

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
JANUARY 24, 2012, 7:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The January 24th, 2012 Regular Meeting of the Park Rapids City Council was called to order at 7:00 p.m. by Mayor Nancy Carroll, and everyone present recited the Pledge of Allegiance.

2. ROLL CALL: Present: Mayor Nancy Carroll, Councilmembers Dave Konshok and Patrick Mikesh. Absent: Councilmembers Sue Tomte, and Paul Utke. Staff Present: Administrator Bill Smith, Treasurer Angela Brumbaugh, Planner Dan Walker, Liquor Store Manager Scott Olson, and Clerk Margie Vik. Others Present: Dick Rutherford, Alan Zemek, Paul Dove, and Anna Erickson from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Mikesh, seconded by Konshok, and unanimously carried to approve the agenda as presented.

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-January 10, 2012: A motion was made by Konshok, seconded by Mikesh, and unanimously carried to approve the January 10th, 2012 City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepaids: A motion was made by Konshok, seconded by Mikesh, and unanimously carried to approve the payables in the amount of \$36,918.47, and the prepaids in the amount of \$282,993.42, for a total of \$319,911.89.

6. CONSENT AGENDA: Konshok removed Item #6.19 from the consent agenda. A motion was made by Mikesh, seconded by Konshok, and unanimously carried to approve the following consent agenda items:

- 6.1. Resolution #2012-24 Approving Ordinance No. 535 Amending the Park Rapids City Code of Ordinances, Chapter 151 Zoning, Section 151.003 Definitions.

- 6.2. **Ordinance No. 535 Amending the Park Rapids City Code of Ordinances, Chapter 151 Zoning, Section 151.003 Definitions.**
- 6.3. **Approve Plumber's Permits to Work in the City of Park Rapids in 2012 for Ecowater Systems, D.Carlson Plumbing & Heating LLC, Culligan Soft Water Service Company, and Leading Edge Mechanical Inc.**
- 6.4. **Approve Backhoe Operator's Licenses to Work in the City of Park Rapids in 2012 for LarMac LLC, Qwest Corporation/Century Link, Dennis & Girtz Excavating, and Arvig Enterprise Inc.**
- 6.5. **Resolution #2012-25 Approving Wage Adjustment and Step Increase for Park Rapids Police Officer Jeffrey Hulse.**
- 6.6. **Resolution #2012-26 Approving Wage Adjustment and Step Increase for Park Rapids Police Investigator Sabin Rasmus.**
- 6.7. **Resolution #2012-27 Approving Wage Adjustment and Step Increase for Public Works Parks Employee Stephanie Paulson.**
- 6.8. **Resolution #2012-28 Permitting the Destruction of Aged Documents as Determined by Adopted Minnesota General Records Retention Schedule.**
- 6.9. **Resolution #2012-29 Accepting Donations for the City of Park Rapids.**
- 6.10. **Approve Pawnbroker's License for Nathan Allen Turnquist d.b.a. North Country Gold & Silver Company at 619 First Street East for January 1st, 2012 to April 30th, 2013.**
- 6.11. **Resolution #2012-30 Approving the Renewal of Liquor License for Royal Bar in the City of Park Rapids.**
- 6.12. **Resolution #2012-31 Approving a Wine and Strong Beer License for Schwarzwald Inn in the City of Park Rapids.**
- 6.13. **Approve Pay Request in the Amount of \$5,053.00 to Coalition of Greater Minnesota Cities for 2012 Membership Dues.**
- 6.14. **Approve Pay Request in the Amount of \$8,648.05 to Minnesota Public Facilities Authority for Interest Only Payment on the Water Tower Loan.**

- 6.15. **Resolution #2012-32 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for Tall Pine Toms National Wild Turkey Federation.**
- 6.16. **Resolution #2012-33 Authorizing Disposal of Excess City Property from the City of Park Rapids.**
- 6.17. **Approve Refunding the 2007a General Obligation Improvement Bond and Having Northland Securities as our Underwriter.**
- 6.18. **Approve Pay Request in the Amount of \$38,240.45 to R.L. Larson for Construction Services for the Airport Terminal Project.**
- 6.19. *Removed from consent agenda.*
- 6.20. **Approve Pay Request in the Amount of \$7,180.00 for Rogers Two-Way Radio for Radios, Base, and Antennas, for the Fire Department.**
- 6.21. **Resolution #2012-34 Appointing Fire Department Officers for the City of Park Rapids.**
- 6.22. **Approve Public Facilities Use Permit for Northern Knights Car Club to Close Block One, Two, & Three of Main Avenue on Saturday, August 11th, 2012 from 6:00 a.m. to 5:00 p.m.**

END OF CONSENT AGENDA

6.19. Approve Letter of Support for Lakeland Public Television to Acquire a New Facility: Carroll stated she received a request via email from Lakeland Public Television asking for a letter of support because they are pursuing construction of a new building near the Sanford Center. It's not tying us to any financial contribution. It would be to recognize a very good organization.

Konshok stated Paul Utke asked me to read a message on his behalf. He's sorry that he could not attend tonight as he is on his way to Sioux Falls. Konshok read: I wanted to express my opinion on agenda item 6.19. I ask that this be pulled for discussion. I do not believe that we as a City Council should be endorsing a business in this way. First of all, this is not even a Park Rapids business and are we going to do the same for other regional media that broadcasts into our area. I believe in supporting all our area businesses, but not in this way. I would imagine this letter of support is for Lakeland Public Television to seek public funding for their building project. It's not our place to assist them in acquiring public funding as they also solicit advertising dollars from the same businesses, and other sources, that our private sector media solicits advertising dollars from. Our private sector media do not get public funding. I would ask that this item not be approved. Thanks for listening. Signed, Paul Utke.

Konshok stated it's a technicality, but I would echo those thoughts. I don't feel it's appropriate for us to endorse and sign this letter. Carroll stated that's your opinion. I disagree with that. I believe supporting Lakeland Public Television in whatever fundraising that they are going to be doing. They do service our area. I'm fine with it.

Mikesh stated I agree with what Utke is saying. Are we going to do this for everyone if they ask? It isn't up to us to be doing it. It's nice that you want to support it. I don't think as a Council we need to support it. **A motion was made by Konshok, seconded by Mikesh, to deny the submission of a Letter of Support for Lakeland Public Television to acquire a new facility.**

The following Councilmembers voted yes: Konshok, Mikesh.

The following Councilmember voted no: Carroll.

The motion carried 2-1.

7. COMMENTS FROM CITIZENS: Dick Rutherford stated regarding the parking lot behind Pizza Hut, we've talked about being friendly to snowmobiles and four wheelers, wouldn't that make a good place for them to park? You won't even have to tar it. Carroll stated that's a good point. Aren't there people talking about snowmobiling through town? Walker stated we have to set ourselves to the same standard that we ask of our businesses, which is to tar their parking lots. We're working on that through a grant opportunity. Rutherford questioned would there be any problem parking snowmobiles on a tarred parking lot? Walker stated I don't see why there would be. Rutherford stated they don't let them run on the Heartland Trail. Walker stated they don't allow them on the trail if they have studs on them. If you don't have studs on your tracks, you can go on the trail. Carroll stated it's something to think about when they're working on the trails through town. Walker stated its part of the application that it's going to be used year round. Konshok stated the group is still meeting regarding the snowmobile trails, and part of that is parking. Walker stated the major issue is finding somewhere to launch on this side of the river. Konshok stated it can be tied into the Parks Plan and capital projects. That's the point. We've never done that before. We've never addressed parking for snowmobiles before.

8. GENERAL BUSINESS:

8.1. National Endowment for the Arts Grant: Alan Zemek stated this came to our attention from Region 2 Arts Council in Bemidji. We are in their service area. The National Endowment for the Arts (NEA) has what's called "Our Town Grant". It's called a creative place making grant. By design, it requires the city to be a joint applicant with an arts dedicated organization. Neither one is eligible individually. Either party can be the lead applicant that does the work and sees it through, but it must be a joint application. The grant is like a capital improvement plan for your arts community. It can be used for cultural mapping, artistic assets in the community, it can be used for public art, engineering studies for performance bases, museums, galleries, or performance venues. The kinds of things that get you to participate in the life of the community, like artistic expression. It can be

used to support and develop local artists. It's a two year grant. The application deadline is March 1st, 2012.

Zemek stated Northern Lights Opera Company (NLOC) has a ten year track record in town. There's some opportunity to leverage on their success and experience. If the grant application is successful, the grant period starts September 1st and runs for two years. It requires one mid-term report, which requires 32 hours of administering time. It requires a one to one match from any local source. It can be in-kind, or in cash. I know the city has capital improvement projects that are on the agenda. My understanding is if you were looking at Washington or Riverside Avenue, or something else that is on your radar for a CIP project, when you approve those engineering studies for the basic civic infrastructure, for streets and sewer, that can be the dollar match for the NEA grant to do an overlay of what might be useful and productive for the community in terms of adding some kind of arts impact to that particular CIP project.

Zemek stated we nibbled around the corners of something like this for Main Avenue. Through private donations and other sources we were able to do something distinctive with our local lakes and identify them with those granite inlays that adds to the quality of life and says something distinctive about Park Rapids as a place. That creative place making seems to be fairly broad. That's what I've learned about the mechanics of the grant. The proposed resolution, I think satisfies what they are looking for.

Paul Dove stated this is a wonderful chance to work into a relationship with the National Endowment for the Arts (NEA). The Northern Lights Opera Company (NLOC) has existed as an institution that can really only do one production a year because of the facility that we use. NLOC is very interested in the possibility of using some space at the armory as part of the restoration. It is the possibility of getting some financial aid to get a good feasibility study done to make sure that we can have architectural plans on how that might be retrofitted, and if it's possible or not.

Dove stated we brought in some acoustical engineers to the armory. They did a report for us that said the armory would be very adaptable for acoustical reasons. They looked at the twenty foot height up to the bottom of the arched beams, and then they saw another ten feet above that, which was open. That creates a large volume of space, which is the key for acoustical success. We weren't going to be interested in having performing arts there if that did not work. Now we know that will work.

Dove stated the next step is that we have to have somebody come in and say yes we can make a multi-use facility that will have a multi-faceted set up so that it can be retained as a flat floor space or as a theatre that could be configured in the round, three-quarter, or many multiple uses that could be created. What we need now is to find a designer and get some funds to be able to say, yes that is possible, then we could get renderings and be able to say to the community, yes this is going to enhance our community and be an economic force in Downtown Park Rapids.

Dove stated if it's possible to get people downtown, that's half the battle. An arts center at the armory would be a reasonable focus. I don't think that it would be in just a fifteen mile radius. I think what could happen could have appeal to people within a sixty to one-hundred mile radius. The space would allow the community to bring in the St. Paul Chamber Orchestra for a concert. If it would work as a facility, we could bring in the Minnesota Children's Theatre. They have funds for their outreach program, and they're looking for venues where they can do their outreach. That's part of it. If it has the flat open

space it can be used for trade shows, or wedding receptions if we could hook up with a catering service. It has a great possibility for many uses. I was asked don't I want a design for a theatre only. It would be much more fun to have a theatre that could be set up in many different ways than it would be to have just a set system and you can't move anything. The flexibility is an asset for the arts because then you can do many things.

Dove stated I see this grant as being a way to lead into more knowledge about the facility and how it could be used. If a feasibility study could be done and we find out what are the other uses of it, what will be the costs of putting in air conditioning, heating, and those things. We can only guess. We do need a feasibility study so we can track how these funds would be working. NLOC is interested in doing this. We have a Duns number, and a 501C3 designation. I would work very closely with the Park Rapids Area Lakes Council. There are other organizations that would be able to use it. Maybe not as aggressively as I'd like to use it, but I think we have other interested parties in the city.

Zemek stated as a segue into the Park Rapids Lakes Area Arts Council (PRLAAC) there are sixteen member arts organizations in that group. The city, a year ago, formed an Arts and Culture Commission. We have a really compelling story to tell. If we do a good job telling it, we'll be recognized for the work that we've been doing here for the past five years, specifically on downtown revitalization, and quality of place as a strategy for economic revitalization. This could very easily be applied to finding a new home for the museum which is stranded on the second floor in the court house with no heat, no bathrooms, and no elevators. It makes it difficult to bring the real potential of the asset that they have there to its full potential being stuck as they are. Part of it can be used to relocate the museum, or for evaluating what the Heartland Concert series people might need. There's several groups, all of which could piggyback on however the application gets put together.

Zemek stated there's several levels of grants, \$25,000.00, \$50,000.00, \$75,000.00, and \$100,000.00. They say right up front they don't award many grants at the \$150,000.00 level. Those are few and far between. We need to do a little strategy on how far up the tree we want to reach for the fruit. It will even go so far as to pay for asset or cultural mapping, or inventorying the city to create an arts and culture district. I see this as a way to animate what you've created in the Arts and Culture Commission. I would see them being involved in putting the application together and if it's awarded, being involved in the administration of it and having input there. I see this as a win-win all around.

Dove stated one motivation that happened about four years ago, we were visiting with a resident of Potato Lake. They come from St. Louis. She said I don't see any reason that Park Rapids can't become the arts center of North Central Minnesota. She could dream big. We were just starting with the Arts Council. The idea has been out there. The Arts Council itself has been cited as an example of how the arts community can work together. The people in Bemidji are envious of us because we get the arts people together to share ideas and common goals, and get new things incubated and started. I think the city has something to be proud of in that organization. It could be leveraged to good use. Establishing that commission was an excellent move by the city.

Carroll questioned it's a one to one grant. If \$25,000.00 is awarded, we must match that? Zemek stated we are not asking the city to make any financial commitment, other than being a joint applicant. I want to make that clear. There is a match requirement. It can be from private sources, or in kind. If the city is doing a capital improvement project, and

you're doing that anyway, and it's on your CIP schedule and been budgeted for, and qualifies for a match, and it doesn't add anything to the city taxpayer's responsibility, I don't see any reason why we shouldn't take advantage of that if it's available. I want to make it very clear, we are not asking the city to bear any financial responsibility, other than fulfilling the requirement that it be a joint application. That we need to make crystal clear. The arts community has to figure out how to do this.

Carroll stated you said it would begin September 1st of this year? Zemek answered yes, and then you have two years to execute the grant. Carroll stated we need to look at our CIP to see what we have coming up in the next couple of years. Zemek stated I may be stretching it, but I would say, you must make a commitment for your match in your application, but the source of the match does not have to be identified in the application. Somewhere between here and completion, there's an expectation that you provide that match. It doesn't have to be identified today and we're not asking the city in any way, shape, or form, to endorse or undertake that financial responsibility.

Carroll stated we have been talking about the Beach Road and the sewer mains coming through that area and getting that on the CIP. Konshok stated that's out a couple of years. Zemek stated on their program sheet, they understand that the kind of efforts they are looking at are generally multi-year and large scale. They have several different criteria. They're looking for that merging of a civic function, the civic function of a street and sidewalk, and the integration of a better sense of artistic expression of the community's understanding of itself. It does say they expect them to be large multi-year projects. They leave it pretty open ended.

Zemek stated I've never done one of these. If nothing else it will be a good dry run if we're not funded. Having the grant in hand is great to go to the patrons that would support this privately by saying if you make a donations to NLOC for this purpose we will match you dollars for dollar. It's a great vehicle to tell our story and to motivate private donors who are ready to support the arts community in Park Rapids if we have a bucket to put their money in. If they feel we are doing something meaningful and significant I see no reason why we won't find the private donors to make up the match. We found several people who were willing to write checks for those granite inlays. There's a lot of people that really enjoy NLOC and have a passion for the museum, or any number of the other arts activities in town.

Carroll questioned if the in-kind piece could be a legacy grant or some other kind of grant funding which could be our share? Zemek stated you're pushing the envelope on that. My understanding is the only thing the match can't be is another federal source. Carroll stated a state grant might work. Zemek stated as long as it's not a federal source. You can't match federal money with federal money. You have to match it with local money.

Dove stated we do have interesting institutions that have a relationship with Park Rapids, such as the 3M Foundation. We're considered a 3M city. There are a number of other places that have an interest in Park Rapids that might be convinced that this might be a good project to make Park Rapids much more attractive as a quality place so that they might say if we have a good place for people to want to come maybe the hospital can hire doctors. That would be an easier way to sell the location. This whole thing should work together nicely.

Carroll stated I think it's an exciting opportunity for us. There's nothing sure about writing grants. I'd like to see us be the partner. Dove stated quality of place, trying to find a niche that people can be proud of. I think we have that as a possibility.

Carroll questioned did you say something about a geographic distinction? Zemek stated that's my language, it doesn't have any particular significance. I'm trying to describe what they are evaluating. They want to see that a city has a comprehensive plan and some kind of coherent conversation about how arts and their presence can act upon the city's plan to produce a better outcome. One of the perimeters they use is livability. Livable they describe in a number of different ways.

Carroll stated we have the RDG plan and a comprehensive plan. Do you think we need to do anymore planning? Zemek stated what interests me so much about this particular grant is we have everything on their list. We have an Arts & Culture Commission. We have done the RDG plan in 2008. We have a comprehensive redevelopment plan. We have Park Rapids Lakes Area Arts Council, a theatrical company with a ten year track record, and Progress Park Rapids. These things, quality of place, higher education, artistic expression, all of these things have lead to the development of the community center idea. They are all Progress Park Rapids strategic goals. The building blocks are there to write a compelling grant. We need to connect the dots and tell a compelling story.

Carroll questioned are you two going to be the grant writers? Zemek answered yes. It will need to be submitted through grants.gov. Does the city have any experience with that? I'll try to muddle through it. Smith stated we did one with Becky Bender. The grant was denied, but we got through the process. Zemek stated it's easier to go to a foundation with a resolution to ask them to support this effort. They'll take you much more seriously.

Konshok stated Dove wears two hats. He's the head of Park Rapids Lakes Area Arts Council and NLOC. For this purpose, since it requires a non-profit arts organization, you're recommending Northern Lights Opera Company because they have the 501C3 status? Dove stated PRLAAC does as well. They don't have a DUN's number. NLOC does have one and that is a requirement of the grant. It would take up to five weeks to get a DUN's number. There's no reason why we won't be able to have their support, and possibly even a co-sponsorship with the Arts Council. I think those people will be very supportive.

Zemek stated we're trying to read the minds of the reviewers. It says they're looking for arts organizations with a minimum of three years of arts programming. PRLAAC is an umbrella organization that supports those activities, but they don't program activities. Dove stated we do, but they're not as large as NLOC. Zemek stated I thought a more clearly focused application might be received better, if we state here's our mission rather than a general description. By the time we're done writing the grant we'll find ways to include other things. For the purpose of meeting their minimum eligibility criteria, it must be a joint application with an arts organization and a city entity and they welcome additional partners.

Mikesh stated I'd like to see something in the resolution that says the city will not be held liable for the one to one match. If your fundraising comes up short, are you going to ask for money later? Zemek stated I understand why you'd like that clarity there. It makes it stronger in the application package to leave the resolution the way we've written it. The city administrator will be authorized to sign the contract. If it's something that he's not

satisfied with, he would have the authority to recommend to the Council to reject it. If we haven't identified those sources, you can just say I'm sorry.

Smith stated maybe some affirmative language in the application that the match will come from private sources could be included. Zemek stated saying it that way is an affirmation that the in-kind match is expected to come from sources within the community. Carroll stated I'd hate to rule out the city entirely in case we do have a project. Mikesh stated I don't want them to come back later and say we owe money. Zemek stated the first step is getting our grant written, getting it reviewed, and then awarded. When it's awarded I'm sure it will come with contracts.

Zemek stated I ask for you to do that as a separate motion after the adoption of the resolution, to direct the city administrator not to approve any grants that create a liability for the city's taxpayers. Then it's clearly in the record that we're not going to put the city taxpayers at risk here. Dove stated it's not a contractual thing until it's been signed. The supporting and the application guarantees it's going to be a one for one match. Zemek stated I'd like to make the expression of support as strong as possible.

Dove stated it's also a possibility of writing into the grant some long range plans to have an arts corridor. That arts corridor would have to have infrastructure that the city would be putting together anyway. Zemek stated if we could figure out a way to apply for the \$150,000.00 grant, that we could qualify part of the NEA money to pay for some of the preliminary engineering studies for a CIP project. For example, the Riverside Project, if somehow we could take NEA dollars and leverage those into an arts project for Depot Park, like a public sculpture, that might qualify NEA dollars to use for Ulteig's preliminary engineering analysis where we're actually leveraging money back into the city's budget, not taking it out.

Zemek stated I know exactly where you're coming from. I don't know that all the taxpayers should be put at risk. Art is something of a personal taste and not necessarily a government function. NLOC brings 2,600 people to their events in six days. 2,600 more people downtown on weeknights in the summer is a good thing for every business on Main Avenue.

Konshok stated you have the right approach. Not just Depot Park and the Riverside Project, you don't want to dilute the scope too much, rather than just concentrating on the armory, keep in mind the beach house in Red Bridge Park. That opens up more possibilities. In that area anyway, we're going to be doing engineering studies for the infrastructure that would give matching grants in-kind. Zemek stated I'd like to apply for the whole \$150,000.00. It's very specific in their language. They will not pay to build it, but they will pay for engineering and feasibility studies. Konshok stated we're already going to be doing engineering studies in both those areas so just tie into that. We should be able to meet the in-kind requirement pretty easily.

Rutherford stated Mikesh doesn't want to see anyone saying you owe \$150,000.00 because you said okay. Carroll stated we're not looking at a cash outlay of \$150,000.00.

Konshok stated cast the net a little wider and we should be able to include costs that we're already going to spend anyway. The problem is we did already do some design work around the armory. Is there a statute of limitations? Zemek stated money already spent is gone. I think we should cast as broad a net as possible and anything that legitimately is on the radar screen from 2012 to 2014, we should be able to find a way to leverage the grant into some of that engineering work.

Zemek stated I'm on the development side. Dove is the arts guy, I'm a developer. If I can go to the city planner and say I have an idea for a project, but it involves doing preliminary engineering, planning, tracking studies, that's an enormous disincentive up front to look at whether or not I should proceed with the project. If nothing comes of it, it's all just sunk costs and just gone. As a way of stimulating some creative thinking, maybe when Heartland Trail goes west through town, we can get a spur off of it that ties to the old water tower and into downtown and tie that to an arts project or a band shell. Something that creates a destination off of Heartland Trail. All of that planning and engineering can be part of this grant. It's really useful to have a vehicle to pay for some of that stuff. You really don't know if a project is going to be viable until you spend money and look at the engineering.

Zemek stated I understand where you're coming from, art is a subjective thing. If we do it right, it will have a very valid public purpose that covers as much of the different constituencies that we have in the community.

Carroll stated if you think of it as a multi-year project you might focus on the armory feasibility beyond the acoustics as phase one. The second phase might be this corridor connecting the Heartland Trail to downtown, and multi-year pieces rather than it be solely the armory. Zemek stated the armory is just one piece of it.

A motion was made by Konshok, seconded by Carroll, and unanimously carried to approve Resolution #2012-35 Approving a Joint Application to the National Endowment for the Arts for a "Creative Place Making" Grant.

9. CITY ADMINISTRATOR COMMENTS: Smith stated Brian Halbasch, the Hubbard County Emergency Services Coordinator, will provide a tour of the Emergency Operations Center in the Law Enforcement Center, for any staff or Council members, tomorrow at 1:00 p.m. The Fire Department will host the area townships tomorrow at 6:00 p.m. to talk about the annual fire contracts. Charter Communications will raise their fees \$3.00 a month depending on what kind of package you have.

Smith stated out of the nine cities in the Kitchigami Library System, Park Rapids has the third highest circulation and cardholders. Yet the number of items borrowed per cardholder, Park Rapids has the highest number. It exceeds that of Bemidji and Brainerd. It's a very active library.

10. DEPARTMENT HEAD UPDATES: Walker stated the year end reports indicate that building permit numbers were up again. Most of that can be attributed to last year's storm damage. If the Council has any issues to discuss, they can stop in the office anytime. We have two vacancies on the Planning Commission that we urgently need to fill this year.

11. MINUTES/REPORTS/INFORMATION: There were no comments.

12. COMMENTS FROM COUNCIL: Konshok complimented Walker on the comprehensive Planning Department report.

Carroll stated she wanted to attend the Coalition of Greater Minnesota Cities' Legislation Action Day on February 8th and questioned if anyone else is interested in attending. Before the regular meeting starts, there is a half-hour board meeting, and then the regular agenda starts for the day. Several staff members over the years have attended. Konshok stated he would check his schedule to see if he would be available to attend.

13. ADJOURNMENT: A motion was made by Mikesh, seconded by Konshok, and unanimously carried to adjourn the meeting at 8:00 p.m.

[seal]

Mayor Nancy J. Carroll

ATTEST:

Margie M. Vik
City Clerk