



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail City Council

---

Monday, December 4, 2017

5:00 PM

City Hall Council Chambers

---

Amended 12-1-2017

**5:00 PM CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, December 4, 2017 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

### PRESENTATIONS/PROCLAMATIONS

17-0890 Proclaim December 3, 2017 Senator Tom Saxhaug Day.

**Attachments:** [Tom Saxhaug.doc](#)

17-0893 Certificate of Achievement for Excellence in Financial Reporting

### 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.*

**5:05 PM PUBLIC FORUM**

**5:10 PM COUNCIL REPORTS**

**5:13 PM APPROVAL OF MINUTES**

17-0886 Consider approving Council minutes for Monday, November 27, 2017 Worksession & Regular meetings and Tuesday, November 14, 2017 Special meeting.

**Attachments:** [November 14, 2017 Special Meeting.pdf](#)  
[November 27, 2017 Worksession Meeting.pdf](#)  
[November 27, 2017 Regular Meeting.pdf](#)

**5:14 VERIFIED CLAIMS  
PM**

17-0881 Consider approving the verified claims for the period November 21, 2017 to November 27, 2017 in the total amount of \$373,626.15.

**Attachments:** COUNCIL BILL LIST 12-04-17.pdf

**5:15 CONSENT AGENDA  
PM**

*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. 17-0864 Consider approving the purchase and approval of a three-year agreement from ESRI for GIS ELA software in a total amount of \$75,000, of which the 2018 fee is \$25,000.00

**Attachments:** ESRI GIS 20517906

Small Government EA Quote Cover Letter - 20517906

2. 17-0865 Consider adopting a resolution and entering into an agreement with MnDOT for work on the Highway 38 project, SP 3108-80

**Attachments:** Sample Resolution

State Agreement 1029865

3. 17-0874 Consider adopting a resolution accepting \$3,690.00 in donations for the 2017 Shop with a Hero Event

**Attachments:** PD 2017 Hero Shop Res.pdf

4. 17-0876 Consider a motion to approve the 2018-2020 Domestic Animal Control Facility Agreement between the City of Grand Rapids and Itasca County.

**Attachments:** 2018 - 2020 County Domestic Animal Control Facility Agreement End of Nov 20

5. 17-0882 Consider accepting the resignation from Jared Anderson, Firefighter

6. 17-0887 Consider accepting the resignation of Paula Johnson from the Planning Commission.

7. 17-0889 Consider approving new 3.2% Off Sale license for Holiday Stationstores, LLC beginning December 22, 2017 or upon closing of transfer of membership interest, whichever is sooner.

8. 17-0861 Consider adopting a resolution declaring the official intent of the City to reimburse certain expenditures from the proceeds of bonds to be issued by the City.

**Attachments:** 12-4-17 Resolution Reimbursement all projects

9. 17-0880 Consider approving the hiring of a part-time employee at the Grand Rapids Park and

Recreation Department and the IRA Civic Center.

**5:18 SETTING OF REGULAR AGENDA**  
**PM**

*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.*

**5:17 ACKNOWLEDGE BOARDS & COMMISSIONS**  
**PM**

10. 17-0888 Acknowledge minutes for Boards & Commissions.
- Attachments:** [September 5, 2017 Arts & Culture.pdf](#)  
[October 3, 2017 Arts & Culture.pdf](#)  
[October 11, 2017 Library Board minutes.pdf](#)  
[October 13, 2017 HRA Public Hearing.pdf](#)  
[October 18, 2017 HRA Minutes.pdf](#)  
[September 14, 2017 Civic Center, Park & Rec minutes.pdf](#)  
[September 27, 2017 Human Rights.pdf](#)

**5:19 DEPARTMENT HEAD REPORT**  
**PM**

11. 17-0872 Department Head Report - IT Department

**5:30 COMMUNITY DEVELOPMENT**  
**PM**

12. 17-0863 Consider adoption of a Prohibition of Excessive Force Policy
- Attachments:** [Prohibition of Excessive Force Policy.pdf](#)  
[Excessive Force Provision Update.pdf](#)

**5:35 ENGINEERING**  
**PM**

13. 17-0862 Consider approving a contract with DSGW Architects for the analysis of the IRA Civic Center West Arena roof.
- Attachments:** [DSGW IRA Roof Structure Design Analysis proposal 11-30-17](#)

**6:00 PUBLIC HEARINGS**  
**PM**

14. 17-0856 Conduct a Public Hearing on 2017 Levy Payable in 2018 and 2018 Budget at 6:00 p.m. as stated in the Truth in Taxation Statements.

**ADJOURNMENT**

*NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 11, 2017, 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 #:** 17-0890      **Version:** 1      **Name:** Tom Saxhaug Day Proclamation  
**Type:** Agenda Item      **Status:** PRESENTATIONS/PROCLAMATIONS  
**File created:** 12/1/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Proclaim December 3, 2017 Senator Tom Saxhaug Day.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Tom Saxhaug.pdf](#)

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

Proclaim December 3, 2017 Senator Tom Saxhaug Day.

# Proclamation

## Senator Tom Saxhaug Day

WHEREAS, Senator Tom Saxhaug was born and raised in the City of Grand Rapids, and graduated from Grand Rapids Senior High School; and

WHEREAS, Senator Saxhaug was a business owner who operated his business in the City of Grand Rapids for many years,

WHEREAS, Senator Saxhaug and his spouse Nancy raised their family in the City of Grand Rapids,

WHEREAS, Senator Saxhaug served the community of Grand Rapids throughout his life by participating in many civic organizations,

WHEREAS, Senator Saxhaug served the citizens of the City of Grand Rapids and Itasca County, first by serving on the Grand Rapids City Council, and then as Commissioner on the Itasca County Board; and

WHEREAS, Senator Saxhaug served the citizens of Grand Rapids, Itasca County, and the State of Minnesota by serving as a Senator in the Minnesota State Legislature,

WHEREAS, Senator Saxhaug understands the fundamental importance of a good education and good jobs and worked to promote both through his efforts in the Minnesota State Legislature, securing funding for a workforce development bill that addresses gaps in the labor force by bringing together schools and businesses in the region.

WHEREAS, Senator Saxhaug was successful in his efforts to dramatically increase funding to improve education in the Native American communities of our region, leading the way on American Indian Education reform by working closely with Governor Dayton to help close the achievement gap that exists in the American Indian community,

WHEREAS, as Chairman of the State Department and Veterans Budget Division Senator Saxhaug worked to streamline the core functions of State Government and increase funding to the Veterans programs in Minnesota,

WHEREAS, for the last decade Senator Saxhaug has led the way on forestry issues at the Capitol, ensuring a healthy, sustainable, multi-use forest and protecting the habitat and jobs these forests provide,

WHEREAS, Senator Saxhaug understands the important role that tourism plays in our local economy and works to promote "Grand Rapids, It's In Minnesota's Nature" at every opportunity,

WHEREAS, as a member of the Lessard Sams Outdoor Heritage Council, Senator Saxhaug was responsible for allocating millions of dollars to protect, restore and enhance the fish and wildlife habitat in Minnesota,

WHEREAS, Senator Saxhaug, in his role on the IRRRB, helped invest millions of dollars in critical infrastructure in the region,

WHEREAS, Senator Tom Saxhaug remains devoted to the City of Grand Rapids and continues to promote our City whenever possible,

WHEREAS, the City of Grand Rapids sincerely appreciates and thanks Senator Saxhaug for his years of service to the City of Grand Rapids, Itasca County, and the State of Minnesota,

NOW THEREFORE, BE IT RESOLVED, that I, Dale Adams, Mayor of the City of Grand Rapids, do hereby proclaim December 3, 2017 as Senator Tom Saxhaug Day.

IN WITNESS WHEREOF, I have hereto subscribed my name and the seal of the City of Grand Rapids, Minnesota, this 1<sup>st</sup> day of December Two thousand and seventeen.

---

Dale Adams, Mayor  
City of Grand Rapids



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 17-0893      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** PRESENTATIONS/PROCLAMATIONS  
**File created:** 12/1/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Certificate of Achievement for Excellence in Financial Reporting  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

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

Certificate of Achievement for Excellence in Financial Reporting

**Background Information:**

The Certificate of Achievement for Excellence in Financial Reporting has been awarded to the City of Grand Rapids by Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. This is the 25th consecutive year the City of Grand Rapids has received this award.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 17-0886      **Version:** 1      **Name:** Council minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 11/30/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider approving Council minutes for Monday, November 27, 2017 Worksession & Regular meetings and Tuesday, November 14, 2017 Special meeting.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [November 14, 2017 Special Meeting.pdf](#)  
[November 27, 2017 Worksession Meeting.pdf](#)  
[November 27, 2017 Regular Meeting.pdf](#)

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

Consider approving Council minutes for Monday, November 27, 2017 Worksession & Regular meetings and Tuesday, November 14, 2017 Special meeting.

**Background Information:**

Draft minutes for the meeting are attached.

**Staff Recommendation:**

Review, note corrections and approve.

**Requested City Council Action**

Make a motion to approve Council minutes as presented.





# CITY OF GRAND RAPIDS

## Minutes - Final - Final City Council

---

Tuesday, November 14, 2017

4:00 PM

City Hall Council Chambers

---

### Special Meeting

**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Tuesday, November 14, 2017 at 4:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

#### CALL OF ROLL

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

#### Others present:

*Tom Pagel, Chad Sterle, Katie Backlund, Steve Schaar, Scott Johnson, Heath Smith, Shaun Pomplun, Brian Mattson, Jeff Roerick, Ashley Moran*

Conduct a hearing regarding the licensing for Northwoods Cab Inc. and determine future licensing.

*Attorney Chad Sterle presented background information on the temporary suspension of taxicab license for Northwoods Cab Inc.*

*Testimony was presented by the following law enforcement officials regarding contact history, taxicab vehicle accident involving alcohol on November 2, 2017 and investigation that was conducted:*

*Jeffrey Roerick, Police Officer  
Scott Johnson, Police Chief  
Steve Schaar, Assistant Police Chief  
Shaun Pomplun, Police Officer  
Heath Smith, Police Sergeant  
Brian Mattson, Police Investigator  
Ashley Moran, Police Officer*

*City Administrator Tom Pagel, states that he has reviewed the evidence, acknowledged recommendation of the Police Chief Johnson and recommends license revocation. This is a public safety issue. Officials encourage the public not to drive while impaired, but to contact family and friends or call a taxi when in need of a ride home after consuming alcohol. This series of events does not support that mission.*

*Ms. Katie Backlund, owner of Northwoods Cab, testifies before the Council. Ms.*

*Backlund states that Mr. Shumaker took the vehicle without permission on several occasions, driving after the insurance lapsed and with an expired driver's license. Mr. Shumaker is no longer employed with the taxicab company.*

*Police Chief Johnson stated that Ms. Backlund had told law enforcement that Mr. Shumaker was suspected of drinking and driving her cab. Ms. Backlund has a responsibility to the public to manage the business and her employees. Following testimony, Chief Johnson recommends license revocation.*

*Following testimony, Mr. Pagel recommends license revocation.*

*Mayor Adams is disturbed that Mr. Shumaker's license expired in March 2017 and Ms. Backlund was not proactive on maintaining records regarding current and valid licensing of drivers.*

*If license is revoked, it will be effective through 2017. Ms. Backlund would be able to reapply for a license in 2018.*

*Councilor Blake states the Council has a responsibility to the public. Safety is an issue.*

**A motion was made by Mayor Adams, seconded by Councilor Christy, to revoke the Taxicab License issued to Northwoods Cab, Inc for 2017. The motion carried by the following vote.**

**Aye** 4 - Councilor Dale Christy  
Mayor Dale Adams  
Councilor Bill Zeige  
Councilor Rick Blake

## **ADJOURNMENT**

**A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to adjourn the meeting at 5:35 PM. The motion PASSED by unanimous vote.**

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

---

Monday, November 27, 2017

4:00 PM

Conference Room 2A

---

**CALL TO ORDER:** Pursuant to due notice and call thereof a **Special Meeting/Worksession of the Grand Rapids City Council** was held on **Monday, November 27, 2017 at 4:02 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.**

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

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

**Others present:**

*Tom Pagel, Chad Sterle, Matt Wegwerth, Scott Johnson, Julie Kennedy, Rob Mattei*

### Discussion Items

1. Community Solar update ~ Bill Schell & Julie Kennedy

*Mr. Schell discussed the progress of the project, stating that they are now at a point of PUC making decisions as to how to move forward. Ms. Kennedy believes it's very important to reach as many potential subscribers as possible through mailer, information sessions and social media. There will be a Solar Forum hosted at the Blandin Foundation on December 4, 2017 from 1:00 PM - 4:00 PM. The forum is open to the public.*

2. Review 5:00 PM Regular Meeting

*Council reviewed regular agenda, noting that item #11 on the regular agenda needs to be pulled and requested clarification regarding the proposed employment contract for Attorney Chad Sterle and it's impact on the City.*

### ADJOURN

*There being no further business, the meeting adjourned at 4:42 PM.*

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

---

Monday, November 27, 2017

5:00 PM

City Hall Council Chambers

---

**5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, November 27, 2017 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 Bill Zeige  
Councilor Rick Blake  
Councilor Tasha Connelly

### Staff present:

*Tom Pagel, Chad Sterle, Rob Mattei, Erik Scott, Scott Johnson, Jeff Davies, Dale Anderson, Barb Baird, Marcia Anderson, Matt Wegwerth*

### 5:01 PM PRESENTATIONS/PROCLAMATIONS

Consider adopting a resolution accepting picnic tables from the Boy Scouts and Mobility Mania.

**A motion was made by Councilor Zeige, seconded by Councilor Christy, to adopt Resolution 17-108, accepting picnic tables from the Boy Scouts and Mobility Mania. The motion carried by the following vote.**

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

### MEETING PROTOCOL POLICY

### 5:05 PM PUBLIC FORUM

*None.*

### 5:10 PM COUNCIL REPORTS

*Councilor Blake provides an update on the CGMC Conference and noted that there will be a Solar Forum held on December 4th at Blandin Foundation.*

*Councilor Christy gave a summary of the special meeting of RAMS. Also expressed appreciation to all those involved in getting the Civic Center west venue re-opened after issues with the roof.*

*Mayor Adams addresses Hale Lake Pointe Road closure and a petition that was submitted to Council asking that the temporary closure be halted. Engineer Wegwerth states that for safety reasons, this closure will begin tomorrow on a temporary basis.*

**5:13 APPROVAL OF MINUTES  
PM**

Consider approving Council minutes from Monday, November 13, 2017 Worksession & Regular meetings.

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

**VERIFIED CLAIMS**

Consider approving the verified claims for the period November 7, 2017 to November 20, 2017 in the total amount of \$556,164.87.

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

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

**5:15 CONSENT AGENDA  
PM**

1. Consider approving Change Order 2 and Final Payment for CP 2017-3, Taxilane Utilities

**Approved by consent roll call**

2. Consider approving theatre license renewal for Mann Theatres Inc. for the period of January 1, 2018 through December 31, 2018.

**Approved by consent roll call**

3. Consider approving Final Payment for CP 2017-4, 2017 Lighting Improvements

**Approved by consent roll call**

4. Consider authorizing the purchase of Policypak software.
- Approved by consent roll call**
5. Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.
- Approved by consent roll call**
6. Enter into an Agreement with Mediacom Minnesota LLC to provide cable and internet services at the IRA Civic Center.
- Approved by consent roll call**
7. Consider adopting a resolution closing the Debt Service Fund-2001B Improvement Bond and transfer the remaining balance of approximately \$16,691 to the Capital Project Fund-Permanent Improvement Revolving Fund.
- Adopted Resolution 17-109 by consent roll call**
8. Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 620 N Pokegama Ave, Grand Rapids, Minnesota.
- Adopted Resolution 17-110 by consent roll call**

#### **Approval of the Consent Agenda**

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

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

#### **5:17 SETTING OF REGULAR AGENDA PM**

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

#### **5:18 DEPARTMENT HEAD REPORT PM**

9. Department Head Report - Grand Rapids Area Library

*Library Director, Marcia Anderson, presents semi-annual department report, updating the Council on successful programs, upcoming classes, activities, and library patronage and much more. A complete report is on file in the Administration Department.*

Received and Filed

**5:28 ADMINISTRATION DEPARTMENT  
PM**

10. Consider entering into an employment agreement with Chad Sterle.

*Administrator Pagel advised that if approved, Mr. Sterle would resign from his position with the State of Minnesota as a public defender, and he would no longer defend clients arrested and prosecuted by the City of Grand Rapids. This would remove any perceived conflict of interest.*

**A motion was made by Councilor Christy, seconded by Councilor Blake, to approve the employment agreement with Chad Sterle as presented. The motion carried by the following vote.**

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

11. Consider the exchange of properties and the grant of an easement with the Blandin Foundation.

*Mr. Pagel advised that Blandin Foundation has decided that they do not wish to move forward with the proposed land exchange and requests the Council remove from the agenda.*

**A motion was made by Councilor Rick Blake, seconded by Councilor Bill Zeige, to pull this item from the agenda. The motion PASSED by unanimous vote.**

**5:38 ADJOURNMENT  
PM**

**A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to adjourn the meeting at 5:39 PM. The motion PASSED by unanimous vote.**

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk

The undersigned recommend the City of Grand Rapids halt the implementation of traffic rerouting from Hale Lake Pointe Road pending further discussion with local stakeholders and others affected for additional consideration by the engineering department.

Printed Name	Signature	Email Address	Date
John Dykstra	<i>John Dykstra</i>	judykstra@gmail.com	11/25/2017
Stephanie Heers	<i>Stephanie Heers</i>	Stephheers75@gmail.com	11-25-17
Kid Heers	<i>Kid Heers</i>	Kidheers@hotmail.com	11-25-17
Brenda Dowling	<i>Brenda Dowling</i>		11-25-17
FRED DOWLING	<i>Fred Dowling</i>		11-25-17
Joe Silko	<i>Joe Silko</i>	jsilko.aj@gmail.com	11-25-17
Denis Goodell	<i>Denis Goodell</i>	djgoodell@hotmail.com	11-25-17
LANISSA GOODELL	<i>Lanissa Goodell</i>	visadee@hotmail.com	11-25-17
Lewis Watne	<i>Lewis Watne</i>	Toro359pete@yahoo.com	11-25-17
Gretchen Watne	<i>Gretchen Watne</i>	gawatne70@gmail.com	11-25-17
M. Jerry Mariano	<i>M. Jerry Mariano</i>	marianoj1@gmail.com	11-25-17
Jennifer Mariano	<i>Jennifer Mariano</i>	marianoj1@paulbunyan.net	11-25-17
Keith Jaeger	<i>Keith Jaeger</i>	K16@juno.com	11-25-17
Karin Jaeger	<i>Karin Jaeger</i>		11-25-17
Michelle Palmer	<i>Michelle Palmer</i>	SP7	11-25-17
Holly Palmer	<i>Holly Palmer</i>	mhpalm74@yahoo	11/25/17
Arc Anderson	<i>Arc Anderson</i>	arc.anderson@gmail.com	11/25/17
Emily Anderson	<i>Emily Anderson</i>	ejwhitbeck@gmail.com	11/25/17 - Daycare?
Peter R. Bunker	<i>Peter R. Bunker</i>	2907 Elida	
Sonia Bunker	<i>Sonia Bunker</i>	2907 Elida Dr	11/25/17
Barbara Hayes	<i>Barbara Hayes</i>	bhayes@paulbunyan.net	11/25/17
Teresa Stish	<i>Teresa Stish</i>	stish@skoske.com	11/25/17
Grant Brunette	<i>Grant Brunette</i>	6Brun377@gmail.com	11/25/17
Paul & Rosemary	<i>Paul &amp; Rosemary</i>	740 Circle Dr	11-25-17
Laurie Pierce	<i>Laurie Pierce</i>	lauriepr@gmail.com	11-25-17
Kathy Carrow	<i>Kathy Carrow</i>	Kathyo-axel@yahoo.com	11.25.17
Shay Holmgren	<i>Shay Holmgren</i>	spacek-17@hotmail.com	11-25-17
Dana & Crisman	<i>Dana &amp; Crisman</i>	Mats4splate@gmail.com	
SAMUEL RERVEN	<i>Samuel Rerven</i>	SAMERVEN@HOTMAIL.COM	11-25-17
Kent S. Haattula	<i>Kent S. Haattula</i>	haattula36@gmail.com	11-25-17
Mary E. Haattula	<i>Mary E. Haattula</i>	nascar_chik24@msn.com	11-25-17
Ken Walters	<i>Ken Walters</i>	Hope W @ mchsi.com	11-25-17
Patrick Johnson	<i>Patrick Johnson</i>	snowdog46@hotmail.com	11-25-17
DARLA JOHNSON	<i>Darla Johnson</i>	darla.johnson733@gmail.com	11-25-17





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 17-0881      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 11/29/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider approving the verified claims for the period November 21, 2017 to November 27, 2017 in the total amount of \$373,626.15.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [COUNCIL BILL LIST 12-04-17.pdf](#)

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

Consider approving the verified claims for the period November 21, 2017 to November 27, 2017 in the total amount of \$373,626.15.

### **Requested City Council Action**

Make a motion approving the verified claims for the period November 21, 2017 to November 27, 2017 in the total amount of \$373,626.15.

DATE: 11/29/2017  
 TIME: 13:19:21  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 12/04/2017

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
0904227	IDENTIFIX INC	1,428.00
1915248	SOFTWARE HARDWARE INTEGRATION	6,222.00
	TOTAL	7,650.00
CITY WIDE		
0718010	CITY OF GRAND RAPIDS	41.00
0914690	INSIGHT PUBLIC SECTOR SLED	119.40
T001180	GREG JOHN KACZOR	250.00
	TOTAL CITY WIDE	410.40
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	45.88
0221650	BURGGRAF'S ACE HARDWARE INC	32.67
0301685	CARQUEST AUTO PARTS	33.88
0920060	ITASCA COUNTY TREASURER	1,565.73
1801610	RAPIDS PLUMBING & HEATING INC	49.00
1909510	SIM SUPPLY INC	24.55
	TOTAL BUILDING MAINTENANCE-CITY HALL	1,751.71
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	691.02
0513235	EMERGENCY RESPONSE SOLUTIONS	361.06
0712556	GLORVIGEN & GLORVIGEN, LLC	26.85
2300600	W.P. & R.S. MARS COMPANY	29.50
	TOTAL FIRE	1,108.43
PUBLIC WORKS		
0100046	ASV, LLC	990.48
0301685	CARQUEST AUTO PARTS	-22.00
0305532	CENTURYLINK	2,053.54
0315455	COLE HARDWARE INC	312.54
0514802	ENVIROTECH SERVICES INC	4,268.36
1200500	L&M SUPPLY	231.65
1301213	DAN MARTIN	259.56
1421155	NUCH'S IN THE CORNER	15.00
1621125	PUBLIC UTILITIES COMMISSION	5,740.34
	TOTAL PUBLIC WORKS	13,849.47

DATE: 11/29/2017  
 TIME: 13:19:21  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 12/04/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	39.99
1201850	LAWSON PRODUCTS INC	563.95
1801615	RAPIDS WELDING SUPPLY INC	15.80
	TOTAL FLEET MAINTENANCE	619.74
GENERAL FUND-LIQUOR/CHART GAMB		
2301445	WAL-MART STORE #01-1609	4,200.00
	TOTAL	4,200.00
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	54.13
0701650	GARTNER REFRIGERATION CO	294.68
0718010	CITY OF GRAND RAPIDS	7,676.30
1801610	RAPIDS PLUMBING & HEATING INC	4,180.00
1909510	SIM SUPPLY INC	85.20
	TOTAL	12,290.31
AIRPORT		
0315455	COLE HARDWARE INC	37.14
0504825	EDWARDS OIL INC	838.78
1015335	JUNE JOHNSON	400.00
1200500	L&M SUPPLY	19.99
2018680	TRU NORTH ELECTRIC LLC	429.25
	TOTAL	1,725.16
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	17.72
0221650	BURGGRAF'S ACE HARDWARE INC	706.82
0715435	GOLD MEDAL PRODUCTS CO	513.22
1309090	MINERS INC	40.01
1605611	PEPSI-COLA	881.39
1901535	SANDSTROM COMPANY INC	421.05
1909510	SIM SUPPLY INC	367.42
2116600	UPPER LAKE FOODS INC	516.13

DATE: 11/29/2017  
 TIME: 13:19:21  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 12/04/2017

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
TOTAL GENERAL ADMINISTRATION		3,463.76
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	17.77
TOTAL		17.77
AIRPORT CAPITAL IMPRV PROJECTS		
2017 TAXIWAY/APRON PJT		
2000522	TNT AGGREGATES, LLC	2,174.37
TOTAL 2017 TAXIWAY/APRON PJT		2,174.37
STORM WATER UTILITY		
0315455	COLE HARDWARE INC	18.95
0801825	HAWKINSON CONSTRUCTION CO INC	660.00
TOTAL		678.95
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$49,940.07
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	1,860.00
0212126	RICK BLAKE	396.89
0212750	BLUE CROSS & BLUE SHIELD OF MN	51,659.50
0312105	CLAFTON BUILDERS INC	1,000.00
0405447	DELTA DENTAL OF MINNESOTA	2,780.60
0405505	JAMES DENNY	406.00
0718015	GRAND RAPIDS CITY PAYROLL	228,063.25
0718070	GRAND RAPIDS STATE BANK	463.73
0801825	HAWKINSON CONSTRUCTION CO INC	3,000.00
0900060	ICTV	13,854.82
0920055	ITASCA COUNTY RECORDER	46.00
1309199	MINNESOTA ENERGY RESOURCES	1,357.33
1405550	NEOPOST USA INC	1,000.00
1415479	NORTHERN DRUG SCREENING INC	20.00
1621130	P.U.C.	11,924.63
2100265	U.S. BANK	400.00
2114750	UNUM LIFE INSURANCE CO OF AMER	268.14
2209665	VISA	5,185.19

DATE: 11/29/2017  
TIME: 13:19:21  
ID: AP443000.CGR

CITY OF GRAND RAPIDS  
DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 12/04/2017

VENDOR # NAME

AMOUNT DUE

-----  
CHECKS ISSUED-PRIOR APPROVAL  
PRIOR APPROVAL

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:\$323,686.08

TOTAL ALL DEPARTMENTS

373,626.15



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0864      **Version:** 1      **Name:** ESRI GIS ELA agreement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 11/28/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider approving the purchase and approval of a three-year agreement from ESRI for GIS ELA software in a total amount of \$75,000, of which the 2018 fee is \$25,000.00

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [ESRI GIS 20517906](#)  
[Small Government EA Quote Cover Letter - 20517906](#)

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

Consider approving the purchase and approval of a three-year agreement from ESRI for GIS ELA software in a total amount of \$75,000, of which the 2018 fee is \$25,000.00

**Background Information:**

In 2015, the City approved a three-year agreement with ESRI for GIS software and purchased the Enterprise License Agreement (ELA) that allows for an unlimited number of users of the software rather than individual computer licenses. That three-year license and agreement expires in January of 2018. The attached agreement is the renewal of the agreement for another three years at the same rate as the initial agreement, \$25,000 per year for three years. The new GIS agreement calls for a cost share of 50/50 with the PUC for licensing. The total City cost for 2018 will be 12,500.00.

**Staff Recommendation:**

City staff recommends approving the purchase and approval of a three-year agreement from ESRI for GIS ELA software in a total amount of \$75,000, of which the 2018 fee is \$25,000.00

**Requested City Council Action**

A motion approving the purchase and approval of a three-year agreement from ESRI for GIS ELA software in a total amount of \$75,000, of which the 2018 fee is \$25,000.00

This record is currently unavailable.



November 1, 2017

Mr. Mike LeClaire  
City of Grand Rapids  
420 N Pokegama Ave  
Grand Rapids, MN 55744

Dear Mike,

The Esri Small Municipal and County Government Enterprise Agreement (EA) is a three-year agreement that will grant your organization access to Esri® term license software on an unlimited basis including maintenance on all software offered through the EA for the term of the agreement. The EA will be effective on the date executed and will require a firm, three-year commitment.

Based on Esri's work with several organizations similar to yours, we know there is significant potential to apply geographic information system (GIS) technology in many operational and technical areas within your organization. For this reason, we believe that your organization will greatly benefit from an enterprise agreement.

An EA will provide your organization with numerous benefits including:

- A lower cost per unit for licensed software
- Substantially reduced administrative and procurement expenses
- Maintenance on all Esri software deployed under this agreement
- Complete flexibility to deploy software products when and where needed

The following business terms and conditions will apply:

- All current departments, employees, and in-house contractors of the organization will be eligible to use the software and services included in the EA.
- If your organization wishes to acquire and/or maintain any Esri software during the term of the agreement that is not included in the EA, it may do so separately at the Esri pricing that is generally available for your organization for software and maintenance.
- The organization will establish a single point of contact for orders and deliveries and will be responsible for redistribution to eligible users.
- The organization will establish a Tier 1 support center to field calls from internal users of Esri software. The organization may designate individuals as specified in the EA who may directly contact Esri for Tier 2 technical support.



- The organization will provide an annual report of installed Esri software to Esri.
- Esri software and updates that the organization is licensed to use will be automatically available for downloading.
- The fee and benefits offered in this EA proposal are contingent upon your acceptance of Esri's Small Municipal and County Government EA terms and conditions.
- Licenses are valid for the term of the EA.

This program offer is valid for 90 days. To complete the agreement within this time frame, please contact me within the next seven days to work through any questions or concerns you may have. To expedite your acceptance of this EA offer:

1. Sign and return the EA contract with a Purchase Order or issue a Purchase Order that references this EA Quotation and includes the following statement on the face of the Purchase Order: **"THIS PURCHASE ORDER IS GOVERNED BY THE TERMS AND CONDITIONS OF THE ESRI SMALL MUNICIPAL AND COUNTY GOVERNMENT EA, AND ADDITIONAL TERMS AND CONDITIONS IN THIS PURCHASE ORDER WILL NOT APPLY."** Have it signed by an authorized representative of the organization.
2. On the first page of the EA, identify the central point of contact/agreement administrator. The agreement administrator is the party that will be the contact for management of the software, administration issues, and general operations. Information should include name, title (if applicable), address, phone number, and e-mail address.
3. In the purchase order, identify the "Ship to" and "Bill to" information for your organization.
4. Send the purchase order and agreement to the address, email or fax noted below:

Esri	e-mail: <a href="mailto:service@esri.com">service@esri.com</a> fax
Attn: Customer Service SG-EA	documents to: 909-307-3083
380 New York Street	
Redlands, CA 92373-8100	

I appreciate the opportunity to present you with this proposal, and I believe it will bring great benefits to your organization.

Thank you very much for your consideration.

Best Regards,

Joe Araiza



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0865      **Version:** 1      **Name:** MnDOT Hwy 38 Agreement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 11/28/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider adopting a resolution and entering into an agreement with MnDOT for work on the Highway 38 project, SP 3108-80  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Sample Resolution](#)  
[State Agreement 1029865](#)

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

Consider adopting a resolution and entering into an agreement with MnDOT for work on the Highway 38 project, SP 3108-80

**Background Information:**

MnDOT is proposing to make improvements to Highway 38 during the 2018 construction season. As a part of the project, several water main appurtenances will be impacted that will require adjustment. The Owner is required to cover the costs of these adjustments, and an agreement is necessary to outline responsibilities. The total estimated cost for adjustment is \$3,672.00 and all costs will be covered by PUC. Attached is a resolution and agreement that cover the project.

**Staff Recommendation:**

City Staff recommends approving a resolution and entering into an agreement with MnDOT for work on the Highway 38 project, SP 3108-80

**Requested City Council Action**

A motion adopting a resolution and entering into an agreement with MnDOT for work on the Highway 38 project, SP 3108-80

**CITY OF \_\_\_\_\_**  
**RESOLUTION**

IT IS RESOLVED that the City of Grand Rapids enters into MnDOT Agreement Number 1029865 with the State of Minnesota, Department of Transportation, for the following purpose:

To describe the payment to the Minnesota Department of Transportation by the City of Grand Rapids for its share of costs of the relocation/adjustment and other associated construction to be performed on, along, and adjacent to Trunk Highway Number 38 between Trunk Highway 2 and 17<sup>th</sup> Street NW in the corporate City limits under State Project Number 3108-80.

IT IS FURTHER RESOLVED that the Mayor and the \_\_\_\_\_ are authorized to execute the Agreement and any amendments to it.

**CERTIFICATION**

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of \_\_\_\_\_ at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, as shown by the minutes of the meeting in my possession.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

Prepared by the  
Utility Agreements and Permits Unit  
(Receivable)  
(\$3,672.00)

S.P. 3108-80 (T.H. 38)  
Location: Trunk Highway 2 to 17th Street NW  
Utility Owner: City of Grand Rapids  
MnDOT Agreement Number 1029865

## **AGENCY RELOCATION AGREEMENT**

This Agreement Number 1029865 (Agreement) is between the State of Minnesota (State), acting through its Commissioner of Transportation and City of Grand Rapids, including its agents, contractors, and subcontractors (Utility Owner). This Agreement outlines the separate responsibilities of the State and the Utility Owner as part of a construction project.

### **RECITALS**

The State plans to let a contract to construct State Project Number 3108-80 (Project) on Trunk Highway Number 38. The Project is located between Trunk Highway 2 and 17th Street NW.

The Utility Owner owns and operates water mains, their fixtures, and related equipment (Facilities) that are located on property where the State will construct the Project.

The Project will require the adjustment of the Utility Owner's Facilities. If the Utility Owner adjusted the Facilities or let a separate contract to adjust them, that adjustment work would interfere with the Project. The Utility Owner has requested that the State perform the adjustment work as part of the Project. Including the Utility Owner's adjustment work in the State's Construction contract may eliminate duplication of services, facilitate activity coordination, simplify supervision, and expedite Project construction.

Pursuant to Minnesota Statutes, section 161.46, subdivision 5, the Utility Owner appoints the State as its agent to design and construct the adjustment work as part of the Project and the State may adjust the Facilities as part of the Project on the trunk highway system.

State law requires a written agreement between the State and the Utility Owner that describes their separate responsibilities.

## AGREEMENT

### I. Term/Termination

- A. *Effective Date:* This Agreement is effective on the date the State obtains all signatures required by Minnesota Statutes, section 16C.05, subdivision 2.
- B. *Commencement of Work:* Upon notice of Agreement approval, the Utility Owner must promptly provide the State (and the State's Contractor (Contractor)) with any information necessary to commence and successfully prosecute the utility work according to the terms of the Notice and Order and a work schedule the State's Project Engineer (Project Engineer) approves.
- C. *Expiration Date:* This Agreement will expire on the date that all obligations, excluding the Utility Owner's ongoing maintenance obligations, have been satisfactorily fulfilled.
- D. *Termination by the State:* The State may terminate this Agreement at any time, with or without cause, on 30 calendar days' written notice to the Utility Owner. Upon termination, the State will be entitled to payment, on a pro rata basis, for satisfactorily performed services. The termination of this Agreement does not relieve the Utility Owner of its obligations under the Notice and Order.
- E. *Survival of Terms:* The following articles survive this Agreement's expiration or termination: (III) Utility Owner's Ongoing Maintenance Requirements; (V) Indemnification; and (VI) Governing Terms.

### II. Description of Work Procedures

- A. *Plans:* The plans, which are attached to this Agreement as Exhibit A, indicate the present and proposed locations of the Facilities.
  - 1. If any changes to the plans or character of the work become necessary, the State and the Utility Owner must agree to the changes before the State makes (or directs the Contractor to make) them. If these changes require an amendment or supplement to this Agreement, the parties will negotiate such amendment or supplement in good faith, and the State is not obligated to commence such changes until such amendment or supplement is fully executed. The State will enter into such supplemental agreements with its Contractor as the State deems necessary to implement such changes.
  - 2. The Utility Owner authorizes the Project Engineer to make any minor field changes and adjustments to the plans, specifications, and special provisions

as the State deems necessary for efficient Project construction. The Utility Owner authorizes the State, on its behalf, to enter into supplemental agreements with the Contractor as necessary to implement these changes.

B. *State's Responsibilities*

1. The State will:
  - a. Advertise the Project for bids; and
  - b. Award a construction contract for the Project. This Project will include the adjustment work.
2. The Project Engineer will supervise and direct the Project, including the adjustment work, but the Utility Owner may inspect the work periodically. If the Utility Owner finds that any completed adjustment work is defective, it must inform the Project Engineer of these defects in writing; however, any recommendations the Utility Owner makes are not binding to the State. The State has the exclusive right to determine whether the Contractor has performed the work according to the plans, specifications, and special provisions.
3. The Project Engineer and the Utility Owner will perform a final inspection of the work. Once the State has accepted the adjustment work, the Project Engineer will inform the Utility Owner in writing, and the Utility Owner will assume ownership of the Facilities.

C. *Deletion of Work:* If the Utility Owner decides to delete the adjustment work from the Project, the Utility Owner will:

1. Be subject to the Notice and Order and remove and/or adjust the Facilities; and
2. Defend (at its own expense and to the extent Minnesota's Attorney General permits) indemnify, save, and hold the State and all of its agents and employees harmless of and from all claims, demands, actions, or causes of action that deleting the adjustment work causes. This obligation to indemnify extends to any attorney's fees.

D. *Risk:* Risk of loss of partial or complete adjustment work will be on the Contractor or the Utility Owner as the current *Standard Specifications for Construction* set forth.

### **III. Utility Owner's Ongoing Maintenance Requirements**

- A. Once construction is complete, the Utility Owner must maintain the Facilities at its own expense. The Utility Owner must follow the terms of the Permit when it performs any maintenance work.
- B. The Utility Owner may open and disturb the trunk highway right of way without a permit in the case of an emergency that is dangerous to the public and requires immediate attention. Upon learning of the emergency, the Utility Owner must immediately notify the State Patrol. The Utility Owner must take all necessary and reasonable safety measures to protect the public and must cooperate fully with the State Patrol. In this event, the Utility Owner must request a permit from the proper authority no later than the working day after it begins working in the right of way.

### **IV. Payment**

- A. The State will determine the cost of the adjustment on a contract-unit-price basis. The Utility Owner authorizes the State to pay the Contractor directly for the adjustment work. As Exhibit B shows, the estimated cost of the Utility Owner's adjustment work is \$3,672.00.
- B. The Utility Owner agrees to pay the State the total cost it incurs to adjust the Facilities. The total cost will include:
  - 1. The construction cost, which consists of all of the Contractor's bid item costs to satisfactorily adjust the Facilities according to the plans, specifications, and special provisions;
  - 2. The construction engineering cost, which is equal to 8 percent of the construction cost; and
- C. After acceptance of the bids, the State will notify the Utility Owner of the total cost by providing a written cost schedule.
  - 1. The Utility Owner must accept or reject the total cost no more than 10 calendar days after receiving the cost schedule. If the Utility Owner does not provide this notification after 10 days, the State will consider the lack of response to be the Utility Owner's acceptance of the total cost and the State will proceed with the work.
  - 2. If the Utility Owner chooses to delete its work from the State's contract, it must still pay the State the design engineering cost specified in Article IV.A. The

Utility Owner will be obligated to remove or adjust its Facilities according to the terms of the Notice and Order.

- D. The State will issue the Utility Owner an invoice for the amount specified in the cost schedule. Pursuant to Minnesota Statutes, section 161.46, subdivision 5, the Utility Owner will promptly reimburse the State for the adjustment costs.
- E. After the Contractor has completed the work required under its contract and the State has accepted the work, the State will prepare a final computation of the amount due from the Utility Owner.
  - 1. If the final total amount is greater than the amount the State has already received from the Utility Owner, the Utility Owner must promptly pay the difference, without interest, to the State.
  - 2. If the final total amount is less than the amount the State has already received from the Utility Owner, the State must pay the difference without interest, to the Utility Owner.
- F. The final total cost constitutes payment in full for all adjustment work according to this Agreement. This amount also constitutes payment in full for any and all damages, claims, or causes of action of any kind or nature that the Utility Owner may have relating to the adjustment of the Facilities.

## **V. Indemnification**

- A. The Utility Owner will defend (at its own expense and to the extent Minnesota's Attorney General allows), indemnify, save, and hold the State and all of its agents and employees harmless of and from all claims, demands, actions, or causes of action arising from the Utility Owner's acts and omissions and from the State's (and its Contractor's) use of plans, designs, shop drawings, specifications, and special provisions prepared, reviewed, or approved by the Utility Owner. This indemnity obligation extends to any attorney's fees the State incurs in seeking to enforce this obligation, and in defending against any claims covered by this indemnity clause.
- B. The Utility Owner does not waive any defense or immunity of third parties. The Utility Owner, in defending any action on behalf of the State, will be entitled to assert every defense or immunity that the State could assert on its own behalf.



## VI. Governing Terms

- A. *Data Practices:* All parties must comply with the Minnesota Government Data Practices Act (Minnesota Statutes, chapter 13) as it applies to any data that a party to this Agreement receives, collects, stores, or disseminates under it. The Act provides civil liability for failure to comply with its requirements.
- B. *Applicable Law:* Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement or its breach must be in Ramsey County, Minnesota.
- C. *Waiver:* If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce the provision or any subsequent breach of that provision.
- D. *Merger:* This Agreement contains all negotiations and agreements between the State and the Utility Owner with respect to the subject matter it contains. No prior understanding regarding this Agreement, whether written or oral, may be used to bind either party.
- E. *Assignment:* The Utility Owner may neither assign nor transfer any rights or obligations under this Agreement without the State's consent and a fully executed assignment agreement. To be valid, the assignment agreement must be signed and approved by the same parties who signed and approved this Agreement, or their successors in office.
- F. *Amendments:* Any amendment to this Agreement must be in writing. An amendment will not be effective until the same parties who signed and approved this Agreement, or their successors in office, sign and approve the amendment.
- G. *Incorporation of Exhibits:* All exhibits attached to this Agreement are incorporated into this Agreement.

**The remainder of this page was left blank intentionally.**

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed to be bound hereby.

**CITY OF GRAND RAPIDS**

By: \_\_\_\_\_

By: \_\_\_\_\_

Mayor

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**STATE OF MINNESOTA  
DEPARTMENT OF TRANSPORTATION**

**Department of Transportation**  
Recommended for Approval:

By: \_\_\_\_\_  
District Engineer

Date: \_\_\_\_\_

Approved:

By: \_\_\_\_\_  
Acting Director, Office of Land Management

Date: \_\_\_\_\_

**Office of Contract Management**  
Approved as to Form and Execution:

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Department of Administration**

By: \_\_\_\_\_

Date: \_\_\_\_\_



PLOTTED/REVISED: 09-NOV-2017

DISTRICT #: 1  
 PLOT NAME: C310880.est  
 PATH & FILENAME: Projects/DI\_DUL/036/3108/080/Design/QM/C310880.est.dgn

TAB.	SHEET NO.	ITEM NO.	
		2021.501	MOBILIZATION
		2051.501	MAINT AND
		2031.502	FIELD LABOR
C	5	2101.624	CLEARING
E	T4	2102.503	INTERIM PAY
D	6	2104.502	REMOVE CURB
D	6	2104.503	REMOVE CURB
A	5	2104.503	SAWING BITU
D	6	2104.518	REMOVE CONC
B	5	2104.518	REMOVE CONC
		2211.507	AGGREGATE E
A	5	2231.509	BITUMINOUS
A	5	2232.504	MILL BITUMI
D	6	2232.603	MILL & PATC
B,D	5,6	2301.602	DRILL & GRC
		2331.603	JOINT ADHES
A	5	2360.509	TYPE SP 9.5
D	6	2504.502	ADJUST VALV
D	6	2506.502	ADJUST FRAM
D	6	2521.618	CONCRETE WA
B	5	2531.504	8" CONCRETE
D	6	2531.603	CONCRETE CU
D	6	2531.603	CONCRETE CU
D	6	2531.618	TRUNCATED D
	41,42	2540.602	MAIL BOX SU
	22	2545.602	ADJUST HAND
		2563.601	TRAFFIC CON
		2563.601	ALTERNATE P
		2565.501	EMERGENCY V
		2565.616	REVISE SIGN
	L2	2571.502	DECIDUOUS T
	L2	2571.503	ORNAMENTAL
C	5	2572.502	TREE PRUNIN
D	6	2573.502	STORM DRAIN
C	5	2574.507	BOULEVARD T
C	5	2575.504	SODDING TYP
D	6	2575.602	SITE RESTOR
E	T4	2582.503	4" SOLID LI
E	T4	2582.503	8" SOLID LI
E	T4	2582.503	4" BROKEN L
E	T4	2582.503	4" DOTTED L
E	T4	2582.503	4" DOUBLE S
E	T4	2582.503	12" SOLID L
E	T4	2582.503	24" SOLID L
E	T4	2582.518	PAVEMENT WE

(A) TO BE PAID FOR WITH 100% CITY OF GRAND RAPIDS FUNDS.  
 SEE AGREEMENT NO. 1029865

(P) = PLAN QUANTITY

- (1) EXISTING THICKNESS IS 8". ISOLATED AREAS GREATER THAN 8" SHOULD BE EXPECTED.
- (2) TO BE USED FOR REVISED CURB RADIUS AT STATION 100+19 RT.
- (3) TO BE PLACED ON ALL LONGITUDINAL COLD PAVING JOINTS.
- (4) TO BE USED FOR CATCH BASIN CLEANOUT AS DIRECTED BY THE ENGINEER.

I HEREBY CERTIFY THAT THIS PLAN SHEET  
 THAT I AM A DULY LICENSED PROFESSIONAL  
 DATE 09-NOV-2017 LIC. NO. 254

CONCRETE CURB RAMPS AND E

PLOTTED/REVISED: 09-NOV-2017

CROSS STREET	CORNER LOC.	AVG STATION	LOC.	SPEC. 2104			SPEC. 2232	SPEC. 2301	SPEC. 2504	S
				REMOVE CURB AND GUTTER	REMOVE CONCRETE WALK	REMOVE CURB BOX	MILL & PATCH BITUMINOUS PAVEMENT	DRILL & GROUT REINF. BAR (EPOXY COATED) (2)	ADJUST VALVE BOX-WATER	
				LIN FT	SQ FT	EACH	LIN FT	EACH	EACH	
5TH ST. N.W.	SW	03+41	L	35	273		35	13		
	NW	04+19	L	29	355	1	29	18		
	SE	03+37	R	26	213	1	26	18		
	NE	04+18	R	32	321	1	32	24	1	
6TH ST. N.W.	SW	07+29	L	39	284		39	22		
	NW	07+92	L	40	309		40	22		
	SE	07+29	R	44	262	1	44	21		
	NE	07+91	R	47	281	1	47	28		
7TH ST. N.W.	SW	11+13	L	31	185		31	10		
	NW	13+96	L	30	277		30	16		
	SE	11+13	R	26	201		26	10		
	NE	13+95	R	34	298		34	19		
8TH ST. N.W.	SW	20+51	L	27	207		27	13		
	NW	21+14	L	16	210		16	13		
	SE	20+48	R	39	213		39	19		
	NE	21+12	R	25	201		25	13		
9TH ST. N.W.	SW	25+33	L	31	258		31	16		
	NW	25+89	L	26	267		26	18	2	
	SE	25+20	R	27	522	1	27	18		
	NE	25+92	R	40	327	1	40	26		
10TH ST. N.W.	SW	30+25	L	26	264		26	13		
	NW	30+80	L	38	253		38	18		
	SE	30+29	R	35	218		35	13		
	NE	30+75	R	35	284		35	22		
11TH ST. N.W.	SW	35+08	L	27	243		27	13		
	NW	35+63	L	48	299		48	16		
	SE	34+98	R	29	268		29	13		
	NE	35+58	R	25	416		25	16		
12TH ST. N.W.	SW	39+79	L	27	222		27	13		
	NW	40+41	L	28	228		28	16		
	NE	40+36	R	13	38		13	10		
	SE	44+62	L	37	310		37	30		
13TH ST. N.W.	NW	45+36	L	76	360		76	21	1	
	SE	44+49	R	35	268		35	10		
	NE	45+25	R	47	107		47	17		
	SW	100+31	L	33	222		33	20		
14TH ST. N.W.	NW	101+07	L	32	234		32	18		
	SE	100+19	R	72	233		72	11		
	NW	107+68	L						1	
TOTAL				1307	9931	7	1307	647	5	

DISTRICT #: /  
 IPLOT NAME: C3108-80.tbl  
 PATH & FILENAME: Projects/DI\_DWL/038/C3108/080/Design/C3108-80.tbl.dgn

- (1) TO BE USED ON THE FIRST DOWN STREAM CATCH BASIN FROM RAMP WORK AREA.
- (2) WET CASTING OR DRILL AND GROUTING OF DOWEL BARS WILL BE REQUIRED IN ACCORDANCE WITH THE DETAILS SHOWN IN STANDARD PLAN 5-297.250 SHEETS 5 OF 5 AND CATCH BASIN REPAIR DETAIL. THESE MAY BE EITHER SMOOTH OR DEFORMED AND SHALL BE CONSTRUCTED WITH 2" MINIMUM CONCRETE COVER. LENGTH SHALL BE 12" FOR ADA WORK AND 18" FOR ALL OTHER REPAIRS.
- (3) SITE RESTORATION
- (4) FAN (4a) MODIFIED
- (5) DEPRESSED CORNER

I HEREBY CERTIFY THAT THIS PLAN SHEET IS THE WORK OF ME OR THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER.  
 DATE: 09-NOV-2017 LIC. NO.: 25

PLOTTED/REVISED: 09-NOV-2017

4th ST NW (T.H. 2)

5th ST NW

25' TO

25' TO

12'  
12'  
12'

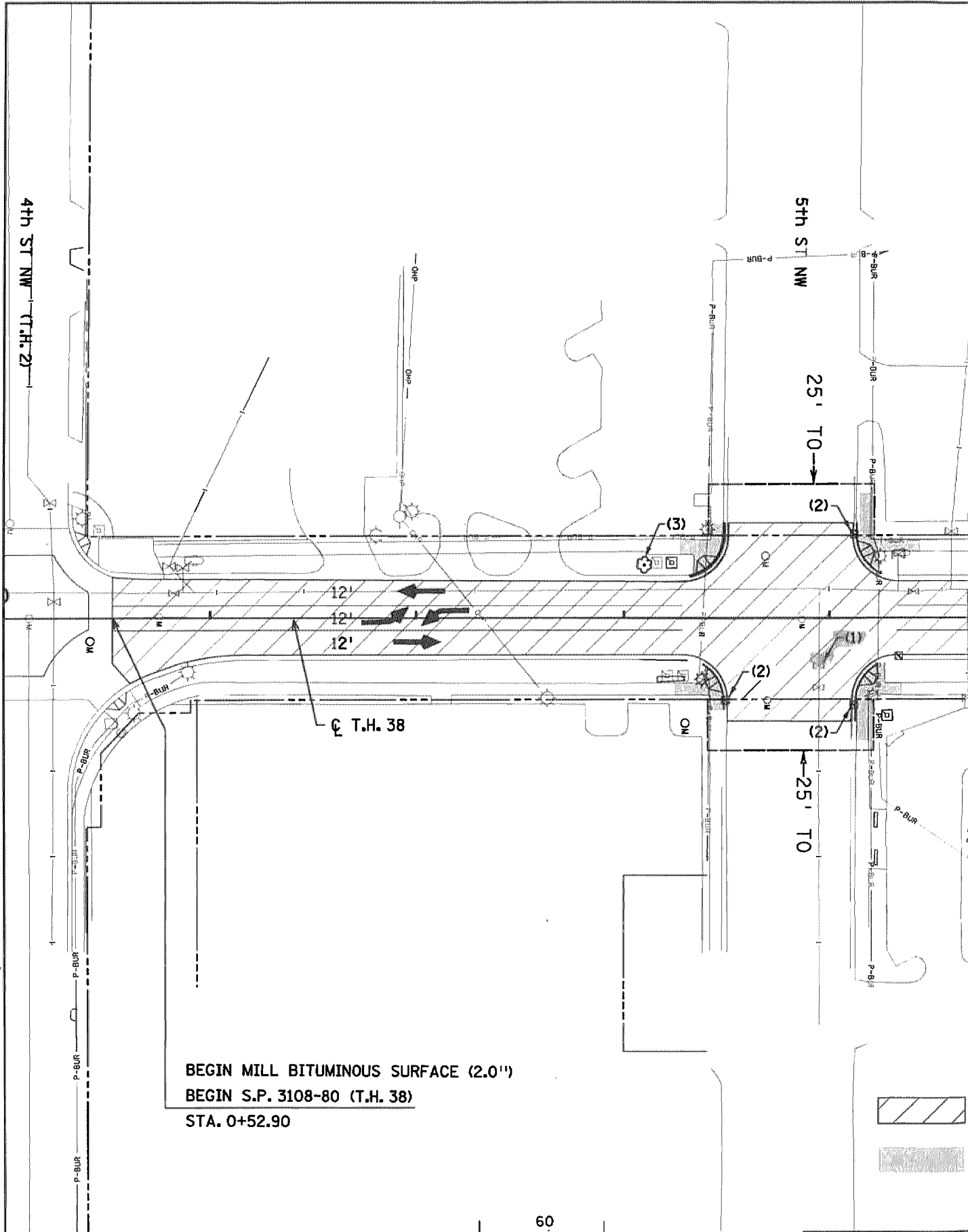
☉ T.H. 38

BEGIN MILL BITUMINOUS SURFACE (2.0")  
BEGIN S.P. 3108-80 (T.H. 38)  
STA. 0+52.90

60  
SCALE IN FEET

I HEREBY CERTIFY THAT THIS PLAN SHOWS THAT I AM A DAILY LICENSED PROFESSIONAL ENGINEER  
DATE: 09-NOV-2017, L.T.C. NO. 25

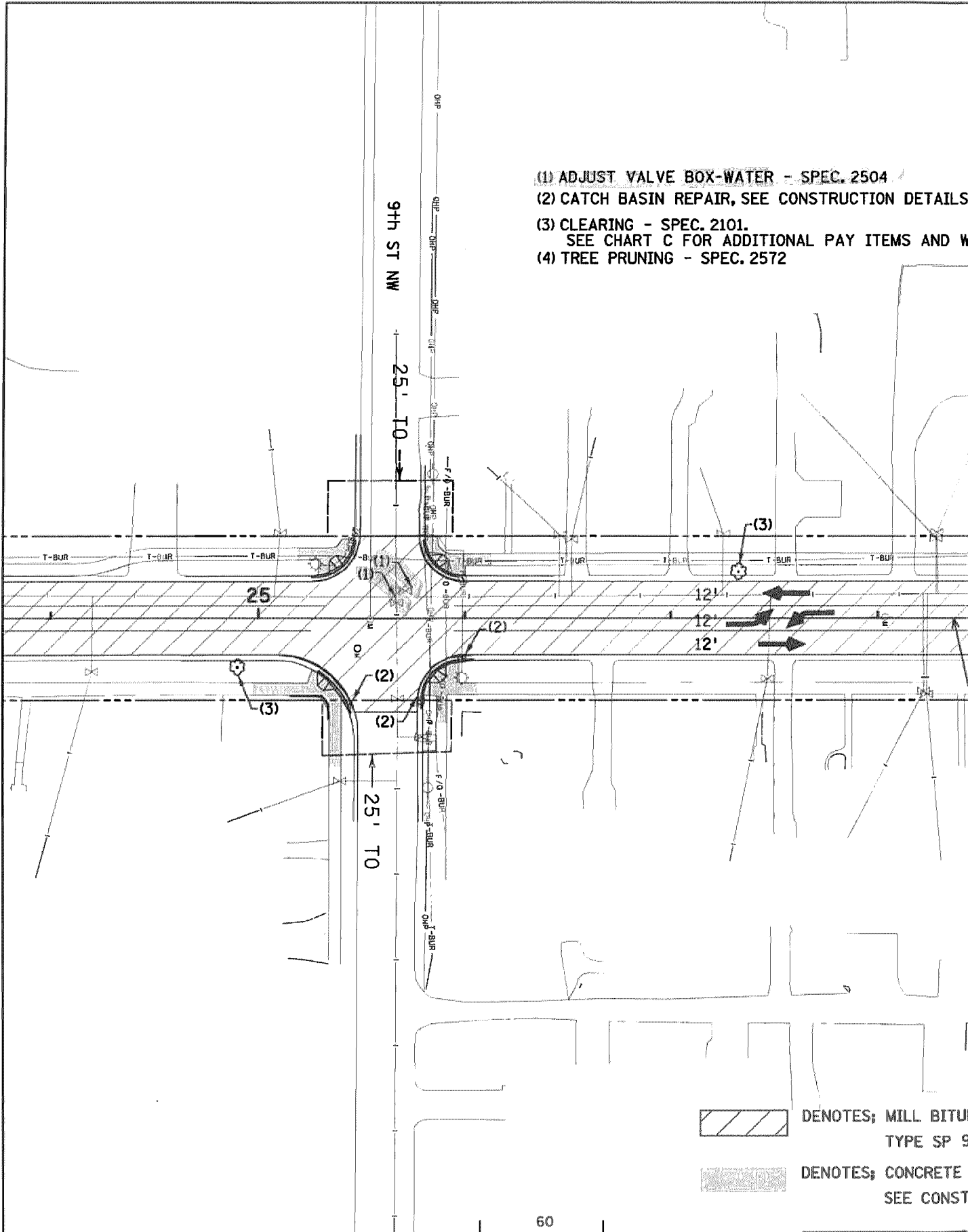
DISTRICT #: 1  
IFLOT NAME: C310880\_psi5  
PATH & FILENAME: Projects/DI\_DUL/038/3108/080/Design/C310880\_psi5.dgn

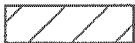



PLOTTED/REVISED: 09-NOV-2017

DISTRICT #: 1  
I/PLOT NAME: C310880.pst  
PATH & FILENAME: Projects/DI.DUL/038/3108/080/Design/C310880.pst5.dgn

- (1) ADJUST VALVE BOX-WATER - SPEC. 2504
- (2) CATCH BASIN REPAIR, SEE CONSTRUCTION DETAILS
- (3) CLEARING - SPEC. 2101.  
SEE CHART C FOR ADDITIONAL PAY ITEMS AND W
- (4) TREE PRUNING - SPEC. 2572



 DENOTES; MILL BITUMINOUS CONCRETE TYPE SP 9

 DENOTES; CONCRETE WORK SEE CONSTRUCTION DETAILS

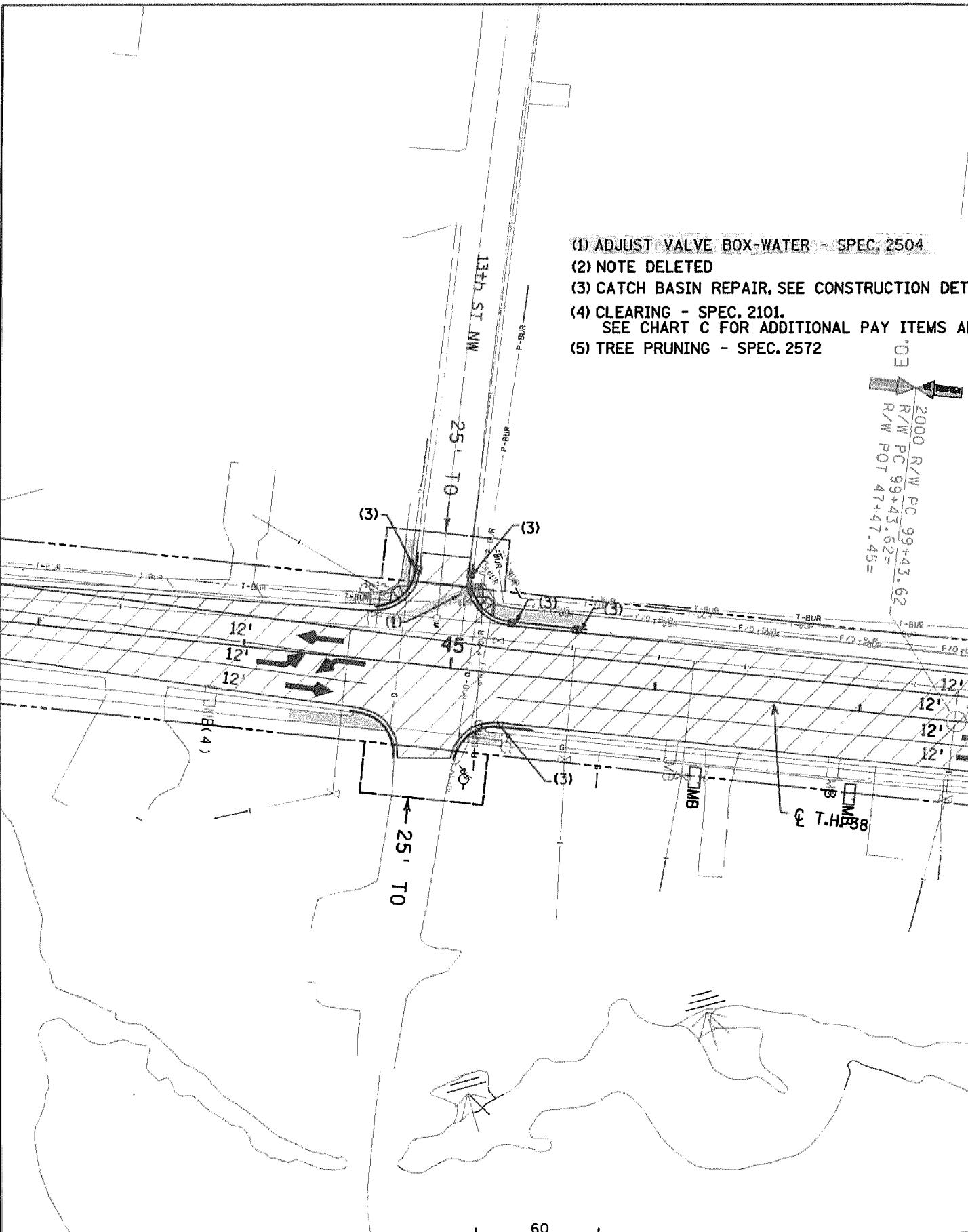
60  
SCALE IN FEET

I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER.  
DATE: 09-NOV-2017 LIC. NO. 25

PLOTTED/REVISED: 09-NOV-2017

DISTRICT # 1  
PLOT NAME: C310880.psf9  
PATH & FILENAME: Projects/DL/DIL/038/3108/080/Design/C310880.psf5.dgn

- (1) ADJUST VALVE BOX-WATER - SPEC. 2504
- (2) NOTE DELETED
- (3) CATCH BASIN REPAIR, SEE CONSTRUCTION DET
- (4) CLEARING - SPEC. 2101.  
SEE CHART C FOR ADDITIONAL PAY ITEMS A
- (5) TREE PRUNING - SPEC. 2572



2000 RAW PC 99+43.62  
R/W PC 99+43.62  
R/W POT 47+47.45

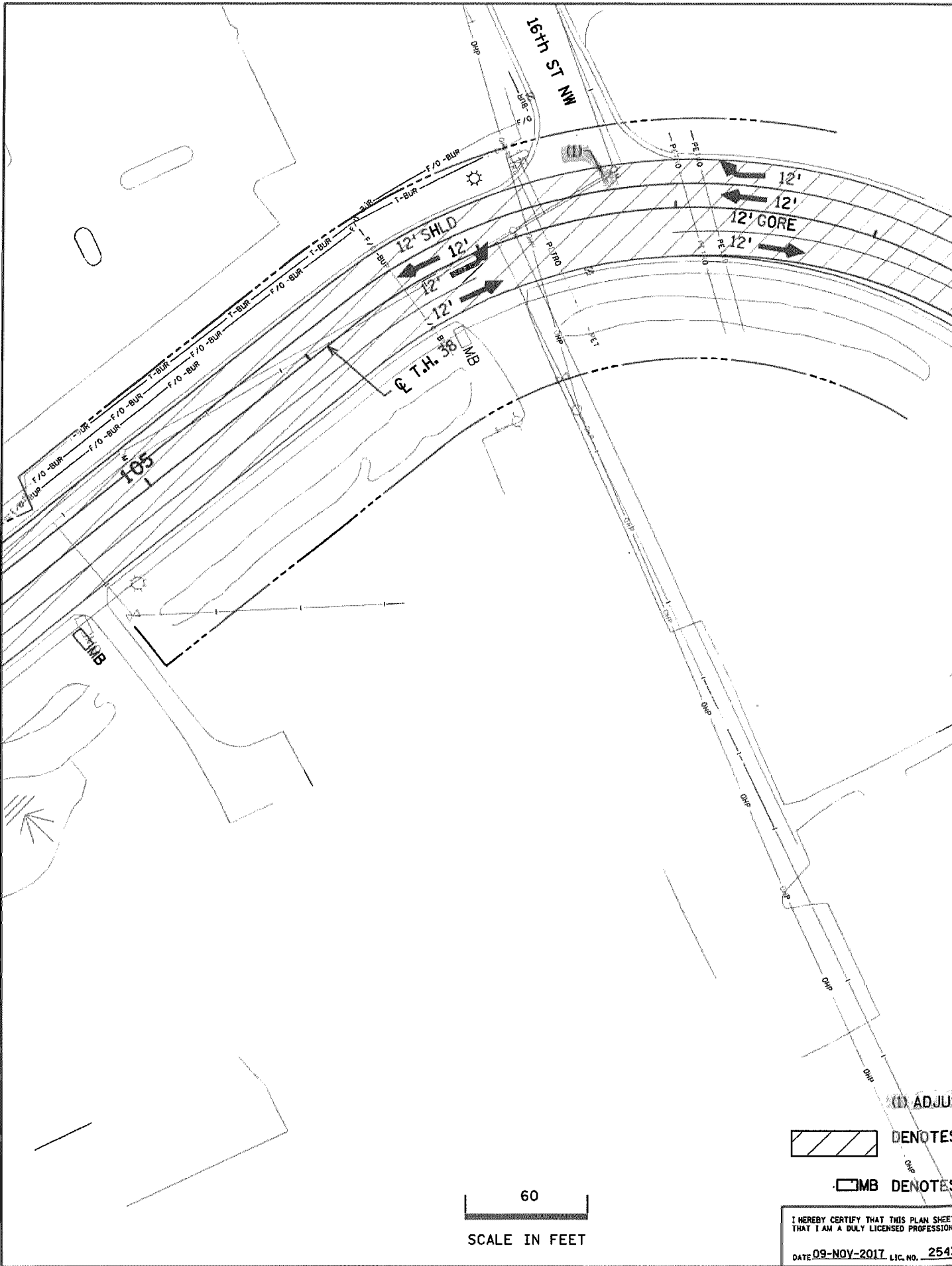
60  
SCALE IN FEET

I HEREBY CERTIFY THAT THIS PLAN SHEET  
THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER  
DATE 09-NOV-2017 LIC. NO. 254



PLOTTED/REVISED: 09-NOV-2017

DISTRICT #: /  
/PLOT NAME: C310880\_psi10  
PATH & FILENAME: Projects/DI\_DUL/038/3108/080/Design/C310880\_psi15.dgn



60  
SCALE IN FEET

(1) ADJ...  
DENOTES...  
E.M.B. DENOTES...

I HEREBY CERTIFY THAT THIS PLAN SHEET IS A TRUE AND CORRECT REPRESENTATION OF THE PROJECT AS SHOWN ON THE DRAWING AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER.  
DATE 09-NOV-2017 LIC. NO. 2541





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0874	<b>Version:</b>	1	<b>Name:</b>	Consider adopting a resolution accepting \$3,690.00 in donations for the 2017 Shop with a Hero Event
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	11/29/2017	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	12/4/2017	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider adopting a resolution accepting \$3,690.00 in donations for the 2017 Shop with a Hero Event				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">PD 2017 Hero Shop Res.pdf</a>				

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

Consider adopting a resolution accepting \$3,690.00 in donations for the 2017 Shop with a Hero Event

### **Background Information:**

The Grand Rapids Police Department is conducting its 6th annual Shop with a Hero Event. This event will be taking place Sunday, December 10, 2017 at the Grand Rapids Wal-Mart store. The Police Department has secured donations from the Cap Baker Lions Club (\$500.00), Kevin & Cindy McNichol's (\$100.00), Cohasset Fire Hook & Ladder (\$500.00), Hill City Fireman's Relief Association (\$300.00), Hill City Lions Club (\$500.00), Greenway Lions Club (\$500.00), Members of the Grand Rapids Police Department raised (\$1,290.00) for their "No Shave November", groups/people donating to the cause are John Dimich \$100.00, Northern Orthotic \$150.00, Ross Resources \$75.00, Members of the Grand Rapids Fire Department \$145.00, Chad Sterle \$200.00, and Itasca County Yellow Ribbon Committee \$300.00.

With these donations, children will be given a \$100.00 dollar gift card. These children will be paired with Police, EMS, Fire, and Military professionals who will then assist the child with Christmas shopping for the child's family members.

Upon completion of shopping, the child will be directed to a designated check out area where the child's presents will be gift wrapped by volunteers. The children will enjoy refreshments and tour emergency vehicles followed by a visit with Santa Claus. Santa will be providing each child a personal Christmas gift for them to enjoy.

Children have been selected for this event with the cooperation of the Grand Rapids Police Department, Itasca County Social Services Department, Ross Resources, Grand Rapids Yellow Ribbon Committee, and Kootasca.

### **Staff Recommendation:**

Please consider adopting a resolution accepting \$3,690.00 in donations for the 2017 Shop with a Hero Event

### **Requested City Council Action**

Please consider a motion adopting a resolution accepting \$3,690.00 in donations for the 2017 Shop with a Hero Event.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING \$3,690.00 IN DONATIONS FROM THE COHASSET FIRE HOOK & LADDER, HILL CITY FIRE RELIEF ASSOCIATION, CAP BAKER LIONS CLUB, KEVIN & CINDY McNICHOLS, HILL CITY LIONS CLUB, GREENWAY LIONS CLUB and GRAND RAPIDS POLICE DEPARTMENT'S NO SHAVE NOVEMBER FUNDRAISER INCLUDED POLICE OFFERS and DONATIONS FROM AMY JO SLETTOM, VIC & AUDREY MOEN, DENNIS & NANCY FISCHER, GR YELLOW RIBBON COMMITTEE, NORTHERN ORTHOTICS, JOHN DIMICH and ROSS RESOURCES FOR THE GRAND RAPIDS' POLICE DEPARTMENT SIXTH ANNUAL SHOP WITH A HERO EVENT

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

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

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

- The Cohasset Fire Hook & Ladder donated \$500, Hill City Fire Relief Assoc. donated \$300, Cap Baker Lions Club donated \$500, Kevin & Cindy McNichols donated \$100, Hill City Lions Club donated \$500 and the Greenway Lions Club donated \$500 to the Grand Rapids Police Department Sixth Annual Shop with a Hero Event.
- Grand Rapids Police Officer's November No Shave Fundraiser raised from Police Officers \$540 and AmyJo Slettom \$50, Vic & Audrey Moen \$50, Dennis & Nancy Fischer \$25, GR Yellow Ribbon Committee \$300, Northern Orthotic \$150, John Dimich \$100 and Ross Resources \$75 to the Grand Rapids Police Department Sixth Annual Shop with a Hero Event.

Adopted this 4th day of December, 2017

---

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 #:** 17-0876      **Version:** 1      **Name:** Consider a motion to approve the 2018-2020 Domestic Animal Control Facility Agreement between the City of Grand Rapids and Itasca County.

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

**File created:** 11/29/2017      **In control:** City Council

**On agenda:** 12/4/2017      **Final action:**

**Title:** Consider a motion to approve the 2018-2020 Domestic Animal Control Facility Agreement between the City of Grand Rapids and Itasca County.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2018 - 2020 County Domestic Animal Control Facility Agreement End of Nov 2017 Final.pdf](#)

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

Consider a motion to approve the 2018-2020 Domestic Animal Control Facility Agreement between the City of Grand Rapids and Itasca County.

**Background Information:**

Ten years ago the City of Grand Rapids constructed a Domestic Animal Control Facility (DACF). It is owned and operated by the City. Some, but not all, government entities in Itasca County have entered into agreements with the City to use the DACF to house stray animals. These other entities are:

City of LaPrairie	\$ 175.00 per month
City of Bovey	\$ 175.00 per month
City of Coleraine	\$ 175.00 per month
City of Cohasset	\$ 365.00 per month
Itasca County	<u>\$ 25,000</u> per year
Annual total:	\$ 35,680

“Itasca County” is defined as animals that are picked up outside of an incorporated city. In other words, animals picked up by the Sheriff in townships only.

This past spring, Itasca County expressed a desire to expand this to include all areas of the county, including incorporated cities that do not have an agreement with the City of Grand Rapids and the above listed cities.

Over the past several months, discussions have taken place between the City and the County regarding sharing the cost of operating the facility. Both believe that an equitable cost sharing formula would be to divide the total DACF annual operating budget by the percentage of the animals received from the City and the percentage of animals received from the County. The “County” would mean areas outside the City of Grand Rapids.

To obtain data from which to extrapolate how many animals would then be taken into the facility annually, the City allowed animals from outside the townships and contract cities to also be brought to the facility mid-summer through fall.

For this four month period there were 28 animals brought to the facility by the Grand Rapids Police Department and 40 brought to the facility by the County, including cities for which there is an existing agreement.

**Fiscal Considerations:**

City staff has prepared a modified Domestic Animal Control Facility Agreement for Council’s consideration. The details of the cost sharing are contained in Section 6 of the agreement.

**Historical Annual Operating Costs:**

Actual 2013	Actual 2014	Actual 2015	Actual 2016	Allocated 2017	Proposed 2018
\$62,306	\$58,196	\$64,559	\$54,204	\$67,556	\$67,528

In summary, each year the annual operating cost is divided by the percentage of animals brought to the facility by the City during the preceding year and percentage brought to the facility by the County during the preceding year, plus a \$3,000 annual capital maintenance contribution to the City by the County.

**Staff Recommendation:**

This proposed agreement has been reviewed by City Finance Director Baird, City Attorney Sterle and County Attorney Muhar. City staff is recommending approval of the proposed Domestic Animal Control Facility Agreement.

**Requested City Council Action**

Make a motion to approve the 2018-2020 Domestic Animal Control Facility Agreement between the City of Grand Rapids and Itasca County.

## DOMESTIC ANIMAL CONTROL FACILITY AGREEMENT

**THIS AGREEMENT**, made and entered in this \_\_\_\_ day of \_\_\_\_, by  
and between the City of Grand Rapids, Itasca County, Minnesota, hereinafter called "City"  
and the County of Itasca, Minnesota, hereinafter called "County."

**WHEREAS City** is operating a facility to shelter domestic animals, the Domestic Animal Control Facility (Facility), within the City of Grand Rapids, and

**WHEREAS County** is desirous of using said facility from time to time, in accordance with the terms of this Agreement.

**NOW THEREFORE, IN CONSIDERATION** of the mutual covenants herein contained, the parties hereto for themselves and successors and assigns, do hereby agree as follows:

### **DEFINITIONS:**

**Cat** means a domesticated animal *Felis domestica*

**City** means the City of Grand Rapids

**County** means the County of Itasca

**County Domestic Animal** means those domestic animals brought to the facility that were located within the boundaries of a government entity within Itasca County other than the City of Grand Rapids. This includes all incorporated cities and all townships, whether organized or not, within Itasca County.

**Disposition** means final arrangement or placing of the animal.

**Dog** means a domesticated canine that is not bred with a non-domestic animal and is kept as a household pet.

**Domestic Animal** means dogs and cats that are kept as pets for companionship and enjoyment but not feral cats

**Facility** means the Grand Rapids Domestic Animal Control Facility located at 687 Southeast 4<sup>th</sup> Street, Grand Rapids, Minnesota.

**Feral Cat** means cats that have been born to other feral cats or stray cats, as opposed to domesticated cats, and are unaccustomed to human interaction; cats that are untamed and evasive, either born in the wild and lack socialization or were returned to the wild and have become untrusting of human beings.



**Non-domestic Animal** means livestock and those animals considered to be naturally wild and not naturally trained or domesticated; or which are considered inherently dangerous to the health, safety and welfare of people; any animal that is not a domestic dog or cat.

**Owner** means any person, firm or corporation owning, harboring, keeping a dog or cat or allowing the same to be about his premises.

**Peace Officer** means the position as defined in Minnesota Statute 626.84.

**Surrendered Domestic Animal** means an animal whose owners simply do not any longer wish to care for said animal and those animals which a person has found, kept for a period of twenty-four (24) hours or longer after finding, and no longer wish to care for the animal.

**Zuercher** means the shared Itasca County law enforcement computerized records system operating on Zuercher software.

1. The City will allow the County to use its Domestic Animal Control Facility in accordance with this Agreement and rules regarding the operation procedures of the facility as the City may establish or revise periodically. The City will have the Facility inspected annually by a licensed veterinarian and provide documentation of such to the County.
2. The Facility may be used by the County until the Facility is filled to capacity. When filled to capacity, no Domestic Animal will be accepted into the Facility until which time there is room for such animal. The City shall not be liable for any costs associated with its inability to accept animals into the Facility because the Facility is full, mechanical failure, an act of God, or when sickness or disease is present at the facility and the facility must be cleaned.
3. County Domestic Animals may be brought to the Facility only by licensed peace officers working within Itasca County or employees or agents of the county, municipality or township in Itasca County, that have been authorized by the Sheriff and the Grand Rapids Police Chief to do so.
4. The County agrees to cause an entry to be made into the Zuercher system, with Case Number, not just Call For Service Number, at the time a domestic animal is brought to the facility. This entry will minimally include a description of the animal, location where it was picked up, circumstances in which it was picked up and animal owner, if known. The City agrees to create another Case Number, linked to the County's Case Number, to enable the City to document subsequent action while the animal is in the City's care and the disposition of the animal.
5. The City will not allow the taking of Surrendered Domestic Animals from the County or

any incorporated city or any township within the county. The City will not allow the taking of animals exhibiting sickness, feral cats, non-domestic animals, wild animals, animals such as rats, mice, gerbils, hamsters, turtles, snakes, spiders, fish and the like or a dog that is bred with a wolf. The City has sole discretion in determining this.

6. In consideration of the use of the Domestic Animal Control Facility, the County will pay a sum to the City each year according to the following formulas:

Year 2018:

50% of the 2017 Facility budget as allocated by the Grand Rapids City Council plus \$1,500 toward Facility capital maintenance.

Year 2019:

County percentage of total animals brought to the Facility from January 1, 2018 through December 31, 2018, times the actual Facility costs for 2018, plus \$3,000 toward Facility capital maintenance.

Year 2020:

County percentage of total animals brought to the Facility from January 1, 2019 through December 31, 2019, times the actual Facility costs for 2019, plus \$3,000 toward Facility capital maintenance.

7. The City agrees to provide a preliminary Domestic Animal Control Facility operating budget to the County on or before September of each year for the following budget year. If the operating budget increases by ten percent (10%) or more from one year to the next, both parties agree to meet with the intent of renegotiating the Agreement in a manner that will be mutually beneficial.
8. The County will pay to the City any extraordinary fees such as medical care or euthanization. The City shall not arrange for medical care or euthanization without written authorization by the County. Written authorization may be on the Sheriff's Department letterhead or an entry into Zuercher.
9. The County will be billed by City for the actual costs for euthanasia and disposal of animals that are euthanized, ill or injured. The City shall retain all contractual payments, donations and other monies it receives from any source and the County shall not be entitled to credit for any such receipts. Such monies shall include any adoption fees and any boarding and impoundment fees which the City may charge an owner of any animal which has been impounded in the Facility. The County shall not be liable for any expenses incurred by the City in its operation of the Facility and performance of its other obligations that are not set forth in this Agreement.
10. The City shall e-mail to the County, twice per week, except during the week in which a holiday falls, a list of County Animals housed in the Facility at the time. This list shall include the location where the animal was picked up, entity picking up the animal, the type of animal, when the animal entered the facility and how many days the animal has been housed in the facility. The City agrees not to release County animals to owners or

other persons without authorization to do so from the County. Authorization will be documented by the County or the County designated peace officer or other person with authority, on the Domestic Animal Control Facility Intake and Release Form which is available at the Facility, on the Zuercher system that may be printed out and brought to the facility or on Sheriff's Department letterhead or a report entry into Zuercher.

11. It is the City's obligation and responsibility to care for, feed and house the Domestic Animals. It is the County's obligation and responsibility for disposition of County Animals. The City is not responsible for disposition of County Animals.
12. The County may, at its discretion, delegate the responsibility for disposition of County Animals to the municipal police department serving the jurisdiction from which the animal was obtained.
13. All County Animals shall be managed, housed, fed and cared for by the City in accordance with the City's rules regarding the operation of the Facility and all applicable state and federal laws and regulations for a maximum of ten (10) calendar days unless, because of unforeseen circumstances, prior arrangements have been made with the City by the County. If no arrangements have been made for disposition of an animal by the County, after the expiration of fifteen (15) calendar days, the City shall, at its discretion, deliver the animal to the Sheriff. The City agrees to reasonably assist the County in complying with the County's instructions for disposition.
14. The City's Community Service Officer may assist the County, at the request of a licensed full-time Itasca County Sheriff's Department peace officer, in the pick-up of Domestic Animals when special needs exist and the Community Service Officer is available, subject to the approval of a Grand Rapids Police Department supervisor. The County agrees to reimburse the City for mileage and Community Service Officer salary, including any applicable overtime, when this occurs.
15. All animal criminal investigations that fall within the County's jurisdiction will be the responsibility of the Itasca County Sheriff's Department.
16. Nothing in this agreement shall prevent an incorporated city or township from contracting with the City of Grand Rapids for use of the Domestic Animal Control Facility. If this should occur, the County shall have no responsibility for disposition of the animal.
17. This Agreement shall remain in full force and effect until December 31, 2020 and will terminate on that date. Either party may cancel this Agreement at any time, without cause, by giving written notice to the other party at least 30 days prior to the effective date of the termination. City shall be paid by County for the work performed prior to the effective date of termination as well as a *pro rata* share of the retainer addressed above. Notice to City shall be mailed or delivered to City Council, Grand Rapids City Hall, 420 N. Pokegama Avenue, Grand Rapids, MN 55744. Notice to County shall be mailed or delivered to Itasca County Administration, 123 Fourth Street, Grand Rapids, MN 55744.

18. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers, and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur, or be requested to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this contract.

Liability of the Municipality and the County shall be governed by the provisions of the Minn. Stat. Ch. 466 and other applicable laws.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date first written.

CITY OF GRAND RAPIDS

COUNTY OF ITASCA

BY: \_\_\_\_\_  
Dale Adams, Mayor

BY: \_\_\_\_\_

BY: \_\_\_\_\_  
Kimberly Gibeau, City Clerk

BY: \_\_\_\_\_



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0882      **Version:** 1      **Name:** Anderson Resignation  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 11/29/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider accepting the resignation from Jared Anderson, Firefighter  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

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

Consider accepting the resignation from Jared Anderson, Firefighter

**Background Information:**

Jared Anderson, Firefighter, was appointed on April 10, 2017. Mr. Anderson has indicated that he is resigning from the Fire Department due to the demands of a new job and family.

**Staff Recommendation:**

Fire Chief Liebel and Director of Human Resources, Lynn DeGrio, are recommending accepting the resignation from Jared Anderson, Firefighter, with appreciation for his service on the Grand Rapids Fire Department.

**Requested City Council Action**

Make a motion accepting the resignation from Jared Anderson, Firefighter



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 17-0887      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 11/30/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider accepting the resignation of Paula Johnson from the Planning Commission.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

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

Consider accepting the resignation of Paula Johnson from the Planning Commission.

**Background Information:**

Ms. Johnson was initially appointed to the Planning Commission in September 2015 to fill an unexpired term. In March 2016, she was re appointed to the Commission for a term to expire March 1, 2020. We have received a notice of resignation from Ms. Johnson stating that she no longer lives within the City limits and no longer meets the resident requirement. This resignation creates an unexpired term vacancy through March 1, 2020.

**Staff Recommendation:**

Accept resignation and authorize staff to fill the vacancy.

**Requested City Council Action**

Make a motion to accept the resignation of Paula Johnson from the Planning Commission and authorize staff to fill the vacancy.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0889      **Version:** 1      **Name:** Holiday 3.2% Off-Sale  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 11/30/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider approving new 3.2% Off Sale license for Holiday Stationstores, LLC beginning December 22, 2017 or upon closing of transfer of membership interest, whichever is sooner.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

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

Consider approving new 3.2% Off Sale license for Holiday Stationstores, LLC beginning December 22, 2017 or upon closing of transfer of membership interest, whichever is sooner.

**Background Information:**

Holiday Stationstores, Inc. is transferring membership interest for Holiday Stations to Holiday Stationstores, LLC. and the scheduled closing is December 22, 2017. This will affect the 3.2% Off-Sale licenses for Holiday Stations #162 & #248 located in Grand Rapids. All fees and documentation have been received.

**Staff Recommendation:**

Approve licenses.

**Requested City Council Action**

Make a motion to approve 3.2% Off-sale licenses for Holiday Stationstores, LLC, stores #162 & #248, effective December 22, 2017 or upon closing of membership interest transfer, whichever is sooner.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0861      **Version:** 1      **Name:** CP 2011-3 Bonding Reimburse  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 11/28/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider adopting a resolution declaring the official intent of the City to reimburse certain expenditures from the proceeds of bonds to be issued by the City.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [12-4-17 Resolution Reimbursement all projects](#)

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

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

**Background Information:**

Prior to issuing bonds for public infrastructure project, the City incurs project expenses. The attached resolution allows the City to utilize the future bonds to cover those expenses.

**Staff Recommendation:**

Staff recommends approving the attached resolution declaring the official intent of the City to reimburse certain expenditures from the proceeds of the bonds to be issued by the City.

**Requested City Council Action**

Make a motion to adopt a resolution declaring the official intent of the City to reimburse certain expenditures from the proceeds of bonds to be issued by the City.



Councilor        introduced the following resolution and moved for its adoption:

RESOLUTION NO. 17-

**DECLARING THE OFFICIAL INTENT OF  
THE CITY TO REIMBURSE  
CERTAIN EXPENDITURES FROM THE PROCEEDS  
OF BONDS TO BE ISSUED BY THE CITY**

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt obligations used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the City of Grand Rapids, Minnesota (the “City”) expects to incur certain expenditures that may be financed temporarily from sources other than tax-exempt obligations, and reimbursed from the proceeds of a tax-exempt obligation;

WHEREAS, the City has determined to make this declaration of official intent (“Declaration”) to reimburse certain costs from proceeds of tax-exempt obligations in accordance with the Reimbursement Regulations.

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

1.        The City proposes to undertake City Project 2011-3, 2018 Northeast Improvements project.
2.        The City reasonably expects to reimburse the expenditures made for certain costs of the Project from the proceeds of tax-exempt obligations in an estimated maximum principal amount of \$500,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the tax-exempt obligations, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.
3.        This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of tax-exempt obligations, except for the following expenditures: (a) costs of issuance of tax-exempt obligations; (b) costs in an amount not in excess of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of twenty percent (20%) of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, tax-exempt obligation issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the tax-exempt obligations described in paragraph 2 are consistent with the City's budgetary and financial circumstances. No sources other than proceeds of tax-exempt obligations to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City's budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Adopted this 4<sup>th</sup> day of December 2017.

---

Dale C. Adams, Mayor

Attest:

---

Kimberly Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0880      **Version:** 1      **Name:** PT Hire-Karkela  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 11/29/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider approving the hiring of a part-time employee at the Grand Rapids Park and Recreation Department and the IRA Civic Center.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

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

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

**Background Information:**

The following individual will be hired with the Grand Rapids Park and Recreation Department and the IRA Civic Center. This regular part-time employee will be part of the annual operating budget, begin employment on December 5, 2017 and complete employment by December 31, 2017.

Benjamin Karkela, Maintenance, Hourly Pay Rate: \$12.00

Ben Olson, Maintenance, Hourly Pay Rate: \$10.75

**Staff Recommendation:**

City staff is recommending the approval of hiring of a regular part-time employee with the Grand Rapids Park and Recreation Department and the IRA Civic Center.

**Requested City Council Action**

Make a motion approving the hiring of a regular part-time employee with the Grand Rapids Park and Recreation Department and the IRA Civic Center.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 17-0888      **Version:** 1      **Name:**  
**Type:** Minutes      **Status:** Approved  
**File created:** 11/30/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Acknowledge minutes for Boards & Commissions.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [September 5, 2017 Arts & Culture.pdf](#)  
[October 3, 2017 Arts & Culture.pdf](#)  
[October 11, 2017 Library Board minutes.pdf](#)  
[October 13, 2017 HRA Public Hearing.pdf](#)  
[October 18, 2017 HRA Minutes.pdf](#)  
[September 14, 2017 Civic Center, Park & Rec minutes.pdf](#)  
[September 27, 2017 Human Rights.pdf](#)

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

Acknowledge minutes for Boards & Commissions.

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL  
REGULAR MEETING, TUESDAY, SEPTEMBER 5, 2017 – 3:45 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, September 5, 2017, at 3:45 pm

**CALL OF ROLL:** On a Call of Roll, the following members were present: Myrna Peterson, Sonja Merrild, Kathy Dodge, David Dobbs, Harry Smith, Lois Bendix and John Connelly.

**Absent:** Karen Walker and David Marty

**Visitors:** Frieda Hall and Melissa Weidendorf (Human Rights Commissioners)

**Staff Present:** Amy Dettmer and Michele Palkki

Commissioner Merrild called the meeting to order at 3:45 pm.

**SETTING THE AGENDA**      Artist in Residence/MacRostie Art Gallery      Commissioner Bendix

**MOTION BY COMMISSIONER BENDIX, SECOND BY COMMISSIONER SMITH TO ADD THE ABOVE ITEM TO THE AGENDA FOR DISCUSSION. Motion passed by unanimous vote.**

**NEW BUSINESS – HUMAN RIGHTS COMMISSION**

Commissioner Merrild moved the New Business to accommodate hearing from the Human Rights Commission. Introductions were made at this time.

Commissioners Frieda Hall and Melissa Weidendorf were present to address the Arts and Culture on behalf of the Human Rights Commission and to answer any questions they may have. One of the goals of the Commission, is they wanted to meet with all the other City Commissions/Boards to let them know about Human Rights and for Human Rights to know about them.

As Commissioners, it is not always known what each other do and that there could be some areas where we can work together on project(s). Commissioner Weidendorf handed out information about the history of Human Rights. The current idea of human rights, from the Universal Declaration of Human Rights by the United Nations in 1948, to the creation of the Minnesota Department of Human Rights, to the creation of the Grand Rapids Human Rights Commission. Above all the goal is to educate the rights that all individuals, have.

During any given year the Human Rights Commission work on different projects highlighting a variety of events. Currently the Commission is working on We Are All Criminals for September – there are several activities during the month. On September 11, 2017 the State Human Rights Commissioner will be in Grand Rapids. He will be speaking at the Library from 6:00 – 8:00 pm.

## **Human Rights Commission Continued**

Commissioner Hall reported with the help of former Human Rights Commissioner Barb Sanderson, the Grand Rapids City Council unanimously passed the Indigenous Peoples Day with a resolution recognizing the second Monday in October to reflect on our history and celebrate the thriving culture and value that the Anishinaabe, the Dakota and other Indigenous Nations add to our city.

October will highlight events around Indigenous People's Day. One highlight that was mentioned is the project that Commissioner Noyce is working on regarding her research on a map of Native settlements around Pokegama Lake and the Mississippi River and their history. These locations are navigable by canoe. This presentation will be held at the Grand Rapids Area Library on October 9, 2017 at 7:00 pm. All are welcome to attend.

Commissioner Dodge gave a brief history of how the Arts and Culture got started and where we are at today. The Commission has a plan that gives a guideline to follow and is now working toward putting together a Public Art Placement Plan.

A couple of areas where the Commissions can work together would be the Circle of Healing and Incorporate Ojibwe Art in the Community. Commissioner Merrild thanked Commissioners Hall and Weidendorf for coming to the meeting and look forward to work on projects together in the future.

**CORRESPONDENCE**                      Nothing to Report

**MINUTES** – Regular Meeting August 1, 2017

**APPROVAL OF MINUTES: Regular Meeting held on August 1, 2017.**

**MOTION BY COMMISSIONER DODGE, SECOND BY COMMISSIONER SMITH TO APPROVE THE MINUTES FOR AUGUST 1, 2017 AS PRESENTED. Motion passed by unanimous vote.**

**FINANCIALS – First Friday Banners**

A revised invoice for the three First Friday Banners was included in the packet. The Commission voted last month to spend up to \$1,500.00 but the costs has come to more than that amount. The first invoice did not include double-sided banners and therefore the cost to do both sides came in slightly higher.

Commissioner Dodge has been working with Silver Tip Graphics on this project and has asked the Commission to increase the approved amount to include double sided so that the banners can be read in either direction.

The Commission discussed the extra cost and made the following amended motion.

**MOTION BY COMMISSIONER DODGE, SECOND BY COMMISSIONER PETERSON TO APPROVE UP TO \$2,000.00 FOR THE THREE FIRST FRIDAY BANNERS. Motion passed by unanimous vote.**

## **RIVER VENUE**

The River Venue Feasibility Study is complete and has been accepted by the City Council. The Commission will revisit this in March of 2018. At that time a working group will be put together to begin working towards making it a reality.

## **PROGRESS REPORTS**

**Utility Boxes** – Commissioner Smith reported that Public Utilities Manager, Julie Kennedy, has come back with an estimate to use one of the utility boxes as a trial. The utility box that she would like to do is on the corner 1<sup>st</sup> Avenue and 3<sup>rd</sup> Street (East of Shaw Florists).

The estimate she received was from Silvertip Signs and Graphics with cost approximately \$1,535.00. Public Utilities would be willing to pay for this.

The Commission was very grateful that Public Utilities would help with this project. A photo will have be either taken from Shutterstock or one that an artist can do. The period is short due to the temperature issues; it has to be at least 50 degrees to have the wrap to stick.

Commissioners Connelly and Dobbs will work on selecting a photograph to submit for the box. The Commission reviewed the cost estimate and would help defray any extra costs involved if there are license fees, photo purchase and etc.

**MOTION BY COMMISSIONER DODGE, SECOND BY COMMISSIONER SMITH TO APPROVE UP TO \$1,000.00 FOR THE PUBLIC UTILITIES ELECTRIC BOX WRAP. Motion passed by unanimous vote.**

## **Public Art Placement Plan**

A discussion was held regarding the design of a public art placement plan. The Commission discussed putting together a working group to begin formulating a art placement plan. The working group will present to the Commission at a later time. The working group will consist of Commissioners Merrild, Bendix, and Connelly.

## **Artist in Residence/MacRostie**

Commissioner Bendix reported that during the MacRostie Art Studio Tour the artists wanted to find out if there was an option to have Central School open from eleven until three. Even though this is, a city owned facility Tom Shmoll takes care of the security and keys to the building. Ms. Corwin, an artist in residence, will check to see if someone from the Police Department would be willing to unlock the building and take care of the security alarms.

There being no further business, the meeting adjourned at 5:00 pm

Respectfully submitted by Michele Palkki

*Michele Palkki*

The next regular meeting of the Arts and Culture Commission will be October 3, 2017

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
CONFERENCE ROOM 2A – GRAND RAPIDS CITY HALL  
REGULAR MEETING, TUESDAY, OCTOBER 3, 2017 – 3:45 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2A of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, October 3, 2017, at 3:45 pm

**CALL OF ROLL:** On a Call of Roll, the following members were present: Sonja Merrild, Kathy Dodge, Harry Smith, Lois Bendix, David Marty, John Connelly, David Dobbs, and Myrna Peterson.

**Absent:** Karen Walker

**Visitors:** Debbie and Brian Vergin

**Staff Present:** Tom Pagel, Matt Wegwerth, Amy Dettmer and Michele Palkki

Commissioner Merrild called the meeting to order at 3:45 pm.

**Public Input:** Debbie and Brian Vergin were present to address the Commission regarding putting a lion water fountain on Central School Grounds. The Vergin's represent the Cap Baker Lion's Club who would like to purchase this fountain and donate it to the City of Grand Rapids.

If the City accepts the donation they would like it to be located on Central School Grounds near the Yellow Brick Road, Mr. Pagel pulled up a map and showed the location recommended. Ms. Vergin also stated that she has located one company that still makes the lion fountain so time is kind of in the essence; they hope to know within the next 6 months in order to secure the order. The company that makes these fountains is in the process of not furthering production.

Commissioner Merrild explained that because the Commission is in the middle of putting together an art placement plan that the Arts and Culture Commission would need some time to put together a map placement in regards to art being donated to the City. It may be a couple of months before we would be ready to receive requests regarding placement and accepting art.

Commissioner Merrild reported that she would keep in contact with the Vergin's once the map is in place and the Commission has some time to discuss. The Vergin's thanked the Commission for their consideration. The Commission also thanked the Vergin's for their input for art placement in the city,

**SETTING THE AGENDA**      Nothing to add

Commissioner Merrild moved the New Business to accommodate hearing from Administrator Tom Pagel and Engineer Matt Wegwerth regarding downtown news.



**NEW BUSINESS** City Administrator Tom Pagel and City Engineer Matt Wegwerth

What is happening in downtown Grand Rapids? Mr. Pagel and Matt Wegwerth were present to bring the Commission up to date on the downtown. Mr. Pagel brought up the city downtown map as a visual to see what is new and to identify land that is owned by the City where art placement can potentially be.

**Downtown Hotel:** Mr. Pagel noted that the initial intent to build a Holiday Express Hotel down near the Library fell through, however, the city has received a new 6 month letter of intent for building another hotel in that same location. They are currently working on a market study and will report back to the city once that is completed.

**Downtown Brewery:** Mr. Pagel reported that Ed Zabinski, part owner of the new brewery to be built, indicated they should have the financing set shortly; Matt Lehtinen is no longer a partner. Once the financing is in order, the City will let bids on the demolition of the old Grand Rapids Town Hall and Body in Balance buildings. The city reiterated that the old Rialto Theater is not going to be demolished but will be renovated as part of the plan.

**The Public Parking Lot:** This is adjacent to the businesses along Pokegama Avenue where the new brewery is to be located and may get a face-lift. Matt Wegwerth is now working on re-constructing the lot to bring greenery, possible art placement, more islands with shrubs, trees and etc. This is all contingent upon receiving financing for the project.

**The Pedestrian Bridge:** Mr. Pagel reported his hope that the bridge would still be constructed in 2018. There will be potentially places for art on both sides of the Mississippi River. Mr. Wegwerth noted that he would have an updated design available for the small group, consisting of Commissioners Merrild, Connelly, Bendix and Katie Marshall from MacRostie. This group will be walking the downtown, weather permitting, to note where public art can be placed, downtown maps will be provided.

**Farmers Market:** A question was raised if there was any area available if the Farmer's Market were to come back downtown. Mr. Pagel reported he would be open for conversations regarding public space, if they wish to come back. It was noted that the Kremer's Parking Lot is still leased to the City but M and H own the property and can pull their lease if they wish to cancel.

**CORRESPONDENCE** Nothing to report

**MINUTES**

**APPROVAL OF MINUTES – Regular Meeting held on September 5, 2017**

**MOTION BY COMMISSIONER DODGE, SECOND BY COMMISSIONER SMITH TO APPROVE THE MINUTES FOR SEPTEMBER 5, 2017 AS PRESENTED. Motion passed by unanimous vote.**

**FINANCIALS** A financial report was included in the Board Packet. The First Friday Banners have been purchased for \$1,800.00 and are up.

## **ARTIST IN RESIDENCE**

Commissioner Bendix reported that the application for Jamie Aubid was included in the packet for review. Jamie is a Native American who paints and does bead work. He has committed to working 20 hours per week. Commissioner Bendix reported that because some of the artists are not there all the time there is room for another artist. If approved he will be there October – December 2017.

**MOTION BY COMMISSIONER BENDIX, SECOND BY COMMISSIONER DOBBS TO APPROVE THE ARTIST IN RESIDENCE – JAMIE AUBIN AS PRESENTED. Motion passed by unanimous vote.**

Commissioner Bendix reported that Mary Corwin, lead artist, would begin to attend the monthly Central School tenants Meeting. Commissioners Bendix and Dodge will be trained in for the alarm system at Central School so the artists can be involved in the studio tour. Commissioner Bendix reported that either she or Commissioner Dodge would be at Central School from 10 until 3:00 pm on Sunday, for the tour, to direct people to the artist loft. Businesses will not be open on Sunday.

## **PROGRESS REPORTS**

**Utility Boxes** – Commissioners Connelly and Dobbs have acquired some photo's that could possibly be used for the Utility Box on the corner of the public parking lot. A photo has not been picked at this time but some were passed around for the commission to look at. Commissioners Connelly and Dobbs will contact Silvertip Graphics to arrange for shrink wrapping.

**Public Art Plan** – Commissioners Merrild, Bendix, Connelly and Katie Marshall from MacRostie will meet at City Hall on Wednesday, October 4, 2017 at 3:00 pm to walk the downtown to mark potential places for Art. Maps will be provided and can be picked up at the Administration Office.

**2018 Mayor's Art Award** – Commissioner Marty handed out last year's guidelines and press release. It was noted to keep the same time line as in 2017 with nominations going public on January 2, 2018, deadline is Friday, February 2, 2018 and presented at Annual Chamber Dinner on April 26, 2018. A sub-committee consisting of Commissioners Marty and Merrild will work on this.

**OLD BUSINESS** – Nothing to report

**ANNOUNCEMENTS** – Grand Rapids Arts is working on a grant for the purchase of a gazebo to be built and placed at the old Kremer's Parking Lot pop up park.

The following items need to be added to the November Agenda. IRR Downtown Business Corridor Grant, Update City Council at a Work Session, 2018 Goals and Objectives.

There being no further business, the meeting adjourned at 5:00 pm

Respectfully submitted by Michele Palkki, Administrative Assistant

*Michele Palkki*

The next regular meeting of the Arts and Culture Commission will be November 7, 2017.

## **Grand Rapids Area Library Regular Board Meeting October 11, 2017**

**Call to Order:** The monthly board meeting was called to order at 5:02 by Dennis Jerome.

### **Roll Call:**

**Members Present:** Shannon Benolken, Deb Kee, Max Peters, Lisa Tabbert, Dennis Jerome

**Members Absent:** Randy McCarty, Sue Ziege, Jean, and Richard Thouin

**Staff Present:** Marcia Anderson

**Public Comment:** None

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

**B. Minutes:** A motion was made by Deb Kee to approve minutes and was seconded by Shannon Benolken the motion was passed unanimously.

**C. Communications:** None

### **D. Financial Report**

- a. A motion was made to approve the financial reports and payment of bills as listed by Shannon Benolken a second was made by Max Peters. On a roll call vote the motion was passed unanimously.

DATE: 10/05/2017

CITY OF GRAND RAPIDS

PAGE: 1

TIME: 10:58:21

VENDOR SUMMARY REPORT

ID: AP442000.WOW

INVOICES DUE ON/BEFORE 10/11/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0113100	AMAZON.COM	2,105.03	255.32
0113233	AMERIPRIDE LINEN & APPAREL	4,142.75	49.74
0113900	AMY GOTTLIEB PAINTING	12,440.00	11,160.00
0118660	ARROWHEAD LIBRARY SYSTEM	1,616.90	82.65
0201428	BAKER & TAYLOR, INC	18,038.41	2,028.86
0212124	BLACKSTONE AUDIO, INC	1,073.88	932.74
0212750	BLUE CROSS & BLUE SHIELD OF MN	543,555.50	5,948.50
0221700	BUSY BEES QUALITY CLNG SVC INC	15,300.00	1,700.00
0315455	COLE HARDWARE INC	8,754.06	30.56
0405447	DELTA DENTAL OF MINNESOTA	24,340.25	235.60
0405500	DEMCO	2,155.17	377.05
0605191	FIDELITY SECURITY LIFE INS CO	566.88	6.26
0718015	GRAND RAPIDS CITY PAYROLL	4,840,090.21	37,400.84
0815435	DION HOLCOMB-CARD	58.85	58.85
1209516	LINCOLN NATIONAL LIFE	11,139.10	39.00
1305065	MEDTOX LABORATORIES INC	99.40	24.85
1309199	MINNESOTA ENERGY RESOURCES	51,810.45	45.00
1309265	MN DEPT OF LABOR & INDUSTRY	210.00	30.00
1309335	MINNESOTA REVENUE	44,472.56	81.66
1405850	NEXTERA COMMUNICATIONS LLC	3,970.76	88.43
1415377	NORTHERN BUSINESS PRODUCTS INC	7,967.62	723.34
1600100	PBS DISTRIBUTION, LLC	0.00	3,036.70
1601750	PAUL BUNYAN COMMUNICATIONS	4,945.95	244.08
1605665	PERSONNEL DYNAMICS LLC	11,905.53	1,366.59
1621130	P.U.C.	220,993.03	2,879.46
1801610	RAPIDS PLUMBING & HEATING INC	13,769.88	718.20
1805150	RECORDED BOOKS	1,985.10	328.42
1909510	SIM SUPPLY INC	14,034.30	155.44
2114356	UNIQUE MANAGEMENT SERVICES	1,136.65	438.55
2114750	UNUM LIFE INSURANCE CO OF AMER	2,304.61	18.45
2205637	VERIZON WIRELESS	30,354.50	112.78
2209665	VISA	44,517.08	911.60
2301700	WASTE MANAGEMENT	25,626.36	277.11
T001045	TAMMY SCHOTZKO	100.00	100.00
		TOTAL ALL VENDORS:	71,886.63

### **E. Staff Reports**

- a. City approved the preliminary budget
- b. Invited next spring to talk about the library budget to educate the county board
- c. Grant Application, estimated project cost at \$24,000, grant would be for \$12,000. Will find out in late November.

### **F. Old Business**

- a. Budget

### **G. New Business**

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

1. Approve payment of late bills (none)
2. Approve Contracts and payment to presenters
  - a. William Durbin November 2<sup>nd</sup> *Writing Historical Fiction* \$250
  - b. Betsy Whirley 7 *Artastic* Programs @ \$125 each
  - c. Jenny Behm 7 *STEAM* Programs @ \$125 each
  - d. Tammy Schotzko October 23 *Kids Got Clutter* \$100
  - e. Sparky Stensaas November 14 *Sax-Zim Bog* \$200
3. Approve Resolution 2017-09 Accepting Donations

### **Regular Agenda:**

1. Recommend changing the status of Dion Holmcomb-Card from part time to full time Library Public Services Clerk- Children's, Beginning November 1, 2017
  - a. Deb Kee made a motion to recommend making Dion a full-time employee, the motion was seconded by Lisa Tabbert. The motion was passed unanimously.

**Adjourn:** The monthly board meeting was adjourned at 5:15 by Dennis Jerome.

**THE HOUSING AND REDEVELOPMENT AUTHORITY  
OF GRAND RAPIDS, MN  
PUBLIC HEARING, OCTOBER 13, 2017**

**CALL TO ORDER**

Pursuant to due notice and call thereof, a Public Hearing of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson, Len Salmela, at 4:00 p.m. in the Community Room located at 411 NW 7<sup>th</sup> Street, Grand Rapids, MN.

**CALL OF ROLL**

On a Call of Roll the following Grand Rapids HRA Commissioners were present:  
Commissioner Len Salmela - Commissioner Chris Henrichsen- Commissioner Pat Schwartz

Absent: Commissioner Marilyn Rossman – Commissioner Bill Zeige.

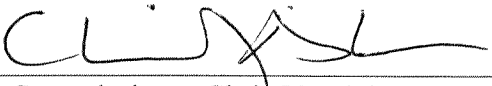
HRA: Executive Director, Jerry Culliton

**PUBLIC FORUM**

None

**REVIEW THE GRAND RAPID HOUSING AND REDEVELOPMENT FIVE YEAR BOARD APPROVED AGENCY PLAN, 2015 – 2019 FOR FISCAL YEAR 2018**

After review by the Board on the Five Year Agency Plan with the addition of Goal 5; no smoking in the two public building by July 30, 2018, Commissioner Henrichsen made a motion to adjourn the public hearing at 4:05 p.m. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

Signed   
Secretary, Commissioner Chris Henrichsen

**APPROVED**

**RESOLUTION OF THE HOUSING AND  
REDEVELOPMENT AUTHORITY OF GRAND RAPIDS, MINNESOTA**

**RESOLUTION NO. 2018-01**

**Approval of 2018 Public Housing Budget**

WHEREAS, the Housing and Redevelopment Authority of Grand Rapids, MN owns and operates public housing apartments in Grand Rapids and must adopt an annual budget for the operation of those properties; and

WHEREAS, the Housing and Redevelopment Authority of Grand Rapids, MN has determined that the proposed budget expenditures are necessary in the efficient and economical operation of the housing for the purpose of serving low income persons;

NOW THEREFORE BE IT RESOLVED that the Housing and Redevelopment Authority of Grand Rapids, Minnesota hereby approves and adopts the attached 2018 public housing budget.


Voting Aye: Commissioners: Salmela, Hernrichsen, Rossman, Zeige and Schwartz

Voting Nay: None

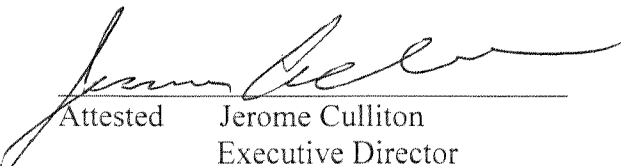
Absent: None

We do hereby certify that the foregoing resolution was duly presented and enacted upon by a vote of 5 for, 0 against, 0 abstaining at a regular meeting of the Housing and Redevelopment Authority of Grand Rapids, Minnesota, a quorum being present, held on November 15, 2017.

The Chairperson declared the Resolution passed.

  
\_\_\_\_\_  
Len Salmela, Chairperson

11-15-17  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Attested Jerome Culliton  
Executive Director

**PHA Board Resolution**  
Approving Operating Budget

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing -  
Real Estate Assessment Center (PIH-REAC)

OMB No. 2577-0026  
(exp. 07/31/2019)

**Public reporting burden** for this collection of information is estimated to average **10 minutes per response**, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required by Section 6(c)(4) of the U.S. Housing Act of 1937. The information is the operating budget for the low-income public housing program and provides a summary of the proposed/budgeted receipts and expenditures, approval of budgeted receipts and expenditures, and justification of certain specified amounts. HUD reviews the information to determine if the operating plan adopted by the public housing agency (PHA) and the amounts are reasonable, and that the PHA is in compliance with procedures prescribed by HUD. Responses are required to obtain benefits. This information does not lend itself to confidentiality.

PHA Name: Grand Rapids Housing & Redevelopment Authority

PHA Code: MN057

PHA Fiscal Year Beginning: 2018

Board Resolution Number: 2018-02

Acting on behalf of the Board of Commissioners of the above-named PHA as its Chairperson, I make the following certifications and agreement to the Department of Housing and Urban Development (HUD) regarding the Board's approval of (check one or more as applicable):

DATE


- Operating Budget approved by Board resolution on: 11/15/2017
- Operating Budget submitted to HUD, if applicable, on:
- Operating Budget revision approved by Board resolution on:
- Operating Budget revision submitted to HUD, if applicable, on:

I certify on behalf of the above-named PHA that:

1. All statutory and regulatory requirements have been met;
2. The PHA has sufficient operating reserves to meet the working capital needs of its developments;
3. Proposed budget expenditure are necessary in the efficient and economical operation of the housing for the purpose of serving low-income residents;
4. The budget indicates a source of funds adequate to cover all proposed expenditures;
5. The PHA will comply with the wage rate requirement under 24 CFR 968.110(c) and (f); and
6. The PHA will comply with the requirements for access to records and audits under 24 CFR 968.110(i).

I hereby certify that all the information stated within, as well as any information provided in the accompaniment herewith, if applicable, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.31, U.S.C. 3729 and 3802)

Print Board Chairperson's Name: <b>Len Salmela</b>	Signature: 	Date: <b>11/15/2017</b>
---	--	----------------------------



**THE HOUSING AND REDEVELOPMENT AUTHORITY  
OF GRAND RAPIDS, MN  
REGULAR MEETING October 18, 2017**

**CALL TO ORDER**

Pursuant to due notice and call thereof, a Regular Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson Len Salmela, at 4:05 p.m. in the Community Room, located at 411 NW 7<sup>th</sup> Street, Grand Rapids, MN.

**CALL OF ROLL**

On a Call of Roll the following Grand Rapids HRA Commissioners were present: Commissioner Len Salmela - Commissioner Chris Henrichsen - Commissioner Pat Schwartz

**ABSENT:** Commissioner Bill Zeige, Commissioner Marilyn Rossman

**HRA:** Executive Director Jerry Culliton

**PUBLIC FORUM:** None

**APPROVAL OF MINUTES**

Commissioner Henrichsen made a motion to approve the Regular meeting minutes of September 20, 2017 as presented. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**FINANCIAL REPORTS**

Discussion was held among the Board members on the financial reports for the month of September, 2017, for the Public Housing Fund, Crystal Lake Townhomes Fund, and Pooled Housing Fund. Commissioner Schwartz made motion to approve all financial statements as presented. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

**APPROVAL OF VERIFIED CLAIMS**

After Director Culliton answered all questions regarding the verified claims, Commissioner Henrichsen made a motion to approve the Public Housing verified claims in the amount of \$27,543.90. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried. Commissioner Henrichsen made a motion to approve Crystal Lake Townhomes verified claims in the amount of \$37,247.98. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried. Commissioner Henrichsen made a motion to approve the Pooled Housing verified claims in the amount of \$58,969.83. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**APPROVED**

**PUBLIC HOUSING REPORT**

Director Culliton stated; we have four vacancies between the two buildings, with applications coming in, we will have a federal REAC inspector coming on November 16<sup>th</sup> at 1:00 p.m. to inspect the public buildings, otherwise operations are normal and routine at both buildings.

**CONSIDER FISCAL YEAR 2018, FIVE YEAR AGENCY PLAN 2015 - 2019**

After discussion among the Board, Commissioner Henrichsen made a motion to approve the 2015-2019 Grand Rapids HRA Five Year Plan updated for fiscal year 2018 and authorize the Executive Director to submit the Plan and supporting documents. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**CONSIDER CIVIL RIGHTS CERTIFICATION RESOLUTION**

Commissioner Henrichsen made a motion to authorize the Chairperson to sign and approve the Civil Rights Certification for submission by Executive Director. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**CONSIDER TRANSFER OF FUNDS**

After discussion by the Board Commissioner Henrichsen made a motion to authorize the Executive Director to transfer the amount of \$6,887 from the General Fund to the Public Housing Fund as per our auditor's recommendation. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**CONSIDER TRANSFER OF OFFSET LITIGATION FUNDS**

After discussion among the Board and the Executive Director on the litigation that was entered into by the Grand Rapids HRA, of which the court sided with the litigants, Commissioner Schwartz made a motion that the Executive Director be authorized to transfer the funds from the public housing funds to the general fund as per our legal team's opinion, as they are not HUD funds. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

**CRYSTAL LAKE HOUSING REPORT**

Crystal Lake has 10 vacancies with one or two possible move-ins being processed. There was a discussion on the vacancies, in the City of Grand Rapids from different owned rental properties including DW Jones, CEPCO management, as well as other properties. We had also received our REAC score of 88 for our Crystal Lake Housing townhomes.

**CONSIDER VARIANCE APPLICATION**

Commissioner Henrichsen made a motion to authorize the Executive Director to pay the application fee and to apply for a variance for demolition of the existing 24 Crystal Lake

**APPROVED**

**Grand Rapids HRA  
Meeting Minutes 10/18/2017  
Page 3**

Townhomes storage sheds and that they not be rebuilt. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**POOLED HOUSING REPORT**

Director Culliton gave a report stating that we are 100% occupied with short waiting otherwise operations are normal and routine.

**CONSIDER APPROVING FPW 2018 BUDGET**

After discussion among the Board and the Executive Director on the budget submitted, the Board discussed the extra building maintenance and repairs, extraordinary expenses, the principal and interest payments for the coming year as well as the category of budgets listed for ordinary maintenance and operations. Commissioner Schwartz made a motion to approve the 2018 as presented which included the 2% aggregate rental adjusted approved in September, as well as a 2% wage adjustment for all employees commencing January 1, 2018. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

**CONSIDER APPROVING LSP 2018 BUDGET**


After discussion among the Board and the Executive Director on the budget submitted, the Board discussed the extra building maintenance and repairs, extraordinary expenses, the principal and interest payments for the coming year as well as the category of budgets listed for ordinary maintenance and operations. Commissioner Schwartz made a motion to approve the 2018 as presented which included the 2% aggregate rental adjusted approved in September, as well as a 2% wage adjustment for all employees commencing January 1, 2018. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

**OTHER MATTERS**

Commissioner Schwartz updated the Board on the rental task force housing meetings that were being held of which Commissioner Schwartz is the chairman. No action taken.

**ADJOURNMENT**

There being no further information of the HRA of Grand Rapids for October 18, 2017, Commissioner Henrichsen made a motion to adjourn the meeting at 5:20 p.m. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

Signed   
Secretary, Commissioner Chris Henrichsen

**APPROVED**

**CIVIC CENTER AND PARKS AND RECREATION ADVISORY BOARD**  
**Regular Monthly Meeting**  
**September 14, 2017**

The IRA Civic Center and Park and Recreation Advisory Board held its regular monthly meeting on Thursday, September 14, 2017 at the IRA Civic Center.

**I. CALL TO ORDER**

**Board Members Present:** Tasha Connelly, Lilah Crowe, Adrienne Huson, Brad Hyduke, and Steve Oleheiser

**Board Members Absent:** Luke Francisco and Tina Glorvigen

**Staff Present:** Dale Anderson, Sara Holum

**Visitors:** Myrna Peterson

**II. FINANCIAL REPORTS**

None reported. Dale will email 3<sup>rd</sup> quarter financials.

**III. MINUTES**

The minutes from the last regular meeting held on May 10, 2017 were presented to the board.

**A motion was made by Oleheiser and second by Connelly, to accept the May 10, 2017 minutes as presented.**

**Upon roll call vote, the following voted in favor thereof: Connelly, Crowe, Huson, Hyduke, and Oleheiser. Those opposed: none. Motion carried.**

**IV. SETTING THE AGENDA**

**V. VISITORS**

- a. Dale was contacted by a representative of the Grand Rapids Lion's Club to discuss the possibility of the Lion's Club placing a lion statute water fountain within the City of Grand Rapids. At the time of the meeting there was not a representative from the Lion's Club to give details. Dale mentioned that he did not know if it is a possibility at the Central School but would be open to Blandin Beach.
- b. Mobility Mania. Myrna Peterson from Mobility Mania spoke about the possibility of planning a handicapped accessible swing at the playground at Blandin Beach. She described an accessible playground in Willmar that she toured with Sandy Lehman and was able to swing freely and it was very liberating.

Myrna also explained that a group of Eagle Scouts, headed by Alex Morse, was going to be constructing handicapped accessible picnic tables for some of the parks. She mentioned that Home Depot was to donate some of the supplies, the City of Grand Rapids (Public Works) were going to assist in cutting of the wood and the tables were going to be built at the fairgrounds by the Eagle Scouts and other volunteers.

Myrna also had a conversation about the Kiwanis presenting the idea of adopting Blandin Beach, the same as the Rotary had done with Crystal Lake Park. Dale confirmed that the City has been approached but no action has been taken yet. Right now the plan is for

tearing down the beach house so there could be some planning as to where a possible pavilion could go in the future.

## **VI. OLD BUSINESS**

- a. Multi-Use Pavilion update. Painters are still working in Pavilion. Dale explained that the boards and glass are in and there will be a ribbon cutting sometime in December.
- b. Dehumidification replacement update. Although we had some very high humidity days, the west rink has been completely dry and the civic center staff is quite satisfied with the new dehumidification system.
- c. Electronic community message board update. Messages to be displayed will be split between the Blandin Foundation, The Reif Center, ISD #318 and the City of Grand Rapids. There is a policy in place regarding political or religious beliefs. Message requests will be done on the City of Grand Rapids website and will be sent to Lauren Van Den Heuvel.

## **VII. NEW BUSINESS**

- a. Civic Center Expansion / State Bonding. Dale explained that the City has met with user groups three separate times. The groups include the School District, Invest Early, Boys and Girls Club, YMCA, Grand Itasca, Mobility Mania and GRAHA. Dale gave details of the meetings with the individual groups, the tour to the Heritage Building in Duluth and naming rights, and also possibilities of commercial space.

While showing a plan of the IRA Civic Center Dale provided information and details of what the expansion will look like with its potential renovations. Dale advised that the entire development of the IRA Civic Center Expansion is projected to cost \$16 million. Of that amount \$8 million will be requested as bonding from the State. These renovations would also include ripping the floor out on the west side and connecting the system to the east side. There is a House Bonding Committee tour that is traveling to northern Minnesota on September 27 and 28 and they are scheduled to attend a presentation by members of the City of Grand Rapids and potential users.

## **VIII. STAFF REPORT**

- a. Summer Sports Camp went well again this year although there were fewer attendees than last year.
- b. Curling Bonspiel is scheduled for this weekend. There are 16 teams signed up to participate.

## **IX. CORRESPONDENCE**

## **X. ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:42 p.m.

Respectfully submitted: Sara Holum

## CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION

**CALL TO ORDER:** Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Human Rights Commission was held in Conference Room 2B, Grand Rapids City Hall, Grand Rapids, Minnesota, on Wednesday, September 27, 2017 at 4:00 p.m.

**CALL OF ROLL:** On a Call of Roll, the following members were present: Commissioners Mary Jo Wimmer, Jessica Hartshorn, Karen Noyce, Doug Learmont, John Schirber, Becky LaPlant, and Alice Moren

**Absent** Melissa Weidendorf and Frieda Hall

**Staff:** Michele Palkki

**Visitor:** Carolyn Eck

**CALL TO ORDER** Commissioner Noyce called the meeting to order at 4:00 pm.

**SETTING AGENDA** Nothing to add

**APPROVAL OF MINUTES** August 30, 2017.

There was one correction, under Circle of Healing. The project team **has formed** to work toward increasing the number of Native teachers in District 318.

**MOTION BY COMMISSIONER LAPLANT, SECOND BY COMMISSIONER WIMMER TO APPROVE THE MINUTES OF AUGUST 30, 2017 with the correction as noted. Motion passed by unanimous vote.**

**FINANCIALS** Nothing to report

**PUBLIC COMMENT/ACCOLADES** Carolyn Eck was present to invite the commission and community to the Light of Unity Festival of the 200<sup>th</sup> birthday of Baha'u'llah's life and teachings. Ms. Eck gave each Commissioner an invitation and booklet. This celebration will be held at ICC on October 21, 2017 from 2:00 pm until 4:00 pm and is free and open to the public.

The Commission thanked Ms. Eck.

### **CIRCLE OF HEALING**

Commissioner Noyce reported the following for the Circle of Healing.

- ✓ The meeting that was held went very well. There was discussion of events that will coincide with events for Indigenous People's Day
- ✓ Why Treaties Matter will be held 2 weeks beginning with First Friday
- ✓ Tuesday, October 10, 2017 will host Jim Jones, Cultural Resource for Indian Affairs
- ✓ Wednesday, October 11, 2017 Chamber Taking Care of Business Networking Event held at the Timberlake. The Circle of Healing will have a booth to learn about the 1855 treaty that made way for the City of Grand Rapids to exist and why this supreme law of the land is everyone's treaty today.

## ITASCA DIVERSITY

The next meeting will be held on Monday, October 2, 2017. The group is re-examining what they need to do in the future and are going through some growing pains.

## BIG VIEW UPDATE

Commissioner Moren reported that the following Big View event is planned. This event will feature Samson Longtin, who has a criminal record and will be discussing his authentic life experience. Catie Johnson, who has worked in juvenile corrections from 2008 until 2014. She then ran a re-entry program from 2014-2016.

- Wednesday, October 4, 2017      Second Chances      11:00 – 1:00 pm      Library

Possible topics for the future include, but not limited to: Public Defense/Legal Aid, Overdose Deaths, LGBT. There is a request to have a book signing and to co-host the event of From Prison to PHD.

- Tuesday, October 17, 2017      Book Signing      6:30 – 8:30 pm      from Prison to PHD.

**MOTION BY COMMISSIONER WIMMER, SECOND BY COMMISSIONER MOREN TO APPROVE FUNDING UP TO \$100.00 ON REFRESHMENTS, from the Human Rights Commission Budget if funding is available from current balance of Northland Foundation Grant. Motion passed by unanimous vote.**

## OLD BUSINESS

### **Indigenous People's Day Discussion**

Commissioner LaPlant reported this year's Indigenous People's Day. The schedule is listed below.

- ✓ MacRostie Art Center will feature Gordon Coons, who paints in an Ojibwa woodland art style combining Ojibwa petroglyphs and images and stories from birch bark scrolls.
- ✓ **Friday, October 6, 4:00 – 7:00 pm:** The inaugural First Friday Art Walk at the YMCA features the award winning Why Treaties Matter Exhibition. Circle of Healing members will be on-hand to answer questions. Refreshments will be provided by the YMCA.
- ✓ **Monday, October 9, 7:00 pm:** Held at the Grand Rapids Area Library.  
Welcome – Human Rights Commission Chair Melissa Weidendorf.  
Resolution will be read by Mayor Dale Adams  
Sandy Lake Tragedy of 1850 Essay Contest – Commissioner Jess Hartshorn
- Commissioner Noyce will be presenting a reconstructed map of the local landscape as it was in the mid-to-late 1800s, tying historic events to the context of place. Commissioner Noyce brought together some of these neglected historic threads, without them, our community's story is incomplete, like a hidden family history.

- ✓ **Tuesday, October 10, 6:30 – 7:30 pm** Circle of Healing will be working with the YMCA sponsoring Why Treaties Matter. Presentation with Jim Jones
- ✓ **Wednesday, October 11, 4:00 – 7:00 pm** Taking Care of Business Networking Event. Takes place at Timberlake Lodge. Circle of Healing will be available to learn about the 1955 treaty
- ✓ **Friday, October 13, 5:30 – 8:00 pm** Screening of the award-winning film, Reel Injun: On the Trail of the Hollywood Indian.
- ✓ **Friday, October 20, 5:00 pm** Sandy Lake Tragedy of 1850 Essay Contest submissions due.
- ✓ **Monday, November 13, 5:00 pm** Grand Rapids City Hall – Sandy Lake Tragedy of 1850 Essay Contest winners announced at the City Council Chambers.

### **Boards and Commissions**

The following meetings have taken place; Airport, ICTV and Arts and Culture. Everyone has been very open and thanked the Human Rights Commission making others aware and hopefully work together on future city projects.

### **We are all Criminals**

This is wrapped up. Comments heard have been positive. It was really great to have the State Commissioner here to meet and talk with the Community, the Police Department and the Human Rights Commission.

### **NEW BUSINESS**

#### **Role Hosting Conversations**

The Commission would like to invite Police Chief Scott Johnson to a future meeting to discuss what type of education/awareness events he would like to see offered. Commissioner LaPlant will touch base with Chief Johnson.

There being no further discussion the meeting was adjourned at 5:30 pm.

*Michele Palkki, Administrative Assistant*

The next meeting is scheduled October 25, 2017





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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 17-0872      **Version:** 1      **Name:** Department Head Report - IT Department  
**Type:** Department Head Report      **Status:** Department Head Report  
**File created:** 11/29/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Department Head Report - IT Department  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

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

Department Head Report - IT Department



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0863      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Community Development  
**File created:** 11/28/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider adoption of a Prohibition of Excessive Force Policy  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Prohibition of Excessive Force Policy.pdf](#)  
[Excessive Force Provision Update.pdf](#)

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

Consider adoption of a Prohibition of Excessive Force Policy

### **Background Information:**

The City of Grand Rapids has been awarded a Small Cities Development Program (SCDP) grant for no less than 10 commercial and 20 residential rehabilitation projects. The SCDP funds, which are awarded by the Minnesota Department of Economic Development (DEED), are federal Community Development Block Grant (CDBG) dollars that come from the U.S. Department of Housing and Urban Development (HUD). Some of the supporting documentation we must submit to be in compliance with HUD requirements include: the City's Anti-displacement Plan, Drug Free Workplace Plan and the Use of Force Plan. This documentation was submitted and we received response from DEED, recently, that asked for more specificity in the area of our Use of Force Plan.

The 1990 HUD Appropriations Act stipulates that no funds appropriated in the Act for the CDBG program could be awarded to any municipality that failed to adopt and enforce "a policy prohibiting the use of excessive force by law enforcement agencies within the jurisdiction of the municipality against any individuals engaged in nonviolent civil rights demonstrations." While it could potentially be argued that the situation described in the draft policy being considered is covered, in a broad sense, within our current Use of Force Plan, the adoption of the attached brief policy will simplify the process and satisfy the HUD requirements. This policy will not replace our current Use of Force Plan.

### **Staff Recommendation:**

Adopt the Prohibition of Excessive Force Policy

### **Requested City Council Action**

Pass a motion adopting a Prohibition of Excessive Force Policy

Council member \_\_\_\_\_ introduced the following policy and moved for its adoption:

Prohibition of Excessive Force Policy

The City of Grand Rapids prohibits the use excessive force by law enforcement agencies within its jurisdiction against individuals engaged in nonviolent civil rights demonstrations.

The City of Grand Rapids also will enforce applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstration within its jurisdiction.

Adopted by the Council this 4<sup>th</sup> day of December 2017

\_\_\_\_\_

Mayor

\_\_\_\_\_

City Administrator

Council member \_\_\_\_\_ seconded the foregoing policy and the following voted in favor thereof; and the following voted against same; whereby the policy was declared duly passed and adopted.

## Excessive Force Provision - 1990 HUD Appropriations Act

The excessive force provision was required initially by section 519 of the 1990 HUD Appropriations Act (Public Law 101-140). Under the 1990 Appropriations Act, no funds appropriated in the Act for the CDBG program could be awarded to any municipality that failed to adopt and enforce "a policy prohibiting the use of excessive force by law enforcement agencies within the jurisdiction of the municipality against any individuals engaged in nonviolent civil rights demonstrations." This provision did not amend the certifications required under Title I of the Housing and Urban Development Act of 1974, but applied only to the 1990 HUD appropriations for community development programs. HUD implemented this provision by requiring CDBG grantees to submit to HUD a certification that such a policy had been adopted and was being enforced.

Subsequently, section 906 of the National Affordable Housing Act (NAHA) of 1990 amended Title I of the Housing and Community Development Act of 1974 by adding a new certification entitled Protection of Individuals Engaging in Non-violent Civil Rights Demonstrations. The language imposed by the 1990 Appropriations Act was retained and additional language was added requiring units of government receiving CDBG funds to adopt and enforce "a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within jurisdictions." The Department interprets the law to mean that any unit of government receiving CDBG funds

must adopt and enforce such a policy. Only the County signs the grant agreement and certifications which are sent to HUD. In order for units of government participating in the urban county consortium to show compliance with the statute, the provision is incorporated into the Cooperation Agreement between the County and participating unit of government. Since the adoption and enforcement of an excessive force policy is required by statute, the Department does not have the authority to waive this requirement.

[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/comm\\_planning/communitydevelopment/rulesandregs/memoranda/baileyg93](http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/rulesandregs/memoranda/baileyg93)



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0862      **Version:** 1      **Name:** IRA roof analysis proposal  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 11/28/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Consider approving a contract with DSGW Architects for the analysis of the IRA Civic Center West Arena roof.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [DSGW IRA Roof Structure Design Analysis proposal 11-30-17](#)

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

Consider approving a contract with DSGW Architects for the analysis of the IRA Civic Center West Arena roof.

**Background Information:**

The City has been working on a Master Plan for the expansion of the IRA Civic Center. During this process, an examination of the existing roof of the west venue was completed, and found to be undersized to today's building codes. The attached proposal covers the work necessary to determine what options are available for improving the roof structure, as well as costs associated. This work is necessary even if the expansion project does not proceed, as improvements to the roof need to be made. The contract will be funded out of the 2018 CIP budget.

**Staff Recommendation:**

Staff recommends approving a contract with DSGW Architects in the amount of \$20,720 for the analysis of the IRA Civic Center West Arena roof.

**Requested City Council Action**

Make a motion approving a contract with DSGW Architects in the amount of \$20,720 for the analysis of the IRA Civic Center West Arena roof.



November 27, 2017

Tom Pagel  
City Administrator  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744-2662

Re: **Proposal for roof structure reinforcement / replacement design analysis and budgeting for the IRA Civic Center West Arena**

Dear Tom,

As per your request we are providing you with this proposal to conduct a design and budgeting study related to the reinforcement and / or restructure of the roof over the IRA Civic Center West Arena. As discussed, this effort is required due to the understanding of the inadequacy of the current wood roof structure relative to current code requirements as well as recent structural member failures. Also, future additions related to the master-planning efforts currently underway could affect this roof structure and will need to be evaluated in this analysis.

We propose to provide the following scope of work:


- Provide approximately 3-4 design options and /or variations described as follows:
  - Reinforce the existing structure with either wood or steel in order to retain the existing interior wood aesthetic.
  - Replace existing with new wood or steel.
- Include accommodations within each design for the infill structure between the West and East Arenas that is being considered as part of the master-planning process.
- Provide basic graphic illustrations of each concept to understand primarily the interior aesthetic affect of each option on the venue.
- Provide cost, constructability and schedule analysis for each option.

Our team for this effort includes Jon Aamodt from Northland Consulting Engineers as the structural engineer and Boldt Company as our estimating and constructability partner. Attached are their proposals for your reference.

**Our fee proposal for the design aspect is as follows:**

<b>DSGW Architects</b>	<b>\$ 7,200</b>
<b>Northland Consulting Engineers</b>	<b>\$ 7,400</b>
<b>BOLDT Company</b>	<b><u>\$ 6,120</u></b>
<b>TOTAL FEE</b>	<b>\$20,720</b>

Sincerely,  
DSGW Architects, Inc.

  
John E. Erickson, AIA, LEED AP  
Architect, Principal

\_\_\_\_\_  
Authorized by

\_\_\_\_\_  
Date

Cc: Erik Wedge DSGW



**NCE (Structural) Fee Estimate Worksheet**

<b>Project Title:</b>	Grand Rapids IRA Civic Center - West Venue Roof Structure reinforcement or replacement study
<b>Client:</b>	DSGW Architects
<b>Date:</b>	11/17/2017
<b>Proposal No.:</b>	17-xxx

Structural Engineering Services Related to the study and preliminary design of roof structure reinforcing or replacement at the west venue - This proposal does not include construction document phase and assumes that the deliverable modeling and drafting will be done by the Architect for the most part, thereby eliminating the need for much of the structural drafting required.

Option 1 (a) -Reinforce the existing roof structure by adding a new wood truss between each truss and reinforcing the existing trusses and purlins as required to support current code snow load requirements.

Option 1(b) -Reinforce the existing roof structure by adding two new steel or wood Tied Arch systems adjacent to each side of each truss, then reinforcing the purlins as required to support current code required snow loading.

Option #2- New Wood Tied Arch structure and purlins (remove existing structure and roof).

Option #3- New Steel Truss and purlin system with metal deck (remove existing structure and roof).

Activity	Estimated Hours				Cost
	Partner	PE	Technician	Clerical	
<b>Design Structural Engineering Services</b>					
Field Work - Meetings and field measuring on site	8	0	8		\$ 1,880.00
Structural analysis of all options discussed above and minor drafting of concept for inclusion with architectural documents Assume (1) 11x17 sheet per option to illustrate the concept and member sizes for preliminary budget	8	24	16		\$ 5,520.00
					\$ -
<b>CA Phase- Structural</b>					
Communications During Construction	0	0	0		\$ -
Review Structural Shop Drawings	0	0	0		\$ -
(0) Site Visits During Construction	0	0			\$ -
Limited CA Subtotal					\$ -
<b>Sub-Totals</b>	<b>16</b>	<b>24</b>	<b>24</b>	<b>0</b>	<b>\$ 7,400.00</b>

NCE Hourly Rates	
Partner	\$ 155.00
PE	\$ 125.00
Technician	\$ 80.00
Clerical	\$ 50.00

Total Cost:	\$ 7,400.00
Contingency:	\$ -
Total NCE Fee:	\$ 7,400.00
Sub-Consultant Fees:	\$ -
Reimbursables:	\$ -

Reimbursable Expenses	Cost	Quantity	Ext. Cost
Mileage	\$ 0.62	0.00	0.00
Bond Plan Copies (each)	\$ 3.00	0.00	0.00
Photocopies	\$ 0.15	0.00	0.00

<b>Total Estimate:</b>	<b>\$ 7,400.00</b>
------------------------	--------------------

November 29, 2017

Mr. John Erickson  
DSGW Architects  
2 West First Street, Suite 201  
Duluth, MN 55802

**RE: Grand Rapids IRA Civic Center – Estimating & Constructability**

The Boldt Company is pleased to offer this proposal for the budgetary pricing, constructability assessment, and anticipated schedule for evaluating the roof structure in the west arena of the Grand Rapids IRA Civic Center. Details of the fee estimate are listed below:

Fee Estimate for Constructability, Estimating, and Scheduling

Description	Hours	Rate	Ext. Rate
Project Development Manager	16	\$ 120.00	\$ 1,920.00
Senior Estimator	40	\$ 105.00	\$ 4,200.00
		<b>Total</b>	<b>\$ 6,120.00</b>

Thank you for the opportunity to continue working with DSGW Architects. If you have any questions or comments, please don't hesitate to ask.

Sincerely,



Joshua Kostiuk  
Construction Services Manager

Cc: Shelly Peterson, Executive Vice President and General Manager – Minnesota Operations





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 17-0856      **Version:** 1      **Name:** TNT Hearing for 2017 payable 2018  
**Type:** Public Hearing      **Status:** Public Hearing  
**File created:** 11/21/2017      **In control:** City Council  
**On agenda:** 12/4/2017      **Final action:**  
**Title:** Conduct a Public Hearing on 2017 Levy Payable in 2018 and 2018 Budget at 6:00 p.m. as stated in the Truth in Taxation Statements.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

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

Conduct a Public Hearing on 2017 Levy Payable in 2018 and 2018 Budget at 6:00 p.m. as stated in the Truth in Taxation Statements.

**Background Information:**

Discuss the 2017 Levy Payable in 2018 and 2018 proposed budget at 6:00 p.m. as stated in the Truth in Taxation Statements. Public input will be taken after the presentation.

**Requested City Council Action**

Conduct a Public Hearing on 2017 Levy Payable in 2018 and 2018 Budget at 6:00 p.m. as stated in the Truth in Taxation Statements.