draw down. We were able to inspect the interior dry surface which is in good condition. The exterior was also a coating that we were questioning. The report that was conducted in 2018 recommended that the tower was a candidate for an overcoat. KLM's findings concurred with that. Our coating system has performed very well.

Olson stated based on these findings we have two options. The first one is to focus on that corrosion that is in the tank itself. There are areas where there is no coating left and we would repair those areas. We let the interior dry and the exterior surfaces weather and try to ride it out the best we can. Unfortunately, that's a small improvement project, and it comes at a high cost. We're estimating \$135,000.00, that's with the assistance of KLM. Small correction projects like this are challenging to estimate. That number could go up or down easily.

Olson stated option two is the small improvements, we take care of the inside, we take advantage of the economies of scale, and we do an exterior overcoat. We'd put a new coat of paint on the exterior in the hopes of buying some more life out of it. KLM's predictions are for a couple of years. Burlingame and I both feel it's a judgement call. There's not telling how long this coating is going to last. For option two, the estimated cost is \$205,000.00. The primary advantage with this improvement is aesthetic throughout the life of the remaining coating system the tower will have a glossier appearance.

Olson stated the options do vary and there isn't one right answer. Option one, very little work but you'll pay a premium for it. We're looking at six to eight years, by the time that time period wears on, we are going to have a tower that will be obvious that it needs work. Based on our discussion at staff level, we do feel that option two is the appropriate approach. The existing coating is a candidate for overcoat. We're going to get better bids and have a nicer sized project. We'll be able to take advantage of that and get more work

done. We're hoping to gain two to four years. We're hoping it's on the high side of that. Once we get beyond that point the two costs are a wash if you look at 35 to 40 years design life. That is staff's recommendation to move forward with option two. There is a bit of a question as to whether or not option one is appropriate, so it's open for discussion.

Conway questioned at the end of the life of these options, the eight to twelve years, depending on what you get out of it, is it the same process all over again? Olson stated no. Once we live this life out it will be a full containment. They'll put a tarp all the way around it, blast the entire coating system down and start from square one. That's what we are trying to prolong. That is a massive expense once we get into that type of an improvement. Conway stated so eight to twelve years from now we're looking at a huge expensive. Olson stated that is correct. Burlingame stated it is coming. Olson stated what we are really trying to do is to push out that big expense as far as we can, and take advantage of the surface prep that's been done on this tower.

Wills questioned is there any changes in timing, or differences between the two options? Olson stated the findings of the study recommend that the spot repairs be completed as soon as practical. We just get a benefit of that mobilization if we do it as one. We'd be getting a whole crew in versus a couple of people from a crew. If we are looking at doing both improvements it is recommended that we do it as one project.

Randall questioned why are we pushing to get it done this year? Maybe we didn't know the overall condition of it and it was in the CIP? If it's coming back that it is in better condition that we anticipated, is it possible to do nothing this year and do the big project in five years? Olson stated that isn't recommended. Option one is recommended at a minimum. We have bare steel in the tank, and it is showing signs of heavy corrosion. The recommendations are to spot repair that within one year of the inspection.

Stone questioned spot repairs within one year and then doing the big project in five years? Olson stated that's option one. We more or less let the existing coat weather the duration until at some point that we need to do that bigger project. There isn't a right answer here. This is a decision that we need to make as a group.

Conway questioned the only reason we are doing the exterior right now is to be able to get better bids for the interior. Olson stated it certainly assists in that. But we are also hopeful that we will gain some life on that coating where we are able to stretch out that larger project. Randall stated the smaller project is option one. Is it possible to go out and get bids for both options and then make a decision? Olson stated yes, I think it is. I don't see any challenges with that at this point to do that. Conway questioned is there a concern of getting the bids and not awarding the job? Olson stated if the bids come in too high, we can certainly make the recommendation to not award. Or are you referring to not getting anybody to bid? Conway stated no. If you are going to do both bids, which one do you feel more comfortable investing in, there's no ethical concerns about the jobs out for bids knowing that you're not going to do one of the options. Olson stated we do commonly bid alternates for this very reason so that we have actual numbers for evaluation. We'd make that very clear in the bidding documents, where one would be awarded, and not the other, and/or all bids would be rejected at the owner's discretion. Randall questioned are you comfortable going forward with alternate bids? Olson stated I think so. I will visit with our subconsultant KLM and verify that they don't have any concerns.

A motion was made by Conway, seconded by Randall, and unanimously carried to approve Resolution #2019-119 Authorizing Development of Bidding

Documents and Ordering Advertisement for Bids for the Huntsinger Water Tower Restoration Project for the City of Park Rapids, for both Option One and Option Two as presented by the city engineer.

11. CITY ADMINISTRATOR COMMENTS: McKinney stated the process that we are in now for the armory project is providing all of the documentation that is required by MMB to grant us the money. We have satisfied all of the requirements. The developer has put the air conditioning and air handling equipment on the building, but to our knowledge has not connected it electrically. We're told he has a contract to do that, but the electrician has not notified us to come and inspect. If we inspect that, we're done with the inspections and we'll be able to issue a certificate of occupancy. We have been providing over time the rest of the paperwork to our law firm in Minneapolis who are preparing this for submission. They have been in contact on a regular basis with MMB. The developer has been less than swift in responding to requests for information. We're hoping that we can get that worked out. The only thing left to work out is an easement from the part of the building that we are not getting through part of our building on the second floor. That is not acceptable to MMB. They will accept a license agreement from our tenant to the developer of the other part of the building. We think we have an agreement with the developer to do that, but he has not returned the information to us so that we can do it. We've done everything that we can do. We have a certificate of insurance and a Performa. As of today, we're waiting for the developer to finish his part. There is no deadline on it now. Our deadline was for the submission of the documents, which has been met.

12. DEPARTMENT HEAD UPDATES: Chief Appel stated your newest police officer is here today, Kelli LeClaire. She is in the middle of field training. She's learning a lot every day.

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

14. COMMENTS FROM COUNCIL: There were no comments.

15. ADJOURNMENT: A motion was made by Conway, seconded by Wills, and unanimously carried to adjourn the meeting at 6:30 p.m.

[seal]

Mayor Ryan Leckner

ATTEST:

City Clerk Margie M. Vik