

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
AUGUST 25, 2020, 6:00 PM
Park Rapids City Hall Council Chambers
Park Rapids, Minnesota**

1. CALL TO ORDER: The August 25th, 2020, 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 Ryan Mathisrud, Treasurer Jeremy Jude, and Clerk Margie Vik. Others Present: Apex Engineer Jon Olson, 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 addition to the Consent Agenda: Item #6.8. Resolution Approving Application for Minnesota Lawful Gambling LG220 Application for Exempt Permit for the North Country Friends of NRA.

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-August 12, 2020: A motion was made by Conway, seconded by Stone, and unanimously carried to approve the August 12th, 2020, City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepays: A motion was made by Randall, seconded by Stone, and unanimously carried to approve the payables in the amount of \$143,137.72, and the prepaids in the amount of \$182,616.26, for a total of \$325,753.98.

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

- 6.1. Approve Golf Cart/Class 2 ATV Licenses to Drive on Park Rapids City Streets in 2020 for Chris Bolton-Golf Cart and Dustin Mangin-ATV.**

- 6.2. **Approve Backhoe Operator's License to Work in the City of Park Rapids in 2020 for Ralph V. Sanquist Construction and Schrupp Excavating LLC.**
- 6.3. **Approve Plumber's Permit to Work in the City of Park Rapids in 2020 for Superior Companies of MN Inc.**
- 6.4. **Approve Public Facilities Use Permit for Trinity Church c/o Cynthia Jones for Deane Park Pavilion at 19382 Eagle Pointe Trail on Saturday, August 28th, 2020, from 12:00 noon to 2:00 p.m. for a Funeral Luncheon.**
- 6.5. **Resolution #2020-128 Authorizing the Disposal of Surplus City Property from the City of Park Rapids.**
- 6.6. **Approve Refund in the Amount of \$25.00 for the Armory Arts & Events Center for a Public Facilities Use Permit dated July 23rd, 2020, Due to the Cancelation of the Event.**
- 6.7. **Resolution #2020-129 Authorizing Proper City Officials to Execute the Bemidji Stumpage Purchase Agreement by and between Potlatch-Deltic Land & Lumber LLC and the City of Park Rapids.**
- 6.8. **Resolution #2020-130 Approving Application for Minnesota Lawful Gambling LG220 Application for Exempt Permit for the North Country Friends of NRA.**

END OF CONSENT AGENDA

7. COMMENTS FROM CITIZENS: There were no comments.

8. GENERAL BUSINESS:

8.1. Resolution Awarding Bid for the 2020 Well and Water Treatment Facility Improvements in the City of Park Rapids: Mathisrud stated with this action item, as you are aware the Council approved letting for bid for a project to upgrade the well and water treatment facility. Last week we received the bids associated with that project and Jon Olson is here to give us a presentation on how that turned out.

Apex Engineer Jon Olson stated bids were received last Thursday for the Well and Water Treatment Facility Project. We received three bids, from American General Contractors, Minnesota Mechanical Solutions, and Northern Plains Contracting. A copy of the bid tabulations are in your packet. The bid package for this project included a bid

alternate. We were concerned that it would be too late in the season to get all the work done so we put in an alternate for a deduct to extend the completion date on that well until the Spring of 2021. Of the three bids received no one chose to offer a deduct. All three were willing to complete the well work in 2020, which would be a good thing for the city to get that redundant well online. All bids were evaluated based solely on the base bid.

Olson stated the low bidder was Minnesota Mechanical Solutions out of Waite Park, Minnesota, in the amount of \$496,860.00. This bid was substantially less than the other two. The other two were approximately \$650,000.00, \$150,000.00 greater than our low bid. Anytime we get a bid situation like this we always question it. We question did the low bidder miss something or misinterpret or overlook something with the plan. I had an opportunity to visit with the owner. He too questioned it by asking when it was read, what did he overlook, because he thought that he is usually not that much lower than the competition. He went back through his bid in great detail, visited with all of his suppliers, and in the end concluded that he is comfortable with the number that he provided. His bid falls in line with the design estimate. Our design estimate was \$450,000.00 to \$500,000.00. It's on the higher end of our design estimate, but given the other two numbers that we received, I think this is a very good number and this is what it's going to take to get this project completed.

Olson stated we are recommending the award of the contract to Minnesota Mechanical Solutions in the amount of \$496,860.00. That recommendation is contingent upon approval of the Minnesota Department of Health Plan review. We sent this in for the Minnesota Department of Health permit a few weeks ago. We haven't yet received that permit. We have been communicating with the Department of Health. We don't see any issues with getting the permit for the project. But we'd like to make the recommendation contingent upon that approval. We'll get the contract started so that when that comes through it will be a simple signature on the city's behalf to get the project rolling.

Randall questioned if the resolution talks about that contingency? Olson stated I don't believe that contingency made it into the resolution in the packet. We'll have to add that language to it.

A motion was made by Randall, seconded by Wills, and unanimously carried to approve Resolution #2020-131 Awarding Bid for the 2020 Well and Water Treatment Facility Improvements in the City of Park Rapids, contingent on the Minnesota Department of Health approval of the permitting process.

9. CITY ADMINISTRATOR COMMENTS: Mathisrud stated according to our Council priorities list set back in January, one of those priorities was to implement a body camera program for the city's police department. At the next meeting the police department will bring forth a request for the purchase of those body cameras. Between now and then we intend to post the proposed policy, for public input, for how those will be implemented and managed by the police department. That is something that you will see on the city's Facebook pages, as well as the website, which is required by state statute. We are bringing that to you prior to the request to purchase and the implementation of the cameras.

Mathisrud stated we are working through the budget. We are going to have a work session of the Council at 5:00 p.m. on September 8th to go over the preliminary levy for 2021. We are working to prepare that for you.

10. DEPARTMENT HEAD UPDATES: There were no comments.

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

12. COMMENTS FROM COUNCIL: There were no comments.

13. CLOSED SESSION:

13.1. Introduction: Mayor Leckner stated the Council is here tonight to conduct a Performance Evaluation of City of Park Rapids Employee City Administrator Ryan Mathisrud under Minn. Stat. 13D.05, subd. 3 (a).

A motion was made by Stone, seconded by Wills, and unanimously carried to close the regular meeting and open a closed session at 6:11 p.m.

CLOSED MEETING:

Members/Staff Present: Conway, Leckner, Randall, Stone, and Wills.

The Council participated in a discussion regarding the employee's performance.

Conclusion: Presentation of the results of the closed session will be presented at the September 8th, 2020, City Council meeting.

A motion was made by Conway, seconded by Wills, and unanimously carried to close the closed session and reopen the regular meeting at 7:37 p.m.

14. ADJOURNMENT: A motion was made by Wills, seconded by Stone, and unanimously carried to adjourn the meeting at 7:38 p.m.

[seal]

Mayor Ryan Leckner

ATTEST:

Margie M. Vik
City Clerk