

AGENDA
PARK RAPIDS CITY COUNCIL MEETING
TUESDAY, APRIL 14, 2015, 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. **EMPLOYEE RECOGNITION:**
 - 4.1. Certificate of Employment for Dean Christofferson-Twenty Years 1

5. **APPROVE MINUTES:**
 - 5.1. City Council Regular Meeting Minutes-March 24, 20152-6

6. **FINANCE:**
 - 6.1. Payables and Prepaids7-15

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 #2015-__ Approving Ordinance No. __ Amending the City Code of Ordinances of the City of Park Rapids, Chapter 151 Zoning, Section 151.062 16
 - *7.2. Ordinance No. __ Amending the City Code of Ordinances of the City of Park Rapids, Chapter 151 Zoning, Section 151.062 17

*7.3.	Approve a Plumber's Permit to Work in the City of Park Rapids in 2015 for Leading Edge Mechanical and Northern Pines Plumbing & Heating.....	18
*7.4.	Resolution #2015-__ Appointing Andrew Trudeau to the Position of Volunteer Firefighter for the City of Park Rapids	19-20
*7.5.	Resolution #2015-__ Approving the Tax Classification for Certain Tax Forfeited Lands Located within the City of Park Rapids	21-31
*7.6.	Approve Re-Hiring Two (2) Summer Seasonal Workers from 2014 to Work in 2015, or Advertise for Two (2) New Summer Seasonal Workers	32-33
*7.7.	Approve the Purchase in the Amount of \$5,000.00 for Building Supplies and Concrete Pads for the Construction of Four (4) Dugouts at Olson Softball Fields	34-36
*7.8.	Approve the Electrical Upgrade in the Cooler and Storage Areas at Rapids Spirits Municipal Liquor Store by Lee Davis Electric in the Amount of \$2,195.00	37-39
*7.9.	Resolution #2015-__ Authorizing Sale of Excess City Property from the City of Park Rapids.....	40-41
*7.10.	Resolution #2015-__ Approving a Leave of Absence for City of Park Rapids Volunteer Firefighter Richard L. Ness Jr.	42-46
*7.11.	Approve Pay Request in the Amount of \$387.16 to TKDA for Engineering Services Pertaining to Private Corporate Hanger Development.....	47-49
*7.12.	Approve the Purchase of Signs and Installation Costs in the Amount of \$1,471.08 from Mineer Signs for Various City Parks	50-52
*7.13.	Resolution #2015-__ Amending the Personnel Policy #53 – Expense Reimbursement for the City of Park Rapids	53-55
*7.14.	Resolution #2015-__ Adopting Personnel Policy #59 – Grooming and Uniform Policy for the City of Park Rapids.....	56-61
*7.15.	Resolution #2015-__ Adopting Personnel Policy #60 – Employee Identification Cards/Badges for the City of Park Rapids	62-63
*7.16.	Approve Pay Request in the Amount of \$13,969.00 to Viking Builders to Construction Work Pertaining to the Small Cities Development Grant	64-66
*7.17.	Authorize Staff to Execute the Agreement for Federal Entitlement Funds from the City of Benson for \$150,000.00 in Municipal Airport Funding.....	67-70

*7.18. Resolution #2015-__ Approve Temporary On Sale Liquor Licenses for the Park Rapids Community Development Corporation in the City of Park Rapids	71
*7.19. Approve Spending up to \$30,000.00 to Rent Mobile Office Units and Remediate the East Wall of the Public Safety Building and Authorize Administrator to Contract for these Services	72
*7.20. Approve Transient Merchant License, for the Park Rapids Community Development Corporation, on June 18, 25, July 2, 9, 16, 23, 30, August 6, 13, 20, all in 2015, for the Second Street Stage Events	73
*7.21. Approve a Public Facilities Use Permit, for the Park Rapids Community Development Corporation, to Close Second Street, from Main Avenue South to Park Avenue South, on June 18, 25, July 2, 9, 16, 23, 30, August 6, 13, 20, all in 2015, for the Second Street Stage Events	74
*7.22. Approve Multi-Vendor Transient Merchant License, for the Park Rapids Community Development Corporation, on July 12 th , 2015, for the Bite of Park Rapids Event.....	75
*7.23. Approve a Public Facilities Use Permit, for the Park Rapids Community Development Corporation, to Close Block Two (2) of Main Avenue South on July 12 th , 2015, for the Bite of Park Rapids Event	76
*7.24. Approve a Public Facilities Use Permit, for Park Rapids Community Development Corporation, on Thursday, July 23 rd , 2015, from 11:00 a.m. to 3:00 p.m. to Use Pioneer Park for Crazy Days Entertainment.....	77

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. PLANNING:

9.1. Resolution Approving a Conditional Use Permit to Operate a Law Office in the R-2 Zoning District at 120 Main Avenue North, PID #32.45.01100.....	78-88
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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. Library Board Meeting Minutes-February 2, 2015..... 89

12.2. Park Rapids Parks & Beautification Board Meeting Minutes-February 9, 2015..... 90-91

12.3. Housing & Redevelopment Authority Meeting Minutes-February 18, 2015..... 92-93

12.4. Building Permit Report-March 2015..... 94

12.5. Plumbing Permit Report-March 2015..... 95

12.6. Kitchigami Regional Library Board Meeting Minutes-March 19, 2015 96

12.7. Planning Commission Meeting Minutes-March 23, 2015..... 97-108

12.8. Economic Development Authority of Park Rapids Meeting Minutes-March 24, 2015..... 109-117

12.9. Park Rapids Airport Commission Meeting Minutes-April 1, 2015..... 118-126

12.10. Safety Committee Meeting Minutes-April 2, 2015..... 127-128

12.11. Symantec Risk Detections Count and Detection Report-April 7, 2015 129

12.12. Rapids Spirits Council Report-April 9, 2015..... 130-131

13. COMMENTS FROM COUNCIL

14. ADJOURNMENT