

**AGENDA
PARK RAPIDS CITY COUNCIL MEETING
TUESDAY, JANUARY 13, 2015, 6:00 PM
PARK RAPIDS LIBRARY-LOWER LEVEL
PARK RAPIDS, MINNESOTA**

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| 1. | OATH OF OFFICE: | |
| | 1.1. The Oath of Office will be recited by Mayor Mikesh, and Councilmembers Randall and Utke | 1-3 |
| 2. | CALL TO ORDER: <i>The Pledge of Allegiance will be recited by all those present.</i> | |
| 3. | ROLL CALL | |
| 4. | APPROVE AGENDA: <i>Councilmembers may add or delete items on the agenda at this time.</i> | |
| 5. | APPROVE MINUTES: | |
| | 5.1. City Council Special Meeting Minutes-December 9, 2014 | 4-8 |
| | 5.2. City Council Regular Meeting Minutes-December 9, 2014 | 9-27 |
| | 5.3. City Council Special Meeting Minutes-December 16, 2014 | 28-29 |
| 6. | FINANCE: | |
| | 6.1. Prepays..... | 30-48 |
| 7. | CONSENT AGENDA: <i>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.</i> | |
| | *7.1. Resolution #2015-__ Setting City Council Meetings on the Second and Fourth Tuesday of Each Month in the Year 2015 | 49 |
| | *7.2. Resolution #2015-__ Appointing Paul Utke as Acting Mayor for the Year 2015 | 50 |

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|--------|---|-------|
| *7.3. | Resolution #2015-__ Designating Official Newspaper for the Year 2015 for the City of Park Rapids..... | 51 |
| *7.4. | Resolution #2015-__ Designating Authorized Signatures for the Year 2015 for the City of Park Rapids..... | 52 |
| *7.5. | Resolution #2015-__ Designating Official Depositories for the Year 2015 for the City of Park Rapids..... | 53 |
| *7.6. | Resolution #2015-__ Authorizing Proper City Officials to Execute Payment of Claims Prior to City Council Approval for Year 2015 | 54 |
| *7.7. | Resolution #2015-__ Authorizing Proper City Officials to Execute the Paperwork Associated with the Fire Contracts for the City of Park Rapids | 55 |
| *7.8. | Approve Plumber’s Permits to Work in the City of Park Rapids in 2015 for Ackerman Plumbing & Heating Inc, Hass Geosystems Inc, Samuelson Laney Plumbing, Heating, & Cooling Inc, The Jamer Company, Peterson Sheet Metal Inc, Tim Ulvin Plumbing Inc, T and T Plumbing & Heating Inc, and D.Carlson Plumbing & Excavating | 56 |
| *7.9. | Approve Backhoe Operator’s Licenses to Work in the City of Park Rapids in 2015 for Backhoe Pete LLC, Arvig Enterprises/AEI Construction, LarMac LLC, Gordon Construction, Qwest Corporation, T-Ray Construction Company, and Dennis & Girtz Excavating..... | 57 |
| *7.10. | Resolution #2015-__ Appointing Scott Johnson to Serve on the Airport Commission for the City of Park Rapids | 58-59 |
| *7.11. | Resolution #2015-__ Re-Appointing Nathan Luetgers to Serve on the Park Rapids Arts and Culture Advisory Commission..... | 60-61 |
| *7.12. | Resolution #2015-__ Re-Appointing Aaron Spangler to Serve on the Park Rapids Arts and Culture Advisory Commission | 62-64 |
| *7.13. | Resolution #2015-__ Appointing Jill Johnson to Serve on the Library Board for the City of Park Rapids | 65-66 |
| *7.14. | Resolution #2015-__ Re-Appointing Sue Cutler to Serve on the Parks & Beautification Board for the City of Park Rapids..... | 67-68 |
| *7.15. | Resolution #2015-__ Re-Appointing Dodie Egge to Serve on the Parks & Beautification Board for the City of Park Rapids..... | 69-70 |
| *7.16. | Resolution #2015-__ Appointing Dick Rutherford to Serve on the Park Rapids Planning Commission..... | 71-72 |

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| *7.17. | Resolution #2015-__ Re-Appointing Cheryle Wilke to Serve on the Urban Forestry Committee for the City of Park Rapids | 73-74 |
| *7.18. | Resolution #2015-__ Approve Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Jeffrey Olesen | 75-76 |
| *7.19. | Resolution #2015-__ Approve Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Roger Hunter..... | 77-78 |
| *7.20. | Resolution #2015-__ Approve Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Joyce Mikesh | 79-80 |
| *7.21. | Resolution #2015-__ Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Tall Pine Toms | 81-83 |
| *7.22. | Authorize City Staff to Use City Equipment, front end loader and plow truck) to Help Remove Snow from the Start/Finish/Parking Lot for the Heartland 106 Snowmobile Race on Highway 34 East | 84 |
| *7.23. | Approve Installation of a Surge Protector by Hanson Avenson Electric in the Amount of \$1,800.00 at the Public Works/Safety Building..... | 85-87 |
| *7.24. | Approve Pay Request in the Amount of \$1,500.00 to Revize LLC for the Yearly Software Updates and Website Hosting | 88-89 |
| *7.25. | Resolution #2015-__ A Resolution by the Mayor and City Council of the City of Park Rapids, Minnesota, Approving the Sale of City-Owned Real Property in Park Rapids, Minnesota, and Dispensing with Review of the Sale by the Park Rapids Planning Commission | 90-96 |
| *7.26. | Approve Pay Request in the Amount of \$20,000.00 to Hubbard County Regional Economic Development Commission for the First Half of the 2015 Annual Investment..... | 97-98 |
| *7.27. | Approve the Repair of the Rivers Edge Condominium Association Sign, as per Existing Purchase Agreement with RECA, in the Amount of \$1,800.00 to Keith Anderson Masonry | 99-101 |
| *7.28. | Resolution #2015-__ Approve Wage Adjustment and Step Increase for Full Time Accounting Clerk/Receptionist Janel Stewart | 102-103 |
| *7.29. | Resolution #2015-__ Authorizing Proper City Officials to Execute a Contract for Services for the Park Rapids Municipal Airport by and between Trillion Aviation and the City of Park Rapids | 104-107 |

*7.30. Resolution #2015-__ Permitting the Destruction of Aged Documents as Determined by Adopted Minnesota General Records Retention Schedule 108

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. Resolution Appointing Councilmembers to Various City Committees, Boards, and Commissions 109-113
- 9.2. City Committee Voting Requirements 114-116
- 9.3. Resolution to Authorize Proper City Officials to Execute the Task Order for the Fire Hall Expansion Project by and between Apex Engineering Groups Inc and the City of Park Rapids 115-120
- 9.4. Annual Local Board of Appeal & Equalization Meeting 121

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. Heartland Trial Extension Meeting Minutes-November 3rd, 2014..... 122-124
- 12.2. Open Committee Positions-January 1, 2015 125
- 12.3. Rapids Spirits Council Report-January 8th, 2015 126-128

13. COMMENTS FROM COUNCIL

14. ADJOURNMENT