



CITY OF GRAND RAPIDS

Minutes - Final - Final City Council

Tuesday, May 29, 2018

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 Tuesday, May 29, 2018 at 5:19 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly
Absent 1 - Mayor Dale Adams

MEETING PROTOCOL POLICY

5:01 PM PUBLIC FORUM

None.

5:06 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

Consider approving Council minutes for Monday, May 14, 2018 Worksession and Regular meetings.

A motion was made by Councilor Bill Zeige, seconded by Councilor Rick Blake, to approve Council minutes as presented. The motion PASSED by unanimous vote.

VERIFIED CLAIMS

Consider approving the verified claims for the period May 8, 2018 to May 22, 2018 in the total amount of \$430,384.39.

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

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:12 PM CONSENT AGENDA

1. Consider a correction to pay rate for Ron Edminster.

Approved by consent roll call
2. Consider entering into an agreement with Mediacom Minnesota LLC regarding the franchise agreement renewal process

Approved by consent roll call
3. Consider adopting a resolution declaring the official intent of the City to reimburse certain expenditures from the proceeds of bonds to be issued by the City.

Adopted Resolution 18-39 by consent roll call
4. Consider adopting a resolution amending the City Wide Fee Schedule.

Adopted Resolution 18-40 by consent roll call
5. Consider authorizing an Airport Land Lease Agreement effective as of the 24th day of April 2018, between the City of Grand Rapids and SHB LLC and authorize the signature of the Mayor

Approved by consent roll call
6. Consider accepting Grand Rapids EDA Annual Report for the year 2017.

Approved by consent roll call
7. Consider approving a temporary liquor license for Northland Counseling Center, event scheduled for June 14, 2018.

Approved by consent roll call
8. Consider a motion authorizing the Mayor to sign a Memorandum of Understanding for Toward Zero Deaths with Itasca County Health and Human Services.

Approved by consent roll call
9. Consider entering into an agreement with an area business for advertising at the IRA Civic Center.

Approved by consent roll call
10. Consider adoption of a resolution issuing an order to raze or remove structures upon

property located at: 604 NE 9th Avenue, Grand Rapids, Minnesota.

Adopted Resolution 18-41 by consent roll call

11. Consider approving the amended Community Readerboard Partnership Agreement and Posting Policy.

Approved by consent roll call

12. Consider approving a temporary liquor license for American Legion, event scheduled for August 11, 2018.

Approved by consent roll call

13. Consider accepting resignation of Len Salmela from the Grand Rapids Housing & Redevelopment Authority.

Approved by consent roll call

- 13a. Consider hiring Kristine Johnson and Madilynn Thomsen for the Public Works Department Part-Time Summer Maintenance Season.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Zeige, seconded by Councilor Blake, to approve the Consent agenda as amended. The motion carried by the following vote

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:13 PM SETTING OF REGULAR AGENDA

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

5:14 PM ACKNOWLEDGE BOARDS & COMMISSIONS

14. Acknowledge minutes for Boards & Commissions

Acknowledge Boards and Commissions

5:15 PM DEPARTMENT HEAD REPORT

15. Library Department Head Report

Library Director, Marcia Anderson, provided overview of activities hosted at the Library, programming and use statistics. Also advised of grant funds received and current status of ADA updates.

Councilor Christy questioned the status of working with Itasca County to increase support for the Library. Ms. Anderson noted that she had spoken to the County Board in the fall of 2017, but not since that time.

Received and Filed

**5:25 AIRPORT
PM**

16. Consider approving the recommendations listed in the Grand Rapids - Itasca County Airport Master Plan

Staff provided background information and recommendations to the final Airport Master Plan.

A motion was made by Councilor Christy, seconded by Councilor Zeige, to approve the Grand Rapids - Itasca County Airport Master Plan as presented. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

17. Consider authorizing the purchase and installation of a new main backup generator at the GPZ airport

Background information on generator and need for replacement is presented. Quotes have been received and reviewed. Based on information presented, staff is requesting that the new generator purchase be awarded to Cummins for \$30,044.50 and electrical service be awarded to Pokegama Electric.

A motion was made by Councilor Blake, seconded by Councilor Zeige, awarding generator purchase to Cummins and electrical services to Pokegama Electric for a total cost of \$41,318.50. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**5:35 PUBLIC WORKS DEPARTMENT
PM**

18. Consider entering into an agreement with DSGW for 2018 Fire Hall, City Hall, and Central School Improvements to prepare bidding documents.

A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to approve an agreement with DSGW for preparation of bidding documents for facility improvements as noted.

19. Consider entering into an agreement with Pyrotechnic Display Inc., for the amount of

\$15,000.00 for the 4th of July Fireworks Display, to be held on June 30th, 2018.

It is noted that in the event of inclement weather, fireworks display will be conducted on Sunday, July 1, 2018.

5:45 PM ADMINISTRATION DEPARTMENT

- 20.** Consider accepting the notice of resignation from Building Official, Travis Cole.

Building Official, Travis Cole, has accepted the position of Fire Marshall with the State of Minnesota and is resigning from his current position with the City.

A motion was made by Councilor Christy, seconded by Councilor Blake, accepting the resignation from Travis Cole, Building Official, effective June 12, 2018. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

- 21.** Consider appointment of Nathan Morlan to the position of Interim Building Official.

Following the resignation of Mr. Cole, staff would like to appoint a current employee to the position on an interim basis. This provides time for position review and offers opportunity to ensure due diligence in finding the right individual to fill the vacancy.

A motion was made by Councilor Zeige, seconded by Councilor Christy, to appoint Nate Morlan to the position of Interim Building Official. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

- 22.** Consider adopting revised job description and authorize City staff to post the position of Building/Fire Inspector.

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, approving job description and authorize filling the vacancy for the position of Building/Fire Inspector. The motion PASSED by unanimous vote.

- 23.** Consider eliminating the Recreation Program Coordinator position.

A motion was made by Councilor Zeige, seconded by Councilor Blake, to approve eliminating the position of Recreation Program Coordinator, effective June 30, 2018. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**6:05 ADJOURNMENT
PM**

A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to adjourn the meeting at 6:11 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Lynn DeGrio, Recorder