

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
November 10, 2015, 6:00 PM
Park Rapids Public Library-Lower Level
Park Rapids, Minnesota**

1. CALL TO ORDER: The November 10th, 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 Facilities Superintendent Chris Fieldsend, Liquor Store Manager Scott Olson, Fire Chief Terry Long, Treasurer Angela Brumbaugh, and Clerk Margie Vik. Others Present: Nancy Newman, Sue Tomte, Dick Rutherford, and Kevin Cederstrom from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Utke, seconded by Leckner, and unanimously carried to approve the agenda with the following addition: to the Consent Agenda Item #6.26. Approve Hiring Terracon to Complete an Asbestos Study for the Fire Hall for \$2,700.00.

4. APPROVAL OF MINUTES:

4.1. City Council Workshop Minutes-October 27, 2015: A motion was made by Nordberg, seconded by Randall, and unanimously carried to approve the October 27th, 2015, City Council Workshop minutes as presented.

4.2. City Council Regular Meeting Minutes-October 27, 2015: A motion was made by Utke, seconded by Randall, and unanimously carried to approve the October 27th, 2015, City Council Regular Meeting minutes as presented.

5. FINANCE:

5.1. Payables & Prepaids: A motion was made by Utke, seconded by Nordberg, and unanimously carried to approve the payables in the amount of \$52,638.32, and the prepaids in the amount of \$152,852.24, for a total of \$205,490.56.

6. CONSENT AGENDA: A motion was made by Leckner, seconded by Nordberg, 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 Pickett's Excavating.**
- 6.2. Approve Plumber's Permit to Work in the City of Park Rapids in 2015 for Climate Makers Inc.**
- 6.3. Approve Installation of Four (4) Security Lights at Depot Park by Davis Electric in the Amount of \$5,455.00.**
- 6.4. Approve Purchase in the Amount of \$14,808.03 from RDO Equipment in Hawley, MN, for a John Deere Mower, Snowblower, and Cab Using the State Airport Grant Program, with \$2,960.61 being city share.**
- 6.5. Resolution #2015-151 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for Tall Pine Toms NWTF.**
- 6.6. Approve the Purchase in the Amount of \$5,760.00 from CHS Prairie Lakes for Ag Lime for City Pivot #1, as per the Farm Lease Agreement.**
- 6.7. Resolution #2015-152 Authorizing Proper City Officials to Execute the Paperwork Associated with the Farm Lease for Pivot Corners for the City of Park Rapids.**
- 6.8. Approve Pay Request in the Amount of \$6,925.74 for TKDA for Professional Services Regarding the Airport Master Plan Update.**
- 6.9. Approve Pay Request in the Amount of \$14,453.09 to TKDA for Professional Services Regarding the Airport Master Plan Update.**
- 6.10. Approve Pay Request in the Amount of \$20,895.00 to Northland Trust Services for the 2005a General Obligation Crossover Refunding Bond.**
- 6.11. Approve Pay Request in the Amount of \$236,365.00 to Northland Trust Services for the 2007 General Obligation Bond.**
- 6.12. Approve Pay Request in the Amount of \$92,077.50 to Northland Trust Services for the 2008 General Obligation Bond.**

- 6.13. Approve Pay Request in the Amount of \$299,345.00 to Northland Trust Services for the 2009a General Obligation Crossover Refunding Bond.**
- 6.14. Approve Pay Request in the Amount of \$72,100.00 to Northland Trust Services for the 2009b General Obligation Bond.**
- 6.15. Approve Pay Request in the Amount of \$103,737.51 to Northland Trust Services for the 2010a General Obligation Bond.**
- 6.16. Approve Pay Request in the Amount of \$266,196.88 to Northland Trust Services for the 2010b General Obligation Bond.**
- 6.17. Approve Pay Request in the Amount of \$700,778.75 to Northland Trust Services for the 2010c General Obligation Refunding Bond.**
- 6.18. Approve Pay Request in the Amount of \$495.00 to Northland Trust Services for the 2012a General Obligation Crossover Refunding Bond.**
- 6.19. Approve Pay Request in the Amount of \$43,281.25 to Northland Trust Services for the 2015a General Obligation Improvement and Refunding Bond.**
- 6.20. Approve Creation of Fund 324 for the 2015a General Obligation and Refunding Bond.**
- 6.21. Approve the Proposed Revenue and Expense Budgets for the Debt Service Funds.**
- 6.22. Resolution #2015-153 Authorizing Sale of Excess City Property from the City of Park Rapids.**
- 6.23. Resolution #2015-154 Authorizing Proper City Officials to Execute the Paperwork to Certify Special Assessment for PID #32.45.51800.**
- 6.24. UTILITY BILLING: Approve Request for Credit in the Amount of \$93.79 on the Sewer Portion of the Third Quarter Utility Billing for Chad & Vanessa Habedank at 806 Pine Street #2, PID #32.86.00200.**
- 6.25. UTILITY BILLING: Deny Request for Credit in the Amount of \$520.89 on the Sewer Portion of the Third Quarter Utility Billing**

for Dwayne and Jen Johnson at 406 Park Avenue North, PID #32.39.41100.

- 6.26. Approve Hiring Terracon to Complete an Asbestos Study for the Fire Hall for \$2,700.00.**

END OF CONSENT AGENDA

7. COMMENTS FROM CITIZENS: Dick Rutherford stated two weeks ago you approved a study for a bicycle path from the Heartland Park over to the west side of town. There is one that the taxpayers have paid for, it goes from the east to the west side of town right down Highway 34. Do we need a second one? Are you going to put sewer and water under Minnesota Street before we put a bicycle path over it and spend all of this money? I don't think the taxpayers need this second burden. This bicycle path that is on Highway 71 and 34 right now is safer than this one is going to be because you have two stoplights to go across. You're crossing Highway 34 and Main Avenue. I think that we are throwing money away as city taxpayers. You haven't said anything about sewer and water under the street first. I'd like you to really consider it because I don't think we need a second bike path through town just a half a block away.

Nordberg questioned is the bike path on the list here in the street right of way or on the sidewalk itself? Rutherford stated I haven't seen anything on the DNR. If it's on the sidewalk it would be against city regulations because we're not supposed to ride on the sidewalk. Utke questioned you're referring to along Highway 34? Rutherford stated Highway 34 is separate. They took sixteen feet of right of way, eight feet on each side. They bought part of it from me to put this bicycle path all the way through town. Nordberg stated so it's an eight foot path on each side. Rutherford stated yes, about that. It's not on the sidewalk. It's has its own path.

Nordberg stated we can refer this to Mathisrud in planning. What we approved was the grant application. We didn't approve the project. We don't have any money, but we also don't have any plans yet. Rutherford questioned are you planning on putting a bicycle path first, and then come back and tear it up and put sewer and water in? This is some of the oldest sewer and water in Park Rapids right now that hasn't been replaced.

Mathisrud stated that's exactly what we are studying right now, is what are the options on this, which is what I requested at the last meeting, to study this and maybe put together a project. We currently understand that along Minnesota Avenue we have old infrastructure in there. One of the opportunities that we noticed is that by doing this as a project we may actually replace some of that infrastructure through a grant instead of going through the assessment process. We're in the process right now to identify where the opportunities are. Hopefully, something good can come out of that, but we don't know yet.

Rutherford questioned but do we need two paths half a block apart going in the same direction? Mathisrud stated at this point there is a connection that is planned. It's identified in several state plans and our local plans. It's something that's been on the radar for many years. This is just dialing in on that location and hopefully coming up with

something that is going to work and is going to be a benefit to the city, as well as in the larger scheme of things. Rutherford stated I just wanted to bring it up.

McKinney questioned do you still want to refer it to us? You just heard what we are doing. Nordberg stated Mathisrud is aware of this concern. Leckner stated Mathisrud's comments are sufficient for now.

8. PLANNING:

8.1. Resolution to Approve the Preliminary and Final Plat for the McGrane Fourth Addition to the City of Park Rapids: Mathisrud stated this is an application to plat off a 2.5 acre lot on Pleasant Avenue. It's located at approximately 1104 Pleasant Avenue South. This was brought forth by Kathy Grell from the McGrane Partnership. The 2.5 acre lot, known as the McGrane Fourth Addition, has been reviewed for platting in anticipation of a future medium density residential project. That is the one you reviewed for TIF at your last meeting. The proposed development is a twenty-nine unit multi-family building.

Mathisrud stated staff reviewed the size of the lot, location, zoning, and the future land use as it relates to the comprehensive plan, and brought it to the Planning Commission for official review in conformance with the zoning ordinance. At that time, the Planning Commission did vote unanimously to forward a recommendation to approve this plat. It's currently zoned appropriately, has all the appropriate utilities, and it is ready to develop. Their recommendation is to approve it subject to payment of the parkland dedication fee of \$348.25.

A motion was made by Leckner, seconded by Randall, and unanimously carried to approve Resolution #2015-155 Approve the Preliminary and Final Plat for the McGrane Fourth Addition to the City of Park Rapids.

8.2. Results of Closed Session: Resolution Approving the Purchase of Real Property in Park Rapids, Minnesota, and Dispensing with Review of the Purchase by the Park Rapids Planning Commission: Mathisrud stated this is for the proposed purchase of real estate located at the fire hall. In reviewing the real estate there, staff identified the south parking lot at that location is actually built on real estate owned by Amerigas. At the closed session of the City Council on the 27th of October we discussed this. Council recommended that staff move forward with the purchase of this real estate. We're attempting to correct a real estate issue by purchasing land so we'd own all the land that we are using. We have developed this purchase agreement with the current owner with the recommended purchase price of \$9,414.35, which is the current assessed value as show on the Hubbard County Assessor's website. Staff recommends Council approval to authorize the Mayor to execute the purchase agreement and closing documents, and for Finance to issue all of the appropriate checks.

Mikesh questioned does it go all the way to the fence on the south side? Mathisrud stated yes it does. Our proposed purchase goes just short of the fence that is currently at Amerigas. There should be a certificate of survey in your packet that shows that so we'd have the appropriate setback.

A motion was made by Utke, seconded by Leckner, and unanimously carried to approve Resolution #2015-156 Approving the Purchase of Real Property in Park Rapids, Minnesota, and Dispensing with Review of the Purchase by the Park Rapids Planning Commission.

9. CITY ADMINISTRATOR UPDATE: McKinney stated if you read the minutes from the Personnel Committee, which met on the November 20th, it outlines a program that staff has been directed to put in place, which is to give all of the employees the opportunity to comment on how we're doing with regard to the mission of the city. I'm also to review the department heads by the end of the year, and they are to have reviews with their staff by the end of the year. We will have that all in place.

McKinney stated the Council has received letters about the armory. That was an occasion of an attempt by the group that strongly supports the armory, basically the nucleus of people that use it now and the arts groups. Somehow they got the impression that the Council didn't think the project was something that they liked. They had a meeting and decided to make sure you knew that they liked the project. I've met with leaders of that group and informed them I didn't think that was particularly an issue. We understood that they liked the project, but that there is a process that we're following. I think that is what was behind the letter writing campaign and that is was nothing to intimidate anyone. There was concern that perhaps as a Council you didn't appreciate the desires that they have. I promised them that I would make this comment to you tonight.

10. DEPARTMENT HEAD UPDATES: Mathisrud stated we're at a little over \$5 million in building permits for the year. We are just short of last year's building permit activity, which is significantly larger than activity in the years 2008 to 2012. It seems to be going pretty good out there.

Fieldsend stated the painting on the public works building was finished today. They will start the flooring tomorrow. All we have left is the drop ceiling to be put back in and to install the desks. It should be done soon.

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

12. COMMENTS FROM COUNCIL: Randall stated I received several letters. I was never doubting the support of the groups out there. To be honest, I found them to be unhelpful. It seems like the opinion out there is that the city has to make one simply decision as to whether to buy a building or not. I wish that the folks that are passionate about it would try to become more educated about the process. It is a really complicated process that we have to go through to get the money, which is appropriate, but we just don't automatically get it. That's my frustration. That doesn't mean that we don't support it, but there's a lot more to it. Based on the overall theme of the letters it's oversimplified. That's disappointing that people aren't educating themselves.

Mikesh stated I received letters too. It would have been nice if they would have changed more than just their name on the bottom. Every letter said exactly the same thing. It's a big decision. Not just for the arts people, but for the whole community.

Nordberg stated one of the triggers for the letters was the Halloween party. That brought in a bunch of new people that had never been in the armory before. It was a family event, small children, children, parents, grandparents. I think they brought new concerns about it that show that it was useful for more than just an arts community. I think they were trying to show their broadened support. It was an event that affected a lot of the community in addition to the arts people.

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

[seal]

Mayor Pat Mikesh

ATTEST:

Margie M. Vik
City Clerk