



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, March 13, 2017

5:00 PM

City Hall Council Chambers

Amended 3-10-17

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

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:01 PM PUBLIC FORUM

5:06 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

17-0172 Consider approving Council minutes for Monday, February 27, 2017 Regular meeting.

Attachments: February 27, 2017 Regular Meeting.pdf

5:11 PM CONSENT AGENDA

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

1. 17-0148 Consider certifying a new Police Officer eligibility list as recommended by the Search Committee.

2. 17-0150 Consider adopting a resolution accepting 2017 Wellness Grant from Northeast Service Cooperative.

Attachments: Northeast Service Co-op Wellness Grant

3. 17-0153 Consider a resolution accepting and approving donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged.
Attachments: [Multi-Use Pavilion Sponsorships.pdf](#)
[MUP 3-13-17 Accepting.pdf](#)
4. 17-0154 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.
5. 17-0155 Consider adopting a resolution to allow staff to apply for an Outdoor Recreation Grant.
Attachments: [Recreation Grant Resolution.pdf](#)
6. 17-0167 Consider approving temporary liquor license applications for United Way of 1000 Lakes, events scheduled for April 7, May 5, & June 2, 2017.
7. 17-0168 Consider approving a temporary liquor application for Reif Arts Council, event scheduled for April 25, 2017.

5:13 PM SETTING OF REGULAR AGENDA

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

ACKNOWLEDGE BOARDS & COMMISSIONS

8. 17-0173 Consider acknowledging approved minutes for Boards & Commissions.
Attachments: [February 1, 2017 Arts & Culture minutes.pdf](#)
[February 7, 2017 Arts & Culture minutes.pdf](#)
[January 9, 2017 PUC minutes.pdf](#)
[January 11, 2017 PUC minutes.pdf](#)

5:15 PM DEPARTMENT HEAD REPORT

9. 17-0156 Public Works ~ Jeff Davies
Attachments: [2017 3-13 PW Spring DH Report](#)
[2017 3-13 PW Spring DH Narrative](#)

5:25 PM INFORMATION TECHNOLOGY

10. 17-0157 Consider approving the purchase of a new server from SHI.
Attachments: [126639 Works Quote DL380.pdf](#)
[CDW Quote.pdf](#)
[SHI Quote-13041249.pdf](#)

**5:30 ADMINISTRATION DEPARTMENT
PM**

11. 17-0149 Consider accepting notice of retirement from Darla Kirwin, Children's Librarian, from the Grand Rapids Area Library.
12. 17-0169 Consider appointing applicant to the Planning Commission to fill unexpired term through March 1, 2020.
13. 17-0174 Consider adopting a resolution in support of state funding for voting equipment replacement.
Attachments: Funding support for voting equipment RES.pdf
14. 17-0186 Consider approval of merit pay for City Administrator Tom Pagel in accordance with the existing employment agreement.

**5:40 VERIFIED CLAIMS
PM**

15. 17-0158 Consider approving the verified claims for the period February 22, 2017 to March 6, 2017 in the total amount of \$469,007.56.
Attachments: CITY COUNCIL BILL LIST 03-13-17.pdf

**5:45 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 27, 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 #: 17-0172 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 3/9/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider approving Council minutes for Monday, February 27, 2017 Regular meeting.

Sponsors:

Indexes:

Code sections:

Attachments: [February 27, 2017 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, February 27, 2017 Regular meeting.

Background Information:

Draft minutes for the Monday, February 27, 2017 Council meeting are attached for review.

Staff Recommendation:

Review and approve.

Requested City Council Action

Make a motion approving Council minutes as presented.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, February 27, 2017

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, February 27, 2017 at 5:04 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

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

Others present:

Chad Sterle, Scott Johnson, Matt Wegwerth, Steve Schaar, Dale Anderson, Jeff Davies, Lauren VanDenHeuvel, Jerry Culliton, Barb Baird

MEETING PROTOCOL POLICY

PUBLIC FORUM

None.

COUNCIL REPORTS

Councilor Christy advises that the Range Association of Municipalities and Schools is encouraging legislative action for replacement of voting equipment throughout the State and to assist Election Officials and their communities with the cost. A resolution seeking Council support will be brought to a March meeting for consideration.

5:05 PM APPROVAL OF MINUTES

Consider approving Council minutes for Monday, February 13, 2017 Worksession & Regular Meetings.

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

5:06 PM CONSENT AGENDA

1. Consider approving a public service and infrastructure permanent easement from Sidney L. Reiners related to CP 2009-1, 2017 Infrastructure Improvements.
Approved by consent roll call

2. Consider authorizing the Grand Rapids Police Department to sell three (3) forfeited handguns to a Federally Licensed Firearms Dealer.
Approved by consent roll call

3. Consider approving the purchase of a 2017 John Deere turf lawn mower with bag attachment, utilizing the Minnesota Cooperative Purchasing Venture from Pokegama Lawn & Sport for a total purchase price of \$12,359.00.
Approved by consent roll call

4. 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

5. Consider granting permanent status to Facilities Maintenance Manager, Nathan Morlan.
Approved by consent roll call

6. Consider adopting a resolution authorizing an application to IRRRB Public Works Grant Program for the Airport Business Utility Extension project
Adopted Resolution 17-19 by consent roll call

7. Consider a request by the police department to pay for three (3) 2017 Ford Police Interceptor Utility SUV's from the 2016 and 2017 CIP budget.
Approved by consent roll call

8. Consider hiring Golf Course Employees
Approved by consent roll call

- 8a. Consider accepting the resignation of Justin Lamppa from the Park, Rec & Civic Center Board, effective March 1, 2017.
Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Christy, seconded by Councilor Connelly, to Approve the Consent agenda with addition of item 8a. The motion carried by the following vote

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

**5:08 SETTING OF REGULAR AGENDA
 PM**

A motion was made by Councilor Bill Zeige, second by Councilor Tasha Connelly to approve the Regular agenda as presented. Motion passed by unanimous vote.

ACKNOWLEDGE BOARDS & COMMISSIONS

- 9. Review and acknowledge the attached minutes for various Boards & Commissions.

The Council acknowledged the following minutes:
Library Board - January 11, 2017
Golf Board - January 17, 2017
HRA - January 18, 2017
Human Rights - January 25, 2017
Airport Advisory - November 18, 2015

Acknowledge Boards and Commissions

**5:10 DEPARTMENT HEAD REPORT
 PM**

- 10. Housing & Redevelopment Authority ~ Jerry Culliton

HRA Director, Jerry Culliton, reviewed annual activities of the HRA, as well as properties and occupancy levels.

Received and Filed

**5:20 CIVIC CENTER, PARKS & RECREATION
 PM**

- 11. Consider accepting a bid to replace the dehumidification system at the IRA Civic Center.

A motion was made by Councilor Blake, seconded by Councilor Zeige, to accept low bid from Radotich, Inc. to replace the dehumidification system at the Civic Center. The motion carried by the following vote.

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

**5:25 ENGINEERING
PM**

12. Consider approving a quote from Hammerlund Construction Inc. for storm water maintenance at Hale Lake in the amount of \$7,750.00

A motion was made by Councilor Christy, seconded by Councilor Blake, approving Hammerlund Construction quote for storm water maintenance at Hale Lake in the amount of \$7,750.00. The motion carried by the following vote.

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

**5:30 POLICE DEPARTMENT
PM**

13. Consider adopting a resolution accepting a matching grant of \$7,182.33 through a State Homeland Security Program Grant and authorizing the Police Department to purchase a Bi-Directional Amplifier system, its components and installation of the system.

A motion was made by Councilor Connelly, seconded by Councilor Christy, to adopt Resolution 17-20, accepting matching grant & authorize purchase of Bi-Directional Amplifier system, its components and installation of the system. The motion carried by the following vote.

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

**5:35 ADMINISTRATION DEPARTMENT
PM**

14. Consider appointing applicants to City Boards & Commissions.

Council members divided the applications for Boards & Commissions, conducted interviews and made the following recommendations for filling vacancies.

- A motion was made by Councilor Rick Blake, seconded by Councilor Tasha Connelly, to make the following appointments to Boards & Commissions:**
- Arts & Culture Commission ~ Myrna Peterson, unexpired term through December 31, 2017**
- Economic Development Authority ~ Cory Jackson, full term through March 1, 2023**
- Golf Course ~ Kelly Kirwin & Pat Pollard, full terms through March 1, 2020**
- Housing & Redevelopment Authority ~ Pat Schwartz, unexpired term through March 1, 2019**
- Human Rights ~ John Shirber, Frieda Hall & Jessica Hartshorn, full terms through March 1, 2020**
- Planning Commission ~ Susan Lynch & Michelle Toven, full terms through March 1, 2021**

Police Community Advisory Board ~ Wendy Uzelac, vacant term through December 31, 2019
Public Utilities Commission ~ Greg Chandler, full term through March 1, 2021
Park, Rec & Civic Center Board ~ Brad Hyduke, full term through March 1, 2020 & Lilah Crowe, unexpired term through March 1, 2018
The motion PASSED by unanimous vote.

5:40 VERIFIED CLAIMS
PM

15. Consider approving the verified claims for the period February 7, 2017 to February 21, 2017 in the total amount of \$752,318.16.

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

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

5:45 ADJOURNMENT
PM

A motion was made by Councilor Bill Zeige, seconded by Councilor Tasha Connelly, to adjourn the meeting at 5:40 PM. The motion PASSED by unanimous vote.

On Monday, February 27, 2017, directly following the regular City Council meeting, a public meeting will be conducted, in the City Hall Council Chambers, regarding the City's Storm Water Pollution Prevention Plan (SWPPP). The meeting will present the progress to date and required activities for 2017. The City invites all residents and encourages public participation. A quorum of the Grand Rapids City Council may be present.

Presentation by Steve Anderson.

Received and Filed

Respectfully submitted:

Kimberly Gibeau
 Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0148 **Version:** 1 **Name:** Consider certifying a new Police Officer eligibility list as recommended by the Search Committee.

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

File created: 3/1/2017 **In control:** City Council

On agenda: 3/13/2017 **Final action:**

Title: Consider certifying a new Police Officer eligibility list as recommended by the Search Committee.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider certifying a new Police Officer eligibility list as recommended by the Search Committee.

Background Information:

At the City Council meeting, the Council authorized City staff to begin the process of creating a new Police Officer eligibility list. We received thirty-nine applications and scheduled interviews for all 39 candidates. Thirty-one of the candidates interviewed, and the Interview Committee consisting of Assistant Police Chief Steve Schaar, Police Sergeant Jeff Carlson, Police Officer Matt O'Rourke, Police Officer Ashley Moran, and Human Resources Director Lynn DeGrio narrowed the candidate pool to ten.

A second interview was scheduled with the final 10 candidates and the second Interview Committee consisting of the Assistant Police Chief, Sergeant Heath Smith, Officer Micki Norris, Officer Greg Lease, and Human Resources Director Lynn DeGrio are recommending placing six of the finalists on an eligibility list for a period of one year.

Staff Recommendation:

City staff is recommending certifying the following names to an eligibility list for a period of one year (in alphabetical order):

1. Brice Becker
2. Lindsey Carpenter
3. Andrew Jones
4. Christina Parise
5. Jeffrey Roerick
6. Gabriel Wood

Requested City Council Action

Make a motion to certify a new Police Officer eligibility list as recommended by City staff for a period of one year.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0150 **Version:** 1 **Name:** Consider adopting a resolution accepting 2017 Wellness Grant from Northeast Service Cooperative.

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

File created: 3/3/2017 **In control:** City Council

On agenda: 3/13/2017 **Final action:**

Title: Consider adopting a resolution accepting 2017 Wellness Grant from Northeast Service Cooperative.

Sponsors:

Indexes:

Code sections:

Attachments: [Northeast Service Co-op Wellness Grant](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting 2017 Wellness Grant from Northeast Service Cooperative.

Background Information:

This grant was developed in follow-up to member requests to the Northeast Service Cooperative for added resources and support in the areas of Health and Wellness. Since "health" is an implicit goal in health care delivery, health promotion activities are important to our members, employer groups and regional insurance pool. The Northeast Service Cooperative is committed to investing in prevention-oriented health promotion programs for all its member organizations. Employers are increasingly recognizing the importance of healthy employees. Organizational wellness initiatives can help employees to be more creative, have positive attitudes and work well in an environment of change. The City of Grand Rapids has an active Wellness Program that has high participation by City staff.

Staff Recommendation:

City staff is recommending the acceptance of this grant.

Requested City Council Action

Make a motion to adopt a resolution accepting the 2017 Wellness Grant in the amount of \$670.00 from the Northeast Service Cooperative.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING A \$670.00 WELLNESS GRANT FROM NORTHEAST SERVICE COOPERATIVE FOR THE CITY OF GRAND RAPIDS HEALTH AND WELLNESS PROGRAM

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

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

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

- The Northeast Service Cooperative has granted the City of Grand Rapids \$670.00 to be used for the Health and Wellness Program.

Adopted this ____ day of March 2017.

Dale Adams, Mayor

Attest:

Kim Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0153 **Version:** 1 **Name:** Multi-Use Pavilion Donations
Type: Agenda Item **Status:** Consent Agenda
File created: 3/6/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider a resolution accepting and approving donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged.
Sponsors:
Indexes:
Code sections:
Attachments: [Multi-Use Pavilion Sponsorships.pdf](#)
[MUP 3-13-17 Accepting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider a resolution accepting and approving donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged.

Staff Recommendation:

City staff recommends accepting and approving as per the attached resolution and sponsorship contracts.

Requested City Council Action

Make a motion accepting and approving the resolution for donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged in the total amount of \$56,855.

SPONSORSHIP CONTRACT

This contract will serve as an agreement between the City of Grand Rapids (“City”) and Mediacom, (“Sponsor”) for sponsorship of the IRA Civic Center Multi-Use Pavilion (“Pavilion”). This multi-use facility will be used to host gatherings and events, expand recreational opportunities in the area, and accommodate larger tournaments.

As part of this agreement, Sponsor has agreed to provide financial support for the scoreboard at the Pavilion subject to the terms and conditions in this Agreement.

The following summarizes the cost of the scoreboard and sponsorship benefits:

Score Board Cost

\$11,865.00

- One 3'x16' advertisement below or above scoreboard for 10 years.
- Bronze plaque on east column.
- Listing on Donor Appreciation Wall.

The City agrees to provide benefits as listed above for the appropriate sponsor level. Sponsor agrees to pay the amount indicated and supply City with the digital artwork required for promotion. The City also grants the Sponsor the right of first refusal to extend the advertising on the scoreboard at the end of ten years. The parties acknowledge that they will use their best good faith efforts to negotiate and resolve any issues that may arise from this Contract as a result of unforeseen occurrences.

The City will invoice the Sponsor on an annual basis on or around April 1st of each year. The amount of the invoices shall be divided equally over five installments of \$2,373.00. Payments that have been received are non-refundable.

In no event whatsoever, shall either party be liable to the other, or any party claiming through it, for any special, consequential or incidental damages of any kind.

The City reserves the right at any time to alter or remove printed material, products, exhibits and signs, and to expel the Sponsor, its employees and agents if,

in the City's opinion, their conduct or presentation is objectionable to the City, or the Sponsor is delinquent in payment.

Sponsor Name (to be listed on the plaques and/or Donor Appreciation Wall):

Mediacom

Dated: _____

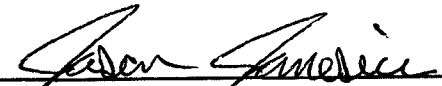
Dated: _____

CITY OF GRAND RAPIDS:

SPONSOR:

By: _____

Dale Adams, Mayor

→  _____

Jason Janesich

504 NW 1st Avenue, Suite 205

Grand Rapids, MN 55744

By: _____

Tom Pagel, City Administrator

SPONSORSHIP CONTRACT

This contract will serve as an agreement between the City of Grand Rapids (“City”) and Andrew Shermoen (“Sponsor”) for sponsorship of the IRA Civic Center Multi-Use Pavilion (“Pavilion”). This multi-use facility will be used to host gatherings and events, expand recreational opportunities in the area, and accommodate larger tournaments.

As part of this agreement, Sponsor has agreed to provide financial support for the Pavilion subject to the terms and conditions in this Agreement.

The Sponsor has selected the following sponsorship level: under this contract:

❖ **Gold Level** **\$5,000+**

- One dasher board advertisements on rink in pavilion for 5 years.
- Listing on Donor Appreciation Wall.

The City agrees to provide benefits as listed above for the appropriate sponsor level. Sponsor agrees to pay the amount indicated and supply City with the digital artwork required for promotion. The parties acknowledge that they will use their best good faith efforts to negotiate and resolve any issues that may arise from this Contract as a result of unforeseen occurrences.

The City will invoice \$1,000 to the Sponsor upon execution of the Agreement. The remaining balance will be invoiced on an annual basis around January 1st of each year. Payments that have been received are non-refundable.

In no event whatsoever, shall either party be liable to the other, or any party claiming through it, for any special, consequential or incidental damages of any kind.

The City reserves the right at any time to alter or remove printed material, products, exhibits and signs, and to expel the Sponsor, its employees and agents if, in the City’s opinion, their conduct or presentation is objectionable to the City, or the Sponsor is delinquent in payment.

Sponsor Name (to be listed on the plaques and/or Donor Appreciation Wall):

Andrew & Kelly Shermoen (if different, please hand write what you would like)

Dated: _____

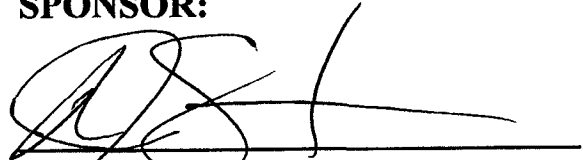
Dated: 2/15/17

CITY OF GRAND RAPIDS:

SPONSOR:

By: _____

Dale Adams, Mayor



Andrew Shermoen

35634 Johnson Lane

Cohasset, MN 55721

*24867 Channel High
Road*

By: _____

Tom Pagel, City Administrator

SPONSORSHIP CONTRACT

This contract will serve as an agreement between the City of Grand Rapids ("City") and Grand Rapids State Bank ("Sponsor") for sponsorship of the IRA Civic Center Multi-Use Pavilion ("Pavilion"). This multi-use facility will be used to host gatherings and events, expand recreational opportunities in the area, and accommodate larger tournaments.

As part of this agreement, Sponsor has agreed to provide financial support for the Pavilion subject to the terms and conditions in this Agreement.

The Sponsor has selected the following sponsorship level: under this contract:

- | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------------|
| ❖ Gold Level | \$5,000+ | <input type="checkbox"/> |
| <ul style="list-style-type: none">- One dasher board advertisements on rink in pavilion for 5 years.- Listing on Donor Appreciation Wall. | | |

The City agrees to provide benefits as listed above for the appropriate sponsor level. Sponsor agrees to pay the amount indicated and supply City with the digital artwork required for promotion. The parties acknowledge that they will use their best good faith efforts to negotiate and resolve any issues that may arise from this Contract as a result of unforeseen occurrences.

The City will invoice the Sponsor \$1,000 on an annual basis on or around January 1st of each year over a five-year period. Arrangements to pay monthly can be arrange with the City Finance Department. Payments that have been received are non-refundable.

In no event whatsoever, shall either party be liable to the other, or any party claiming through it, for any special, consequential or incidental damages of any kind.

The City reserves the right at any time to alter or remove printed material, products, exhibits and signs, and to expel the Sponsor, its employees and agents if, in the City's opinion, their conduct or presentation is objectionable to the City, or the Sponsor is delinquent in payment.

Sponsor Name (to be listed on the plaques and/or Donor Appreciation Wall):

Grand Rapids State Bank

Dated: _____

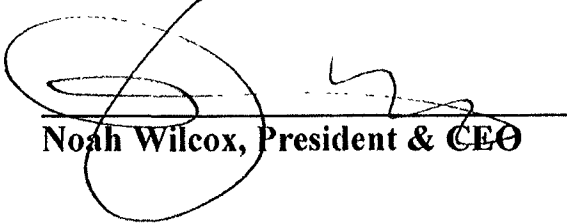
Dated: March 7, 2017

CITY OF GRAND RAPIDS:

SPONSOR:

By: _____

Dale Adams, Mayor



Noah Wilcox, President & CEO

By: _____

Tom Pagel, City Administrator

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING AND APPROVING SPONSORSHIPS FROM MEDIACOM, ANDREW SHERMOEN AND GRAND RAPIDS STATE BANK, A DONATION FROM MINNESOTA ENERGY RESOURCES FOUNDATION TEAM AND AN IN-KIND DONATION FROM HAWKINSON CONSTRUCTION FOR THE IRA CIVIC CENTER MULTI-USE PAVILION

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; and

WHEREAS, some of the donors have executed sponsorship agreements that provide advertising benefits to them; and

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:

- Sponsorship Contracts from Mediacom for \$11,865, Andrew Shermoen for \$5,000 and from Grand Rapids State Bank for \$5,000 for the IRA Civic Center Multi-Use Pavilion are attached for approval.
- Donation from Minnesota Energy Resources Foundation Team of \$5,000 for the IRA Civic Center Multi-Use Pavilion.
- In-kind donation from Hawkinson Construction of materials and labor for a value of \$29,990.

Adopted this 13th day of March, 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 #: 17-0154 **Version:** 1 **Name:** Spring Employees
Type: Agenda Item **Status:** Consent Agenda
File created: 3/6/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: 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.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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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.

Background Information:

The following individuals will be hired with the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex. These seasonal employees will be part of the annual operating budget, begin employment on March 14, 2017 and complete employment by May 31, 2017.

Samara Schlauderaff, Youth Instructor, \$9.50 per hour

Staff Recommendation:

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

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, IRA Civic Center and the Grand Rapids Sports Complex.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0155 **Version:** 1 **Name:** Mn Outdoor Recreation Grant
Type: Agenda Item **Status:** Consent Agenda
File created: 3/6/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider adopting a resolution to allow staff to apply for an Outdoor Recreation Grant.

Sponsors:

Indexes:

Code sections:

Attachments: [Recreation Grant Resolution.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution to allow staff to apply for an Outdoor Recreation Grant.

Background Information:

In recent years, the sport of pickleball, a tennis like game played with paddles, has taken off across the Grand Rapids area. The popularity of the game has sparked interest by the pickleball association to pursue building a court facility for permanent use. City staff would like to pursue the MN DNR Outdoor Recreation Grant to help achieve this goal. We intend to apply for \$150,000 from the MN DNR Outdoor Recreation Grant Program, which is the maximum grant award. The Grant will be written by SEH, through funding from the pickleball association.

Staff Recommendation:

Adopt a resolution allowing staff to submit an Outdoor Recreation Grant to the Minnesota DNR for the development of pickleball courts.

Requested City Council Action

Make a motion adopting a resolution allowing staff to apply for an Outdoor Recreation Grant.

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

RESOLUTION NO. 17-

BE IT RESOLVED that City of Grand Rapids act as legal sponsor for the project contained in the Outdoor Recreation grant application to be submitted on March 31, 2017 and that Tony Clifton is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of City of Grand Rapids.

BE IT FURTHER RESOLVED that City of Grand Rapids has the legal authority to apply for financial assistance, and financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that City of Grand Rapids has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that City of Grand Rapids has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the state, City of Grand Rapids may enter into an agreement with the State of Minnesota for the above-referenced project, and that City of Grand Rapids certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that the Mayor or City Administrator is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Adopted this 13th day of March, 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 declared duly passed and adopted.

Rev. Aug 10, 2011



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0167 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 3/9/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider approving temporary liquor license applications for United Way of 1000 Lakes, events scheduled for April 7, May 5, & June 2, 2017.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving temporary liquor license applications for United Way of 1000 Lakes, events scheduled for April 7, May 5, & June 2, 2017.

Background Information:

United Way of 1000 Lakes has submitted three (3) applications for temporary liquor licenses for First Friday events on April 7, May 5 & June 2, 2017 located at 403 NW 1st Avenue.

Staff Recommendation:

Approve and direct staff to forward to the State of Minnesota for issuance.

Requested City Council Action

Make a motion approving temporary liquor license applications for United Way of 1000 Lakes, events scheduled for April 7, May 5, & June 2, 2017, contingent upon payment of fees.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0168 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 3/9/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider approving a temporary liquor application for Reif Arts Council, event scheduled for April 25, 2017.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving a temporary liquor application for Reif Arts Council, event scheduled for April 25, 2017.

Background Information:

The Reif Arts Council has submitted an application for a 1 to 4 day temporary liquor permit for April 25, 2017. The event is schedule to take place at the MacRostie Art Center, 405 NW 1st Avenue. Required certificate of liability and fee have been submitted.

Staff Recommendation:

Approve and direct staff to forward to State of Minnesota for issuance.

Requested City Council Action

Make a motion approving temporary liquor license for the Reif Arts Council, event to be held at MacRostie Arts Center on April 25, 2017.



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0173 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Approved
File created: 3/9/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider acknowledging approved minutes for Boards & Commissions.

Sponsors:

Indexes:

Code sections:

Attachments: [February 1, 2017 Arts & Culture minutes.pdf](#)
[February 7, 2017 Arts & Culture minutes.pdf](#)
[January 9, 2017 PUC minutes.pdf](#)
[January 11, 2017 PUC minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider acknowledging approved minutes for Boards & Commissions.

Background Information:

Minutes are attached for review.

Staff Recommendation:

Review and acknowledge.

Requested City Council Action

Acknowledge.



CITY OF
GRAND RAPIDS
US IN MINNESOTA'S NATURE

Outdoor Performance Venue Study

Grand Rapids Arts and Culture Commission

The City of Grand Rapids and the Grand Rapids Arts and Culture Commission conducted their first public meeting February 1, 2017 at the Grand Rapids Area Library. The purpose of this meeting is to evaluate the feasibility and need for a new or expanded outdoor entertainment venue.

City Staff Present: Amy Dettmer, Michele Palkki, Lauren Van Den Heuvel, Rob Mattei, Mayor Dale Adams, Dale Anderson, Councilor Connelly, and Matt Wegwerth

Arts and Culture Commissioners Present: Sonja Merrild, Kathy Dodge, Harry Smith, John Connelly, Lois Bendix, Karen Walker and David Dobbs

LHB: Heidi Bringman, Stuart Shrimpton, Lacy Shelby, Jon Commers

Approximately 35 individuals from the community were present for the meeting.

Commissioner Merrild opened the meeting and gave general overview of information of the Arts and Culture Commission and why we are here tonight.

One of the guiding principles from GRMN Creates talked about having an outdoor entertainment venue for the City. The Arts and Culture Commission received permission from the City Council to research funding/grant opportunities to hire LHB to help us come up with a plan that can be implemented. Funding was secured from the City of Grand Rapids, Blandin Foundation, Grand Rapids Arts, Northern Community Radio, MacRostie Art Center and the Myles Reif Center.

Our Consultants reported on information that has been looked at so far, have dated from 2006 to the present. These include the Downtown Redevelopment Master Plan, Riverfront Framework Plan, Grand Rapids Comprehensive Plan, GRMN Creates and the Arts and Economic Prosperity. It is important to follow the guiding principles put in place for this project.

- Reflect a broad range of community ideas and voices. Engage a broad cross-section of the community to co-create a process and design that best reflects our area.
- Provide a unique Mississippi River Experience. Develop a design for a venue that strengthens our community's relationship with the river.
- Ensure a financially feasible project. The scope of the project is within the community's capacity to build and sustain.
- Create an environmentally sustainable space. Incorporate local resources in an authentic way minimizing the impact on surrounding landscape and highlighting the natural habitat of the Mississippi.
- Promote economic development. Accommodate and encourage a diverse range of local and regional uses and act as a catalyst for community connections and growth.

Marketplace Comparisons

When looking at Facilities and Marketplace there are many metrics that are taken into consideration. Demographics, Employment, Artists, Residents, Housing, Cost of Living, Transportation, and operated by non-profit/for profit/City.

Venues are looked at with these in mind; portion of sites that handicapped accessible; shaded areas for rest and respite, plaza like surfaces for gathering and congregating, variety of planting both perennial and annual, temporary and permanent structures, amphitheater style, seating and/or bench seating, waterfront views, site capabilities.

Conclusions:

- Outdoor performance venues are viable in multiple Minnesota markets that are larger and smaller than Grand Rapids
- In selected interviews, stakeholders describe a wide range of uses and user groups who could utilize an outdoor performance venue.
- Funding of ongoing maintenance and operations is most likely a local responsibility with limited event revenue
- Demonstrated interest and advocacy, and sufficient market, indicator viability of a permanent venue on the Mississippi River in Grand Rapids.

Preliminary Site Exploration

- ✓ **Forest History Center.** Owner: MN Itasca Historical Society and Blandin Paper Company.
Estimate Site Acreage: 110 acres; Shoreline Frontage: 5,288 Feet:

- Handicapped Accessible
- Free parking – approximately 120 cars
- Over 5 miles of nature trails
- A range of ecosystems exist on site
- Water and sewer connected
- Located roughly 4 miles from downtown
- 2 possible stage locations

- ✓ **Northern Community Radio.** Owner: City of Grand Rapids and Northern Community Radio.
Estimated Site Acreage: 4 acres

- Handicapped Accessible
- Parking shared utilizing both the Library lots and the lot at the intersection of 2nd Street and 3rd Avenue
- Water and electric connected
- Existing public art
- Existing structure for performances
- Adjacent to the public library
- Located less than ½ mile from downtown
- 1 possible stage location

Preliminary Sites Exploration Continued

✓ Northern Community Radio.

- Walkability
- Smaller stage, however can hold up to 500 people milling around
- Older community would be close distance, maybe even able to walk to the venue

✓ Veteran's Memorial Park.

Owner: City of Grand Rapids

Estimated Site Acreage: 35 acres; Shoreline Frontage 3,070 Feet

- Handicapped Accessible
- Parking is dispersed throughout the park
- Water and electric connected
- Picnic area
- Two pavilions
- Playground structure, horseshoe court and dog park
- Pedestrian bridge connecting to Oakland Park
- Located roughly 1.5 miles from downtown
- 2 Possible stage locations

What are your ideas? Considerations

- What is the site's potential capacity?
- How easy is it to access the site?
- Does the site have existing features or amenities?
- What are the adjacent uses?

Those in attendance broke into three small groups with each group taking one site to discuss the following.

- Values that should guide the design and operation
- Priority features and uses
- Preferred programming
- Location benefits and drawbacks
- Community and regional opportunities

Forest History Center

- ✓ Significant parking with potential of additional parking
- ✓ Events held recently held 400, 1,000 and 2,000
- ✓ Do we want this large of venue, who are we targeting
- ✓ Not much noise volume, rustic and woodsy
- ✓ Potential of more funding partners
- ✓ This speaks to Grand Rapids
- ✓ What kind of children's programming could we hold here
- ✓ Would the community go all the way out to the Forest History Center? This could be an issue for some.
- ✓ Currently the property is under the ownership of the City of Grand Rapids but after 20 years it will go back to the Forest History/Historical Society
- ✓ Who would schedule this venue and also who would maintain

What are your ideas? Considerations Continues

Northern Community Radio

- ✓ Lots of open space
- ✓ Adjacent to library and downtown
- ✓ Trails and connectivity
- ✓ Existing stage, maybe do smaller stage(s) areas across the lawn to the west of the library
- ✓ Could connect with other events downtown such as Tall Timber Days, First Friday and others
- ✓ More development happening, Hotel coming, proposed pedestrian bridge
- ✓ Close proximity of the YMCA
- ✓ Older community use if something is built so you don't have to travel (or not as far)
- ✓ Noise could be an issue; housing nearby

Veteran's Memorial Park

- ✓ Pedestrian/snowmobile bridge crossing – connecting to Oakland Park
- ✓ Beautiful site (large Norway Pines throughout the park)
- ✓ Playground
- ✓ Aesthetics to Grand Rapids
- ✓ Downsides there is no running water or septic; there would have removal of trees to make an area for seating, would need another exit and would need road upgrades
- ✓ Cost would be more / no infrastructure here

This concluded the public meeting. Heidi Bringman from LHB reported that their team will be working on the information gathered from this evening's meeting and then would meet with the sub group in Grand Rapids to come up with design elements and etc. for a venue at one of the sites. There will be a second Public Meeting after this takes place, to be determined.

The second public meeting will take place at a time to be determined.

The meeting ended at 7:30 pm

Michele Palkki

Respectfully submitted by Michele Palkki, Administrative Assistant

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL
REGULAR MEETING, WEDNESDAY, FEBRUARY 7, 2017 – 3:45 PM**

CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Wednesday, February 7, 2017, at 3:45 pm

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

Absent: Karen Walker and David Marty

Staff Present: Amy Dettmer, Michele Palkki and Lauren Van Den Heuvel

Commissioner Merrild called the meeting to order at 3:45 pm. Lauren Van Den Heuvel is the new Communications Specialist for the City of Grand Rapids. Each Commissioner introduced themselves.

Setting the Agenda Additions:

	Vacancy on Commission – Merrild
	Art in the Community – Dodge
	Review 2017 Goals and Outcomes – Merrild
	Art in Schools – Dodge/Dobbs
	Art Place Grant - Dodge

Correspondence: Nothing to add

MINUTES

The minutes of the January 4, 2016 meeting were in the packets for the Commission's review and approval.

APPROVAL OF MINUTES: Regular Meeting held on January 4, 2017.

Motion by Commissioner Dobbs, second by Commissioner Smith to approve the minutes of the Regular Meeting January 4, 2017 as presented. Motion passed by unanimous vote.

FINANCIALS: 2017 Report was distributed to the Commissioners.

The following donations have come in so far for the Mississippi River Venue: Blandin Foundation, Reif Center, Grand Rapids Arts, KAXE and MacRostie Art Center totaling \$15,318.00

RIVER VENUE UPDATE

A discussion was held regarding the public meeting that took place last Wednesday, February 1, 2017. The Draft Minutes from the Public Meeting were distributed to the Commission. These will be on the March Agenda for approval.

Commissioner Merrild reported one meeting attendee inquired about how this venue may affect the Reif Center. Would we be taking away events from one venue to go to another?

Commissioner Bendix reported that another concern would be who will manage this venue.

Overall, everyone thought there was good attendance and it went well. LHB will gather all the information and will be in touch with some possible dates when they will come back to meet with the Commission

PUBLIC ART PLAN

A draft copy of the City of Grand Rapids Public Art Plan was distributed to the Commission. Commissioner Bendix put this together and once the Commission approves it, it will go to the City Council for their approval.

This document talks about the history, definitions, values, principles, and goals of a public art program in the City. It also covers the processes and protocol of procuring, maintaining, and deaccessioning the public art.

After further discussion, it was decided to invite City Administrator Tom Pagel and City Engineer Matt Wegwerth to the March 7, 2017 meeting to discuss the plan further.

PROGRESS REPORTS

Utility Boxes

A discussion was held regarding the art wrap of the utility boxes. Commissioner Smith is continuing to work with Julie Kennedy from Public Utilities on developing a document for call for artists.

A question was raised if wrapping of utility boxes could fall under the public art plan. After discussion, Commissioners decided this could not because utility boxes are owned and maintained by Public Utilities, not the City.

Commissioner's Smith and Merrild will continue to work on this with Julie Kennedy regarding the process for the utility box wrapping.

Progress Reports Continued

Mayor's Arts Award

Commissioner Marty was unable to attend tonight's meeting, due to a previously scheduled event in the Cities but he spoke to Commissioner Dodge regarding the award.

Staff Liaison Dettmer reported that two nominations were received: Grand Rapids State Bank and Brewed Awakenings. After discussing the nominations, it was decided to award the 1st Annual Mayor's Arts Award to the Grand Rapids State Bank. Someone will make contact to let them know they are this year's recipient and the award will be distributed at the Annual Chamber Dinner.

MAYOR'S ART AWARD ANNOUNCED

Motion by Commissioner Dodge, second by Commissioner Bendix to award the Grand Rapids States Bank with the first Annual Mayor's Art Award. Motion passed by unanimous vote.

It was determined that the physical award will take on a different and unique look each year.

Commissioner Dodge volunteered to contact a local artist to create the award for this occasion. After discussing costs to have the award made the following motion took place:

Motion by Commissioner Bendix, second by Commissioner Connelly to approve up to \$1,200.00 from the Arts and Culture Commission budget for creating the Mayor's Arts Award for 2017. Motion passed by unanimous vote.

OLD BUSINESS:

Art in Schools

Commissioner Dobbs reported that they have met with two of the four principals on ideas to bring art in the schools. They have a meeting on February 9, 2017 with all of the principals to talk about what are their ideas on art for students; is there an area where arts can take place, etc.

MacRostie Art Center will use information gleaned from the principals meeting in their application for an Arts Learning Grant to bring a resident artist to the elementary schools.

Commissioner Dobbs will keep the Commission updated as more information becomes available.

Old Business Continued

Review 2017 Goals/Outcomes

Commissioner Merrild discussed the Commissions 2017 Goals and Outcomes:

- Mississippi Riverfront Feasibility Study – ongoing
- Collaboration with Human Rights to Promote Ojibwe Language Signage – ongoing
- Working Group to form a public art plan – completed draft for City approval
- Work with Public Utilities to cover utility boxes - ongoing

NEW BUSINESS

Art Place Grant

Commissioner Dodge reported that she would like to see the Arts and Culture Commission/City apply for the grant this year. Staff Liaison Dettmer will check the grant to see if a City Entity can apply and if so she will do a Request for Council to ask permission to apply.

Motion by Commissioner Smith, second by Commissioner Dobbs to request City Council approval to apply for the Art Place Grant and to have the City act as Fiscal Agent if approved. Motion passed by unanimous vote.

ANNOUNCEMENTS – Nothing to report

There being no further business, the meeting adjourned at 5:15pm

Respectfully submitted by Michele Palkki, Administrative Assistant

Michele Palkki

Next Regular Meeting

Reminder, the next regular meeting of the Grand Rapids Arts and Culture Commission will be held on Tuesday, March 7, 2017 beginning at 3:45 pm at the Grand Rapids City Hall, Conference Room 2B, 420 North Pokegama Avenue, Grand Rapids MN 55744.

A Special meeting of the Grand Rapids Public Utilities Commission was held on Monday, January 9, 2017 at 12:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, MN.

Members Present: President Welliver, Secretary Chandler, Commissioner Hodgson, Commissioner Blake.

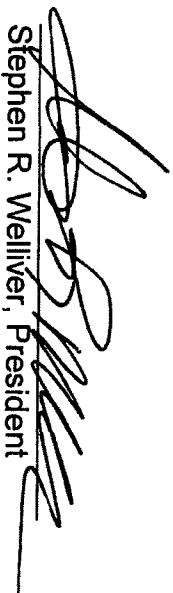
Members Absent: Commissioner Stanley.

Others Present: General Manager Kennedy, Special Projects Manager Ward, Electric Department Manager Goodell, Water/Wastewater Collection/Safety Manager Doyle, Administrative/ HR Assistant Flannigan, and Minnesota Power Representatives-Luke Peterson, Key Account Representative and Jason Risdall Individual Company Contact.

President Welliver acknowledged the posting of the special meeting date, time and purpose stated as a work session with Minnesota Power to discuss the Power Supply Contract.

The Commission viewed a presentation on the Power Supply Contract by Minnesota Power Representatives Luke Peterson and Jason Risdall.

By call of the chair, the meeting was declared adjourned at 1:01 PM.


Stephen R. Welliver, President

Attest:


Glen D. Hodgson, Commissioner

A regular meeting of the Grand Rapids Public Utilities Commission was held on January 11, 2017 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

Members Present: President Welliver, Secretary Chandler, Commissioner Hodgson and Commissioner Stanley.

Absent: Commissioner Blake

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

Motion by Stanley to approve the minutes of the December 14, 2016 regular meeting. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the December 2016 City Treasurer's Report and Investment Activity Report with the Commission.

Motion by Chandler to approve the City Treasurer's Report and Investment Activity Report for December 2016. Motion seconded by Stanley and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Public Forum: None present.

Commission Member Reports: President Welliver and Commissioner Hodgson met recently with management staff to review and discuss the General Manager transition.

Administration:

Motion by Hodgson to confirm the hiring of the Selection Committees' preferred candidate, Henry Swentkofske, for the position of Meter Reader (full-time). Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler and Stanley; Against: None, whereby the motion was declared duly

Accounting and Finance:

Finance Manager Betts reviewed the December 2016 Operations Report with the Commission.

Motion by Hodgson to approve waiving the bond requirement for lost checks and issuing duplicate checks to Sprint Nextel in the amount of \$1,000.00 and Heather Wilson in the amount of \$80.00. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Electric Department:

Electric Department Manager Goodell reviewed the December 2016 Operations Report with the Commission.

Wastewater Treatment Facility Operations:

Wastewater Treatment Department Manager Mattson reviewed the December 2016 Operations Report with the Commission.

Motion by Chandler to award Industrial Sludge Landfill Contract A: Sludge Placement-2017 in the amount of \$74,930.00 to the sole bidder, John Radtke Trucking, as recommended by Project Engineer Bob Beaver, SEH, Inc. Motion seconded by Stanley and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to award Industrial Sludge Landfill Contract B: Leachate Collection/Transport/Discharge-2017 in the amount of \$ 181,740.00 to the sole bidder, John Radtke Trucking, as recommended by Project Engineer Bob Beaver, SEH, Inc. Motion seconded by Stanley and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Stanley to accept the low quote of \$116,969.00 from SPX/Lightnin for the Gearbox, shaft and impellers to repair mixer A2-7 in aeration basin A2 of the secondary plant. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Stanley and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Safety Training Procedures and Updates:

Water/Wastewater Collection/Safety Manager Doyle reviewed the safety initiatives for the month of December.

GRPUC Discussion/Correspondence:

Minnesota Rural Water Association (MRWA) Backflow Tester Certification Class ASSE 5110 and Rebuilder Certification ASSE 5130, December 5-8, 2016, Ramsey, MN - Doug Gustafson.

Minnesota Pollution Control Agency (MPCA) 2016 Wastewater Treatment Tech Seminar, December 13-15, 2016, Vadnais Heights, MN - Russ Anacker.

Minnesota Municipal Utilities Association (MMUA) Transformer School, December 14-16, 2016, Marshall, MN - Mike Bader, Jim Schmitt.

Itasca Holiday Program 2016-Thank You.

Change Orders: No items.

Claims for Payment:

Motion by Hodgson to authorize the verified claims for payment in the amount of \$2,583,179.15 (\$1,608,539.80 computer checks and \$974,639.35 manual checks) per attached lists. Motion seconded by Chandlers and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

The next regular Commission meeting was rescheduled to Monday, February 13, 2017 at 12:30 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

By call of the chair, the meeting was declared adjourned at ~~4:50~~ 4:50 PM.

**PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
DECEMBER 2016**

AMOUNT	NAME	AMOL
745.00	Minnesota Power	1,053,135
11,491.20	Mobile Predictive Service Inc	750
159.98	NTS	3,653
142.00	Neo Solutions	22,373
111.00	Nextera Communications	605
778.30	North Central Laboratories	311
3,420.09	Northern Air Plumbing & Heating GR	45
936.18	Northern Business Products	1,113
87.48	Northern Drup Screening Inc	45
2,362.95	OSI Environmental	100
7,250.00	Pace Analytical	287
156.20	Personnel Dynamics	687
1,928.00	Phil's Garage Door Service	3,328
4,176.98	Pioneer Plumbing and Heating	556
995.00	Pokegama Electric Inc	15,735
164,540.89	Polydyne Inc	45,450
115.24	Public Utilities Commission	6,198
529.00	R & K Hillman	234
11,125.18	RMB Environmental Labs	177
10,499.18	Radtke Trucking	30,310
1,725.58	Railroad Management Co	194
2,672.09	Resco	445
65.87	River Road Market	1,235
75.00	Sandstroms	280
235.35	Scheck	69,085
10.94	Scotlers Septic Service	8,100
508.37	Stuart Itby	2,291
77.76	Corey Tabbert OD, PA	110
1,360.79	Team Marinucci	66
2,737.03	Thermography & Ultrasound Diag	9,950
82.50	Thelen Heating & Roofing	18,500
527.67	Tyco Simplex Ginnrell	558
52.65	USA Bluebook	160
1,629.77	Viking Electric Supply	600
20.00	Viking Industrial Center	180
221.39	Virden Automation LLC	1,867.
104.97	Waste Management	1,362
6,512.99	Water Environment Federation	170.
12,028.43	Wells Fargo Business Cards	1,062
1,456.43	Wells Fargo Corporate Trust	1,300
6,072.60	Wesco	970.
2.00	Wisconsin Energy Conservation	501.
4,100.00	Wisconsin Energy Conservation	45

DECEMBER 2016 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
12/1/2016	3293	Wells Fargo Corporate Trust	103,875.00
12/1/2016	3294	Wells Fargo Corporate Trust	449,037.50
12/2/2016	3295	Delta Dental of Minnesota	3,706.00
12/1/2016	3296	Selectaccount	991.15
12/7/2016	3297	Selectaccount	190.00
12/12/2016	3298	Public Employees Retirement Association	13,764.41
12/12/2016	3299	Minnesota Dept. of Revenue	4,351.85
12/12/2016	3300	Wells Fargo Bank	25,608.96
12/12/2016	3301	Empower Retirement	7,434.72
12/19/2016	3302	Minnesota Department of Revenue	49,054.00
12/19/2016	3303	Selectaccount	2,023.73
12/23/2016	3304	Public Employees Retirement Association	13,523.41
12/23/2016	3305	Minnesota Dept. of Revenue	4,266.50
12/23/2016	3306	Wells Fargo Bank	25,391.33
12/23/2016	3307	Empower Retirement	7,344.79
12/28/2016	3308	Selectaccount	547.59
12/21/2016	3309	Selectaccount	378.74
12/23/2016	3310	Selectaccount	2,127.90
12/30/2016	3311	Empower Retirement	545.91
12/1/2016	3312	Blue Cross Blue Shield	99,871.22
12/1/2016	70483	Wells Fargo Bank	5,000.00
12/2/2016	70484	U.S. Post Office	760.07
12/2/2016	70485	Bader, Michael L	66.99
12/2/2016	70486	Fendler Patterson Construction	351.86
12/2/2016	70487	Gray Companies Inc	285.02
12/2/2016	70488	Monique L Barten	25.52
12/2/2016	70489	Bernadette M Palcich	166.59
12/2/2016	70490	Lori B Mainville	60.26
12/2/2016	70491	Anita F Wiswell	6.70
12/2/2016	70492	Grant Dorry	93.03
12/5/2016	70493	United Parcel Service	220.82
12/5/2016	70494	Verizon Wireless	983.61
12/5/2016	70495	UNUM Life Insurance Co of America	1,461.73
12/9/2016	70496	U.S. Post Office	686.98
12/12/2016	70497	United Parcel Service	56.90
12/12/2016	70498	Minnesota Energy Resources Corp.	19.79
12/12/2016	70499	UNUM Life Insurance Co of America	111.15
12/12/2016	70500	MN Child Support Payment Center	326.25
12/16/2016	70501	Kaman Industrial Tech.	2,796.65
12/2/2016	70502	Subway DBA KNV Companies	6,089.85
12/14/2016	70503	Rodney J Labrosse	35.30
12/14/2016	70504	Grand Plaza Housing LP	14.66

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
12/22/2016	70737	UNUM Life Insurance Co of America	1,568.19
12/22/2016	70738	Anacker, Russell	629.70
12/20/2016	70739	U.S. Post Office	769.24
12/22/2016	70740	Jessica L Tunbridge	30.14
12/22/2016	70741	Wells Fargo Bank NA	66.34
12/22/2016	70742	League of Minnesota Cities	104,793.00 **
12/22/2016	70743	City of Grand Rapids	183.44
12/23/2016	70744	U.S. Post Office	694.63
12/23/2016	70745	MN Child Support Payment Center	326.25
12/23/2016	70746	Minnesota Benefit Association	71.52
12/23/2016	70747	Minnesota Council 65	1,710.00
12/23/2016	70748	MN NCPERS Life Insurance	160.00
12/27/2016	70749	Kennedy, Julie	577.44
12/28/2016	70750	City of LaPrairie	12,175.92
12/28/2016	70751	Alberta Lehn	457.60
12/30/2016	70752	City of Grand Rapids	72,333.33
12/29/2016	70753	Vanguard Utility Service, Inc.	11,291.28 **
12/30/2016	70754	City of Grand Rapids	819.00
12/30/2016	70755	City of Grand Rapids	46,677.29

Checks Previously Approved 349,441.44 **
Manual Checks to be approved 974,639.35

TOTAL MANUAL CHECKS **1,324,080.79**



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0156 **Version:** 1 **Name:** PW Spring Dept Head Report
Type: Department Head Report **Status:** Department Head Report
File created: 3/8/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Public Works ~ Jeff Davies

Sponsors:

Indexes:

Code sections:

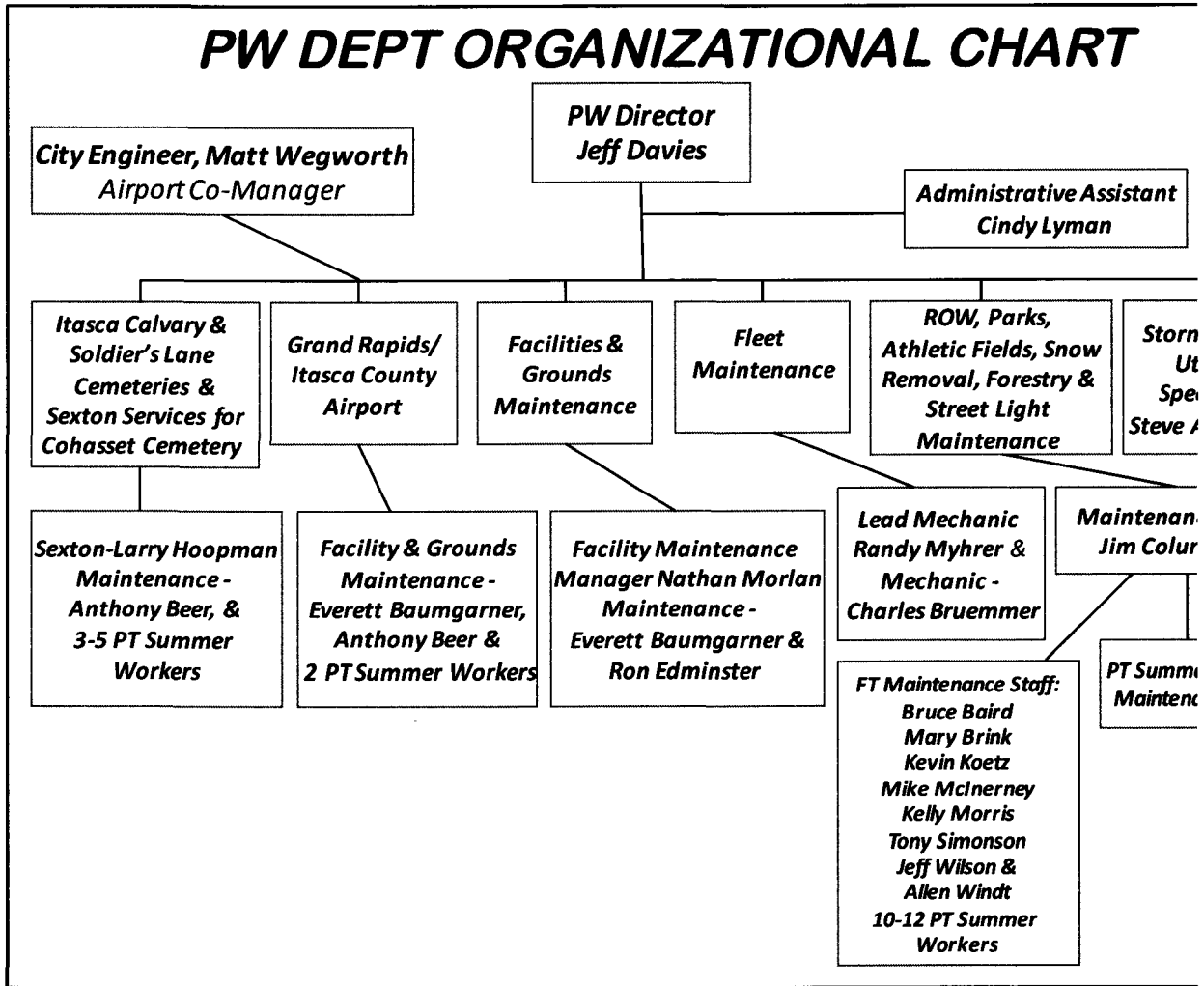
Attachments: [2017 3-13 PW Spring DH Report](#)
[2017 3-13 PW Spring DH Narrative](#)

Date	Ver.	Action By	Action	Result
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Public Works ~ Jeff Davies

**Public Works
Spring 2017
Department Head Report**

PW DEPT ORGANIZATIONAL CHART



City Engineer, Matt Wegworth
Airport Co-Manager

PW Director
Jeff Davies

Administrative Assistant
Cindy Lyman

**Itasca Calvary & Soldier's Lane
Cemeteries & Sexton Services for
Cohasset Cemetery**

**Grand Rapids/
Itasca County
Airport**

**Facilities &
Grounds
Maintenance**

**Fleet
Maintenance**

**ROW, Parks,
Athletic Fields, Snow
Removal, Forestry &
Street Light
Maintenance**

**Storn
Ut
Spe
Steve A**

**Sexton-Larry Hoopman
Maintenance -
Anthony Beer, &
3-5 PT Summer
Workers**

**Facility & Grounds
Maintenance -
Everett Baumgarner,
Anthony Beer &
2 PT Summer Workers**

**Facility Maintenance
Manager Nathan Morlan
Maintenance -
Everett Baumgarner &
Ron Edminster**

**Lead Mechanic
Randy Myhrer &
Mechanic -
Charles Bruemmer**

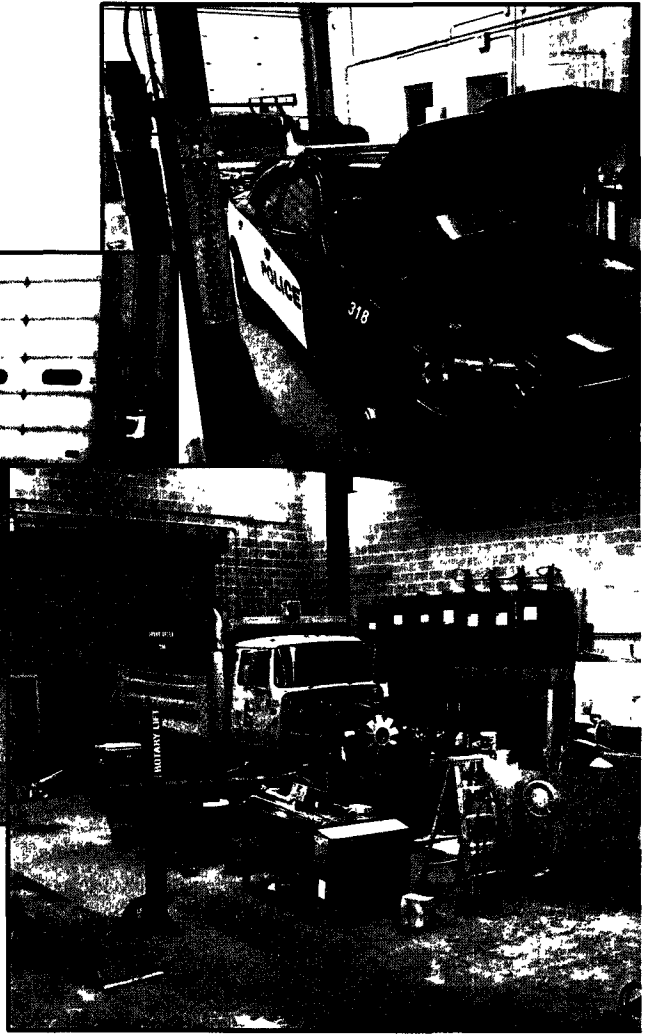
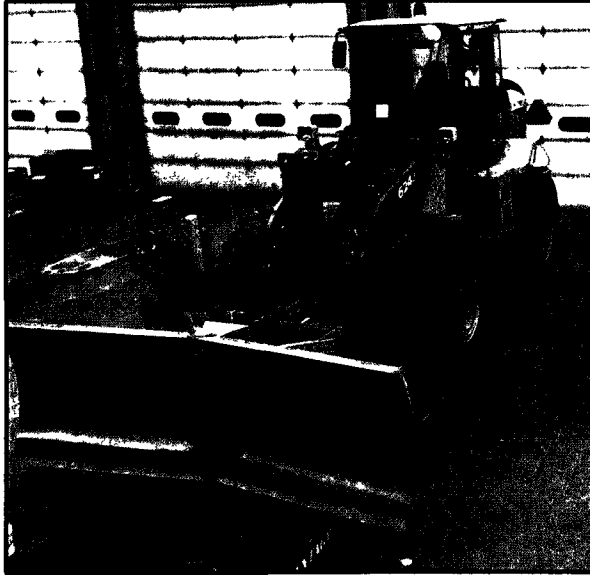
**Maintenan
Jim Colur**

**FT Maintenance Staff:
Bruce Baird
Mary Brink
Kevin Koetz
Mike McInerney
Kelly Morris
Tony Simonson
Jeff Wilson &
Allen Windt
10-12 PT Summer
Workers**

**PT Summu
Maintenc**



Fleet Maintenance





FLEET MAINTENANCE

Department:	Total Vehicles & Equipment
Public Works	99
Fire Department	15
Police Department	24
GRPUC-Admin	8
Parks & Recreation	2
Grand Rapids Itasca County Airport	10
IRA Civic Center	6
GRPUC-Electric	27
GRPUC-Water & Sewer	9
GRPUC-WWTP	17
PW-PUC Service Center	3
Building Maintenance	2
Itasca Calvary Cemetery	21
Community Development	2
Storm Water Utility	5
Total:	250



Fleet Maintenance November 2016 thru January 2017

	November	December	January	Total
<u>Fleet Divisions</u>	<u>Parts/Labor</u>	<u>Parts/Labor</u>	<u>Parts/Labor</u>	<u>Nov-Jan</u>
Public Works	\$21,226.17	\$26,419.40	\$19,179.07	\$66,824.64
Fire Dept	\$1,488.45	\$1,488.27	\$347.44	\$3,324.16
Police Dept	\$3,618.44	\$4,137.91	\$2,624.24	\$10,380.59
PUC Admin	\$324.10			\$324.10
GR/Itasca Cty Airport	\$898.07	\$441.64	\$552.50	\$1,892.21
PUC Electric	\$60.75	\$210.33	\$1,484.85	\$1,755.93
PUC Water & Sewer	\$747.34	\$60.75		\$808.09
PUC WWTP	\$1,436.95	\$704.86	\$389.18	\$2,530.99
Community Dev			\$139.35	\$139.35
City Building Maint		\$198.75		\$198.75
013 SnowBlower	\$6,078.38	\$2,181.76	\$8,719.73	\$16,979.87
Monthly Totals:	\$35,963.65	\$36,499.23	\$33,436.36	\$105,899.24



Jerry & Shirley Miner Family Multi-Use Pavilion Construction

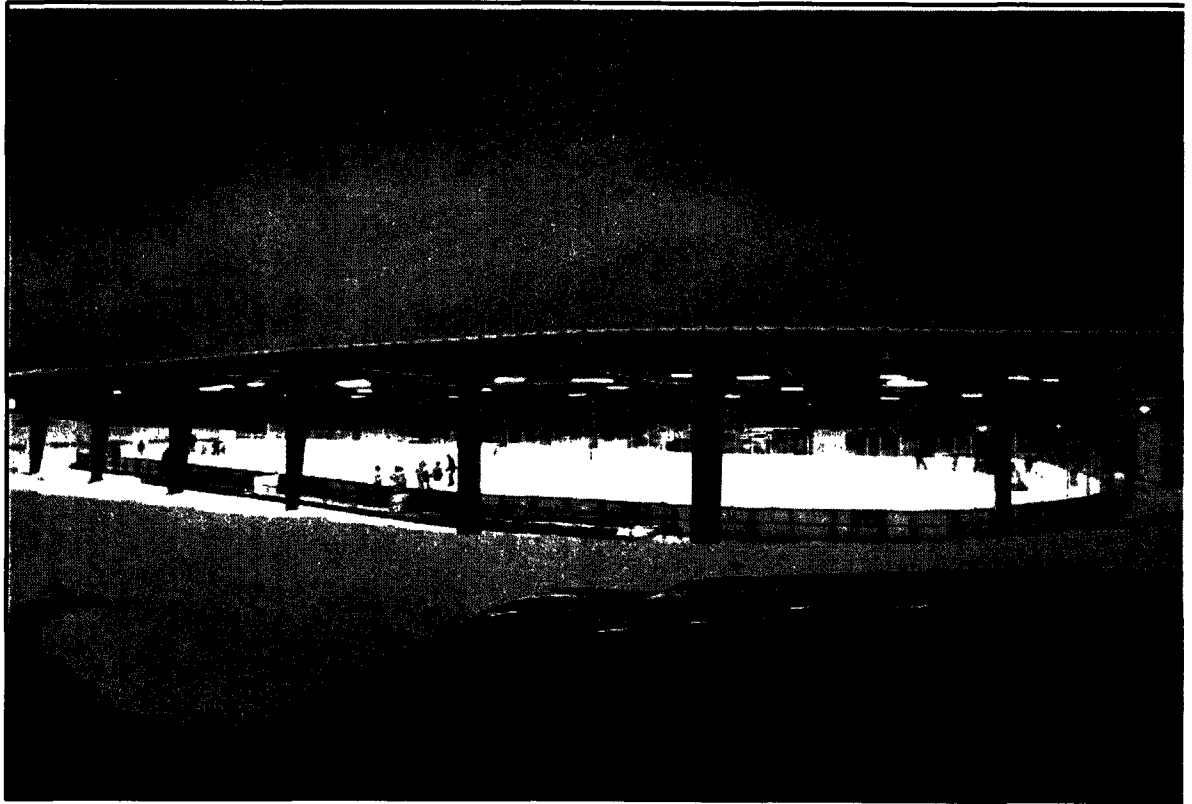






0. 20 15







COMMUNITY CENTER

Outdoor Rinks Murphy Warming House Replacement



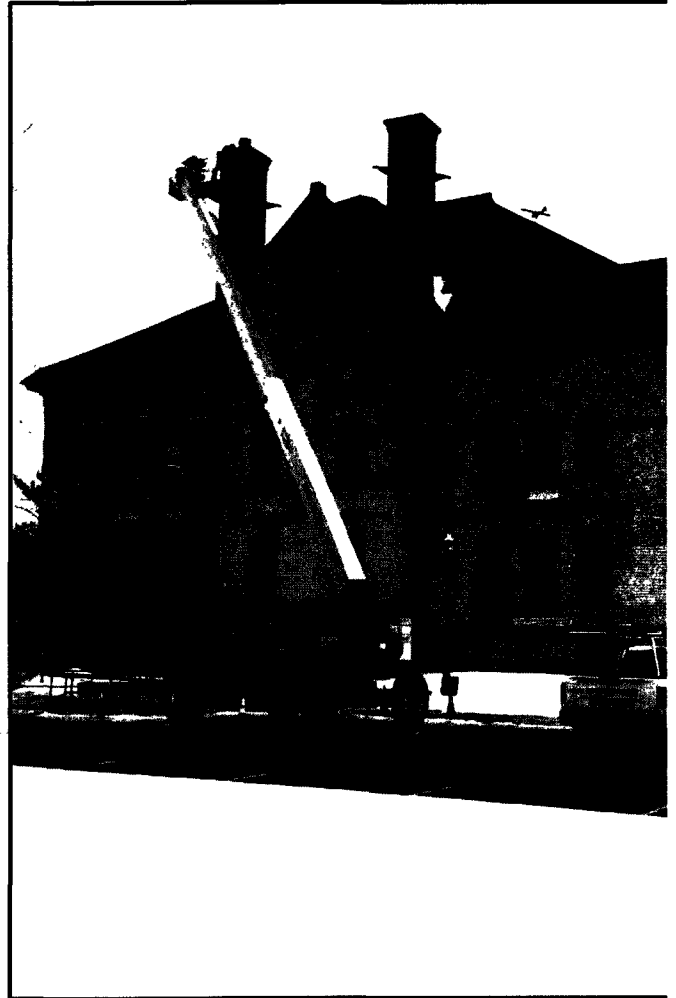


Outdoor Rinks Murphy Warming House Replacement





**Building Maintenance
Central School**

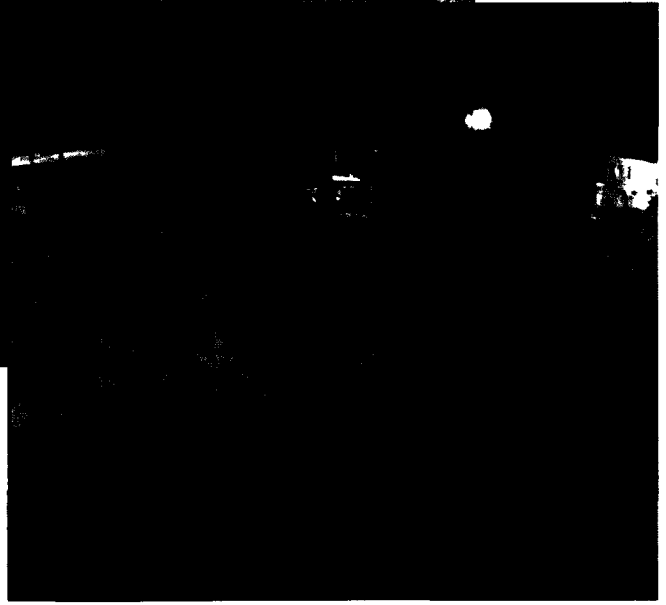




CITY OF NORTHAMPTON

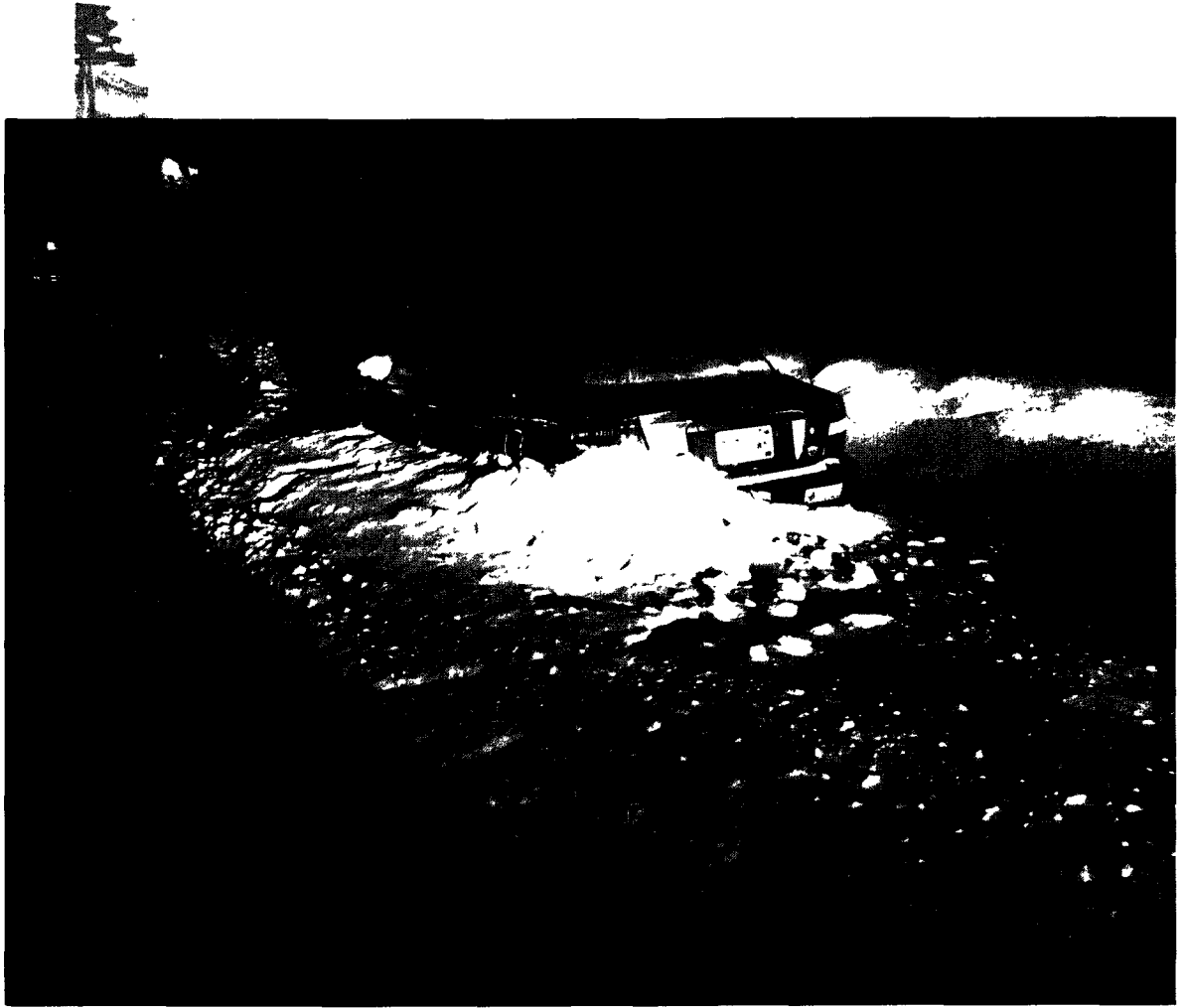
2012 to 2016-17 Snowfall Comparisons

	30 Yr Avg	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017
Oct	1.9	5.9	0.5	0	0	
Nov	10.7	6.2	6.6	8	1.6	
Dec	12.3	10.5	30.5	4.9	14	
Jan	12.2	9.7	10.9	7.2	13.7	
Feb	7.1	15.8	19.2	10.7	11.3	
Mar	7.7	22.9	7.9	4	8.5	
Apr	4.6	23.5	9	0.9	3.7	
Snowfall Total:	56.5	94.5	84.6	35.7	52.8	63 a
Occurrences:		75	78	54	53	

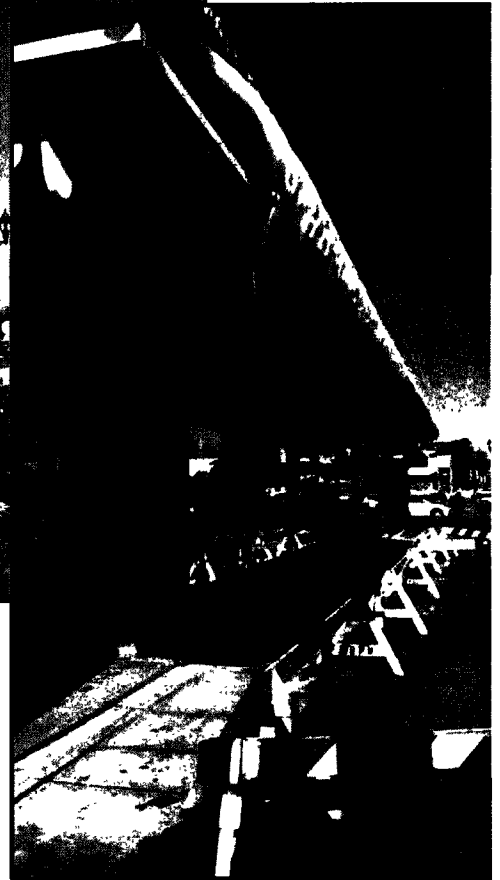




11-11-11









Public Works Spring Department Head Report

Winter 2016-17

3-13-17

November 18th, 2016, through January 31st, 2017, was one of the most challenging segments of a winter season we've encountered. In that span, 55 inches of snow fell, which is our 30 year average for an entire winter and 20 inches over our 30 year average for that time span. Coupled with snowfall was total precipitation which included sleet and rain. Our records go back to 1915 and this past November was the seventh most snowfall and fourth most precipitation for any November on record. This past December ranked 10th most snow and ranked 7th highest for precipitation for all Decembers. As it pertains to end of year 2016 total snowfall was 22.3 inches above the annual 30 year average. Interestingly total annual precipitation for 2016 ranked second highest at 37.4 inches, 6 tenths of an inch short of the record of 38 inches in 1977. Last July, August and September's rainfall exceeded our 30 year average by 5 inches for that period of time. Credit to the Storm Water Utility and recent infrastructure improvements by the Engineering Department, the excess rainfall went unnoticed by many.

In addition to the precipitation was the cold weather of December and January. Ten consecutive days in December were below zero with only six days reaching above 32 degrees. January wasn't much better.

The new "Winter Parking Ordinance" has proven to be very successful with overwhelming support. The most common question I heard from residents was, "How will I know when you are plowing?" Thanks to a lot of suggestions, I notify all four radio stations, the Herald Review's on-line newspaper, the City Facebook Page and Website. I also contact Marylyn Halvorson, Itasca County Sheriff's Office Emergency Manager, he initiates a "code red" alert to ever resident in the city limits that subscribes to the red alert program. Any resident can sign up for the Red Alert emergency warning system on-line through a link at the Itasca County Sheriff's Office or call 218-327-7483 for assistance. Basically, if it snows over 2 inches, 95 percent of the time, we will be plowing by 4:00 a.m.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0157 **Version:** 1 **Name:** Consider approving the purchase of a new server.
Type: Agenda Item **Status:** Information Technology
File created: 3/8/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider approving the purchase of a new server from SHI.
Sponsors:
Indexes:
Code sections:
Attachments: [126639 Works Quote DL380.pdf](#)
[CDW Quote.pdf](#)
[SHI Quote-13041249.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the purchase of a new server from SHI.

Background Information:

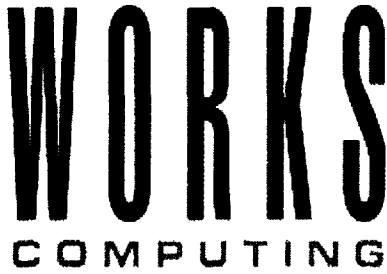
In CIP item 2017/IT-5, the City Council allocated \$15,000 for the purchase of a disk based backup system. The IT Department has gathered quotes and selected the low quote from SHI at a cost of \$15,105.50.

Staff Recommendation:

Staff recommends acceptance of the low quote from SHI.

Requested City Council Action

Make a motion to accept low quote and authorize the IT Department to purchase a new server at a cost of \$15,105.50 plus any applicable shipping and handling charges.



Works Computing Inc
 1801 American Blvd East
 Suite 12
 Bloomington, Minnesota 55425
 United States
<http://www.workscomputing.com>
 (P) 952-746-1580
 (F) 952-746-1585

Doc #: 126639 1 rev of 1
 Modified Date: Mar 07, 2017 08:55 AM
 CST
 Expiration Date: 2017-04-06
 Description: DL380

Salesrep: Gary Hopp
 (gary.hopp@workscomputing.com)
Phone: (218) 590-3534

Customer
 City of Grand Rapids (CO0613)
 Scott, Erik
 420 North Pokegama Avenue
 Grand Rapids, MN 55744
 United States
 (P) 218-326-7600

#	Description	Part #	Qty	Unit Price	Total
1	HPE DL380 GEN9 E5-2620V4 24SFF US SVR/SB	859084-S01	1	\$3,527.34	\$3,527.34
2	HPE 5Y FC 24X7 DL380 GEN9 SVC	U7A1E	1	\$3,785.05	\$3,785.05
3	HPE DL380 GEN9 E5-2620V4 KIT	817927-B21	1	\$592.58	\$592.58
4	HPE 1.2TB SAS 10K SFF SC HDD Hard drive - 1.2 TB - hot-swap - 2.5" SFF - SAS 12Gb/s - 10000 rpm - with HP SmartDrive carrier	781518-B21	20	\$602.97	\$12,059.40

Terms: Net 30 days

Total: \$19,964.37

QUOTE DOES NOT INCLUDE TAX OR SHIPPING CHARGES

Thank you for letting us provide you this quote. We value your business and will continue to provide you excellent service in addition to our comprehensive product line.

These prices may NOT include applicable taxes, insurance, shipping, delivery setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability.

QUOTE CONFIRMATION



DEAR ERIK SCOTT,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
HSVN463	3/3/2017	SERVER QUOTE	9672693	\$18,650.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>HPE ProLiant DL380 Gen9 - Xeon E5-2620V4 2.1 GHz - 64 GB - 0 GB</u> Mfg. Part#: 859084-S01 UNSPSC: 43211501 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	1	4092894	\$3,290.00	\$3,290.00
<u>Intel Xeon E5-2620V4 / 2.1 GHz processor</u> Mfg. Part#: 817927-B21 UNSPSC: 43201503 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	1	4102594	\$560.00	\$560.00
<u>HPE Enterprise - hard drive - 1.2 TB - SAS 12Gb/s</u> Mfg. Part#: 781518-B21 UNSPSC: 43201803 Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	20	3617067	\$600.00	\$12,000.00
<u>HPE Foundation Care 24x7 Service - extended service agreement - 5 years - 0</u> Mfg. Part#: U7AJ1E UNSPSC: 81111812 Electronic distribution - NO MEDIA Contract: NJPA 100614#CDW Technology Catalog (100614#CDW)	1	3501901	\$2,800.00	\$2,800.00

PURCHASER BILLING INFO		SUBTOTAL	\$18,650.00
Billing Address: CITY OF GRAND RAPIDS ACCOUNTS PAYABLE 420 N POKEGAMA AVE GRAND RAPIDS, MN 55744-2658 Phone: (218) 326-7618 Payment Terms: Net 30 Days-Govt State/Local		SHIPPING	\$0.00
		GRAND TOTAL	\$18,650.00
		DELIVER TO Shipping Address: CITY OF GRAND RAPIDS ERIK SCOTT 420 N POKEGAMA AVE GRAND RAPIDS, MN 55744-2658 Phone: (218) 326-7618 Shipping Method: FEDEX Ground	

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Michael Lofstrand		(866) 437-4529		michlof@cdwg.com
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This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at www.cdw.com/contract-terms.
For more information, contact a CDW account manager

© 2017 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



Pricing Proposal
 Quotation #: 13041249
 Created On: 2/27/2017
 Valid Until: 2/28/2017

MN CITY OF GRAND RAPIDS

Inside Account Executive

Erik Scott
 MN
 United States
 Phone: (218) 326-7618
 Fax:
 Email: Escott@ci.grand-rapids.mn.us

Ryan Baicher
 300 Davidson Ave
 Somerset NJ 08873
 Phone: 732-564-8514
 Fax: 732-564-8078
 Email: Ryan_Baicher@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 HPE ProLiant DL380 Gen9 - Server - rack-mountable - 2U - 2-way - 1 x Xeon E5-2620V4 / 2.1 GHz - RAM 64 GB - SATA/SAS - hot-swap 2.5" - no HDD - G200eH2 - GigE - monitor: none - HPE Smart Buy Hewlett Packard Enterprise - Part#: 859084-S01	1	\$1,744.50	\$1,744.50
2 Intel Xeon E5-2620V4 - 2.1 GHz - 8-core - 16 threads - 20 MB cache - FCLGA2011-v3 Socket Hewlett Packard Enterprise - Part#: 817927-B21	1	\$495.00	\$495.00
3 HPE Enterprise - Hard drive - 1.2 TB - hot-swap - 2.5" SFF - SAS 12Gb/s - 10000 rpm - with HP SmartDrive carrier Hewlett Packard Enterprise - Part#: 781518-B21	20	\$492.00	\$9,840.00
4 HPE Foundation Care 24x7 Service - Extended service agreement - parts and labor - 5 years - on-site - 24x7 - response time: 4 h - for ProLiant DL380 Gen9, DL388 Gen9 Hewlett Packard Enterprise - Part#: U7AJ1E	1	\$2,450.00	\$2,450.00
5 Microsoft Windows Server 2016 Standard - License - 2 cores - Select Plus - minimum 16 cores per physical server - Single Language Microsoft - Part#: 9EM-00264 Note: confirmed from Joe, it is 20 cores. Minimum of 16 cores of 1 license.	8	\$72.00	\$576.00
		Subtotal	\$15,105.50
		Total	\$15,105.50

Additional Comments

Unconfigured --- 50% off of chassis promotion

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0149 **Version:** 1 **Name:** Consider accepting notice of retirement from Darla Kirwin, Children's Librarian, from the Grand Rapids Area Library.

Type: Agenda Item **Status:** Administration Department

File created: 3/1/2017 **In control:** City Council

On agenda: 3/13/2017 **Final action:**

Title: Consider accepting notice of retirement from Darla Kirwin, Children's Librarian, from the Grand Rapids Area Library.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider accepting notice of retirement from Darla Kirwin, Children's Librarian, from the Grand Rapids Area Library.

Background Information:

Darla Kirwin, Children's Librarian at the Grand Rapids Area Library, has submitted her notice of retirement. Darla began her employment with the Grand Rapids Area Library over 27 years ago as a Children's Library Aide. She later became the Program Administrator for Camp Fire Boys and Girls before becoming Office Manager and Customer Relations for Kirwin Quality Home Inspections. In July 1999 Darla began employment with Personnel Dynamics, where she provided receptionist and clerical support for the Grand Rapids Area Library. On June 29, 2004 Darla was hired part-time as a Library Clerk II in the Children's Department until June 1, 2008 she was appointed to her current position as the Children's Librarian.

At that time, Darla's goal was to advance into a position of library leadership promoting reading and an understanding of library resources to children and families, which is an accomplishment she has made.

The Library Board acknowledged Darla's notice of retirement at their regular board meeting, which was held on March 8, 2017. We would like to begin the process of filling the vacancy by posting the position internally. We will come back to the City Council at a later date with a recommendation.

Staff Recommendation:

Library Director Marcia Anderson, Assistant Library Director Amy Dettmer, and Human Resources Director Lynn DeGrio are recommending accepting Darla Kirwin's notice of retirement. On behalf of the City of Grand Rapids, we would like to wish Darla many happy retirement years.

Requested City Council Action

Make a motion to accept the notice of retirement from Darla Kirwin, Children's Librarian, effective June 9, 2017 and authorize City staff to post the position internally.



Legislation Details (With Text)

File #: 17-0169 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Administration Department
File created: 3/9/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider appointing applicant to the Planning Commission to fill unexpired term through March 1, 2020.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Consider appointing applicant to the Planning Commission to fill unexpired term through March 1, 2020.

Background Information:

The Planning Commission currently has a vacancy due to a resignation. Susan Zeige has submitted her application for consideration. Councilor Dale Christy has reviewed the application and conducted an interview and will make a recommendation regarding appointment.

Staff Recommendation:

Consider appointment of new member.

Requested City Council Action

Make a motion to appoint Ms. Susan Zeige to fill an unexpired term on the Planning Commission, term to expire March 1, 2020.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0174 **Version:** 1 **Name:** Voting equipment replacement
Type: Agenda Item **Status:** Administration Department
File created: 3/9/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:** ...
Title: Consider adopting a resolution in support of state funding for voting equipment replacement.
Sponsors:
Indexes:
Code sections:
Attachments: [Funding support for voting equipment RES.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution in support of state funding for voting equipment replacement.

Background Information:

Voting equipment purchased with funds from HAVA funds in 2002 have reached beyond their expected life expectancy and this equipment is in need of replacement. The estimated cost to each precinct is \$10,000. As the City of Grand Rapids has four precincts, this would be a great financial obligation for our portion, even if we are only required to pay a percentage. Secretary of State, Steve Simon, is requesting that municipalities, counties and townships provide support by way of resolution to encourage state funding for the replacement of this vital equipment.

Staff Recommendation:

Review and adopt.

Requested City Council Action

Make a motion adopting a resolution in support of state funding for voting equipment replacement.

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

RESOLUTION NO. 17-
A RESOLUTION IN SUPPORT OF STATE FUNDING FOR
VOTING EQUIPMENT REPLACEMENT

WHEREAS, Congress passed the Help America Vote Act (HAVA) in 2002 and provided one-time federal funds to purchase election equipment to all 50 states; and

WHEREAS, that election equipment, which has a lifespan of 10 to 15 years, is aging and needs to be replaced and the federal government has indicated that it does not intend to provide any additional funds; and

WHEREAS, a study in Minnesota has determined that it will cost \$28 million to replace the election equipment counties originally purchase with HAVA funds and the equipment is at or exceeding its' expected useable age; and

WHEREAS, unlike some responsibilities undertaken by counties and municipalities, administering a statewide election in over 4,000 precincts is not option, it is a statutory requirement and an important part of our democracy; and

WHEREAS, given that local governments were caught off guard when the federal funding was not renewed, they need assistance from the state to ensure that voting equipment works properly and consistently in precincts all around the state, and is up to the standards Minnesotans expect; and

WHEREAS, projected cost for replacement equipment is estimated at \$10,000.00 per precinct.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Rapids, Itasca County, Minnesota, heretofore support Governor Dayton's proposal for \$14 million dollars of state funding to assist counties, communities and school districts with financial support for the systematic replacement of the aging election equipment; and

BE IT FUTHER RESOLVED, the City Council of the City of Grand Rapids supports the efforts of Secretary of State, Steve Simon, in his pursuit of funding via legislative action during the 2017 legislative session in recognition of the hardship the purchase of the replacement voting equipment will place on many rural communities across the State of Minnesota.

Adopted this 13th day of March 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 declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0186 **Version:** 1 **Name:**

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

File created: 3/10/2017 **In control:** City Council

On agenda: 3/13/2017 **Final action:**

Title: Consider approval of merit pay for City Administrator Tom Pagel in accordance with the existing employment agreement.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Consider approval of merit pay for City Administrator Tom Pagel in accordance with the existing employment agreement.

Background Information:

City Administrator Rom Pagel's performance is reviewed on an annual basis. Based on that review, the Council determines how much merit pay he should receive in accordance with the existing contract.

Requested City Council Action

Make a motion to approve merit pay in the about of \$5,141.63, and payment of, for City Administrator Tom Pagel.



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0158 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 3/8/2017 **In control:** City Council
On agenda: 3/13/2017 **Final action:**
Title: Consider approving the verified claims for the period February 22, 2017 to March 6, 2017 in the total amount of \$469,007.56.

Sponsors:

Indexes:

Code sections:

Attachments: [CITY COUNCIL BILL LIST 03-13-17.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period February 22, 2017 to March 6, 2017 in the total amount of \$469,007.56.

Requested City Council Action

Make a motion approving the verified claims for the period February 22, 2017 to March 6, 2017 in the total amount of \$469,007.56.

TE: 03/08/2017
ME: 11:16:43
: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/13/2017

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
2201650	VAR RESOURCES, INC.	1,614.12
	TOTAL	1,614.12
CITY WIDE		
0126725	AZTECA SYSTEMS INC	13,800.00
0914690	INSIGHT PUBLIC SECTOR SLED	502.18
1200800	LHB ENGINEERS & ARCHITECTS	3,746.00
1205093	LEAGUE OF MN HUMAN RIGHTS COMM	100.00
1920240	CHAD B STERLE	10,607.00
	TOTAL CITY WIDE	28,755.18
ADMINISTRATION		
0718060	GRAND RAPIDS HERALD REVIEW	631.75
1415377	NORTHERN BUSINESS PRODUCTS INC	9.99
1506265	NORTHERN OFFICE OUTFITTER INC	179.98
	TOTAL ADMINISTRATION	821.72
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	36.49
0221650	BURGGRAF'S ACE HARDWARE INC	49.99
0315455	COLE HARDWARE INC	105.12
0401500	DAMBERG.SCOTT.GERZINA.WAGNER	645.00
1909510	SIM SUPPLY INC	467.62
	TOTAL BUILDING MAINTENANCE-CITY HALL	1,304.22
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS HERALD REVIEW	40.25
0914690	INSIGHT PUBLIC SECTOR SLED	185.19
0914717	INT'L CODE COUNCIL	225.00
1309332	MN STATE RETIREMENT SYSTEM	1,791.80
1500600	OPG-3	437.55
1621125	PUBLIC UTILITIES COMMISSION	2,700.00
1920240	CHAD B STERLE	637.00
2018225	TREASURE BAY PRINTING INC	14.50
	TOTAL COMMUNITY DEVELOPMENT	6,031.29

TE: 03/08/2017
ME: 11:16:43
: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 03/13/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
ENGINEERING		
1500600	OPG-3	437.55
	TOTAL ENGINEERING	437.55
FINANCE		
0718060	GRAND RAPIDS HERALD REVIEW	-12.50
1309495	MINUTEMAN PRESS	10.22
	TOTAL FINANCE	-2.28
FIRE		
0321505	CUMMINS	3,559.21
0513235	EMERGENCY RESPONSE SOLUTIONS	12,134.30
1305060	MEDS-1 INC	195.00
2018335	TRI AIR TESTING INC	172.00
	TOTAL FIRE	16,060.51
INFORMATION TECHNOLOGY		
2315634	WORKS COMPUTING INC	289.00
	TOTAL INFORMATION TECHNOLOGY	289.00
PUBLIC WORKS		
0104799	ADVANCED SERVICES INC	252.00
0121721	AUTO VALUE - GRAND RAPIDS	89.94
0221650	BURGGRAF'S ACE HARDWARE INC	80.28
0301685	CARQUEST AUTO PARTS	305.87
0315455	COLE HARDWARE INC	71.12
0601690	FASTENAL COMPANY	6.45
0801535	HAMMERLUND CONSTRUCTION INC	140.00
1201730	LATVALA LUMBER COMPANY INC.	90.00
1301213	DAN MARTIN	862.60
1415030	NAPA SUPPLY OF GRAND RAPIDS	383.26
1415536	NORTHLAND HYDRAULIC SERVICE	1,812.00
1415640	NORTRAX EQUIPMENT COMPANY	282.51
1421155	NUCH'S IN THE CORNER	15.00
1621125	PUBLIC UTILITIES COMMISSION	124.09
1801403	RAJALA MILL CO	40.00
1801899	RAY'S SPORT & CYCLE	1,306.42
2015600	TOPIARY ART WORK	1,101.58
2209421	VIKING ELECTRIC SUPPLY INC	362.00

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
2300765	W.W. WALLWORK INC	622.33
TOTAL PUBLIC WORKS		7,947.45
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	257.46
0315455	COLE HARDWARE INC	6.29
1415484	NORTHERN LIGHTS TRUCK	1,559.41
1605740	PETROCHOICE	438.18
TOTAL FLEET MAINTENANCE		2,261.34
POLICE		
0103325	ACHESON TIRE COMPANY INC	691.48
0121720	AUTOMATED PAWN SYSTEM	204.00
0221650	BURGGRAF'S ACE HARDWARE INC	99.90
0301685	CARQUEST AUTO PARTS	362.74
0409501	DIMICH LAW OFFICE	4,583.33
0421725	DUTCH ROOM INC	40.99
1201434	LAKE WOODS CHRYSLER	443.15
1201827	LAW ENFORCEMENT EXECUTIVE	100.00
1309149	MN CHIEFS OF POLICE ASSOC	130.00
1309332	MN STATE RETIREMENT SYSTEM	1,286.80
1801570	RAPIDS AUTO WASH	43.00
1920233	STREICHER'S INC	293.97
TOTAL POLICE		8,279.36
CENTRAL SCHOOL		
0609457	FILTHY CLEAN INC	1,475.00
1309050	MIDWEST SECURITY & FIRE INC	312.00
1909510	SIM SUPPLY INC	111.62
T001131	LAKE TIME MAGAZINE	856.91
TOTAL		2,755.53
REPORT		
0315455	COLE HARDWARE INC	41.91
0401420	DAKOTA FLUID POWER, INC	60.67
0504825	EDWARDS OIL INC	333.90

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VENDOR #	NAME	AMOUNT DUE
REPORT		
1301015	MACQUEEN EQUIPMENT INC	3,701.10
1601485	PALMER JOHNSON POWER SYSTEMS	2,048.57
TOTAL		6,186.15
VIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	32.52
0221650	BURGGRAF'S ACE HARDWARE INC	111.12
0501656	THE EARTHGRAINS COMPANY INC	42.16
0718092	GRAND RAPIDS VOLLEYBALL ASSO	231.75
1205725	LET'S PLAY HOCKEY, INC	600.00
1301168	MARKETPLACE FOODS	107.02
1901535	SANDSTROM COMPANY INC	1,552.29
1905150	SECURITY ACCESS CONTROL	54.00
1909510	SIM SUPPLY INC	445.91
TOTAL GENERAL ADMINISTRATION		3,176.77
ATE HAZ-MAT RESPONSE TEAM		
0513235	EMERGENCY RESPONSE SOLUTIONS	387.68
TOTAL		387.68
LICE DESIGNATED FORFEITURES		
2018225	TREASURE BAY PRINTING INC	110.00
TOTAL		110.00
METER		
1200500	L&M SUPPLY	50.41
TOTAL		50.41
PITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-POLICE		
0205725	BETZ EXTINGUISHER COMPANY	99.00
1920233	STREICHER'S INC	184.00

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INVOICES DUE ON/BEFORE 03/13/2017

VENDOR #	NAME	AMOUNT DUE

PITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-POLICE		
1920556	STOP STICK LTD	472.00
TOTAL CAPITAL OUTLAY-POLICE		755.00
A CVC CTR CAPITAL PJT		
MULTI-USE OUTDOOR PAVILION		
0308104	CHAMPION IRON, LLC	353.42
0401500	DAMBERG.SCOTT.GERZINA.WAGNER	2,012.36
0601690	FASTENAL COMPANY	7.86
TOTAL MULTI-USE OUTDOOR PAVILION		2,373.64
17 INFRASTRUCTURE BONDS		
2009-1 4TH AVE & 13TH ST NW		
0718060	GRAND RAPIDS HERALD REVIEW	40.87
TOTAL 2009-1 4TH AVE & 13TH ST NW		40.87
2009-1 9TH ST NE		
0718060	GRAND RAPIDS HERALD REVIEW	40.87
T001132	SIDNEY REINERS	1,785.24
TOTAL 2009-1 9TH ST NE		1,826.11
2009-1 14TH ST NW OVERLAY		
0718060	GRAND RAPIDS HERALD REVIEW	40.88
1801502	RAMSLAND & VIGEN INC	3,050.00
TOTAL 2009-1 14TH ST NW OVERLAY		3,090.88
2009-1 8TH AVE NE STRM WTR		
0718060	GRAND RAPIDS HERALD REVIEW	40.88
TOTAL 2009-1 8TH AVE NE STRM WTR		40.88
ORM WATER UTILITY		
0126725	AZTECA SYSTEMS INC	9,200.00
0315455	COLE HARDWARE INC	3.20
0801535	HAMMERLUND CONSTRUCTION INC	7,750.00

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VENDOR # NAME AMOUNT DUE

ORM WATER UTILITY

1301015	MACQUEEN EQUIPMENT INC	2,923.51
1415640	NORTRAX EQUIPMENT COMPANY	66.51
1621125	PUBLIC UTILITIES COMMISSION	2,200.00

TOTAL 22,143.22

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 116,736.60

ECKS ISSUED-PRIOR APPROVAL
PRIOR APPROVAL

0100053	AT&T	703.34
0113232	AMERIFLEX BUSINESS SOLUTIONS	524.70
0114210	D. ANDERSON - CHANGE FUND	6,860.00
0201354	B. BAIRD-PETTY CASH FUND	3.84
0305530	CENTURYLINK COMMUNICATIONS LLC	55.55
0315451	CITY OF COLERAINE	855.58
0405447	DELTA DENTAL OF MINNESOTA	2,747.85
0405505	JAMES DENNY	406.00
0504610	RON EDMINSTER	69.55
0605191	FIDELITY SECURITY LIFE INS CO	60.90
0609700	CARL EDWARD FISCHER	200.00
0615628	FORD OF HIBBING	83,613.00
0718015	GRAND RAPIDS CITY PAYROLL	233,031.61
0900060	ICTV	13,660.24
0920055	ITASCA COUNTY RECORDER	138.00
0920059	ITASCA COUNTY SHERIFFS DEPT	435.84
1201402	LAKE COUNTRY POWER	43.61
1205090	LEAGUE OF MINNESOTA CITIES	100.00
1209516	LINCOLN NATIONAL LIFE	1,113.91
1305046	MEDIACOM LLC	75.90
1309149	MN CHIEFS OF POLICE ASSOC	980.00
1309199	MINNESOTA ENERGY RESOURCES	669.89
1309381	UNIVERSITY OF MINNESOTA	400.00
1309395	UNIVERSITY OF MINNESOTA	85.00
1401705	CITY OF NASHWAUK	1,364.21
1503151	ODC - MOTOR VEHICLE	109.25
1601305	THOMAS J. PAGEL	792.67
1601750	PAUL BUNYAN COMMUNICATIONS	275.11
2000100	TASC	30.60
2100265	U.S. BANK	450.00
2114360	UNITED PARCEL SERVICE	23.65
2114750	UNUM LIFE INSURANCE CO OF AMER	249.69
2201535	VANTIV INTEGRATED PAYMENTS	65.00
2301700	WASTE MANAGEMENT	2,076.47

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:\$352,270.96

TOTAL ALL DEPARTMENTS 469,007.56