

**AGENDA
PARK RAPIDS CITY COUNCIL MEETING
TUESDAY, AUGUST 26, 2014, 6:00 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-August 4, 2014..... 1-12

5. **FINANCE:**
 - 5.1. Payable & Prepaids 13-24

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 2014 for Lunseth Plumbing & Heating 25
 - *6.2. Resolution #2014-__ Accepting Donations for the City of Park Rapids.....26-27
 - *6.3. Resolution #2014-__ Approving Wage Adjustment and Step Increase for Facility Maintenance Superintendent Chris Fieldsend.....28-29
 - *6.4. Resolution #2014-__ Approving Wage Adjustment and Step Increase for Park Rapids Police Officer Daniel Garner 30-31
 - *6.5. Resolution #2014-__ Approving Wage Adjustment and Step Increase for Park Rapids Police Officer Joseph Rittgers..... 32-33
 - *6.6. Resolution #2014-__ Approving Wage Adjustment and Step Increase for Park Rapids Police Officer Adam Suckow for the City of Park Rapids 34-35

*6.7.	Resolution #2014-__ Authorization to Execute State of Minnesota- Department of Public Safety Driver and Vehicle Services Amendment No. 1 to Lease Agreement No. PS0262	36-39
*6.8.	Approve Public Facilities Use Permit for John Schmacher d.b.a. Park Rapids School District #309 to Use Helton Avenue, Fair Avenue, Fifth Street, Main Avenue, and Pearl Street for the Park Rapids Homecoming Parade on Friday, September 12 th , 2014 from 2:00 p.m. to 3:00 p.m.....	40
*6.9.	Approve Pay Request in the Amount of \$4,035.00 to Braun Intertec for the Evaluation of the Existing Soil Conditions for the Riverside Area- Phase One Project	41-45
*6.10.	Approve Pay Request in the Amount of \$2,700.00 to Miller McDonald for the Fire Relief Association 2013 Audit.....	46-47
*6.11.	Approve Pay Request in the Amount of \$1,265.30 to Elsner Well Drilling for Emergency Repairs to Irrigation Pivots #3 and #4	48-49
*6.12.	Approve Pay Request in the Amount of \$660.00 to TKDA for Professional Services Pertaining to the Crosswind Runway 18-36 Project.....	50-52
*6.13.	Approve Pay Request in the Amount of \$1,914.92 to TKDA for Professional Service Pertaining to the Development of Private Hangers at the Municipal Airport.....	53-55
*6.14.	Approve Pay Request in the Amount of \$6,500.00 to ND Sewage Pump and Lift Station Service for the Rehabilitation of Lift Station #7	56-57
*6.15.	Approve Pay Request #5 in the Amount of \$712,290.29 to Tri-City Paving for Construction Services for the Crosswind Runway 18-36 Project	58-63
*6.16.	Accept Low Quote from Howard's Driveway to Complete Patching on Various Street Sections in the City for the Amount of \$14,940.00 (and) Authorize Commercial Asphalt Repair to Repair Cracks and Other Deficiencies on East River Drive and Grove Avenue North for the Amount of \$6,120.00	64-67
*6.17.	Accept Low Quote in the Amount of \$7,089.50 from K.L. Concrete to Replace Sidewalks in Various Areas of the City.....	68-70
*6.18.	Approve Budget Adjustment: Transfer \$2,200.00 from STREETS-Street Maintenance Expense to SIDEWALK-Sidewalk Maintenance Expense.....	71

- *6.19. Resolution #2014-__ Awarding Bid for the Hanger Site Preparation and Drainage Improvement Project for the Municipal Airport in the City of Park Rapids 72-82
- *6.20. Approve Quote in the Amount of \$4,600.00 from Racer Construction to Complete Riprap Project for Eagle Drive 83-85
- *6.21. Approve Budget Adjustment: Transfer \$7,500.00 from STORM SEWER-Other Contractual Services to STORM SEWER-Maintenance and Repairs-Grounds 86
- *6.22. Approve Low Quote in the Amount of \$3,792.00 from Tecta America for Repairs to the Roof of the Public Safety Building 87-89
- *6.23. Approve Purchase in the Amount of \$1,800.00 from Walsh Forest Products for Wood Chips for the Depot Park Playground..... 90-91
- *6.24. Resolution #2014-__ Accepting the Resignation of Full Time Park Rapids Police Officer Thomas Haag..... 92-93
- *6.25. Utility Billing: Approve Credit in the Amount of \$1,386.97 for Sewer Portion of the 2014 First and Second Quarter Billings for Thom Peterson at 113 Third Street West..... 94-99
- *6.26. Utility Billing: Approve Credit in the Amount of \$147.49 for the Sewer Portion of the 2014 Second Quarter Billings for Gramma’s Riverview/ Bob Mallery at 900 Park Avenue N..... 100-104
- *6.27. Resolution #2014-__ Adopting the Policy for Ensuring the Security of Not Public Data for the City of Park Rapids 105-108
- *6.28. Approve Data on Individuals Inventory Maintained by the City of Park Rapids, as Required by Minnesota Statutes 13.05 and Minnesota Rules 1205.1200 109-126

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. GENERAL BUSINESS:

- 8.1. Friends of Headwaters Presentation..... 127-128

8.2.	Resolution to Authorize Proper City Officials to Execute Task Order No. 3 to Amend the Wellhead Protection Plan by and between Apex Engineering Group and the City of Park Rapids	129-134
8.3.	Resolution Receiving the Preliminary Engineering Report and Calling for Public Hearing for the North Main Avenue Utility and Street Rehabilitation Project.....	135-157

9. CITY ADMINISTRATOR COMMENTS

10. DEPARTMENT HEAD UPDATES

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

11.1.	Building Permit Report-July 2014	158
11.2.	Plumbing Permit Report-July 2014	159
11.3.	Greater Minnesota Regional Parks & Trails Coalition Meeting Minutes-August 2014.....	160-165
11.4.	Heartland Spur to Itasca Task Force Meeting Minutes-August 11, 2014....	166-168
11.5.	Fair Housing Memo-August 26, 2014	169
11.6.	Sandpiper Pipeline Project-August 2014	170-171

12. COMMENTS FROM COUNCIL

13. ADJOURNMENT