



CITY OF GRAND RAPIDS

Minutes - Final - Final City Council

Monday, January 9, 2017

5:00 PM

City Hall Council Chambers

5:00 PM **CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, January 9, 2017 at 5:08 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
 Mayor Dale Adams
 Councilor Bill Zeige
 Councilor Rick Blake
 Councilor Tasha Connelly

Staff present:

Tom Pagel, Chad Sterle, Marcia Anderson, Steve Schaar, Lauren Van Den Heuvel, Barb Baird, Jeff Davies

MEETING PROTOCOL POLICY

5:02 PM **ORGANIZATIONAL MEETING**

A. Designate Mayor Pro-tem.

A motion was made by Councilor Rick Blake, seconded by Councilor Bill Zeige, to appoint Councilor Dale Christy to serve as Mayor Pro-Tem for 2017. The motion PASSED by unanimous vote.

B. Adopt Council By-Laws.

A motion was made by Councilor Dale Christy, seconded by Councilor Tasha Connelly, to adopt the Council By-Laws as presented. The motion PASSED by unanimous vote.

C. Designation of official newspaper for the City of Grand Rapids.

A motion was made by Councilor Tasha Connelly, seconded by Councilor Bill Zeige, to designate the Herald Review as the official newspaper for the City of Grand Rapids. The motion PASSED by unanimous vote.

D. Consider appointing the following financial institutions as depository designations for 2017: American Bank, Deerwood Bank, Grand Rapids State Bank, Grand Rapids State Investments, Morgan Stanley, U.S. Bank, and Wells Fargo Bank

Minnesota.

A motion was made by Councilor Rick Blake, seconded by Councilor Dale Christy, to approve financial institutions as depository designations for 2017 as presented. The motion PASSED by unanimous vote.

E. Appoint Council representatives to Boards & Commissions.

A motion was made by Councilor Rick Blake, seconded by Councilor Dale Christy, to make the following appointments for Council representation on various Boards & Commissions:

Park/Rec/Civic Center Board: Tasha Connelly

GREDA: Rick Blake & Dale Christy

HRA: Bill Zeige

PUC: Rick Blake

Airport Advisory Board: Bill Zeige

Cable Commission: Dale Adams, Tasha Connelly (alternate)

The motion PASSED by unanimous vote.

F. Appoint representatives to selected agencies.

A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to make the following appointments for Council representation to various selected agencies:

RAMS: Dale Christy, Tasha Connelly (alternate)

WMMPB: Dale Adams, Bill Zeige

City/County Co-Op: Dale Christy, Tasha Connelly

Joint Powers Gas Board: Dale Adams, Dale Christy

Fire Relief: Dale Adams, Barb Baird (staff)

CGMC: Rick Blake

ARDC: Dale Adams

The motion PASSED by unanimous vote.

5:20 PUBLIC FORUM
PM

Catherine McLynn, representing Itasca Ski and Outing Club, speaks to the request to adopt a resolution supporting the application for a federal grant. Ms. McLynn also acknowledges the support provided to Mt. Itasca with equipment and labor to help maintain the recreation facility.

5:25 COUNCIL REPORTS
PM

None.

5:30 APPROVAL OF MINUTES
PM

Approve City Council minutes for December 5, 2016 Worksession & Regular meetings and December 12, 2016 Worksession & Regular meetings.

A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to approve Council minutes as presented. The motion PASSED by

unanimous vote.

5:31 PM CONSENT AGENDA

1. Consider entering into an Agreement for Consulting Services for Governmental Accounting Standards Board (GASB) No. 74 & 75 Actuarial Valuation with Hildi Incorporated.
Approved by consent roll call
2. Consider authorizing the submittal of a grant application to MnDOT for the Transportation Alternative (TA) program for the 7th Street NE Safe Routes to School project and adopting the two resolutions that are part of the grant application.
Adopted Resolutions 17-01 and 17-02 by consent roll call
3. Consider authorizing the submittal of a grant application to MnDOT for the Transportation Alternative (TA) program for the Grand Rapids/Cohasset Connection Trail and adopting the two resolutions that are part of the grant application.
Adopted Resolution 17-03 and 17-04 by consent roll call
4. Consider approving Change Order 4 related to CP 2017-1, 5th St N and 8th Av NE Improvements Project in the amount of \$11,752.17.
Approved by consent roll call
5. Consider accepting the resignation of Joe Chandler from the Grand Rapids Housing & Redevelopment Authority (HRA).
Approved by consent roll call
6. Consider hiring part time employees for the Parks & Recreation Department / IRA Civic Center.
Approved by consent roll call
7. Consider advertise for bids for replacement of the dehumidification system at the IRA Civic Center.
Approved by consent roll call
8. Consider approving temporary liquor licenses for United Way of 1000 Lakes, events scheduled for February 3rd and March 3rd, 2017.
Approved by consent roll call
- 8a. Consider adopting a resolution supporting Mt. Itasca's application for a Federal Recreation Trail Grant.
Adopted Resolution 17-05 by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Zeige, seconded by Councilor Connelly, to approve the Consent agenda as amended, moving item #12 from the regular agenda to #8a. The motion carried by the following vote

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**5:33 SETTING OF REGULAR AGENDA
PM**

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, to approve the Regular agenda as amended. The motion PASSED by unanimous vote.

ACKNOWLEDGE BOARDS & COMMISSIONS

Approved on the Consent Agenda

9. Acknowledge the attached minutes for Boards & Commissions:

*The Council noted the following minutes for acknowledgment:
Human Rights Commission: October 26 & November 30, 2016
Arts & Culture Commission: December 6, 2016*

Acknowledge Boards and Commissions

**5:35 FINANCE DEPARTMENT
PM**

10. Consider authorizing the purchase of TimeClock Plus Software, hosting services, hardware and training from Municipal Software, Inc. for an amount not to exceed \$24,000.00.

Finance Director Baird presents information regarding time clock software and specific costs.

A motion was made by Councilor Blake, seconded by Councilor Zeige, to approve the purchase of TimeClock Plus Software, hosting hardware and training from Municipal Software Inc. not to exceed \$24,000.00. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

11. Consider approving computer software service agreements for 2017 with Harris Computer Systems for \$18,599.53.

Ms. Baird reviews current software service agreement and current proposed contract.

A motion was made by Councilor Zeige, seconded by Councilor Blake, to

approve computer software service agreements for 2017 with Harris Computer Systems for \$18,599.53. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**5:45 ADMINISTRATION DEPARTMENT
PM**

13. Consider accepting the resignation of Mary Helen Haarklau from the Grand Rapids Library Board and consider appointing new applicant to fulfill term through December 31, 2018.

A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to accept the resignation, with gratitude for service, of Mary Helen Haarklau from the Grand Rapids Library Board and appoint Mr. Richard Thouin to fill the vacancy, term to expire December 31, 2018. The motion PASSED by unanimous vote.

**5:55 VERIFIED CLAIMS
PM**

14. Consider approving the verified claims for the period December 6, 2016 to January 3, 2017 in the total amount of \$1,490,048.13.

A motion was made by Councilor Blake, seconded by Councilor Christy, to approve the verified claims as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**6:00 ADJOURNMENT
PM**

Mayor Adams congratulates elected officials.

Next worksession at 3:45 at Public Works garage on January 23rd. Introduction of new employee, Lauren Van Den Huevel, Public Communications Specialist.

A motion was made by Councilor Tasha Connelly, seconded by Councilor Rick Blake, to adjourn the meeting at 5:34 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Kimberly Gibeau, City Clerk