

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
TUESDAY, SEPTEMBER 24, 2019, 6:00 PM
Park Rapids City Hall Council Chambers
Park Rapids, Minnesota**

1. CALL TO ORDER: The September 24th, 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: Administrator Ryan Mathisrud, Liquor Store Manager Scott Olson, Planner Andrew Mack, City Planner, Public Facilities Superintendent Chris Fieldsend, Public Works Superintendent Scott Burlingame, Police Chief Jeff Appel, and Fire Chief Terry Long. Others Present: Nancy Neumann, Sally Wills, 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 with the following additions:

Add to CONSENT: 6.9. Repair Roof around HVAC Unit at City Hall at a Cost of \$1,575 by Haataja Contracting.

Add to GENERAL BUSINESS: 8.2. Approve switching from Verizon to First Net for all applicable cell phones, adding three (3) new cell phones in order for every Officer to have one, and deleting six (6) land lines for the Police.

4. APPROVAL OF MINUTES:

4.1. City Council Workshop Minutes- September 10, 2019: A motion was made by Conway, seconded by Wills, and unanimously carried to approve the September 10th, 2019, City Council Workshop minutes as presented.

4.2. City Council Regular Meeting Minutes-September 10, 2019: A motion was made by Conway, seconded by Wills, and unanimously carried to approve the September 10th, 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 \$17,328.87, and the prepaids in the amount of \$131,455.89, for a total of \$148,784.76.

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

- 6.1. Resolution #2019-173 Appointing Ann Niedzielski to Serve on the Park Rapids Library Board for the City of Park Rapids.
- 6.2. *First Reading-* Ordinance Amending the City of Park Rapids Code of Ordinances, Chapter 36 Fee Schedule, Section 36.07 Dog, Cat and Other Animal Fees.
- 6.3. Approve Repairs in the Amount of \$1,616.45 for LA Rossman to Repair/Replace Leaking AV Gas Fueling Hose at the Municipal Airport.
- 6.4. Approve Low Quote in the Amount of \$8,350.00 from Hass Geosystems Inc. to Replace the Boiler in the Park Rapids Avionics Building at the Municipal Airport, with Repayment of the Cost through a Rent Reduction Agreement as per Lease Amendment #2 by and between Park Rapids Avionics/Tom Hass and the City of Park Rapids.
- 6.5. Approve Public Facilities Use Permit for Jeremy Nordick d.b.a. Park Rapids School District #309 to Use Helton Avenue, Fair Avenue, Fifth Street, Main Avenue, and Pearl Street on Friday, October 5th, 2019, from 1:30 p.m. to 3:00 p.m. for the Park Rapids Homecoming Parade.
- 6.6. Resolution #2019-174 Appointing Curt Eischens to the Position of Public Works Utility Maintenance Worker for the City of Park Rapids.
- 6.7. Approve Advertisement and Interviews for the Vacant Public Works Street Maintenance Worker Position.
- 6.8. Approve Low Quote in the Amount of \$8,111.26 from MVI for Repairs to Irrigator Pump #3 for the Wastewater Treatment System.

- 6.9. Repair Roof around HVAC Unit at City Hall at a Cost of \$1,575 by Haataja Contracting.**

END OF CONSENT AGENDA

7. COMMENTS FROM CITIZENS: There were no comments.

8. GENERAL BUSINESS:

8.1. Resolution to Appoint to the Position of Volunteer Firefighter for the City of Park Rapids: Mayor Leckner stated the resolution is to appoint Jacob Helfrich to the position of Volunteer Firefighter. **A motion was made by Randall, seconded by Conway and unanimously carried to approve Resolution 2019-175 Appointing Jacob Helfrich to the Position of Volunteer Firefighter for the City of Park Rapids.**

8.2 Approve switching from Verizon to First Net for all applicable cell phones, adding three (3) new cell phones in order for every Officer to have one, and deleting six (6) land lines for the Police: Appel stated First Net is a Government Contract service for Emergency First Responders. Hubbard County Sheriff's Office switched to First Net. First Net approached the City and I referred them to Mr. Fieldsend to evaluate the program. It is a good program for First Responders, it gives priority on cell towers and emergency for First Responders. They have push to talk options and various options to make us safer at work. There are also good financial incentives right now for switching over. Throughout the process it was decided the City would switch to First Net. I sat down with Chris Fieldsend and Angela Brumbaugh and we evaluated the phones and cell phones at the Police Department. We are currently three cell phones short for every Officer. Appel stated there are many reasons why I would prefer every Officer have a cell phone. At times personal phones are used which can open up personal phones to be brought into court process and other reasons. Throughout the process, we looked at the land lines in our office. Each Officer had a dedicated line in the squad room. If each Officer has his/her own cell phone we would cut six land lines. We would also eliminate one jet pack which is a mobile unit. You have an attachment page with a summary of costs. When it is all calculated out, removing the hard lines, adding the three cell phones, which allows each Officer to have his/her own, the additional cost each year would be \$405.60. With the incentives with the switch over to AT&T First Net, those incentives would equal out to pay that for six years of the service. After the incentives are used there would be an additional cost of \$405.60 looking at current numbers this year. Conway asked if this is what we had discussed at the budget workshop. Appel stated it was discussed at the Finance Committee budget meeting. Leckner stated it shouldn't change the amounts for this year. Appel stated with the incentives we should not see a change in this year.

A motion was made by Randall, seconded by Wills and unanimously carried to approve switching from Verizon to First Net, adding three (3) phones lines, and cutting six (6) land lines for the Police Department.

9. CITY ADMINISTRATOR COMMENTS: Mathisrud stated in respect to the Armory, right now they are in the process of connecting the electric. Once that is completed, we should be able to issue a Certificate of Occupancy and begin moving forward with the remainder of the paperwork. Mathisrud stated he has started meeting with Department Heads and getting a better feel of what kind of projects and different types of things they have been working on. I received a tour of the Liquor Store the other day which was very insightful and I appreciated Scott Olson doing that. Along with those meetings, I have started doing some other meetings in the community with various people who had been looking at getting ahold of me. Everything has been going pretty good so far. Conway asked if we have scheduled the Building Inspection for the Armory. Mathisrud stated it is not scheduled yet because we can't do that until we get a call for it but we have put our Building Official on notice that he should be expecting a call on that shortly. Leckner asked when they get the Certificate of Occupancy, is that one of the last steps? Mathisrud stated as he understands our Attorney is managing this process and has been very diligent about each step that is required at the right time. I anticipate that once we have the Certificate of Occupancy there is going to be a whole series of items that will be going through at the same time. It appears to be under control at this time. Wills asked if they have a game plan for how soon the electrical will be done? Mathisrud stated his understanding is the connections were going to be made on Wednesday this week (tomorrow). There have been some delays at the electric company.

10. DEPARTMENT HEAD UPDATES: Mack stated he will be at the MN State Planning Conference starting tomorrow through Wednesday, Thursday, Friday this week and then wrapping up Friday afternoon with the Regional Summit on Housing by the Coalition of Greater MN Cities in Fergus Falls for some training.

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

12. COMMENTS FROM COUNCIL: There were no comments.

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

[seal]

Mayor Ryan Leckner

ATTEST:

Angela K Brumbaugh, City Treasurer