



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, February 11, 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, February 11, 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

19-0078 Consider approving Council minutes for Monday, January 28, 2019 Regular meeting.

Attachments: [January 28, 2019 Regular Meeting.pdf](#)

VERIFIED CLAIMS

19-0085 Consider approving the verified claims for the period January 19, 2019 to February 4, 2019 in the total amount of \$473,029.59.

Attachments: [COUNCIL BILL LIST 02-11-19.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. 19-0077 Consider adopting a resolution certifying the environmental assessment statement for CP 2019-2, Grand Rapids/Cohasset Connection Trail.

Attachments: [gr-c-connection resolution 2019-2 Trail.pdf](#)

2. 19-0079 Consider approving Memorandum of Understanding regarding Central Pension Fund
Attachments: CPF (January 2019) - MEMORANDUM OF UNDERSTANDING

3. 19-0081 Consider adopting a resolution accepting a donation of \$100.00 dollars from Bruce Ross-Sheriff, for the Animal Control Facility.
Attachments: 100 donation DACF
 DACF Ross-Sheriff Don Res

4. 19-0082 Consider adopting a resolution in support of State of Minnesota granting State Bonds for improvements at the IRA Civic Center and Committing to local match.
Attachments: 2-11-19 Resolution for State Bonds.pdf

5. 19-0083 Consider adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2019-1, the Golf Course Road Utility Extension-Great River Acres Project.
Attachments: 2-11-19 Resolution CP 2019-1 Ordering Advertisement

6. 19-0084 Consider approving a public service and infrastructure easement with Longyear Realty Corporation related to CP 2019-2, Grand Rapids-Cohasset Connection Trail Project in the amount of \$500.00.
Attachments: Longyear Easement Package
 Executed Longyear Easement

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

7. 19-0089 Review and acknowledge approved minutes for City Boards & Commissions.
Attachments: December 12, 2019 PUC minutes.pdf
 December 19, 2019 PUC minutes.pdf

FINANCE DEPARTMENT

8. 19-0080 Consider entering into an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated.
Attachments: Hildi Inc. Consulting Contracts Grand Rapids VFRA 2019

ADJOURNMENT

NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 25, 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 #: 19-0078 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 1/29/2019 **In control:** City Council
On agenda: 2/11/2019 **Final action:**
Title: Consider approving Council minutes for Monday, January 28, 2019 Regular meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [January 28, 2019 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, January 28, 2019 Regular meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, January 28, 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, January 28, 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

MEETING PROTOCOL POLICY

PUBLIC FORUM

Tia Starks, 208 Crystal Blvd, Grand Rapids, MN addressed the Council to introduce her new business, Three of Cups, a new wine bar which will be located at the old Pizza Works site. A request for Council approval on a wine license and 3.2 malt liquor license with authorization for strong beer has been submitted.

COUNCIL REPORTS

None.

APPROVAL OF MINUTES

Consider approving Council minutes for Monday, January 14, 2019 Worksession and Regular meetings.

A motion was made by Councilor Tasha Connelly, seconded by Councilor Michelle Toven, to approve Council minutes as presented. The motion PASSED by unanimous vote.

VERIFIED CLAIMS

Consider approving the verified claims for the period January 8, 2019 to January 18, 2019 in the total amount of \$3,496,179.89, of which \$2,409,797.51 are bond debt service payments and \$130,000 are investments.

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

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

CONSENT AGENDA

1. Consider adopting a resolution approving a loan to the Capital Equipment Replacement Fund in the amount of \$209,143.
Adopted Resolution 19-12 by consent roll call
2. Consider voiding lost Accounts Payable check #137411, issue a new check, and waiving bond requirements for check issued to Ashley Brubaker in the amount of \$273.60.
Approved by consent roll call
3. Consider authorizing an operating transfer from Capital Fund-Permanent Improvement Revolving Fund to the Debt Service Fund-General Obligation State Aid Bonds, Series 2012B.
Approved by consent roll call
4. Consider adopting a resolution approving an operating transfer from the Capital Project Fund-7th Avenue Bridge Rehabilitation to the Capital Project Fund-General Capital Improvements.
Adopted Resolution 19-13 by consent roll call
5. Consider adopting a resolution receiving the feasibility report for CP 2019-1, Golf Course Road Utility Extension-Great River Acres and CP 2019-2 Grand Rapids-Cohasset Connection Trail.
Adopted Resolution 19-14 by consent roll call
6. Consider authorizing City staff to begin the process of advertising and establishing a new eligibility list for Firefighter.
Approved by consent roll call
7. Consider termination of regular part-time employees from the IRA Civic Center.
Approved by consent roll call
8. Consider a resolution ordering the improvement and plans and specifications for CP 2019-1, Golf Course Road Utility Extension-Great River Acres.
Adopted Resolutoin 19-15 by consent roll call
9. Consider certifying the environmental assessment statement for CP 2019-2, Grand

Rapids/Cohasset Connection Trail and authorizing the Mayor's signature

Approved by consent roll call

10. Consider approving the plans and specifications and ordering the advertisement for bids for security, maintenance, fixtures, furniture and equipment improvements contained in the Capitol Improvement Plan for City Hall.

Approved by consent roll call

11. Consider entering into an agreement with an area business for advertising at the IRA Civic Center.

Approved by consent roll call

12. Consider approving a proposal from Walker Appraisals to perform two appraisal reviews.

Approved by consent roll call

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

Approved by consent roll call

- 12b. Consider approving on-sale Wine License and 3.2% Beer License with authorization for Strong Beer to Three of Cups, LLC, contingent upon receipt of all required fees and documentation.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Christy, seconded by Councilor Connelly, to approve the Consent agenda as amended, adding items #12a & #12b. The motion carried by the following vote

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

SETTING OF REGULAR AGENDA

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

ACKNOWLEDGE BOARDS & COMMISSIONS

13. Review & Acknowledge approved minutes for Boards & Commissions.

Golf Board: December 18, 2018

HRA: October 10, October 24, November 14, December 19, 2018

Acknowledged

GOLF COURSE

14. Consider approving the purchase of the Demo Toro Greenspro 1260, Riding Turf Roller.
- Director of Golf, Bob Cahill, presented information pertaining to request to purchase greens management tool.*
- A motion was made by Councilor Christy, seconded by Councilor Blake, to approve purchase of Demo Toro Greenspro 1260, Riding Turf Roller 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

ADMINISTRATION DEPARTMENT

15. Consider the appointment of John Nalan to the position of Reference Librarian.
- Lynn DeGrio, Director of HR, presented background information regarding Reference Librarian position and the recommendation to appoint John Nalan, Public Service Clerk, to the position and requested authorization to post the open position vacated by Mr. Nalan, both internally and externally.*
- A motion was made by Councilor Tasha Connelly, seconded by Councilor Rick Blake, appointing John Nalan to the position of Reference Librarian at the Grand Rapids Library and authorize staff to post the Public Services Clerk position, vacated by Mr. Nalan. The motion PASSED by unanimous vote.**

5:30 PM PUBLIC HEARINGS

Recessed regular meeting at 5:16 PM.

Reconvened for Public Hearing at 5:30 PM.

16. Consider conducting the Public Hearing for CP 2014-2, the 2019 Street Improvements Project.
- Mayor Adams states the reason for the public hearing. Clerk Gibeau notes that all required notices have been made and no correspondence was received by the Clerk's office regarding this matter.*
- City Engineer, Matt Wegwerth presents project overview, options considered, recommending option three.*
- A motion was made by Councilor Dale Christy, seconded by Councilor Tasha Connelly, to open the public hearing. The motion PASSED by unanimous vote.**
- Darla Rima, 836 NE 2nd Avenue, questions why the street is being narrowed for*

aesthetic purposes for three blocks. Is concerned over narrowing the street in such a busy area with heavy street parking.

Rebecca Rima-Carlson, 826 NE 2nd Avenue, is concerned over access being restricted. Is not opposing project, but is requesting that the Council not allow the narrowing of this street section.

No one else wished to speak, therefore the following motion was made.

A motion was made by Councilor Rick Blake, seconded by Councilor Tasha Connelly, to close the public hearing. The motion PASSED by unanimous vote.

ENGINEERING

Mayor Adams notes that regular session continues at the close of the public hearing.

17. Consider adopting a resolution ordering CP 2014-2, the 2019 Street Improvements Project and the plans and specifications for the Project to be completed.
- Following the public hearing and concerns expressed by residents over the proposed narrowing of three blocks in the project area, Council discusses alternative options.*

A motion was made by Councilor Connelly, seconded by Councilor Blake, to adopted Resolution 19-16, ordering CP 2014-2, 2019 Street Improvements project, plans and specifications for the project be completed including modification removing sidewalk construction and maintaining the forty (40) foot width of street where the original proposal to narrow was located. The motion carried by the following vote.

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

18. Consider approving SLA 2014-2 with SEH for design and construction engineering services related to CP 2014-2, 2019 Street Improvements Project.

A motion was made by Councilor Christy, seconded by Councilor Toven, to approve SLA 2014-2 with SEH for design & construction services 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

ADJOURNMENT

A motion was made by Councilor Connelly, second by Councilor Blake to adjourn the meeting at 6:32 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0085 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 2/6/2019 **In control:** City Council
On agenda: 2/11/2019 **Final action:**
Title: Consider approving the verified claims for the period January 19, 2019 to February 4, 2019 in the total amount of \$473,029.59.
Sponsors:
Indexes:
Code sections:
Attachments: [COUNCIL BILL LIST 02-11-19.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period January 19, 2019 to February 4, 2019 in the total amount of \$473,029.59.

Requested City Council Action

Make a motion approving the verified claims for the period January 19, 2019 to February 4, 2019 in the total amount of \$473,029.59.

DATE: 02/06/2019
 TIME: 13:59:11
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/11/2019

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
CITY WIDE		
0401740	DATEL CONSULTING GROUP LLC	267.00
1915248	SOFTWARE HARDWARE INTEGRATION	78.00
TOTAL CITY WIDE		345.00
ADMINISTRATION		
0102660	ABRAMS & SCHMIDT LLC	270.00
1415377	NORTHERN BUSINESS PRODUCTS INC	71.35
TOTAL ADMINISTRATION		341.35
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE SERVICES INC	110.20
0221650	BURGGRAF'S ACE HARDWARE	119.98
0221700	BUSY BEES QUALITY CLNG SVC INC	1,104.00
0301685	CARQUEST AUTO PARTS	149.95
0315455	COLE HARDWARE INC	139.96
1405725	NETWORK SERVICE COMPANY	280.22
1415377	NORTHERN BUSINESS PRODUCTS INC	300.00
2018680	TRU NORTH ELECTRIC LLC	620.00
TOTAL BUILDING MAINTENANCE-CITY HALL		2,824.31
COMMUNITY DEVELOPMENT		
0113235	AMERICAN PLANNING ASSOCIATION	294.00
1309133	MINNESOTA BUILDING PERMIT	100.00
TOTAL COMMUNITY DEVELOPMENT		394.00
FINANCE		
0718060	GRAND RAPIDS HERALD REVIEW	358.00
1309178	MINNESOTA GFOA TREASURER	150.00
1415377	NORTHERN BUSINESS PRODUCTS INC	131.84
TOTAL FINANCE		639.84
FIRE		
0103325	ACHESON TIRE INC	880.00
0112223	ALEX AIR APPARATUS INC	552.25
0118625	ARROW EMBROIDERY/PHOTO EXPRESS	185.00
0513235	EMERGENCY RESPONSE SOLUTIONS	598.20

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/11/2019

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FIRE		
0609671	FIRE SAFETY USA, INC	94.50
0717995	GRAND FORKS FIRE EQUIPMENT LLC	399.91
0920450	ITL PATCH COMPANY, INC	52.50
1200500	L&M SUPPLY	26.57
1415030	NAPA SUPPLY OF GRAND RAPIDS	170.27
1415484	NORTHERN LIGHTS TRUCK	3,697.85
1605740	PETROCHOICE HOLDINGS INC	156.12
	TOTAL FIRE	6,813.17
PUBLIC WORKS		
0100046	ASV HOLDINGS INC	3,557.20
0103325	ACHESON TIRE INC	250.00
0104799	ADVANCED SERVICES INC	126.00
0120725	ATTACHMENTS DIRECT LLC	4,238.00
0121721	AUTO VALUE - GRAND RAPIDS	246.67
0221650	BURGGRAF'S ACE HARDWARE	29.98
0301655	CARGILL INCORPORATED	4,543.33
0301685	CARQUEST AUTO PARTS	1,066.05
0305520	CENTRAL PARTS WAREHOUSE	209.52
0315455	COLE HARDWARE INC	53.37
0401420	DAKOTA FLUID POWER, INC	547.83
0513233	EMERGENCY AUTOMOTIVE TECH INC	209.38
0514802	ENVIROTECH SERVICES INC	5,403.92
0601690	FASTENAL COMPANY	51.51
0801836	HAWKINSON SAND & GRAVEL	389.08
0805526	HENKE MANUFACTURING CORP	286.98
1000080	J T SERVICES OF MN INC	930.00
1303039	MCCOY CONSTRUCTION & FORESTRY	728.47
1315690	MORTON SALT	1,408.04
1421155	NUCH'S IN THE CORNER	88.00
1621125	PUBLIC UTILITIES COMMISSION	3,652.54
1801615	RAPIDS WELDING SUPPLY INC	16.44
1801899	RAYS SPORT & CYCLE	1,315.48
2000400	T J TOWING	95.00
2305453	WESCO RECEIVABLES CORP	28,180.00
	TOTAL PUBLIC WORKS	57,622.79
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	2,117.11
0601690	FASTENAL COMPANY	28.81
1201850	LAWSON PRODUCTS INC	637.10
1415030	NAPA SUPPLY OF GRAND RAPIDS	84.98

DATE: 02/06/2019
 TIME: 13:59:11
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/11/2019

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FLEET MAINTENANCE		
1605740	PETROCHOICE HOLDINGS INC	744.87
TOTAL FLEET MAINTENANCE		3,612.87
POLICE		
0103325	ACHESON TIRE INC	20.00
0205725	BETZ EXTINGUISHER COMPANY	30.00
0221650	BURGGRAF'S ACE HARDWARE	41.99
0301685	CARQUEST AUTO PARTS	295.99
0409501	JOHN P. DIMICH	4,583.33
0513233	EMERGENCY AUTOMOTIVE TECH INC	155.56
1201434	LAKE WOODS CHRYSLER	1,167.87
1605665	PERSONNEL DYNAMICS LLC	522.45
TOTAL POLICE		6,817.19
CENTRAL SCHOOL		
0113233	AMERIPRIDE SERVICES INC	56.82
0218745	ASHLEY BRUBAKER	196.53
0221700	BUSY BEES QUALITY CLNG SVC INC	2,400.00
0315455	COLE HARDWARE INC	36.94
0701650	GARTNER REFRIGERATION CO	240.00
1405725	NETWORK SERVICE COMPANY	86.98
TOTAL		3,017.27
AIRPORT		
0301685	CARQUEST AUTO PARTS	19.35
0315455	COLE HARDWARE INC	32.98
0504825	EDWARDS OIL INC	850.35
0801836	HAWKINSON SAND & GRAVEL	289.85
1920240	CHAD B STERLE	610.00
TOTAL		1,802.53
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE SERVICES INC	46.56
0118230	ARENA WAREHOUSE, LLC	2,370.00
0221650	BURGGRAF'S ACE HARDWARE	117.83

DATE: 02/06/2019
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 02/11/2019

VENDOR #	NAME	AMOUNT DUE

CIVIC CENTER		
GENERAL ADMINISTRATION		
0312108	KEN CLAFTON	1,196.84
0315455	COLE HARDWARE INC	14.95
0501656	EARTHGRAINS COMPANY INC, THE	128.96
1201430	LAKE SUPERIOR CUTTING EDGE LLC	175.00
1209302	LIGHTNING BOOSTER CLUB	149.57
1309090	MINERS INC	24.25
1309332	MN STATE RETIREMENT SYSTEM	1,612.29
1405725	NETWORK SERVICE COMPANY	817.37
1421155	NUCH'S IN THE CORNER	22.51
1605611	PEPSI BEVERAGES COMPANY	724.27
1901535	SANDSTROM'S INC	1,461.42
2116600	UPPER LAKE FOODS INC	972.53
2209421	VIKING ELECTRIC SUPPLY INC	178.36
TOTAL GENERAL ADMINISTRATION		10,012.71
GENERAL CAPITAL IMPRV PROJECTS		
2010-5 MS RIVER PD BRIDGE		
1309360	MN DEPT OF TRANSPORTATION	2,901.71
TOTAL 2010-5 MS RIVER PD BRIDGE		2,901.71
ISD#318 LAND SALES & EXCHANGE		
0218115	BRAUN INTERTEC CORPORATION	2,582.25
TOTAL ISD#318 LAND SALES & EXCHANGE		2,582.25
2019 INFRASTRUCTURE BONDS		
2019-1 GLF COURSE RD UTIL EXT		
1920240	CHAD B STERLE	775.00
TOTAL 2019-1 GLF COURSE RD UTIL EXT		775.00
STORM WATER UTILITY		
1621125	PUBLIC UTILITIES COMMISSION	2,200.00
2025500	TYMCO INC	63,035.79
TOTAL		65,235.79
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$ 165,737.78
CHECKS ISSUED-PRIOR APPROVAL		

DATE: 02/06/2019
 TIME: 13:59:11
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 02/11/2019

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	757.00
0114210	D. ANDERSON - CHANGE FUND	4,980.00
0218755	CHARLES BRUEMMER	11.00
0301650	JEFF CARLSON	175.00
0301685	CARQUEST AUTO PARTS	1,188.00
0305530	CENTURYLINK QC	56.69
0312104	TONY CLAFTON	69.00
0315543	CONSTELLATION NEWENERGY -GAS	6,024.52
0401800	JEFF DAVIES	159.99
0405505	JAMES DENNY	488.60
0504610	RON EDMINSTER	75.40
0504615	JUSTIN EDMUNDSON	93.19
0508450	EHLERS AND ASSOCIATES INC	590.00
0605191	FIDELITY SECURITY LIFE INS CO	149.01
0718015	GRAND RAPIDS CITY PAYROLL	257,381.08
0718070	GRAND RAPIDS STATE BANK	65.00
0801820	HAWK CONSTRUCTION INC	1,350.00
0900060	ICTV	21,063.81
1201402	LAKE COUNTRY POWER	47.44
1205095	LEAGUE OF MN INSURANCE TRUST	1,000.00
1205105	GREG LEASE	84.19
1209516	LINCOLN NATIONAL LIFE	1,080.27
1300030	MCFOA REGION II	60.00
1305046	MEDIACOM LLC	116.90
1309149	MN CHIEFS OF POLICE ASSOC	1,165.00
1309180	MN STATE FIRE CHIEFS ASSOC	855.00
1309199	MINNESOTA ENERGY RESOURCES	1,140.51
1309302	MN DEPT OF PUBLIC SAFETY	22.00
1309304	MN DEPT OF PUBLIC SAFETY	25.00
1309338	MN STATE TREAS/BLDG INSPECTOR	851.69
1325445	RANDY MYHRER	11.00
1415479	NORTHERN DRUG SCREENING INC	40.00
1520720	KEVIN OTT	383.80
1601305	THOMAS J. PAGEL	939.34
1601750	PAUL BUNYAN COMMUNICATIONS	276.78
1605734	JON PETERSON	92.00
2114360	UNITED PARCEL SERVICE	14.38
2114750	UNUM LIFE INSURANCE CO OF AMER	259.94
2205637	VERIZON WIRELESS	1,277.49
2301700	WASTE MANAGEMENT OF MN INC	2,496.79
2305447	WELLS FARGO BANK NA	375.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 307,291.81

TOTAL ALL DEPARTMENTS 473,029.59



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0077 **Version:** 1 **Name:** Resolution EAS Trail
Type: Agenda Item **Status:** Consent Agenda
File created: 1/29/2019 **In control:** City Council
On agenda: 2/11/2019 **Final action:**
Title: Consider adopting a resolution certifying the environmental assessment statement for CP 2019-2, Grand Rapids/Cohasset Connection Trail.

Sponsors:

Indexes:

Code sections:

Attachments: [gr-c-connection resolution 2019-2 Trail.pdf](#)

Date	Ver.	Action By	Action	Result
1/28/2019	1	City Council		

Consider adopting a resolution certifying the environmental assessment statement for CP 2019-2, Grand Rapids/Cohasset Connection Trail.

Background Information:

CP 2019-2, Grand Rapids / Cohasset Connection Trail, was awarded a \$150,000 grant from the Minnesota DNR. In order to receive the funds, the City was required to complete an Environmental Assessment Statement (EAS). Attached is a copy of the EAS and grant certification form. The attached resolution accepts the EAS and authorizes the mayors signature and submittal.

Staff Recommendation:

City staff recommend certifying the environmental assessment statement for CP 2019-2, Grand Rapids/Cohasset Connection Trail and authorizing the Mayor's signature

Requested City Council Action

Make a motion adopting a resolution certifying the environmental assessment statement for CP 2019-2, Grand Rapids/Cohasset Connection Trail.

CITY OF GRAND RAPIDS, MINNESOTA

RESOLUTION NO. _____

AUTHORIZING MAYOR'S SIGNATURE ON GRAND RAPIDS/COHASSET CONNECTION TRAIL GRANT CERTIFICATION FORM & ENVIRONMENTAL ASSESSMENT STATEMENT (EAS) AND MAKING THE DECISION TO NOT ORDER A DISCRETIONARY STATE ENVIRONMENTAL ASSESSMENT WORKSHEET (EAW) FOR THE PROPOSED PROJECT

WHEREAS, the City of Grand Rapids was notified by the Minnesota Department of Natural Resources (MnDNR) on June 15, 2018 that the Grand Rapids/Cohasset Connection Trail Project (Project #C014-18-2A) was awarded a Local Trail Connections Program grant totaling \$150,000 to construct 0.8 miles of 10-foot wide bituminous non-motorized trail to connect the City of Cohasset to the City of Grand Rapids trail system; and

WHEREAS, the reimbursement grant in the amount of \$150,000 is to be established contingent upon final processing of the grant application; and

WHEREAS, the grant award will be reimbursed to the City of Grand Rapids on a matching basis for eligible costs outlined in the program manual and the City of Grand Rapids' application; and

WHEREAS, the City of Grand Rapids is required to complete additional documentation before it may access the grant funds which includes trail project environmental review compliance; and

WHEREAS, the City of Grand Rapids is the Responsible Governmental Unit for environmental review of the Grand Rapids/Cohasset Connection Trail Project; and

WHEREAS, the City of Grand Rapids undertook an environmental review process to determine if the Grand Rapids/Cohasset Connection Trail Project has the potential for significant environmental effects, and prepared the Grand Rapids/Cohasset Connection Trail Project MnDNR EAS; and

WHEREAS, the MnDNR EAS concluded there will be no significant environmental effects resulting from the proposed Grand Rapids/Cohasset Connection Trail Project, as proposed; and

WHEREAS, the Grand Rapids/Cohasset Connection Trail Project does not meet the mandatory state EAW threshold described at Minnesota Rules, 4410.4300; and

WHEREAS, based on the information contained in the MnDNR EAS, the Grand Rapids City Council chooses to not order a discretionary state EAW for the proposed project and

officially makes the determination that the Grand Rapids/Cohasset Connection Trail Project can proceed and is in compliance with all Environmental Quality Board (EQB) rules; and

WHEREAS, any person may request the preparation of an EAW on a project by filing a petition that contains the signatures and mailing addresses of at least 100 individuals who reside or own property in the state in accordance with Minn. Stat. §116D.04, Subd. 2a, paragraph (c) and Minnesota Environmental Review rules, in part 4410.1100, Petition Process, in subpart 1; and

NOW, THEREFORE, BE IT RESOLVED, that the Grand Rapids City Council hereby makes the following specific findings of fact:

1. Grand Rapids is the Responsible Governmental Unit for preparation of environmental review of the project.
2. A MnDNR EAS was prepared and will be submitted to the MnDNR.
3. In considering the type, extent, and reversibility of the environmental effects of the project, there will be no significant environmental effects resulting from the proposed Grand Rapids/Cohasset Connection Trail Project, as proposed.
4. The extent to which the environmental effects of the project are subject to mitigation by ongoing public regulatory authority indicates that this project does not have the potential for significant environmental effects.

; and

BE IT FURTHER RESOLVED, that the Grand Rapids/Cohasset Connection Trail Project hereby concludes that, based upon information gathered during the environmental review process and all of the input received with respect to the MnDNR EAS, a discretionary state EAW is not needed for the Grand Rapids/Cohasset Connection Trail Project, as currently proposed; and

BE IT FURTHER RESOLVED, that the Grand Rapids City Council hereby authorizes the distribution of this resolution on the need for an EAW with the submittal of the EAS to the MnDNR; and

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Grand Rapids on _____, 2019.

SIGNED:

WITNESSED:

(Signature)

(Signature)

(Title)

(Date)

(Title)

(Date)



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0079 **Version:** 1 **Name:** Memorandum of Understanding - Central Pension Fund
Type: Agenda Item **Status:** Consent Agenda
File created: 1/29/2019 **In control:** City Council
On agenda: 2/11/2019 **Final action:**
Title: Consider approving Memorandum of Understanding regarding Central Pension Fund
Sponsors:
Indexes:
Code sections:
Attachments: [CPF \(January 2019\) - MEMORANDUM OF UNDERSTANDING](#)

Date	Ver.	Action By	Action	Result
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Consider approving Memorandum of Understanding regarding Central Pension Fund

Background Information:

The Public Works Local 49 members are allowed to contribute their own funds into the Local 49 Central Pension Fund in accordance with a Letter of Understanding executed between the City and the Union. We agreed that if the union members would like to change the hourly contribution outlined in the Letter of Understanding, it will notify the City of such change, and the Union and the Employer will work together to implement member approved changes as soon as it is practicable. The Letter of Understanding will be updated when such changes occur.

We have been notified that the Public Works Union would like to change their hourly contribution from \$.50 to \$1.00 effective as soon as possible, which would be February 24, 2019. Attached is a Memorandum of Understanding we are requesting to implement.

Staff Recommendation:

Director of Human Resources Lynn DeGrio is recommending the adoption of the Memorandum of Understanding (MOU) regarding the Central Pension Fund. The MOU has been reviewed by Labor Attorney Marylee Abrams as well as Director of Finance Barb Baird.

Requested City Council Action

Make a motion to adopt the Memorandum of Understanding regarding the Central Pension Fund and authorize the Mayor to execute the agreement.

MEMORANDUM OF UNDERSTANDING
Central Pension Fund
City of Grand Rapids

The purpose of this Memorandum of Understanding is to assist both Labor and Management in identifying and implementing the Central Pension Fund (CPF) contribution rate.

- 1) The CPF is a supplemental Pension Fund authorized by Minnesota Statutes, §356.24, subdivision 1(10).
- 2) The parties agree that the agreed upon amount that would otherwise be paid in salary or wages will be contributed instead to the CPF as pre-tax employer contributions. Contributions from the City will not be funded from any source other than this wage reduction.
- 3) The Employer shall pay this contribution directly to the I.U.O.E. Central Pension Fund at 4115 Chesapeake Street NW, Washington, D.C. 20016.
- 4) For purposes of determining future wage rates, the Employer shall first restore the amount of the wage reduction, which is currently the CPF contribution rate of \$1.00 per hour, then apply the applicable wage multiplier, then reduce the revised wage by the CPF contribution rate.
- 5) For purposes of calculating overtime compensation the Employer shall first restore the amount of the wage reduction (\$1.00/hr.) then apply the applicable 1.5 wage multiplier required under the Fair Labor Standards Act and the collective bargaining agreement, then pay the resulting amount for overtime worked.
- 6) A contribution of \$2.40 per straight time hour worked prevents annual CPF contributions for individual employees from exceeding \$5,000.00 in a year and therefore complies with limitations set forth under Minnesota Statute § 356.24, subd. 1(10) as amended.
- 7) The parties agree that the Public Employees Retirement Association interprets employer contributions to the CPF as being included in determining "salary" for the purposes of the public pension.
- 8) The CPF Plan of Benefits and the Agreement and Declaration of Trust will serve as the governing documents.
- 9) Effective February 24, 2019 the contribution rate equals \$1.00 for all hours worked.
- 10) Members, by majority vote, may change the contribution rate at any time during the life of this agreement. The Union and the employer will work together to implement member approved changes as soon as is practicable.

Employer:

Ryan Davies, Business Representative

Date:

Date:



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	19-0081	Version:	1	Name:	Consider adopting a resolution accepting a donation of \$100.00 dollars from Bruce Ross-Sheriff, for the Animal Control Facility.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	2/4/2019	In control:		In control:	City Council
On agenda:	2/11/2019	Final action:		Final action:	
Title:	Consider adopting a resolution accepting a donation of \$100.00 dollars from Bruce Ross-Sheriff, for the Animal Control Facility.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	100 donation DACF DACF Ross-Sheriff Don Res				

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a donation of \$100.00 dollars from Bruce Ross-Sheriff, for the Animal Control Facility.

Background Information:

The Police Department received a letter in the mail from Bruce Ross-Sheriff; along with the letter, he sent a check for \$100.00 dollars. He would like to donate the money to the Animal Control Facility after reading a letter written to the Herald Review.

Staff Recommendation:

Please consider adopting a resolution accepting a donation of \$100.00 dollars from Bruce Ross-Sheriff for the Animal Control Facility.

Requested City Council Action

Make a motion to adopt a resolution accepting a donation of \$100.00 dollars from Bruce Ross-Sheriff for the Animal Control Facility.

**Bruce Ross-Sheriff
2601 Blaine Drive
Chevy Chase, MD 20815**

December 6, 2018

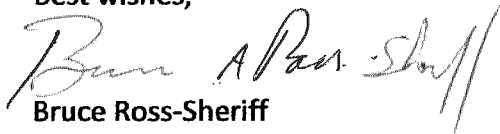
**Grand Rapids Domestic
Animal Control Facility
Police Department
420 N. Pokegama Ave
Grand Rapids, MN 55744-2658**

Dear Sirs,

After reading a letter written by Lisa Whelan to the Herald Review, I felt moved to express my appreciation of her sentiment by making a gesture of support to some causes that she supports. I have never met her, so I looked at her facebook page and saw that she feels very good about the Animal Control Facility and the Second Harvest Food Bank.

So, I have made a contribution to the Food Bank and with this letter I am sending my check for a modest contribution (\$100) to the work of the Animal Control Facility. I hope this donation can be used to support your good work with a minimum of time spent on bookkeeping and record keeping tasks. I do not need a receipt.

Best wishes,


Bruce Ross-Sheriff

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

RESOLUTION NO. 19-

A RESOLUTION ACCEPTING A DONATION OF \$100 FROM BRUCE ROSS-SHERIFF
TO THE GRAND RAPIDS' DOMESTIC ANIMAL CONTROL FACILITY

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:

- Bruce Ross-Sheriff has donated \$100 for use at the Domestic Animal Control Facility.

Adopted this 11th day of February, 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 #: 19-0082 **Version:** 1 **Name:** Bonding for Civic Center
Type: Agenda Item **Status:** Consent Agenda
File created: 2/5/2019 **In control:** City Council
On agenda: 2/11/2019 **Final action:**
Title: Consider adopting a resolution in support of State of Minnesota granting State Bonds for improvements at the IRA Civic Center and Committing to local match.

Sponsors:

Indexes:

Code sections:

Attachments: [2-11-19 Resolution for State Bonds.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution in support of State of Minnesota granting State Bonds for improvements at the IRA Civic Center and Committing to local match.

Background Information:

As noted in the attached resolution, there is an emergency need to replace the truss/roof structure, refrigeration system and complete needed ADA, health and safety and convention updates. Repairs and updates are estimated at \$10,976,517, of which \$5,085,486 are related to the truss/roof replacement. The City of Grand Rapids is committed to a fifty percent (50%) match.

Staff Recommendation:

Adopt resolution and authorize staff to move forward in seeking State Bonding.

Requested City Council Action

Make a motion adopting a resolution in support of State of Minnesota granting State Bonds for improvements at the IRA Civic Center and Committing to local match.

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

RESOLUTION NO. 19-____

A RESOLUTION IN SUPPORT OF THE STATE OF MINNESOTA
GRANTING STATE BONDS FOR IMPROVEMENTS AT THE
IRA CIVIC CENTER AND COMMITTING TO THE LOCAL MATCH

WHEREAS, the IRA Civic Center located in the City of Grand Rapids serves the regional needs as a civic and convention center beyond the residents of the City; and

WHEREAS, the IRA Civic Center, originally constructed in 1962 with a wood truss system has an emergency need to replace the truss/roof structure along with needed refrigeration replacement, ADA improvements, health and safety improvements, and convention updates; and

WHEREAS, two independent structural engineers have studied and analyzed the truss/roof system after two truss members have failed and recommended the building be evacuated if one foot of snow accumulates on the roof; and

WHEREAS, the needed repairs to the IRA Civic Center are estimated at \$10,976,517 of which \$5,085,486 are related to the truss/roof replacement; and

WHEREAS, the City of Grand Rapids is committed to the fifty percent match of \$5,488,259.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, requests emergency State Bond funding in an amount of \$5,488,258, for the needed improvements at the IRA Civic Center.

Adopted by the City Council this 11th day of February, 2019.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

Councilor _____ seconded the foregoing resolution and the following voted in favor thereof: _____; and the following voted against it: _____, whereby the resolution was declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0083 **Version:** 1 **Name:** CP 2019-1 Approve Plans and Order Ad for Bids
Type: Agenda Item **Status:** Consent Agenda
File created: 2/5/2019 **In control:** City Council
On agenda: 2/11/2019 **Final action:**

Title: Consider adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2019-1, the Golf Course Road Utility Extension-Great River Acres Project.

Sponsors:

Indexes:

Code sections:

Attachments: [2-11-19 Resolution CP 2019-1 Ordering Advertisement](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2019-1, the Golf Course Road Utility Extension-Great River Acres Project.

Background Information:

Plans and specifications are complete and ready for advertising for bids on CP 2019-1, the Golf Course Road Utility Extension-Great River Acres Project. The attached resolution moves the project forward.

Staff Recommendation:

City staff recommends adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2019-1, the Golf Course Road Utility Extension-Great River Acres Project.

Requested City Council Action

A motion adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2019-1, the Golf Course Road Utility Extension-Great River Acres Project.

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

RESOLUTION NO. 19-__

**A RESOLUTION TO APPROVE PLANS AND SPECIFICATIONS AND
ORDER ADVERTISEMENT FOR BIDS FOR
Golf Course Road Utility Extension-Great River Acres
City Project 2019-1**

WHEREAS, Resolution 19-15, ordered in the project and directed the preparations of plans and specifications for CP 2019-1, the Golf Course Road Utility Extension-Great River Acres Project, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS,
MINNESOTA:

1. The plans and specifications for this project, copies of which were presented to the City Council and on file in the City Engineer's office, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that online bids will be received by the City Engineer until 10:00 a.m., on Tuesday, March 5, 2019, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Engineer, will then be tabulated, and will be considered by the Council at the regular meeting of the Council at 5:00 p.m., Monday, March 11, 2019, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bids will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless received and accepted via the online electronic bid service and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the Clerk for 5 percent (5%) of the amount of such bid.

Adopted by the Council this 11th day of February, 2019.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0084 **Version:** 1 **Name:** CP 2019-2 Approve Longyear Realty Easement
Type: Agenda Item **Status:** Consent Agenda
File created: 2/5/2019 **In control:** City Council
On agenda: 2/11/2019 **Final action:**

Title: Consider approving a public service and infrastructure easement with Longyear Realty Corporation related to CP 2019-2, Grand Rapids-Cohasset Connection Trail Project in the amount of \$500.00.

Sponsors:

Indexes:

Code sections:

Attachments: [Longyear Easement Package](#)
[Executed Longyear Easement](#)

Date	Ver.	Action By	Action	Result
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Consider approving a public service and infrastructure easement with Longyear Realty Corporation related to CP 2019-2, Grand Rapids-Cohasset Connection Trail Project in the amount of \$500.00.

Background Information:

CP 2019-2 includes the construction of a 10 foot wide paved trail. In order to properly construct the project, an easement is required from the property owner. The property owner has executed the necessary documents and the total cost for this easement is \$500.00 plus recording fees. The documents are attached.

Staff Recommendation:

City staff is recommending approval of a public service and infrastructure easement with Longyear Realty Corporation related to CP 2019-2, Grand Rapids-Cohasset Connection Trail Project.

Requested City Council Action

Make a motion approving a public service and infrastructure easement with Longyear Realty Corporation related to CP 2019-2, Grand Rapids-Cohasset Connection Trail Project.



November 19, 2018

Longyear Realty Corporation
210 N Front Street, 1st Floor
Marquette, MI 49855

Dear Stephen J Hicks,

The City of Grand Rapids is proposing a new multipurpose connection trail between the City of Cohasset and Grand Rapids adjacent to your property in 2019. Included in this project are a 10ft wide paved trail, storm culvert improvements and site grading. As a result of this work, an easement will be required across part of the property owned by **LONGYEAR REALTY CORPORATION**. The physical address of the property is located along County Road 63 in Grand Rapids.

Enclosed are the documents needed to help facilitate this project.

First is the **Minimum Damage Acquisition Form** used by the City of Grand Rapids to establish value. This is for your information only and does not need to be returned.

The **Public Service and Infrastructure Easement**. Please review and verify the information in this document, especially the **name of the owner** and the **names/titles of those authorized to execute conveyances for property**. If the information currently shown on the document is correct, please have the authorized person or persons sign the document, have the document notarized, and return the document to me for recording. You may bring the document to our department for signatures, as our administrative assistant is a public notary.

Third is what we call the **Offer Letter**. Please review this document and if it is acceptable, **sign and return it**.

Fourth is form **W-9**, which is the request for taxpayer identification number and certification

If you have any questions or would like to meet again to discuss the project, please call me at 218-326-7625 or by email at mwegwerth@ci.grand-rapids.mn.us. Thank you for your time and attention to this matter. I look forward to hearing from you.

Sincerely,

Matt Wegwerth, PE
City Engineer, City of Grand Rapids

Attachments: Minimum Damage Acquisition Form, Public Service and Infrastructure Easement, Offer Letter, & W-9 Form



MEMO

DATE : November 19, 2018
TO : Tom Pagel – Grand Rapids City Administrator
FROM : Matt Wegwerth – Grand Rapids City Engineer
SUBJECT : Minimum Damage Acquisition

Grand Rapids/Cohasset Connection Trail
Fee Owners: Longyear Realty Corporation

Exhibit 1

Longyear Realty Corporation
Parcel Numbers: 91-019-2201

Existing Legal Description Parcel No. 91-019-2201

THE PART OF GOVERNMENT LOT 3, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA, LYING WESTERLY AND SOUTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 3; THENCE NORTH 86 DEGREES 48 MINUTES 06 SECONDS EAST, ASSIGNED BEARING, ALONG THE NORTH LINE OF SAID GOVERNMENT LOT 3, A DISTANCE OF 190.35 FEET TO THE NORTHWEST CORNER OF THE WEST 190.00 FEET OF SAID GOVERNMENT LOT 3 AND THE POINT OF BEGINNING OF THE LINE TO BE HEREIN DESCRIBED; THENCE SOUTH 00 DEGREES 17 MINUTES 11 SECONDS WEST, ALONG THE EAST LINE OF SAID WEST 190.00 FEET A DISTANCE OF 505.94 FEET; THENCE SOUTH 44 DEGREES 19 MINUTES 07 SECONDS EAST 409.82 FEET; THENCE SOUTH 85 DEGREES 17 MINUTES 34 SECONDS EAST 432.64 FEET; THENCE SOUTH 75 DEGREES 32 MINUTES 33 SECONDS EAST 299.16 FEET; THENCE SOUTH 53 DEGREES 17 MINUTES 09 SECONDS EAST 339.36 FEET TO THE EAST LINE OF SAID GOVERNMENT LOT 3 AND SAID DESCRIBED LINE THERE TERMINATING.

TOGETHER WITH
GOVERNMENT LOT 4, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH

GOVERNMENT LOT 10, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH
THE WEST 660.00 FEET OF GOVERNMENT LOT 5, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH
THE WEST 660 FEET IF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH NON-EXCLUSIVE EASEMENT AND RIGHTS TO OVERFLOW AND ENVIRONMENTALLY AFFECT ADJACENT LANDS FOR THE BENEFIT OF PORTIONS OF THE PROPERTY DESCRIBED HEREIN AS SET FORTH IN DEED OF APPURTENANT EASEMENT RECORDED AS DOCUMENT NO. 336782 IN OFFICE OF THE COUNTY RECORDER, ITASCA COUNTY, MINNESOTA.

Public Service and Infrastructure Easement

A PERPETUAL EASEMENT FOR TRAIL PURPOSES, OVER, UNDER AND ACROSS THAT PART OF GOVERNMENT LOT 3 OF SECTION 19, TOWNSHIP 55 NORTH, RANGE 26 WEST, ITASCA COUNTY, MINNESOTA WHICH LIES SOUTHERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF COUNTY STATE AIDE HIGHWAY 63 AND NORTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 3; THENCE SOUTH 00 DEGREES 17 MINUTES 11 SECONDS WEST ON AN ASSUMED BEARING ALONG THE WEST LINE OF SAID GOVERNMENT LOT 3 A DISTANCE OF 49.92 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF COUNTY STATE AIDE HIGHWAY 63 AND THE POINT OF BEGINNING OF THE LINE TO BE DESCRIBED; THENCE SOUTH 00 DEGREES 17 MINUTES 33 SECONDS WEST A DISTANCE OF 28.67 FEET; THENCE SOUTH 89 DEGREES 14 MINUTES 59 SECONDS EAST A DISTANCE OF 94.54 FEET AND SAID LINE THERE TERMINATING.

Purpose of Acquisition:

The purpose of the MDA is to estimate the effect on fair market value of the subject parcel with regard to a permanent easement adjacent to County Road 63. The need for the acquisition is for the construction of a bituminous multi-use trail that connects to existing facilities within Cohasset.

History of Ownership

The subject property is currently owned by Longyear Realty Corporation, a Corporation.

Zoning Description

The subject property is currently zoned by the City of Grand Rapids as Industrial.

Highest and Best Use:

Its highest and best is its present use with addition of a multi-use trail.

Description of Acquisition:

A permanent easement for the grading and placement of a multi-use trail along with storm facility improvements.

Site Description after acquisition:

The property will essentially remain the same with an addition of a 10' bituminous multi-use trail and grading near the existing highway. The disturbed areas will be seeded as needed after construction of the slopes.

Land Value:

Permanent Easement value is \$0.12 per sq. ft. x 2770 sq. ft. =	<u>\$ 332.40</u>
Total	<u>\$ 332.40</u>

Rounded to \$500 (Minimum Easement)

Total Value is \$ 500.00

Final Value Conclusion:

The new acquisition will not adversely affect the subjects' present or future value nor will it diminish the value of the remainder.

Approved: _____

Don Peyer

Date: 11/19/2018

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this _____ day of _____, 20__, between **Longyear Realty Corporation, a Corporation**, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

Parcel 91-019-2201
Existing Legal Description (Itasca County GIS Mapping System)

THE PART OF GOVERNMENT LOT 3, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA, LYING WESTERLY AND SOUTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 3; THENCE NORTH 86 DEGREES 48 MINUTES 06 SECONDS EAST, ASSIGNED BEARING, ALONG THE NORTH LINE OF SAID GOVERNMENT LOT 3, A DISTANCE OF 190.35 FEET TO THE NORTHWEST CORNER OF THE WEST 190.00 FEET OF SAID GOVERNMENT LOT 3 AND THE POINT OF BEGINNING OF THE LINE TO BE HEREIN DESCRIBED; THENCE SOUTH 00 DEGREES 17 MINUTES 11 SECONDS WEST, ALONG THE EAST LINE OF SAID WEST 190.00 FEET A DISTANCE OF 505.94 FEET; THENCE SOUTH 44 DEGREES 19 MINUTES 07 SECONDS EAST 409.82 FEET; THENCE SOUTH 85 DEGREES 17 MINUTES 34 SECONDS EAST 432.64 FEET; THENCE SOUTH 75 DEGREES 32 MINUTES 33 SECONDS EAST 299.16 FEET; THENCE SOUTH 53 DEGREES 17 MINUTES 09 SECONDS EAST 339.36 FEET TO THE EAST LINE OF SAID GOVERNMENT LOT 3 AND SAID DESCRIBED LINE THERE TERMINATING.

TOGETHER WITH:

GOVERNMENT LOT 4, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH:

GOVERNMENT LOT 10, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH:

THE WEST 660.00 FEET OF GOVERNMENT LOT 5, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH:

THE WEST 660 FEET IF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH:

NON-EXCLUSIVE EASEMENT AND RIGHTS TO OVERFLOW AND ENVIRONMENTALLY AFFECT ADJACENT LANDS FOR THE BENEFIT OF PORTIONS OF THE PROPERTY DESCRIBED HEREIN AS SET FORTH IN DEED OF APPURTENANT EASEMENT RECORDED AS DOCUMENT NO. 336782 IN OFFICE OF THE COUNTY RECORDER, ITASCA COUNTY, MINNESOTA.

WHEREAS, Grantor has agreed to grant Grantee an easement for multi-use trail purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public service and infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:

Rights to be Acquired:

Parcel 91-019-2201

Longyear Realty Corporation, a Corporation

A permanent easement for public service and infrastructure purposes over, under, and across that part of the above described Parcel 19-019-2201 described as follows:

A PERPETUAL EASEMENT FOR TRAIL PURPOSES, OVER, UNDER AND ACROSS THAT PART OF GOVERNMENT LOT 3 OF SECTION 19, TOWNSHIP 55 NORTH, RANGE 26 WEST, ITASCA COUNTY, MINNESOTA WHICH LIES SOUTHERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF COUNTY STATE AIDE HIGHWAY 63 AND NORTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 3; THENCE SOUTH 00 DEGREES 17 MINUTES 11 SECONDS WEST ON AN ASSUMED BEARING ALONG THE WEST LINE OF SAID GOVERNMENT LOT 3 A DISTANCE OF 49.92 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF COUNTY STATE AIDE HIGHWAY 63 AND THE POINT OF BEGINNING OF THE LINE TO BE DESCRIBED; THENCE SOUTH 00 DEGREES 17 MINUTES 33 SECONDS WEST A DISTANCE OF 28.67 FEET; THENCE SOUTH 89 DEGREES 14 MINUTES 59 SECONDS EAST A DISTANCE OF 94.54 FEET AND SAID LINE THERE TERMINATING.

Containing 2,770 SF, more or less.

Easement shown on attached EXHIBIT 1

IN WITNESS WHEREOF, said Grantor has caused this instrument to be executed on the day and year first above written.

GRANTOR: Longyear Realty Corporation, a Corporation

Stephen J. Hicks, President of Longyear Realty Corporation

STATE OF MINNESOTA)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20__ by Stephen J. Hicks, President of and behalf of Longyear Realty Corporation, a Corporation, Grantor.

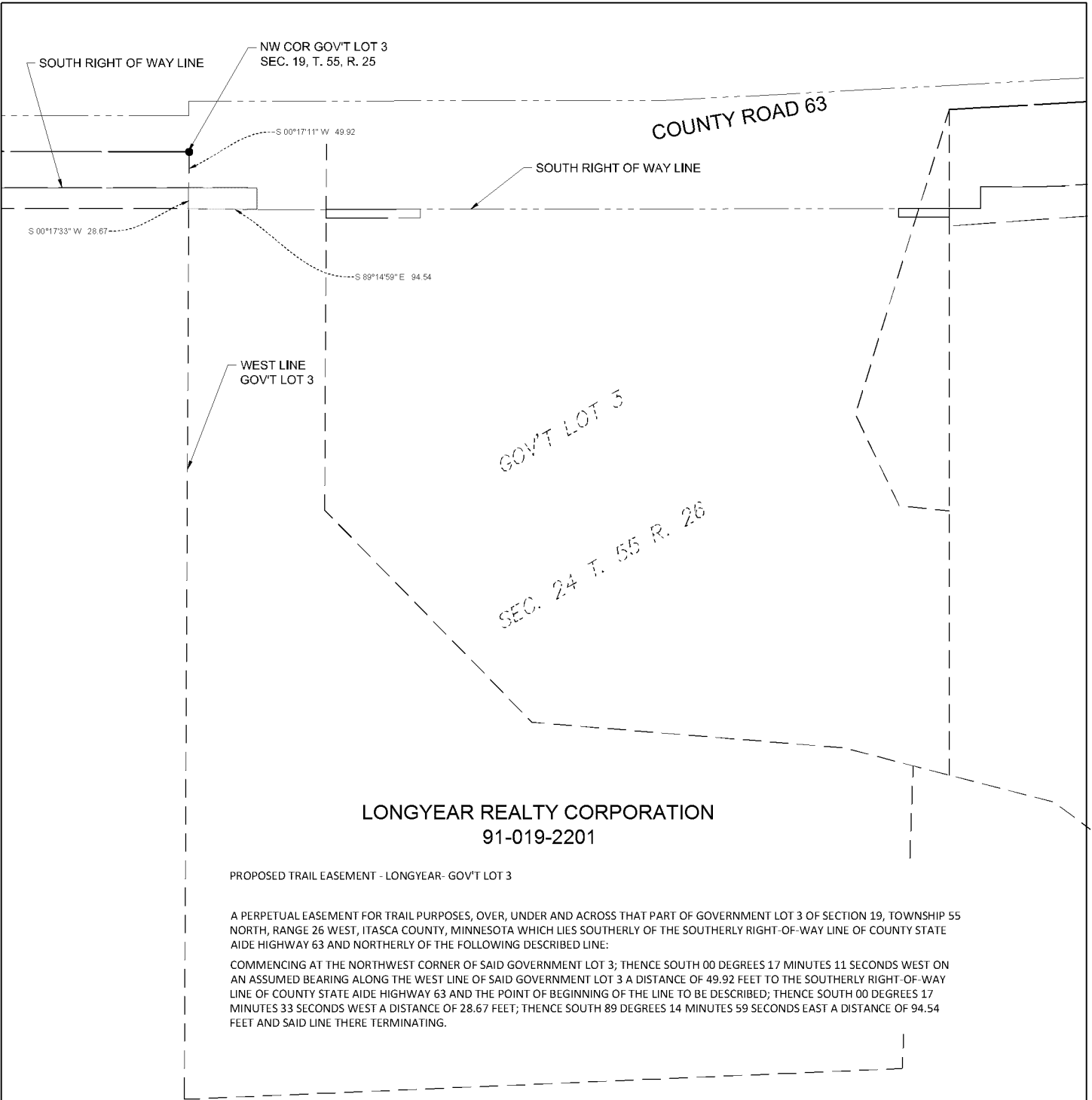
(Notary Stamp or Seal)

Signature of Person Taking Acknowledgement

This conveyance is entitled to recording without payment of fee pursuant to Minnesota Statutes Section 386.77, it being for the benefit of the City of Grand Rapids, MN.

This instrument was drafted by: Dan Skinner, Short Elliot Hendrickson Inc. 21 NE 5th Street, Suite 200, Grand Rapids, MN 55744 for the City of Grand Rapids, 420 N Pokegama Avenue Grand Rapids, MN 55744.

Save: 11/20/2018 8:56 AM jnewman Plot: 11/21/2018 10:34 AM p:\FUG\GRANDRAPIDS\1478775-final-dsgn\51-drawings\10-Civil\cad\dwg\easements\Longyear_Realty_Corporation_1.dwg



LONGYEAR REALTY CORPORATION
91-019-2201

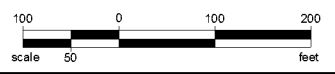
PROPOSED TRAIL EASEMENT - LONGYEAR - GOV'T LOT 3

A PERPETUAL EASEMENT FOR TRAIL PURPOSES, OVER, UNDER AND ACROSS THAT PART OF GOVERNMENT LOT 3 OF SECTION 19, TOWNSHIP 55 NORTH, RANGE 26 WEST, ITASCA COUNTY, MINNESOTA WHICH LIES SOUTHERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF COUNTY STATE AIDE HIGHWAY 63 AND NORTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 3; THENCE SOUTH 00 DEGREES 17 MINUTES 11 SECONDS WEST ON AN ASSUMED BEARING ALONG THE WEST LINE OF SAID GOVERNMENT LOT 3 A DISTANCE OF 49.92 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF COUNTY STATE AIDE HIGHWAY 63 AND THE POINT OF BEGINNING OF THE LINE TO BE DESCRIBED; THENCE SOUTH 00 DEGREES 17 MINUTES 33 SECONDS WEST A DISTANCE OF 28.67 FEET; THENCE SOUTH 89 DEGREES 14 MINUTES 59 SECONDS EAST A DISTANCE OF 94.54 FEET AND SAID LINE THERE TERMINATING.

LEGEND

PROPOSED - EASEMENT		QUARTER SECTION	
SECTION LINE		SECTION	
PROPERTY LINE		RIGHT-OF-WAY	



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

DANIEL W. SKINNER, LS
Date: 11/24/18 Lic. No. 40827

PHONE: 218.322.4500
21 NE 5TH ST STE 200
GRAND RAPIDS, MN 55744
www.sehinc.com

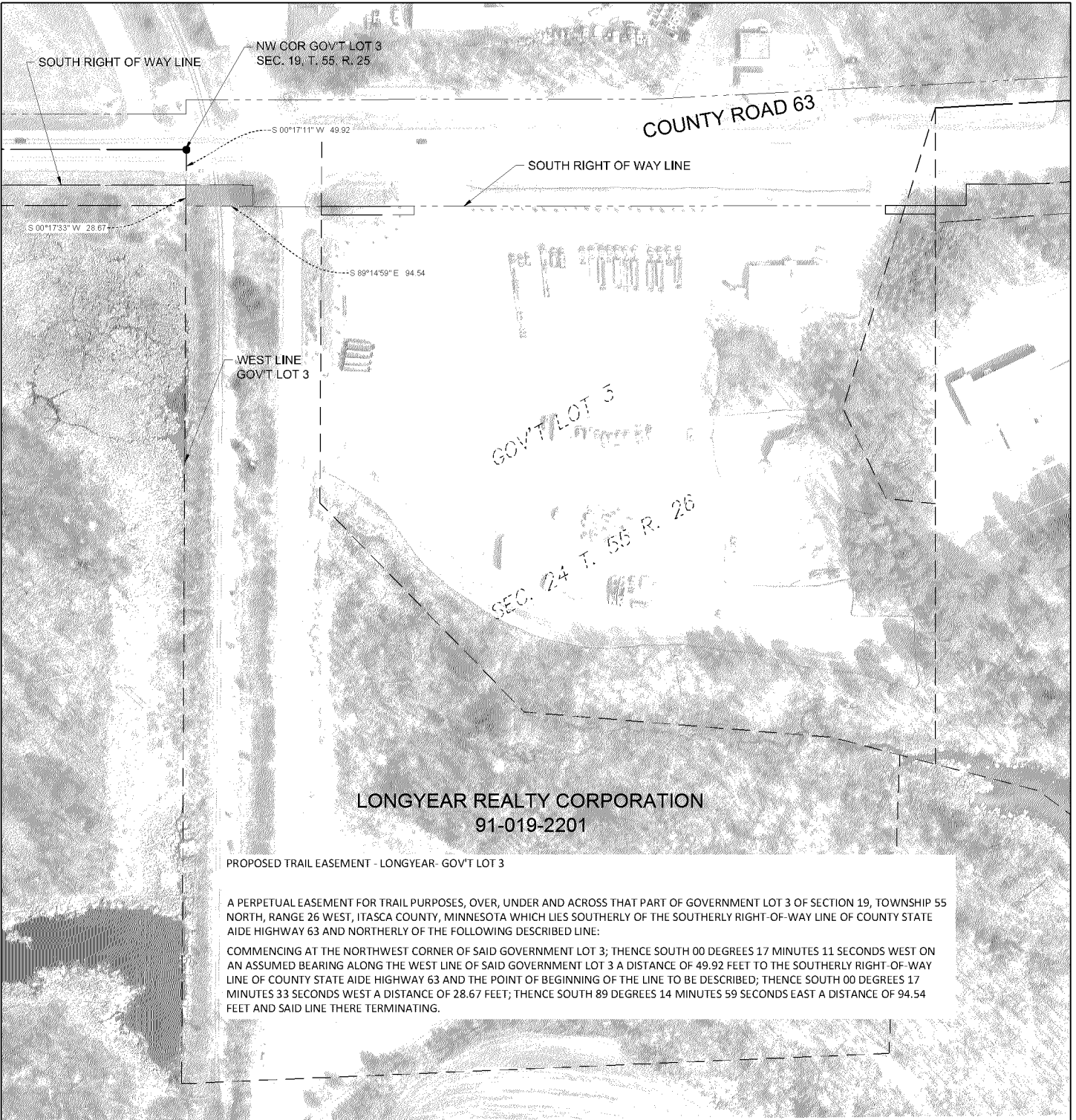
FILE NO.
GRANR 147877

DATE:
11/19/18

LONGYEAR REALTY CORPORATION
EASEMENT EXHIBIT
GRAND RAPIDS, MINNESOTA

EXHIBIT NO. 1

Save: 11/20/2018 9:02 AM jnewman Plot: 11/21/2018 10:34 AM p:\FUG\GRAND RAPIDS\1478775-final-dsgn\51-drawings\10-Civil\road\wg\easements\Longyear_Realty_Corporation_1A.dwg



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PROPERTY LINE		RIGHT-OF-WAY	



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DANIEL W. SKINNER, LS
 Date: 11/24/18 Lic. No. 40827

PHONE: 218.322.4500
 21 NE 5TH ST STE 200
 GRAND RAPIDS, MN 55744
 www.sehinc.com

FILE NO.
 GRANR 147877

DATE:
 11/19/18

**LONGYEAR REALTY CORPORATION
 EASEMENT EXHIBIT
 GRAND RAPIDS, MINNESOTA**

**EXHIBIT
 NO. 1A**



OFFER LETTER

November 19, 2018

Longyear Realty Corporation
210 North Front Street, 1st Floor
Marquette, MI 49855

RE: Purchasing Public Service and Infrastructure Easement

Dear Stephen J. Hicks,

The City of Grand Rapids hereby submits to you an offer of **\$500.00**, which is the amount of the minimum easement value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT" attached hereto, disregarding any change in the before value of the property caused by the Grand Rapids/Cohasset Connection Trail Project.

The City's appraisal of market value is based on information compiled from the Itasca County Assessors Office and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer, you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the

proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what tax consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Barb Baird, Finance Director, at 218.326.7615

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.

This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Wegwerth". The signature is fluid and cursive, written over a horizontal line.

By: Matt Wegwerth, PE
City Engineer

Receipt is acknowledged of original of this letter, enclosures and attachments mentioned herein.

Stephen J. Hicks, President

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <hr/> <p>2 Business name/disregarded entity name, if different from above</p> <hr/> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <hr/> <p>6 City, state, and ZIP code</p> <hr/> <p>7 List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p> <p style="text-align: center;">CITY OF GRAND RAPIDS 420 N POKEGAMA AVE GRAND RAPIDS MN 55744</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
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or								
Employer identification number								
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-	-							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 30th day of January, 2019, between **Longyear Realty Corporation, a Michigan Corporation**, of 210 N. Front Street, Marquette, MI 49855 hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

Parcel 91-019-2201

Existing Legal Description (Itasca County GIS Mapping System)

THE PART OF GOVERNMENT LOT 3, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA, LYING WESTERLY AND SOUTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHWEST CORNER OF SAID GOVERNMENT LOT 3; THENCE NORTH 86 DEGREES 48 MINUTES 06 SECONDS EAST, ASSIGNED BEARING, ALONG THE NORTH LINE OF SAID GOVERNMENT LOT 3, A DISTANCE OF 190.35 FEET TO THE NORTHWEST CORNER OF THE WEST 190.00 FEET OF SAID GOVERNMENT LOT 3 AND THE POINT OF BEGINNING OF THE LINE TO BE HEREIN DESCRIBED; THENCE SOUTH 00 DEGREES 17 MINUTES 11 SECONDS WEST, ALONG THE EAST LINE OF SAID WEST 190.00 FEET A DISTANCE OF 505.94 FEET; THENCE SOUTH 44 DEGREES 19 MINUTES 07 SECONDS EAST 409.82 FEET; THENCE SOUTH 85 DEGREES 17 MINUTES 34 SECONDS EAST 432.64 FEET; THENCE SOUTH 75 DEGREES 32 MINUTES 33 SECONDS EAST 299.16 FEET; THENCE SOUTH 53 DEGREES 17 MINUTES 09 SECONDS EAST 339.36 FEET TO THE EAST LINE OF SAID GOVERNMENT LOT 3 AND SAID DESCRIBED LINE THERE TERMINATING.

TOGETHER WITH:

GOVERNMENT LOT 4, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH:

GOVERNMENT LOT 10, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH:

THE WEST 660.00 FEET OF GOVERNMENT LOT 5, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH:

THE WEST 660 FEET IF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER, SECTION 19, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA.

TOGETHER WITH:

NON-EXCLUSIVE EASEMENT AND RIGHTS TO OVERFLOW AND ENVIRONMENTALLY AFFECT ADJACENT LANDS FOR THE BENEFIT OF PORTIONS OF THE PROPERTY DESCRIBED HEREIN AS SET FORTH IN DEED OF APPURTENANT EASEMENT RECORDED AS DOCUMENT NO. 336782 IN OFFICE OF THE COUNTY RECORDER, ITASCA COUNTY, MINNESOTA.

WHEREAS, Grantor has agreed to grant Grantee an easement for multi-use trail purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public service and infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:

Rights to be Acquired:

Parcel 91-019-2201

Longyear Realty Corporation, a Corporation

A permanent easement for public service and infrastructure purposes over, under, and across that part of the above described Parcel 19-019-2201 described as follows:

A PERPETUAL EASEMENT FOR TRAIL PURPOSES, OVER, UNDER AND ACROSS THAT PART OF GOVERNMENT LOT 3 OF SECTION 19, TOWNSHIP 55 NORTH, RANGE 26 WEST, ITASCA COUNTY, MINNESOTA WHICH LIES SOUTHERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF COUNTY STATE AIDE HIGHWAY 63 AND NORTHERLY OF THE FOLLOWING DESCRIBED LINE:

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Containing 2,770 SF, more or less.

Easement shown on attached EXHIBIT 1

IN WITNESS WHEREOF, said Grantor has caused this instrument to be executed on the day and year first above written.

GRANTOR: Longyear Realty Corporation, a Corporation



Stephen J. Hicks, President of Longyear Realty Corporation

STATE OF MICHIGAN)
) ss:
COUNTY OF MARQUETTE)

The foregoing instrument was acknowledged before me this 30th day of January, 2019 by Stephen J. Hicks, President of and behalf of Longyear Realty Corporation, a Corporation, Grantor.

(Notary Stamp or Seal) **BRANDI SALZWEDEL**
 Notary public, Marquette County, Michigan
 My commission expires November 7, 2024

Brandi Salzweidel
Signature of Person Taking Acknowledgement

This conveyance is entitled to recording without payment of fee pursuant to Minnesota Statutes Section 386.77, it being for the benefit of the City of Grand Rapids, MN.

This instrument was drafted by: Dan Skinner, Short Elliot Hendrickson Inc. 21 NE 5th Street, Suite 200, Grand Rapids, MN 55744 for the City of Grand Rapids, 420 N Pokegama Avenue Grand Rapids, MN 55744.



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

ENGINEERING DEPARTMENT

420 NORTH POKEGAMA AVENUE, GRAND RAPIDS, MINNESOTA 55744-2662

OFFER LETTER

November 19, 2018

Longyear Realty Corporation
210 North Front Street, 1st Floor
Marquette, MI 49855

RE: Purchasing Public Service and Infrastructure Easement

Dear Stephen J. Hicks,

The City of Grand Rapids hereby submits to you an offer of **\$500.00**, which is the amount of the minimum easement value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT" attached hereto, disregarding any change in the before value of the property caused by the Grand Rapids/Cohasset Connection Trail Project.

The City's appraisal of market value is based on information compiled from the Itasca County Assessors Office and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer, you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the

proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what tax consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Barb Baird, Finance Director, at 218.326.7615

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.

This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Matt Wegwerth, PE
City Engineer

Receipt is acknowledged of original of this letter, enclosures and attachments mentioned herein.



Stephen J. Hicks, President

ba.



CITY OF GRAND RAPIDS

Text File

File Number: 19-0101

Agenda Date: 2/11/2019

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Agenda Item

Consider authorizing the Police Department to apply for a child safety car seat grant.

Background Information:

In 2011, 650 children under the age of 11 were killed in motor vehicle crashes in our nation in which the child was not buckled into a child car seat. An additional 148,000 injured. When used properly, child car seats save lives.

For several years, the Grand Rapids Police Department has had a program in which parents can bring their child car seat to the police station and specifically trained officers will show them how to properly install the seat. The Minnesota Department of Public Safety has trained these officers.

The Minnesota Department of Public Safety has a grant program to provide child car seats to Minnesota police agencies so that they may be distributed to families that cannot afford child seats. The number of child seats available through this program is limited. The Grand Rapids Police Department would like to submit a grant request to the Minnesota Department of Public Safety Office of Traffic Safety for 10 child car seats. There is no monetary local match required with this grant program.

Staff Recommendation:

The police department recommends the city council authorize the Grand Rapids Police Department to submit a grant request to the Minnesota Department of Public Safety Office of Traffic Safety to receive 10 child car seats to be distributed to parents who cannot afford to purchase them.

Requested City Council Action

Make a motion authorizing the Grand Rapids Police Department to submit a grant application to the Minnesota Department of Public Safety Office of Traffic Safety for 10 child car seats.

ib.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 19-0103

File ID: 19-0103	Type: Agenda Item	Status: Consent Agenda
Version: 1	Reference:	In Control: City Council
		File Created: 02/11/2019

File Name: Consider approving the General Liability insurance coverage through the League of Minnesota Cities Insurance Trust for the 2019 plan year and authorize payment of the insurance premium including the agent fee.

Final Action:

Title: Consider approving the General Liability insurance coverage through the League of Minnesota Cities Insurance Trust for the 2019 plan year and authorize payment of the insurance premium including the agent fee.

Notes:

Sponsors:

Enactment Date:

Attachments: General Liability 2019

Enactment Number:

Contact:

Hearing Date:

Drafter: Lynn DeGrio

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	02/11/2019					

Text of Legislative File 19-0103

Consider approving the General Liability insurance coverage through the League of Minnesota Cities Insurance Trust for the 2019 plan year and authorize payment of the insurance premium including the agent fee.

Background Information:

The City of Grand Rapids has had their general liability insurance with the League of Minnesota Cities Insurance Trust (LMCIT) for many years. The League's insurance is very comprehensive and they have, for the past several years, given us a refund check at the end of the year which represents our portion of the refund to the cities insured by them because of lower than anticipated insurance claims. For 2018 the LMCIT property/casualty dividend refund for the City of Grand Rapids was \$11,737.00. The premium for the 2019 plan year is \$211,811.00, which is \$1,315.00 more than in 2018. Our insurance agent is paid on a flat fee structure; this fee is included in this premium and has not increased from last

year.

The general liability includes property, inland marine, general liability, glass, miscellaneous equipment, vehicles, etc. The premium is based on personnel costs, amount and value of property equipment and vehicles, the amount of capital construction and other factors. This coverage includes the City Hall, Public Library, Central School, Civic Center, various other City-owned properties and all City Departments (excluding Public Utilities). This amount is part of the 2019 adopted budget.

Staff Recommendation:

City staff is recommending insurance coverage through the League of Minnesota Cities Insurance trust.

Requested City Council Action

Make a motion to approve the general liability insurance coverage through the League of Minnesota Cities Insurance trust for the 2019 plan year and authorize payment of the insurance premium for \$211,811.00.

bcc.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 19-0104

File ID: 19-0104	Type: Agenda Item	Status: Consent Agenda
Version: 1	Reference:	In Control: City Council
		File Created: 02/11/2019

File Name: Memorandum of Understanding between the City of Grand Rapids and Law Enforcement Labor Services, Inc. (Local No. 239) Police Officers Union.

Final Action:

Title: Memorandum of Understanding between the City of Grand Rapids and Law Enforcement Labor Services, Inc. (Local No. 239) Police Officers Union.

Notes:

Sponsors:

Enactment Date:

Attachments: Memorandum of Understanding HCSP - Police Union 2018-2019

Enactment Number:

Contact:

Hearing Date:

Drafter: Lynn DeGrio

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	02/11/2019					

Text of Legislative File 19-0104

Memorandum of Understanding between the City of Grand Rapids and Law Enforcement Labor Services, Inc. (Local No. 239) Police Officers Union.

Background Information:

In a previous Memorandum of Understanding (MOU) with LELS, the City had agreed to allow the employees to continue to make contributions to the post employment health savings account. The MOU expired December 31, 2017. The Union has requested to keep their contribution at \$75.00 per pay period. This does not have a negative financial impact to the City of Grand Rapids. The attached Memorandum of Understanding has been drafted to extend the right for the term of the existing contract with the LELS bargaining unit for the remainder of FY 2018 and FY 2019.

Staff Recommendation:

The City of Grand Rapids encourages employees to plan for retirement, and the post employment health savings account does just that. The money is deposited into the savings account on a pre-tax basis, and

will not be taxed when withdrawn as long as it's used for qualified medical expenses.

Requested City Council Action

Consider approving the Memorandum of Understanding with the Law Enforcement Labor Services, Inc.
(Local No. 239) Police Officers Union.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 19-0089 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Approved
File created: 2/7/2019 **In control:** City Council
On agenda: 2/11/2019 **Final action:**
Title: Review and acknowledge approved minutes for City Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [December 12, 2019 PUC minutes.pdf](#)
[December 19, 2019 PUC minutes.pdf](#)

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



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, December 12, 2018

4:00 PM

Conference Room of Public Utilities Service Center

1 CALL TO ORDER

A special meeting/work session of the Grand Rapids Public Utilities Commission was held on Wednesday, December 12, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

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

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

3 18-0792

Acknowledge the proper posting of the special meeting date, time, and purpose.

President Hodgson acknowledged the proper posting of the special meeting/work session date, time and purpose.

4 ADMINISTRATION

4.a. 18-0600 2019 Preliminary Budget.

The General Manager and Department Managers reviewed the 2019 Preliminary Budget with the Commission. Discussion followed. No action was taken at this time. The Commission will consider approving the 2019 Budget at the regular meeting on Wednesday, December 19, 2018 at 4:00 PM.

4.b. 18-0797 2018 GM Goal Review.

General Manager Kennedy reviewed organizational goals for 2019. No action was taken at this time.

5 ADJOURNMENT

By call of the chair, the special meeting/work session was declared adjourned at 5:00 PM

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

The next regular Commission meeting is rescheduled to Wednesday, December 19, 2018 at 4:00 PM 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.



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, December 19, 2018

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, December 19, 2018 at 4:00 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

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

2 CALL OF ROLL

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

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

3 18-0751

Acknowledge proper posting of the change in the regular meeting date.

President Hodgson acknowledged the proper posting of the change in the regular meeting date and time.

Received and Filed

4 APPROVAL OF MINUTES

4.a. 18-0744

Consider approving the minutes of the November 14, 2018 regular meeting and the November 27, 2018 special meeting/work session.

A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to approve the minutes of the November 14, 2018 regular meeting and the November 27, 2018 special meeting/work session. The motion PASSED by unanimous vote.

5 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

5.a. 18-0812

Consider approving the City Treasurer's Report and Investment Activity Report for November 2018.

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

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Rick Blake, to approve the City Treasurer's Report and Investment Activity Report for November 2018. The motion PASSED by unanimous vote.

6 PUBLIC FORUM

Itasca Clean Energy Team members in attendance: Bill Schnell, Simon Gretton, Polly Edington and Vicki Andrews.

7 COMMISSION REPORTS

No items.

8. ADMINISTRATION

8.a. 18-0822 Review the Administration Department Report.

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

Received and Filed

8.b. 18-0741 Consider a motion to approve, and authorize the President to sign, the 2019-2020 Agreement with the City of LaPrairie for Utility Billing Services.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Kathy Kooda, to approve, and authorize the President to sign, the 2019-2020 Agreement with the City of LaPrairie for Utility Billing Services. The motion PASSED by unanimous vote.

8.c. 18-0825 Consider a motion to approve staff to revise the position descriptions for the Water/Wastewater Collection Manager Safety/Health Coordinator and the Wastewater Treatment Department Manager.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve staff to revise the position descriptions for the Water/Wastewater Collection Manager Safety/Health Coordinator and the Wastewater Treatment Department Manager. The motion PASSED by unanimous vote.

8.d. 18-0752 Consider accepting quotation from the League of Minnesota Cities Insurance Trust to provide the 2019 Worker's Compensation Insurance.

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Rick Blake, to approve accepting a quotation from the League of Minnesota Cities Insurance Trust in the amount of \$123,055.00 to provide the 2019 Worker's Compensation Insurance. The motion PASSED by unanimous vote.

9 ACCOUNTING AND FINANCE

- 9.a. 18-0813 Review the Accounting and Finance Operations Report for November 2018.
Finance Manager Betts reviewed the Accounting and Finance Operations Report for November with the Commission.
Received and Filed
- 9.b. 18-0814 Consider adopting water and wastewater collection rate changes for LaPrairie, Cohasset and City Industrial classes, effective January 1, 2019.
A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to approve adopting water and wastewater collection rate changes for LaPrairie, Cohasset and City Industrial classes, effective January 1, 2019. The motion PASSED by unanimous vote.
- 9.c. 18-0815 Consider adopting the proposed ancillary fees effective January 1, 2019.
A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to approve adopting the proposed ancillary fees effective January 1, 2019. The motion PASSED by unanimous vote.
- 9.d. 18-0819 Consider approving the writeoff of November uncollectible accounts in the amount of \$391.38.
A motion was made by Commissioner Rick Blake, seconded by Commissioner Kathy Kooda, to approve the writeoff of November uncollectible accounts in the amount of \$391.38. The motion PASSED by unanimous vote.
- 9.e. 18-0829 Consider a motion to adopt the proposed 2019 Capital Expenditure and Operation and Maintenance Budget.
A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to adopt the proposed 2019 Capital Expenditure and Operation and Maintenance Budget. The motion PASSED by unanimous vote.

10 ELECTRIC DEPARTMENT

- 10.a. 18-0828 Review the Electric Department Operations Report for November 2018.
Electric Department Manager Goodell reviewed the Electric Department Operations Report for November with the Commission.
Received and Filed

- 10.b. 18-0739 Consider a motion to accept a proposal to develop and manage a Request for Proposals for the Solar Plus Storage procurement.

Electric Department Manager Goodell reviewed the proposals from Cliburn and Associates and Minnesota Power to develop and manage a Request for Proposals for the Solar Plus Storage procurement, as well as mutual obligations under the current Electric Service Agreement between the GRPUC and Minnesota Power.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to decline a proposal from Cliburn and Associates to develop and manage a Request for Proposals for the Solar Plus Storage procurement. The motion PASSED by unanimous vote.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley to accept a proposal from Minnesota Power to develop and manage a Request for Proposals for the Solar Plus Storage procurement. The motion PASSED by unanimous vote.

- 10.c. 18-0791 Consider a motion to authorize Grand Rapids Public Utilities Commission to apply for an Electrical Contractor License, and to allow the Certification of Jeremy Goodell, Electric Department Manager, as the Responsible Individual Master Electrician for Grand Rapids Public Utilities under the Minnesota Department of Labor and Industry rules and regulations.

A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to authorize Grand Rapids Public Utilities Commission to apply for an Electrical Contractor License, and to allow the Certification of Jeremy Goodell, Electric Department Manager, as the Responsible Individual Master Electrician for Grand Rapids Public Utilities under the Minnesota Department of Labor and Industry rules and regulations. The motion PASSED by unanimous vote.

- 10.d. 18-0818 Consider a motion to authorize Grand Rapids Public Utilities Commission transfer Tioga Substation real and personal property from Minnesota Power to Grand Rapids Public Utilities. Also consider a motion to enter into a Substation Operations and Maintenance Agreement between Grand Rapids Public Utilities and Minnesota Power.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to authorize the Grand Rapids Public Utilities Commission to transfer the Tioga Substation real and personal property from Minnesota Power to the Grand Rapids Public Utilities. The motion PASSED by unanimous vote.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Kathy Kooda, to authorize Grand Rapids Public Utilities Commission to enter into a Substation Operations and Maintenance Agreement between Grand Rapids Public Utilities and Minnesota Power. The motion PASSED by unanimous vote.

11 WASTEWATER TREATMENT FACILITY OPERATIONS

- 11.a. 18-0806 Review the Wastewater Treatment Facility Operations Report for November.
Wastewater Treatment Department Manager Mattson reviewed the Wastewater Treatment Facility Operations Report for November with the Commission.
Received and Filed
- 11.b. 18-0823 Consider awarding the contract for Industrial Sludge Landfill Contract A: 2019 Sludge Placement.
A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to award the contract for Industrial Sludge Landfill Contract A: 2019 Sludge Placement to John Radtke (Mesabi Brushing), the sole responsible bidder, for the bid of \$1.29 / cubic yard (estimated \$58,050 for 2019). The motion PASSED by unanimous vote.
- 11.c. 18-0826 Consider accepting the state fleet bid for the capital expenditure of replacing Truck #81 which serves as a maintenance truck for the WWC/Water Department.
A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to accept the state fleet bid quote from Dondelinger Ford in the amount of \$32,609 for a 1 ton F-350 4x4 supercab truck for the capital expenditure of replacing Truck #81, the maintenance truck for the Water/Wastewater Collection Department. The motion PASSED by unanimous vote.

12 WATER AND WASTEWATER COLLECTION

- 12.a. 18-0805 Review the Water and Wastewater Collection Operations Report for November.
Wastewater Treatment Department Manager Mattson reviewed the Water/Wastewater Collection Operations Report for November with the Commission.
Received and Filed
- 12.b. 18-0810 Consider approving the capital expenditure of three 5 hp KSB submersible sewage pumps for the collection system.
A motion was made by Commissioner Rick Blake, seconded by Commissioner Kathy Kooda, to approve the capital expenditure of three 5 hp KSB submersible sewage pumps for the collection system. The motion PASSED by unanimous vote.

- 12.c. 18-0811 Consider approving the capital expenditure of variable frequency drives (VFD) for several lift stations in the collection system.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to approve the capital expenditure of variable frequency drives (VFD) for several lift stations in the collection system. The motion PASSED by unanimous vote.

13 SAFETY

- 13.a. 18-0824 Review Safety Report for November 2018.

General Manager Kennedy reviewed the Safety Report for November with the Commission.

Received and Filed

14 DISCUSSION AND CORRESPONDENCE

No items.

15 VERIFIED CLAIMS

- 15.a. 18-0827 Consider approving verified claims for November.
Computer Check Register \$1,504,528.98
Manual Check Register \$332,469.46

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to approve verified claims for November in the amount of \$1,836,998.44 (Computer Check Register \$1,504,528.98 and Manual Check Register \$332,469.46). The motion PASSED by unanimous vote.

16 ADJOURNMENT

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to adjourn the meeting at 5:10 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

The next regular Commission meeting is Wednesday, January 16, 2019 at 4:00 PM 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
NOVEMBER 2018

NAME	AMOUNT	NAME	AMOUNT
Altec Industries	140.21	Minnesota Safety Council	565.00
Amaril Uniform Co	1,359.71	Minnesota Power	893,553.43
AmeriPride Services	233.29	Nextera Communications	585.88
Badger State Inspection LLC	2,200.00	Northern Business Products	179.41
Jason Blanchard	105.00	Northern Dewatering	2,920.00
Blue Cross Blue Shield	13.02	Northwest Gas	76.24
Jim Bocinsky	104.99	Nuch's	44.00
Burgraffs Ace Hardware	72.65	Dennis O'Toole	4,275.00
Busy Bees Quality Cleaning	1,991.64	Pace Analytical	2,875.50
C W Technology	3,966.75	Personnel Dynamics LLC	1,030.96
Call Net	995.00	Pitney Bowes	2,616.03
Carquest	72.43	Pokegama Electric Inc	2,847.85
Chemsearch	172.21	Polydyne Inc	46,917.55
Citi Lites	4,411.00	Public Utilities Commission	7,670.46
City of Grand Rapids	8,844.76	R & K Hillman	222.00
Cole Hardware	974.09	RMB Environmental Labs	258.00
Cogsdale	54,025.06	Radtke Trucking	4,709.16
Compass Minerals	2,875.48	Rapids Printing	799.70
Davis Oil	2,671.85	Sandstroms	616.47
Energy Insight Inc	1,729.81	Scooters Septic	200.00
Fastenal Company	1,227.22	Solenis	41,290.79
Ferguson Enterprises Inc	12.27	Stuart Irby	61,646.54
Figgins Truck & Trailer Repair	97.71	Corey Tabbert OD	110.00
Flow Measurement & Control	448.00	Thelen Heating & Roofing	4.07
Gopher State One Call	114.75	Thermography & Ultrasound	9,950.00
Grainger	3,141.31	Total Tool Supply	495.33
Graybar	158.66	Twin Ports Testing	1621.12
Hammerlund Construction	4,576.84	USA Bluebook	1463.64
Harcros	7,920.00	Venator Chemicals LLC	28,730.00
Hawkins Inc	11,477.05	Viking Electric Supply	2573.17
Hawkinson Sand & Gravel	25.44	Viking Industrial Center	297.00
Hawkinson Construction Co	1,460.00	Waste Management	2063.19
Health Partners	67,540.59	Wells Fargo Bank	1,600.00
Herc- U -Lift	162.47	Wells Fargo Business Card	1,628.84
Itasca Computer Resources	5,506.83	Wisconsin Energy Resources	1,229.10
Itasac County Farm Services	4.52	Kathy Wohlrabe	14.55
Itasca County Treasurer	1,359.16	Xerox Corporation	379.67
Itasca County	125,181.95	Zeigler Inc	4,011.46
Itasca Utilities	148.50		
KLM Engineering	6,600.00	Appliance Rebates:	
KOZY	882.00	William Schnell	4.00
L & M Supply	167.31	Joel Adamson	12.00
Lamar Advertising Company	1,478.40	Robert Olson	130.00
Lano O'Toole & Bengston Ltd	540.00	Eric Goslovich	30.00
Latvala Lumber Co	111.96	TOTAL	1,504,528.98
League of Minnesota Cities	36,037.00		
McCoy Construction & Forestry	47.61		
McMaster-Carr	717.33		
Manning Environmental	393.43		
Marco	1,643.86		
Steve Mattson	65.96		
Milsoft Utility Solutions	2,534.38		
Mine Safety Appliances Co	320.43		
Minnesota Dept of Commerce	3,219.98		

NOVEMBER 2018 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
11/9/2018	3791	Empower Retirement	2,554.31
11/9/2018	3792	Public Employees Retirement Association	13,923.06
11/9/2018	3793	Minnesota Dept. of Revenue	4,290.16
11/9/2018	3794	Wells Fargo Bank	23,835.80
11/9/2018	3795	Empower Retirement	7,991.95
11/1/2018	3796	Delta Dental of Minnesota	3,665.00
11/13/2018	3797	Further	1,868.74
11/13/2018	3798	Further	326.31
11/20/2018	3799	Minnesota Department of Revenue	55,142.00
11/23/2018	3800	Public Employees Retirement Association	14,187.45
11/23/2018	3801	Minnesota Dept. of Revenue	4,434.23
11/23/2018	3802	Wells Fargo Bank	24,781.30
11/23/2018	3803	Empower Retirement	8,225.17
11/26/2018	3804	Further	1,868.74
11/28/2018	3805	Further	4,632.99
11/6/2018	3806	Invoice Cloud	2,068.40
11/14/2018	3810	Further	308.00
11/2/2018	74019	U.S. Post Office	717.19
11/2/2018	74020	Driver and Vehicle Services	10.50
11/2/2018	74022	Bureau of Criminal Apprehension	15.00
11/2/2018	74023	Ruder, Rodney	183.18
11/2/2018	74024	Verizon Wireless	779.03
11/2/2018	74025	Gustafson, Doug	517.42
11/5/2018	74026	Customer Refunds -Eryk Harden	22.28
11/7/2018	74027	Customer Refunds- Alicia Hill	112.67
11/7/2018	74028	Customer Refunds- James DiBiagio	49.14
11/7/2018	74029	Customer Refunds- Torrie Monroe	65.25
11/7/2018	74030	Customer Refunds- Sears Holdings Mgmt	382.46
11/7/2018	74031	Customer Refunds- Michael Bildeaux	123.46
11/7/2018	74032	Customer Refunds- Justin Vail	96.56
11/7/2018	74033	Customer Refunds- William Whalen	9.60
11/7/2018	74034	Customer Refunds- Savannah Krueh	20.10
11/7/2018	74035	Customer Refunds- Douglas Taylor	384.27
11/7/2018	74036	Customer Refunds- Steve & Willow Loney	285.27
11/9/2018	74037	U.S. Post Office	635.05
11/9/2018	74038	Customer Refunds- Dennis Yeazle	152.12
11/13/2018	74039	MN Child Support Payment Center	622.05
11/13/2018	74040	Minnesota Benefit Association	71.52
11/13/2018	74041	NCPERS Group Life Ins	128.00
11/14/2018	74042	AT & T Mobility	347.45
11/14/2018	74043	Minnesota Energy Resources Corp.	27.16
11/14/2018	74044	United Parcel Service	16.26
11/15/2018	74045	Julie Kennedy - Petty Cash	282.26
11/15/2018	74046	United Parcel Service	63.47
11/15/2018	74047	UNUM Life Insurance Co of America	1,725.09
11/16/2018	74048	U.S. Post Office	743.35
11/21/2018	74049	U.S. Post Office	669.38
11/23/2018	74141	Customer Refunds- Sam Sorteberg	37.67
11/23/2018	74142	Customer Refunds- Todd Hunter'	351.15
11/23/2018	74143	Customer Refunds- Cheri Stanley	4.37
11/23/2018	74144	Customer Refunds- Sharon Conley	14.24
11/23/2018	74145	Customer Refunds- Petrus Grobler	45.62
11/23/2018	74146	Customer Refunds- Nathan Winteround	102.57
11/23/2018	74147	Customer Refunds- Michael Bildeaux	242.00

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
11/26/2018	74148	MN Child Support Payment Center	622.05
11/26/2018	74149	Minnesota Council 65	1,824.00
11/29/2018	74150	City of LaPrairie	12,402.21
11/30/2018	74181	U.S. Post Office	659.46
11/30/2018	74182	City of Grand Rapids	72,333.33
11/30/2018	74183	United Parcel Service	58.19
11/30/2018	74184	Minnesota Energy Resources Corp.	165.87
11/30/2018	74185	Verizon Wireless	779.54
11/30/2018	74186	Minnesota Secretary of State - Notary	120.00
11/30/2018	74187	City of Grand Rapids	1,014.00
11/30/2018	74188	City of Grand Rapids	58,333.04
		Checks Previously Approved	0.00
		Manual Checks to be approved	332,469.46
		TOTAL MANUAL CHECKS	332,469.46



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	19-0080	Version:	1	Name:	GASB 67 & 68 Hildi Services Agreement
Type:	Agenda Item	Status:		Status:	Finance
File created:	1/31/2019	In control:		In control:	City Council
On agenda:	2/11/2019	Final action:		Final action:	
Title:	Consider entering into an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Hildi Inc. Consulting Contracts Grand Rapids VFRA 2019				

Date	Ver.	Action By	Action	Result
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Consider entering into an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated.

Background Information:

Governmental Accounting Standards Board (GASB) established GASB statements 67 & 68, Financial Reporting for Pension Plans, which were required to be implemented in 2015. The City Council authorized the Mayor to sign an agreement for the years 2015 and 2016. Statement 68 replaces the requirements of Statement No. 27, *Accounting for Pensions by State and Local Governmental Employers*, as well as the requirements of Statement No. 50, *Pension Disclosures*. GASB 68 applies to accounting for pension plan sponsors (municipalities). Any financial reporting done for the pension plan sponsor (the City) should be prepared in accordance with GASB 68 and was effective for the fiscal year ending December 31, 2015.

Statement No. 67, *Financial Reporting for Pension Plans*, revises existing standards of financial reporting for most pension plans. This Statement replaces the requirements of Statement 25, *Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans*. Statement 25 and Statement 67 establish a definition of a pension plan that reflects the primary activities associated with the pension arrangement-determining pensions, accumulating and managing assets dedicated for pensions, and paying benefits to plan members as they come due. Any financial reporting done for the pension plan (Relief Association) should be prepared in accordance with GASB 67 and was effective for the fiscal year ending December 31, 2014.

Staff Recommendation:

Staff recommends authorizing the Mayor to sign an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated for \$2,350 for the base year, 2019 and \$1,050 for the projection year, 2020.

Requested City Council Action

Make a motion authorizing the Mayor to sign an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated for \$2,350 for the base year, 2019 and \$1,050 for the projection year, 2020.

AGREEMENT FOR CONSULTING SERVICES

This Agreement for Consulting Services ("Agreement") is entered into and dated January 29, 2019 by and between Hildi Inc. with offices located at 14852 Scenic Heights Road, Suite 205 Minneapolis, MN 55344 (hereinafter referred to as the "Consultant") and the City of Grand Rapids with offices located at 420 North Pokegama Avenue, Grand Rapids, MN 55744-2662 (hereinafter referred to as the "Company"). Company and Consultant are jointly referred to as the "parties."

IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, AND FOR OTHER GOOD AND VALUABLE CONSIDERATION, THE SUFFICIENCY OF WHICH IS HEREBY ACCEPTED, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Description of Services. Consultant will perform certain services for Company upon terms and conditions specified herein and as such services are more particularly described in Exhibit(s), which are attached hereto and incorporated by this reference.
2. Prices and Payment. Company agrees to pay Consultant the fees set forth in the applicable Exhibit(s). Consultant anticipates invoicing the Company monthly for services provided. Payment will be due in full within fifteen (15) days of receipt of Consultant's invoice. Company agrees to pay interest on all overdue amounts at a rate of twelve percent (12%) per annum or the rate allowed by law, which ever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts.
3. Travel Expenses. Company agrees to reimburse Consultant for its reasonable and necessary out-of-pocket lodging, transportation, and food incurred at the Company's request. Consultant agrees to provide reasonable expense documentation. Whenever possible, Consultant agrees to take advantage of travel discounts. All air travel by Consultant shall be on major national or regional airlines, and Consultant and its representatives may keep their frequent flier miles earned for their personal usage.
4. Ownership of Work Product. Ownership of, and all rights in, the work product which is the subject matter of this Agreement (the "Work"), including trademarks, patents and copyrights applicable to same, shall belong exclusively to Company. The parties expressly agree to consider as a "work made for hire" any Work ordered or commissioned by the Company which qualifies as such under the United States copyright laws. To the extent that the Work cannot be a "work made for hire" or where necessary for any other reason, Consultant will provide Company with all such assignments of rights, covenants and other assistance which may be required for Company, through trademark, patent or copyright applications or otherwise, to obtain the full benefit of the rights provided for herein. If the Work contains materials previously developed or copyrighted by Consultant or others, Consultant grants and agrees to grant to Company, or obtain for Company, an unrestricted, royalty-free license to use and copy such materials. Any license so

granted or obtained shall include the right for Company to grant an unrestricted, royalty-free license to any affiliate of Company. Consultant is allowed to retain one copy of the Work for archival purposes. Consultant shall place a copyright notice on the Work at Company's request. The Work shall be considered "Information" under the Section entitled "Nondisclosure."

5. Nondisclosure. Any technical or business information, including, but not limited to, computer programs, files, specifications, drawings, sketches, models, samples, tools, cost data, customer information, financial data, business or marketing plans or other data, whether oral, written or otherwise ("Information"), furnished or disclosed to Consultant hereunder or in contemplation hereof, shall remain Company's property. No license, express or implied, under any trademark, patent or copyright is granted by Company to Consultant by virtue of such disclosure. All such information in written, graphic or other tangible form shall be returned to the Company immediately upon request and copies shall be returned to the Company or, at Company's option, certified by Consultant as having been located and destroyed. Consultant shall be allowed to retain one copy of the Information for archival purposes. Unless such Information was previously known to Consultant free of any obligation to keep it confidential, is lawfully obtained by Consultant from any source other than Company or has been or is subsequently made public by Company or a nonparty to this Agreement, is approved for release by written authorization of the Company, or is required by law to be disclosed in response to a valid order of a court of competent jurisdiction or authorized governmental agency, provided the Company receives adequate notice to allow it to request a protective order and the Consultant reasonably cooperates with the Company's efforts to receive a protective order, it shall be kept confidential by Consultant for the benefit of Company, shall be used only in performing under this Agreement and shall not be used for other purposes except upon such terms as may be agreed upon by Company in writing. Consultant shall take reasonable steps to protect such Information to a similar extent that Consultant protects its own Information.
6. Liability. Consultant shall indemnify Company and its affiliates against, and shall hold Company and its affiliates harmless from, any loss, damage, expense or liability that may in any way arise out of or result from the performance of Consultant hereunder and caused by or resulting from the gross negligence or intentional misconduct of Consultant, including but not limited to any knowing infringement, or claim of infringement, of any patent, trademark, copyright, trade secret or other proprietary right of a third party or of Consultant or anyone claiming through Consultant who may be eligible to terminate any assignment or transfer made hereunder pursuant to the terms of the copyright laws up to the amount paid by the Company to the Consultant under a given applicable Exhibit(s). Consultant shall defend or settle, at its own expense, any action or suit against Company or its affiliates for which it is responsible hereunder. Company shall notify Consultant of any such claim, action or suit and shall reasonably cooperate with the Consultant (at Consultant's expense) to facilitate the defense of any such claim.

7. Limitation. In no event shall company or consultant be liable, one to the other, for indirect, special, incidental, or consequential damages arising out of or in connection with the furnishing, performance or use of any products or services provided pursuant to this agreement.
8. Limited Warranties. Consultant warrants and represents that it has full authority to enter into this Agreement and to consummate the transactions contemplated hereby and that this Agreement is not in conflict with any other agreement to which Consultant is a party or by which it may be bound.

Consultant warrants and represents that Consultant has the proper skill, training and background so as to be able to perform in a competent and professional manner and that all work will be performed in accordance with professional standards in the industry and/or field.

9. Headings. Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.
10. Insurance. Upon request by Company, Consultant shall provide to Company, copies of certificates of insurance evidencing the workers compensation, general liability and automobile insurance coverage that Consultant has in effect and Consultant shall maintain such insurance in effect through the duration of the Agreement.
11. Amendment and Waiver. No provision of this Agreement may be modified, waived, terminated or amended except by a written instrument executed by the parties. No waiver of a material breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or other provisions hereof.
12. Relationship. The Consultant shall be and act as an independent contractor hereunder, and neither Consultant nor any employee, agent, associate, representative or subcontractor shall be deemed to be employees of the Company for any purpose whatsoever.
13. Force Majeure. Neither party will be liable for any failure or delay in performance due to any cause beyond its reasonable control, including, but not limited to acts of nature, strikes, fire, flood, explosion, riots, or wars, provided that personnel changes, including unanticipated employee departures, shall not be considered to be an event or condition of force majeure.

14. Notices. All notices and other communications required or permitted under this Agreement shall be in writing, and hand delivered or sent by registered or certified mail, return-receipt requested, postage prepaid, or by overnight delivery service and shall be effective upon receipt at the following addresses or as either party shall have notified the other party:

If to Company: Ms. Barb Baird
Director of Finance
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744-2662

If to Consultant: Hildi Inc.
14852 Scenic Heights Road
Suite 205
Minneapolis, MN 55344
Attn: Jill Urdahl, FSA
President/Consulting Actuary

15. Assignment. Consultant shall not assign this Agreement or delegate the services to be performed hereunder, in whole or in part, or any of its rights, interest, or obligations hereunder without Company’s express written consent.

16. Law Government. This Agreement shall be governed by the laws of the State of Minnesota, without regard to or application of conflicts of law rules or principles.

17. Taxes. Consultant shall assume full responsibility for the payment of all taxes imposed by any federal, state, local taxes or foreign taxing authority and all contributions imposed or required under unemployment insurance, social security and income tax laws, with respect to performance of services for Company hereunder.

18. Termination. Any Exhibit(s) to this Agreement may be terminated by either party upon thirty (30) days written notice to the other party. This Agreement may be terminated by either party upon ninety (90) days written notice to the other party. Company agrees to pay for all services provided by Consultant and related travel expenses incurred by Consultant through the date of termination of the Exhibit(s) and/or the Agreement as applicable.

19. Entire Agreement. This constitutes the entire agreement between the parties regarding the subject matter hereof. This Agreement shall be binding on the affiliates, administrators, executors, heirs, successors in interest, or assigns of Consultant.

IN WITNESS WHEREOF, authorized representatives of the Company and the Consultant have executed this Agreement in duplicate.

Company: City of Grand Rapids

Consultant: Hildi Inc.

By: _____
(Authorized Signature)

By: _____
(Authorized Signature)

Name: _____
(Print or Type)

Name: Jill Urdahl

Title: _____
(Print or Type)

Title: President

Date: _____

Date: _____

(Please Note: A Signature is required on both page 5 and page 6. Thank you.)

**Exhibit 1 to
AGREEMENT FOR CONSULTING SERVICES
Consultant and Rate Schedule**

Consultant Representative's Name	Title	Effective Start Date	Expected End Date
Hildi Inc. Actuaries and Consultants	Consulting Actuaries	TBD	TBD
Base Fees			
<p style="text-align: center;">The approximate budget for Hildi Inc. consulting services is as follows:</p> <ul style="list-style-type: none"> • GASB 67&68 Actuarial Valuation (Base Year): \$2,350 • GASB 67&68 Actuarial Valuation (Projection Year): \$1,050 <p>These Base Actuarial Fees include the following:</p> <ul style="list-style-type: none"> • An Actuarial Report including all information required by GASB Statement 67&68 for the Relief Association pension plan. Hildi Inc. will provide an electronic copy. • Availability via conference call to discuss the results and answer questions. • Teleconferencing with the actuaries on pending or anticipated issues which may affect the actuarial valuation/report. If any work is needed based on one of the outcomes of a teleconference, a fee will be agreed upon before any work is initiated. • Periodic memos and telephone calls to provide updates on developments that may affect future actuarial reports. 			
<p style="text-align: center;">The term of the Agreement for Consulting Services is for the January 1, 2019 GASB 67&68 actuarial valuation and a roll-forward valuation for the following year. The Base Year valuation can be used for the plan (Relief Association) disclosure cycle ending December 31, 2018 and the plan sponsor (city) disclosure cycle ending December 31, 2019. The Projection Year report can be used for the Relief Association disclosure cycle ending December 31, 2019 and the City disclosure cycle ending December 31, 2020.</p> <p style="text-align: center;">All quotes assume the plan provisions and assumptions remain unchanged from the last actuarial valuation (if applicable). Additional charges may occur if there is out of scope work due to inaccurate or insufficient data provided by the Company, changes in funding or investment policy, changes to plan provisions, or proportionate share calculations.</p>			

SERVICES OR REQUIREMENTS:

The Agreement for Consulting Services is dated January 29, 2019.

Company: City of Grand Rapids

Consultant: Hildi Inc.

(Authorized Signature)

(Authorized Signature)

(Date)

(Date)

(Please Note: A Signature is required on both page 5 and page 6. Thank you.)