

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
JANUARY 14, 2014, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The January 14th, 2014 Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Mayor Pat Mikesh, and everyone present recited the Pledge of Allegiance.

2. ROLL CALL: Present: Mayor Pat Mikesh, Councilmembers Dave Konshok, Rod Nordberg, Erika Randall, and Paul Utke. Absent: None. Staff Present: Administrator John McKinney, Planner Dan Walker, Liquor Store Manager Scott Olson, Police Chief Terry Eilers, Public Facilities Maintenance Superintendent Chris Fieldsend, Treasurer Angela Brumbaugh, and Clerk Margie Vik. Others Present: Dick Rutherford, and Anna Erickson from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Utke, seconded by Randall, and unanimously carried to approve the agenda with the following addition:

Add to the Consent Agenda:

Item #6.30. Authorize Staff to Advertise and Interview for Firefighters to Fill Vacant Positions.

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-December 10, 2013: A motion was made by Nordberg, seconded by Konshok, and unanimously carried to approve the December 10th, 2013 City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepaids: A motion was made by Konshok, seconded by Nordberg, and unanimously carried to approve the payables in the amount of \$50,309.67, and the prepaids in the amount of \$1,083,326.95, for a total of \$1,133,636.62.

6. CONSENT AGENDA: A motion was made by Utke, seconded by Randall, and unanimously carried to approve the following consent agenda items:

- 6.1. Resolution #2014-01 Appointing Paul Utke as Acting Mayor for the Year 2014.
- 6.2. Resolution #2014-02 Setting City Council Meetings on the Second and Fourth Tuesday of Each Month in Year 2014.
- 6.3. Resolution #2014-03 Designating Official Newspaper for the Year 2014 for the City of Park Rapids.
- 6.4. Resolution #2014-04 Authorizing Proper City Officials to Execute Payment of Claims Prior to City Council Approval for Year 2014.
- 6.5. Resolution #2014-05 Designating Official Depositories for the Year 2014 for the City of Park Rapids.
- 6.6. Resolution #2014-06 Designating Authorized Signatures for the Year 2014 for the City of Park Rapids.
- 6.7. Resolution #2014-07 Authorizing Proper City Officials to Execute the Paperwork Associated with the Fire Contracts for the City of Park Rapids.
- 6.8. Resolution #2014-08 Setting Guidelines for the City of Park Rapids Municipal Election in 2014.
- 6.9. Approve Plumber's Permits to Work in the City of Park Rapids in 2014 for Ackerman Plumbing & Heating, Peterson Sheet Metal Inc, KMI Mechanical Inc, Tim Ulvin Plumbing Inc, RF Backflow LLC, and Four Seasons Plumbing & Heating.
- 6.10. Approve Backhoe Operator's Licenses to Work in the City of Park Rapids in 2014 for Dennis & Girtz Excavating, Backhoe Pete LLC, and T-Ray Construction Company Inc.
- 6.11. Resolution #2014-09 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for Tall Pine Toms.
- 6.12. Approve Purchase Order in the Amount of \$2,325.56 (Based on the State Bid Price) to Purchase Two (2) Motor Grader Tires and Ten (10) Pickup Tires from Girtz Tire and Implement for the Street Department Equipment.

- 6.13. **Acknowledge and Approve the First Reading for an Ordinance Amending the Park Rapids City Code of Ordinances, Chapter 30 City Administration, Section 30.42 Organizational Chart.**
- 6.14. **Resolution #2014-10 Approving the Renewal of Liquor License for Royal Bar in the City of Park Rapids.**
- 6.15. **Resolution #2014-11 Approving Wage Adjustment for Year 2014 for the Park Rapids Volunteer Firefighters.**
- 6.16. **Resolution #2014-12 Acknowledging the Retirement of Volunteer Firefighter Tim Little for the City of Park Rapids.**
- 6.17. **Resolution #2014-13 Acknowledging the Retirement of Volunteer Firefighter Randy McFarren for the City of Park Rapids.**
- 6.18. **Resolution #2014-14 Acknowledging the Retirement of Volunteer Firefighter Larry Krufft for the City of Park Rapids.**
- 6.19. **Resolution #2014-15 Acknowledging the Retirement of Volunteer Firefighter Jeff Green for the City of Park Rapids.**
- 6.20. **Approve Pay Request in the Amount of \$7,594.35 to Minnesota Public Facilities Authority for the Interest Only Payment of the Water Tower Loan.**
- 6.21. **Approve Monday, April 21st, 2014 at 2:00 PM for the Annual Local Board of Appeal & Equalization Meeting to be held in the Hubbard County Courthouse-Lower Level Meeting Room.**
- 6.22. **Resolution #2014-16 Appointing Steve Safratowich to the Position of Volunteer Firefighter for the City of Park Rapids.**
- 6.23. **Approve Pay Request in the Amount of \$20,000.00 to Hubbard County Regional Economic Development Commission for the First Half of the City's Annual Financial Commitment.**
- 6.24. **Approve Pay Request in the Amount of \$38,152.20 to TKDA for Professional Services Pertaining to the Airport Runway 18-36 Project.**
- 6.25. **Approve Pay Request in the Amount of \$1,519.48 to TKDA for Professional Services Pertaining to the Development of Private Corporate Hangers for the Airport.**

- 6.26. **Approve Pay Request #6 in the Amount of \$446,538.00 to Di-Mar Construction for Work Completed on the Water Treatment Facility.**
- 6.27. **Approve Pay Request in the Amount of \$13,727.50 to Ulteig Engineers for Professional Services Pertaining to the Water Treatment Facility.**
- 6.28. **Approve Pay Request in the Amount of \$85,314.00 to the League of Minnesota Cities Insurance Trust for the City's Workers Compensation Policy for Year 2014.**
- 6.29. **Resolution #2014-17 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for St. Joseph's Area Health Services.**
- 6.30. **Authorize Staff to Advertise and Interview for Firefighters to Fill Vacant Positions.**

END OF CONSENT AGENDA

7. COMMENTS FROM CITIZENS: There were no comments.

8. GENERAL BUSINESS:

8.1. Resolution Appointing Councilmembers to Various City Committees, Boards, and Commissions: McKinney stated a blank resolution regarding Council appointments has been presented for consideration. After discussion the Council made the following appointments:

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| 1. Airport Commission | Konshok |
| 2. Arts and Culture Advisory Commission | Nordberg |
| 3. Economic Development Authority of Park Rapids | Full Council |
| 4. Finance Committee | Konshok & Nordberg |
| 5. Fire Relief Association Board of Trustees | Konshok & McKinney |
| 6. Grievance Panel | Mikesh & Randall |
| 7. Heartland Transit Advisory Board | Randall |
| 8. Housing & Redevelopment Authority of Park Rapids | Nordberg |
| 9. Hubbard County Emergency Management Board | Mikesh |
| 10. Hubbard County Regional Economic Development Commission | Utke & Mikesh |
| 11. Hubbard County Senior Council on Aging | Nordberg |
| 12. Park Rapids Library Board (<i>Kitchigami Regional Board</i>) | Nordberg |
| 13. Parks & Beautification Board | Konshok |
| 14. Personnel Committee | Mikesh & Randall |
| 15. Planning Commission | Utke |
| 16. Urban Forestry Committee | Utke |
| 17. Wellhead Protection Committee | Mikesh |

A motion was made by Konshok, seconded by Nordberg, and unanimously carried to approve Resolution #2014-18 Appointing Councilmembers to Various City Committees, Boards, and Commissions, with the appointments as outlined above.

9. CITY ADMINISTRATOR UPDATE: McKinney stated we're making real progress in the airport development field. Councilman Konshok has been working with the Airport Commission. We have available to the commission a draft master agreement for standards and a master form of lease, which will be presented to the commission. If they approve it, it will then come to the Council for approval at our next meeting. This is something that really needed to be done before we can negotiate new hanger arrangements at the airport. This has been anxiously awaited.

McKinney stated the armory project is a work in progress. We have a bill that is being considered again in the legislature that would give a grant to the city to help with that project. We would like to get some of the details of that worked out before it becomes an active matter at the legislative level. I've been advised that we will receive a formal request for a workshop by the proponents of this project for the meeting on the 28th of January. I have not received the official request but unless you have an objection we will put that on as a workshop at 5:00 p.m. prior to the meeting on January 28th. At that meeting we will be presented with a proposal for the completion of the development of the armory and the city's role in that respect.

Nordberg questioned would that be the EDA Workshop? McKinney stated yes. The Council will be wearing their EDA hats for the meeting. The group that is going to make the presentation has been involved in it for some time. They have entered into a new coalition.

McKinney stated there is blue tape on the floor, which is an outline of where we will be placing a desk for the Council meetings to replace these collectable tables. That table is ours and its here but we need to know where to put it. It is not flexible. The chairs will be placed on the outer ring. There would be a different alignment of the audience chairs. We have reviewed some options. We waited until after we got the new carpet in. Let me know the pros or cons so we can proceed if it is your pleasure. Having a table would avoid the need of having to set up these tables for every meeting.

Nordberg questioned are there any plans for the screen? Fieldsend stated that can be adjusted or moved. McKinney stated that is part of the challenge.

Fieldsend stated because of the courthouse remodel the county decided they wanted to get rid of their u-shaped table. We got it free of charge because they didn't want to move it. Once we set it, it's not moveable. That spot is pretty much the only place to put it because of the posts. Utke stated it makes sense where you got it all taped out.

Fieldsend stated I've already looked into cordless microphones so we'll get rid of the mess of cords on the floor. Nordberg questioned how many chairs does it seat? Mikesh stated seven or eight. It's a nice big table. McKinney stated this will make it a lot easier for us to set up for meetings. Fieldsend stated this meeting room will get smaller because of the new table. McKinney stated if the Council has any objections or changes let me know, or otherwise we'll have the table here for the next meeting.

10. DEPARTMENT HEAD UPDATES: Fieldsend stated we will be doing some more work down here by painting, and possibly some ceiling tiles. This room will get a makeover. Mikesh stated its well in need of it.

Eilers stated we've been busier than last year. I'll have the year-end reports in the next couple of weeks. We've slowed down a bit because of the cold weather. The officers are all working. No one is hurt, so we are good to go.

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

12. COMMENTS FROM COUNCIL: Mikesh stated with the four firefighters that are retiring they have one hundred and seventeen years of combined service between them. It's a shame to lose them. We'll be losing a lot of knowledge that you can't teach from a book. Konshok questioned will there be a retirement ceremony? Mikesh stated we have our Appreciation Banquet that everyone is invited to where they are recognized.

13. ADJOURNMENT: A motion was made by Utke, seconded by Randall, and unanimously carried to adjourn the meeting at 6:20 p.m.

[seal]

Mayor Pat Mikesh

ATTEST:

Margie M. Vik
City Clerk