

**AGENDA**  
**PARK RAPIDS CITY COUNCIL MEETING**  
**TUESDAY, APRIL 24, 2012, 7:00 PM**  
**PARK RAPIDS LIBRARY-LOWER LEVEL**  
**PARK RAPIDS, MINNESOTA**

Page

1. **CALL TO ORDER:** *The Pledge of Allegiance will be recited by all those present.*
  
2. **ROLL CALL**
  
3. **APPROVE AGENDA:** *Councilmembers may add or delete items on the agenda at this time.*
  
4. **PUBLIC HEARING FOR THE TODD TOWNSHIP PHASE III ANNEXATION AREA UTILITY AND STREET PROJECT:**

*The Mayor will call for a motion to open the public hearing.*

- 4.1. Presentation of the Todd Township Phase III Annexation Area Project.....Olson
  - A. Preliminary Engineering Report..... 1-17
  - B. Notice of Public Hearing ..... 18-22
  - C. Letter to Residents ..... 23-25
  - D. Frequently Asked Questions ..... 26-27
  
- 4.2. Questions Regarding the Project-*Citizens Sign In to Address the Council*
  
- 4.3. General Comments on Project or Annexation-*Citizens Sign In to Address the Council*..... 28

*The Mayor will call for a motion to close the public hearing.*

- 4.4. Resolution #2012-\_\_ Ordering the Improvement and Preparation of Plans for the Todd Township Phase III Annexation Area Watermain and Sanitary Sewer Improvement Project in the City of Park Rapids ..... 29
  
5. **APPROVE MINUTES:**
  - 5.1. City Council Workshop Minutes-April 10, 2012..... 30-33
  - 5.2. City Council Regular Meeting Minutes-April 10, 2012..... 34-47

**6. FINANCE:**

6.1. Payables & Prepaids.....48-56

**7. CONSENT AGENDA:** *All items listed with an (\*) are considered to be non-controversial by the staff, but not necessarily by the Council, and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember, City Staff or Citizen so requests, in which case, the item will be removed from the consent agenda and considered immediately following consent vote.*

\*7.1. Resolution #2012-\_\_ Approving Ordinance No. \_\_ Amending the Park Rapids City Code of Ordinances, Chapter 151 Zoning, Section 151.057 (C-1) Conservation District, Section 151.058 (AG-1) Agricultural District, Section 151.060 (R-1) Single-Family District, Section 151.061 (R-1A) Single-Family Residential in Annexation Area District, Section 151.062 (R-2) Single, 2-Family and Townhouse District, Section 151.063 (R-3) Medium Density Residential District, Section 151.064 (R-B) Residential-Business Transitional District ..... 57

\*7.2. Ordinance No. \_\_ Amending the Park Rapids City Code of Ordinances, Chapter 151 Zoning, Section 151.057 (C-1) Conservation District, Section 151.058 (AG-1) Agricultural District, Section 151.060 (R-1) Single-Family District, Section 151.061 (R-1A) Single-Family Residential in Annexation Area District, Section 151.062 (R-2) Single, 2-Family and Townhouse District, Section 151.063 (R-3) Medium Density Residential District, Section 151.064 (R-B) Residential-Business Transitional District .....58-60

\*7.3. Approve Pawnbroker’s Permit for Royce A. Holland d.b.a. Fuller’s Gun & Pawn Shop at 223 Main Avenue South, for May 1<sup>st</sup> 2012 to April 30<sup>th</sup>, 2013 ..... 61

\*7.4. Approve Multi-Vendor Transient Merchant License for Brenda Mason d.b.a. Brigid’s House, at 500 Park Avenue South, on Saturday, June 16<sup>th</sup>, 2012 ..... 62

\*7.5. Approve Purchase Order for the Public Works Department for the Spring Irrigator Service from Elsner Irrigation Service in the Amount of \$1,080.00 ..... 63

\*7.6. Resolution #2012-\_\_ Accepting the Resignation of Volunteer Firefighter Mark Gossman for the City of Park Rapids ..... 64-65

\*7.7. Authorize City Staff to Advertise for the Open Firefighter Position in Accordance with the Attached Advertisement ..... 66-67

*7.8.	Approve Application/Permit for Fireworks Display for the Park Rapids Rotary Club, on July 4 <sup>th</sup> , 2012 at Heartland Park in the City of Park Rapids .....	68-69
*7.9.	Resolution #2012-__ Accepting the Resignation of Housing and Redevelopment Authority of Park Rapids Member Ted Godfrey .....	70-71
*7.10.	Approve Backhoe Operator's License to Work in the City of Park Rapids in 2012 for L&B Excavating Inc .....	72
*7.11.	Resolution #2012-__ Appointing Janice Tidrick to Serve on the Park Rapids Planning Commission.....	73-74
*7.12.	Resolution #2012-__ Approve Wage Adjustment for Part Time Rapids Spirits Liquor Store Clerk Fredrick Thompson.....	75-76
*7.13.	Resolution #2012-__ Authorizing Proper City Officials to Execute the Paperwork to Abate the Special Assessment for PID #32.37.10010.....	77-80
*7.14.	Authorize Staff in Enter into a Five Year Lease for a Lanier MPC4502 Copier/Printer for City Hall.....	81-82
*7.15.	Approve Pay Request in the Amount of \$1,097.01 to TKDA for Architect Fees for the 2011 Airport Terminal Area Improvements.....	83-84
*7.16.	Approve Pay Request in the Amount of \$4,137.80 to NW MN Environmental Consulting and HRDC Administrative Services Regarding the Small Cities Development Program Grant.....	85-90
*7.17.	Resolution #2012-__ Authorizing City of Park Rapids to Execute the State of Minnesota, Department of Transportation Cooperative Landscaping Agreement No.00960 .....	91-102
*7.18.	Approve Transferring \$83,998.72 to Hubbard County Highway Department for the Main Avenue Project.....	103-126
*7.19.	Resolution #2012-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for Minnesota Darkhouse & Angling-Park Rapids Chapter .....	127-129
*7.20.	Approve Purchase Order in the Amount of \$20,405.51 to Restock the Water Department's Inventory of Water Meters from Ferguson Waterworks .....	130-132
*7.21.	Resolution #2012-__ Approve a New On Sale 3.2 Beer License for Park Rapids Lakes area Chamber of Commerce in the City of Park Rapids .....	133

**8. COMMENTS FROM CITIZENS:** *Individuals may address the City Council at this time about any item not contained on the regular agenda. The Council will take no official action on items discussed, with the exception of referral to staff for future report. If there are no comments, the City Council will continue with the regular agenda.*

**9. GENERAL BUSINESS:**

9.1. Summerfield Place Water Issues ..... 134-144

9.2. Request for Funding For Headwaters Softball League ..... 145-148

9.3. Re-Sealing Main Avenue ..... 149

9.4. Resolution to Appoint Councilmember to HRA of Park Rapids..... 150-151

9.5. Resolution Establishing a Lawn Watering/Irrigation Ban for the City of Park Rapids..... 152

9.6. Fiscal Agent for RBEG Grant.....Smith

**10. CITY ADMINISTRATOR COMMENTS**

**11. DEPARTMENT HEAD UPDATES**

**12. MINUTES/REPORTS/INFORMATION:** *Some of the information included here is in draft form, and is subject to change.*

12.1. Park Rapids Parks Board Meeting Minutes-February 6, 2012 ..... 153-154

12.2. Personnel Committee Meeting Minutes-February 21, 2012..... 155

12.3. Park Rapids Parks Board Meeting Minutes-March 12, 2012 ..... 156

12.4. Punch In Memo-April 2012 ..... 157-161

12.5. Airport Commission Meeting Minutes-April 4, 2012 ..... 162-164

12.6. CGMC in Brief-April 5, 2012 ..... 165-169

12.7. Safety Committee Meeting Minutes-April 5, 2012..... 170-172

12.8. Park Rapids Parks Board Meeting Minutes-April 9, 2012 ..... 173  
12.9. Staff Meeting-April 11, 2012 ..... 174  
12.10. CGMC in Brief-April 13, 2012 ..... 175-176  
12.11. Ulteig Project Updates-April 18, 2012..... 177-178  
12.12. Planning Commission Meeting Minutes-April 18, 2012..... 179-180

**13. COMMENTS FROM COUNCIL**

**14. ADJOURNMENT**