

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
OCTOBER 13, 2015, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The October 13th, 2015 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 Ryan Leckner, Rod Nordberg, Erika Randall, and Paul Utke. Absent: None. Staff Present: Administrator John McKinney, Planner Ryan Mathisrud, Public Works Superintendent Scott Burlingame, Fire Chief Terry Long, Treasurer Angela Brumbaugh, Public Facilities Superintendent Chris Fieldsend, Police Chief Terry Eilers, Liquor Store Manager Scott Olson, and Clerk Margie Vik. Others Present: Apex Engineer Jon Olson, Dick Rutherford, Lori Crep, Randy McFarren, Ken Kalish, Angel Juntunen, and Kevin Cederstrom from the Enterprise.

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

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes-September 22, 2015: A motion was made by Randall, seconded by Leckner, and unanimously carried to approve the September 22nd, 2015, City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepaids: A motion was made by Utke, seconded by Randall, and unanimously carried to approve the payables in the amount of \$167,688.50, and the prepaids in the amount of \$586,665.05, for a total of \$754,353.55.

6. CONSENT AGENDA: Nordberg removed Item #6.4 from the consent agenda. A motion was made by Leckner, seconded by Utke, and unanimously carried to approve the following consent agenda items:

- 6.1. **Approve Backhoe Operator's License to Work in the City of Park Rapids in 2015 for Ralph V. Sanquist Construction Inc.**
- 6.2. **Resolution #2015-140 Authorizing Sale of Excess City Property from the City of Park Rapids.**
- 6.3. **Approve Public Facilities Use Permit for the Park Rapids Chamber of Commerce to Close Block Two (2) of Main Avenue South, on Friday, November 27th, 2015, from 3:00 p.m. to 8:00 p.m. for the Yuletide Sampler & Christmas Tree Lighting Ceremony, and to Waive the Fee.**
- 6.4. *Removed from the consent agenda.*
- 6.5. **Approve Quote from Minnesota Valley in the Amount of \$17,725.00 to Repair Wastewater Pump.**
- 6.6. **Approve Proposal from Hammers Construction in the Amount of \$4,400.00 to Repair the Public Safety Building.**
- 6.7. **Approve Pay Request in the Amount of \$4,483.54 to BHH Architects for Professional Services for Plans to Repair the Public Safety Building.**
- 6.8. **Approve Purchase of Soccer Goal Nets for Depot Park in the Amount of \$1,349.95 from Tennis Supplies and Equipment.**
- 6.9. **Approve Purchase of Antivirus Software in the Amount of \$1,275.00 from Symantec for a Three (3) Year Subscription.**
- 6.10. **Approve Purchase of Benches, Tables, and Receptacles, in the Amount of \$7,482.00 from Premier Polysteel.**
- 6.11. **Authorize Staff to Sign a Three (3) Year Agreement with Arvig Communications for Internet Service for City Buildings.**
- 6.12. **Approve Pay Request in the Amount of \$11,697.06 for Apex Engineering Group for Professional Services for the Riverside Area-Phase One Project.**
- 6.13. **Approve the Pay Request in the Amount of \$1,252.50 to Braun Intertec for Construction Material Testing for the Riverside Area-Phase One, North Main Avenue, and Mill Road Project.**

6.14. UTILITY BILLING: Approve Reduction of \$264.92 for Sewer Portion of the Third Quarter Utility Billing for Harvey Hawes at 19367 Eagle Point Trail.

END OF CONSENT AGENDA

6.4. Resolution Accepting the Resignation of Commission Edric Clarke from the Housing and Redevelopment Authority of Park Rapids: Nordberg stated I'm in favor of this. I'm sorry that Clarke feels he has to resign. He's been a long time member of the Housing and Redevelopment Authority. He has attended meetings regularly for River Heights Apartments. Prior to that he was active as one of the representatives to the city's Library Board. He has been given credit for having founded the Library Foundation and set it up. I'm grateful to Clarke for his service and I would recommend approving the resolution with regrets. **A motion was made by Nordberg, seconded by Utke, and unanimously carried to approve Resolution #2015-141 Accepting the Resignation of Commission Edric Clarke from the Housing and Redevelopment Authority of Park Rapids, with regrets.**

7. COMMENTS FROM CITIZENS: Nancy Newman stated its thirty-seven weeks until the Fourth of July. Randall questioned if she'd talked to the Chamber and are they seeing things your way for next year? Newman stated we hope so.

8. PLANNING:

8.1. Resolution to Approve a Conditional Use Permit to Allow a Private Club and Bar with On Sale Liquor in the B-1 Zoning District at 1400 First Street East, PID #32.30.00300: Mathisrud stated this is for a conditional use permit to allow the Eagles to operate a private club with on sale liquor in the B-1, Highway Business Zoning District. The location is 1400 First Street East. The Eagles recently sold their previous location at 1107 First Street East. They are currently in the process of seeking a new location for the club and also to operate a bar that is open to the public. They intend to lease the bar area from the owner of the Pizza Ranch location and to continue offering the services that they offer at that location. According to the letter that they submitted they serve fifty to one-hundred patrons per day and have approximately two meetings per month. They plan to lease the space and have no plans to make any major changes to the building to accommodate the new use. Because this is a change of use from a bar to a bar with a private club assembly it triggered this conditional use permit request.

Mathisrud stated private clubs typically have community impacts like parking demands, access and noise issues. In reviewing this request there does appear to be adequate parking available. The parcel is adjacent to a residential neighborhood. It appears to be buffered very well with trees around the perimeter. We don't feel that is going to be an issue. There are some additional restrictions that were placed on this property during a previous conditional use permit relating to noise and those types of

things. The applicant does intend to apply for their own liquor license and the current owner would give up their liquor license in exchange. Their intent is to do that upon the issuance of the conditional use permit.

Mathisrud stated we reviewed this at the Planning Commission meeting on September 28th, 2015. At that time the Commission did vote unanimously to forward a recommendation to approve this request, subject to five conditions. One, the applicant must obtain a valid liquor license prior to serving alcohol. Two, the applicant must comply with city and state requirements regarding the sale of alcohol and maintain a valid liquor license. Three, all new signage will require a separate permit issued by the planning department. Four, the property will be maintained free of noxious weeds, trash, and debris. Five, the CUP shall not be transferable to another club.

Mikesh questioned will these two businesses be separated inside the building itself, or is the whole thing staying open? If you're bowling on one side are you buying alcohol from the Eagles on the other side? Lori Crep stated the Eagles will be holding the liquor license.

Randall stated there was quite a bit of discussion about paving the parking lot. It was a requirement. Has there been any more thought about that? Are the owners or the lease holders looking to improve the parking lot? Its part of our ordinance, but it was said it's going to be kicked to the wayside because it's not environmentally friendly. Mathisrud stated we discussed this at some length at the Planning Commission meeting. At that time our recommendation was to improve that area by requiring that all required parking spaces be improved to a paved standard. At that time the calculation based on a rough estimate would be about ninety-one spaces so it would not trigger a substantial increase in impervious surface. But my recommendation was that it would all be paved and that it will be striped according to city standards. After discussion at the Planning Commission it was recommended not to pursue that. Under our code we would typically require paving of the parking area if they are expanding the parking area, and that's under state statute. We don't feel we have enough of a need to require this directly, but it can be a condition attached to a conditional use permit. McKinney stated but that was not the recommendation. Mathisrud stated that was not the recommendation forwarded by the Planning Commission.

Utke stated part of that conversation was the fact that the water does flow to the south so it doesn't enter our storm sewer system, which is one of the big reasons that we don't want gravel parking lots because it would go into our system. In this case it didn't. that was part of the full discussion from that meeting. Mikesh stated the water ends up in the middle. Are they going to be able to fix that? Right where the tar ends after a rain they have a lake there. Mathisrud stated typically what we've seen is the addition of a storm water retention pond to capture that water and retain it on site. Any parking lot improvements would have to be along those lines.

Nordberg stated I thought the discussion by the Planning Commission was interesting. Since I think our parking code is a little strict anyway, and I'm looking for alternatives for pavement, I certainly agree with the decision not to require more pavement here. I agree there's a lake, but that's their problem. If their customers want to walk through mud that's their problem. But, pavement, I don't think is a good answer either.

Randall stated at least we'd have the opportunity to make something to city standards, the appearance of things. It would be nice for people who come to town to not

see a parking lot with a big lake in it. But it's up to the owners. Nordberg stated I wish there was an alternative to pavement to make stuff look nice. We had this discussion about Red Bridge Park's parking lot too.

A motion was made by Utke, seconded by Leckner, and unanimously carried to approve Resolution #2015-142 Approving a Conditional Use Permit to Allow a Private Club and Bar with On Sale Liquor in the B-1 Zoning District at 1400 First Street East, PID #32.30.00300.

9. CITY ADMINISTRATOR UPDATE: McKinney had no comments.

10. DEPARTMENT HEAD UPDATES: Eilers stated the new computer system is up and running with the new software. The computer is in, in the first car. The officers are now able to do reports out in the streets. We'll be getting another new car out on the street in another week. Things are going good, the cars look good. It takes a while to get all of the equipment in. They look very nice.

Fieldsend stated they are done with the outside of the public works building. The inside is ready for the sheet rock and flooring. Randall questioned is there a date to get back in there? Fieldsend stated it should be three weeks from now.

Mathisrud stated at Red Bridge Park and on North Main the striping for the bicycle lanes are done. I think it looks pretty good, and hopefully it functions. Utke stated hopefully it will give people direction as to where to go.

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

12. COMMENTS FROM COUNCIL: Utke stated we are going to bring back our committee assignments to the next Council meeting. If there are assignments that you'd really like send an email to McKinney, he'll collect them and bring them to our next meeting. Then we'll do our committee assignments at the next meeting.

Leckner stated one resident in Discovery Circle asked about blocking off that road for the Halloween trick and treaters so people can't drive through there. I don't know if you guys are aware of that at all. Eilers stated I haven't heard anything. We can do that if people want it. Last year we put some cones out there. Leckner stated it would be for the safety of the kids when they walk around so there are not people driving through there. I don't know if it's a good thing or a bad thing. There are a lot of pros and cons. Randall stated then you'll have a whole bunch of people parking on County 6 and little kids walking on the road. McKinney stated we might want some clarification on the timeframe. Leckner stated sometimes they start at 3:00 p.m. Nordberg stated there is a permit process that gets to the chief so they should talk to the clerk. McKinney stated you could get the person that's interested in it to come in and talk about the options. Eilers stated there were a lot of cars out on County 6. The kids were cutting across. On a really dark night, most Halloween clothes aren't really bright. There are a lot of cars and I don't know where else to put them. It's not an easy spot because there is only one ingress and egress.

Nordberg stated on Saturday, October 3rd, we had a retreat/discussion right in this room talking about the future plans for the library for the next ten years or so. There's a report coming out from the architect on the condition of this building, which is not terrible. They said it had been maintained well but it needs some work. We should also be getting a report on the online survey they conducted in September. We can look forward to those reports.

Mikesh stated I'd like to thank everyone for keeping me informed on what's going on. It's been a tough couple of weeks for me. Thank you everyone.

13. ADJOURNMENT: A motion was made by Randall, seconded by Utke, and unanimously carried to adjourn the meeting at 6:25 p.m.

[seal]

Mayor Pat Mikesh

ATTEST:

Margie M. Vik
City Clerk