

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
FEBRUARY 9, 2021, 6:00 PM
Park Rapids City Hall Council Chambers
Park Rapids, Minnesota**

1. CALL TO ORDER: The February 9th, 2021, 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 Angel Weasner, Planner Andrew Mack, Police Chief Jeff Appel, Fire Chief Terry Long, Public Works Superintendent Scott Burlingame, Planner Jeremy Jude, Liquor Store Manager Scott Olson, and Clerk Margie Vik. Others Present: Mary Thompson, Betty Thomsen, Virgil Eskola, Cynthia Jones, Crystal Mathisrud, 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. PARK RAPIDS FIRE DEPARTMENT RECOGNITION:

4.1. Certificate of Achievement for Virgil Eskola: Mayor Leckner stated we have a certificate here to recognize Firefighter Virgil Eskola for his thirty years of service on the Park Rapids Fire Department. That's quite an achievement. Thank you for your service. Leckner presented Eskola with his certificate to a round of applause.

5. PRESENTATION OF COMMUNITY SERVICE AWARD:

5.1. Commendation for Betty Thomsen: Mayor Leckner stated we have a Community Service Award for Betty Thomsen. Thomsen stepped in as administrator and provided much needed service for the city. She went out of her way to do that. The Council wanted to give her something, a gift, a certificate, and a golden key to the city. Thomsen, during her tenure as administrator, had gotten these to give to people. So now she will be given one. We really appreciated everything you did here. Leckner presented her with a Key to the City to a round of applause. Thomsen stated thank you very much. This means a lot to me.

6. APPROVAL OF MINUTES:

6.1. City Council Regular Meeting Minutes-January 26, 2021: A motion was made by Stone, seconded by Randall, and unanimously carried to approve the January 26th, 2021, City Council Regular Meeting minutes as presented.

7. FINANCE:

7.1. Payables & Prepaids: A motion was made by Randall, seconded by Stone, and unanimously carried to approve the payables in the amount of \$35,998.01, and the prepaids in the amount of \$119,975.11. Later in the meeting the motion was amended by Randall, seconded by Conway, to change the approved payables to \$35,988.01, for a total of \$155,963.12.

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

- 8.1. Approve Plumber's Permits to Work in the City of Park Rapids in 2021 for Lindow Plumbing Inc, Hass Geosystems Inc.
- 8.2. Approve Backhoe Operator's License to Work in the City of Park Rapids in 2021 for CenturyLink/Lumen Technologies/Qwest-*restricted*.
- 8.3. Resolution #2021-31 Appointing Stuart Larson to Serve on the Parks & Beautification Board for the City of Park Rapids.
- 8.4. Resolution #2021-32 Approving the Renewal of a Wine and Strong Beer License for Pizza Hut in the City of Park Rapids.
- 8.5. Resolution #2021-33 Approval of Renewal of Brewer Taproom Licenses for Revel Brewing LLC DBA Revel Brewing in the City of Park Rapids.
- 8.6. Resolution #2021-34 Approving the Renewal of On-Sale/Sunday Liquor License for Royal Bar, The Good Life Café, A Better Place, Necce's Italiano Ristorante, in the City of Park Rapids.
- 8.7. Resolution #2021-35 Approve the Renewal of an Off-Sale 3.2 Beer License for Hugo's #11, Orton's Park Rapids Food Mart, Orton's Park Rapids-East, in the City of Park Rapids.

- 8.8. Resolution #2021-36 Approve Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Mark Fox.**
- 8.9. Approve Low Quote in the Amount of \$7,450.00 from Hoffman Electric for the Replacement of Thirty (30) of the High Bay 400-Watt Metal Halide Light Fixtures to LED Lighting Fixtures in the Public Works Shop Building.**
- 8.10. Resolution #2021-37 Authorizing Proper City Officials to Execute the Pre-Application for a Heritage Partnership Program Grant for the City of Park Rapids.**
- 8.11. Approve Pay Request in the Amount of \$1,700.00 for Hubbard County Auditor for Maintenance Fees for Special Assessment Rolls.**
- 8.12. Approve Pay Request in the Amount of \$3,804.00 for TechCheck for Three (3) Years of Antivirus Protection for Thirty-Eight (38) City Computers and Four (4) Servers.**
- 8.13. Amend December 8th, 2020, Park Rapids City Council Meeting Minutes to: Approve Pay Request in the Amount of \$18,157.50 (not \$198,157.50) for TKDA for Professional Services for the Park Rapids Terminal Area Taxilanes/Part B.**
- 8.14. Authorize City Administrator to Supply a Letter of Support for a Grant Application for The Hangar Co-Working Space to be Submitted to Heartland Lakes Development Commission, and for the City Administrator to Work on the Lease Language for the Old Liquor Store Building on Eighth Street East.**
- 8.15. Resolution #2021-38 Approving Wage Adjustment and Step Increase for Park Rapids Police Sergeant Michael Mercil.**
- 8.16. Approve Pay Request in the Amount of \$13,370.45 to Apex Engineering Group for Professional Services for Various Projects in the City.**
- 8.17. Resolution #2021-39 Accepting Contracting Work by Central Florida Tankees for the Huntsinger Water Tower Reconditioning Project in the City of Park Rapids.**

8.18. Approve Final Pay Request #4 in the Amount of \$5,260.00 to Central Florida Tankees for Construction Services on the Water Tower Reconditioning Project.

END OF CONSENT AGENDA

9. COMMENTS FROM CITIZENS: Betty Thomsen stated when I leave a place of employment I don't come back and raise concerns. Given the turbulence that the city was going through, I want to draw your attention again to the teamwork thing that says individually we are one drop, but together we are an ocean. In reading the minutes there was some discussion about a grant and it was stated that there was never any direction coming from city administration. I believe the Council knows where I stood on that. I'm sure that the rest of the people didn't know. I would like to say that when I was here, verbally and in writing, that was more than once told to staff that anytime you are pursuing a grant you need to bring that to the Council first. Get their approval, and then it will flow through the proper committees after that. I was disappointed to read these. And I think that as an individual drop we all need to remember, that if we want to gain the trust and respect of all the other drops out there, that we need to take ownership of our own actions. Because that type of drop, as exhibited at the last Council meeting, does not an ocean create. I would challenge the staff to say do you want to be a drop that creates a tsunami or a drop that wants to be part of the ocean?

10. PLANNING:

10.1. Approve Letter of Support by the City Council for the SWCD National Association of Conservation Districts Urban Agriculture Conservation FY2021 Grant Application: Crystal Mathisrud stated I'm the District Manager of Hubbard County Soil and Water Conservation District (SWCD). We are pursuing a grant proposal through the National Association of Conservation Districts (NACD) to support a community gardens initiative. The main goal of this is to have an online resource coupled with technical assistance from district staff to reach approximately seven hundred people in the county in the year to help address issues of food access as well as sustainability and some of the need that we saw come up with the Lawns to Legumes Program that we had last year. Most of the funding for that program to convert lawn into pollinator gardens went to the Twin Cities area. There was a ton of interest here that didn't get addressed.

Mathisrud stated this grant proposal would seek to help people install five different kinds of gardens. We are asking for a letter of support from the city for this program. No financial support, just that you would be interested in helping us put forward the information on these gardens, and that you would help us identify possible locations to install demonstration gardens of each of the types. There's no requirement that you have to say now that you have space, but if we were to get the funding I'd be asking if you had any garden space. Perhaps there are some areas in the city where there are already gardens installed that could use some work. Those areas might be a good spot for us to do

a demonstration garden. We could help address that issue of needing for it to be made beautiful again.

Mathisrud stated the five types of gardens that we are proposing for this project are, one, a wet soils garden. It's based on having pollinators and plants that like to have wet roots and help to take up the water and hold the water. This kind of garden is really helpful along our lakes and streams, or in areas of your yard where water likes to pass through. This type of garden is good for habitat and pollinators, and it's also good in managing water from storm events.

Mathisrud stated one of the other types is sustainable raised bed berry garden. Doing it this way is lower maintenance and it creates an easy way to have these berry plants, like blueberries and raspberries. Fruit is one of the most expensive foods that is difficult to come by for people. It's also an easy one to pick when you pass through an area.

Mathisrud stated the pollinator focused garden includes vegetables and herbs. This is a mixed garden that people could use in their yards or it could be in a public place. It's low maintenance because the plants are leveled and placed in there in areas that complement each other.

Mathisrud stated the other type of layered garden is for vegetables. The focus is for produce for people who are looking to have more food sustainability in their own yard, or in an organization. This could be installed at possibly a church or at any other public place that they would like to have a garden. It's easy to maintain and they can harvest food from it for themselves or for the food shelf.

Mathisrud stated a dry area pollinator garden's focus is specifically to cover dry soils where things are stubborn and don't want to grow. Often grass doesn't want to grow in these areas. We have these where we have the sandy soils. It focuses on pollinator habitat. This is the garden that most specifically aligns with that Lawns to Legumes Program that people were interested in.

Mathisrud stated our goal, if we get this funding from NACD, would be to install five pollinator gardens of these different types around the county. They could all be in one place or they could be in different places. These would be demonstrations so that the public could go to these places, enjoy them, and get some ideas on how to install them on their own property. We have Minnesota Watersheds Virtual lab platform, which we built online in response to COVID-19. It contains educational materials for people of all ages. We've built them into modules that can be specific to different classrooms. This is where we intend to put our tools for building the five different types of gardens. Within each of the different modules that are in here right now, there's a map where people can look at the mapped areas of the county. They can pinpoint a garden or any other feature they are interested in right on that map to show their information. They can upload pictures. They can request assistance through SWCD by filling out the form. We also have some citizen science apps in there where people can do things like map the temperature of their streams or map trees in their yards. It's a fun tool for people to get involved and to share data collecting that helps with conservation.

Mathisrud stated this is where we intend to put the permanent information up that helps people access the designs and use them on their own parcels. Anybody will be able to go to the website and modules, use that, input information, and even use the map to find their location and design that garden to fit their own landscape. In addition to that, even

after this funding runs out people will be able to use that site, the design plan, to link over to us at SWCD and say I'm interested in doing this project and ask us for funding. Then we can have a conversation with them on how we may be able to help them.

Mathisrud stated I brought this to the Parks Board, with Mack's help, and they recommended that the Council review it and approve it. I do appreciate your time. We think this is a great program. The NACD is national funding. We are asking for \$27,000.00 from them. We do have \$8,500.00 in commitment or local match from individuals, financially or volunteer time. If you were to help us find areas for the demonstration gardens, we wouldn't just leave the city to figure out how to maintain it. We would help with the maintenance. We also plan to engage master gardeners and 4H in that process. We have a summer intern each year. They would come out to these gardens each year and learn how to do the maintenance and would then be turned over to them as part of their summer work.

A motion was made by Conway, seconded by Randall, and unanimously carried to approve a Letter of Support by the City Council for the SWCD National Association of Conservation Districts Urban Agriculture Conservation FY2021 Grant Application.

11. CITY ADMINISTRATOR COMMENTS: Weasner stated congratulations to Eskola. Thirty years is wonderful. Thank you for all of your service. I look forward to meeting everyone at the fire hall in the future. Thank you to Thomsen and congratulations on your Key to the City. The clerk position has been posted and we are accepting applications until the 17th of February.

12. DEPARTMENT HEAD UPDATES: Burlingame stated we test pumped well ten today. Hopefully, within the next month or two the wellhouse project should be complete. Everything is going well, but slowly.

Scott Olson stated sales for January were up 10%. That's nice to see because we had one less selling day in 2021 than we did in 2020, just because of the way the calendar falls. There has been quite a bit of painting done, the office and the entryway. We also have some shelves up in the office. It looks very nice. All of the part timers that went to full time are now in those positions and the new schedule is working.

Mack stated we had a good Park Board meeting on Monday. The Park and Master Trail Plan will be coming to the Council at your next meeting. There is some good work being done by the sub-committee who are working on designs to upgrade Deane Point Park.

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

14. COMMENTS FROM COUNCIL: Stone stated I'd like to extend a thank you Eskola for all his years of service. Thirty years is incredible. And again, thank you to Thomsen. Randall stated I will echo those comments as well.

Wills stated thirty years is wonderful. Thank you to Eskola, and to Thomsen, thanks for all of your help. Conway stated same thing to Eskola and Thomsen, thank you for all that you do. Leckner stated to Eskola and Thomsen congratulations.

15. ADJOURNMENT: A motion was made by Stone, seconded by Wills, and unanimously carried to adjourn the meeting at 6:20 p.m.

[seal]

Mayor Ryan Leckner

ATTEST:

Margie M. Vik
City Clerk