

**CITY OF PARK RAPIDS  
CITY COUNCIL MEETING  
MAY 14, 2013, 6:00 PM  
Park Rapids Public Library-Lower Level  
Park Rapids, Minnesota**

**1. CALL TO ORDER:** The May 14<sup>th</sup>, 2013 Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Acting Mayor Paul Utke, and everyone present recited the Pledge of Allegiance.

**2. ROLL CALL:** Present: Acting Mayor Paul Utke, Councilmembers Rod Nordberg and Erika Randall. Councilmember Dave Konshok arrived at 6:07 p.m. Absent: Mayor Pat Mikes. Staff Present: Administrator John McKinney, Liquor Store Manager Scott Olson, Treasurer Angela Brumbaugh, Planner Dan Walker, and Clerk Margie Vik. Others Present: Anna Erickson from the Enterprise.

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

**4. EMPLOYEE CERTIFICATES OF ACHEIVEMENT:** Utke stated Dan Walker has achieved five years of employment. He added this certificate is presented to Walker with thanks and appreciation for achieving five years of employment. The Council also has a certificate for Ellen Albee who is an employee at Rapids Spirits and has been employed with the city for five years. She is working tonight so Scott Olson will present the certificate to her.

**5. APPROVAL OF MINUTES:**

**5.1. Park Rapids City Local Board of Appeal & Equalization Meeting Minutes-April 15, 2013:** A motion was made by Nordberg, seconded by Randall, and unanimously carried to approve the April 15<sup>th</sup>, 2013, Park Rapids City Local Board of Appeal & Equalization Meeting minutes as presented.

**5.2. City Council Workshop Minutes-April 23, 2013:** A motion was made by Nordberg, seconded by Randall, and unanimously carried to approve the April 23<sup>rd</sup>, 2013, City Council Workshop minutes as presented.

**5.3. City Council Regular Meeting Minutes-April 23, 2013:** A motion was made by Nordberg, seconded by Randall, and unanimously carried to approve the April 23<sup>rd</sup>, 2013, City Council Regular Meeting minutes as presented.

**5.4. City Council Special Meeting Minutes-May 6, 2013:** A motion was made by Nordberg, seconded by Randall, and unanimously carried to approve the May 6<sup>th</sup>, 2013, City Council Special Meeting minutes as presented.

**6. FINANCE:**

**6.1. Payables & Prepaids:** A motion was made by Nordberg, seconded by Randall, and unanimously carried to approve the payables in the amount of \$444,574.83, and the prepaids in the amount of \$162,113.02, for a total of \$606,687.85.

**7. CONSENT AGENDA:** McKinney stated one of the Councilmembers asked that we give an explanation of the bond issue payments, Items 7.5. through 7.11, 7.15. and 7.16. Those are payments that are due June 1<sup>st</sup>. It's an annual payment of principal and semi-annual interest.

Nordberg requested very briefly explain, are these payments routine and where is the money coming from? Brumbaugh stated they are all listed separately because each one is a separate bond fund account. Every one of these bonds has special assessments and tax levies attached to them. The only one that also has revenue, would be 7.16, the 2010c Refunding Bond. That includes the wastewater treatment facility at RDO. It's reimbursed to us by RDO along with an administrative fee. They all have tax levies and special assessments, and they all have their separate funds to keep track of what's coming in and going out.

Nordberg questioned are these payments once a year or biannual? Brumbaugh stated principal is annually, and interest is biannually.

**A motion was made by Randall, seconded by Konshok, and unanimously carried to approve the following consent agenda items:**

- 7.1. Resolution #2013-88 Approve Wage Adjustment for Part Time Rapids Spirits Liquor Store Clerk Ellen Albee.**
- 7.2. Approve Purchase of a Fire Hose Tester in the Amount of \$2,453.95, plus \$183.50 for Shipping and Handling, for a Total of \$2,637.45, and any applicable Sales Tax, from Heiman Fire Equipment for the Park Rapids Fire Department.**
- 7.3. Approve a Credit for Excess Sewer Charges in the Amount of \$72.32, for Jon Paulson, at 14408 Eagle Pointe Drive, for the 2013 First Quarter Water/Sewer Billing, due to a Leaking Water Heater.**
- 7.4. Approve Pay Request in the Amount of \$1,563.51 to TKDA for the Runway Design Part II.**

- 7.5. **Approve Pay Request in the Amount of \$4,246.25 to Northland Trust Services for the 2009b General Obligation Bond.**
- 7.6. **Approve Pay Request in the Amount of \$1,612.50 to Northland Trust Services for the 2009c Sewer Refunding General Obligation Bond.**
- 7.7. **Approve Pay Request in the Amount of \$5,900.00 to Northland Trust Services for the 2005a General Obligation Crossover Refunding Bond.**
- 7.8. **Approve Pay Request in the Amount of \$19,723.75 to Northland Trust Services for the 2008 General Obligation Bond.**
- 7.9. **Approve Pay Request in the Amount of \$20,493.76 to Northland Trust Services for the 2010a General Obligation Bond.**
- 7.10. **Approve Pay Request in the Amount of \$70,046.88 to Northland Trust Services for the 2010b General Obligation Bond.**
- 7.11. **Approve Pay Request in the Amount of \$73,088.75 to Northland Trust Services for the 2007 General Obligation Bond.**
- 7.12. **Approve Pay Request in the Amount of \$25,794.50 to Kitchigami Regional Library for the First Half Payment of the Levy and the Repair and Replacement Fund.**
- 7.13. **Resolution #2013-89 Authorizing Proper City Officials to Execute the Minnesota Department of Natural Resources Water Supply Plan Addendum for the City of Park Rapids.**
- 7.14. **Resolution #2013-90 Accepting the Resignation of Rapids Spirits Part Time Liquor Store Clerk Thomas Juberian.**
- 7.15. **Approve Pay Request in the Amount of \$16,487.50 to Northland Trust Services for the 2009a Crossover Refunding General Obligation Bond.**
- 7.16. **Approve Pay Request in the Amount of \$534,078.75 to Northland Trust Services for the 2010c Refunding General Obligation Bond.**
- 7.17. **Approve Pay Request in the Amount of \$8,155.30 to Ulteig Engineers for Professional Services Pertaining to the Water Treatment Facility and the Red Bridge Trailhead Project.**

- 7.18. **Approve Pay Request in the Amount of \$5,559.37 to Fargo Freightliner for Engine Repairs to the 2001 Fire Truck.**
- 7.19. **Approve Pay Request in the Amount of \$1,674.00 to Pro Hydro Testing LLC for Testing the SCBA Cylinders for the Fire Department.**
- 7.20. **Approve Pay Request in the Amount of \$1,517.00 to the League of Minnesota Cities Insurance Trust for Additional Workers Compensation Premium Costs in 2013.**
- 7.21. **Approve the Purchase of Class 1 and Chloride in the Amount of \$15,581.65 from Cumber Construction and Stenger Dust Control for Annual Street Maintenance.**
- 7.22. **Approve Receipts for January 2013.**
- 7.23. **Resolution #2013-91 Appointing Dallon Free as Part Time Rapids Spirits Liquor Store Clerk for the City of Park Rapids.**

**END OF CONSENT AGENDA**

**8. COMMENTS FROM CITIZENS:** There were no comments.

**9. CITY ADMINISTRATOR UPDATE:** McKinney stated the Governor's Fishing Opener went well. We have received many compliments for the efforts of staff, particularly the Chief of Police and the public works people. Dan Walker was in charge of the shore lunch. We had our oars in the water in several ways and it came off very well. Staff did a get job in that regard.

McKinney stated on Thursday, we're having a workshop for staff, that will be led by Lou Schultz, on the workplace. City Hall will be open and the phone will be answered, but staff will be at the workshop from 8:00 a.m. to 12:00 noon. We're looking forward to getting everybody together for that.

**10. DEPARTMENT HEAD UPDATES:** Scott Olson stated April was our first down month this year. With ice still on the lakes and the extended winter I was surprised we did finish as well as we did. Also Easter was in March, not April, this year. Utke questioned was there good traffic in the store this past weekend? Olson stated it was decent. We didn't see a lot of fisherman because as of Monday we still had ice on a lot of the lakes.

Walker stated the Governor's Fishing Opener went well. It was fun to see everybody come out. The community really stepped up and took care of business and put on our best face. We did get a lot of compliments from the guests that had a great experience here. The fishing wasn't the best, but at the end of the day, it's called the fishing opener, but it's

basically the tourism opener and that's the main draw to the event to show what we have here and all of the things we've got to offer. I appreciate Randall and Nordberg who came out to help volunteer. Utke attended the events. Everybody on the Council that was here participated and got to be a part of the event. It was really a lot of fun.

Utke stated it was a great event. I've never been to one before so you don't know what to expect. The more you see of it, it's huge. Walker stated talking to Chief Eilers today he said there weren't any incidents, and everything went well from Scott Burlingame's end too.

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

**12. COMMENTS FROM COUNCIL:** Konshok stated I'm glad to be back. I have five days left of training then I'll be back to a normal schedule. Thanks for putting up with my absences.

Konshok questioned do we have an update on the fires. Anna Erickson stated they are evacuating a five mile radius around the fire. The fire is located just north of the Hubbard line road, at the four corners, between Hubbard line road and #87. Konshok stated the fire has jumped Highway 71 now.

Nordberg stated the Governor's Fishing Opener went well. It was good for the area and the town. I've heard about budgets for other towns, that they have a budget item for promotions. Other than economic development I don't remember that we support things other than flowers on Main Avenue as an ad hoc item. Maybe we should be thinking about this in the long range for area promotion. We cooperate with downtown business and the chamber when they ask, but maybe it should be in the budget.

Konshok stated there are substantial restrictions on that. Utke stated with these events it takes extra time from public works and the police department. We aren't writing a check but we are supporting these things wholeheartedly because of our involvement there. That's important. They did a great job with the limited amount of time left once the snow melted to get everything spruced up. There was law enforcement everywhere. Everything went off great.

McKinney stated we did enough in-kind support to qualify as a sponsor. Nordberg stated I was thinking if the in-kind support could be written in the budget that would show involvement. McKinney stated we do have that number that was used in the submission. They had to show that the city was supporting it and we did. Utke stated there were a lot of extra hours put into it.

Nordberg stated I went to a workshop of the Upper Mississippi Center of the Arts as a proposal. It was a facilitating meeting which showed we need more facilitation. There are differences of opinion in the community about where we are. Eventually the city is going to be asked to be involved there too somehow. We've had our presentations here about changing ownership. The city's name is being invoked on the bonding request for example to the legislature. McKinney stated that was a requirement of Senator Skoe because the statute that will make the money available requires a governmental entity to be the conduit. At the meetings that I've attended on behalf of the city, we've made it very clear that we're willing to enable them to do it without us getting back into the ownership business. So far

we've done everything that they've asked. The bill that's in process outlines our limited role. Nordberg stated presently its limited, but I expect that if it keeps going I think we'll be asked for more.

Randall stated I'd like to echo the praise for the Governor's Fishing Opener. At every great event like that there are always some cynics out there. I did hear some comments about who pays for all this. It's important that if people are asking that question to make sure it's known that the City of Park Rapids did not pay for it. Yes, we donated some man hours in the police and streets. It could not be more inaccurate to say the city paid for it. That takes away from the extremely hard work that the committee did for the event. They sold a lot of raffle tickets, 10,000.00. I was thoroughly impressed the entire weekend.

Utke stated I had heard the same thing at the fireworks that it was our taxpayer money spent. Someone explained that this was not city money. It was fundraised and donated. They were talking about the fireworks and the tent. The tent was tremendous. It was a great event that was put on by the committee. They worked hard and did a wonderful job. If we do get those comments, it's great to straighten them out. The weekend was fabulous.

**13. ADJOURNMENT: A motion was made by Konshok, seconded by Randall, and unanimously carried to adjourn the meeting at 6:23 p.m.**

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Acting Mayor Paul Utke

ATTEST:

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Margie M. Vik  
City Clerk