

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

1. CALL TO ORDER: The November 12th, 2019, Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Acting Mayor Erika Randall, and the Pledge of Allegiance was recited.

2. ROLL CALL: Present: Acting Mayor Erika Randall, Councilmembers Tom Conway, Liz Stone, and Robert Wills. Absent: Mayor Ryan Leckner. Staff Present: Administrator Ryan Mathisrud, Public Works Superintendent Scott Burlingame, Liquor Store Manager Scott Olson, Treasurer Angela Brumbaugh, Public Facilities Superintendent Chris Fieldsend, Planner Andrew Mack, Fire Chief Terry Long, Police Officer Josh Gabriel, and Clerk Margie Vik. Others Present: Nancy Newman, Sue Tomte, Butch DeLaHunt, 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 as presented.

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-October 22, 2019: A motion was made by Conway, seconded by Stone, and unanimously carried to approve the October 22nd, 2019, City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepays: A motion was made by Stone, seconded by Conway, and unanimously carried to approve the payables in the amount of \$15,903.89, and the prepaids in the amount of \$372,752.41, for a total of \$388,656.30.

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

- 6.1. Approve Creation of Fund 879 for the Tennis Project Fiduciary Fund.

- 6.2. Approve Pay Request in the Amount of \$192,660.00 to Northland Trust Services for the General Obligation Wastewater and Improvement Refunding Bond Series 2010C.**
- 6.3. Approve Pay Request in the Amount of \$264,865.00 to Northland Trust Services for the General Obligation Improvement Crossover Refunding Bond Series 2012A.**
- 6.4. Approve Pay Request in the Amount of \$275,001.25 to Northland Trust Services for the General Obligation Improvement and Refunding Bond Series 2015A.**
- 6.5. Approve Pay Request in the Amount of \$394,943.75 to Northland Trust Services for the General Obligation Improvement Crossover Refunding Bond Series 2016A.**
- 6.6. Approve Pay Request in the Amount of \$49,990.00 to Northland Trust Services for the General Obligation Capital Improvement Plan Bond Series 2016B.**
- 6.7. Resolution #2019-196 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Park Rapids Wrestling Club Inc.**
- 6.8. Resolution #2019-197 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Osage Sportsman's Club.**
- 6.9. Resolution #2019-198 Authorizing Proper City Officials to Execute the Paperwork to Certify Special Assessment for PID #32.49.00200.**
- 6.10. Resolution #2019-199 Authorizing Proper City Officials to Execute the Paperwork to Abate the Special Assessments for PID #32.40.05700 and PID #32.40.05800.**
- 6.11. Approve Use of City Equipment (Front End Loader and Plow Truck) for Snow Removal for the start/finish/parking lot for the USXC Snowmobile Race on January 18th and the 19th, 2020.**
- 6.12. Resolution #2019-200 Accepting Donations for the City of Park Rapids.**
- 6.13. Approve Low Quote in the Amount of \$1,297.31 from Hemenway Body Shop to Repair the K9 Squad Car for the Park Rapids Police Department.**

- 6.14. **UTILITY BILLING: Deny Request to Reduce the Water/Sewer Billing for Bergen's Nursery/Francois Blom, at 307 Eastern Avenue South, Account #02.00000307.02.6, PID #32.40.90400.**
- 6.15. **Approve Submission of a \$5,000.00 Grant Application to the Park Rapids Area Community Fund to Finance Soil Borings at the Depot Park Tennis Courts.**
- 6.16. **Resolution #2019-201 Appointing Christopher Hummel to Serve on the Library Board for the City of Park Rapids.**
- 6.17. **Approve Purchase in the Amount of \$1,679.90 for the Replacement of Two (2) 1.75-inch Akron Turbojet Nozzles for the Park Rapids Fire Department.**
- 6.18. **Approve Transfers and Designations for Year Ending 2019.**
- 6.19. **Resolution #2019-202 Authorizing the Disposal of Excess City Property from the City of Park Rapids.**
- 6.20. **Resolution #2019-203 Approve Minnesota Lawful Gambling LG230 Application to Conduct Off-Site Gambling for the Park Rapids Hockey Association.**
- 6.21. **Resolution #2019-204 Appointing David Susterick as Full Time Public Works Street Maintenance Worker for the City of Park Rapids.**

END OF CONSENT AGENDA

7. COMMENTS FROM CITIZENS: There were no comments.

8. CITY ADMINISTRATOR COMMENTS: Mathisrud stated the school district has requested a workshop before the next City Council meeting to give us an update and share the results of their study that we participated in a few weeks ago. The armory project is moving along, the City has issued a certificate of occupancy. They still have a punch list of a few items that need to be taken care off, but it's moving forward. We are also waiting on an easement to be removed from the title and then we can begin the process of closing that out. MMCDC has requested a walk through with Mr. Zemek. Staff will attend that. We are going to have a closed session at the next Council meeting. That will be to discuss union negotiation strategy for the next two unions that we will be working with. The MN DOT roundabout is now open. People have been experiencing that and getting used to that traffic control change. There are a few items that will be finished in the spring, but the

lighting will be finished this year. I'll be gone on Thursday and Friday to attend the Coalition of Greater Minnesota Cities Conference. I'm looking forward to meeting with other small cities from around the state. I will be taking a vacation day on Monday, the 25th.

9. DEPARTMENT HEAD UPDATES: Brumbaugh stated in regards to the Highway 71 Project, the city's portion of the costs are coming out of the enterprise funds. If you are asked that question, we did not bond for the whole project because we used enterprise funds for approximately \$400,000.00 towards the city's portion of the costs. It will save the city's taxpayers quite a bit of money on finance/interest charges. If that \$400,000.00 had been included in the bond over twenty years the interest would have been much higher.

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

11. COMMENTS FROM COUNCIL: There were no comments.

12. ADJOURNMENT: A motion was made by Conway, seconded by Stone, and unanimously carried to adjourn the meeting at 6:06 p.m.

[seal]

Acting Mayor Erika Randall

ATTEST:

Margie M. Vik
City Clerk