

**AGENDA
PARK RAPIDS CITY COUNCIL MEETING
TUESDAY, NOVEMBER 13, 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. **APPROVE MINUTES:**
 - 4.1. City Council Regular Meeting Minutes-October 9, 2012 1-25
 - 4.2. City Council Regular Meeting Minutes-October 23, 201226-35

5. **FINANCE:**
 - 5.1. Payables & Prepaids.....36-50

6. **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.*
 - *6.1. Approve Plumber's Permit to Work in the City of Park Rapids in 2012 for Lindow Plumbing 51
 - *6.2. Approve Backhoe Operator's License to Work in the City of Park Rapids in 2012 for Ralph Sanquist Construction Inc, and Pickett's Excavating..... 52
 - *6.3. Resolution #2012-__ Accepting Donations for the City of Park Rapids 53-54
 - *6.4. Approve Transient Merchant License for Charles M. Peterson d.b.a. Oakwood Studios LLC for November 3rd, 2012 (double fee applied due to late submission) 55

*6.5.	Resolution #2012-__ Approve Temporary On-Sale Liquor Licenses for the Park Rapids Chamber of Commerce in the City of Park Rapids.....	56
*6.6.	Approve Public Facilities Use Permit for Uzi Monka d.b.a. Park Rapids Downtown Business Association for the Second Street Stage Events, on Second Street West between Main Avenue and Park Avenue, on Thursdays, 6-20, 6-27, 7-4, 7-11, 7-18, 7-25, 8-1, 8-8, 8-15, 8-22, all in 2013, from 2:30 p.m. to 9:00 p.m.....	57
*6.7.	Approve Public Facilities Use Permit for Uzi Monka d.b.a. Park Rapids Downtown Business Association for the Bite of Park Rapids/Arts & Crafts Show, on Second Street West between Pleasant Avenue and Park Avenue, on Sunday, July 14 th , 2013, from 7:00 a.m. to 5:00 p.m.	58
*6.8.	Approve Multi-Vendor Transient Merchant License for Uzi Monka d.b.a. Park Rapids Downtown Business Association for Sunday, July 14 th , 2013 for an Arts & Crafts Show on Second Street West	59
*6.9.	Approve Change Order #2 for the Irrigation System for the Airport Terminal Area in the Amount of \$679.58	60-62
*6.10.	Resolution #2012-__ Accepting the Resignation of Volunteer Firefighter Kris Holman for the City of Park Rapids	63
*6.11.	Resolution #2012-__ Appointing Jeremiah Tinker to the Position of Volunteer Firefighter for the City of Park Rapids	64
*6.12.	Resolution #2012-__ Approving a Leave of Absence for Full Time Rapids Spirits Liquor Store Clerk Cindy Horton.....	65-66
*6.13.	Approve Canceling the Second Regular Council Meeting in December, which is scheduled for December 25 th , 2012.....	67
*6.14.	Approve Purchase Order for the Public Works Department in the Amount of \$4,978.32 for Smith and Lovelace Impellers and Parts from Electric Pump.....	68-69
*6.15.	Approve Purchase Order for the Public Works Department in the Amount of \$2,180.00 for Hydraulic Dump Box Repairs to Darchuk's Fabrication and \$2,379.04 for Generator Maintenance to Cummins NC Power	70-73
*6.16.	Approve Pay Request in the Amount of \$3,825.00 to Applied Concepts for Radio Equipment for the Police Department, using the Forfeiture Fund 115-19000-36700	74-76

- *6.17. Approve Pay Request in the Amount of \$2,390.00 to Miller McDonald for the Fire Relief Association 2012 Audit Report 77-78
- *6.18. Approve Pay Request in the Amount of \$17,837.50 to Kitchigami Regional Library for the Second Half Payment of the 2012 Library Levy 79-81
- *6.19. Resolution #2012-__ Authorizing Proper City Officials to Execute the Shared Road Maintenance Agreement by and between Todd Township and the City of Park Rapids..... 82-86
- *6.20. Approve the Low Bid for the Purchase and Installation of a New Furnace for the Fire Hall, at a cost of \$2,507.50 from Brian Ellenson, plus any applicable taxes..... 87-89
- *6.21. Approve Pay Request in the Amount of \$30,213.00 for HRDC, Mid-Sota Builders, Samuelson-Laney, Hansen Avenson Electric, Covenant Log Homes, and G&J Awning and Canvas for Services Associated with the Small Cities Development Program Grant..... 90-103

7. 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.*

8. PLANNING:

- 8.1. Approve Final Design Considerations for the New DNR Heartland Trail Bridge and Authorize the DNR to Submit the Final Design for Review to the Army Corp of Engineers..... 104-123

9. GENERAL BUSINESS:

- 9.1. Resolution Approving a Joint Application to the National Endowment for the Arts for a “Creative Place Making” Grant 124
- 9.2. Request by Hubbard County Regional Economic Development Commission for an Extension on a Park Rapids City EDA Loan 125-129
- 9.3. Request to Install Bollards in Park Rapids City Alley Right of Way..... 130
- 9.4. Request to Waive Late Fees on Water/Sewer Bill for 607 ½ Riverside Avenue..... 131-138

9.5.	Mandatory Water/Sewer Connections for City Residents- <i>tabled September 11, September 25, 2012, referred to staff for possible ordinance amendment on October 9, 2012, tabled October 23, 2012</i>	139-149
9.6.	Aquatic Invasive Species Funding- <i>discussed October 23, 2012</i>	150
9.7.	Downtown Camera Update- <i>tabled October 9th, 2012</i>	McKinney
10.	CITY ADMINISTRATOR UPDATE	
11.	DEPARTMENT HEAD UPDATES	
12.	MINUTES/REPORTS/INFORMATION: <i>Some of the information included here is in draft form, and is subject to change.</i>	
12.1.	Building Permit Report-October 2012	151
12.2.	Plumbing Permit Report-October 2012	152
12.3.	Hubbard County Commissioners Meeting Minutes-October 3, 2012	153-156
12.4.	Hubbard County Commissioners Meeting Minutes-October 17, 2012	157-162
12.5.	CGMC in Brief-October 18, 2012	163-164
12.6.	CGMC in Brief-October 31, 2012	165-166
13.	COMMENTS FROM COUNCIL	
14.	ADJOURNMENT	