



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail 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 will be held on Monday, August 26, 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

19-0533 Consider approving Council minutes for Monday, August 12, 2019 Worksession & Regular meetings.

Attachments: [August 12, 2019 Worksession.pdf](#)
[August 12, 2019 Regular Meeting.pdf](#)

VERIFIED CLAIMS

19-0540 Consider approving the verified claims for the period August 6, 2019 to August 19, 2019 in the total amount of \$1,533,098.10.

Attachments: [COUNCIL BILL LIST 08-26-19.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. **19-0500** Consider approving a resolution accepting an in-kind donation from Waste Management of refuse service for Tall Timber Days valued at \$510.

- Attachments:** [Waste Mgmt Donation.pdf](#)
2. [19-0523](#) 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.
Attachments: [PD K-9 Program Res.pdf](#)
3. [19-0528](#) 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.
4. [19-0531](#) Consider adopting a resolution accepting a donation in the amount of \$806.50 from Timberlake Lodge.
Attachments: [Timberlake Lodge Donation Res](#)
5. [19-0532](#) 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.
Attachments: [AffinityPlus Don Res](#)
6. [19-0534](#) Consider approving On-sale 3.2 Malt Liquor License and On-sale Wine License with strong beer authorization for Hotel Rapids Inc.
7. [19-0535](#) Consider authorizing the mayor to sign a service agreement renewal with SVL for maintenance program on the Library Chiller.
Attachments: [SVL Chiller Contract 2019](#)
[SVL Chiller Renewal Letter 2019](#)
8. [19-0536](#) Consider approving Change Order 4 related to CP 2019-1, Golf Course Road Utility Extension-Great River Acres
Attachments: [CO4](#)
9. [19-0537](#) Consider approving the hiring of regular part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.
10. [19-0538](#) Consider approving hiring golf course employee.
11. [19-0539](#) Consider entering into an Equipment Rental Agreement with the Itasca Curling Club.
Attachments: [Curling Equipment Lease Agreement 2019](#)
12. [19-0543](#) Consider the terminations of regular part-time employees from the Parks and Recreation Department and the IRA Civic Center.
13. [19-0544](#) Consider approving the 2019 wage adjustments for current part-time employees for the Civic Center/Parks and Recreation Department.

14. [19-0547](#) Consider adopting a resolution accepting \$39,150.00 for a 2019 - 2020 Toward Zero Deaths Grant.
- Attachments:** [2019 - 2020 TZD](#)
[PD TZD Grant Res](#)

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.

ACKNOWLEDGE BOARDS & COMMISSIONS

15. [19-0542](#) Review and acknowledge minutes for various Boards & Commissions.
- Attachments:** [July 10, 2019 Library Board minutes.pdf](#)
[July 16, 2019 Golf Board minutes.pdf](#)
[July 17, 2019 PUC minutes.pdf](#)
[July 17, 2019 - HRA Minutes.pdf](#)

DEPARTMENT HEAD REPORT

16. [19-0548](#) Housing & Redevelopment Authority - Diane Larson

CIVIC CENTER, PARKS & RECREATION

17. [19-0545](#) Consider authorizing Hawkinson Construction to overlay the basketball court at Maplewood Park.
- Attachments:** [Maplewood Park Basketball Court](#)
[Basketball court bid - City of GR](#)

ENGINEERING

18. [19-0541](#) 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.
- Attachments:** [Horn Bridge Maint Quote Package - signed PCiRoads](#)

ADJOURNMENT

NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 9, 2019, AT 5:00 P.M.

NOTE: These times are approximate only and are subject to change. If you are interested in a topic of discussion you should appear at least 10 minutes before its scheduled time.

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

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0533 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 8/16/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider approving Council minutes for Monday, August 12, 2019 Worksession & Regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [August 12, 2019 Worksession.pdf](#)
[August 12, 2019 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, August 12, 2019 Worksession & Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, August 12, 2019

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a **Special Meeting/Worksession of the Grand Rapids City Council** was held on **Monday, August 12, 2019 at 4:26 PM 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 8 - Mayor Dale Adams, Councilor Dale Christy, Councilor Rick Blake, Councilor Tasha Connelly, Councilor Michelle Toven, Tom Pagel, Chad Sterle, and Barb Baird

Discussion Items

1. YMCA Update - Nick Hansen

Postponed to August 26, 2019.

2. Review 5:00 PM Regular Meeting

Finance Director Baird provided overview of bond bidding and request on regular agenda for consideration.

Upon review, no changes or additions are noted to the agenda.

ADJOURN

There being no further business, the meeting adjourned at 4:33 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, August 12, 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 12, 2019 at 5:00 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

PRESENTATIONS/PROCLAMATIONS

MEETING PROTOCOL POLICY

PUBLIC FORUM

None.

COUNCIL REPORTS

Councilor Connelly provides update on Civic Center Steering Committee; meetings are every other Wednesdays at 5:00 pm. Minutes and updates will be provided for Council information on a regular basis.

Councilor Blake notes that LGA Certification has been received and there was an increase from last year.

Councilor Christy provides overview of National Resources Research Institute in Coleraine, tour of facility and how it impacts the Grand Rapids area.

APPROVAL OF MINUTES

Consider approving Council minutes for Monday, July 22, 2019 Worksession & Regular meetings.

A motion was made by Councilor Michelle Toven, second by Councilor Tasha Connelly, approving July 22, 2019 Council minutes as presented. The motion PASSED by unanimous vote.

VERIFIED CLAIMS

Consider approving the verified claims for the period July 16, 2019 - August 5, 2019 in the total amount of \$844,169.77 and approve payment to Aaron Squadroni in the amount of \$11,000 per artwork design agreement.

A motion was made by Councilor Dale Christy, second by Councilor Rick Blake, 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 refunding prorated liquor license fees to Grand Rapids Ground Round.
Approved by consent roll call
2. Consider refunding partial prorated fees to Rapids Brewing Inc.
Approved by consent roll call
3. Consider approving a resolution to accept a \$3,000 donation from the Greater Pokegama Lake Association for the Independence Day Fireworks at Pokegama Lake.
Adopted Resolution 19-64 by consent roll call
4. Consider authorizing a submittal of a grant request to the Blandin Foundation for improvements to the Mississippi River (Blandin) Park.
Approved by consent roll call
5. Consider adopting a resolution and approving a grant agreement with the FAA to acquire snow removal equipment for the Grand Rapids / Itasca County Airport.
Adopted Resoluton 19-65 by consent roll call
6. Consider adopting a resolution approving a grant agreement with the State of Minnesota to acquire snow removal equipment for the Grand Rapids / Itasca County Airport.
Adopted Resolutions 19-66 & 19-67 by consent roll call
7. Consider adopting a resolution accepting a donation of \$350.00 from Grand Rapids Area Chamber of Commerce to the Grand Rapids Police Reserve Program.
Adopted Resolution 19-68 by consent roll call
8. Consider donating the Grand Rapids / Itasca County Airport ARFF vehicle to the

Chisholm-Hibbing Airport Authority.

Approved by consent roll call

9. Consider approving service agreement with AmeriPride Services for floor mat rental and cleaning at Central School.

Approved by consent roll call

10. Consider approving Change Order 1 related to CP 2019-2, Grand Rapids-Cohasset Connection Trail.

Approved by consent roll call

11. Consider accepting the resignation of Lauren Van Den Heuvel from the position of Communications Specialist.

Approved by consent roll call

12. Consider approving the hiring of a seasonal part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.

Approved by consent roll call

13. Consider entering into an agreement with area businesses for advertising at the IRA Civic Center.

Approved by consent roll call

14. Consider authorizing staff to advertise the sale of the diesel generator at the Grand Rapids / Itasca County Airport.

Approved by consent roll call

15. Consider entering into a rental agreement with RC Rentals, LLC of Grand Rapids, MN

Approved by consent roll call

16. Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension reporting Year 2019, the 2018 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

Approved by consent roll call

17. Consider entering into an agreement with Get Fit Itasca via Itasca County Family YMCA for a community bike share program and informational kiosks.

Approved by consent roll call

18. Consider approving temporary liquor licenses for MacRostie Art Center for First Friday events through January 3, 2020.

Approved by consent roll call

19. Consider approving a resolution accepting cash donations of \$300.00 from Meds 1 Ambulance Service, \$250 from the Blandin Foundation, \$50 from Benders Shoes, \$200 from John Dimich, \$475 from the FOP Lodge #24 Auxiliary and \$100 from Ross Resources. 2 bikes from Rays Sport and Cycle, 2 bikes from US Bank, 2 bikes and balloons from Target, 2 bikes from Walmart, 2 bikes from Fraternal Order of Police Lodge #24, 1 bike from the Phil Windorski Memorial Foundation, 1 bike from Affinity Plus Federal Credit Union and helium for the balloons valued at \$220 from Rapids Welding for National Night Out held August 6, 2019.

Adopted Resolution 19-69 by consent roll call

20. Consider approving temporary liquor license for St. Joseph's Church event on September 7, 2019.

Approved by consent roll call

21. Consider entering into a lease for a photo copier at the Fire Department.

Approved by consent roll call

22. Consider entering into an agreement with Zix for email security and encryption services.

Approved by consent roll call

23. Consider a recommendation from the Arts and Culture Commission to cost participate in a downtown mapping project.

Approved by consent roll call

24. Consider adopting job description for Building Maintenance position.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Rick Blake, second by Councilor Dale Christy, to approve the Consent agenda 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

SETTING OF REGULAR AGENDA

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

ACKNOWLEDGE BOARDS & COMMISSIONS

25. Review and acknowledge approved minutes for Boards & Commissions.

Acknowledge:

May 15, 2019 & June 19, 2019 HRA Minutes

June 26, 2019 Human Rights

July 2, 2019 Arts & Culture

DEPARTMENT HEAD REPORT

26. Fire Department - Chief Travis Cole

Fire Chief Cole provided an overview of department business, including reviewing types of calls received, department changes including by-law update, addition of monthly business meeting, established new eligibility list, hired new firefighter and noted changes in officers. Update on new garage and service doors, flooring updates for safety purposes and ADA compliance updates. A new roof and installation of new A/C unit were also completed. On-going department activities included fire drills for training purposes, community events such as the Fill the Boot fundraiser for MS and the polar plunge. Acknowledged department staff who received Firefighter of the Year Award & Meritorious Awards. This is a summary and a full report is on file with the Administration Department for review.

Received and Filed

COMMUNITY DEVELOPMENT

27. Consider adopting a resolution approving a Preliminary Development Agreement between the City, the Grand Rapids EDA and Unique Opportunities LLC.

A motion was made by Councilor Dale Christy, second by Councilor Tasha Connelly, adopting Resolution 19-70, approving preliminary Development Agreement 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

ENGINEERING

28. Consider authorizing Public Works/Engineering to solicit quotes for the Horn Bridge Maintenance Project.

A motion was made by Councilor Michelle Toven, second by Councilor Rick Blake, authorizing staff to solicit quotes 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

FINANCE DEPARTMENT

29. Consider adopting a resolution awarding the sale of the \$1,585,000 General Obligation Bonds, Series 2019A

Northland Security low bid at 1.98%, closing bonds on September 5th and funds will be available to the city on that date.

A motion was made by Councilor Rick Blake, second by Councilor Tasha Connelly, adopting Resolution 19-71 awarding the sale of GO Bonds, Series 2019A. The motion carried by the following vote.

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

FIRE DEPARTMENT

30. Consider Purchase of a 2020 Rosenbauer Fire Engine.

A motion was made by Councilor Rick Blake, second by Councilor Tasha Connelly approving purchase of 2020 Rosenbauer Fire Engine 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

INFORMATION TECHNOLOGY

31. Consider approving the purchase of replacement Police squad mobile computers.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven approving purchase for police squad mobile computers. The motion carried by the following vote.

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

ADMINISTRATION DEPARTMENT

32. Consider appointing Gary DeGrio to the position of Hospital Security Officer Lead.

A motion was made by Councilor Michelle Toven, second by Councilor Rick Blake, appointing Gary DeGrio as Hospital Security Officer Lead. The motion PASSED by unanimous vote.

ADJOURNMENT

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Tove, to adjourn the meeting at 5:52 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0540 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 8/21/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider approving the verified claims for the period August 6, 2019 to August 19, 2019 in the total amount of \$1,533,098.10.
Sponsors:
Indexes:
Code sections:
Attachments: [COUNCIL BILL LIST 08-26-19.pdf](#)

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

Requested City Council Action

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

DATE: 08/21/2019
 TIME: 13:37:33
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/26/2019

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
2609850	ZIX CORP SYSTEMS INC	2,187.50
	TOTAL	2,187.50
CITY WIDE		
0300200	CDW GOVERNMENT INC	1,080.06
0801800	HAVEN	500.00
1309090	SUPERONE FOODS NORTH	301.07
1805195	REDPATH AND COMPANY, LTD	773.00
1915248	SHI INTERNATIONAL CORP	433.54
2609850	ZIX CORP SYSTEMS INC	1,562.50
	TOTAL CITY WIDE	4,650.17
ADMINISTRATION		
1215630	LOREN SOLBERG CONSULTING, LLC	1,625.00
	TOTAL ADMINISTRATION	1,625.00
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE SERVICES INC	55.10
0301685	CARQUEST AUTO PARTS	155.82
0315455	COLE HARDWARE INC	120.79
0601690	FASTENAL COMPANY	27.50
0920060	ITASCA COUNTY TREASURER	163.15
1801555	RAPID PEST CONTROL INC	66.00
1901535	SANDSTROM'S INC	38.05
	TOTAL BUILDING MAINTENANCE-CITY HALL	626.41
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	155.13
1201434	LAKE WOODS CHRYSLER	98.60
	TOTAL COMMUNITY DEVELOPMENT	253.73
ENGINEERING		
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	350.00
	TOTAL ENGINEERING	350.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/26/2019

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FINANCE		
1805195	REDPATH AND COMPANY, LTD	132.00
	TOTAL FINANCE	132.00
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	21.98
0315455	COLE HARDWARE INC	2.49
0513231	EMERGENCY APPARATUS	41.30
0517750	EQUIPMENT MANAGEMENT COMPANY	625.00
0920060	ITASCA COUNTY TREASURER	71.50
1200500	L&M SUPPLY	92.96
1908248	SHERWIN-WILLIAMS	53.16
	TOTAL FIRE	908.39
INFORMATION TECHNOLOGY		
0300200	CDW GOVERNMENT INC	73.00
	TOTAL INFORMATION TECHNOLOGY	73.00
PUBLIC WORKS		
0100046	ASV HOLDINGS INC	210.64
0103325	ACHESON TIRE INC	145.00
0113240	AMERICAN PUBLIC WORKS ASSOC	425.00
0221650	BURGGRAF'S ACE HARDWARE	299.66
0301685	CARQUEST AUTO PARTS	73.73
0315455	COLE HARDWARE INC	137.25
0315501	COMPASS MINERALS AMERICA, INC.	7,431.65
0421125	JOHN P DUBOVICH	481.00
0601690	FASTENAL COMPANY	98.37
0718215	GREEN AGAIN LAWN & AERATION	6,097.29
0801825	HAWKINSON CONSTRUCTION CO INC	4,656.32
0809105	HIBBING CHRYSLER CENTER	126.26
0920060	ITASCA COUNTY TREASURER	1,969.27
1200500	L&M SUPPLY	11.88
1205110	LEASE LANDSCAPING INC	6,550.00
1309355	MINNESOTA TORO	135.14
1415484	NORTHERN LIGHTS TRUCK	125.00
1421155	NUCH'S IN THE CORNER	83.83
1421700	NUSS TRUCK GROUP INC	715.20
1503150	OCCUPATIONAL DEVELOPMENT CTR	522.50
1615427	POKEGAMA LAWN AND SPORT	131.81
1813125	RMB ENVIRONMENTAL	13.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/26/2019

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
PUBLIC WORKS		
1908248	SHERWIN-WILLIAMS	371.44
2018560	TROUT ENTERPRISES INC	250.00
2018755	TRUSCO MFG COMPANY	140.00
2300763	WW THOMPSON CONCRETE PRODUCTS	24.96
2605225	ZEE MEDICAL SERVICE	107.35
TOTAL PUBLIC WORKS		31,333.55
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	9.87
0601690	FASTENAL COMPANY	90.96
0920060	ITASCA COUNTY TREASURER	10.12
TOTAL FLEET MAINTENANCE		110.95
POLICE		
0118625	ARROW EMBROIDERY/PHOTO EXPRESS	69.95
0120440	ATLAS BUSINESS SOLUTIONS INC	576.00
0221650	BURGGRAF'S ACE HARDWARE	34.98
0301685	CARQUEST AUTO PARTS	14.93
0601680	FASHION TO FIT	12.00
0718195	GREAT ENGRAVINGS	86.00
0920060	ITASCA COUNTY TREASURER	3,910.80
1201434	LAKE WOODS CHRYSLER	439.75
1205250	LEFTYS TENT & PARTY RENTAL	129.24
1800149	RCB COLLECTIONS	25.13
1809153	RICK'S ELECTRIC & DATA INC	200.00
1809505	CHRIS RIMA-CARLSON	69.99
1920233	STREICHER'S INC	370.93
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	1,050.00
TOTAL POLICE		6,989.70
CENTRAL SCHOOL		
1801555	RAPID PEST CONTROL INC	63.25
TOTAL		63.25
AIRPORT		
0112100	ALAMO GROUP COMPANY	51.38

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/26/2019

VENDOR #	NAME	AMOUNT DUE

AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE	16.69
0315455	COLE HARDWARE INC	201.86
0415529	DONDELINGER FORD	207.10
0504825	EDWARDS OIL INC	541.73
0518350	RUTH ERICKSON	1,095.93
0601690	FASTENAL COMPANY	158.39
0920060	ITASCA COUNTY TREASURER	22.93
	TOTAL	2,296.01
CIVIC CENTER		
T001250	DAN BENZIE	470.00
	TOTAL	470.00
GENERAL ADMINISTRATION		
0221650	BURGGRAF'S ACE HARDWARE	69.97
0715095	GOALCREASE INC	6,163.00
0920060	ITASCA COUNTY TREASURER	41.31
1605611	PEPSI BEVERAGES COMPANY	535.50
2209421	VIKING ELECTRIC SUPPLY INC	140.40
	TOTAL GENERAL ADMINISTRATION	6,950.18
STATE HAZ-MAT RESPONSE TEAM		
1321527	MUNICIPAL EMERGENCY SERVICES	3,200.00
	TOTAL	3,200.00
ST HAZ MAT COST RECOVERY		
0312108	KEN CLAFTON	455.00
	TOTAL ST HAZ MAT COST RECOVERY	455.00
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	22.62
0920060	ITASCA COUNTY TREASURER	213.75
T001251	GARY TRACY	50.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/26/2019

VENDOR #	NAME	AMOUNT DUE

CEMETERY		
	TOTAL	286.37
DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	115.42
	TOTAL	115.42
GENERAL CAPITAL IMPRV PROJECTS		
GR RAIL CONNECTOR		
T001246	ST LOUIS & LAKE CO REGIONAL	250,382.70
	TOTAL GR RAIL CONNECTOR	250,382.70
2010-5 MS RIVER PD BRIDGE		
1805195	REDPATH AND COMPANY, LTD	970.00
1900225	SEH	13,028.80
	TOTAL 2010-5 MS RIVER PD BRIDGE	13,998.80
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-FIRE DEPT		
0601690	FASTENAL COMPANY	75.18
	TOTAL CAPITAL OUTLAY-FIRE DEPT	75.18
CAPITAL OUTLAY-PUBLIC WORKS		
1201434	LAKE WOODS CHRYSLER	98.60
	TOTAL CAPITAL OUTLAY-PUBLIC WORKS	98.60
CAPITAL OUTLAY-POLICE		
1305060	MEDS-1 AMBULANCE SERVICE INC	653.60
	TOTAL CAPITAL OUTLAY-POLICE	653.60
AIRPORT CAPITAL IMPRV PROJECTS		
NO PROJECT		

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/26/2019

VENDOR #	NAME	AMOUNT DUE

AIRPORT CAPITAL IMPRV PROJECTS		
NO PROJECT		
1805195	REDPATH AND COMPANY, LTD	2,486.00
TOTAL NO PROJECT		2,486.00
GR ARTS & CULTURE CPTL PRJS		
0503422	ECK DESIGN LLC	1,095.00
1801615	RAPIDS WELDING SUPPLY INC	193.06
T001221	MILLIGAN STUDIO	4,000.00
TOTAL		5,288.06
2018 INFRAST/CPT MNT IMP BONDS		
CAPITAL MAINT IMPRV PLAN		
0401500	DAMBERG.SCOTT.GERZINA.WAGNER	2,455.71
1801610	RAPIDS PLUMBING & HEATING INC	5,290.00
2018680	TRU NORTH ELECTRIC LLC	1,230.00
TOTAL CAPITAL MAINT IMPRV PLAN		8,975.71
2019 INFRASTRUCTURE BONDS		
2019-1 GLF COURSE RD UTIL EXT		
0218115	BRAUN INTERTEC CORPORATION	2,683.00
1900225	SEH	63,309.80
2000522	TNT AGGREGATES, LLC	184,439.00
TOTAL 2019-1 GLF COURSE RD UTIL EXT		250,431.80
2019-2 COHASSET TRAIL		
0301705	CASPER CONSTRUCTION INC	171,156.27
1900225	SEH	9,195.81
TOTAL 2019-2 COHASSET TRAIL		180,352.08
PIR-PERMANENT IMPRV REVOLV FND		
NO PROJECT		
1900225	SEH	2,360.17
TOTAL NO PROJECT		2,360.17

DATE: 08/21/2019
 TIME: 13:37:34
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 08/26/2019

VENDOR #	NAME	AMOUNT DUE

STORM WATER UTILITY		
0221650	BURGGRAF'S ACE HARDWARE	279.99
0301685	CARQUEST AUTO PARTS	47.94
0315455	COLE HARDWARE INC	55.81
0601690	FASTENAL COMPANY	112.36
0801825	HAWKINSON CONSTRUCTION CO INC	4,975.69
0801836	HAWKINSON SAND & GRAVEL	596.53
0920060	ITASCA COUNTY TREASURER	267.59
1900225	SEH	2,107.50
1908248	SHERWIN-WILLIAMS	431.08
2300763	WW THOMPSON CONCRETE PRODUCTS	24.96
	TOTAL	8,899.45
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$787,078.78
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	1,794.13
0116600	APPLE VALLEY, CITY OF	1,311.00
0205640	LEAGUE OF MN CITIES INS TRUST	1,465.90
0305530	CENTURYLINK QC	259.00
0400029	DVS RENEWAL	11.00
0718015	GRAND RAPIDS CITY PAYROLL	536,660.62
0718070	GRAND RAPIDS STATE BANK	769.89
0815440	HOLIDAY STATIONSTORES LLC	198.63
0900060	ICTV	1,502.51
0920055	ITASCA COUNTY RECORDER	112.00
0920059	ITASCA COUNTY SHERIFFS DEPT	1,002.00
1205090	LEAGUE OF MINNESOTA CITIES	15.00
1305046	MEDIACOM LLC	11.55
1309098	MINNESOTA MN IT SERVICES	439.88
1309199	MINNESOTA ENERGY RESOURCES	792.00
1309332	MN STATE RETIREMENT SYSTEM	2,520.00
1309335	MINNESOTA REVENUE	7,888.14
1401705	CITY OF NASHWAUK	578.70
1405850	NEXTERA COMMUNICATIONS LLC	429.34
1516220	OPERATING ENGINEERS LOCAL #49	102,572.00
1601740	RENEE PATROW	430.50
1609561	PIONEER TELEPHONE	10.15
1621130	P.U.C.	19,973.16
1901325	ST CLOUD STATE UNIVERSITY	30.00
2000490	TDS Metrocom	710.60
2209665	VISA	6,824.16
2209705	VISIT GRAND RAPIDS INC	43,682.97
2301700	WASTE MANAGEMENT OF MN INC	2,470.21
2305300	MATTHEW WEGWERTH	154.28
2305447	WELLS FARGO BANK NA	400.00

DATE: 08/21/2019
 TIME: 13:37:34
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 8

INVOICES DUE ON/BEFORE 08/26/2019

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
T001223	AARON SQUADRONI	11,000.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$746,019.32
TOTAL ALL DEPARTMENTS		1,533,098.10



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0500 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 8/7/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider approving a resolution accepting an in-kind donation from Waste Management of refuse service for Tall Timber Days valued at \$510.

Sponsors:

Indexes:

Code sections:

Attachments: [Waste Mgmt Donation.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution accepting an in-kind donation from Waste Management of refuse service for Tall Timber Days valued at \$510.

Background Information:

In past years Waste Management has billed us for the extra refuse receptacles during Tall Timber Days. This year our invoice states billing as a charitable contribution.

Staff Recommendation:

Please consider approving a resolution accepting an in-kind donation from Waste Management of refuse service for Tall Timber Days valued at \$510.

Requested City Council Action

Make a motion approving a resolution accepting an in-kind donation from Waste Management of refuse service for Tall Timber Days valued at \$510

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

RESOLUTION NO. 19-

A RESOLUTION ACCEPTING A DONATION OF REFUSE SERVICE
VALUED AT \$510 FROM WASTE MANAGEMENT TO THE CITY OF
GRAND RAPIDS' FOR TALL TIMBER DAYS

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:

- Waste Management donated refuse service of three dumpsters with an approximate value of \$510 to the City of Grand Rapids for Tall Timber Days.

Adopted this 12th day of August, 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 #:	19-0523	Version:	1	Name:	Consider adopting a resolution accepting a donation of \$50.00 from Robert and Leatha Lemen of Grand Rapids to the Police Department's K-9 program.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	8/9/2019	In control:		In control:	City Council
On agenda:	8/26/2019	Final action:		Final action:	
Title:	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.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	PD K-9 Program Res.pdf				

Date	Ver.	Action By	Action	Result
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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.

Background Information:

I received an email from Robert Lemen who wished to donate \$50.00 to the Grand Rapids Police Department K-9 Program. A few days later, his wife Leatha stopped by the police department with a check for \$50.00 they wished to donate to our K-9 program.

Requested City Council Action

Make a motion adopting a resolution to accept a donation of \$50.00 from Robert and Leatha Lemen of Arbo Township to the Police Department's K-9 Program.

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

RESOLUTION NO. 19-

A RESOLUTION ACCEPTING A DONATION OF \$50 FROM ROBERT & LEATHA LEMEN TO THE GRAND RAPIDS POLICE DEPARTMENT'S K-9 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:

- Robert & Leatha Lemen has donated \$50 to the Grand Rapids Police Department K-9 program.

Adopted this 26th day of August, 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 #: 19-0528 **Version:** 1 **Name:** 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.

Type: Agenda Item **Status:** Consent Agenda

File created: 8/13/2019 **In control:** City Council

On agenda: 8/26/2019 **Final action:**

Title: 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.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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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.

Background Information:

The Police Department has used the Minnesota DNR auction (located in Grand Rapids) in the past to dispose of forfeited vehicles, abandoned vehicles and city owned vehicles. The auction is at the Minnesota DNR facility located on Hwy #2 East in the City of Grand Rapids. The Auction will be held on September 7, 2019. The vehicles held for forfeiture have gone through the forfeiture process, have been awarded to us by the courts, are titled to the City of Grand Rapids, and can be sold. Money earned from the sale of these vehicles will be distributed according to MN State Statute. The money earned from the sale of the two (2) city owned vehicles and one (1) abandoned vehicle would be deposited into the city's general fund.

Vehicle descriptions are as follows:

MAKE / MODEL VIN #

FORFEITURES

1. 2006 Chevy Impala VIN # 2G1WT55K469278545
2. 2001 Cadillac Deville VIN# 1G6KD54Y11U223977
3. 1999 Ford Pickup VIN# 1FTRX18L6XKB82678

CITY OWNED VEHICLES

1. 2008 Dodge Durango VIN# 1D8HB38N08F156337
2. 2007 Ford Crown Victoria VIN# 2FAFP1W77X123779

ABANDONED VEHICLE

1. 2001 Ford Pickup VIN# 1FTRX18L51NA96879

Requested City Council Action

Consider a motion 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 on September 7, 2019 in Grand Rapids.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0531 **Version:** 1 **Name:** Timberlake Donation
Type: Agenda Item **Status:** Consent Agenda
File created: 8/14/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider adopting a resolution accepting a donation in the amount of \$806.50 from Timberlake Lodge.

Sponsors:

Indexes:

Code sections:

Attachments: [Timberlake Lodge Donation Res](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a donation in the amount of \$806.50 from Timberlake Lodge.

Background Information:

For 13 years we have hosted a four-day goalie camp featuring Robb Stauber and his Goalcrease staff. As a show of appreciation for running the camp and bringing many visitors to town, Burl Ives graciously comped the hotel rooms for our camp staff.

Staff Recommendation:

City staff recommends adopting a resolution accepting a donation in the amount of \$806.50 from Timberlake Lodge.

Requested City Council Action

Make a motion to adopt a resolution accepting a donation in the amount of \$806.50 from Timberlake Lodge.

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

RESOLUTION NO. 19-

A RESOLUTION ACCEPTING A DONATION OF LODGING
VALUED AT \$806.50 FROM TIMBERLAKE LODGE TO THE CITY OF
GRAND RAPIDS FOR ROBB STAUBER dba GOALCREASE GOALIE CAMP

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:

- Timberlake Lodge has donated lodging for three nights with an approximate value of \$806.50 to the City of Grand Rapids for Robb Stauber dba Goalcrease Goalie Camp.

Adopted this 26th day of August, 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 #: 19-0532 **Version:** 1 **Name:** Affinity Plus Donation Resolution
Type: Agenda Item **Status:** Consent Agenda
File created: 8/14/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: 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.

Sponsors:

Indexes:

Code sections:

Attachments: [AffinityPlus Don Res](#)

Date	Ver.	Action By	Action	Result
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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.

Background Information:

Affinity Plus Federal Credit Union adopted Maplewood Park several years ago. Since that time they helped fund a new playground, completed projects like building picnic tables, painting various park amenities, adding a storage box with play items, and building a sandbox. When asked if the park needed any improvements completed this summer, I recommended resurfacing the basketball and four-square court. The total cost of the project is \$9,850.00.

Staff Recommendation:

City staff recommends 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.

Requested City Council Action

Make a motion to adopt 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.

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

RESOLUTION NO. 19-

A RESOLUTION ACCEPTING A \$8,000 DONATION FROM AFFINITY PLUS FEDERAL CREDIT UNION TO THE CITY OF GRAND RAPIDS RECREATION DEPARTMENT TO RESURFACE THE BASKETBALL COURT AT MAPLEWOOD PARK

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:

- Affinity Plus Federal Credit Union has donated \$8,000 to the City of Grand Rapids Recreation Department to resurface the basketball court at Maplewood Park.

Adopted this 26th day of August, 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 #: 19-0534 **Version:** 1 **Name:** Hotel Rapids Wine Application
Type: Agenda Item **Status:** Consent Agenda
File created: 8/16/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider approving On-sale 3.2 Malt Liquor License and On-sale Wine License with strong beer authorization for Hotel Rapids Inc.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving On-sale 3.2 Malt Liquor License and On-sale Wine License with strong beer authorization for Hotel Rapids Inc.

Background Information:

Mike Kellin, owner of Hotel Rapids located at 680 E. Hwy 2, Grand Rapids has submitted applications for on-sale liquor sales and service of Wine and strong beer. If approved, City staff will forward the application to the MN Department of Public Safety, Alcohol and Gambling Enforcement Division for approval and issuance. Due to application timing, we are requesting that the fees be prorated for the remainder of 2019.

Staff Recommendation:

Recommend approval pending receipt of required insurance and pro-rated fees.

Requested City Council Action

Make a motion approving On-sale 3.2 Malt Liquor License and On-sale Wine License with strong beer authorization for Hotel Rapids Inc. contingent upon receipt of insurance and fees.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0535 **Version:** 1 **Name:** SVL Service Contract 2019
Type: Agenda Item **Status:** Consent Agenda
File created: 8/20/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider authorizing the mayor to sign a service agreement renewal with SVL for maintenance program on the Library Chiller.
Sponsors:
Indexes:
Code sections:
Attachments: [SVL Chiller Contract 2019](#)
[SVL Chiller Renewal Letter 2019](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the mayor to sign a service agreement renewal with SVL for maintenance program on the Library Chiller.

Background Information:

This is the annual renewal of a service agreement with SVL for preventative maintenance to the Library Chiller. The total annual cost for the service agreement is \$2656.

Staff Recommendation:

Staff recommends council authorize the mayor to sign annual service agreement with SVL for Library Chiller preventative maintenance at a cost of \$2656.

Requested City Council Action:

Make a motion authorizing the mayor to sign annual service agreement with SVL for Library Chiller preventative maintenance at a cost of \$2656.



SERVICE AGREEMENT

We propose the following maintenance program on the equipment located at:

Grand Rapids Library
420 North Pokegama
Grand Rapids, MN 55744

Equipment Covered

(1) McQuay AGZ075 Chiller

PREDICTIVE MAINTENANCE

Spring Inspection:

- Tighten all electrical power wiring connections.
- Perform a meg ohm test on each of the compressors.
- Check the chiller for refrigerant loss.
- Perform an acid and moisture check on each refrigeration circuit if warranted.
- Perform a vibration check of each of the compressors.
- Check the operation of the chiller; this includes all pressures, temperatures and valve operations, etc.
- Review the error log and address any shutdown alarms
- Review the operation of the chiller with the owner representative.

Summer Inspection:

- Completely check the operation of the chiller and make any adjustments or minor repairs that are required to keep the equipment operating properly.
- Clean the condenser coils.
- Check for any shutdown codes that may have occurred.
- Discuss the operation with the owner's representative.

Fall Shutdown:

- Pump the refrigerant into the condenser and close all manual valves so that the refrigerant remains secure on the condenser for the winter months.
- Shut down the chiller so it cannot start.
- Drain the water from the chiller if required.

Comments:

All parts will be invoiced separately.

Hourly rates for services beyond the scope of this contact will receive a 10% discount on our standard service rates. Service rates are subject to change during the term of this agreement.

TOTAL ANNUAL COST OF CONTRACT \$2,656.00



TERMS OF SERVICE AGREEMENT

1. Contract automatically renewable annually at the end of the original term (price subject to revision) and may be cancelled by either party any time during the term by giving at least thirty (30) days **written** notice. Failure to keep your account current shall release Schwab-Vollhaber-Lubratt of performance of this contract.
2. We warrant that all work will be performed in a professional manner by competent technicians. There are no other warranties, express or implied, and we shall not be liable for consequential damages nor expenses incurred in removing, replacing, or refinishing any part of the building structure necessary to the execution of this agreement. We shall not be liable for loss or damages due to delays or inability to perform as a result of strikes, transportation delays, governmental intervention and/or regulations or other causes beyond our control. The sole remedies for any breach of our warranty are re-performing the work or refunding the price of the work at our option.
3. Repairs, replacements and emergency service occasioned by improper operation, negligence, and misuse of the equipment or due to any cause beyond our control shall be invoiced at prevailing service rates. Repairs, replacements, inspections or modifications required by insurance companies, government, state, municipal or other authority shall be invoiced at prevailing rates.
4. Schwab-Vollhaber-Lubratt shall not be responsible for air balance, ductwork, electrical disconnect switches, recording or portable instruments, gauges or thermometers, appearance of decorative cabinets or corrections to design or installation.

The specific labor and materials on the face of this contract will be furnished for the sum of **\$2,656.00** payable net 30 days after invoice

Respectfully submitted,

Schwab-Vollhaber-Lubratt Service Corp.

By: Allen Gramse
Allen Gramse, Service Manager

Date: April 12, 2019

Accepted by: _____

Title: _____

Date: _____

Contract For The Year: June 1, 2019– May 31, 2020



April 12, 2019

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

Attn: Nathan Morlan

RE: Service Agreement Renewal

Dear Nathan,

Enclosed please find a quote for a service agreement on the new Daikin chiller that was installed at the library in 2014. SVL supplied, started, and serviced the new AGZ075 chiller since it was installed. We offer to continue these essential services for another year (June 1, 2019 through May 31, 2020) for the net price of \$2,656.00

Enclosed, please find two copies of our renewal documents for your records and approval. If these terms are acceptable to you please sign and return one copy to our office.

If you have any questions or need anything please feel free to give me a call or send me an email. My direct line is (651) 288-6682. You can also send me an email at alleng@svl.com. I'm looking forward to working with you.

Sincerely,

Allen Gramse

Allen Gramse
Service Manager
Schwab Vollhaber Lubratt Service Corp.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0536 **Version:** 1 **Name:** CP 2019-1 Approve Change Order 4
Type: Agenda Item **Status:** Consent Agenda
File created: 8/20/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider approving Change Order 4 related to CP 2019-1, Golf Course Road Utility Extension-Great River Acres
Sponsors:
Indexes:
Code sections:
Attachments: [CO4](#)

Date	Ver.	Action By	Action	Result
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Consider approving Change Order 4 related to CP 2019-1, Golf Course Road Utility Extension-Great River Acres

Background Information:

Change order 4 includes changing the seed mixture on the project to one that is better suited for northern Minnesota

Staff Recommendation:

City Staff recommends approving Change Order 4 related to CP 2019-1, Golf Course Road Utility Extension-Great River Acres in the amount of \$2,760.

Requested City Council Action

Make a motion approving Change Order 4 related to CP 2019-1, Golf Course Road Utility Extension-Great River Acres in the amount of \$2,760.

STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

City/County of City of Grand Rapids

Change Order No. 4

FEDERAL PROJECT NO.	STATE PROJECT NO.	LOCAL PROJECT NO. GRANR 148347	CONTRACT NO. CP 2019-1
CONTRACTOR NAME AND ADDRESS TNT Aggregates, LLC 40 County Road 63 Grand Rapids, MN 55744		LOCATION OF WORK	
		TOTAL CHANGE ORDER AMOUNT \$2,760.00	

Change of seed type

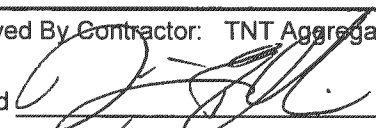
COST BREAKDOWN

Item No.	Item	Unit	Unit Price	Quantity	Amount
Funding Category No. 024					
2575.501	TURF ESTABLISHMENT	LS	\$2,760.00	1	\$2,760.00
Funding Category No. 024 Total:					\$2,760.00
Change Order No. 4 Total:					\$2,760.00

* Funding category is required for federal projects.

CHANGE IN CONTRACT TIME (check one)
Due to this change the Contract Time:

a. Is Increased by ___ Working Days b. Is Not Changed
 Is Decreased ___ Working Days
by ___ 14 Calendar c. May be revised if work affected the controlling
 Is Increased Days operation
by ___ Calendar
 Is Decreased Days
by

Approved By Project Engineer: Matt Wegwerth	Approved By Contractor: TNT Aggregates, LLC
Signed _____	Signed 
Date: _____ Phone: (218) 326-7601	Date: <u>8/20/2019</u> Phone: 218.326.1881

The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: _____ Federal Funding _____ State Aid Funding _____ Local funds

District State Aid Engineer: _____ Date: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	19-0537	Version:	1	Name:	Hire PT Employees- Ambuehl, Motherway and MacLean
Type:	Agenda Item	Status:			Consent Agenda
File created:	8/21/2019	In control:			City Council
On agenda:	8/26/2019	Final action:			
Title:	Consider approving the hiring of regular part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider approving the hiring of regular part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.

Background Information:

Zachary Ambuehl will be hired with the Grand Rapids Park and Recreation Department and the IRA Civic Center as a regular part-time maintenance employee starting at \$11.50/hour.

Gina Motherway and Tessa MacLean will be hired with the Grand Rapids Park and Recreation Department and the IRA Civic Center as regular part-time concession employees starting at \$9.86/hour.

This will be part of the annual operating budget and employment will begin on August 27, 2019 and completed December 31, 2019.

Staff Recommendation:

City staff is recommending the approval of hiring Zachary Ambuehl, Gina Motherway and Tessa MacLean as regular part-time employees with the Grand Rapids Park and Recreation Department and the IRA Civic Center.

Requested City Council Action

Make a motion approving the hiring of Zachary Ambuehl, Gina Motherway and Tessa MacLean as regular part-time employees with the Grand Rapids Park and Recreation Department and the IRA Civic Center.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0538 **Version:** 1 **Name:** Approve golf course employee
Type: Agenda Item **Status:** Consent Agenda
File created: 8/21/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider approving hiring golf course employee.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving hiring golf course employee.

Background Information:

Many of our seasonal employees have now left for school leaving us somewhat shorthanded.

2018 golf course employee Benjamin Olson is available to work a few weeks starting August 27.

Ben will work on the grounds maintenance crew at the wage of \$10.25 per hour.

Megan Severson will work grounds maintenance crew at a wage of \$10.00 per hour, from August 27 - October 31, 2019.

Staff Recommendation:

Approve Benjamin Olson as a seasonal employee on the Pokegama Golf Course Grounds Maintenance crew at the hourly wage of \$10.25.

Employment to begin no sooner than August 27 and end no later than October 31, 2019.

Requested City Council Action

Approve Benjamin Olson as a seasonal employee on the Pokegama Golf Course Grounds Maintenance crew at the hourly wage of \$10.25 and Megan Severson will work grounds maintenance crew at a wage of \$10.00 per hour.

Employment to begin no sooner than August 27 and end no later than October 31, 2019. Funding to come from the Pokegama Golf Course

budget.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0539 **Version:** 2 **Name:** Curling Equipment Agreement
Type: Agenda Item **Status:** Consent Agenda
File created: 8/21/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider entering into an Equipment Rental Agreement with the Itasca Curling Club.
Sponsors:
Indexes:
Code sections:
Attachments: [Curling Equipment Lease Agreement 2019](#)

Date	Ver.	Action By	Action	Result
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Consider entering into an Equipment Rental Agreement with the Itasca Curling Club.

Background Information:

Refrencing one of City Council's outcomes of creating shoulder season events to increase tourism, Civic Center staff is working with the Itasca Curling Club to host the third annual Thousand Lakes Fall Bonspiel the weekend of September 6 - 8. To host the event we will be utilizing much of the Club's equipment.

Staff Recommendation:

City staff recommends entering into an Equipment Rental Agreement with the Itasca Curling Club.

Requested City Council Action

Make a motion to enter into an Equipment Rental Agreement with the Itasca Curling Club.

EQUIPMENT RENTAL AGREEMENT

This Agreement is made this _____ day of _____, 2019, by and between the City of Grand Rapids, hereafter called "Lessee," and the Itasca Curling Club, hereafter called the "Lessor."

Under the terms of this Agreement, Lessor hereby leases to Lessee all equipment identified in the "List of Equipment" paragraph for use at such location and at such rental rate for the time hereinafter stated.

AGREEMENT

1. List of Equipment. Lessor agrees to rent to Lessee the following equipment for use at the Grand Rapids Civic Center for the period August 29th, 2019, through September 11, 2019. Lessor shall furnish such equipment in operative condition.

- 64 curling stones
- 1 Icemaster Millennium curling ice scraper
- 2 Icemaster Millennium blades
- 2 curling stone measuring sticks
- 2 biter bars
- 4 pebbling tanks
- 1 hand scraper

2. Rental Period. The rental period shall cover all time consumed in transporting the equipment, including the date of delivery to Lessee and the date upon which transit from Lessee ends at Lessor's unloading point.

3. Rental Charges. Lessee shall pay a rental charge to Lessor of \$1.00, payable prior to delivery of the equipment.

4. Maintenance and Operation. Lessee shall maintain the equipment in good repair and operative condition and shall return it in such condition to Lessor, ordinary wear and tear resulting from proper use thereof alone excepted.

5. Disclaimer. Lessor is neither the manufacturer, supplier or dealer in the equipment, and as such makes no warranties, express or implied, as to the condition of the equipment, its design, capacity, performance, or fitness for any particular purpose.

6. Indemnity. Lessee shall indemnify Lessor against, and hold Lessor harmless from, any and all claims, actions, suits, proceedings, costs, expenses, damages and liabilities resulting from the equipment or the Lease, and shall further indemnify Lessor and hold Lessor harmless from any loss and damage to the equipment during the rental period.

7. Loss/Replacement. Lessor shall not be responsible for loss or damage to the equipment while said equipment is in Lessee's care, custody, and control. Lessee shall pay Lessor full compensation for replacement and/or repair of any equipment which is not returned because it is lost, stolen or damaged. Lessor's invoice for replacement or repair shall be conclusive as to the amount Lessee shall pay for repair or replacement under this paragraph.

8. Ownership. Lessor at all times retains ownership and title of the equipment.

9. Entire Agreement. This instrument constitutes the entire agreement between Lessor and Lessee, and it shall not be amended, altered or changed except by a written agreement signed by the parties hereto.

Lessor and Lessee, for themselves, their successors, executors, administrators and assigns, agree to the full performance of the covenants herein contained.

IN WITNESS WHEREOF, they have executed this Agreement the day and year first above written:

LESSEE:
CITY OF GRAND RAPIDS

LESSOR:
ITASCA CURLING CLUB

By: _____ By:



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0543 **Version:** 1 **Name:** Terminations-Regular PT Employees
Type: Agenda Item **Status:** Consent Agenda
File created: 8/22/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider the terminations of regular part-time employees from the Parks and Recreation Department and the IRA Civic Center.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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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 August 27, 2019:

Jayden Gerak
Lucas Hedin
Jeffrey Moore
Christopher Pederson
Nealee Roberts
Thomas Wagner

Staff Recommendation:

City staff is recommending the termination of regular part-time employees from the Civic Center / Parks and Recreation Department employee roster effective August 27, 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 August 27, 2019.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0544 **Version:** 1 **Name:** 2019 Wage Adjustments-Maintenance
Type: Agenda Item **Status:** Consent Agenda
File created: 8/22/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider approving the 2019 wage adjustments for current part-time employees for the Civic Center/Parks and Recreation Department.

Sponsors:

Indexes:

Code sections:

Attachments:

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

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

Background Information:

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

- Skyler Bischoff, \$11.75/hour-maintenance
- Sawyer Bloch, \$11.75/hour-maintenance
- Kohl Mattson, \$11.75/hour-maintenance
- Kade Mattson, \$11.75/hour-maintenance

This will be part of the annual operating budget and wage increases will begin effective September 1, 2019.

Staff Recommendation:

City staff is recommending the approval of the wage adjustments for current part-time employees with the Civic Center/Parks and Recreation Department pursuant to the 2019 Pay Range for Part-time, Seasonal, and Temporary Employees.

Requested City Council Action

Make a motion approving the wage adjustments for current part-time employees with the Civic Center/Parks and Recreation Department pursuant to the 2019 Pay Range for Part-time, Seasonal, and Temporary Employees.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	19-0547	Version:	1	Name:	Consider adopting a resolution accepting \$39,150.00 for a 2019 - 2020 Toward Zero Deaths Grant.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	8/22/2019	In control:		In control:	City Council
On agenda:	8/26/2019	Final action:			
Title:	Consider adopting a resolution accepting \$39,150.00 for a 2019 - 2020 Toward Zero Deaths Grant.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2019 - 2020 TZD PD TZD Grant Res				

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting \$39,150.00 for a 2019 - 2020 Toward Zero Deaths Grant.

Background Information:

On May 28, 2019, the City Council authorized the Police Department to make application to the Minnesota Department of Public Safety Office of Traffic Safety for funding of a grant entitled Toward Zero Deaths (TZD) for the 2019-2020 fiscal year. The purpose of this grant is to provide funding for public education and additional enforcement activities targeted toward DWI, distracted driving, speed and seat belt violations. The goal is to reduce the number and severity of vehicle crashes in Grand Rapids and Itasca County. Grand Rapids Police Department is a member of the TZD Itasca County Coalition consisting of community members, public health, court services and others committed to reducing the death on our roadways. The TZD grant is a very important piece of funding these efforts and we have been grant recipients for over 20 years.

The Police Department was notified by the Department of Public Safety that our grant proposal will be funded in the award amount of \$39,150.00. Typically, the Grand Rapids Police Department receives about 50% to 60% of the total grant dollars as we have acted as the fiscal agent for Itasca County Law Enforcement agencies. This is truly a partnership, which includes the Itasca County Sheriff's Department, Bovey Police Department, Coleraine Police Department, Deer River Police Department, Nashwauk Police Department, Keewatin Police Department and the Minnesota State Patrol.

Requested City Council Action

Make a motion adopting a resolution accepting a 2019 - 2020 Towards Zero Deaths Grant (TZD) in the amount of \$39,150.00 and enter into this grant agreement.



2020 Enforcement Budget

Grand Rapids Police Department

Impaired Driving Enforcement	\$	20,000.00
Seat Belt Enforcement	\$	7,000.00
Speed Enforcement	\$	5,000.00
Distracted Enforcement	\$	4,500.00
Move Over Enforcement	\$	900.00
Pedestrian Enforcement	\$	-
Total Overtime Enforcement Funding	\$	37,400.00

Dispatch, Administration and Conference Expenses

	DWI	Other	Total	
Dispatch:	\$ -	\$ -	\$ -	-
Administration:	\$ 200.00	\$ 300.00	\$ -	500.00
Corrections Assistance:	\$ -			
Subtotal			\$ -	500.00
TZD Conference		\$ 1,250.00	\$ -	1,250.00

Total Grant Award	\$	39,150.00
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Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 19-

A RESOLUTION ACCEPTING A \$39,150.00 GRANT FROM THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY/OFFICE OF TRAFFIC SAFETY FOR A TOWARDS ZERO DEATH GRANT FOR THE GRAND RAPIDS POLICE DEPARTMENT

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 Department of Public Safety/Office of Traffic Safety has granted the Grand Rapids Police Department a \$39,140.00 Towards Zero Death Grant for the 2019/2020 year.

Adopted this 26th day of August 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
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0542 **Version:** 1 **Name:** Board & Commission Minutes
Type: Minutes **Status:** Approved
File created: 8/21/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Review and acknowledge minutes for various Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [July 10, 2019 Library Board minutes.pdf](#)
[July 16, 2019 Golf Board minutes.pdf](#)
[July 17, 2019 PUC minutes.pdf](#)
[July 17, 2019 - HRA Minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Review and acknowledge minutes for various Boards & Commissions.

Grand Rapids Area Library Board Regular Board Meeting

July 10, 2019 Meeting

Call to Order: The monthly board meeting was called to order at 5:00 by Dennis Jerome.

Roll Call:

Members Present: Sue Zeige, Lisa Tabbert, Randy McCarty, Jean MacDonell, Deb Kee, and Cyndy Martin.

Members Absent: Max Peters and Richard Thouin

Staff Present: Will Richter

Public Comment:

A. Approval of Agenda: A motion was made to approve the agenda by Jean MacDonell and was seconded by Lisa Tabbert, the motion was passed unanimously.

B. Minutes: A motion was made to approve June minutes by Deb Kee and was seconded by Cyndy Martin, the motion was passed unanimously.

C. Communications

D. Financial Report

a. A motion was made to approve the financial reports and payment of bills as listed by Deb Kee a second was made by Sue Zeige. On a roll call vote the motion was passed unanimously.

b. The financial reports are attached on pages 2 and 3.

DATE: 07/03/2019
TIME: 10:55:52
ID: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/10/2019

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0113100	AMAZON.COM	197.59
0113233	AMERIPRIDE SERVICES INC	85.74
0118660	ARROWHEAD LIBRARY SYSTEM	150.92
0201428	BAKER & TAYLOR LLC	494.00
0212124	BLACKSTONE PUBLISHING	35.82
0221730	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0315455	COLE HARDWARE INC	1.70
0405500	DEMCO INC	70.21
0701650	GARTNER REFRIGERATION CO	247.80
0914800	INVEST EARLY PROJECT	4,800.00
1309525	MINITEX	1,685.00
1405725	NETWORK SERVICES COMPANY	117.80
1415377	NORTHERN BUSINESS PRODUCTS INC	338.23
1605665	PERSONNEL DYNAMICS LLC	400.38
1805150	RECORDED BOOKS INC	560.25
1821700	MICHAEL RUSSELL	1,987.70
1903341	SCHWARTZ REDI-MIX INC	375.00
2018680	TRU NORTH ELECTRIC LLC	80.00
2114356	UNIQUE MANAGEMENT SERVICES	134.25
2315630	WOODS READER	24.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 13,486.56

CHECKS ISSUED-PRIOR APPROVAL

PRIOR APPROVAL

0100053	AT&T MOBILITY	395.38
0605191	FIDELITY SECURITY LIFE INS CO	6.50
0718015	GRAND RAPIDS CITY PAYROLL	39,609.25
0815553	NICOLE WICKMAN HOOPS	75.00
1301146	MARCO TECHNOLOGIES, LLC	120.47
1301300	DIANA RAE MAGNER	125.00
1309199	MINNESOTA ENERGY RESOURCES	220.98
1309335	MINNESOTA REVENUE	54.80
1321650	DEIRDRE HOWARD MURNANE	75.00
1405850	NEXTERA COMMUNICATIONS LLC	86.50
1415032	JODI R NORLUND	75.00
1516220	OPERATING ENGINEERS LOCAL #49	14,020.00
1621130	P.U.C.	2,951.60
1913347	KATIE ELIZABETH SMITH	125.00
2114750	UNUM LIFE INSURANCE CO OF AMER	20.50
2209665	VISA	72.00
2301700	WASTE MANAGEMENT OF MN INC	289.50
2301728	AMANDA JEAN WATKINS	250.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 58,572.60

TOTAL ALL DEPARTMENTS 72,059.16

DATE: 07/03/2019
 TIME: 10:59:01
 CD: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/10/2019
 INVOICES IN BATCH LB0710

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0100053	AT&T MOBILITY	17,739.84	395.38
0213100	AMAZON.COM	2,077.65	197.55
0113233	AMERIPRIDE SERVICES INC	3,269.61	85.74
0118660	ARROWHEAD LIBRARY SYSTEM	1,180.62	150.92
0201428	BAKER & TAYLOR LLC	8,840.45	494.04
0212124	BLACKSTONE PUBLISHING	881.95	35.82
0221700	BUSY BEES QUALITY CLNG SVC INC	19,368.00	1,700.00
0315435	COLE HARDWARE INC	4,370.21	1.70
0405500	DEMCO INC	13,329.78	70.23
0605191	FIDELITY SECURITY LIFE INS CO	531.39	6.57
0701650	GARTNER REFRIGERATION CO	15,848.47	247.86
0718015	GRAND RAPIDS CITY PAYROLL	3,381,183.15	39,609.25
0815553	NICOLE WICKMAN HOCPS	75.00	75.00
0914800	INVEST EARLY PROJECT	3,360.00	4,800.00
1301146	MARCO TECHNOLOGIES, LLC	6,796.75	120.43
1301303	DIANA RAY MAGNER	125.00	125.00
1309199	MINNESOTA ENERGY RESOURCES	26,597.74	220.98
1309335	MINNESOTA REVENUE	24,495.68	54.81
1309525	MINITRX	0.00	1,685.00
1321650	DEIRDRE HOWARD MURNANE	75.00	75.00
1405725	NETWORK SERVICES COMPANY	7,995.04	117.83
1405850	NEXTERA COMMUNICATIONS LLC	2,706.66	86.52
1415032	JODI R KORLUND	75.00	75.00
1415377	NORTHERN BUSINESS PRODUCTS INC	6,139.44	338.23
1516220	OPERATING ENGINEERS LOCAL #49	628,614.00	14,020.00
1605665	PERSONNEL DYNAMICS LLC	12,851.29	400.38
1621130	P.U.C.	236,765.78	2,951.61
1805150	RECORDED BOOKS INC	3,299.20	560.25
1821700	MICHAEL RUSSELL	405.00	1,987.76
1903341	SCHWARTZ HEDI-MIX INC	0.00	375.00
1913347	KATIE ELIZABETH SMITH	125.00	125.00
2018680	TRU NORTH ELECTRIC LLC	11,156.57	80.00
2114356	UNIQUE MANAGEMENT SERVICES	796.55	134.25
2114750	UNUM LIFE INSURANCE CO OF AMER	1,536.68	20.50
2209665	VISA	34,832.93	72.00
2301700	WASTE MANAGEMENT OF MN INC	18,617.12	289.56
2301728	AMANDA JEAN WATKINS	250.00	250.00
2315630	WOODS READER	0.00	24.00

TOTAL ALL VENDORS:

72,059.17

E. Staff Reports:

- a. Summary of Library Director's report to the board.
- b. Will pointed out Tracy's report, which showed over 1000 enrolled in summer reading program.
- c. Statistic comments—lag in winter, but above checkouts and circulation compared to last year. eBooks aren't recognized in monthly circulation, is shown in yearly report to the state.
- d. Meetings with local clubs have been very beneficial and appreciated. There continues to be more invitations to local meetings.
- e. Library management—city is doing new comp plan. Working on being accurately represented in cities comp plan.

Facilities—reading bar was carpeted, working on heating issues (rebuild and new unit prices are virtually the same), new carpet in entryway.

- f. Playground update—public works doesn't have man power to do anything this fall. People feel it should be on East end near parking lot. Should look like it was intentionally meant to be there, and not an add-on.
- g. Dennis Jerome raised the question on how to let the public know about the Library Board. The report to the community now lists board information.

F. Old Business:**G. New Business:**

Consent Agenda: Any item on the consent agenda will be pulled from the consent agenda and moved to the regular agenda on request of any board member or public. A motion was made to approve the consent agenda as submitted by Jean MacDonnell, a second was made by Deb Kee. On a roll call vote the motion was passed unanimously.

1. Approve payment of late bills
2. Approve contracts and payment to presenters
 - a. Heidi Amouta--\$75.00 for Yoga on the Lawn, 8/3/2019
 - b. Laurie Antonson--\$75.00 for Yoga on the Lawn, 8/17/2019
3. Approve Resolution 2019-10 Accepting Donations
 - a. \$9,768.46 from Grand Rapids Area Library Foundation, Teen Space Project

Regular Agenda:

1. Set annual non-resident library card fee per section 10.1 (Borrower Criteria) of the General Policies as adopted by the Library Board
 - a. The board policies defined three conditions, 1. Resident of Arrowhead area 2. MN resident with another library's card 3. Individuals who pay non-resident fee set by library board

- b. Very few out of state per year, need to have basis covered because of hot topic issue at libraries. Library board must set annual fee. A Grand Rapids resident pays roughly \$59 in taxes to the library.
 - c. They won't be issued a new library card; they will be using their home state library card that they will load in our library.
 - d. Randy McCarty made a motion to set out-of-state borrower library card fees at \$50 and was seconded by Dennis Jerome. On a roll call vote the motion was passed unanimously.
 - e. As adopted by the board, the out-of-state borrower library fee is going to be set at \$50.
2. Discuss 2020 Library Budget
- a. Will has not received materials yet, may receive by the end of the week. It is most likely going to look like last years. There may not be much adjustment, however on revenue side in regard to passports may have to balance out.
 - b. August 29th, 2019 is the date for the budget to be set.
3. Discuss ALS/GRAL request to Itasca County
- a. Will expected to have ALS/GRAL request by now. Once it is finished, the request will be brought to the county as well as the maps created.

Adjourn: The monthly board meeting was adjourned at 5:36 by Dennis Jerome.

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
July 16, 2019
7:00 AM

Present: Larry O'Brien, Kelly Kirwin, Pat Pollard

Absent: John Bauer, Brad Gallop

Staff: Bob Cahill Director of Golf
Steve Ross Grounds Superintendent

- I. Pat Pollard called the meeting to order.
- II. Kelly Kirwin made a motion to accept the minutes of the June 18, 2019 Board meeting. Larry O'Brien seconded the motion. The motion passed.
- III. Consideration of monthly bills: Kelly Kirwin made a motion to approve the bill list. Larry O'Brien seconded the motion. The motion passed.

AT&T MOBILITY	293.97
AMERICAN BANK	1,733.41
AMERIPRIDE SERVICES INC	120.80
ANYWAY YOU WANT IT MOVING &	340.00
BURGGRAF'S ACE HARDWARE	322.10
ROBERT CAHILL	480.00
COLE HARDWARE INC	183.76
DAVIS OIL INC	2,251.02
ESC SYSTEMS SOUND & LIFE SAFE	384.75
FILTHY CLEAN INC	309.94
GOLF ASSOCIATES SCORECARD CO	806.46
GRAND RAPIDS CITY PAYROLL	28,783.22
GROOMS YARD SERVICES	400.00
L&M SUPPLY	79.66
MINNESOTA REVENUE	7,023.45
MINNESOTA TORO	703.95
MINUTEMAN PRESS	113.65
MOR GOLF AND UTILITY	237.39
NORTHERN LAKES WINDOW CLEANING	160.31
OPERATING ENGINEERS LOCAL #49	1,402.00
PLAISTED COMPANIES INC	1,629.86
PRESTO PRINT OF GRAND RAPIDS	135.73
RC RENTALS LLC	216.42
NORTHERN MN WATER COND DBA	54.90
ROSS GOLF COURSE	4,421.28
STANGEL STUMP GRINDING	876.38
STOKES PRINTING & OFFICE	760.81
TDS Metrocom	183.74
TWINCITIESGOLF.COM INC	750.00
UNUM LIFE INSURANCE CO OF AMER	2.05
WASTE MANAGEMENT OF MN INC	463.17
RICK MCDONALD	999.28
ROB LEPAK	1,387.24
TOTAL ALL VENDORS:	58,010.70

IV. Visitors: None

V. Grounds Superintendent: Steve Ross reported. Some inconsistencies in greens speed were discussed and most of it was due to wet conditions. The new greens roller is being used every Monday, Wednesday, and Friday and verticutting is being done regularly. The new garage doors have been installed and existing staff will do some roof repair. The new irrigation controllers will be installed as soon as scheduling permits. The course is in great shape overall.

VI. Concessions: No report.

VII. Director of Golf: Bob Cahill reported. Starters are being used and working well. Business was exceptionally good the first two weeks of July. Several events are coming up in the next couple weeks.

VIII. Old Business: None

IX. New Business: None

X. Correspondence and Open Discussion: None.

XI. Adjourn: Kelly Kirwin made a motion to adjourn the meeting. Larry O'Brien seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, July 17, 2019

4:00 PM

Conference Room of Public Utilities Service Center

1 CALL TO ORDER

A Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, July 17, 2019 at 4:00 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

Present 5 - President Tom Stanley, Secretary Greg Chandler, Commissioner Rick Blake, Commissioner Kathy Kooda, and Commissioner Luke Francisco

Others Present: General Manager Kennedy, Finance Manager Betts, Electric Department Manager Goodell, Wastewater/Wastewater Department Manager Mattson, Administrative/HR Assistant Flannigan, Attorney Bengtson.

3 APPROVAL OF MINUTES

3.a. 19-0398

Consider a motion to approve the minutes of the June 12, 2019 regular meeting and the June 25, 2019 special meeting/work session.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to approve the minutes of the June 12, 2019 regular meeting and the June 25, 2019 special meeting/work session. The motion PASSED by unanimous vote.

4 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

4.a. 19-0442

Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for June 2019.

Finance Manager Betts reviewed the City Treasurer's Report and Investment Activity Report for July with the Commission.

A motion was made by Commissioner Luke Francisco, seconded by Commissioner Kathy Kooda, to approve the City Treasurer's Report and the Investment Activity Report for June 2019. The motion PASSED by unanimous vote.

5 PUBLIC FORUM

None present.

6 COMMISSION REPORTS

Commissioner Blake reported on attending the Minnesota Power 2019 Annual Municipal Customer Meeting in Biwabik, MN on Tuesday, July 16, 2019. President Stanley, General Manager Kennedy and Electric Department Manager Goodell also attended the meeting.

7 ADMINISTRATION

- 7.a. 19-0447 Review the Administration Department Report.

General Manager Kennedy reviewed the July Administrative updates with the Commission, including the Wholesale Electric Service Cost.

Received and Filed

8 ACCOUNTING AND FINANCE

- 8.a. 19-0443 Review the Accounting and Finance Operations Report for June 2019.

Finance Manager Betts reviewed the Accounting and Finance Operations Report for July with the Commission.

Received and Filed

- 8.b. 19-0445 Consider a motion to authorize the sale/disposal of surplus property.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to authorize the sale/disposal of surplus property as listed. The motion PASSED by unanimous vote.

9 ELECTRIC DEPARTMENT

- 9.a. 19-0450 Review the Electric Department Operations Report for June 2019.

Electric Department Manager Goodell reviewed the Electric Department Operations Report for July with the Commission.

Received and Filed

10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. 19-0449 Review the Wastewater Treatment Facility Operations Report for June.

Wastewater/Wastewater Department Manager Mattson reviewed the Wastewater Treatment Facility Operations Report for July with the Commission.

Received and Filed

11 WATER AND WASTEWATER COLLECTION

- 11.a. 19-0451 Review the Water and Wastewater Collection Operations Report for June.
Wastewater/Wastewater Department Manager Mattson reviewed the Water/Wastewater Collection Operations Report for July with the Commission.
Received and Filed

12 SAFETY

- 12.a. 19-0448 Review Safety Report for June 2019.
General Manager Kennedy reviewed the Safety Report for July with the Commission.
Received and Filed

13 DISCUSSION AND CORRESPONDENCE

No items.

14 VERIFIED CLAIMS

- 14.a. 19-0444 Consider a motion to approve the verified claims for June:
Computer Check Register \$1,026,951.05
Manual Check Register \$472,030.84
A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve verified claims for June in the amount of \$1,498,981.89 (Computer Check Register \$1,026,951.05 and Manual Check Register \$472,030.84). The motion PASSED by unanimous vote.

15 ADJOURNMENT

By call of the chair, the regular meeting was declared adjourned at 4:38 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

The next regular Commission meeting is Wednesday, August 14, 2019 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next special meeting/work session is scheduled for Tuesday, August 27, 2019 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC's desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, copies (gray color) are available at the GRPUC meeting room entrances.

**PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
JUNE 2019**

NAME	AMOUNT	NAME	AMOUNT
Altec Industries	7,659.80	OSI Environmental Inc	100.00
AmeriPride Services	249.23	Dennis O'Toole	500.00
Arrow Embroidery	148.00	Pace Analytical	173.00
Bemidji Steel	1,929.45	Personnel Dynamics	3,098.25
Border States Electric	5,090.46	Poydyne Inc	2,594.86
Burgraffs Ace Hardware	259.77	Public Utilities Commission	2,513.98
Busy Bees Quality Cleaning	1,991.64	Quality Flow Systems	20,580.00
CW	5,154.20	RMB Environmental Labs	1,048.00
Call Net	995.00	Railroad Management Company	235.41
Carquest	79.92	Rapids Welding Supply	52.26
Cannon Technologies	404.00	Resco	1,005.30
Casper Construction	1,591.00	Rob's Bobcat Service Inc	5,068.15
City of Grand Rapids	5,247.50	S E H	270.00
Coles	450.33	Sandstroms	429.50
Compass Minerals	5,414.07	Solenis	3,893.00
Core & Main	4,767.72	Stuart Irby	28,384.23
Davis Oil	1,989.30	TNT Aggregates LLC	2,837.00
Daniel Schmidt Lighting	724.91	Telcologix	486.50
Energy Insight Inc	7,198.34	Shannon Thomsen	105.00
Gopher State One Call	423.90	Total Tool Supply	2,415.00
Grainger	1,240.26	US Bank Equipment	631.46
Graybar	2,935.35	Viking Electric Supply	4,641.62
Hach	239.15	Waste Management	2,089.72
Hawkins Inc	3,488.36	Waynes Automotive	1,958.06
Herc-U-Lift	1,036.00	Wells Fargo Business Cards	2,465.17
Industrial Lubricant	3,511.80	Wells Fargo Corporate Trust	925.00
Infinity Graphix & Designs	780.00	Wesco	8,316.51
Itasca Computer Resources Inc	3,978.00	Xerox Corporation	18.05
Itasca County Treasurer	1,351.44		
Itasca Utilities Inc	37,611.40	Appliance Rebates:	
KOZY	1,102.50	Matt Mlinar	50.00
Kaman Indust Tech	1,097.25	Tara Dingman	50.00
L & M Supply	252.57		<hr/>
Lano O'Toole & Bengston Ltd	720.00	TOTAL	1,026,951.05
Latvala Lumber Co	82.67		
Lease Landscaping Inc	2,260.55		
Locators & Supplies Inc	420.45		
MacQueen Equipment	1,751.21		
McMaster-Carr	886.47		
Steve Mattson	101.50		
Minnesota Power	807,740.69		
Minnesota Dept of Commerce	3,027.05		
Minnesota Municipal Utilities	620.00		
NOS Automation LLC	560.00		
Nalco Water	283.25		
Nextera Communications	592.83		
North Central Laboratories	113.96		
Northern Business Products	171.73		
Northland Portables	148.40		
Nuch's In the Corner	44.00		
Northwest Gas	98.64		

JUNE 2019 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
6/3/2019	3919	Northeast Service Cooperative	3,840.00
6/3/2019	3920	Health Partners	65,818.56
6/10/2019	3921	Public Employees Retirement Association	14,690.86
6/10/2019	3922	Minnesota Dept. of Revenue	4,269.66
6/10/2019	3923	Wells Fargo Bank	24,300.05
6/10/2019	3924	Empower Retirement	8,731.69
6/10/2019	3925	Further	2,654.16
6/12/2019	3926	Further	436.04
6/19/2019	3927	Minnesota Department of Revenue	54,923.00
6/21/2019	3928	Public Employees Retirement Association	14,159.69
6/21/2019	3929	Minnesota Dept. of Revenue	4,063.23
6/21/2019	3930	Wells Fargo Bank	23,330.78
6/21/2019	3931	Empower Retirement	8,502.98
6/19/2019	3932	Further	138.55
6/21/2019	3933	Further	2,654.16
6/25/2019	3934	Minnesota Department of Revenue	45,000.00
6/26/2019	3935	Further	99.70
6/1/2019	3936	Wells Fargo Corporate Trust	2,572.50
6/1/2019	3937	Wells Fargo Corporate Trust	23,722.50
6/4/2019	3938	Invoice Cloud	2,118.85
6/5/2019	74982	United Parcel Service	124.39
6/5/2019	74983	Minnesota Energy Resources Corp.	19.20
6/5/2019	74984	First Net / AT & T Mobility	320.98
6/6/2019	74985	Postage By Phone System	3,000.00
6/7/2019	74986	MN Child Support Payment Center	633.59
6/7/2019	74987	Minnesota Benefit Association	71.52
6/7/2019	74988	NCPERS Group Life Ins	128.00
6/10/2019	74990	Customer Refunds- Gieger Enterprises	342.64
6/10/2019	74991	Customer Refunds- Sue L Sheldon	97.30
6/10/2019	74992	Customer Refunds- Brenna R Robinson	111.75
6/10/2019	74993	Customer Refunds- David E Erck	61.23
6/10/2019	74994	Customer Refunds- Laurie A Theilman	100.10
6/10/2019	74995	Customer Refunds- Northern Hawks Ventures	790.07
6/10/2019	74996	Customer Refunds- Nathan Kruger & Kayla Fox	91.03
6/13/2019	74997	Glusica, Andrew	554.68
6/13/2019	74998	Goodell, Jeremy	230.48
6/13/2019	74999	Minnesota Dept. of Health	23.00
6/13/2019	75000	Rundell, Eric	140.00
6/13/2019	75001	Customer Refunds- John & Annie Madoll	93.73
6/13/2019	75002	Customer Refunds- Luke Schumacher & Christian Conner	59.18
6/13/2019	75003	Customer Refunds- Gerald Eisele	554.00
6/13/2019	75004	Customer Refunds- Morgan Kapaun & Stefan Johnson	95.39
6/13/2019	75005	Customer Refunds- Coalton Pendzimas	110.18
6/13/2019	75006	Customer Refunds- Terri Olson	311.34
6/13/2019	75007	Customer Refunds- Brady & Kyle Baird	27.59
6/13/2019	75008	Customer Refunds- Adam Prins	19.88
6/13/2019	75009	Customer Refunds- Cole D Johnson	72.65
6/13/2019	75010	Customer Refunds- Judith Anderson-Bauer	71.11
6/13/2019	75011	Customer Refunds- Bobby Joe Highland	5.96
6/27/2019	75077	City of LaPrairie	14,002.54
6/28/2019	75078	City of Grand Rapids	57,275.49
6/14/2019	75079	Customer Refunds- Cody Beaulieu	109.22
6/20/2019	75080	MN Child Support Payment Center	633.59
6/20/2019	75081	Minnesota Council 65	1,824.00

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
6/24/2019	75082	Minnesota Energy Resources Corp.	154.02
6/24/2019	75083	Verizon Wireless	376.60
6/24/2019	75084	Goodell, Jeremy	231.64
6/24/2019	75085	UNUM Life Insurance Co of America	1,865.34
6/27/2019	75086	First Net / AT & T Mobility	476.77
6/27/2019	75087	Frost, Jeff	202.56
6/27/2019	75088	Minnesota Rural Water Association	275.00
6/27/2019	75089	Minnesota WOA	265.00
6/27/2019	75090	Verizon Wireless	627.67
6/27/2019	75119	Customer Refunds- Landwehr Construction	91.45
6/27/2019	75120	Customer Refunds- James Kosak	25.27
6/27/2019	75121	Customer Refunds- Geoff Norberg	43.37
6/27/2019	75122	Customer Refunds- Jorndan Gall	24.52
6/27/2019	75123	Customer Refunds- Robert Arnason	125.00
6/27/2019	75124	Customer Refunds- Shane Rotert	103.83
6/27/2019	75125	Customer Refunds- Downtown Country Roads Antiques	468.76
6/27/2019	75126	Customer Refunds- Marissa McCumber	16.44
6/28/2019	75127	City of Grand Rapids	994.50
6/30/2019	75128	City of Grand Rapids	72,333.33
6/28/2019	75129	Minnesota Dept. of Health	5,197.00
		Checks Previously Approved	0.00
		Manual Checks to be approved	472,030.84
		TOTAL MANUAL CHECKS	472,030.84

**THE HOUSING AND REDEVELOPMENT AUTHORITY
OF GRAND RAPIDS, MN
REGULAR MEETING
July 17th, 2019**

CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Vice Chairman Isaac Meyer, at 4:03 p.m. in the Community Room, located at 411 NW 7th Street, Grand Rapids, MN.

CALL OF ROLL

HRA Commissioners Present: Marilyn Rossman, Isaac Meyer, Chris Henrichsen, Michelle Toven, Kathleen Blake (entered at 4:10 p.m.)

HRA Commissioners Absent: None

HRA Staff: Diane Larson, Interim Executive Director, Amanda MacDonell, Property & Program Development Specialist, Amanda Bostyancic, Operations Assistant

Guests Present: Renee Patrow, City of Grand Rapids Finance Department; Bert McElrath, Resident, Ray Eves, Resident, Judy Peterson, Resident

PUBLIC FORUM:

No comment

APPROVAL OF REGULAR MEETING MINUTES

Commissioner Toven made a motion to approve the Regular Meeting Minutes of June 19, 2019; seconded by Commissioner Henrichsen. **Ayes:** Toven, Meyer, Rossman, Henrichsen, **Absent:** Blake

{Chair Blake joined the meeting}

CONSENT AGENDA

Board requested pulling Grand Rapids HRA Vacancy Report for discussion. Larson provided a summary of vacancies at all GRHRA owned properties. Staff is working on filling all vacancies as soon as possible.

Commissioner Meyer made a motion to approve the consent agenda containing the following items:

1. Approve verified claims for Public Housing Claims in the amount of \$22,521.56.
2. Approve verified claims for the Crystal Lake Townhome project in the amount of \$46,058.12.
3. Approve verified claims for Pooled Housing in the amount of \$102,154.18.

4. Accept Vacancy Report for all owned housing for the period through 7.01.2019.

Commissioner Toven seconded the motion. *Ayes:* All *Nays:* None *Absent:* None
Motion Carried

FINANCIAL REPORTS

Renee Patrow, City Finance Department, provided a summary review of the financial reports for the period ending 6/30/2019. Commissioner Meyer made motion to approve the statements as presented; seconded by Commissioner Henrichsen. Voting Aye: all.
Motion carried.

CHAIR, EXECUTIVE DIRECTOR, AND COMMITTEE REPORTS

Merger Committee Update:

Commissioner Toven summarized the merger committee meeting held on July 15, 2019. One of the first steps in proceeding with a merger will be the hiring of an attorney experienced in merger activity, especially the required HUD processes. No definitive timeline noted for the merger process to be complete. Board members also received a memo from the merger consultant summarizing the work to date.

MN NAHRO Conference Summary:

Chair Blake attended the *Fundamentals for Commissioners* training held at Madden's Resort near Brainerd. She will share her materials at the next regular meeting.

Executive Director's Report:

Larson summarized ongoing work/projects and program updates. No board action was required.

OLD BUSINESS: {None Discussed}

NEW BUSINESS:

Approve Resolution 2019-07, Approval of Public Housing Lease, Admissions & Occupancy Policy (ACOP), and Schedule of Tenant Service Charges:

MacDonell summarized revised documents for use in the Public Housing Program noting that all documents were posted for a 30-day review by residents. Based on resident feedback that included minor questions and no substantial concerns, staff recommended adoption of the Public Housing Lease, its attachments, and ACOP.

Motion by Commissioner Rossman, seconded by Commissioner Meyer to approve Resolution 2019-07, Resolution of the Housing and Redevelopment Authority in and for the City of Grand Rapids, Minnesota, Approving the Adoption of a Revised Public Housing Lease, including Attachments, and Updated Admissions and Continued Occupancy Policy (ACOP) for the Public Housing Program. **Voting Aye:** all. **Nays:** None **Absent:** None. **Motion Carried.** {See full copy of said Resolution as attached}

RFP for Architectural/Engineering Services:

An RFP (Request for Proposal) was sent out to qualified architectural firms to represent both the Grand Rapids HRA and the Itasca County HRA. Proposals are due by July 31st, 2019 and staff intends to have a recommendation to the board at the August meeting. Larson suggested a committee comprised of herself, one ICHRA board member and one GRHRA board member review the proposals, conduct interviews (if necessary), and make a recommendation to the respective boards. Commissioner Henrichsen volunteered to represent GRHRA on the committee.

Crystal Lake Townhouses:

The Management and Occupancy Review (MOR) prepared by Chris Engel, Housing Management Officer at Minnesota Housing, was reviewed with the Board. Specific items including Vacancy and Turnover, Application Processing/Tenant Selection, Compliance with Using EIV Data and Reports, and Summary of Tenant File Review were all discussed with the Board. No board action required; staff will respond to the review.

OTHER BUSINESS:

- **Itasca County HRA Board Meeting:** July 23rd 8:00am at Beacon Hill Community Center.
- **Minnesota NAHRO Leadership Retreat:** July 24th and 25th.

NEXT MEETING:

The next regular meeting of the GRHRA Board of Commissioners will be held on Wednesday, August 21st, 2019 beginning at 4:00 p.m. The meeting will be held in the Community Room at 411 7th Street NW, Grand Rapids, MN.

ADJOURNMENT

There being no further business to come before the GRHRA Board of Commissioners, Commissioner Toven made a motion to adjourn the meeting at 5:02 p.m., seconded by Commissioner Henrichsen. Voting Aye: all. **Motion carried.**

Signed 
Commissioner Chris Henrichsen, Secretary

HOUSING AND REDEVELOPMENT AUTHORITY OF
GRAND RAPIDS, MN

RESOLUTION 2019-07

**RESOLUTION OF THE HOUSING AND REDEVELOPMENT AUTHORITY IN AND FOR THE
CITY OF GRAND RAPIDS, MINNESOTA, APPROVING THE ADOPTION OF A REVISED
PUBLIC HOUSING LEASE, INCLUDING ATTACHMENTS, AND UPDATED ADMISSIONS
AND CONTINUED OCCUPANCY POLICY (ACOP) FOR THE PUBLIC HOUSING PROGRAM**

Motion by Commissioner Rossman, seconded by Commissioner Meyer to approve Resolution 2019-07 as follows:

WHEREAS, the Grand Rapids Housing & Redevelopment Authority Board of Commissioners desires the proper and efficient administration of the Grand Rapids HRA and;

WHEREAS, from time to time, changes in federal regulation and proper management of HRA programs require the revision, formulation, and updating of policies and/or documents adopted by the HRA Board of Commissioners;

WHEREAS, the following changes are proposed: 1) to adopt the use of the lease currently in use by the Itasca County HRA for its publicly owned properties, including all of its attachments, as revised appropriately for the Grand Rapids HRA, and 2) to adopt the use of Itasca County HRA's Admissions and Continued Occupancy Policy for the Public Housing Program for the purpose of establishing administrative policies for the operation of the public housing program in a manner consistent with HUD regulations while ensuring consistent application of those policies by staff.

THEREFORE, BE IT RESOLVED by the Grand Rapids Housing & Redevelopment Authority Board of Commissioners that the updated Lease, and its attachments, and Admissions and Continued Occupancy Policy for the Public Housing Program be adopted.


Dated this 17th day of July 2019.


Voting Aye: Henrichsen, Meyer, Rossman, Toven, Blake

Voting Nay: None

Absent: None

WHEREUPON, the Chair declared the motion carried and RESOLUTION 2019-07 adopted.


Kathleen Blake, Chair Date


Chris Henrichsen, Secretary Date



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0545 **Version:** 1 **Name:** Maplewood Park Overlay
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 8/22/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: Consider authorizing Hawkinson Construction to overlay the basketball court at Maplewood Park.
Sponsors:
Indexes:
Code sections:
Attachments: [Maplewood Park Basketball Court](#)
[Basketball court bid - City of GR](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing Hawkinson Construction to overlay the basketball court at Maplewood Park.

Background Information:

As they have adopted the park, Affinity Plus Credit Union asked City Staff what improvements would be prioritized at Maplewood Park this summer. We identified paving the basketball court as the highest priority at this time. We obtained two bids, one from Specialty Excavating & Asphalt for \$9,850 and one from Hawkinson Construction for \$12,530.20. We originally awarded the bid to Specialty Excavating but they have failed to complete the project in a timely manner. We also discovered in the meantime that Hawkinson's bid included a leveling tack coat, which Specialty did not include. Since the time of the bids, Hawkinson has lowered their bid to \$12,300.00.

Affinity Plus Credit Union is donating \$8,000 towards the project. The remaining \$4,300 will be covered by the 2019 Public Works annual maintenance budget.

Staff Recommendation:

City staff recommends authorizing Hawkinson Construction to overlay the basketball court at Maplewood Park for \$12,300.00.

Requested City Council Action

Make a motion to authorize Hawkinson Construction to overlay the basketball court at Maplewood Park for \$12,300.00.

SPECIALTY EXCAVATING & ASPHALT



1520 NW 4th St, Grand Rapids, MN 55744
 (218) 327-9505 (Office)
 (218)256-1954(Cell)
 WWW.SEAGRMN@gmail.com

PROPOSAL

PROPOSAL SUBMITTED TO Dale Anderson – City of Grand Rapids		TODAY'S DATE 4/1/19	DATE OF PLANS/PAGE #'S
PHONE NUMBER 326-2500	FAX NUMBER	JOB NAME	
ADDRESS, CITY, STATE, ZIP Grand Rapids, MN		JOB LOCATION Basketball court – Maplewood Park (5 th Ave & 14 th St SE)	

We propose hereby to furnish material and labor necessary for the completion of:

1. Mobilization
2. Tac coat and skim fill existing surface
3. Furnish and install 2 ½ inches of bituminous wear course
4. General clean up

We propose hereby to furnish material and labor – complete in accordance with above specifications for the sum of:
 Nine thousand eight hundred fifty and no/100 (\$9,850.00)

Payment as follows: to be determined

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction. Customer is responsible for all permits pertaining to the project

Authorized Signature _____ Adam Niemala

Note: this proposal may be withdrawn by us if not accepted within 10 days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0541 **Version:** 1 **Name:** Horn Bridge Maint Project Award
Type: Agenda Item **Status:** Engineering
File created: 8/21/2019 **In control:** City Council
On agenda: 8/26/2019 **Final action:**
Title: 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.

Sponsors:

Indexes:

Code sections:

Attachments: [Horn Bridge Maint Quote Package - signed PCiRoads](#)

Date	Ver.	Action By	Action	Result
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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.

Background Information:

This project includes deck surface maintenance and joint sealing. This project will be funded by the PIR / State Aid Maintenance accounts. The following quote was received:

PCiRoads, LLC \$71,948.00
Engineers Estimate \$75,000.00

Staff Recommendation:

Staff recommends 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.

Requested City Council Action

Make a motion 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.



QUOTATION FORM

Grand Rapids, MN
Bridge 31514 - Horn Bridge Maintenance

Submit quotation form to Matt Wegwerth PE, City of Grand Rapids, 420 North Pokegama Avenue, Grand Rapids, MN by 12:00 pm on Wednesday, August 21st, 2019. Quotes can be mailed or hand delivered, and should be submitted in a sealed envelope to the office of the City Engineer:

Quote package shall include the following:

1. Quotation Form
2. Special Provisions, Division S and SB
3. Plan Sheets – Bridge 31514 – Horn Bridge Maintenance

All spaces of the quotation form shall be filled in. The quote must be in a sealed envelope labeled "Bridge 31514 – Horn Bridge Maintenance Project".

Project Description: The project includes deck surface maintenance, joint sealing and traffic control.

Project will be completed on a **unit price** basis, based on the following estimated quantities:

HORN BRIDGE MAINTENANCE					
Item No.	Description	Units	Quantity	Unit Price	Total Price
2021.501	MOBILIZATION	LUMP SUM	1	18,600.00	18,600.00
2433.603	CLEAN & SEAL DECK JOINTS	LIN FT	307	17.00	5,219.00
2433.618	CONCRETE WEARING COURSE REPAIR	SQ FT	50	88.75	4,437.50
2433.618	MMA FLOOD SEAL	SQ FT	13706	2.75	37,691.50
2563.601	TRAFFIC CONTROL	LUMP SUM	1	6,000.00	6,000.00
				TOTAL	71,948.00

Horn Bridge Quote Total \$ 71,948.00

We, the undersigned, doing business as PCiRoads, LLC have carefully examined the Quotation Documents and the site of the proposed work, and are familiar with all of the conditions, laws and regulations surrounding the construction of the proposed project including the availability of materials and labor. We hereby propose to the City of Grand Rapids, MN to furnish all labor, materials, equipment, skills and facilities for the complete construction of the Horn Bridge Maintenance Project as described herein. The unit price shown includes sales tax and all other applicable taxes, permits and fees.

Dated this 21st day of August, 2019
Name of Company PCI Roads, LLC
Signature of Authorized Representative [Handwritten Signature]
Printed Name of Authorized Representative Kevin J. Goulden
Title of Authorized Representative VP - Bridge Division
Legal Address 14123 42nd ST. NE Saint Michael, MN 55376
Business Phone 763-497-6100

SPECIAL PROVISIONS

General:

1. Council will consider award on Monday, August 26, 2019.
2. EJCDC Standard Form of Agreement Between Owner and Contractor on the Basis of Stipulated Price will be executed for the project once the project is awarded.
3. EJCDC Standard General Conditions of the Construction Contract shall apply to the project.
4. All material shall be in accordance with applicable building codes and local specifications.
5. Prevailing wage requirements for the State of Minnesota, Grand Rapids, MN, apply to the project. Contractor shall adhere to Minn. Stat. Chap. 177.41-44 regarding prevailing wage rates and contracts and corresponding Rules 5200.1000 to 5200.1120.
6. The Work may begin on or after September 9, 2019 and all work must be completed by October 4th, 2019.
7. Liquidated damages shall be set at \$500 per day for every day after the completion dates that the project is not complete.
8. Bid bond will not be required
9. Payment bond, performance bond and proof of insurance will be required

Construction:

1. Material testing shall be completed at the direction of the engineer and paid for by the owner. Contractor shall supply a certification that materials meet specifications.

S:\Bridge Inspections\2019\2019 Maintenance Project\00 41 00 Horn Bridge Quote.docx