



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail 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 will be 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

5:01 PM PRESENTATIONS/PROCLAMATIONS

17-0845 Consider adopting a resolution accepting picnic tables from the Boy Scouts and Mobility Mania.

Attachments: [Boy Scouts & Mobility Mania.pdf](#)

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

17-0859 Consider approving Council minutes from Monday, November 13, 2017 Worksession & Regular meetings.

Attachments: [November 13, 2017 Worksession.pdf](#)
[November 13, 2017 Regular Meeting.pdf](#)

VERIFIED CLAIMS

17-0846 Consider approving the verified claims for the period November 7, 2017 to November 20, 2017 in the total amount of \$556,164.87.

Attachments: [COUNCIL BILL LIST 11-27-17.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. [17-0826](#) Consider approving Change Order 2 and Final Payment for CP 2017-3, Taxilane Utilities

Attachments: [Change Order 2 - balancing](#)
[FinalPayEst-Utilities](#)

2. [17-0829](#) Consider approving theatre license renewal for Mann Theatres Inc. for the period of January 1, 2018 through December 31, 2018.

3. [17-0830](#) Consider approving Final Payment for CP 2017-4, 2017 Lighting Improvements

Attachments: [PayEst3_Final](#)

4. [17-0841](#) Consider authorizing the purchase of Policypak software.

Attachments: [Quote13853.pdf](#)

5. [17-0842](#) Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.

6. [17-0844](#) Enter into an Agreement with Mediacom Minnesota LLC to provide cable and internet services at the IRA Civic Center.

Attachments: [Mediacom Agreement 2017.pdf](#)

7. [17-0854](#) 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.

Attachments: [Close Fund 344 transfer to 501 \\$16,691.pdf](#)

8. [17-0857](#) Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 620 N Pokegama Ave, Grand Rapids, Minnesota.

Attachments: [Resolution to Raze: 620 N. Pokegama Avenue](#)

**5:17 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.

**5:18 DEPARTMENT HEAD REPORT
PM**

9. 17-0848 Department Head Report - Grand Rapids Area Library
 Attachments: [Report to Council November](#)

**5:28 ADMINISTRATION DEPARTMENT
PM**

10. 17-0847 Consider entering into an employment agreement with Chad Sterle.
 Attachments: [Sterle contract 2018 to 2025 \(2\) \(2\).pdf](#)
11. 17-0849 Consider the exchange of properties and the grant of an easement with the Blandin Foundation.
 Attachments: [Blandin to GR Deed.pdf](#)
 [GR to Blandin Deed.pdf](#)
 [GR-BLANDIN EASEMENT.pdf](#)
 [Property Map.pdf](#)

**5:38 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 4, 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 #: 17-0845 **Version:** 1 **Name:** Picnic Table Resolution
Type: Agenda Item **Status:** Passed
File created: 11/21/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Consider adopting a resolution accepting picnic tables from the Boy Scouts and Mobility Mania.
Sponsors:
Indexes:
Code sections:
Attachments: [Boy Scouts & Mobility Mania.pdf](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved As Presented	Pass

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

Background Information:

Recently Mobility Mania teamed up with the Boy Scouts to construct 25 wheelchair accessible picnic tables to be placed in parks throughout the City of Grand Rapids and neighboring communities. This was an Eagle Scout project by Grand Rapids' Alex Morse. This was a fantastic cooperative project and we would like to thank the Home Depot Foundation for providing materials and the City of Grand Rapids Public Works Department for pre-cutting and drilling the wood.

Staff Recommendation:

City staff recommends adopting a resolution accepting picnic tables from the Boy Scouts and Mobility Mania.

Requested City Council Action

Pass a motion to adopt a resolution accepting picnic tables from the Boy Scouts and Mobility Mania.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING TWENTY-FIVE WHEELCHAIR ACCESSIBLE
PICNIC TABLES FROM THE BOY SCOUTS TROOP 4041, MOBILITY MANIA AND
HOME DEPOT FOUNDATION TO THE CITY OF GRAND RAPIDS AND
NEIGHBORING COMMUNITIES

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 Home Depot Foundation donated materials, which the Grand Rapids Public Works Department pre-cut and drilled for the Boy Scouts Troop 4041 to assemble for Mobility Mania at an approximate value of \$200.00 each to be distributed throughout City of Grand Rapids and neighboring communities.

Adopted this 27th day of November, 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 #: 17-0859 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Passed
File created: 11/22/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Consider approving Council minutes from Monday, November 13, 2017 Worksession & Regular meetings.

Sponsors:

Indexes:

Code sections:

Attachments: [November 13, 2017 Worksession.pdf](#)
[November 13, 2017 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved As Presented	Pass

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

Background Information:

Draft minutes attached.

Staff Recommendation:

Review minutes, make necessary corrections and approve.

Requested City Council Action

Make a motion approving Council minutes from Monday, November 13, 2017 Worksession & Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, November 13, 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 13, 2017 at 4:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Present 3 - Mayor Dale Adams, Councilor Bill Zeige, and Councilor Rick Blake

Absent 2 - Councilor Dale Christy, and Councilor Tasha Connelly

Others present:

Tom Pagel, Chad Sterle, Rob Mattei, Nate Morlan, Steve Schaar, Scott Johnson, Matt Wegwerth, Barb Baird, Jeff Davies, Bob Cahill, Eric Trast

Discussion Items

1. Presentation by RAMS - Steve Giorgi

Mr. Giorgi provided background including year RAMS was established, membership, activities. Discussed specific concerns and future of the Range.
Received and Filed
2. TIF Abatement Presentation

Mr. Mattei provided an overview of TIF. A complete presentation can be found in the Administration Department.
Received and Filed
3. Discuss Legislative priorities.

Mr. Pagel gave an update on legislative priorities for the City, highlighting future plans and needs for the IRA Civic Center.
Received and Filed
4. Review 5:00 PM Regular Meeting

Upon review, item #24 under Public Works is moved to item #19a of the Consent agenda.

ADJOURN

There being no further business, the meeting adjourned at 4:54 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, November 13, 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 13, 2017 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 3 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

Absent 2 - Councilor Dale Christy
Councilor Tasha Connelly

Others present:

Tom Pagel, Chad Sterle, Lauren VanDenHuevel, Eric Trast, Rob Mattei, Steve Schaar, Jeff Davies, Barb Baird, Bob Cahill

5:01 PM PRESENTATIONS/PROCLAMATIONS

Presentation of winners for Indigenous Peoples Day essay contest - Human Rights Commission

Winners of the essay contest conducted by the Human Rights Commission for Indigenous People's Day were presented with certificates and acknowledged for excellent essay submissions.

Received and Filed

MEETING PROTOCOL POLICY

5:10 PM PUBLIC FORUM

None.

5:15 PM COUNCIL REPORTS

Mayor Adams provided overview of Governor's Hunting Opener event held in Grand Rapids.

**5:17 APPROVAL OF MINUTES
PM**

Consider approving Council minutes for Monday, October 23, 2017 Worksession and Regular meetings.

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

VERIFIED CLAIMS

Consider approving the verified claims for the period October 17, 2017 to November 6, 2017 in the total amount of \$654,207.00.

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

Aye 3 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**5:19 CONSENT AGENDA
PM**

1. Consider entering in to a Master Agreement for Arbitrage Monitoring Services with Ehlers, Inc.

Approved by consent roll call

2. Consider adopting a resolution accepting a donation of \$25.00 in the form of a gift card from Aldi grocery store from the Itasca Vintage Car Club to the Grand Rapids Police Department for the K-9 program

Adopted Resolution 17-101 by consent roll call

3. Consider adopting a resolution ordering the Feasibility Report for CP 2011-3, 2018 Northeast Improvements Project

Adopted Resolution 17-102 by consent roll call

4. Consider authorizing the Airport Lease Agreement effective as of the first day of January 2018, between the City of Grand Rapids and Airways Aviation Center, Inc. and authorize the signatures of the Mayor, City Clerk and City Attorney.

Approved by consent roll call

5. Consider approval of Amendment #2 to Airport Lease No. 11809 with State of Minnesota

Approved by consent roll call

6. Consider changing the original start date for the attached list of Public Works Department part-time winter maintenance employees for the 2017-2018 Snow Removal Season.
Approved by consent roll call
7. Consider accepting a \$100 donation from Michele Statz and Bijan Warner to be used by the Grand Rapids Police Department to support holiday programs.
Adopted Resolution 17-103 by consent roll call
8. Consider waiving the statutory liability to the extent of the coverage purchased.
Approved by consent roll call
9. Consider the submittal of a grant request to the Blandin Foundation for improvements at Blandin Park located on the Mississippi River.
Approved by consent roll call
10. Consider extending the current Lease Agreement between the City of Grand Rapids ("Landlord") and Ray's Sport & Marine ("Tenant") for a Term of three (3) one year terms effective January 1, 2018 through December 31, 2020.
Approved by consent roll call
11. Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.
Approved by consent roll call
12. Considering authorizing staff to apply for a grant from the Minnesota Department of Public Safety
Approved by consent roll call
13. Consider approving purchase of a thermal imaging camera from Emergency Response Solutions
Approved by consent roll call
14. Consider approving a resolution accepting a donation of \$270.00 from Rebecca LaPlant for the Human Rights Indigenous People's Day Event.
Adopted Resolution 17-104 by consent roll call
15. Consider accepting the resignation of Karen Walker from the Arts & Culture Commission.
Approved by consent roll call
16. Consider the adoption of a resolution accepting a Small Cities Development Program (SCDP) \$878,720.00 grant from the Minnesota Dept. of Employment and Economic Development (DEED) for commercial and residential rehabilitation projects and

authorize execution of the grant contract with DEED.

Adopted Resolution 17-105 by consent roll call

- 17. Consider entering into a contract with the Itasca County HRA for the administration of the DEED Small Cities Development Program (SCDP) grant for a minimum of 10 commercial and 20 residential rehabilitation projects.

Approved by consent roll call

- 18. Consider cost participating in a child care study to be conducted by the YMCA.

Approved by consent roll call

- 19. Consider approval of a Mortgage Subordination Agreement with First National Bank of Coleraine.

Approved by consent roll call

- 19a. Consider authorizing Public Works Department to solicit quotes and accept low quote for demolition of hazardous building and clean up of property located at 3515 River Road.

Approved by consent roll call

Approval of the Consent Agenda

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

Aye 3 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**5:21 SETTING OF REGULAR AGENDA
PM**

A motion was made by Councilor Bill Zeige, seconded by Councilor Rick Blake, to approve the Regular agenda as amended. The motion PASSED by unanimous vote.

ACKNOWLEDGE BOARDS & COMMISSIONS

- 20. Acknowledge minutes for Boards & Commissions.

Acknowledge Boards and Commissions

**5:22 DEPARTMENT HEAD REPORT
PM**

- 21. Golf Course - Bob Cahill, Director of Golf

Received and Filed**5:30 COMMUNITY DEVELOPMENT
PM**

22. Consider the Planning Commission's recommendation regarding approval of a request to amend the Conditional Use Permit (CUP), granted by the City to Wal-Mart Stores Inc., for the construction of a Wal-Mart Supercenter located on Lot 1, Block 1, Plat of Wal-Mart Grand Rapids.

A motion was made by Councilor Zeige, seconded by Councilor Blake, to adopt Resolution 17-106, amending the CUP granted to Wal-Mart Stores Inc. as presented. The motion carried by the following vote.

Aye 3 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**5:35 FINANCE DEPARTMENT
PM**

23. Consider adopting a Resolution Providing for the Sale of \$3,045,000 General Obligation Improvement Refunding Bonds, Series 2017B.

A motion was made by Councilor Blake, seconded by Councilor Zeige, to adopt Resolution 17-107, providing the sale of \$3,045,000 General Obligation Improvement Refunding Bonds, Series 2017B. The motion carried by the following vote.

Aye 3 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**5:40 PUBLIC WORKS DEPARTMENT
PM**

Item #24 moved to Consent as item #19a.

**5:40 ADMINISTRATION DEPARTMENT
PM**

25. Consider accepting notice of retirement from Michele Palkki, Administrative Assistant.

A motion was made by Councilor Rick Blake, seconded by Councilor Bill Zeige, to accept notice of retirement from Michele Palkki, with appreciation for service. The motion PASSED by unanimous vote.

26. Consider accepting the resignation from Amanda MacDonell, Firefighter.

A motion was made by Councilor Bill Zeige, seconded by Councilor Rick Blake,

to accept resignation from Amanda MacDonell, with appreciation for service.
The motion PASSED by unanimous vote.

5:50 ADJOURNMENT
PM

A motion was made by Councilor Rick Blake, seconded by Councilor Bill Zeige,
to adjourn the meeting at 5:52 PM. The motion PASSED by unanimous vote.

Respectfully submitted,

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0846 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Passed
File created: 11/21/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017

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

Sponsors:

Indexes:

Code sections:

Attachments: [COUNCIL BILL LIST 11-27-17.pdf](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved As Presented	Pass

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

Requested City Council Action

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

DATE: 11/21/2017
 TIME: 12:59:23
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 11/27/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
T001174	JASON ANDERSON	150.00
T001175	SARAH ANNE KESSLER	150.00
T001176	WILLIAM STEPHEN KESSLER	50.00
TOTAL CITY WIDE		350.00
ADMINISTRATION		
0718060	GRAND RAPIDS HERALD REVIEW	138.00
TOTAL ADMINISTRATION		138.00
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	45.88
0315455	COLE HARDWARE INC	19.98
0920060	ITASCA COUNTY TREASURER	137.69
1401650	NARDINI FIRE EQUIPMENT CO. INC	860.00
1909510	SIM SUPPLY INC	163.58
TOTAL BUILDING MAINTENANCE-CITY HALL		1,227.13
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS HERALD REVIEW	63.25
0920060	ITASCA COUNTY TREASURER	73.52
1920555	STOKES PRINTING & OFFICE	17.50
TOTAL COMMUNITY DEVELOPMENT		154.27
ENGINEERING		
0315455	COLE HARDWARE INC	5.59
1900225	SEH-RCM	255.00
TOTAL ENGINEERING		260.59
FIRE		
0113233	AMERIPRIDE LINEN & APPAREL	14.88
0121721	AUTO VALUE - GRAND RAPIDS	46.85
0221650	BURGGRAF'S ACE HARDWARE INC	62.60
0301685	CARQUEST AUTO PARTS	3.50
0315455	COLE HARDWARE INC	55.81
0401804	DAVIS OIL	445.29
0421470	DSC COMMUNICATIONS	1,995.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 11/27/2017

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FIRE		
0513235	EMERGENCY RESPONSE SOLUTIONS	4,428.31
0717995	GRAND FORKS FIRE EQUIPMENT LLC	716.80
0805358	JACKIE HEINRICH	48.00
0920060	ITASCA COUNTY TREASURER	130.49
1401650	NARDINI FIRE EQUIPMENT CO. INC	74.00
1415372	NORTHERN AIR PLUMBING	132.40
	TOTAL FIRE	8,153.93
INFORMATION TECHNOLOGY		
0914690	INSIGHT PUBLIC SECTOR SLED	6,148.32
	TOTAL INFORMATION TECHNOLOGY	6,148.32
PUBLIC WORKS		
0103325	ACHESON TIRE COMPANY INC	760.00
0104799	ADVANCED SERVICES INC	1,429.00
0121721	AUTO VALUE - GRAND RAPIDS	220.66
0121725	AUTOMOTIVE ELECTRIC LLC	128.50
0301685	CARQUEST AUTO PARTS	442.51
0301705	CASPER CONSTRUCTION INC	660.00
0315455	COLE HARDWARE INC	155.08
0401804	DAVIS OIL	2,534.12
0501650	EARL F ANDERSEN	180.50
0514802	ENVIROTECH SERVICES INC	5,581.24
0718105	GRAYBAR ELECTRIC COMPANY INC	23,510.00
0801825	HAWKINSON CONSTRUCTION CO INC	2,508.13
0801836	HAWKINSON SAND & GRAVEL	833.00
0920057	ITASCA COUNTY SHERIFFS DEPT	41.85
0920060	ITASCA COUNTY TREASURER	764.03
1200500	L&M SUPPLY	23.96
1205110	LEASE LANDSCAPING	425.00
1301213	DAN MARTIN	786.01
1309495	MINUTEMAN PRESS	556.97
1503150	OCCUPATIONAL DEVELOPMENT CTR	2,100.00
1801900	RAY'S SPORT & MARINE	54.99
2209421	VIKING ELECTRIC SUPPLY INC	141.10
2300765	W.W. WALLWORK INC	111.63
	TOTAL PUBLIC WORKS	43,948.28
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	105.01

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 11/27/2017

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FLEET MAINTENANCE		
0315455	COLE HARDWARE INC	7.99
0601690	FASTENAL COMPANY	28.80
0920060	ITASCA COUNTY TREASURER	82.74
1301720	MATCO TOOLS	158.97
1801615	RAPIDS WELDING SUPPLY INC	66.80
	TOTAL FLEET MAINTENANCE	450.31
POLICE		
0103325	ACHESON TIRE COMPANY INC	587.24
0205725	BETZ EXTINGUISHER COMPANY	72.00
0301685	CARQUEST AUTO PARTS	151.66
0920060	ITASCA COUNTY TREASURER	2,906.12
1920233	STREICHER'S INC	841.73
2000400	T J TOWING	380.00
	TOTAL POLICE	4,938.75
CENTRAL SCHOOL		
0701650	GARTNER REFRIGERATION CO	316.00
1909510	SIM SUPPLY INC	115.19
	TOTAL	431.19
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE INC	119.90
0301685	CARQUEST AUTO PARTS	42.20
0504825	EDWARDS OIL INC	926.82
0718010	CITY OF GRAND RAPIDS	300.00
0920060	ITASCA COUNTY TREASURER	37.99
2209421	VIKING ELECTRIC SUPPLY INC	1,681.86
	TOTAL	3,108.77
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	132.61
0118230	ARENA WAREHOUSE, LLC	2,396.50
0221650	BURGGRAF'S ACE HARDWARE INC	16.98
0401520	DANIELSON HEATING AND COOLING	921.48

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 11/27/2017

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
0601343	FAIR-PLAY SCOREBOARDS	519.59
0718010	CITY OF GRAND RAPIDS	5,388.29
1309090	MINERS INC	27.52
1605611	PEPSI-COLA	1,280.18
1801610	RAPIDS PLUMBING & HEATING INC	5,350.00
1901535	SANDSTROM COMPANY INC	3,083.65
1909510	SIM SUPPLY INC	158.97
2116600	UPPER LAKE FOODS INC	596.28
TOTAL GENERAL ADMINISTRATION		19,872.05
STATE HAZ-MAT RESPONSE TEAM		
2300600	W.P. & R.S. MARS COMPANY	207.50
TOTAL		207.50
CEMETERY		
0718010	CITY OF GRAND RAPIDS	400.00
0920060	ITASCA COUNTY TREASURER	252.39
TOTAL		652.39
DOMESTIC ANIMAL CONTROL FAC		
0718010	CITY OF GRAND RAPIDS	500.00
0920060	ITASCA COUNTY TREASURER	149.11
1401650	NARDINI FIRE EQUIPMENT CO. INC	291.50
TOTAL		940.61
GENERAL CAPITAL IMPRV PROJECTS		
2010-5 MS RIVER PD BRIDGE		
1900225	SEH-RCM	19,137.75
TOTAL 2010-5 MS RIVER PD BRIDGE		19,137.75
SAMMYS/OLD PIZZA HUT DEMO		
1900225	SEH-RCM	2,580.00
TOTAL SAMMYS/OLD PIZZA HUT DEMO		2,580.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 11/27/2017

VENDOR #	NAME	AMOUNT DUE

MUNICIPAL STATE AID STRT-CONST		
2017	STREET LIGHT IMPROVMNTS	
1201545	LANYK ELECTRIC INC	39,863.33
1900225	SEH-RCM	1,360.00
TOTAL 2017 STREET LIGHT IMPROVMNTS		41,223.33
AIRPORT CAPITAL IMPRV PROJECTS		
WTR/SWR UTILITIES EXTENSION		
2000522	TNT AGGREGATES, LLC	3,917.09
TOTAL WTR/SWR UTILITIES EXTENSION		3,917.09
IRA CVC CTR CAPITAL PJT		
MULTI-USE OUTDOOR PAVILION		
0308104	CHAMPION IRON, LLC	14,311.28
1309495	MINUTEMAN PRESS	1,963.48
TOTAL MULTI-USE OUTDOOR PAVILION		16,274.76
2016 INFRASTRUCTURE BONDS		
2017-1	5TH ST N & 8TH AVE NE	
1900225	SEH-RCM	5,722.20
TOTAL 2017-1 5TH ST N & 8TH AVE NE		5,722.20
2017 INFRASTRUCTURE BONDS		
2009-1	4TH AVE & 13TH ST NW	
0218115	BRAUN INTERTEC CORPORATION	313.75
0301705	CASPER CONSTRUCTION INC	36,306.97
1900225	SEH-RCM	6,289.57
TOTAL 2009-1 4TH AVE & 13TH ST NW		42,910.29
2009-1	9TH ST NE	
0301705	CASPER CONSTRUCTION INC	1,548.75
1900225	SEH-RCM	1,195.99
TOTAL 2009-1 9TH ST NE		2,744.74
2009-1	14TH ST NW OVERLAY	
0301705	CASPER CONSTRUCTION INC	869.66

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 11/27/2017

VENDOR #	NAME	AMOUNT DUE
2017	INFRASTRUCTURE BONDS	
2009-1 14TH ST	NW OVERLAY	
1900225	SEH-RCM	1,485.62
	TOTAL 2009-1 14TH ST NW OVERLAY	2,355.28
2009-1 8TH AVE	NE STRM WTR	
1900225	SEH-RCM	2,736.55
	TOTAL 2009-1 8TH AVE NE STRM WTR	2,736.55
STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	167.56
0315455	COLE HARDWARE INC	44.09
0401804	DAVIS OIL	2,143.64
0718010	CITY OF GRAND RAPIDS	500.00
0920060	ITASCA COUNTY TREASURER	216.76
	TOTAL	3,072.05
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 233,656.13
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0113232	AMERIFLEX BUSINESS SOLUTIONS	516.75
0114210	D. ANDERSON - CHANGE FUND	6,260.00
0114211	D. ANDERSON-PETTY CASH FUND	38.90
0116600	APPLE VALLEY, CITY OF	1,103.00
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0315451	CITY OF COLERAINE	1,194.10
0409655	TIMOTHY DIRKES	12.00
0504615	JUSTIN EDMUNDSON	10.56
0718015	GRAND RAPIDS CITY PAYROLL	237,811.52
0809445	CITY OF HILL CITY	748.25
0815440	HOLIDAY COMPANIES	159.50
0900060	ICTV	1,445.87
0920055	ITASCA COUNTY RECORDER	92.00
0920059	ITASCA COUNTY SHERIFFS DEPT	1,593.57
1118100	KRAUS-ANDERSON CONSTRUCTION CO	1,000.00
1305046	MEDIACOM LLC	10.50
1305065	MEDTOX LABORATORIES INC	74.55
1309162	MN BCA/TRAINING & EDUCATION	600.00
1309199	MINNESOTA ENERGY RESOURCES	1,555.42
1309335	MINNESOTA REVENUE	1,585.97
1401705	CITY OF NASHWAUK	2,897.64
1405435	JEREMY NELSON	20.00

DATE: 11/21/2017
 TIME: 12:59:24
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 11/27/2017

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1405850	NEXTERA COMMUNICATIONS LLC	447.42
1415501	NORTHERN GREEN EXPO	347.00
1608350	CINDY PHILLIPS	110.84
1609561	PIONEER TELEPHONE	9.65
1621130	P.U.C.	22,105.20
2000490	TDS Metrocom	742.01
2201535	VANTIV INTEGRATED PAYMENTS	65.00
2205637	VERIZON WIRELESS	2,019.76
2209665	VISA	3,631.62
2209705	VISIT GRAND RAPIDS INC	33,930.27
2301700	WASTE MANAGEMENT	51.09
T001177	RON MEYER	59.78
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$322,508.74
TOTAL ALL DEPARTMENTS		556,164.87



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0826 **Version:** 1 **Name:** CP 2017-3, Taxilane Utilities Final Pay Request
Type: Agenda Item **Status:** Passed
File created: 11/16/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017

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

Sponsors:

Indexes:

Code sections:

Attachments: [Change Order 2 - balancing](#)
[FinalPayEst-Utilities](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved	Pass

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

Background Information:

Change Order 2 is a balancing change order that covers the final cost adjustment for the project. The total amount of balancing change order 2 is (\$10,066.25) and the final payment amount is \$3,917.09. The original contract amount was \$216,000.00. The final contract amount is \$156,683.75.

Staff Recommendation:

City Staff recommends approving Change Order 2 and Final Payment for CP 2017-3, Taxilane Utilities in the amount of \$3,917.09.

Requested City Council Action

Make a motion approving Change Order 2 and Final Payment for CP 2017-3, Taxilane Utilities in the amount of \$3,917.09.

STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

City/County of City of Grand Rapids

Change Order No. 2

FEDERAL PROJECT NO.	STATE PROJECT NO.	LOCAL PROJECT NO.	CONTRACT NO.
CONTRACTOR NAME AND ADDRESS		LOCATION OF WORK	
TNT Aggregates, LLC 40 County Road 63 Grand Rapids, MN 55744		Grand Rapids MN	
TOTAL CHANGE ORDER AMOUNT		\$0.00	

In accordance with the terms of this Contract, you are hereby authorized and instructed to perform the work as altered by the following provisions.
This is a balancing Change Order. A Balancing Change Order is an accounting device used to adjust the Original Contract Amount to equal the As-Built Amount.

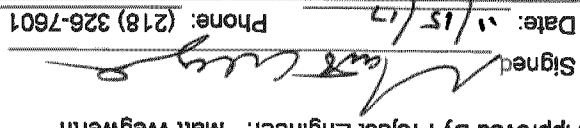
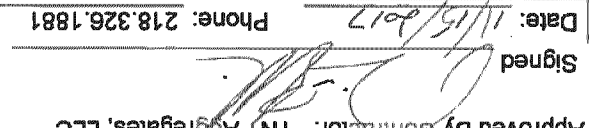
Contract Amount: Original + Change Order 1 = \$216,000 - \$49,250.00 = \$166,750.00, Final: \$156,683.75

COST BREAKDOWN

There are no items associated with this Change Order.

* Funding category is required for federal projects.

CHANGE IN CONTRACT TIME (check one)		Due to this change the Contract Time:	
a. []	is Increased by	Working Days	b. [X] is Not Changed
[]	is Decreased by	Working Days	
by []	Calendar	c. []	May be revised if work affected the controlling operation
[]	is Increased by	Days	
[]	is Decreased	Calendar	
by []	Days		

Approved By Project Engineer: Matt Wegwerth	Approved By Contractor: TNT Aggregates, LLC
Signed: 	Signed: 
Date: 11/15/17	Date: 11/15/2017
Phone: (218) 326-7601	Phone: 218.326.1881

Original to Project Engineer; Copy to Contractor

Once contract has been fully executed, forward a copy to DSAE for funding review:

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

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

District State Aid Engineer: _____ Date: _____



CITY OF GRAND RAPIDS
1000 W. GRAND RAPIDS
GRAND RAPIDS, MN 55744

CITY OF GRAND RAPIDS

420 N. Pokegama Avenue
Grand Rapids, MN 55744
Project GRANR 142241 - Taxilane Utilities
Final Pay Request No. 4

Contractor: TNT Aggregates, LLC
40 County Road 63
Grand Rapids, MN 55744

Contract No. _____
Vendor No. _____
For Period: 11/1/2017 - 11/14/2017
Warrant # _____ Date _____

Contract Amounts	
Original Contract	\$216,000.00
Contract Changes	(\$49,250.00)
Revised Contract	\$166,750.00
Work Certified To Date	
Base Bid Items	\$205,933.75
Backsheet	\$0.00
Change Order	(\$49,250.00)
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$156,683.75

Funds Encumbered	
Original	\$216,000.00
Additional	N/A
Total	\$216,000.00

GRANR 142241	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
	\$0.00	\$156,683.75	\$0.00	\$152,766.66	\$3,917.09	\$156,683.75
Percent Retained: 0.0000%				Amount Paid This Final Pay Request \$3,917.09		

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By [Signature]
County/City Project Engineer
11/15/17
Date

Approved By [Signature] TNT Aggregates, LLC
Contractor
11/15/2017
Date

CITY OF GRAND RAPIDS
 420 N. Pokegama Avenue
 Grand Rapids, MN 55744
 Project No. GRANR 142241
 Final Pay Request No. 4

GRANR 142241 Payment Summary

No.	From Date	To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	09/14/2017	09/14/2017	\$135,741.96	\$6,787.10	\$128,954.86
2	09/15/2017	10/12/2017	\$16,612.79	(\$2,978.23)	\$19,591.02
3	10/13/2017	10/31/2017	\$4,329.00	\$108.22	\$4,220.78
4	11/01/2017	11/14/2017	\$0.00	(\$3,917.09)	\$3,917.09
Totals:			\$156,683.75	\$0.00	\$156,683.75

GRANR 142241 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid Request	Total Amount Paid To Date
001	156,683.75	0.00	152,766.66	3,917.09	156,683.75
Totals:	\$156,683.75	\$0.00	\$152,766.66	\$3,917.09	\$156,683.75

GRANR 142241 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Request	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
01	IRRB	3,917.09	166,750.00	216,000.00	156,683.75
Totals:		\$3,917.09	\$166,750.00	\$216,000.00	\$156,683.75

CITY OF GRAND RAPIDS
 420 N. Pokegama Avenue
 Grand Rapids, MN 55744
 Project No. GRANR 142241
 Final Pay Request No. 4

GRANR 142241 Project Item Status									
Line Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date	
General Construction									
1	2011.601 CONSTRUCTION SURVEYING	LS	\$1,900.00	1	0	\$0.00	1	\$1,900.00	
2	2021.501 MOBILIZATION	LS	\$16,157.94	1	0	\$0.00	1	\$16,157.94	
3	2104.501 REMOVE CONCRETE CURB	LF	\$14.00	16	0	\$0.00	16	\$224.00	
4	2104.501 REMOVE STORAGE TANK	EACH	\$750.00	1	0	\$0.00	1	\$750.00	
5	2104.505 REMOVE CONCRETE PAVEMENT	SY	\$10.00	62	0	\$0.00	72	\$720.00	
6	2104.511 SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	\$4.00	12.5	0	\$0.00	24.5	\$98.00	
7	2104.521 SALVAGE CHAIN LINK FENCE	LF	\$7.00	150	0	\$0.00	0	\$0.00	
8	2104.523 SALVAGE HYDRANT	EACH	\$400.00	1	0	\$0.00	1	\$400.00	
9	2105.501 COMMON EXCAVATION	CY	\$15.00	120	0	\$0.00	120	\$1,800.00	
10	2502.604 2" INSULATION	SY	\$23.00	14.22	0	\$0.00	14.22	\$327.06	
11	2503.601 PRESSURE CLEANOUT	EACH	\$1,600.00	2	0	\$0.00	2	\$3,200.00	
12	2503.602 CONNECT TO EXISTING SANITARY SEWER	EACH	\$775.00	2	0	\$0.00	2	\$1,550.00	
13	2503.602 SIMPLEX GRINDER STATION (30"X144")	EACH	\$25,000.00	3	0	\$0.00	3	\$75,000.00	
16	2503.603 PRESSURE LATERAL SERVICE	LF	\$38.00	336	0	\$0.00	306	\$11,628.00	
14	2503.603 1.5" HDPE FORCEMAIN PIPE (DIRECTIONALLY DRILLED)	LF	\$17.00	393	0	\$0.00	393	\$6,681.00	
15	2503.603 1.5" HDPE FORCEMAIN PIPE (OPEN CUT)	LF	\$30.00	399	0	\$0.00	399	\$11,970.00	
25	2503.608 DUCTILE IRON FITTINGS	LB	\$14.00	184	0	\$0.00	184	\$2,576.00	
20	2504.602 CONNECT TO EXISTING WATER MAIN	EACH	\$850.00	1	0	\$0.00	1	\$850.00	
21	2504.602 HYDRANT	EACH	\$4,500.00	1	0	\$0.00	1	\$4,500.00	
22	2504.602 INSTALL HYDRANT	EACH	\$700.00	1	0	\$0.00	1	\$700.00	
17	2504.602 1" CORPORATION STOP	EACH	\$250.00	5	0	\$0.00	5	\$1,250.00	
19	2504.602 6" GATE VALVE AND BOX	EACH	\$1,700.00	2	0	\$0.00	2	\$3,400.00	
18	2504.602 1" CURB STOP & BOX	EACH	\$350.00	5	0	\$0.00	5	\$1,750.00	
23	2504.603 1" TYPE K COPPER PIPE	LF	\$32.00	303.5	0	\$0.00	306	\$9,792.00	
24	2504.603 6" WATERMAIN DUCTILE IRON CL 52	LF	\$45.00	409.5	0	\$0.00	409.5	\$18,427.50	
26	2506.502 CONSTRUCT DRAINAGE STRUCTURE, SPECIAL	EACH	\$12,000.00	1	0	\$0.00	1	\$12,000.00	
27	2506.516 CASTING ASSEMBLY	EACH	\$750.00	1	0	\$0.00	1	\$750.00	
28	2531.501 CONCRETE CURB & GUTTER DESIGN B618	LF	\$35.00	18	0	\$0.00	78.857	\$2,760.00	
29	2557.603 INSTALL FENCE	LF	\$52.25	205	0	\$0.00	38	\$1,985.50	
30	2563.601 TRAFFIC CONTROL	LUMP SUM	\$1,500.00	1	0	\$0.00	1	\$1,500.00	
31	2573.502 SILT FENCE; TYPE MS	LF	\$2.75	615	0	\$0.00	261	\$717.75	
32	2573.530 STORM DRAIN INLET PROTECTION	EACH	\$150.00	9	0	\$0.00	0	\$0.00	
33	2573.533 SEDIMENT CONTROL LOG TYPE STRAW	each	\$50.00	3	0	\$0.00	0	\$0.00	

CITY OF GRAND RAPIDS
 420 N. Pokegama Avenue
 Grand Rapids, MN 55744
 Project No. GRANR 142241
 Final Pay Request No. 4

GRANR 142241 Project Item Status

Line Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
34	2575.535 STABILIZED CONSTRUCTION EXIT	EACH	\$500.00	1	0	\$0.00	0	\$0.00
35	2574.508 FERTILIZER TYPE 1	LB	\$2.00	170	0	\$0.00	220.5	\$441.00
36	2574.525 COMMON TOPSOIL BORROW	CY	\$20.00	287	0	\$0.00	287	\$5,740.00
37	2575.501 SEEDING (21-112)	ACRE	\$500.00	0.22	0	\$0.00	0	\$0.00
38	2575.501 SEEDING (25-131)	ACRE	\$1,200.00	0.36	0	\$0.00	0.63	\$756.00
39	2575.545 WEED SPRAYING	ACRE	\$1,200.00	0.36	0	\$0.00	0.36	\$432.00
40	2575.547 WEED SPRAYING MIXTURE	GAL	\$1,000.00	0.18	0	\$0.00	0.18	\$180.00
41	2575.562 HYDRAULIC MATRIX TYPE MULCH	LB	\$2.00	720	0	\$0.00	1260	\$2,520.00
42	2575.601 EROSION CONTROL	LS	\$500.00	1	0	\$0.00	1	\$500.00
Totals For Section General Construction:						\$0.00		\$205,933.75
Change Order 1 - Plan Changes								
45	2503.602 Simplex Grinder Station	EA	(\$23,500.00)	2	0	\$0.00	2	(\$47,000.00)
43	2506.502 CONST DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	(\$2,250.00)	1	0	\$0.00	1	(\$2,250.00)
Totals For Change Order 1 - Plan Changes:						\$0.00		(\$49,250.00)
Project Totals:						\$0.00		\$156,683.75

GRANR 142241 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
CO1	Change Order	7/20/2017	Includes removal of backflow preventers on pressure laterals. Reduce grinder station1 to 24" standard poly cover, rope instead of cable. Includes eliminating spare parts for grinder station. Manhole reduction includes standard concrete manhole with epoxy interior finish. Laterals and mains remain same size (1-1/2"). Grinder station 1 shall remain, while GS 2 and 3 will be excluded from the project. Sanitary pressure services shall be capped where grinder station #2 and #3 were proposed.	(\$49,250.00)	(\$49,250.00)
Contract Change Totals:				(\$49,250.00)	(\$49,250.00)



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0829 **Version:** 1 **Name:** Theatre License renewal
Type: Agenda Item **Status:** Passed
File created: 11/16/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Consider approving theatre license renewal for Mann Theatres Inc. for the period of January 1, 2018 through December 31, 2018.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved	Pass

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

Background Information:

The City of Grand Rapids has received a theatre renewal application for Mann Theatres Inc., located at 11 SE 21st Street, Grand Rapids. Mann Theatres operates a cinema with eight (8) screens and has included with their application the following: \$600.00 application fee (\$75.00 per screen), State of Minnesota License information, and Certificate of Minnesota Worker's Compensation.

Staff Recommendation:

Staff is recommending approval of Theatre License for 2018.

Requested City Council Action

Make a motion to approve renewal of theatre license for Mann Theatres Inc. for January 1, 2018 through December 31, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0830 **Version:** 1 **Name:** CP 2017-4, 2017 Lighting Final Payment
Type: Agenda Item **Status:** Passed
File created: 11/16/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Consider approving Final Payment for CP 2017-4, 2017 Lighting Improvements
Sponsors:
Indexes:
Code sections:
Attachments: [PayEst3_Final](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved	Pass

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

Background Information:

The total final payment amount is \$39,863.33. The original contract amount was \$118,995.00. The final contract amount is \$118,995.00.

Staff Recommendation:

City Staff recommends approving Final Payment for CP 2017-4, 2017 Lighting Improvements in the amount of \$39,863.33.

Requested City Council Action

Make a motion approving Final Payment for CP 2017-4, 2017 Lighting Improvements in the amount of \$39,863.33.



CITY OF GRAND RAPIDS
MICHIGAN

CITY OF GRAND RAPIDS

420 N. Pokegama Avenue
Grand Rapids, MN 55744
Project CP 2017-4 - 2017 Lighting Improvements
Final Pay Request No. 3

Contractor: Lanyk Electric, Inc
5555 Enterprise Drive
Virginia, MN 55792

Contract No.: N/A
Vendor No.: 10/13/2017 - 11/14/2017
For Period: _____
Warrant #: _____
Date: _____

Contract Amounts	
Original Contract	\$118,995.00
Contract Changes	\$0.00
Revised Contract	\$118,995.00
Work Certified To Date	
Base Bid Items	\$118,995.00
Backsheet	\$0.00
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$118,995.00

Funds Encumbered	
Original	\$118,995.00
Additional	N/A
Total	\$118,995.00

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
CP 2017-4	\$35,698.50	\$0.00	\$79,131.67	\$39,863.33	\$118,995.00
Percent Retained: 0.0000%					
				Amount Paid This Final Pay Request \$39,863.33	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By *[Signature]*
County/City/Project Engineer
Date 11/16/17

Approved By *[Signature]*
Contractor
Date _____

CITY OF GRAND RAPIDS
 420 N. Pokegama Avenue
 Grand Rapids, MN 55744
 Project No. CP 2017-4
 Final Pay Request No. 3

CP 2017-4 Payment Summary

No.	From Date	To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	09/14/2017	09/26/2017	\$23,799.00	\$1,189.95	\$22,609.05
2	09/27/2017	10/12/2017	\$59,497.50	\$2,974.88	\$56,522.62
3	10/13/2017	11/14/2017	\$35,698.50	(\$4,164.83)	\$39,863.33
Totals:			\$118,995.00	\$0.00	\$118,995.00

CP 2017-4 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
001	118,995.00	0.00	79,131.67	39,863.33	118,995.00
Totals:	\$118,995.00	\$0.00	\$79,131.67	\$39,863.33	\$118,995.00

CP 2017-4 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Request	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
01	Local	39,863.33	118,995.00	118,995.00	118,995.00
Totals:			\$118,995.00	\$118,995.00	\$118,995.00

CITY OF GRAND RAPIDS
 420 N. Pokegama Avenue
 Grand Rapids, MN 55744
 Project No. CP 2017-4
 Final Pay Request No. 3

CP 2017-4 Project Item Status										
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date	
Lighting										
1	0000	2017 LIGHTING IMPROVEMENTS	LUMP SUM	\$118,995.00	1	0.3	\$35,698.50	1	\$118,995.00	
					Totals For Lighting:		\$35,698.50		\$118,995.00	
					Project Totals:		\$35,698.50		\$118,995.00	



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0841 **Version:** 1 **Name:** Polycypak software purchase.
Type: Agenda Item **Status:** Passed
File created: 11/20/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Consider authorizing the purchase of Polycypak software.

Sponsors:

Indexes:

Code sections:

Attachments: [Quote13853.pdf](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved	Pass

Consider authorizing the purchase of Polycypak software.

Background Information:

With limited staffing in the IT Department, we have been searching for tools to assist us in automating some of our time-consuming duties. Polycypak software will allow us to centrally manage settings throughout our organization in a more organized and effective manner. This will help reduce redundant help desk requests and streamline the experience for our users. This is a budgeted item in CIP Project 2017/IT-4. The actual cost of our implementation came in well under budget at a total cost of \$3,607.50.

Staff Recommendation:

Staff recommends authorizing the purchase of Polycypak software at a cost not to exceed \$3,700.

Requested City Council Action

Authorize the IT Department to purchase Polycypak software at a cost not to exceed \$3,700.

PolicyPakSoftware GPanswers.com

Quote / Invoice / Receipt

Please ensure payment is remitted to the correct company:

- When buying training/consulting remit to.. **GPanswers.com** Tax ID: 51-0414472
- When buying software remit to **PolicyPak Software** Tax ID: 26-0375881
- **READ the "TIPS" at the bottom FIRST for W9s and FAQs, THEN**
- **If you are still unsure where to remit payment, please contact us.**

GPanswers.com / PolicyPak Software
 506 Wildflower Lane
 Media, Pennsylvania 19063
 United States
 Billing / Invoices Questions: +1 302-351-4903 or assistant@policypak.com

Date	Invoice #	Due Date
October 31, 2017	13853	11/30/2017

Terms are Net 30 for all Invoices.

TO:
 Lasha Karels
 City of Grand Rapids(Trial)
 LOW
 , MN
 United States

Qty	Description	Unit Price	Total
111	PP Suite On-Premise, Year ONE License, Updates and Support - \$3,607.50 (Qty 111)	\$32.50	\$3,607.50
Total Purchases			\$3,607.50

Payments Made

Payments Due

11/30/2017	Future	\$3,607.50
Outstanding Balance		\$3,607.50
Balance Due Now		\$0.00

PLEASE READ BEFORE CALLING *** TIPS:

- GPanswers.com and PolicyPak Software are SISTER COMPANIES, but DIFFERENT. ****LOOK**** at what the DESCRIPTION IS of what you are buying.
 - GPanswers.com sells TRAINING & CONSULTING.
 - PolicyPak sells SOFTWARE.
- If your DESCRIPTION has **both** SOFTWARE and TRAINING, then remit to just PolicyPak Software.
- Get our GPanswers.com W9 at : <http://www.GPanswers.com/w9> . Will download instantly as a PDF in your browser's SAVED FILES LOCATION.
- Get our PolicyPak Software W9 at: <http://www.PolicyPak.com/w9>. Will download instantly as a PDF in your browser's SAVED FILES LOCATION.
- All Invoices are NET 30. No discounts if you pay faster.
- Do we take credit cards? Yes, for anything "Around \$5000" or UNDER. Over \$5000 or so? Checks only please (remitted to CORRECT company.)
- If your "Outstanding Balance" due is \$0.00 -- you're all paid up. Then, this is your RECEIPT.
- If your "Outstanding Balance" due is anything else, THEN... this is an Invoice (Balance Due) or a Proposal / Quote for your team.

PolicyPak Software Purchasing Note: By paying for multiple-years in advance for any PolicyPak product, you then lock in your per-computer license cost for the duration of your term. However, you are still required to "True up" every year and pay for any overage should your computer count increase from last year.

See the PolicyPak Licensing FAQ for details. All customers are bound by the PolicyPak EULA.

GPanswers Training Purchasing Note: All payments for training classes must be received BEFORE the start of any training class. Students will be turned away at the door if payment is not received PRIOR to class start.

See the GPanswers.com Live Training FAQ for details about refund policy. holding



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0842 **Version:** 1 **Name:** PT Emp Hire-Kuschel, Rodenberg
Type: Agenda Item **Status:** Passed
File created: 11/20/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved	Pass

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

Background Information:

The following individuals will be hired with the Grand Rapids Park and Recreation Department and the IRA Civic Center. These seasonal part-time Grand Rapids Park and Recreation employees and the regular part-time IRA Civic Center employees will be part of the annual operating budget, begin employment on November 28, 2017 and complete employment by December 31, 2017.

Brett Rodenberg, Warming House Attendant, Hourly Pay Rate: \$9.50

Logan Kuschel, Concessions, Hourly Pay Rate: \$9.50

Staff Recommendation:

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

Requested City Council Action

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0844 **Version:** 1 **Name:** Mediacom Agreement
Type: Agenda Item **Status:** Passed
File created: 11/21/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017

Title: Enter into an Agreement with Mediacom Minnesota LLC to provide cable and internet services at the IRA Civic Center.

Sponsors:

Indexes:

Code sections:

Attachments: [Mediacom Agreement 2017.pdf](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved	Pass

Enter into an Agreement with Mediacom Minnesota LLC to provide cable and internet services at the IRA Civic Center.

Background Information:

For years, Mediacom has provided cable and internet services at the IRA Civic Center in exchange for advertising. The services they provide exceed the amount we normally take in for a back-lit wall sign and two dasher ads.

Staff Recommendation:

City Staff recommends entering into an Agreement with Mediacom Minnesota LLC to provide cable and internet services at the IRA Civic Center.

Requested City Council Action

Pass a motion to enter into an Agreement with Mediacom Minnesota LLC to provide cable and internet services at the IRA Civic Center.

Mediacom Minnesota, LLC
with IRA Civic Center of Grand Rapids
Trade Agreement

Mediacom Minnesota LLC will provide IRA Civic Center of Grand Rapids, Family Cable, digital tier with 2 HD boxes, 5 DTA boxes, High Speed Internet service with modem at no charge for 12 months beginning November 1st, 2017.

Mediacom will provide signage containing specific information to display in the workout room, coaches room and in the arena, including 2 dasher boards and a backlight sign.

Mediacom Communications or IRA Civic Center of Grand Rapids have the right to cancel this agreement at any time with a 30 day notice.

In exchange for this service IRA Civic Center of Grand Rapids will:

- Prominently display Mediacom signage near the television and in the arena.
- Inform visitors that Mediacom is the local Cable TV, High Speed Internet and Telephone provider in the city of Grand Rapids, Minnesota and other franchise areas in the Grand Rapids MN area.

This agreement is for a term of one year from the date below and must be renewed annually to remain in effect.

Date: _____

Signed
Bill Jensen - Lakes Regional Group Vice President
Mediacom Communications Corp.

Date: _____

Print Name
IRA Civic Center of Grand Rapids, MN



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0854 **Version:** 1 **Name:** Close Debt Service 2001B Fund (344)
Type: Agenda Item **Status:** Passed
File created: 11/21/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017

Title: 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.

Sponsors:

Indexes:

Code sections:

Attachments: [Close Fund 344 transfer to 501 \\$16,691.pdf](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved	Pass

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.

Background Information:

In 2001, the City issued bonds to be used to finance various improvement projects within the City. All of the debt has been paid and there is a balance remaining of approximately \$16,691. The remaining funds maybe used for future infrastructure projects.

Staff Recommendation:

Staff recommends 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.

Requested City Council Action

Make a motion 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.

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

RESOLUTION NO. 17-
A RESOLUTION CLOSING DEBT SERVICE FUND (344) IMPROVEMENT BOND 2001B
AND TRANSFERRING THE REMAINING BALANCE OF APPROXIMATELY \$16,691
TO CAPITAL PROJECT FUND (501)-(PIR) PERMANENT REVOLVING FUND AND
CLOSE THE FUND

WHEREAS, in 2001, the City issued General Obligation Improvement Bonds, Series 2001B, and

WHEREAS, the final payment on the 2001B bond was made on February 1, 2017, and

WHEREAS, there is a cash balance remaining of approximately \$16,691 in the original Debt Service Fund, and

WHEREAS, the remaining funds may be used for future infrastructure projects,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes an operating transfer of approximately \$16,691 from the Debt Service Fund (344) Improvement Bond Fund Series 2001B to the Capital Project Fund (501)-(PIR) Permanent Revolving Fund and close Fund 344.

Adopted this 4th day of December 2017.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	17-0857	Version:	1	Name:	Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 620 N Pokegama Ave, Grand Rapids, Minnesota.
Type:	Agenda Item	Status:		Status:	Passed
File created:	11/22/2017	In control:		In control:	City Council
On agenda:	11/27/2017	Final action:		Final action:	11/27/2017
Title:	Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 620 N Pokegama Ave, Grand Rapids, Minnesota.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Resolution to Raze: 620 N. Pokegama Avenue				

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved	Pass

Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 620 N Pokegama Ave, Grand Rapids, Minnesota.

Background Information:

On July 14th, the building department went to address above to look at a dilapidated Accessory structure located at 620 N Pokegama Ave. This was in response to several complaints received due to the conditions of the property. Upon inspecting the structure, it was found to be in such disrepair that the buildings walls and foundation have cracked, foundation undermined, windows broken and some boarded up and no sewer and water usage for several years. This building is unoccupied and has been sitting empty for many years. Recently, GRPD responded to a call where vandalism had taken place where more windows were being broken and appeared that someone was hurt in this process by cutting their hand on the window.

The Building Safety Division's inspection summary listed the following conditions leading to our determination that the structure met the definition of a hazardous structure under the Minnesota State Statute 463.15 to 463.26:

Section 108.1 When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be condemned pursuant to the provisions of this code.

Section 108.1.3 Structure unfit for human occupancy: A structure is unfit for human occupancy whenever the code official finds that such a structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this code, or because the location of the structure constitutes a hazard to the occupants of the structure or to public.

Details of Violation: Section 110 of the Property Maintenance Code

- The building is found hazardous due to dilapidation taking place due to the lack of maintenance and abandonment. Structure has become dilapidated due to lack of maintenance and abandonment.
- All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads. Structure has large hole next to home that has started to undermine the structures foundation and has several cracks in exterior wall that is causing wall to bow out.
- All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such

condition so as to prevent the entry of rodents and other pests. House has numerous cracks and areas where the exterior wall is not plumb and has cracks in it.

- The roof and flashing shall be sound, tight, and not have defects that admit rain. Verify roof is in sound condition. Front of structure has large bow in it and rot around the roof edge.
- Every window, skylight, door and frame shall be kept in sound condition, good repair, and weather tight. Numerous window around the structure are broken or boarded up as well as rotten and in disrepair.
- All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage. Verify home does not have accumulation of garbage or debris inside and outside of home.
- All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code. Verify home has properly working facilities as stated and provided with working tempered and cold running water.
- All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. Verify home has properly working facilities as stated and provided with working tempered and cold running water.
- Where it is found that a plumbing system in a structure constitutes a hazard to the occupant or the structure by reason of inadequate service, inadequate venting, cross connection, backsiphonage, improper installation, deterioration or damage or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. Verify that structure has working plumbing systems and has adequate services. Our records show no use of any services for many years. Grand Rapids Public Utilities has a note of no utilities since May of 2012.
- The water supply shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks. Verify that structure has working plumbing systems and has adequate services. Our records show no use of any services for many years. Grand Rapids Public Utilities has a note of no utilities since May of 2012.
- Dwelling shall be provided with heating facilities capable of maintaining a room temperature of 68F in all habitable rooms, bathrooms and toilet rooms based on the winter outdoor design temperature for the locality indicated in Appendix D of the International Plumbing Code. Cooking appliances shall not be used to provide space heating to meet the requirements of this section. Verify structure is provided with properly installed heating appliances.
- All mechanical appliances, fireplaces, solid fuel-burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function. Verify structure is provided with properly installed heating appliances.
- Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. Our records show no service to the structure. Verify you have working services and they are in a safe and working condition.

The City has given the owner of this property notice by Certified Mail on 7/14/17 with a date of 08/14/17 to remove or repair premises and bring it to a condition where it no longer poses a danger. To this date, nothing has been corrected. Communication was made via phone and she was aware of the conditions but was looking to sell the property. Owner was told these violation stay with the property even if she went to sell.

The next step in rectifying this situation is the adoption of the attached resolution to order the razing of the structure. Within this action, the property owner still has the ability to commence with removal or repair of the building, on their own accord, within 20 days of receiving notice of this order, and if commenced within 20 days, the removal or repair must be complete within 60 days. If no action is taken within these timeframes, the City will move the District Court of Itasca County for summary enforcement of the order and all costs incurred by the City in the demolition would be assessed against the property.

Requested City Council Action

Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 620 N Pokegama Ave, Grand Rapids, Minnesota.

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

GRAND RAPIDS RESOLUTION 17-- ____

**ORDER TO RAZE OR REMOVE STRUCTURES LOCATED UPON
620 NO. POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

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

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

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

Lot Twenty-two (22) of Block Seven (7), Grand Rapids First Division, Section Twenty-one (21), Township Fifty-five (55) North, Range Twenty-five (25) West, Itasca County, Minnesota;

(also known as 620 No. Pokegama Ave., Grand Rapids),

is Christine R. Carlson. The property contains one (1) main structure.

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

- The building is found hazardous due to dilapidation taking place due to the lack of maintenance and abandonment. Structure has become dilapidated due to lack of maintenance and abandonment.
- All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads. Structure has large hole next to home that has started to undermine the structures foundation and has several cracks in exterior wall that is causing wall to bow out.
- All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests. House has numerous cracks and areas where the exterior wall is not plumb and has cracks in it.
- The roof and flashing shall be sound, tight, and not have defects that admit rain. Verify roof is in sound condition. Front of structure has large bow in it and rot around the roof

edge.

- Every window, skylight, door and frame shall be kept in sound condition, good repair, and weather tight. Numerous window around the structure are broken or boarded up as well as rotten and in disrepair.
- All exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage. Verify home does not have accumulation of garbage or debris inside and outside of home.
- All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the International Plumbing Code. Verify home has properly working facilities as stated and provided with working tempered and cold running water.
- All plumbing fixtures shall be properly installed and maintained in working order, and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. Verify home has properly working facilities as stated and provided with working tempered and cold running water.
- Where it is found that a plumbing system in a structure constitutes a hazard to the occupant or the structure by reason of inadequate service, inadequate venting, cross connection, backsiphonage, improper installation, deterioration or damage or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. Verify that structure has working plumbing systems and has adequate services. Our records show no use of any services for many years. Grand Rapids Public Utilities has a note of no utilities since May of 2012.
- The water supply shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks. Verify that structure has working plumbing systems and has adequate services. Our records show no use of any services for many years. Grand Rapids Public Utilities has a note of no utilities since May of 2012.
- Dwelling shall be provided with heating facilities capable of maintaining a room temperature of 68F in all habitable rooms, bathrooms and toilet rooms based on the winter outdoor design temperature for the locality indicated in Appendix D of the International Plumbing Code. Cooking appliances shall not be used to provide space heating to meet the requirements of this section. Verify structure is provided with properly installed heating appliances.
- All mechanical appliances, fireplaces, solid fuel-burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function. Verify structure is

provided with properly installed heating appliances.

- Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. Our records show no service to the structure. Verify you have working services and they are in a safe and working condition.

WHEREAS, the City has given the owners of this property notice to clean and repair premises and bring it to a condition where it no longer poses a danger by August 14, 2017, and has met with no action by the owners.

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

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

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

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

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

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

Adopted by the Council this ____ day of _____, 2017.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

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



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0848 **Version:** 1 **Name:** Library Report to Council Nov 2017
Type: Department Head Report **Status:** Filed
File created: 11/21/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Department Head Report - Grand Rapids Area Library
Sponsors:
Indexes:
Code sections:
Attachments: [Report to Council November](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Received and Filed	

Department Head Report - Grand Rapids Area Library



Library Department Head Report

November 27, 2017



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Our Summer and Fall have been filled with programs and activities. The Library continues to focus on the goals identified in our strategic plan, and on creating a welcoming place for our community.

Strategic Plan Implementation Update

The Library Board, Library staff and representatives from the Friends of the Library, the Library Foundation and the Library's volunteer Program Committee gathered input from the community and developed a revised strategic plan for 2017-2020..

Service Priority # 1: *Parents will feel supported in preparing their preschoolers for learning success, and primary students will develop a love of reading and learning.*

- **Saturday Story Times** continued through the Summer and Fall, thanks to the generosity of the Library Foundation. This Summer and Fall the attendance ranged from 19-78 each Saturday, split between 2 sessions. We are the only Library in the area that is open on Saturdays during the summer, so we continue to draw families from throughout Itasca County. We also continued a Monday Book Time during the summer, before resuming the regularly scheduled 2 Story Times each Monday during the school year.
- We have seen many **class visits** already this fall and a few more are scheduled before the end of the year. October is generally a very popular time for class visits. Several Southwest and Murphy 3rd and 4th grade classes have been walking or taking the bus to the Library regularly, and we have had many visits from area preschools, Head Start classes and kindergarten classes.
- Our Winter Reading program, ***Read with a Friend***, will kick off on Saturday, December 16 with a creative program.
- Our Summer Reading Program ***Reading By Design*** kicked off on May 20th with an opportunity to create a summer idea journal. 864 children signed up throughout the summer and picked up a book log to record their reading or reading-related activities
- Lego Club continued more frequently through the summer, attracting between 30 and 98 participants each session. We are continuing our monthly Lego Club on Tuesdays after school through the school year. Young designers create a small or large item based on a theme (or not) and leave them on display in the children's section during the month.
- We continue to offer additional after-school programming thanks to the Library Foundation. Each month we have an art program and a STEAM program. These programs continued through the summer, and we added additional regular summer programs, including Down by the River –outdoor Nature-based programs, and Frieda's Comets –activities based on a biography.
- Summer programming for kids also included programs funded by the Arrowhead Library System and programs funded by the Arts and Culture fund
- We brought a Story Stroll to the Open Streets celebration in June to encourage families to walk and read.
- Over the course of the summer, 1716 kids and families attended 56 programs



Library Department Head Report

November 27, 2017



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Service Priority # 2: Individuals will be supported in their personal search for knowledge and development of skills and careers.

- Our **summer and fall programming** for adults has included such programs as: *Radon in Your Home*, *Hiking the Appalachian Trail*, and *WWII Aircraft, Water Wisely*
- We continued an afternoon series called *Get Your Ducks in a Row* which covered a variety of life topics such as estate planning and Medicare overviews. The programs attracted anywhere from 20 -70 people each session.

Service Priority #3: Individuals will have access to online resources that connect them to their community and the world

- Our public computers continue to be used often by people taking **online classes**, those doing homework for local classes, those taking exams for professional licensure, as well as those with daily needs such as email access and a myriad of other communication and printing needs.
- Our public **wireless** network is in constant use by people bringing their own devices for work, study or communication.
- We replaced our laptops used for training, and this fall we resumed offering a series of classes devoted to basic internet and email tools.

Service Priority #4: Individuals will enjoy varied options that enrich their leisure time, broaden their world view, and inspire their creativity.

- **Legacy-Funded Programs:** We have hosted several programs arranged by Arrowhead Regional Library System including: author *Lorna Landvik*, *Music from Down Under* (digeridoo)
- **Inspiring Creativity:** We hosted a watercolor painting workshop, and author William Durbin talking about writing historical fiction.
- **Alternate Formats are very popular:** Circulation of downloadable ebooks and audio books is high. Our patrons downloaded a total of 23,712 during the past year. There are more than 9700 audiobook titles and 12000 ebook titles available to all holders of an ALS library card. All of these are available through our web site.
- For teens, summer break provides a window of opportunity to enjoy reading for pleasure. 37 teens participated in the summer reading challenge. The **Teen Read Week** took place during October. We also repeated our photography contest for teens.
- The **teen Anime Club** continues, bringing teens together monthly to watch an anime movie and talk about anime and manga.



Library Department Head Report

November 27, 2017



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Service Priority #5: Individuals and organizations will experience a comfortable, safe, quiet and welcoming place.

- Our meeting room is heavily utilized by organizations large and small – an average of 50/month.
- Our quiet study rooms are used by individuals seeking a quiet space to work or study or a space for 2 people to meet and work.
- We always have a jigsaw puzzle laid out on a table with an open invitation to sit and relax.
- We will continue to take advantage of the space around the library by using it for children's and adult programs. This summer we had a series of programs for kids outside and hosted Copper Street Brass for a riverside concert and a day of river-focused art and activities. We also had outdoor yoga programs in July and August
- Our tables and study rooms provide spaces for working on group projects, popular with high school and college students and people meeting for work or organization related purposes.

Building, and grounds repairs and upgrades

- We replaced the siding on 3 sides of the building, repainted the trim, gutters and downspouts, and caulked wherever wood abutted metal.
- We just received notification that we will be awarded a matching Library Construction and Accessibility Grant from the MN Dept of Education to make modifications that will improve accessibility in the building. We will replace the interior doors with larger doors to accommodate larger wheelchairs and mobility devices, and create a small meeting space that is easily accessible for participants in wheelchairs.

Passports

Our passport service continues, but at a slower pace than we saw last winter. We still anticipate a total of around 1000 applications for the year. People have commented on the convenient hours and location, parking, and the "family friendly" atmosphere.

Staff

- Children's librarian, Darla Kirwin retired effective June 9.
- Tracy Kampa, Children's Library Public Services Clerk, replaced Darla.
- Dion Holcomb-Card replaced Tracy as Children's Library Public Services Clerk.
- Will Richter, Reference Librarian, (and GRFD firefighter) has responded to 52 fire calls so far this year during his shifts at the Library, with a total time spent of 46 hours.
- Amy Dettmer, Assistant Director continues to provide staff support for the Arts and Culture Commission

The Library continues to be very busy, with many people attending programs, borrowing materials, using computers, asking for information, or just hanging out!



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0847 **Version:** 1 **Name:** Chad Sterle Employment Agreement
Type: Agenda Item **Status:** Passed
File created: 11/21/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Consider entering into an employment agreement with Chad Sterle.

Sponsors:

Indexes:

Code sections:

Attachments: [Sterle contract 2018 to 2025 \(2\) \(2\).pdf](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Approved As Presented	Pass

Consider entering into an employment agreement with Chad Sterle.

Background Information:

The City currently receives professional civil legal services through Chad Sterle, Attorney at Law, as a consultant. The fee for this service in 2018 will be \$132,000. Mr. Sterle, is also currently employed by the State of Minnesota as a public defender, where he defends people who can not afford a private attorney. Through this employment with the State he receives health insurance.

Mr. Sterle would like to drop his employment with the State and end being a public defender. To do this he is requesting that he become a City employee through the attached contract so that he can access health insurance. The City will receive the same services under the attached contract for about the same expense.

Staff Recommendation:

City staff is recommending the approval of the attached employment agreement.

Requested City Council Action

A motion approving the attached employment agreement with Chad Sterle.

EMPLOYMENT CONTRACT AGREEMENT

AGREEMENT made this 27th day of November, 2017, by and between the City of Grand Rapids, a Minnesota corporation (“Employer” or “City”), and Chad B. Sterle, Esq. (“Employee”). The Parties agree as follows:

1. **POSITION.** Employee is hereby designated and appointed as City Civil Attorney to the City of Grand Rapids, and shall serve and be compensated as provided by this Agreement.

2. **SCOPE OF WORK.**

a. Employee agrees to perform all necessary legal services as City Attorney, except for those special project exceptions contained in paragraph 3 for which there is a separate contract, and shall:

- (1) Attend and prepare for City Council Meetings;
- (2) Attend occasional special meetings;
- (3) Attend and prepare for Board and Commission meetings as directed by the City Administrator;
- (4) Draft and/or review draft City contracts;
- (5) Review financing, special assessments, bonds and insurance requirements required by or for City contracts or activities;
- (6) Review of municipal contracts, including contracts for public improvement, joint power agreements, construction, equipment purchase; special use conditional agreements, subdivision bonds and development agreements;
- (7) Provide advice on open meeting law and data practices/privacy issues;
- (8) Provide advice and representation on environmental matters;
- (9) Interpret statute without a written legal opinion;
- (10) Research and submission of legal opinions on municipal or other legal matters as requested by the City Council/City Administrator;
- (11) Represent City in all allegations of employee misconduct, and discipline policy violations, as well as perform investigation of such claims.
- (12) This Agreement does not contemplate legal representation of the Grand Rapids Housing and Redevelopment Authority. Representation of that entity will be negotiated directly with the HRA.

b. Chad Sterle does represent defendants in criminal cases which are alleged to have occurred within Grand Rapids City limits when there is a separate and distinct prosecuting entity such as the Itasca County Attorney’s Office.

Mr. Sterle brought this issue to the Grand Rapids City Council for its consideration in 2006, pursuant to Rule of Profession Responsibility 1.7, which states:

(1) A lawyer shall not represent a client if the representation of that client will be directly adverse to another client, unless:

- (1) the lawyer reasonably believes the representation will not adversely affect the relationship with the other client; and*
- (2) each client consents after consultation.*

(2) A lawyer shall not represent a client if the representation of that client may be materially limited by the lawyer's responsibilities to another client or to a third person, or by the lawyer's own interests, unless:

- (1) the lawyer reasonably believes the representation will not be adversely affected; and*
- (2) the client consents after consultation. When representation of multiple clients in a single matter is undertaken, the consultation shall include explanation of the implications of the common representation and the advantages and risks involved.*

The Grand Rapids City Council has previously allowed Mr. Sterle to represent criminal defendants who were alleged to have committed a crime within Grand Rapids city limits, but who are being prosecuted by a separate and distinct prosecuting agency.

Now that Mr. Sterle in no way prosecutes for the City of Grand Rapids, the City Council does hereby consent that Mr. Sterle may represent criminal defendants who are alleged to have committed a crime within the municipal boundaries of Grand Rapids in that the matter will be prosecuted by the Itasca County Attorney's Office, or John P. Dimich or any subsequently hired criminal prosecutor. If the City has concerns with a particular case, the parties will mutually discuss how to handle the matter.

3. **SPECIAL PROJECTS.** The following services shall be listed as special projects for which the City will contract separately. These include, but are not limited to:

- (1) Condemnation and eminent domain proceedings for public improvement projects;
- (2) Zoning and land use regulation matters;
- (3) The razing and removing of hazardous buildings;
- (4) Prosecution/resolution of alleged land use violations;
- (5) Special assessment appeals;
- (6) Conciliation court matters and unlawful detainer (eviction) actions; and
- (7) Any other matters requiring litigation and/or the attendance and preparation at court hearings.

4. **TERM.** This Agreement shall remain in full force and effect from January 1, 2018, and continue through December 31, 2025 unless terminated by the Employer or Employee as provided in paragraph 8 of this Agreement. This agreement will continue in perpetuity unless a new contract is mutually negotiated by the parties or terminated as specified below.

5. **SALARY.**

a. Employer shall pay Employee an annual salary of \$100,000 (one-hundred thousand dollars) effective January 1, 2018. Thereafter, Employer agrees to increase

Employee's compensation each year by an amount which is the same as the increases granted to the Employer's other exempt full-time, non-union employees.

b. Employee is not a contract employee but is an employee of the City. As such, Employee will be entitled to the same benefits as provided to Employer's other full-time, non-union employees, which benefits will include contributions such as but not limited to FICA, Medicare, PERA, health, dental and life insurance. Employee will not accrue Flex Time Off (FTO) or Emergency Medical Bank (EMB).

c. Employee will be reimbursed for actual necessary costs incurred, including but not limited to court filing fees, jury fees, deposition costs, reporters' fees, witness fees, Fed-Ex or other overnight delivery service, title reports, and any other expense not listed above which is necessary to the successful resolution of a client matter.

d. This Agreement shall be amended automatically to reflect any salary adjustments that are provided or required by the Employer's compensation policies.

6. **PENSION PLAN.** Employer shall contribute to PERA as required by State law for Employee. Employer shall also contribute to any other benefit plans consistent with the benefits provided to other full-time, non-union employees of the Employer.

7. **EMPLOYER-PROVIDED INSURANCE.** Employer shall provide and pay the premiums for group hospital, medical, dental for Employee and his dependents equal to that which is provided to all other employees. The Employer will also provide life insurance benefits to the Employee in the same amount as provided to all other non-exempt department heads.

8. **TERMINATION GUIDELINES/BENEFITS.** Either party may cancel this Contract at any time by giving written notice to the other party at least 180 days prior to the effective date of the termination. Employee shall be paid for the work performed prior to the effective date of termination provided, however, that Employee's cancellation of this contract shall be governed by the MN Rules of Professional Conduct, Rule 1.16, based upon the payment terms of this Contract. Such payment shall not exceed the maximum amount provided for by the terms of this Contract.

Employee shall also be entitled to all other accrual payouts consistent and identical with the benefits granted to the City Administrator in his/her contract.

9. **GENERAL CONDITIONS OF EMPLOYMENT.** Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, subject only to the provisions of this Agreement and statutory requirements. Furthermore, nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from Employee's position with Employer, subject only to the provisions of this Agreement.

10. **CHOICE OF LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota,

and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

11. **COUNTERPARTS.** This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

12. **NOTICES.** Notices regarding this Agreement shall be given in writing to the parties at the following addresses:

Employer:

City of Grand Rapids
Attn: City Council
420 No. Pokegama Avenue
Grand Rapids, MN 55744

Employee:

Chad B. Sterle
Sterle Law Office
502 NW Fifth Ave.
Grand Rapids, MN 55744

13. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the parties with respect to the employment relationship between the City and the Administrator, replaces all prior agreements or understandings, and the parties agree that there were no inducements or representations leading to the execution of this Agreement except as herein contained.

14. **EQUAL EMPLOYMENT AND NONDISCRIMINATION AND AFFIRMATIVE ACTION.** In connection with the work under this Contract, Employee agrees to comply with the applicable provisions of state and federal equal employment opportunity and nondiscrimination statutes and regulations.

15. **LAWS.** Employee will stay fully-informed of all existing and current regulations of the city, county, state and federal laws which in any way limit or control the actions or operations of those engaged upon the work or affecting the materials supplied to or by him. Employee will at all times observe and comply with all ordinances, laws, and regulations.

16. **SEVERABILITY.** In case any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired thereby.

17. **AMENDMENTS.** This Agreement may be amended by mutual consent of the parties by an instrument in writing.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed and executed on its behalf of its Mayor and Employee has signed this Agreement, in duplicate, the day and year first written above.

EMPLOYER: CITY OF GRAND RAPIDS

EMPLOYEE: CHAD B. STERLE, ESQ.

Dale Adams, Mayor

Chad B. Sterle, Esq.

Date: _____

Date: _____

ATTEST:

Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0849 **Version:** 1 **Name:** Blandin Foundation Property Transfer
Type: Agenda Item **Status:** Administration Department
File created: 11/21/2017 **In control:** City Council
On agenda: 11/27/2017 **Final action:** 11/27/2017
Title: Consider the exchange of properties and the grant of an easement with the Blandin Foundation.
Sponsors:
Indexes:
Code sections:
Attachments: [Blandin to GR Deed.pdf](#)
[GR to Blandin Deed.pdf](#)
[GR-BLANDIN EASEMENT.pdf](#)
[Property Map.pdf](#)

Date	Ver.	Action By	Action	Result
11/27/2017	1	City Council	Failed	Pass

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

Background Information:

Attached is a map and legal documents identifying the proposed exchange of properties and granting of an easement with the Blandin Foundation. If approved by both parties the City will own the park located on the south side of the Mississippi River. These property transactions are dependent upon the Blandin Foundation awarding the City a \$450,000 grant for improvements and future maintenance of the park.

The Civic Center/Park & Recreation Board is recommending this property transaction.

Staff Recommendation:

City staff is recommending the exchange of properties and the grant of an easement with the Blandin Foundation.

Requested City Council Action

A motion approving the exchange of properties and the grant of an easement with the Blandin Foundation contingent upon receiving a \$450,000 grant for improvements and maintenance of the park.

(Top 3 inches reserved for recording data)

M/D 1894 Miller/Davis Company - millerdavis.com

QUIT CLAIM DEED
Business Entity to Business Entity

Minnesota Uniform Conveyancing Blanks
Form 10.3.5 (2013)

eCRV number: Exempt

DEED TAX DUE: \$ Exempt

DATE: _____
(month/day/year)

FOR VALUABLE CONSIDERATION, the Charles K. Blandin Foundation
(insert name of Grantor)

a Nonprofit Corporation under the laws of the State of Minnesota ("Grantor"),
hereby conveys and quitclaims to the City of Grand Rapids
(insert name of Grantee)

a Municipal Corporation under the laws of the State of Minnesota ("Grantee"),
real property in Itasca County, Minnesota, legally described as follows:
See Legal Description on Schedule A attached hereto.

Consideration for this Transaction is less than \$500.

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: _____.)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

Charles K. Blandin Foundation
(name of Grantor)

By: _____
(signature)

Its: _____
(type of authority)

By: _____
(signature)

Its: _____
(type of authority)

State of Minnesota, County of Itasca

This instrument was acknowledged before me on _____, by _____
(month/day/year) (name of authorized signer)

_____ as _____
(type of authority)

and by _____
(name of authorized signer)

as _____ of the Charles K. Blandin Foundation.
(type of authority) (name of Grantor)

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
insert name and address
Chad B. Sterle, Esq. (#288330)
Sterle Law Office
502 NW Fifth Ave.
Grand Rapids, MN 55744
Telephone: 218.326.9646

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:
insert legal name and residential or business address of Grantee
City of Grand Rapids
420 No. Pokegama Ave.
Grand Rapids, MN 55744

Schedule A Legal Description

PARCEL 1: THE WEST 30 FEET OF VACATED SLEEPER AVENUE LYING EAST AND ADJACENT TO THE EAST 100 FEET OF BLOCK 45, TOWN OF GRAND RAPIDS (PARCEL 91-410-4510)

PARCEL 2: THE WEST 60 FEET OF THE EAST 160 FEET OF BLOCK 45, TOWN OF GRAND RAPIDS (PARCEL 91-410-4520)

PARCEL 3: THE EAST 60 FEET OF THE WEST 140 FEET OF THE SOUTH 90 FEET OF BLOCK 45, TOWN OF GRAND RAPIDS (PARCEL 91-410-4530)

PARCEL 4: THE WEST 80 FEET OF THE SOUTH 90 FEET OF BLOCK 45, TOWN OF GRAND RAPIDS (PARCEL 91-410-4540)

PARCEL 5: THE NORTH 44 FEET OF THE SOUTH 134 FEET OF THE WEST 140 FEET, BLOCK 45, AND THAT PART OF BLOCK 45 DESCRIBED AS FOLLOWS: THE WEST 140 FEET, LESS THE SOUTH 134 FEET OF BLOCK 45 WHICH LIES EASTERLY OF A LINE RUNNING PARALLEL WITH AND DISTANT 75 FEET EASTERLY OF LINE 1 DESCRIBED BELOW: LINE1: BEGINNING AT THE POINT OF INTERSECTION OF THE CENTERLINE OF 4TH STREET NORTH WITH THE CENTERLINE OF POKEGAMA AVENUE IN THE CITY OF GRAND RAPIDS, THEN RUNNING SOUTHERLY AT AN ANGLE OF 89 DEGREES 47 MINUTES 00 SECONDS FROM THE CENTERLINE OF 4TH STREET NORTH (MEASURED FROM EAST TO SOUTH) FOR 790.5 FEET; THENCE DEFLECT TO THE RIGHT AT AN ANGLE OF 01 DEGREES 08 MINUTES 00 SECONDS FOR 800 FEET AND THERE TERMINATING, TOWN OF GRAND RAPIDS (PARCEL 91-410-4550)

(Top 3 inches reserved for recording data)

^{M/D}₁₈₉₄ Miller/Davis Company - millerdavis.com

QUIT CLAIM DEED
Business Entity to Business Entity

Minnesota Uniform Conveyancing Blanks
Form 10.3.5 (2013)

eCRV number: N/A

DEED TAX DUE: \$ 1.65

DATE: _____
(month/day/year)

FOR VALUABLE CONSIDERATION, the City of Grand Rapids
(insert name of Grantor)

a municipal corporation under the laws of the State of Minnesota ("Grantor"),
hereby conveys and quitclaims to the Charles K. Blandin Foundation
(insert name of Grantee)

a Nonprofit Corporation under the laws of the State of Minnesota ("Grantee"),
real property in Itasca County, Minnesota, legally described as follows:

See legal description on Schedule A attached hereto.

Consideration for this transaction is less than \$500.

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: _____.)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor

(name of Grantor)

By: _____
(signature)

Dale Adams

Its: Mayor
(type of authority)

By: _____
(signature)

Tom Pagel

Its: City Administrator
(type of authority)

State of Minnesota, County of Itasca

This instrument was acknowledged before me on _____, by Dale Adams
(month/day/year) (name of authorized signer)

_____ as Mayor
(type of authority)

and by Tom Pagel
(name of authorized signer)

as City Administrator of the City of Grand Rapids
(type of authority) (name of Grantor)

(Stamp)

(signature of notarial officer)

Title (and Rank): _____

My commission expires: _____
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
insert name and address

Chad B. Sterle, Esq. (#288330)
Sterle Law Office
502 NW Fifth Ave.
Grand Rapids, MN 55744
Telephone: 218.326.9646

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:

(insert legal name and residential or business address of Grantee)

Charles K. Blandin Foundation
100 No. Pokegama Ave.
Grand Rapids, MN 55744

Schedule A Legal Description

THAT PART OF BLOCK 40 LYING EASTERLY OF THE WEST 25 FEET AND LYING WESTERLY OF THE FOLLOWING-DESCRIBED LINE: BEGINNING AT A POINT 125 FEET EAST FROM THE NORTHWEST CORNER OF SAID BLOCK 40, THENCE SOUTH 28 DEGREES 30 MINUTES WEST 100 FEET MORE OR LESS TO THE LEFT MARGIN OF THE MISSISSIPPI RIVER, TOWN OF GRAND RAPIDS

{This area reserved for recording information}

INGRESS AND EGRESS EASEMENT

THIS EASEMENT is made this ____ day of _____, 2016, by the City of Grand Rapids, a Minnesota municipal corporation (“Grantor”), and the Charles K. Blandin Foundation, a Minnesota Nonprofit Corporation, its successors and assigns (“Grantee”).

WITNESSETH: That Grantor, for and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, the receipt of which is hereby acknowledged, hereby grants unto Grantee, its successors and assigns, a perpetual public easement and right-of-way for vehicular and pedestrian access upon, over and across real property in Itasca County, Minnesota, more particularly described as follows:

LOTS 7 AND 8, BLOCK 26, TOWN OF GRAND RAPIDS

This easement shall be only for the limited purpose of access, ingress and egress to and from Grantee’s property.

Grantee will not erect any fence, wall, or any other type of structure or improvement upon or within said easement area without first obtaining written permission from Grantor, which shall not be unreasonably withheld.

This instrument shall be binding and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns.

**GRANTOR:
CITY OF GRAND RAPIDS**

**GRANTEE:
CHARLES K. BLANDIN FOUNDATION**

By: _____
Its: _____

By: _____
Its: _____

By: _____
Its: _____

By: _____
Its: _____

This instrument drafted by:

Chad B. Sterle, Esq. (AIN 288330)
Sterle Law Office
502 NW Fifth Ave.
Grand Rapids, MN 55744
Telephone: 218.326.9646



City Property
To Be Granted Easement to
Blandin Foundation

City Property
To Be Transferred to
Blandin Foundation

Blandin Foundation Property
To Be Transferred to City

