



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, September 9, 2019

5:00 PM

City Hall Council Chambers

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, September 9, 2019 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

Please be aware that the Council has adopted a Meeting Protocol Policy which informs attendees of the Council's desire to conduct meetings in an orderly manner which welcomes all civil input from citizens and interested parties. If you are unaware of the policy, copies (orange color) are available in the wall file by the Council entrance.

PUBLIC FORUM

COUNCIL REPORTS

APPROVAL OF MINUTES

19-0568 Consider approving Council minutes for Monday, August 26, 2019 Worksession & Regular meetings and August 29, 2019 Budget meeting.

Attachments: [August 26, 2019 Worksession.pdf](#)
[August 26, 2019 Regular Meeting.pdf](#)
[August 29, 2019 Budget Meeting.pdf](#)

VERIFIED CLAIMS

19-0580 Consider approving the verified claims for the period August 20, 2019 to September 2, 2019 in the total amount of \$769,583.20.

Attachments: [Council Bill List 09-09-19.pdf](#)

CONSENT AGENDA

Any item on the consent agenda shall be removed for consideration by request of any one Councilmember, City staff, or the public and put on the regular agenda for discussion and consideration.

1. 19-0504 Consider adopting a resolution accepting a donation from Get fit Itasca via YMCA in an

amount of \$27,640 for the purchase of a public sculpture, two decorative benches, and the placement of an informational kiosk to be located at the new Mississippi River Pedestrian Bridge.

Attachments: [GetFit AARP Donation](#)

2. [19-0549](#) Consider adopting a resolution approving LG230 Off-Site Gambling application for Grand Rapids Amateur Hockey Association.
Attachments: [19- GRAHA Off-Site Gambling.pdf](#)
3. [19-0557](#) Consider approving a temporary liquor license for Klockow Brewing Company event on Saturday, September 28, 2019.
4. [19-0558](#) Consider voiding lost Payroll check #81837, issue a new check, and waiving bond requirements for check issued to Nathen Reigel in the amount of \$26.55.
Attachments: [Affidavit of Lost Check.pdf](#)
5. [19-0564](#) Consider adopting a resolution accepting a \$2,436 grant from the Minnesota Board of Firefighter Training and Education for the Grand Rapids Fire Department.
Attachments: [MBFTE Award Letter](#)
[FD MBFTE Gnt Res 2019](#)
6. [19-0567](#) Consider authorizing staff to advertise with Do Bid the sale of a Fire Department- 2006 Format Plain Paper Copier Model (Copystar CS-2550)
7. [19-0571](#) Consider the adoption of a resolution authorizing an application to the IRRRB Regional Trails Grant Program for CP 2015-3, Highway 2 West Trail
Attachments: [9-9-19 Resolution Regional Trail](#)
8. [19-0572](#) Consider the terminations of regular part-time employees from the Civic Center / Parks and Recreation Department.
9. [19-0573](#) Consider approving the hiring of regular part-time employees at the Civic Center / Parks and Recreation Department and implement wage adjustments for current part-time employees.
10. [19-0576](#) Consider adoption of a resolution issuing an order to raze or remove structures upon properties located at:
2803 DeSchepper Dr. Grand Rapids, Minnesota.
2408 SW 18th St Grand Rapids, Minnesota.
302 Golf Course Rd Grand Rapids, Minnesota
Attachments: [302 SW Golf Course Rd Resolution](#)
[2803 DeSchepper Dr Resolution](#)
[2408 SW 18th Resolution](#)
11. [19-0578](#) Consider approving Memorandum of Understanding between the City of Grand Rapids

and International Union of Operating Engineers, Local No. 49 - Clerical Union.

Attachments: [Memorandum of Understanding - Clerical Union - September 2019.pdf](#)

12. [19-0579](#) Consider authorizing staff to solicit quotes and accept quote from Rides for a topper for Community Development/ Building Maintenance pickup, for a total cost of \$2,697.53.
- Attachments:** [Radco Topper Quote](#)
[Rides Topper Quote](#)
13. [19-0587](#) Consider approving a Supplemental Letter Agreement (SLA) 2015-3 with SEH related to CP 2015-3, Highway 2 West Trail
- Attachments:** [sla 2015-3 Highway 2 West Trail.pdf](#)
14. [19-0590](#) Consider approving a Supplemental Letter Agreement (SLA) 2014-2b with SEH related to CP 2014-2, 2020 Street Improvements Project
- Attachments:** [sla 2014-2b 2020 Street Improvements Project](#)

SETTING OF REGULAR AGENDA

This is an opportunity to approve the regular agenda as presented or add/delete by a majority vote of the Council members present an agenda item.

FIRE DEPARTMENT

15. [19-0562](#) Consider allowing Fire Department to install Sika Deco Flake flooring in truck bays and meeting room.
- Attachments:** [Coating Crew North Bid](#)
[Duluth Coating Solutions Bid](#)

ADMINISTRATION DEPARTMENT

16. [19-0575](#) Consider the purchase of two 1/2 Ton pickup trucks from Lakewoods Chrysler.
- Attachments:** [Lakewoods Truck Purchase](#)

ADJOURNMENT

NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 23, 2019, AT 5:00 P.M.

Hearing Assistance Available: This facility is equipped with a hearing assistance system.

Attest: Kimberly Gibeau, City Clerk



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0568 **Version:** 1 **Name:** Council Minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 9/3/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider approving Council minutes for Monday, August 26, 2019 Worksession & Regular meetings and August 29, 2019 Budget meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [August 26, 2019 Worksession.pdf](#)
[August 26, 2019 Regular Meeting.pdf](#)
[August 29, 2019 Budget Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider approving Council minutes for Monday, August 26, 2019 Worksession & Regular meetings and August 29, 2019 Budget meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, August 26, 2019

4:00 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council will be held on Monday, August 26, 2019 at 4:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a call of roll, the following members were present:

Present 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Rick Blake, Councilor Tasha Connelly, and Councilor Michelle Toven

Others present:

Tom Pagel, Chad Sterle

Discussion Items

1. YMCA Update - Nick Hansen

YMCA Director Nick Hanson provided overall update to Council regarding childcare programs, future for space updates, funding, etc. Mr. Hanson will continue to keep the Council advised.

Received and Filed

2. Human Rights Commission Annual Update & 2020 Budget Proposal

Alice Moren, Chair for the Human Rights Commission, presents budget proposal for 2020, showing a requested increase to the annual budget from \$5,000 to \$7,500 and shared activities and community impact for 2019.

Received and Filed

3. Review 5:00 PM Regular Meeting

Confirmed addition of Megan Severson to hiring golf course employees request. Budget meeting is scheduled for Thursday, August 29, 2019 at 4:00 pm.

ADJOURN

There being no further business, the meeting adjourned at 4:50 pm.

Respectfully submitted: Cynthia Lyman, Recorder *Cynthia Lyman*



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, August 26, 2019

5:00 PM

City Hall Council Chambers

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, August 26, 2019 at 5:02 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 Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

Others present:

Tom Pagel, Chad Sterle, Barb Baird, Dale Anderson, Matt Wegwerth

MEETING PROTOCOL POLICY

PUBLIC FORUM

None.

COUNCIL REPORTS

Mayor Adams makes note of the recent Running the Rapids annual event; September 2019 Pickle Ball tournament; retirement of Jeff Davies from Public Works Department after 33 years of service and acknowledge Affinity Plus Credit Union for continued support of City parks.

Councilor Connelly reports on Civic Center Steering Committee progress; curling bonspiel over Labor Day weekend.

APPROVAL OF MINUTES

Consider approving Council minutes for Monday, August 12, 2019 Worksession & Regular meetings.

A motion was made by Councilor Dale Christy, second by Councilor Michelle Toven, to approve Council minutes as presented. The motion PASSED by unanimous vote.

VERIFIED CLAIMS

Consider approving the verified claims for the period August 6, 2019 to August 19, 2019 in the total amount of \$1,533,098.10.

A motion was made by Councilor Rick Blake, second by Councilor Tasha Connelly, to approve the verified claims as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

CONSENT AGENDA

1. Consider approving a resolution accepting an in-kind donation from Waste Management of refuse service for Tall Timber Days valued at \$510.
Adopted Resolution 19-72 by consent roll call
2. Consider adopting a resolution accepting a donation of \$50.00 from Robert and Leatha Lemen of Arbo Township to the Police Department's K-9 program.
Adopted Resolution 19-73 by consent roll call
3. Consider authorizing the Police Department to sell three (3) forfeited vehicles, two (2) city owned retired squad cars and one (1) abandoned vehicle at the Minnesota DNR auction located in Grand Rapids.
Approved by consent roll call
4. Consider adopting a resolution accepting a donation in the amount of \$806.50 from Timberlake Lodge.
Adopted Resolution 19-74 by consent roll call
5. Consider adopting a resolution accepting a donation in the amount of \$8,000.00 from Affinity Plus Federal Credit Union to be used for the resurfacing of the basketball court at Maplewood Park.
Adopted Resolution 19-75 by consent roll call
6. Consider approving On-sale 3.2 Malt Liquor License and On-sale Wine License with strong beer authorization for Hotel Rapids Inc.
Approved by consent roll call
7. Consider authorizing the mayor to sign a service agreement renewal with SVL for maintenance program on the Library Chiller.
Approved by consent roll call
8. Consider approving Change Order 4 related to CP 2019-1, Golf Course Road Utility

Extension-Great River Acres

Approved by consent roll call

9. Consider approving the hiring of regular part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.

Approved by consent roll call

10. Consider approving hiring golf course employee.

Approved by consent roll call

11. Consider entering into an Equipment Rental Agreement with the Itasca Curling Club.

Approved by consent roll call

12. Consider the terminations of regular part-time employees from the Civic Center / Parks and Recreation Department.

Approved by consent roll call

13. Consider approving the 2019 wage adjustments for current part-time employees for the Civic Center/Parks and Recreation Department.

Approved by consent roll call

14. Consider adopting a resolution accepting \$39,150.00 for a 2019 - 2020 Toward Zero Deaths Grant.

Adopted Resolution 19-76 by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Tasha Connelly, second by Councilor Dale Christy to approve the Consent agenda. The motion carried by the following vote

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

SETTING OF REGULAR AGENDA

A motion was made by Councilor Michelle Toven, second by Councilor Rick Blake, to approve the Regular agenda as presented. The motion PASSED by unanimous vote.

ACKNOWLEDGE BOARDS & COMMISSIONS

15. Review and acknowledge minutes for various Boards & Commissions.

Library Board - July 10, 2019

Golf Board - July 16, 2019

PUC Minutes - July 17, 2019

HRA - July 17, 2019

Acknowledge Boards and Commissions

DEPARTMENT HEAD REPORT

16.

Diane Larson, HRA Director, provided background information on purpose and mission of HRAs throughout Minnesota and who they serve. Discussed Grand Rapids HRA including staffing, board membership, primary activities, vacancies, property improvements, new initiative, and efforts to merge the Grand Rapids and Itasca County HRAs and and future plans.

Received and Filed

CIVIC CENTER, PARKS & RECREATION

17.

Consider authorizing Hawkinson Construction to overlay the basketball court at Maplewood Park.

A motion was made by Councilor Michelle Toven, second by Councilor Rick Blake, to authorize overlay of Maplewood Park basketball court, work to be completed by Hawkinson Construction. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

ENGINEERING

18.

Consider accepting quotes and authorize awarding the low quote to PCiRoads, LLC in the amount of \$71,948.00 for Bridge 31514 (Horn Bridge) Maintenance Project.

Engineer Matt Wegwerth provided overview of proposed project and quotes received. The project is scheduled to begin work on September 9, 2019.

A motion was made by Councilor Rick Blake, second by Councilor Tasha Connelly, to accept low quote and award contract to PCiRoads, LLC for Horn Bridge Maintenance Project. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

ADJOURNMENT

A motion was made by Councilor Rick Blake, second by Councilor Michelle Toven, to adjourn the meeting at 5:39 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Jacqueline Heinrich
Jacqueline Heinrich, Recorder



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Thursday, August 29, 2019

4:00 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Budget Meeting of the Grand Rapids City Council was held on Thursday, August 29, 2019 at 4:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

Others present:

Tom Pagel, Barb Baird, Lynn DeGrio, Matt Wegwerth, Rob Mattei, Laura Pfeifer, Dale Anderson, Steve Anderson, Scott Johnson, Will Richter, Travis Cole

BUDGET

2020 Department Budget Planning

Each City department presented individual budgets, providing overview of projected revenue and expenses. Discussed specific needs for retaining level of services offered to the community and areas in which expenses have been reduced. A complete draft budget is available upon request in the Administration Office.

Received and Filed

ADJOURNMENT

There being no further business, the meeting adjourned at 6:33 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0580 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 9/5/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider approving the verified claims for the period August 20, 2019 to September 2, 2019 in the total amount of \$769,583.20.

Sponsors:

Indexes:

Code sections:

Attachments: [Council Bill List 09-09-19.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider approving the verified claims for the period August 20, 2019 to September 2, 2019 in the total amount of \$769,583.20.

Requested City Council Action

Make a motion approving the verified claims for the period August 20, 2019 to September 2, 2019 in the total amount of \$769,583.20.

DATE: 09/05/2019
 TIME: 09:17:10
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/09/2019

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
1309161	MINNESOTA COMMERCE DEPARTMENT	25.00
T000252	JONI BISCHOFF	1,255.60
	TOTAL	1,280.60
CITY WIDE		
1115550	KOOTASCA COMMUNITY ACTION INC	1,000.00
1309090	SUPERONE FOODS NORTH	335.32
1309091	SUPERONE FOODS SOUTH	90.34
1500600	OPG-3 INC	4,293.20
1621125	PUBLIC UTILITIES COMMISSION	767.50
1920240	CHAD B STERLE	1,324.50
1920555	STOKES PRINTING & OFFICE	690.00
	TOTAL CITY WIDE	8,500.86
SPECIAL PROJECTS-NON BUDGETED		
1105530	KENNEDY & GRAVEN	262.50
	TOTAL SPECIAL PROJECTS-NON BUDGETED	262.50
ADMINISTRATION		
1415522	NORTHLAND CONSULTING ENGINEERS	900.00
	TOTAL ADMINISTRATION	900.00
BUILDING MAINTENANCE-CITY HALL		
0100010	5 STAR PEST CONTROL &	550.00
0113233	AMERIPRIDE SERVICES INC	50.60
0315455	COLE HARDWARE INC	26.69
0701650	GARTNER REFRIGERATION CO	2,018.80
0718060	GRAND RAPIDS HERALD REVIEW	458.00
0920060	ITASCA COUNTY TREASURER	1,661.08
2018680	TRU NORTH ELECTRIC LLC	260.00
	TOTAL BUILDING MAINTENANCE-CITY HALL	5,025.17
COMMUNITY DEVELOPMENT		
1105530	KENNEDY & GRAVEN	1,048.00
1920240	CHAD B STERLE	310.00
	TOTAL COMMUNITY DEVELOPMENT	1,358.00

DATE: 09/05/2019
 TIME: 09:17:10
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 09/09/2019

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
ENGINEERING		
1920555	STOKES PRINTING & OFFICE	73.37
	TOTAL ENGINEERING	73.37
FINANCE		
0718060	GRAND RAPIDS HERALD REVIEW	158.58
1415377	NORTHERN BUSINESS PRODUCTS INC	122.04
	TOTAL FINANCE	280.62
FIRE		
0315455	COLE HARDWARE INC	34.81
1200500	L&M SUPPLY	93.47
1821700	MICHAEL RUSSELL	360.00
2018680	TRU NORTH ELECTRIC LLC	825.00
	TOTAL FIRE	1,313.28
INFORMATION TECHNOLOGY		
1615440	POLICYPAK SOFTWARE	1,385.23
	TOTAL INFORMATION TECHNOLOGY	1,385.23
PUBLIC WORKS		
0103325	ACHESON TIRE INC	60.00
0104799	ADVANCED SERVICES INC	1,939.00
0221650	BURGGRAF'S ACE HARDWARE	206.70
0301685	CARQUEST AUTO PARTS	52.89
0315455	COLE HARDWARE INC	11.48
0315501	COMPASS MINERALS AMERICA, INC.	3,595.48
0519700	ESSENTIA HEALTH	665.00
0601690	FASTENAL COMPANY	501.21
0718060	GRAND RAPIDS HERALD REVIEW	223.80
1200500	L&M SUPPLY	97.98
1301015	MACQUEEN EQUIPMENT INC	1,686.57
1303039	MCCOY CONSTRUCTION & FORESTRY	196.90
1309091	SUPERONE FOODS SOUTH	0.00
1618555	PROFESSIONAL TURF & RENOVATION	2,500.00
1621125	PUBLIC UTILITIES COMMISSION	970.61
1908248	SHERWIN-WILLIAMS	181.27
1920555	STOKES PRINTING & OFFICE	73.39
2018560	TROUT ENTERPRISES INC	750.00

DATE: 09/05/2019
 TIME: 09:17:10
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 09/09/2019

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
PUBLIC WORKS		
TOTAL PUBLIC WORKS		13,712.28
FLEET MAINTENANCE		
0121721	AUTO VALUE - GRAND RAPIDS	2.78
0301685	CARQUEST AUTO PARTS	173.50
0315455	COLE HARDWARE INC	30.96
1801615	RAPIDS WELDING SUPPLY INC	5.00
TOTAL FLEET MAINTENANCE		212.24
POLICE		
0103325	ACHESON TIRE INC	100.00
0221650	BURGGRAF'S ACE HARDWARE	66.75
0301685	CARQUEST AUTO PARTS	12.19
0409501	JOHN P. DIMICH	4,583.33
0618080	FRAME UP LLC	204.33
1309149	MN CHIEFS OF POLICE ASSOC	62.50
1920233	STREICHER'S INC	467.86
2000400	T J TOWING	800.00
TOTAL POLICE		6,296.96
RECREATION		
0920105	ITASCA TRAIL SPORTS	99.95
1618555	PROFESSIONAL TURF & RENOVATION	700.00
TOTAL RECREATION		799.95
CENTRAL SCHOOL		
0113233	AMERIPRIDE SERVICES INC	53.32
0218745	ASHLEY BRUBAKER	373.05
0221700	BUSY BEES QUALITY CLNG SVC INC	1,200.00
TOTAL		1,626.37
AIRPORT		
0315455	COLE HARDWARE INC	151.86
1415522	NORTHLAND CONSULTING ENGINEERS	540.00

DATE: 09/05/2019
 TIME: 09:17:10
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 09/09/2019

VENDOR #	NAME	AMOUNT DUE
AIRPORT		
1608345	PHILS GARAGE DOOR	135.00
1920240	CHAD B STERLE	77.50
	TOTAL	904.36
CIVIC CENTER		
GENERAL ADMINISTRATION		
0104815	ADVANTAGE SYSTEMS GROUP	54.00
0113233	AMERIPRIDE SERVICES INC	109.14
0114200	ANDERSON GLASS	122.44
0315455	COLE HARDWARE INC	8.49
1901535	SANDSTROM'S INC	135.13
	TOTAL GENERAL ADMINISTRATION	429.20
POLICE DESIGNATED FORFEITURES		
0512350	ELITE K-9, INC	278.39
	TOTAL	278.39
CEMETERY		
0301685	CARQUEST AUTO PARTS	20.00
1200500	L&M SUPPLY	43.10
1415590	NORTHWEST GAS	3,631.08
2009725	TITAN MACHINERY INC	1,284.88
	TOTAL	4,979.06
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE SERVICES INC	30.00
0221650	BURGGRAF'S ACE HARDWARE	88.98
	TOTAL	118.98
GENERAL CAPITAL IMPRV PROJECTS		
2010-5 MS RIVER PD BRIDGE		
1815125	ROBERT R SCHROEDER CONST INC	9,689.36
	TOTAL 2010-5 MS RIVER PD BRIDGE	9,689.36

DATE: 09/05/2019
 TIME: 09:17:10
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 09/09/2019

VENDOR #	NAME	AMOUNT DUE
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-FIRE DEPT		
0717995	GRAND FORKS FIRE EQUIPMENT LLC	518.48
1200500	L&M SUPPLY	683.96
1201434	LAKE WOODS CHRYSLER	32,967.75
TOTAL CAPITAL OUTLAY-FIRE DEPT		34,170.19
CAPITAL OUTLAY-PUBLIC WORKS		
0301685	CARQUEST AUTO PARTS	306.57
TOTAL CAPITAL OUTLAY-PUBLIC WORKS		306.57
CAPITAL OUTLAY-POLICE		
0512355	ELITE TINTING & GRAPHICS	1,650.00
TOTAL CAPITAL OUTLAY-POLICE		1,650.00
GR ARTS & CULTURE CPTL PRJS		
0315455	COLE HARDWARE INC	39.53
0601690	FASTENAL COMPANY	201.68
1801615	RAPIDS WELDING SUPPLY INC	152.00
TOTAL		393.21
2018 INFRASTR/CPT MNT IMP BONDS		
CAPITAL MAINT IMPRV PLAN		
0114200	ANDERSON GLASS	9,480.00
0315455	COLE HARDWARE INC	13.47
0514200	ESC SYSTEMS SOUND & LIFE SAFE	510.00
1415377	NORTHERN BUSINESS PRODUCTS INC	539.91
1615423	POKEGAMA ELECTRIC INC	6,485.00
TOTAL CAPITAL MAINT IMPRV PLAN		17,028.38
2019 INFRASTRUCTURE BONDS		
2019-1 GLF COURSE RD UTIL EXT		
1105530	KENNEDY & GRAVEN	103.70
2000522	TNT AGGREGATES, LLC	222,813.55
TOTAL 2019-1 GLF COURSE RD UTIL EXT		222,917.25

DATE: 09/05/2019
 TIME: 09:17:10
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 09/09/2019

VENDOR #	NAME	AMOUNT DUE

2019	INFRASTRUCTURE BONDS	
	2019-2 COHASSET TRAIL	
	0218115 BRAUN INTERTEC CORPORATION	1,733.25
	0301705 CASPER CONSTRUCTION INC	137,871.24
	TOTAL 2019-2 COHASSET TRAIL	139,604.49
STORM WATER UTILITY		
	0121721 AUTO VALUE - GRAND RAPIDS	11.98
	0221650 BURGGRAF'S ACE HARDWARE	69.99
	0301685 CARQUEST AUTO PARTS	130.16
	0401420 DAKOTA FLUID POWER, INC	15.48
	0801836 HAWKINSON SAND & GRAVEL	196.93
	0920040 ITASCA COUNTY FARM SERVICE	13.90
	1303039 MCCOY CONSTRUCTION & FORESTRY	129.50
	1415484 NORTHERN LIGHTS TRUCK	9.20
	1621125 PUBLIC UTILITIES COMMISSION	2,200.00
	2018560 TROUT ENTERPRISES INC	75.00
	TOTAL	2,852.14
LODGING TAX		
	1920240 CHAD B STERLE	891.25
	TOTAL	891.25
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 479,240.26
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
	0114210 D. ANDERSON - CHANGE FUND	2,180.00
	0305530 CENTURLINK QC	57.57
	0315105 COALITION OF GREATER MN CITIES	260.00
	0315543 CONSTELLATION NEWENERGY -GAS	1,527.97
	0400029 DVS RENEWAL	14.25
	0405305 LYNN DEGRIO	120.64
	0405505 JAMES DENNY	488.60
	0605191 FIDELITY SECURITY LIFE INS CO	71.22
	0718015 GRAND RAPIDS CITY PAYROLL	247,949.79
	0809115 HIBBING COMMUNITY COLLEGE	2,740.00
	0900060 ICTV	16,715.09
	0920055 ITASCA COUNTY RECORDER	92.00
	1115230 KEVIN KOETZ	635.91
	1201402 LAKE COUNTRY POWER	45.61
	1209516 LINCOLN NATIONAL LIFE	1,499.18

DATE: 09/05/2019
 TIME: 09:17:10
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 09/09/2019

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1309199	MINNESOTA ENERGY RESOURCES	945.78
1309332	MN STATE RETIREMENT SYSTEM	2,370.14
1315665	KELLY MORRIS	209.74
1415479	NORTHERN DRUG SCREENING INC	60.00
1601305	THOMAS J. PAGEL	939.34
1621130	P.U.C.	8,337.59
2000100	TASC	30.60
2100265	U.S. BANK	450.00
2114360	UNITED PARCEL SERVICE	18.56
2114750	UNUM LIFE INSURANCE CO OF AMER	258.71
2205637	VERIZON WIRELESS	105.03
2301700	WASTE MANAGEMENT OF MN INC	219.62
T001151	ENBRIDGE ENERGY	2,000.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$		290,342.94
TOTAL ALL DEPARTMENTS		769,583.20



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0504 **Version:** 1 **Name:** Get Fit AARP Donation
Type: Agenda Item **Status:** Consent Agenda
File created: 8/7/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider adopting a resolution accepting a donation from Get fit Itasca via YMCA in an amount of \$27,640 for the purchase of a public sculpture, two decorative benches, and the placement of an informational kiosk to be located at the new Mississippi River Pedestrian Bridge.

Sponsors:

Indexes:

Code sections:

Attachments: [GetFit AARP Donation](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider adopting a resolution accepting a donation from Get fit Itasca via YMCA in an amount of \$27,640 for the purchase of a public sculpture, two decorative benches, and the placement of an informational kiosk to be located at the new Mississippi River Pedestrian Bridge.

Background Information:

This donation will enhance the experience of visitors utilizing the new pedestrian bridge.

Staff Recommendation:

City staff recommends adopting a resolution to accept a donation from Get fit Itasca via YMCA in an amount of \$27,640 for the purchase of a public sculpture, two decorative benches, and the placement of an informational kiosk to be located at the new Mississippi River Pedestrian Bridge.

Requested City Council Action

Make a motion adopting a resolution to accept a donation from Get fit Itasca via YMCA in an amount of \$27,640 for the purchase of a public sculpture, two decorative benches, and the placement of an informational kiosk to be located at the new Mississippi River Pedestrian Bridge.

Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 19-

A RESOLUTION ACCEPTING A DONATION FROM GET FIT ITASCA VIA YMCA IN AN AMOUNT OF \$27,640 FOR THE PURCHASE OF A PUBLIC SCULPTURE, TWO DECORATIVE BENCHES, AND THE PLACEMENT OF AN INFORMATIONAL KIOSK TO BE LOCATED AT THE NEW MISSISSIPPI RIVER PEDESTRIAN BRIDGE

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donor as follows:

- Get fit Itasca via YMCA donates in an amount of \$27,640 for the purchase of a public sculpture, two decorative benches, and the placement of an informational kiosk to be located at the new Mississippi River Pedestrian Bridge.

Adopted this 12th day of August, 2019.

Dale C. Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

Councilmember seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0549 **Version:** 1 **Name:** GRAHA Off-Site Gambling Resolution
Type: Agenda Item **Status:** Consent Agenda
File created: 8/23/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider adopting a resolution approving LG230 Off-Site Gambling application for Grand Rapids Amateur Hockey Association.

Sponsors:

Indexes:

Code sections:

Attachments: [19- GRAHA Off-Site Gambling.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider adopting a resolution approving LG230 Off-Site Gambling application for Grand Rapids Amateur Hockey Association.

Background Information:

Grand Rapids Amateur Hockey Association (GRAHA) has submitted an application to conduct off-site gambling at the Grand Rapids IRA Civic Center on June 27, 2020. The State of Minnesota, Gambling Control Board requires City Council to approve by resolution.

Staff Recommendation:

Adopt resolution and approve application.

Requested City Council Action

Make a motion to adopt a resolution approving LG230 Off-Site Gambling Application for Grand Rapids Amateur Hockey Association.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 19 -

RESOLUTION APPROVING GRAND RAPIDS AMATEUR HOCKEY ASSOCIATION
OFF-SITE GAMBLING

WHEREAS, the Grand Rapids Amateur Hockey Association has presented the City Council of Grand Rapids an application to conduct off-site gambling at the Grand Rapids IRA Civic Center, 1401 NW 3rd Avenue, Grand Rapids; and

WHEREAS, the Gambling Control Board may not issue an off-site gambling permit without City Council Approval.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Rapids approves the LG230 Application to Conduct Off-Site Gambling for the Grand Rapids Amateur Hockey Association at the Grand Rapids IRA Civic Center, 1401 NW 3rd Avenue, Grand Rapids, Minnesota on June 27, 2020.

Adopted by the City Council this 9th day of September, 2019.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

Councilor seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against the same: None, whereby the resolution was declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0557 **Version:** 1 **Name:** Klocktoberfest
Type: Agenda Item **Status:** Consent Agenda
File created: 8/29/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider approving a temporary liquor license for Klockow Brewing Company event on Saturday, September 28, 2019.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider approving a temporary liquor license for Klockow Brewing Company event on Saturday, September 28, 2019.

Background Information:

Klockow Brewing has submitted an application for temporary liquor service located in the parking lot at 36 SE 10th Street & 1st Avenue. Required documentation and fees have been received.

Requested City Council Action

Make a motion to approve temporary liquor license for Klockow Brewing and authorize submission to State of Minnesota for issuance.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0558 **Version:** 1 **Name:** Lost Payroll Check
Type: Agenda Item **Status:** Consent Agenda
File created: 8/29/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider voiding lost Payroll check #81837, issue a new check, and waiving bond requirements for check issued to Nathen Reigel in the amount of \$26.55.

Sponsors:

Indexes:

Code sections:

Attachments: [Affidavit of Lost Check.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider voiding lost Payroll check #81837, issue a new check, and waiving bond requirements for check issued to Nathen Reigel in the amount of \$26.55.

Background Information:

Payroll check #81837 issued to Nathen Reigel is lost. Nathen Reigel has completed an Affidavit of Lost Check.

Requested City Council Action

Make a motion voiding lost Payroll check #81837, issue a new check, and waiving bond requirements for check issued to Nathen Reigel in the amount of \$26.55.

AFFIDAVIT

STATE OF) Minnesota

) SS

COUNTY OF) Itasca

NATHAN REIGEL, being first duly sworn on oath, states that he/she resides at **705 NE 7TH AVE, GRAND RAPIDS, MN, 55744** and that he/she is the payee named in a check number **81837**, issued to **NATHAN REIGEL**, drawn by **CITY OF GRAND RAPIDS** dated **10/26/2018**, for the sum of **\$26.55**; that to my knowledge this check was never endorsed by me, that I did not authorize anyone to endorse it for me, and that the circumstances of the loss or destruction of the check are as follows:

LOST Payroll check

I am making this Affidavit in conjunction with my request that the **CITY OF GRAND RAPIDS** issue a duplicate check. I understand that I make this Affidavit under oath and that I may be subject to criminal penalty if my statements in this Affidavit are false.



SIGNED *Nathan Reigel*

Subscribed and sworn to before me

This *29th* day of *Aug.*, 20*19*

J. O'Toole
Notary Public



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0564 **Version:** 1 **Name:** MBFTE Grant
Type: Agenda Item **Status:** Consent Agenda
File created: 8/31/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider adopting a resolution accepting a \$2,436 grant from the Minnesota Board of Firefighter Training and Education for the Grand Rapids Fire Department.

Sponsors:

Indexes:

Code sections:

Attachments: [MBFTE Award Letter](#)
[FD MBFTE Gnt Res 2019](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider adopting a resolution accepting a \$2,436 grant from the Minnesota Board of Firefighter Training and Education for the Grand Rapids Fire Department.

Background Information:

The Minnesota Board of Firefighter Training and Education (MBFTE) has awarded the Grand Rapids Fire Department, under Round 12 training reimbursement program, \$2,436 . This training reimbursement award is for MBFTE approved training conducted between July 1, 2019 and June 30, 2020.

Staff Recommendation:

Please consider approving a resolution to accept the \$ \$2,436 grant from the Minnesota Firefighter Training and Education (MBFTE) for the Grand Rapids Fire Department.

Requested City Council Action

Make a motion accepting the \$2,436 from the Minnesota Board of Firefighter Training and Education for the Grand Rapids Fire Department.



MINNESOTA BOARD OF FIREFIGHTER TRAINING AND EDUCATION

445 MINNESOTA ST., SUITE 146
SAINT PAUL, MN 55101
TELEPHONE: 651-201-7257 FAX: 651-215-0525
EMAIL: fire-training.board@state.mn.us
WEBSITE: www.mbfte.org

GRAND RAPIDS FIRE DEPARTMENT
18 NE 5TH ST
GRAND RAPIDS MN 55744

August 20, 2019

The Minnesota Board of Firefighter Training and Education (MBFTE) is pleased to notify you that your fire department has been awarded, under the Round 12 (FY20) training reimbursement program, the amount of \$2,436.00. This training reimbursement award is for MBFTE approved training conducted between July 1, 2019 and June 30, 2020 (see the approved reimbursable classes list at www.mbfte.org). Award funds MUST be spent on the approved MBFTE list of classes.

The Round 12 training reimbursement program is based on a "per firefighter" amount for all fire departments in Minnesota. The MBFTE had requested current rosters and the number of firefighters on departments throughout the state. Your Round 12 reimbursement was based on the reported "number of firefighters" in your department multiplied by the "per firefighter" rate of \$84.00 to equal your award. If your department failed to report the number of firefighters to MBFTE, your award amount is \$840.00.

In order to process your reimbursement award you must:

1. Complete and sign the Request for Reimbursement form on the MBFTE website at <http://www.mbfte.org/ReimbursementForm.aspx> and remit by July 15, 2020. Your fire department is encouraged to send in your Request for Reimbursement Form(s) anytime during the July 1, 2019-June 30, 2020 fiscal year.
2. Attach documentation of training expenses paid. Documentation includes: invoices for training, certifications, books, backfill and overtime costs (if applicable) associated with MBFTE approved training, and payroll records for in-house trainers. **All EMS training which is approved by the EMSRB and is not primarily reimbursed through an EMS Association is eligible for reimbursement with proper documentation.**
3. Mail, fax, email, or upload the Request for Reimbursement Form and supporting documentation, **or have your training provider submit your information to the MBFTE for direct payment to them if your department has an award balance that is equal to or more than the amount of the invoice.**

The funds will be disbursed upon receipt of the signed, completed form, along with the proper supporting documentation. You will not receive a check in the mail; your reimbursement will be electronically deposited into the account that corresponds to the tax identification number provided on the Request for Reimbursement Form.

If you have questions regarding your award, please email me at steve.flaherty@state.mn.us or you may call me at 651-201-7258.

Respectfully,

Steve Flaherty, Executive Director

Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 19-

A RESOLUTION ACCEPTING A \$2,436.00 GRANT FROM THE MINNESOTA BOARD OF FIREFIGHTER TRAINING and EDUCATION (MBFTE) FOR THE GRAND RAPIDS FIRE DEPARTMENT TRAINING PROGRAM

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donor as follows:

- The Minnesota Board of Firefighter Training & Education has granted the Grand Rapids Fire Department a \$2,436.00 Round 12 Training Reimbursement Grant for the period July 1, 2019 through June 30, 2020.

Adopted this 9th day of September 2019.

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

Councilmember seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0567 **Version:** 1 **Name:** Copy Machine
Type: Agenda Item **Status:** Consent Agenda
File created: 8/31/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider authorizing staff to advertise with Do Bid the sale of a Fire Department- 2006 Format Plain Paper Copier Model (Copystar CS-2550)

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider authorizing staff to advertise with Do Bid the sale of a Fire Department- 2006 Format Plain Paper Copier Model (Copystar CS-2550)

Background Information:

The Fire Department had requested the IT Department to look into a lease of a copy machine like the one currently in the Administration Department. Our current copier was aging and lacking in the functionality we require. At a previous council meeting, council approved the Fire Department to enter into a lease agreement with Marco Technologies for a new photo copier. With recommendation from I.T. department, GRFD staff is asking to authorize the Fire Department to advertise with Do-Bid for the sale of the old copy machine.

Staff Recommendation:

City staff recommends authorizing Fire Department to advertise with Do Bid the sale of a 2006 Format Plain Paper Copier (Model-Copystar CS-2550) .

Requested City Council Action

Make a motion authorizing Fire Department to advertise with Do Bid the sale of a 2006 Format Plain Paper Copier (Model-Copystar CS-2550) .



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0571 **Version:** 1 **Name:** CP 2015-3 Hwy 2 Trail IRRRB Resolution
Type: Agenda Item **Status:** Consent Agenda
File created: 9/3/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider the adoption of a resolution authorizing an application to the IRRRB Regional Trails Grant Program for CP 2015-3, Highway 2 West Trail
Sponsors:
Indexes:
Code sections:
Attachments: [9-9-19 Resolution Regional Trail](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider the adoption of a resolution authorizing an application to the IRRRB Regional Trails Grant Program for CP 2015-3, Highway 2 West Trail

Background Information:

The proposed project involves the construction of a 10' multi-use trail along the north side of Trunk Highway 2, from County Road 63 to 17th Avenue NW. In 2016, the City was awarded \$300,000 from the States Transportation Alternatives (TAP) grant program, and this application is requesting \$250,000 for a portion of the remaining project costs. Total project cost is estimated at \$700,000.

Staff Recommendation:

City Staff recommends making a motion to adopt a resolution authorizing an application to the IRRRB Regional Trails Grant Program for for CP 2015-3, Highway 2 West Trail

Requested City Council Action

Make a motion to adopt a resolution authorizing an application to the IRRRB Regional Trails Grant Program for for CP 2015-3, Highway 2 West Trail

Council member _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 19-__

**A RESOLUTION OF SPONSORSHIP
FOR REGIONAL TRAIL GRANT APPLICATION
(HIGHWAY 2 WEST TRAIL)**

WHEREAS, the City of Grand Rapids supports the grant application made to the Minnesota Department of Iron Range Resources and Rehabilitation Regional Trails Grant Program. The application is to 0.68 miles of paved trail along Trunk Highway 2. The trail will connect the City of Grand Rapids Trail system and the City of Cohasset Trail system, and

NOW, THEREFORE, BE IT RESOLVED, if the City of Grand Rapids is awarded a grant by the Minnesota Department of Iron Range Resources and Rehabilitation, the City of Grand Rapids agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Grand Rapids will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, the City Council of the City of Grand Rapids names the fiscal agent for the City of Grand Rapids for this project as:

Matt Wegwerth
Public Works Director / City Engineer
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

Adopted by the Council this 9th day of September, 2019.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

Council member _____ seconded the foregoing resolution and the following voted in favor thereof: _____; and the following voted against same: _____; whereby the resolution was declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0572 **Version:** 1 **Name:** Terminations-PT Concession Employees
Type: Agenda Item **Status:** Consent Agenda
File created: 9/4/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider the terminations of regular part-time employees from the Civic Center / Parks and Recreation Department.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider the terminations of regular part-time employees from the Civic Center / Parks and Recreation Department.

Background Information:

Due to the following employees not returning for the 2019-2020 season, the Civic Center / Parks and Recreation Department is requesting that the following employees be terminated and removed from the employee roster effective September 10, 2019:

Allison Daigle
Emily Groom
Jenna Olson
Christina Oven
Teresa Scherf
Shiloh Schlauderaff
Angela Seelye

Staff Recommendation:

City staff is recommending the termination of regular part-time employees from the Civic Center / Parks and Recreation Department employee roster effective September 10, 2019.

Requested City Council Action

Make a motion approving the termination of regular part-time employees from the Civic Center / Parks and Recreation Department employee roster effective September 10, 2019.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0573 **Version:** 1 **Name:** Hire-PT Emp & Wage Adjustments
Type: Agenda Item **Status:** Consent Agenda
File created: 9/4/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider approving the hiring of regular part-time employees at the Civic Center / Parks and Recreation Department and implement wage adjustments for current part-time employees.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider approving the hiring of regular part-time employees at the Civic Center / Parks and Recreation Department and implement wage adjustments for current part-time employees.

Background Information:

Shannon Anttila and Teri Holum will be hired with the Civic Center / Parks and Recreation Department as regular part-time concession employees at \$10.50/hour starting employment on September 10, 2019.

The following current employees' wages will be adjusted pursuant to the 2019 Pay Range for Part-Time Employees.

- Elizabeth Bowman, \$10.50
- Taylor Cole, \$11.00
- Carli Haynes, \$11.00
- Rita Haynes, \$10.50
- Judith Hicks, \$11.00
- Savanna Holum, \$10.50
- Nicki Johnson, \$10.50
- Kaija Kinnunen, \$10.50
- Katherine Koller, \$10.25
- Valorie Mackley, \$11.75
- Brookelyn Troumbly, \$10.50

This will be part of the annual operating budget and effective on September 10, 2019 and completed December 31, 2019.

Staff Recommendation:

City staff is recommending the approval of hiring of regular part-time concession employees with the Civic Center / Parks and Recreation Department and implementing wage adjustments for current part-time concession employees.

Requested City Council Action

Make a motion approving the hiring of regular part-time concession employees with the Civic Center / Parks and Recreation Department and implementing wage adjustments for current part-time concession employees.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0576 **Version:** 1 **Name:** 2019 Resolution to raze or remove structures
Type: Agenda Item **Status:** Consent Agenda
File created: 9/4/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider adoption of a resolution issuing an order to raze or remove structures upon properties located at:
 2803 DeSchepper Dr. Grand Rapids, Minnesota.
 2408 SW 18th St Grand Rapids, Minnesota.
 302 Golf Course Rd Grand Rapids, Minnesota

Sponsors:

Indexes:

Code sections:

Attachments: [302 SW Golf Course Rd Resolution](#)
[2803 DeSchepper Dr Resolution](#)
[2408 SW 18th Resolution](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider adoption of a resolution issuing an order to raze or remove structures upon properties located at:
 2803 DeSchepper Dr. Grand Rapids, Minnesota.
 2408 SW 18th St Grand Rapids, Minnesota.
 302 Golf Course Rd Grand Rapids, Minnesota

Background Information:

The structures at properties located at 2803 DeSchepper Dr, 2408 SW 18th St, and 302 Golf Course Rd in Grand Rapids, MN have been inspected and found to be in violation of the 2003 International Property Maintenance Code adopted and enforced by the City of Grand Rapids. Notice was sent to the property owners and posted on site in May of 2019 stating the violations and a timeline to bring the structures into compliance. To this date the three properties have not come into compliance with the code. City staff recommends adoption of a resolution issuing an order to raze or remove structures upon the properties in accordance with MN Statutes. Please see attached proposed resolutions which include said violations.

Staff Recommendation:

Staff recommends council adopt a resolution issuing an order to raze or remove structures upon properties located at:
 2803 DeSchepper Dr. Grand Rapids, Minnesota.
 2408 SW 18th St Grand Rapids, Minnesota.
 302 Golf Course Rd Grand Rapids, Minnesota

Requested City Council Action

Make a motion to adopt a resolution issuing an order to raze or remove structures upon properties located at:
 2803 DeSchepper Dr. Grand Rapids, Minnesota.
 2408 SW 18th St Grand Rapids, Minnesota.
 302 Golf Course Rd Grand Rapids, Minnesota

Councilor _____ introduced the following resolution and moved for its adoption:

GRAND RAPIDS RESOLUTION 19-- ____

**ORDER TO RAZE OR REMOVE STRUCTURES LOCATED UPON
302 GOLF COURSE ROAD, GRAND RAPIDS, MINNESOTA**

WHEREAS, the City of Grand Rapids is a governing body entitled to order the owners of any hazardous building to raze or remove the building.

WHEREAS, under Minnesota Statute 463.15, a hazardous building or property means any building or property which, because of inadequate maintenance, dilapidation, physical damage, unsanitary conditions, or abandonment constitutes a fire hazard to public safety or health.

WHEREAS, the owner of record of the structure and property legally described as:

Lot One (1), Auditor's Subdivision Number 31, Itasca County, MN (also known as 302 Golf Course Road, City of Grand Rapids),

is Jerome A. Washburn. The property contains one (1) main structure.

WHEREAS, the City finds the structure and the premises to be unfit for human occupancy and is in violation of the 2003 International Property Maintenance Code as adopted by the City of Grand Rapids as outlined below:

- The building is found hazardous due to the collapse of the roof and is found by the building official to be dangerous and unsafe to the point that the structure is to be removed.

WHEREAS, the City has given the owner of this property notice to clean and repair the premises and bring it to a condition where it no longer poses a danger by May 31, 2019, but has met with no action by the owner.

WHEREAS, pursuant to the above-stated facts and in accordance with Minnesota Statutes, Sections 463.15 to 463.26, the Grand Rapids City Council hereby Orders that the owner of record of said hazardous building raze or remove the building, or within the time allotted, make repairs to the same described above.

WHEREAS, it is further Ordered that unless action is commenced to raze or remove the building within twenty (20) days after service of this Order and completed within sixty (60) days of such service, or unless such repairs are commenced within twenty (20) days after service of this Order and completed within sixty (60) days after service, or answer served upon the City of Grand Rapids in the manner provided for the service of answer in a civil action within twenty

(20) days from the date of service of this Order, then the City of Grand Rapids will move the District Court of Itasca County for summary enforcement of this Order.

BE IT RESOLVED that the Council further Orders that if the City is compelled to take any corrective action herein, all necessary costs expended by the City will be assessed against the real estate concerned and collected in accordance with Minnesota Statutes as required by law.

BE IT FURTHER RESOLVED that the owner be served a copy of this Order, and the owner shall have to take the following action:

1. Remove or raze the building presently upon the property indicated above.

Failure to comply with or answer this Order as required by Minnesota Statute 463.18 will result in the City of Grand Rapids filing a Motion for Summary Enforcement of this Order in the District Court, Itasca County, Minnesota. The owner shall have twenty days from the date of service of this Order to answer specifically and deny such facts contained in this Order if any are in dispute.

Adopted by the Council this ____ day of _____, 2019.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

Councilor _____ seconded the foregoing resolution and the following voted in favor thereof: _____ ; and the following voted against same: None, whereby the resolution was duly passed and adopted.

Councilor _____ introduced the following resolution and moved for its adoption:

GRAND RAPIDS RESOLUTION 19-- ____

**ORDER TO RAZE OR REMOVE STRUCTURES LOCATED UPON
2803 DESCHEPER DRIVE, GRAND RAPIDS, MINNESOTA**

WHEREAS, the City of Grand Rapids is a governing body entitled to order the owners of any hazardous building to raze or remove the building.

WHEREAS, under Minnesota Statute 463.15, a hazardous building or property means any building or property which, because of inadequate maintenance, dilapidation, physical damage, unsanitary conditions, or abandonment constitutes a fire hazard to public safety or health.

WHEREAS, the owner of record of the structure and property legally described as:

Lots Thirteen (13) and Fourteen (14) of Block Two (2) in Remer-DeSchepper Addition to Grand Rapids (also known as 2803 DeScheper Drive, Grand Rapids),

is Travis Wiebrand. The property contains one (1) main structure and one (1) motorhome.

WHEREAS, the City finds the structure and the premises to be unfit for human occupancy and is in violation of the 2003 International Property Maintenance Code as adopted by the City of Grand Rapids as outlined below:

- The main building is found hazardous due to dilapidation taking place from lack of maintenance and abandonment. The roof, walls and windows are dilapidated to a point they are not providing weather protection to the building.
- All exterior property and premises shall be maintained in a clean, safe, and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition. There is debris scattered throughout the exterior of the property.
- Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be kept or stored on any premises; and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. There is an unlicensed motorhome on the property.
- All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads. The main building is deteriorated to the point structural members of the roof have rotted and failed.
- Every window, skylight, door and frame shall be kept in sound condition, good repair, and weather tight. Several windows in the main building are broken or missing.
- All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which plumbing fixtures are designed. All plumbing fixtures shall be

maintained in a safe, sanitary and functional condition. There are plumbing fixtures laying loose outside the main building.

- All mechanical appliances, fireplaces, solid fuel-burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function. There has been no water, or power usage in the main building for the last several years.
- Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. There has been no power usage in the main building for the last several years.

WHEREAS, the City attempted to serve the owner of this property, via certified mail, notice to clean and repair the premises to bring it to a condition where it no longer poses a danger but the notice was returned undelivered. It is the City's intention, upon the passage of this resolution, to serve notice upon the owner by publishing the notice of violation and resolution in the Grand Rapids Herald Review for three consecutive weeks.

WHEREAS, pursuant to the above-stated facts and in accordance with Minnesota Statutes, Sections 463.15 to 463.26, the Grand Rapids City Council hereby Orders that the owner of record of said hazardous building raze or remove the building, or within the time allotted, make repairs to the same described above.

WHEREAS, it is further Ordered that unless action is commenced to raze or remove the building within twenty (20) days after service of this Order and completed within sixty (60) days of such service, or unless such repairs are commenced within twenty (20) days after service of this Order and completed within sixty (60) days after service, or answer served upon the City of Grand Rapids in the manner provided for the service of answer in a civil action within twenty (20) days from the date of service of this Order, then the City of Grand Rapids will move the District Court of Itasca County for summary enforcement of this Order.

BE IT RESOLVED that the Council further Orders that if the City is compelled to take any corrective action herein, all necessary costs expended by the City will be assessed against the real estate concerned and collected in accordance with Minnesota Statutes as required by law.

BE IT FURTHER RESOLVED that the owner be served a copy of this Order, and the owner shall have to take the following action:

1. Remove or raze the building and motorhome presently upon the property indicated above.

Failure to comply with or answer this Order as required by Minnesota Statute 463.18 will result in the City of Grand Rapids filing a Motion for Summary Enforcement of this Order in the District Court, Itasca County, Minnesota. The owner shall have twenty days from the date of

service of this Order to answer specifically and deny such facts contained in this Order if any are in dispute.

Adopted by the Council this ____ day of _____, 2019.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

Councilor _____ seconded the foregoing resolution and the following voted in favor thereof: _____ ; and the following voted against same: None, whereby the resolution was duly passed and adopted.

Councilor _____ introduced the following resolution and moved for its adoption:

GRAND RAPIDS RESOLUTION 19-- _____

**ORDER TO RAZE OR REMOVE STRUCTURES LOCATED UPON
2408 SW 18TH STREET, GRAND RAPIDS, MINNESOTA**

WHEREAS, the City of Grand Rapids is a governing body entitled to order the owners of any hazardous building to raze or remove the building.

WHEREAS, under Minnesota Statute 463.15, a hazardous building or property means any building or property which, because of inadequate maintenance, dilapidation, physical damage, unsanitary conditions, or abandonment constitutes a fire hazard to public safety or health.

WHEREAS, the owner of record of the structure and property legally described as:

South 200 feet of the North 495 feet of the East 330 feet of the Southeast Quarter of the Southwest Quarter (SE ¼ SW ¼), Section 30, Township 55, Range 25 (also known as 2408 SW 18th Street, Grand Rapids)

is Ruth V. Gildersleeve. The property contains one (1) main structure, two (2) accessory structures and two (2) vehicles.

WHEREAS, the City finds the structure and the premises to be unfit for human occupancy and is in violation of the 2003 International Property Maintenance Code as adopted by the City of Grand Rapids as outlined below:

- The main building is found hazardous due to dilapidation taking place from lack of maintenance and abandonment. The roof, walls and windows are dilapidated to a point they are not providing weather protection to the building. There is an addition that is rotted to the point it is separating from the main building and collapsing. The 2 accessory structures are in need of maintenance to the roof walls and doors to prevent water infiltration to prevent rot to the structural members.
- All exterior property and premises shall be maintained in a clean, safe, and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition. There is debris scattered throughout the exterior of the property.
- Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be kept or stored on any premises; and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. There are 2 unlicensed vehicles on the property.
- All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads. The main building is deteriorated to the point structural members of the roof have rotted and failed.

- Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. There has been no power usage in the main building for the last several years.

WHEREAS, the City attempted to serve the owner of this property, via certified mail, notice to clean and repair the premises to bring it to a condition where it no longer poses a danger but the notice was returned undelivered. It is the City's intention, upon the passage of this resolution, to serve notice upon the owner by publishing the notice of violation and resolution in the Grand Rapids Herald Review for three consecutive weeks.

WHEREAS, pursuant to the above-stated facts and in accordance with Minnesota Statutes, Sections 463.15 to 463.26, the Grand Rapids City Council hereby Orders that the owner of record of said hazardous building raze or remove the building, or within the time allotted, make repairs to the same described above.

WHEREAS, it is further Ordered that unless action is commenced to raze or remove the building within twenty (20) days after service of this Order and completed within sixty (60) days of such service, or unless such repairs are commenced within twenty (20) days after service of this Order and completed within sixty (60) days after service, or answer served upon the City of Grand Rapids in the manner provided for the service of answer in a civil action within twenty (20) days from the date of service of this Order, then the City of Grand Rapids will move the District Court of Itasca County for summary enforcement of this Order.

BE IT RESOLVED that the Council further Orders that if the City is compelled to take any corrective action herein, all necessary costs expended by the City will be assessed against the real estate concerned and collected in accordance with Minnesota Statutes as required by law.

BE IT FURTHER RESOLVED that the owner be served a copy of this Order, and the owner shall have to take the following action:

1. Remove or raze the buildings and vehicles presently upon the property indicated above.

Failure to comply with or answer this Order as required by Minnesota Statute 463.18 will result in the City of Grand Rapids filing a Motion for Summary Enforcement of this Order in the District Court, Itasca County, Minnesota. The owner shall have twenty days from the date of service of this Order to answer specifically and deny such facts contained in this Order if any are in dispute.

Adopted by the Council this ____ day of _____, 2019.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

Councilor _____ seconded the foregoing resolution and the following voted in favor thereof: _____ ; and the following voted against same: None, whereby the resolution was duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	19-0578	Version:	1	Name:	Memorandum of Understanding between the City of Grand Rapids and International Union of Operating Engineers, Local No. 49 - Clerical Union.
Type:	Agenda Item	Status:			Consent Agenda
File created:	9/5/2019	In control:			City Council
On agenda:	9/9/2019	Final action:			
Title:	Consider approving Memorandum of Understanding between the City of Grand Rapids and International Union of Operating Engineers, Local No. 49 - Clerical Union.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Memorandum of Understanding - Clerical Union - September 2019.pdf				

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider approving Memorandum of Understanding between the City of Grand Rapids and International Union of Operating Engineers, Local No. 49 - Clerical Union.

Background Information:.00)

In the current bargaining agreement with the Clerical Union, the City has agreed to allow all employees with one (1) through twenty-four (24) years of service to contribute twenty five dollars (\$25.00) per pay period and the employees to with twenty-five (25) or more years of service to contribute one hundred dollars (\$100.00) per pay period into their Minnesota post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, Section 352.98 and as outlined in the Minnesota State Retirement System's Trust and Plan Documents.

The Clerical Union would like to amend the language in Section 12.5 to read:

All employees with one (1) or more years of service will contribute twenty five dollars (\$25.00) per pay period into their Minnesota Post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, Section 352.98 and as outlined in the Minnesota State Retirement System's Trust and Plan Documents.

Staff Recommendation:

Director of Human Resources Lynn DeGrio is recommending the proposed changes to the Minnesota State Retirement System (MSRS) Health Care Savings Plan (HCSP).

Requested City Council Action

Make a motion to adopt the Memorandum of Understanding between the City of Grand Rapids and International Union of Operating Engineers, Local No. 49 - Clerical Union.

Memorandum of Understanding

This Memorandum of Understanding (“MOU”) is entered into between the City of Grand Rapids (herein, “City”) and International Union of Operating Engineers, Local No. 49 (hereinafter, “Union”), on behalf of the Clerical bargaining unit.

WHEREAS, the City and the Union are parties to a 2018-2019 collective bargaining agreement (hereinafter, “CBA”).

WHEREAS, the City has allowed employees covered by the CBA to contribute to a post employment health savings account.

NOW, THEREFORE, BE IT RESOLVED THAT the parties hereto agree as follows:

1. The Union and the City agree to allow all employees with one (1) or more years of service with the City of Grand Rapids covered under the Union collective bargaining agreement to make an employee contribution to the Employer-designated post employment health savings plan of \$25.00 per employee per pay period for the remaining pay periods in 2019.

BE IT FURTHER RESOLVED THAT this MOU shall terminate and have no force or effect following its expiration on December 31, 2019.

BE IT FURTHER RESOLVED THAT this MOU is intended for the sole and limited purpose specified herein and shall not be attached to the above-reference CBA.

BE IT FURTHER RESOLVED THAT the parties hereto expressly agree that the MOU shall not constitute or establish any precedent, past practice or otherwise place any limitation on any management right of the City.

BE IT FURTHER RESOLVED THAT this MOU is effective September 9, 2019.

BE IT FURTHER RESOLVED THAT this MOU, except as specified herein, shall not constitute a re-opener of any other provision of the CBA.

IN WITNESS whereof the parties hereto have hereunto set their hands the date and year affixed below.

CITY COUNCIL, GRAND RAPIDS

INTERNATIONAL UNION OF OPERATING
ENGINEERS, LOCAL NO. 49 (CLERICAL)

BY: _____
Dale Adams, Mayor Date

BY: _____
William Bentley, Business Agent Date

ATTEST: _____
Tom Pagel, City Administrator Date

BY: _____
Aurimy Groom, Union Steward Date



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0579 **Version:** 1 **Name:** Building Maintenance Pickup Topper
Type: Agenda Item **Status:** Consent Agenda
File created: 9/5/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider authorizing staff to solicit quotes and accept quote from Rides for a topper for Community Development/ Building Maintenance pickup, for a total cost of \$2,697.53.

Sponsors:

Indexes:

Code sections:

Attachments: [Radco Topper Quote](#)
[Rides Topper Quote](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider authorizing staff to solicit quotes and accept quote from Rides for a topper for Community Development/ Building Maintenance pickup, for a total cost of \$2,697.53.

Background Information:

With the restructure of Building Maintenance into the Community Development department one of the vehicles will be used in both capacities. The topper will be purchased to transport, store, and protect tools, equipment, and other cargo needed for Building Maintenance duties. The topper will be purchased out of the Building Maintenance budget. Please see attached quotes.

Staff Recommendation:

Staff recommends council authorize staff to solicit quotes and accept low quote for a topper for Community Development/ Building Maintenance pickup.

Requested City Council Action

Make a motion to authorize staff to solicit quotes and accept quote from Rides for a topper for Community Development/ Building Maintenance pickup, for a total cost of \$2,697.53.

Quote
 Quote expires
 September 28, 2019

Radco - Duluth
 308 East Central Entrance
 Duluth, MN 55811
 (218) 729-5792

Ticket #: DUL-8600
Ticket date: 8/29/19
Station: DULUTH

Sold to: City of Grand Rapids
 420 Noth Pokagama Ave.
 GRAND RAPIDS, MN 55744
 218 244 4068

Ship to:

Customer PO:

Customer #: 700-116428 **Ship date:**
Sls rep: 755 **Location:** 700 **Ship-via code:**
Terms:

Quantity	Item #	Vend Item #	Description	Price	Line Disc	Ext prc
1	850103-64DR09		Leer DCC	\$1,799.00		1,799.00
1	ITEM-NOTE-YMM		2019 6.5 Classic Crew Cab	\$0.00		0.00
1	DCC COLORS		DCC Standard Colors Black	\$0.00		0.00
1	883100A		DCC Standard Cab High	\$0.00		0.00
1	883107		Front Picture Window - Mitered	\$50.00		50.00
1	883112A		1/2 Door, No Window	\$0.00		0.00
1	883112		Rear Picture Window - Radius	\$100.00		100.00
1	883119S		DCC Standard Side Doors	\$0.00		0.00
1	883125DB		TOOLBOX OPTION B DRIVERS	\$190.00		190.00
1	883125PA		TOOLBOX OPTION A PASS	\$145.00		145.00
1	880113		INSTALLATION - TOPPER	\$100.00		100.00

Ticket

Order

*** QUOTE ***

Sub total:	0.00	2,384.00	Sub total:	2,384.00
Tax:	0.00	199.66	Tax:	199.66
			Total:	2,583.66



Rides LLC

1021 NW 4th St.
 Grand Rapids, MN. 55744
 Phone: 218-999-0200 Fax: 000- -
 Rides is your source for every accessory!

ESTIMATE #

002817

Estimate for Services

Estimate Date : 8/30/2019

City of Grand Rapids - Nathan Morlan

0 -

Lic # : -

Odom. In: 0

Cellular: 218-244-4068

VIN # :

Part Description / Number	Qty	Sale	Ext	Labor Description	Extended
Leer DCC Topper 850103-64DR09	1.00	1,899.00	1,899.00	Install 2019 6.5 Bed Classic Crew Cab	160.00
Dcc Standard Colors - Black DCC Colors	1.00	0.00	0.00		
DCC Standard Cab High 883100A	1.00	0.00	0.00		
Mitered Picture Window- Front 883107	1.00	50.00	50.00		
1/2 Door, No Window 883112A	1.00	0.00	0.00		
Rear Picture Window-Radius 883112	1.00	80.00	80.00		
DCC Standard Side Doors 883119S	1.00	0.00	0.00		
Tood Box Option B Drivers Side 883125DB	1.00	190.00	190.00		
Tool Box Option A Passenger Side 883125PA	1.00	145.00	145.00		

Parts/Supplies: 2,364.00 Labor: 160.00 HazMat/Fees: 0.00 Tax: 173.53 Total : \$ 2,697.53

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto.

SPECIAL ORDER PARTS REQUIRE PREPAYMENT.

RETURNS ARE SUBJECT TO A 15% RESTOCKING FEE. _____. All Parts removed will be discarded unless instructed otherwise: Save all Parts_____.

NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

Signature _____ Date _____ Time _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0587 **Version:** 1 **Name:** CP 2015-3 SLA design and construction
Type: Agenda Item **Status:** Consent Agenda
File created: 9/5/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider approving a Supplemental Letter Agreement (SLA) 2015-3 with SEH related to CP 2015-3, Highway 2 West Trail
Sponsors:
Indexes:
Code sections:
Attachments: [sla 2015-3 Highway 2 West Trail.pdf](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider approving a Supplemental Letter Agreement (SLA) 2015-3 with SEH related to CP 2015-3, Highway 2 West Trail

Background Information:

CP 2015-3, Highway 2 West Trail, involves the construction of a 10' multi-use trail along the north side of Trunk Highway 2, from County Road 63 to 17th Avenue NW. The attached SLA is for design and construction administration for this project and is estimated as follows.

- Design - \$38,592.22
- Construction - \$46,310.67
- Project Memorandum - \$10,000
- Easements - \$18,000
- Misc. Services - \$5,000

Total SLA estimated at \$117,902.89

The SLA is in accordance with the Master Services agreement.

Staff Recommendation:

City staff is recommending approval of SLA 2015-3 with SEH related to CP 2015-3, Highway 2 West Trail

Requested City Council Action

Make a motion approving SLA 2015-3 with SEH related to CP 2015-3, Highway 2 West Trail



Building a Better World
for All of Us®

Supplemental Letter Agreement No. 2015-3

September 9, 2019

Mayor Adams
City of Grand Rapids
420 NE Pokegama Avenue
Grand Rapids, MN 55744

RE: Highway 2 West Trail
City Project 2015-3
SLA for Design, Construction, Project Memorandum, Easements and Miscellaneous Services

Dear Mayor Adams,

City Project 2015-3 involves the construction of a 10' bituminous/concrete multi-use trail that connects to existing facilities within the City of Grand Rapids (the County Road 63 and Highway 2 intersection to the existing trail at 5th Street NW and 17th Avenue NW). The City has received a grant from Transportation Alternatives Program of \$300,000 for this project. These funds are managed by the Minnesota Department of Transportation and require state and federal authorization.

The City Engineer has requested that we prepare this Supplemental Letter Agreement (SLA) for design, construction administration, a project memorandum, easements and miscellaneous services for City Project 2015-3 for your consideration. Our estimated work scope and fee for this project is listed below and are in accordance with the Master Engineering Services Agreement that is in place between the City of Grand Rapids and Short Elliott Hendrickson Inc. (SEH).

Task 1 – Design

SEH will perform engineering tasks as required to design The Highway 2 West Trail. This includes topographic survey, land survey required to tie property to topographic survey (excluding easements), design of all proposed infrastructure, preparation of required permits and paperwork for necessary agencies (excluding wetland permitting), specification preparation, bidding documents, answer questions during bidding phase, bid opening, tabulation of bids, and letter of recommendation based on bids.

Task 2 – Construction Administration

SEH will complete construction engineering, full time resident project representation, pay estimate preparation, agency documentation, prevailing wage review, as-built record drawings in electronic format, and documentation of any work related to these tasks.

Task 3 – Project Memorandum

SEH will conduct the preparation and approve of a Project Memorandum (PM) for the proposed Highway 2 West Trail in the City of Grand Rapids. This task includes completing the steps required to complete a PM in conformance with the Federal and State Aid Processes. Tasks include PM data collection, agency reviews, documentation, PM distribution, PM review and PM approval.

Task 4 – Easements

SEH will complete a right of way map, legal descriptions, easement descriptions, exhibits, and easement documents for the parcels that are required for the construction of the trail.

Task 5 – Miscellaneous Services

For any additional work as requested by the client that is not included in the scope of work defined in Task 1, 2, 3, and 4.

SEH Work Scope

The services included in this SLA for design, construction, and miscellaneous services as listed in the Master Agreement in place between the City and SEH.

Project Schedule

Council orders plans and specifications	September 2019
Council approves plans and specifications and authorizes bid	April 2020
Advertise in Herald Review (GR – official newspaper)	May 2020
Bid opening	May 2020
Council considers award of contract	June 2020
Construction	May 2020 – Sept 2020
Substantial completion	September 2020

Fee Schedule

The fees for design and construction will be as listed in the Master Engineering Services Contract (design fee = 7.5% of low construction bid and a construction fee = 9.0% of final construction cost). The current construction estimate for this design is \$514,563.00, which equates to an estimated SEH design fee of \$38,592.22 and an estimated SEH construction fee of \$46,310.67.

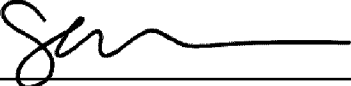
The fees for the project memorandum are listed in the Master Engineering Services Contract (hourly work as shown in Exhibit “B”). The current estimate for the project memorandum as required for the grant are \$10,000.

The fee for the required easements are listed in the Master Engineering Services Contract (hourly work as shown in Exhibit “B”). The current estimate for the easement activities and easements is \$18,000.

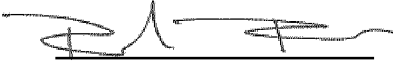
The fees for the miscellaneous work are listed in the Master Engineering Services Contract (hourly work as shown in Exhibit “B”). The current estimate for the grant activities is \$5,000.

We look forward to working with you on this project. If this SLA is acceptable, please sign the Standard SEH Letter Agreement provided and return a copy to us. We will then begin work immediately. Please contact us if you have any questions regarding this supplemental letter agreement.

Sincerely,
Short Elliott Hendrickson Inc.



Sara Christenson, PE (MN) Date
Project Manager/Professional Engineer 09.09.2019



Robert Beaver, PE (MN) Date
Office Manager/Principal 09.09.2019

C: SEH contract file

P:\FJ\G\GRANR\common\SLA's and Proposals\Highway 2 West Trail\sla 2015-3 Highway 2 West Trail.docx



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0590 **Version:** 1 **Name:** CP 2014-2 SLA mod design and rebid
Type: Agenda Item **Status:** Consent Agenda
File created: 9/6/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider approving a Supplemental Letter Agreement (SLA) 2014-2b with SEH related to CP 2014-2, 2020 Street Improvements Project
Sponsors:
Indexes:
Code sections:
Attachments: [sla 2014-2b 2020 Street Improvements Project](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider approving a Supplemental Letter Agreement (SLA) 2014-2b with SEH related to CP 2014-2, 2020 Street Improvements Project

Background Information:

CP 2014-2 includes the reconstruction of 2nd Avenue NE, 7th Street NE and 9th Street. This project was originally bid in the spring of 2019 but was not awarded due to high costs. The attached SLA is for modifying the design to scale the project down to make it financially feasible. The cost to modify the design and rebid the project will be based on 1.0% of the awarded construction bid. The current construction estimate for this design is \$2,286,186.00, which equates to an estimated fee of \$22,861.68. The SLA is in accordance with the Master Services agreement.

Staff Recommendation:

City staff is recommending approval of SLA 2014-2b with SEH related to CP 2014-2, 2020 Street Improvements Project

Requested City Council Action

Make a motion approving of SLA 2014-2b with SEH related to CP 2014-2, 2020 Street Improvements Project



Building a Better World
for All of Us®

Supplemental Letter Agreement No. 2014-2b

September 9, 2019

Mayor Adams
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

RE: 2020 Street Improvements Project
City Projects 2014-2b
SLA for Modified Design

Dear Mayor Adams,

City Project 2014-2 was bid in the spring of 2019 as a larger project, consisting of three areas. The first area of reconstruction was 2nd Avenue NE, 7th Street NE, and 9th Street NE. The second area involved reconstruction of 6th Avenue NW, 2nd Avenue NW, 10th Street NW, and 11th Street NW. The third area involved reconstruction of the Block 18 and 19 alleys. After opening of bids, the project was not awarded.

The City Engineer has requested this Supplemental Letter Agreement (SLA) for modified design and re-bidding services of these improvements for your consideration. Our estimated work scope and fee for this project is listed below and are in accordance with the Master Engineering Services Agreement that is in place between the City of Grand Rapids and Short Elliott Hendrickson, Inc. (SEH).

The revised design of City Project 2014-2b involves construction is 2nd Avenue NE, 7th Street NE, and 9th Street NE. 2nd Avenue NE will be reconstructed from 6th Street NE to 9th Street NE, 7th Street NE and 9th Street NE will be reconstructed from 1st Avenue NE to 2nd Avenue NE. The project includes: bituminous roadway reconstruction, sidewalk construction, lighting, storm sewer, sanitary sewer, water main and all associated appurtenances.

Construction Administrative and Miscellaneous Services were included in SLA No. 2014-2 and are not subject to modification.

Modified Design

SEH has already performed engineering tasks as required to design the listed city project. These included topographic survey, and design of proposed infrastructure. SEH will now revise the design, prepare the required permits and paperwork for necessary agencies (excluding wetland permitting), specification preparation, bidding documents, answer questions during bidding phase, bid opening, tabulation of bids, and letter of recommendation based on bids.

Project Schedule

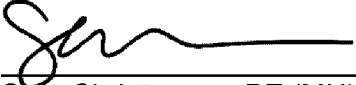
Council approves plans and specifications and authorizes bid	October 2019
Advertise in Herald Review (GR – official newspaper)	October/November 2019
Bid opening	December 2019
Council considers award of contract	December 2019
Construction	May 2020 – June 2021
Substantial completion	September 2020
Final assessments	October 2020

Fee Schedule

The fee for Modified Design will be 1.0% of awarded construction bid. The current construction estimate for this design is \$2,286,168.00, which equates to an estimated SEH modified design fee of \$22,861.68.


We look forward to working with you on this project. If this SLA is acceptable, please sign the Standard SEH Letter Agreement and return a copy to us. We will then begin work immediately. Please contact us if you have any questions regarding this supplemental letter agreement.

Sincerely,
Short Elliott Hendrickson Inc.



 Sara Christenson, PE (MN)
 Project Manager/Professional Engineer

09.09.19
 Date



 Robert Beaver, PE (MN)
 Office Manager/Principal

09.09.19
 Date

C: SEH contract file

14a.



CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Text File

File Number: 19-0566

Agenda Date: 9/9/2019

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Agenda Item

Agenda Number:

Consider approving a resolution accepting an additional \$3964.45 grant award from the Minnesota Board of Firefighter Training and Education.

Background Information:

The Council previously approved the the Minnesota Board of Firefighter Training and Education \$6,15000 grant awarded for the period July 1, 2018 to June 30, 2019 to the Grand Rapids Fire Department. MBFTE has reviewed training reimbursement requests of all fire departments and have determined additional grant dollars are available through redistribution. The Grand Rapids Fire Department had requested reimbursements in excess of \$6150.00 and are now eligible for an additional \$3,964.45 in reimbursement.

Staff Recommendation:

Please consider approving a resolution to accept an additional \$3,964.45 grant award from the Minnesota Board of Firefighter Training and Education.

Requested City Council Action

Make a motion approving a resolution to accept an additional \$3,964.45 grant award from the Minnesota Board of Firefighter Training and Education.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0562 **Version:** 1 **Name:** Fire Hall Flooring
Type: Agenda Item **Status:** Fire
File created: 8/31/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider allowing Fire Department to install Sika Deco Flake flooring in truck bays and meeting room.
Sponsors:
Indexes:
Code sections:
Attachments: [Coating Crew North Bid](#)
[Duluth Coating Solutions Bid](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider allowing Fire Department to install Sika Deco Flake flooring in truck bays and meeting room.

Background Information:

The Grand Rapids Fire Department has been in the process of upgrading the fire hall and would like to repair our west and east truck bay floors and meeting room floors with a Sika Deco Flake flooring system. The floors in the truck bays have numerous cracks that need to be patched and to help protect the new concrete from the previous concrete work that was done to replace our floor drain system. This product would also help eliminate slips and falls as our floors can become dangerous when they are wet or have foam water from our trucks on them. This product would create a non-slip resistant floor as well as protect them from wear and tear of daily use.

Staff met with City Administrator and Finance director in regards to additional fire hall repairs needed and discussed utilizing monies that were set aside from the Taconite Production Tax proceeds the City received for the south fire training center to be used to help build and design a south fire hall. After discussing with City staff, we are no longer in need of building a south hall and would utilize this fund to make several more needed repairs to the hall. Staff received two bids from companies that specialize in this field of work and is recommending contracting this work to Duluth Coating Solutions, Inc. to install a Sika Deco Flake floor system throughout our east and west truck bays as well as our meeting room floor who was the low bid for a total project cost of \$30,085. This purchase would be made using taconite production tax proceeds.

Staff Recommendation:

Approve awarding bid to Duluth Coating Solutions, Inc. for a total project cost of \$30,085 to install Sika Deco Flake floor system to fire hall floors.

Requested City Council Action

Make a motion awarding project to Duluth Coating Solutions, Inc. for a total project cost of \$30,085 to install Sika Deco Flake floor system to west and east fire hall floors and meeting room floor with payment from the Taconite Production Tax proceeds.



39127 N SUGAR LAKE RD COHASSET MN 55721
 GREG LANZO greglanzo@sprynet.com 952-292-4628

DATE: 8/5/19
 Quote: 20192025
 CUSTOMER: TRAVIS GR FIRE DEPT
 PHONE: 916-572-3083
 EMAIL: Tcole@ci.grand-rapids.mn.us

BILL TO:
 CITY OF GR FIRE
 DEPARTMENT
 18 NE 5TH ST
 GR MN 55744

Description		Total
POLYUREA FULL CHIP SYSTEM 1/4" CHIP WITH POLYUREA TOP COAT – UTILITY AND DECORATIVE		
FIRE HALL	5100 SF	26,500.00
REPAIRS		INC
DRAINS		400.00
STEPS		
SIDEWALLS		
COLOR – TBD		
TOTAL		26,900.00
50% DEPOSIT TO HOLD DATE		0
MUNINCIPAL DISOCUNT		942.00
BALANCE DUE		25,958.00

Bid valid for 30 days.

NOTE: Due to the nature of concrete slabs over unknown substructure some cracks may appear overtime.

Terms and Conditions: Customer will have the project site kept dry and free of all obstructions and available by 7AM at the agreed upon date. A down payment of 50% is due at scheduling with the remaining balance due upon completion. Prices quoted are for payment in check or cash. In the event any payments due become in default, the customer agrees that any and all such sums shall accrue interest at the rate of 1.5% per month. A surcharge of \$100.00 will be accessed for any returned checks

DULUTH COATING SOLUTIONS, INC.
4785 South Shore Drive
Duluth, MN 55811
Ph. 218-729-4585 Fax: 218-729-9330

PROJECT PROPOSAL

Job Number: 19-0814-2

Date: August 14, 2019

Phone: Fax:

Attn: John Linder

Job Location: Grand Rapids, MN

Project: Grand Rapids Fire Station

Install Dates:

Site Phone:

TERMS AND CONDITIONS:

- Customer shall have the project site swept clean and made free of all obstructions, and shall remove all food items, organic materials and other products stored at or near the project site to prevent any contamination or spoilage that may occur and shall make the project site available for Duluth Coating Solutions, Inc. at the agreed upon date and time in which the contract work is to commence.
- Customer shall provide Duluth Coating Solutions, Inc., at no charge, all necessary utility services required for the proper execution of the contract work.
- Customer shall provide a warm dry area for storage of products and equipment during the course of work.
- Duluth Coating Solutions, Inc. warrants that any defects in labor and material will be repaired for a period of two (2) years after application, excluding normal wear and tear. This warranty excludes damage or failure of installed flooring from substrate failure, hydrostatic pressure, or contaminants in underlying concrete.
- In the event any payments due hereunder become in default, the customer agrees that any and all such sums shall accrue interest at the rate of eighteen percent (18%) per annum.

Customer Initials: _____

Scope of Work

Description- Fluid Applied Flooring
Floor System – Sika DecoFlake
Approx. Size – See Below

Installation Details - Provide labor, materials and equipment for:

- 1) Mechanical Preparation of Working Area. ie: shot blast / Diamond Grind
- 2) Inspection of Work Areas
- 3) Repair Cracks, Chips or Spalls
- 4) Install Floor System Per Manuf. Specs.
- 5) Line Striping Included in East and West Apparatus Bays

Pricing

West Bay-	3,600 SF	\$ 14,940.00
East Bay-	1,443 SF	\$ 5,920.00
Meeting Room-	1,160 SF	\$ 7,100.00
Floor Logo-		\$55/SF

Notes:

- *Existing Flooring demo by others in meeting room.
- *Second Mobilization for East Bay Stair Infill would be \$750.00

Thank you for the opportunity,

Respectfully,

Aaron Strom
Duluth Coating Solutions, Inc.
cell 218-590-1306



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0575 **Version:** 1 **Name:** Lakewood Truck Purchases
Type: Agenda Item **Status:** Administration Department
File created: 9/4/2019 **In control:** City Council
On agenda: 9/9/2019 **Final action:**
Title: Consider the purchase of two 1/2 Ton pickup trucks from Lakewoods Chrysler.
Sponsors:
Indexes:
Code sections:
Attachments: [Lakewoods Truck Purchase](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider the purchase of two 1/2 Ton pickup trucks from Lakewoods Chrysler.

Background Information:

At last weeks budget work session it was discussed purchasing two trucks in 2019 instead of 2020 for budget reasons if Lakewoods Chrysler could match their previous bid from earlier this year. Attached is a quote that matches the earlier purchases. Detail on funding follows:

Truck 1 will replace the Airport Maintenance truck. Originally, it was proposed that the county would levy \$17,500 and the City would levy \$17,500 in payable 2020. Instead of levying for this vehicle we are recommending that it be paid with Airport operations fund balance which is current around \$160,000.

Truck 2 will be used by the new building maintenance person. We currently do not have a vehicle for this position. We are recommending that we use 2019 General fund dollars. Through August building permits were already \$27,000 plus ahead of the entire years budget. We are also comfortable with how expenditures are tracking year to date.

Staff Recommendation:

City staff is recommending the purchase of two 1/2 Ton pickup trucks from Lakewoods Chrysler.

Requested City Council Action

A motion to purchase two 1/2 Ton pickup trucks from Lakewoods Chrysler in a total amount of \$55,448 plus any applicable tax and registration fees with half of the funding from the Airport Operations Fund 226 and half from the City Capital Improvement Plan Fund 407.

LAKE WOODS



DODGE // Jeep // RAM

815 NW 4TH STREET - GRAND RAPIDS, MN 55744
218-326-9421 - www.lakewoodschrysler.com

CUSTOMER:

City of GR. Rapids

FLEET MANAGER:

Brian Harling

DATE:

9/4/19

YEAR

2019

MAKE

Ram

MODEL

classic ST

ENGINE

V-8

TRANSMISSION

Auto

INTERIOR COLOR

Black/Diesel grey

EXTERIOR COLOR

Billet Silver

CAB

CREW

BOX SIZE

6'4"

TIRE SIZE

17" A/T

INCLUDED OPTIONS:

Trailer Tow mirrors & Brake Group
Popular Equip. Group
Uconnect 3 w/5" Display

Front & Rear Rubber Floor Mats
Anti-Spin Diff.
Daytime Running lights Engine Block Heater

AVAILABLE OPTIONS w/ADDITIONAL COST:

Rustproofing and Undercoating 499⁰⁰

MSRP:

\$ 27,724⁰⁰ each

TRADE INFORMATION:

plus tax & registration

each

\$ 29,672.81 x 2

TOTAL:

\$ 59,345.62

Thank You for Your Business!