



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail City Council

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Monday, January 23, 2017

5:00 PM

City Hall Council Chambers

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**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, January 23, 2017 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

**5:01 PM PRESENTATIONS/PROCLAMATIONS**

17-0061 Presentation of Award to Susan Johnson - Mayor Adams

### MEETING PROTOCOL POLICY

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

**5:05 PM PUBLIC FORUM**

**5:10 PM COUNCIL REPORTS**

**5:12 PM APPROVAL OF MINUTES**

17-0045 Consider approving Council minutes for Monday, January 9, 2017 Worksession & Regular Meetings.

**Attachments:** [January 9, 2017 Worksession.pdf](#)  
[January 9, 2017 Regular Meeting.pdf](#)

**5:13 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. 17-0037 Consider adopting a resolution approving an operating transfer from the Capital Equipment Replacement Fund to the Grand Rapids Public Library in the amount of

\$4,142.00 as of December 31, 2016.

**Attachments:** [\\$4,142 operating transfer from CIP to 211-self check.pdf](#)

2. **17-0038** Consider voiding Lost Accounts Payable check #123888, issue a new check, and waiving bond requirements for check issued to MN Energy Resources in the amount of \$133,538.86.  
**Attachments:** [Affidavit of Lost Check.pdf](#)
  
3. **17-0039** Consider authorizing the Police Department to apply for a child safety car seat grant.  
**Attachments:** [2906\\_001.pdf](#)
  
4. **17-0040** Consider a resolution accepting and approving additional donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged in the year 2016.  
**Attachments:** [MUP Contracts.pdf](#)  
[MUP Donations-Sponsorship.pdf](#)
  
5. **17-0041** Consider approving a resolution accepting donations of \$250 from Grand Rapids Arts, \$250 from Northern Community Radio and \$250 from MacRostie Art Center for the Grand Rapids Arts & Culture Commission Riverfront Venue Feasibility Study.  
**Attachments:** [Riverfront Venue Feasibility Donation Res.pdf](#)
  
6. **17-0043** Consider adopting a resolution accepting a \$130.00 donation for the Shop with a Hero program  
**Attachments:** [PD Hero Shop Res.pdf](#)
  
7. **17-0044** Consider authorizing the Grand Rapids Police Department to sell two (2) Glock .40 caliber handguns.  
**Attachments:** [2924\\_001.pdf](#)
  
8. **17-0046** Consider approving a 1 - 4 Day Temporary On-Sale Liquor License for Grand Itasca Foundation, event scheduled for March 16, 2017.  
**Attachments:** [Grand Itasca Foundation - Temp Liq. Lic..pdf](#)
  
9. **17-0047** Consider approving temporary liquor licenses for five (5) separate events from February - June, 2017.  
**Attachments:** [MacRostie - \(5\) Temp Liq Apps.pdf](#)
  
10. **17-0048** Consider adopting a resolution approving a loan to the Capital Equipment Replacement Fund in the amount of \$454,285 for a term of five years with an interest rate for 2017 of .50% and adjusting the annual interest rate by adding .25% to the City's previous year's average interest rate on investments.  
**Attachments:** [res-\\$454,285 internal loan from 101 to 407.pdf](#)
  
11. **17-0051** Authorize the Grand Rapids Police Department to apply for a State Homeland Security

Program Grant

**Attachments:** [170113MGS3 Grand Rapids PD BDA Quote.pdf](#)

12. [17-0052](#) Consider approving the request to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the Budgeted 2017 Snow Plow Truck.
13. [17-0053](#) Consider approving the request to solicit quotes for three pick-up purchases that are approved in the 2017 CIP.
14. [17-0055](#) Consider authorizaing Public Works to solicit quotes for the purchase of a new 2017 snow blower, utilizing the State of Minnesota Cooperative Purchasing Venture.
15. [17-0056](#) Consider approving the hiring of a part-time employee at the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.
16. [17-0060](#) Consider accepting notice of Retirement from Susan Johnson.
17. [17-0062](#) Consider accepting the resignation of Donnie Wilson from the Grand Rapids Fire Department.  
**Attachments:** [Wilson resignation](#)
18. [17-0063](#) Consider the appointment of Jacob Beach as an Intern in the Grand Rapids Police Department.

**5:15 SETTING OF REGULAR AGENDA  
PM**

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

**ACKNOWLEDGE BOARDS & COMMISSIONS**

19. [17-0067](#) Acknowledge minutes for Boards & Commissions.  
**Attachments:** [December 14, 2016 Library Board minutes.pdf](#)  
[December 14, 2016 PUC Minutes.pdf](#)  
[November 9, 2016 Library Board Minutes.pdf](#)  
[November 16, 2016 Library Board minutes.pdf](#)

**5:17 DEPARTMENT HEAD REPORT  
PM**

20. [17-0057](#) Engineering ~ Matt Wegwerth

**5:27 CIVIC CENTER, PARKS & RECREATION  
PM**

21. [17-0058](#) Consider naming the Community Multi-Use Pavilion.

22. [17-0059](#) Consider purchasing a scoreboard for the Multi-Use Pavilion

**5:30 PUBLIC HEARINGS  
PM**

23. [17-0066](#) Consider conducting the Public Hearing for CP 2009-1, the 2017 Infrastructure Improvements Project.

**ENGINEERING**

24. [17-0049](#) Consider adopting a resolution ordering CP 2009-1, the 2017 Infrastructure Improvements Project and the plans and specifications for the Project to be completed.  
**Attachments:** [1-23-17 Resolution CP 2009-1 Order Improvement and Plans and Specs](#)

25. [17-0050](#) Consider approving SLA 2009-1 with SEH for construction engineering services related to CP 2009-1, 2017 Infrastructure Improvements Project.  
**Attachments:** [sla 2009-1 for 2017 Infrastructure Improvements](#)

**5:50 ADMINISTRATION DEPARTMENT  
PM**

26. [17-0042](#) Consider appointing a Council representative to the Active Living Center Advisory Board.

**5:55 VERIFIED CLAIMS  
PM**

27. [17-0065](#) Consider approving the verified claims for the period January 4, 2017 to January 23, 2017 in the total amount of \$3,298,871.63 of which \$2,550,936.26 are bond payments.  
**Attachments:** [COUNCIL BILL LIST 01-23-17.pdf](#)

**6:00 ADJOURNMENT  
PM**

*NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 13, 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)

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**File #:** 17-0061      **Version:** 1      **Name:** Presentation of Award to Susan Johnson - Mayor Adams  
**Type:** Agenda Item      **Status:** PRESENTATIONS/PROCLAMATIONS  
**File created:** 1/19/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Presentation of Award to Susan Johnson - Mayor Adams  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Presentation of Award to Susan Johnson - Mayor Adams



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0045      **Version:** 1      **Name:** Council minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 1/12/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider approving Council minutes for Monday, January 9, 2017 Workession & Regular Meetings.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [January 9, 2017 Worksession.pdf](#)  
[January 9, 2017 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, January 9, 2017 Workession & Regular Meetings.

**Background Information:**

Draft minutes are attached for review.

**Staff Recommendation:**

Review and approve minutes.

**Requested City Council Action**

Make a motion to approve Council minutes for Monday, January 9, 2017 Worksession & Regular meetings.



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

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Monday, January 9, 2017

4:00 PM

Conference Room 2A

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**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, January 9, 2017 at 4:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### COUNCIL OATH OF OFFICE

Oath of Office for Mayor Elect Dale Adams and Councilors Elect Dale Christy and Tasha Connelly.

*City Attorney Chad Sterle administers the Oath of Office for elected Mayor, Dale Adams.*

*Mayor Dale Adams administers the Oath of Office for elected Council members Dale Christy & Tasha Connelly.*

**Received and Filed**

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

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

### **Staff present:**

*Tom Pagel, Chad Sterle, Barb Baird, Steve Schaar, Rob Mattei*

### **Discussion Items**

1. Review 2016 Goal Accomplishments and 2017 Goals

*Tom Pagel & Rob Mattei provide overview and progress for 2016 goals. Specific accomplishments noted were:*

- ~ New construction for Swan Machine*
- ~ ACC Manufacturing*
- ~ Completion of Blandin Land Transfer*
- ~ Valley Medical established at airport*
- ~ New business including Aldi's, Hardees, Thrifty White*
- ~ Completed negotiations for new lodging, Fairfield Inn and anticipate groundbreaking for Spring 2017*
- ~ Successful housing rehab program*
- ~ Upgrades and repairs at Civic Center and construction of Multi Use Pavilion*
- ~ Continued participation in corridor plan for potential rail*

- ~ Working with ISD 318 School District on space issues
- ~ Updates on snow and ice policies moving forward

**Received and Filed**

2. Review 5:00 PM Regular Meeting

*Upon review, the agenda for the regular meeting will remain as presented.*

**ADJOURN**

*There being no further business, the meeting adjourned at 5:05 PM.*

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk





# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Monday, January 9, 2017

5:00 PM

City Hall Council Chambers

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**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, January 9, 2017 at 5:08 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

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

### Staff present:

*Tom Pagel, Chad Sterle, Marcia Anderson, Steve Schaar, Lauren Van Den Heuvel, Barb Baird, Jeff Davies*

### MEETING PROTOCOL POLICY

**5:02 PM ORGANIZATIONAL MEETING**

**A.** Designate Mayor Pro-tem.

**A motion was made by Councilor Rick Blake, seconded by Councilor Bill Zeige, to appoint Councilor Dale Christy to serve as Mayor Pro-Tem for 2017. The motion PASSED by unanimous vote.**

**B.** Adopt Council By-Laws.

**A motion was made by Councilor Dale Christy, seconded by Councilor Tasha Connelly, to adopt the Council By-Laws as presented. The motion PASSED by unanimous vote.**

**C.** Designation of official newspaper for the City of Grand Rapids.

**A motion was made by Councilor Tasha Connelly, seconded by Councilor Bill Zeige, to designate the Herald Review as the official newspaper for the City of Grand Rapids. The motion PASSED by unanimous vote.**

**D.** Consider appointing the following financial institutions as depository designations for 2017: American Bank, Deerwood Bank, Grand Rapids State Bank, Grand Rapids State Investments, Morgan Stanley, U.S. Bank, and Wells Fargo Bank

Minnesota.

**A motion was made by Councilor Rick Blake, seconded by Councilor Dale Christy, to approve financial institutions as depository designations for 2017 as presented. The motion PASSED by unanimous vote.**

E. Appoint Council representatives to Boards & Commissions.

**A motion was made by Councilor Rick Blake, seconded by Councilor Dale Christy, to make the following appointments for Council representation on various Boards & Commissions:**

**Park/Rec/Civic Center Board: Tasha Connelly**

**GREDA: Rick Blake & Dale Christy**

**HRA: Bill Zeige**

**PUC: Rick Blake**

**Airport Advisory Board: Bill Zeige**

**Cable Commission: Dale Adams, Tasha Connelly (alternate)**

**The motion PASSED by unanimous vote.**

F. Appoint representatives to selected agencies.

**A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to make the following appointments for Council representation to various selected agencies:**

**RAMS: Dale Christy, Tasha Connelly (alternate)**

**WMMPB: Dale Adams, Bill Zeige**

**City/County Co-Op: Dale Christy, Tasha Connelly**

**Joint Powers Gas Board: Dale Adams, Dale Christy**

**Fire Relief: Dale Adams, Barb Baird (staff)**

**CGMC: Rick Blake**

**ARDC: Dale Adams**

**The motion PASSED by unanimous vote.**

**5:20 PUBLIC FORUM  
PM**

*Catherine McLynn, representing Itasca Ski and Outing Club, speaks to the request to adopt a resolution supporting the application for a federal grant. Ms. McLynn also acknowledges the support provided to Mt. Itasca with equipment and labor to help maintain the recreation facility.*

**5:25 COUNCIL REPORTS  
PM**

*None.*

**5:30 APPROVAL OF MINUTES  
PM**

Approve City Council minutes for December 5, 2016 Worksession & Regular meetings and December 12, 2016 Worksession & Regular meetings.

**A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to approve Council minutes as presented. The motion PASSED by**

unanimous vote.

**5:31 CONSENT AGENDA  
PM**

1. Consider entering into an Agreement for Consulting Services for Governmental Accounting Standards Board (GASB) No. 74 & 75 Actuarial Valuation with Hildi Incorporated.  
**Approved by consent roll call**
  
2. Consider authorizing the submittal of a grant application to MnDOT for the Transportation Alternative (TA) program for the 7th Street NE Safe Routes to School project and adopting the two resolutions that are part of the grant application.  
**Adopted Resolutions 17-01 and 17-02 by consent roll call**
  
3. Consider authorizing the submittal of a grant application to MnDOT for the Transportation Alternative (TA) program for the Grand Rapids/Cohasset Connection Trail and adopting the two resolutions that are part of the grant application.  
**Adopted Resolution 17-03 and 17-04 by consent roll call**
  
4. Consider approving Change Order 4 related to CP 2017-1, 5th St N and 8th Av NE Improvements Project in the amount of \$11,752.17.  
**Approved by consent roll call**
  
5. Consider accepting the resignation of Joe Chandler from the Grand Rapids Housing & Redevelopment Authority (HRA).  
**Approved by consent roll call**
  
6. Consider hiring part time employees for the Parks & Recreation Department / IRA Civic Center.  
**Approved by consent roll call**
  
7. Consider advertise for bids for replacement of the dehumidification system at the IRA Civic Center.  
**Approved by consent roll call**
  
8. Consider approving temporary liquor licenses for United Way of 1000 Lakes, events scheduled for February 3rd and March 3rd, 2017.  
**Approved by consent roll call**
  
- 8a. Consider adopting a resolution supporting Mt. Itasca's application for a Federal Recreation Trail Grant.  
**Adopted Resolution 17-05 by consent roll call**

**Approval of the Consent Agenda**

**A motion was made by Councilor Zeige, seconded by Councilor Connelly, to approve the Consent agenda as amended, moving item #12 from the regular agenda to #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

**5:33 SETTING OF REGULAR AGENDA  
PM**

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

**ACKNOWLEDGE BOARDS & COMMISSIONS**

**Approved on the Consent Agenda**

- 9. Acknowledge the attached minutes for Boards & Commissions:

*The Council noted the following minutes for acknowledgment:  
Human Rights Commission: October 26 & November 30, 2016  
Arts & Culture Commission: December 6, 2016*

**Acknowledge Boards and Commissions**

**5:35 FINANCE DEPARTMENT  
PM**

- 10. Consider authorizing the purchase of TimeClock Plus Software, hosting services, hardware and training from Municipal Software, Inc. for an amount not to exceed \$24,000.00.

*Finance Director Baird presents information regarding time clock software and specific costs.*

**A motion was made by Councilor Blake, seconded by Councilor Zeige, to approve the purchase of TimeClock Plus Software, hosting hardware and training from Municipal Software Inc. not to exceed \$24,000.00. The motion carried by the following vote.**

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

- 11. Consider approving computer software service agreements for 2017 with Harris Computer Systems for \$18,599.53.

*Ms. Baird reviews current software service agreement and current proposed contract.*

**A motion was made by Councilor Zeige, seconded by Councilor Blake, to**

approve computer software service agreements for 2017 with Harris Computer Systems for \$18,599.53. 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 ADMINISTRATION DEPARTMENT  
PM**

13. Consider accepting the resignation of Mary Helen Haarklau from the Grand Rapids Library Board and consider appointing new applicant to fulfill term through December 31, 2018.

**A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to accept the resignation, with gratitude for service, of Mary Helen Haarklau from the Grand Rapids Library Board and appoint Mr. Richard Thouin to fill the vacancy, term to expire December 31, 2018. The motion PASSED by unanimous vote.**

**5:55 VERIFIED CLAIMS  
PM**

14. Consider approving the verified claims for the period December 6, 2016 to January 3, 2017 in the total amount of \$1,490,048.13.

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

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

**6:00 ADJOURNMENT  
PM**

*Mayor Adams congratulates elected officials.*

*Next worksession at 3:45 at Public Works garage on January 23rd. Introduction of new employee, Lauren Van Den Huevel, Public Communications Specialist.*

**A motion was made by Councilor Tasha Connelly, seconded by Councilor Rick Blake, to adjourn the meeting at 5:34 PM. The motion PASSED by unanimous vote.**

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0037      **Version:** 1      **Name:** Operating Transfer-Library  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/9/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider adopting a resolution approving an operating transfer from the Capital Equipment Replacement Fund to the Grand Rapids Public Library in the amount of \$4,142.00 as of December 31, 2016.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [\\$4,142 operating transfer from CIP to 211-self check.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving an operating transfer from the Capital Equipment Replacement Fund to the Grand Rapids Public Library in the amount of \$4,142.00 as of December 31, 2016.

**Background Information:**

At the December 14, 2015 Council meeting, the Council approved the Self Check Computer at the Library to be funded from the Capital Equipment Replacement Fund. Since the Self Check Computer will be part of the Library's capital assets, the cost has to be expended from the Library fund.

**Staff Recommendation:**

Staff is recommending adopting a resolution approving an operating transfer from the Capital Equipment Replacement Fund to the Grand Rapids Public Library in the amount of \$4,142.00 as of December 31, 2016.

**Requested City Council Action**

Make a motion adopting a resolution approving an operating transfer from the Capital Equipment Replacement Fund to the Grand Rapids Public Library in the amount of \$4,142.00 as of December 31, 2016.

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

RESOLUTION NO. 17-

A RESOLUTION AUTHORIZING AN OPERATING TRANSFER FROM THE CAPITAL PROJECT FUND-CAPTIAL EQUIPMENT REPLACEMENT FUND TO THE SPECIAL REVENUE FUND-LIBRARY IN THE AMOUNT OF \$4,142 AS OF DECEMBER 31,2016

WHEREAS, at the December 14, 2015 Council meeting, the Council approved the Self Check Computer at the Library to be funded from the Capital Equipment Replacement Fund, and

WHEREAS, since the Self Check Computer will be part of the Library's capital assets, the cost has to be expended from the Library fund,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes an operating transfer from the Capital Project Fund-Capital Equipment Replacement Fund to the Special Revenue Fund-Library in the amount of \$4,142.00 as of December 31, 2016.

Adopted this 23<sup>th</sup> day of January 23, 2017.

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Dale Adams, Mayor

Attest:

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Kim Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0038      **Version:** 1      **Name:** Lost Accounts Payable Check  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/10/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider voiding Lost Accounts Payable check #123888, issue a new check, and waiving bond requirements for check issued to MN Energy Resources in the amount of \$133,538.86.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Affidavit of Lost Check.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider voiding Lost Accounts Payable check #123888, issue a new check, and waiving bond requirements for check issued to MN Energy Resources in the amount of \$133,538.86.

**Background Information:**

Accounts payable check #123888 issued to MN Energy Resources on July 29, 2015 is lost. Gary W. Simons for MN Energy Resources has completed an Affidavit of Lost Check.

**Requested City Council Action**

Make a motion to void lost Accounts Payable check #123888, issue a new check and waiving bond requirements for check issued to MN Energy Resources in the amount of \$133,538.86.



AFFIDAVIT

STATE OF ) Minnesota

) SS

COUNTY OF ) Itasca

Gary W. Simons, being first duly sworn on oath, states that he/she resides at **1995 Rahnclyff Court, Suite 200, Eagan, MN, 55122** and that he/she is the payee named in a check number **123888**, issued to **MN Energy Resources**, drawn by **City of Grand Rapids** dated **07/29/2015**, for the sum of **\$133,538.86**; that to my knowledge this check was never endorsed by me, that I did not authorize anyone to endorse it for me, and that the circumstances of the loss or destruction of the check are as follows:

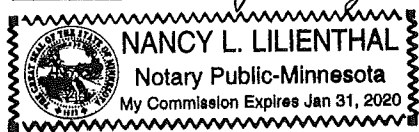
**Lost Accounts Payable Check**

I am making this Affidavit in conjunction with my request that the **City of Grand Rapids** issue a duplicate check. I understand that I make this Affidavit under oath and that I may be subject to criminal penalty if my statements in this Affidavit are false.

SIGNED Gary W. Simons

Subscribed and sworn to before me

This 6 day of January, 2017.



Notary Public

Nancy L. Lilienthal



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0039	<b>Version:</b>	1	<b>Name:</b>	Consider authorizing the Police Department to apply for a child safety car seat grant.
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	1/10/2017	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	1/23/2017	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider authorizing the Police Department to apply for a child safety car seat grant.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">2906_001.pdf</a>				

Date	Ver.	Action By	Action	Result
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Consider authorizing the Police Department to apply for a child safety car seat grant.

### **Background Information:**

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

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

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

### **Staff Recommendation:**

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

### **Requested City Council Action**

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

Name of Contact Person Troy Scott  
Name of Organization Grand Rapids Police Dept.  
Street Address 420 Pokegama Ave N.  
City Grand Rapids Zip 55744  
Phone (218) 326-3464 Fax \_\_\_\_\_ County HASCA  
Email tscott@ci.grand-rapids.mn.us

Please indicate the number of seats you can reasonably distribute in one year. **Most grant awards will not exceed 10 total car seats:**

- 10 Convertible seat with 5-pt. harness (order in multiples of 2)
- \_\_\_\_\_ Combination seat with 5-pt. harness (5 pt. harness to 40lbs, which converts to booster) (order in multiples of 2)
- \_\_\_\_\_ Booster, high back (order in multiples of 2)
- \_\_\_\_\_ Booster, no-back (order in multiples of 2)

Do you currently possess a copy of the video *Don't Risk Your Child's Life Video*, version VII or *Simple Steps to Child Passenger Safety*?  yes \_\_\_\_\_ no

If no, do you plan to obtain one? \*Contact the Office of Traffic Safety to obtain one  
\_\_\_\_\_ yes \_\_\_\_\_ no

Print the name(s) of current CPS trained staff responsible for car seat distribution. **Your agency MUST have a trained CPS practitioner, technician or instructor on staff to apply for this grant:**

Carl Fischer - Practitioner  
Troy Scott - Practitioner

**REQUIRED OUTLINE FOR DISTRIBUTION OF CHILD SAFETY RESTRAINTS  
UNDER THE MN CHILD PASSENGER RESTRAINT AND EDUCATION ACCOUNT**

This educational outline must be followed for the distribution of each seat from this program. Between demonstration of the various components on the safety restraint, viewing the video, and presentation, this class should take at least 60 - 90 minutes. Due to the educational requirement, these seats cannot be distributed through a routine fitting station or clinic appointment when an unsafe seat may be discovered during an inspection.

- \*View *Don't Risk Your Child's Life*, VII or *Simple Steps to Child Passenger Safety* video
- \*Assess child's age, height and weight for appropriate child restraint selection
- \*Parent to complete registration card. Explain if recall occurs, parent will be notified at address listed. The organization is responsible to mail registration card.
- \*Explain the current MN child restraint law and why it is a *minimum* safety standard.
- \*Explain appropriate restraint choice and how the restraint will change as child grows:
  - \*\*Rear-facing until at least one year-old and 20lbs. Encourage longer use rear-facing.
  - \*\*Straps at or below shoulder for rear-facing and why.
  - \*\*Straps at or above shoulder for forward-facing and why.
  - \*\*Consult manufacturer instructions to determine which slots are reinforced for forward-facing.
  - \*\*After child reaches 40lb. harness limit, explain why child needs to use a booster seat until 80-100lbs and 4'9" tall. **Encourage usage.**
- \*Explain expiration dates of child restraints. Show parent the expiration date.
- \*Discourage use of second-hand seats with unknown history.
- \*Explain that seats involved in a crash must never be reused.
- \*Explain proper placement and use of the retainer clip.
- \*Explain and demonstrate need for harness straps to be snug. Should not be able to pinch any excess harness fabric in the straps.
- \*Explain and demonstrate Tether anchors and when to use.
- \*Explain and demonstrate LATCH system and when to use.
- \*Explain when to use locking clip. Locate where the clip is stored on the child restraint.
- \*Ensure proper fit of child while indoors prior to installation of seat, if possible.
- \*Discuss vehicle seat belt systems: ELR, ALR and Switchable belts and latch plates.
- \*Explain how a child restraint is installed dependent upon the seat belt system:
  - \*\*Demonstrate and instruct on proper installation and positioning of child restraint in vehicle. Demonstration can be done on a vehicle demo seat or in the actual vehicle.
  - \*\*Parent performs installation of child restraint.
- \*Remind parent that child needs to be properly restrained every time, no matter the distance traveled.
- \*Instruct parent to never remove child from child restraint while vehicle is in motion.
- \*Give parent appropriate instruction manual for child restraint. Also review car owner's manual.
- \*Provide parent with appropriate reference materials.
- \*Answer any further questions.

This agency accepts the requirements of the Minnesota Child Restraint and Education Account grant to distribute seats using the required educational outline, using only approved written materials, following a low-income guideline to determine client eligibility, under the expertise of currently certified child passenger safety advocates.

  
Agency Signature

1/10/17  
Date

Troy Scott  
Printed Name

**MINNESOTA CHILD RESTRAINT EDUCATION ACCOUNT  
CAR SEAT GRANT PROGRAM AGREEMENT  
YEAR 2017**

1. I assure the Minnesota Department of Public Safety-Office of Traffic Safety that the child safety restraints we receive and use in our distribution program will meet federal motor vehicle safety standards.
2. I understand and agree that the child car seats we receive from the Minnesota Department of Public Safety-Office of Traffic Safety will not be sold for a profit.
3. I understand and agree that the Minnesota Department of Public Safety-Office of Traffic Safety is a public service in the interest of safety and is not a dealer in these types of goods and makes no warranty, expressed or implied, regarding the fitness of the child safety restraints.
4. I understand and agree to provide correct use education and all the necessary parts needed with every seat distributed. The education provided will be current and accurate.
5. I understand and agree to identify the recipients of child safety restraints from this program as low-income recipients. I further understand and agree that the seats received from the Minnesota Department of Public Safety-Office of Traffic Safety will be distributed with a comprehensive educational component not less than one-hour of education per recipient.
6. I understand and agree that any staff member involved in providing education and distribution of the child safety restraints will have current child passenger safety certification.
7. I understand and agree to forever refrain from instituting, pressing or in any way, aiding in a claim, demand, action or course against the Minnesota Department of Public Safety-Office of Traffic Safety, any member thereof for damages, costs, loss of services, expenses or compensation for, on account of or in any way growing out of the use of the child safety restraints.
8. I further understand and agree that this agreement is binding on any applicants, heirs, successors or assigns.
9. **Upon receipt of the seats, I will immediately notify the Office of Traffic Safety by either email or fax that seats have been received and/or are missing or damaged.**

Troy Scott / Assistant Chief of Police  
Signature Title  
Grand Rapids PD 1/10/17  
Agency/Organization Name Date

**Child safety restraint orders will be placed for the soonest delivery date unless a later delivery date is indicated here:** \_\_\_\_\_

**VERIFICATION OF SHIPPING ADDRESS**

AGENCY REPRESENTATIVE NAME Troy Scott  
AGENCY NAME Grand Rapids PD  
STREET ADDRESS (NO P. O. BOXES PLEASE) 420 Pokegama Ave N  
CITY, STATE, ZIP Grand Rapids MN 55744 EMAIL tscott@ci.grand-rapids.mn.us

Return this form to the MN Child Passenger Safety Program  
445 Minnesota Street, Suite 150, St. Paul, MN 55101  
651-297-4844 (fax)  
651-201-7068

**LIST OF ITEMS YOU DISTRIBUTE TO RECIPIANTS OF THE SEAT,  
i.e., Don't Skip a Step brochure, Buckle up Kids booklet, etc...:  
PLEASE DO NOT INCLUDE THEM WITH YOUR APPLICATION**

**RESOURCE SUGGESTIONS**

If you are looking for materials for your program, don't worry about recreating the wheel. The following web sites are places to get current, solid materials. Additionally, many are available without cost to your program. Remember, review your materials every year and destroy outdated pieces.

- [www.buckleupkids.mn.gov](http://www.buckleupkids.mn.gov)
- [www.nhtsa.dot.gov](http://www.nhtsa.dot.gov)
- [www.carseat.org](http://www.carseat.org)
- [www.safekids.org](http://www.safekids.org)
- [www.carseatsmadesimple.org](http://www.carseatsmadesimple.org)

1. Don't skip a step
2. Buckle up kids
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0040      **Version:** 1      **Name:** MUP Donations/Sponsorship  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/11/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider a resolution accepting and approving additional donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged in the year 2016.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [MUP Contracts.pdf](#)  
[MUP Donations-Sponsorship.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider a resolution accepting and approving additional donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged in the year 2016.

**Background Information:**

At the December 12, 2016 meeting, the council accepted and approved donations and sponsorship totaling \$208,700.

**Staff Recommendation:**

City staff recommends accepting and approving additional donations and sponsorships received in 2016 as per the attached resolution and sponsorship contracts.

**Requested City Council Action**

Make a motion accepting and approving the resolution for additional donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged in the year 2016 in the amount of \$96,500.

## SPONSORSHIP CONTRACT

This contract will serve as an agreement between the City of Grand Rapids ("City") and Clifton Skate ("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:

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

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 on a monthly basis over a five-year period. Sponsor will arrange for payment through their electronic bill pay system. 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):

Clifton Skate

Dated: \_\_\_\_\_


Dated: 12/12/16

**CITY OF GRAND RAPIDS:**

**SPONSOR:**

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

**Dale Adams, Mayor**

  
\_\_\_\_\_

**Clifton Skate**

**1932 Glenwood Drive**

**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 Guy Clairmont, (“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 following sponsorship levels are available. Please mark the chosen level for this agreement:

- |                                                                                                                                                                                                          |                 |                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------------------|
| <b>❖ Platinum Level</b>                                                                                                                                                                                  | <b>\$10,000</b> | <input type="checkbox"/> |
| <ul style="list-style-type: none"><li>- Two dasher board advertisements on rink in pavilion for 5 years.</li><li>- Bronze plaque on east column.</li><li>- Listing on Donor Appreciation Wall.</li></ul> |                 |                          |

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 on an annual basis on or around October 1<sup>st</sup> of each year. The amount invoiced in 2016, 2017, and 2018, shall be \$1,000; \$1,000; and \$1,334, respectively. These payments will be matched 2:1 by the Blandin Foundation. 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):

Guy & Heidi Clairmont

Dated: \_\_\_\_\_


Dated: 12/06/2016

**CITY OF GRAND RAPIDS:**

**SPONSOR:**

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

**Dale Adams, Mayor**



**Guy Clairmont**

**415 SE 13<sup>th</sup> Street, Suite 200**

**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 Grand Rapids Hockey Golf Classic (“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 following sponsorship levels are available. Please mark the chosen level for this agreement:

- |                                                                                                                                                                                                           |                  |                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|--------------------------|
| <b>❖ Diamond Level</b>                                                                                                                                                                                    | <b>\$25,000+</b> | <input type="checkbox"/> |
| <ul style="list-style-type: none"><li>- Two dasher board advertisements on rink in pavilion for 10 years.</li><li>- Bronze plaque on east column.</li><li>- Listing on Donor Appreciation Wall.</li></ul> |                  |                          |

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 on an annual basis on or around January 1<sup>st</sup> of each year over a five-year period in five equal installments. 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 Hockey Golf Classic


Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**CITY OF GRAND RAPIDS:**

**SPONSOR:**

By: \_\_\_\_\_  
**Dale Adams, Mayor**

  
\_\_\_\_\_  
**Grand Rapids Hockey Golf Classic  
Committee Chair**

By: \_\_\_\_\_  
**Tom Pagel, City Administrator**

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING AND APPROVING ADDITIONAL  
DONATIONS/SPONSORSHIPS FOR THE IRA CIVIC CENTER MULTI-USE PAVILION  
FOR THE YEAR 2016

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 totaling \$40,000 for the IRA Civic Center Multi-Use Pavilion are attached for approval as of December 31, 2016.
- The following businesses/individuals made donations to the IRA Civic Center Multi-Use Pavilion for approval as of December 31, 2016:
  - Grand Rapids Chevrolet and Buick \$1,000
  - Mike & Darlene Nielsen, Kirk & Heather Nielsen and Jeff & Laura \$3,000
  - Dick Distributing Co \$2,500
  - Jerry & Shirley Miner Family \$50,000 stock donation

Adopted this 23<sup>rd</sup> day of January, 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 #:** 17-0041      **Version:** 1      **Name:** Riverfront Venue Feasibility Study Donations  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/11/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider approving a resolution accepting donations of \$250 from Grand Rapids Arts, \$250 from Northern Community Radio and \$250 from MacRostie Art Center for the Grand Rapids Arts & Culture Commission Riverfront Venue Feasibility Study.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Riverfront Venue Feasibility Donation Res.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution accepting donations of \$250 from Grand Rapids Arts, \$250 from Northern Community Radio and \$250 from MacRostie Art Center for the Grand Rapids Arts & Culture Commission Riverfront Venue Feasibility Study.

**Background Information:**

At the September 12, 2016 meeting, council approved a contract with LHB for the Riverfront Venue Feasibility Study with funding to come from the Neighborhood Economic Development Fund if Phase 2 is implemented. Also at this meeting, council accepted a Blandin Foundation Grant to provide funding for Phase 1.

**Staff Recommendation:**

City staff is recommending accepting donations from Grand Rapids Arts, Northern Community Radio and MacRostie Art Center to be used towards Phase 2 costs.

**Requested City Council Action**

Make a motion approving a resolution to accept donations from Grand Rapids Arts \$250, Northern Community Radio \$250 and MacRostie Art Center \$250 for the Riverfront Venue Feasibility Study Phase 2.



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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING DONATIONS FROM GRAND RAPIDS ARTS,  
NORTHERN COMMUNITY RADIO and MACROSTIE ART CENTER FOR THE  
GRAND RAPIDS ARTS & CULTURE COMMISSION RIVERFRONT VENUE  
FEASIBILITY STUDY

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:

- Grand Rapids Arts \$250, Northern Community Radio \$250 and MacRostie Art Center \$250 for the Grand Rapids Arts & Culture Commission Riverfront Venue Feasibility Study.

Adopted this 23<sup>rd</sup> day of January, 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 #:** 17-0043      **Version:** 1      **Name:** Consider adopting a resolution accepting a \$130.00 donation for the Shop with a Hero program

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

**File created:** 1/11/2017      **In control:** City Council

**On agenda:** 1/23/2017      **Final action:**

**Title:** Consider adopting a resolution accepting a \$130.00 donation for the Shop with a Hero program

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [PD Hero Shop Res.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a \$130.00 donation for the Shop with a Hero program

### **Background Information:**

The Grand Rapids Police Department conducted its annual Shop with a Hero Event on Sunday, December 13, 2016 at the Grand Rapids Wal-Mart. This event was another huge success and we are looking forward to this years Shop with a Hero. Cohasset Fire Hook & Ladder approached us after last months event and donated \$130.00 for the Shop with a Hero Event.

### **Staff Recommendation:**

City staff is recommending to adopt a resolution to accept a \$130.00 donation for the Shop with a Hero Event.

### **Requested City Council Action**

A motion adopting a resolution accepting a \$130.00 donation for the Shop with a Hero Event.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING A \$130.00 DONATION FROM COHASSET FIRE HOOK & LADDER FOR THE GRAND RAPIDS POLICE DEPARTMENT FUTURE ANNUAL SHOP WITH A HERO EVENT

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

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

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

- Cohasset Fire Hook & Ladder has donated \$130 to the Grand Rapids Police Department for a future Annual Shop with a Hero Event.

Adopted this 23<sup>rd</sup> day of January, 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 #:** 17-0044      **Version:** 1      **Name:** Consider authorizing the Grand Rapids Police Department to sell two (2) Glock .40 caliber handguns.

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

**File created:** 1/12/2017      **In control:** City Council

**On agenda:** 1/23/2017      **Final action:**

**Title:** Consider authorizing the Grand Rapids Police Department to sell two (2) Glock .40 caliber handguns.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2924\\_001.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the Grand Rapids Police Department to sell two (2) Glock .40 caliber handguns.

### **Background Information:**

The Grand Rapids Police Department would like to sell two (2) used Glock .40 caliber handguns to a Federal Firearms License dealer for \$225.00 a piece for a total of \$450.00. A quote was obtained from a local gun dealer on the value of these guns.

### **Staff Recommendation:**

The police department recommends selling two (2) used Glock .40 caliber handguns to a Federal Firearms License dealer for \$450.00.

### **Requested City Council Action**

Make a motion authorizing the Grand Rapids Police Department to sell two (2) used Glock .40 caliber handguns to a Federal Firearms License dealer for \$450.00.

**From The Finest Gun Department  
in Northern Minnesota...**

PURCHASE PRICE

Glock 22 G4  
S/N TLP716

225

Glock 22 G4  
S/N TLP706

225

*David B.*



Since 1946  
**Glen's**  
ARMY NAVY  
Your Outdoor Store!

701 NW 4TH STREET  
GRAND RAPIDS, MN 55744

OFFICE PHONE: (218) 326-1201  
GUN DEPT. FAX: (218) 999-7520  
OFFICE FAX: (218) 326-9437

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GUNDEPT@GLENSOUTDOORS.COM  
WWW.GLENSOUTDOORS.COM



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0046      **Version:** 1      **Name:** Grand Itasca Foundation - Temp Liquor  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/13/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider approving a 1 - 4 Day Temporary On-Sale Liquor License for Grand Itasca Foundation, event scheduled for March 16, 2017.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Grand Itasca Foundation - Temp Lic. Lic..pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a 1 - 4 Day Temporary On-Sale Liquor License for Grand Itasca Foundation, event scheduled for March 16, 2017.

**Background Information:**

The Grand Itasca Foundation has submitted an application for a temporary liquor license. Proof of insurance and fee have been received. Application is attached for review.

**Staff Recommendation:**

Approve application and authorize staff to forward to the State of MN for issuance.

**Requested City Council Action**

Make a motion approving a 1 - 4 Day Temporary On-Sale Liquor License for Grand Itasca Foundation, event scheduled for March 16, 2017.



**Minnesota Department of Public Safety**  
**Alcohol and Gambling Enforcement Division**  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY**  
**TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date organized	Tax exempt number
Grand Itasca Foundation	7/9/86	41-1560554

Address	City	State	Zip Code
1601 Golf Course Road	Grand Rapids	Minnesota	55744

Name of person making application	Business phone	Home phone
Kelly Kirwin, Foundation Director	218-999-1009	919-345-1979

Date(s) of event	Type of organization
March 16, 2017	<input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit

Organization officer's name	City	State	Zip Code
Amanda Okech, Board Chair	Grand Rapids	Minnesota	55744

Organization officer's name	City	State	Zip Code
Mary Kosak, Vice Chair	Grand Rapids	Minnesota	55744

Organization officer's name	City	State	Zip Code
Andy Shermoen, Treasurer	Cohasset	Minnesota	55721

Organization officer's name	City	State	Zip Code
Steve Wright, Secretary	Grand Rapids	Minnesota	55744

Location where permit will be used. If an outdoor area, describe.  
 Grand Itasca Clinic and Hospital  
 1601 Golf Course Road  
 Grand Rapids, MN 55744

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 MMIC Insurance, Inc.  
 Commercial General Liability - \$1M/\$3M

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

GRAND RAPIDS  
 City or County approving the license

\$20.00  
 Fee Amount

1-6-17  
 Date Fee Paid

Signature City Clerk or County Official

\_\_\_\_\_ Date Approved

\_\_\_\_\_ Permit Date

\_\_\_\_\_ City or County E-mail Address

\_\_\_\_\_ City or County Phone Number

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**  
**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0047      **Version:** 1      **Name:** MacRostie - Temp Liquor Licenses  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/13/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider approving temporary liquor licenses for five (5) separate events from February - June, 2017.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [MacRostie - \(5\) Temp Lig Apps.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving temporary liquor licenses for five (5) separate events from February - June, 2017.

**Background Information:**

The MacRostie Art Center is requesting Council approval for temporary liquor licenses for the following dates as part of the First Friday events in 2017. Specifically: Feb. 3rd, March 3rd, Apr. 7th, May 5th and June 2nd. The applications are attached for review. Required insurance and fees have been received.

**Staff Recommendation:**

Approve temporary liquor applications and authorize staff to submit to State of MN for issuance.

**Requested City Council Action**

Make a motion approving temporary liquor licenses for five (5) separate events from February - June, 2017.





Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>MacRostie Art Center</b>		Date organized <b>11-28-1966</b>	Tax exempt number <b>23-7105948</b>
Address <b>405 NW 1st Ave</b>	City <b>Grand Rapids</b>	State <b>Minnesota</b>	Zip Code <b>55744</b>
Name of person making application <b>Katie Marshall</b>		Business phone <b>218-326-2697</b>	Home phone <b>218-326-2046</b>
Date(s) of event <b>Friday, February 3, 2017</b>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <b>X Aaron Squadroni</b>		City <b>Coleraine</b>	State <b>Minnesota</b> Zip <b>55722</b>
<b>Add New Officer</b>			

Location where permit will be used. If an outdoor area, describe.

**MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.


**N/A**

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual - \$1,000,000**

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<b>GRAND RAPIDS</b> City/County	_____ Date Approved
<b>\$ 50. -</b> City Fee Amount	_____ Permit Date
<b>1-13-17</b> Date Fee Paid	_____ City/County E-mail Address
 Signature City Clerk or County Official	_____ Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>MacRostie Art Center</b>		Date organized <b>11-28-1966</b>	Tax exempt number <b>23-7105948</b>
Address <b>405 NW 1st Ave</b>	City <b>Grand Rapids</b>	State <b>Minnesota</b>	Zip Code <b>55744</b>
Name of person making application <b>Katie Marshall</b>		Business phone <b>218-326-2697</b>	Home phone <b>218-326-2046</b>
Date(s) of event <b>Friday, March 3, 2017</b>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <b>X Aaron Squadroni</b>		City <b>Coleraine</b>	State <b>Minnesota</b>
			Zip <b>55722</b>
<b>Add New Officer</b>			

Location where permit will be used. If an outdoor area, describe.

**MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

**N/A**

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual - \$1,000,000**

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<u>GRAND RAPIDS</u> City/County	_____ Date Approved
<u>\$20</u> City Fee Amount	_____ Permit Date
<u>1-13-17</u> Date Fee Paid	_____ City/County E-mail Address
<u><i>Kirk... [Signature]</i></u> Signature City Clerk or County Official	_____ Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>MacRostie Art Center</b>		Date organized <b>11-28-1966</b>	Tax exempt number <b>23-7105948</b>
Address <b>405 NW 1st Ave</b>	City <b>Grand Rapids</b>	State <b>Minnesota</b>	Zip Code <b>55744</b>
Name of person making application <b>Katie Marshall</b>		Business phone <b>218-326-2697</b>	Home phone <b>218-326-2046</b>
Date(s) of event <b>Friday, April 7, 2017</b>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <b>X Aaron Squadroni</b>		City <b>Coleraine</b>	State <b>Minnesota</b> Zip <b>55722</b>
<b>Add New Officer</b>			

Location where permit will be used. If an outdoor area, describe.

**MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

**N/A**

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual - \$1,000,000**

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<u>GRAND RAPIDE</u> City/County	_____ Date Approved
<u>\$20.</u> City Fee Amount	_____ Permit Date
<u>1-13-17</u> Date Fee Paid	_____ City/County E-mail Address
<u><i>Kimberly G...</i></u> Signature City Clerk or County Official	_____ Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

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Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>MacRostie Art Center</b>		Date organized <b>11-28-1966</b>	Tax exempt number <b>23-7105948</b>
Address <b>405 NW 1st Ave</b>	City <b>Grand Rapids</b>	State <b>Minnesota</b>	Zip Code <b>55744</b>
Name of person making application <b>Katie Marshall</b>		Business phone <b>218-326-2697</b>	Home phone <b>218-326-2046</b>
Date(s) of event <b>Friday, June 2, 2017</b>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <b>X Aaron Squadroni</b>		City <b>Coleraine</b>	State <b>Minnesota</b> Zip <b>55722</b>
<b>Add New Officer</b>			

Location where permit will be used. If an outdoor area, describe.

**MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

**N/A**

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual - \$1,000,000**

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<u>GRAND RAPIDS</u> City/County	_____ Date Approved
<u>\$20</u> City Fee Amount	_____ Permit Date
<u>1-13-17</u> Date Fee Paid	_____ City/County E-mail Address
<u><i>Kentel Gilh</i></u> Signature City Clerk or County Official	_____ Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0048	<b>Version:</b>	1	<b>Name:</b>	Gen Fund Internal Loan
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	1/17/2017	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	1/23/2017	<b>Final action:</b>		<b>Final action:</b>	

**Title:** Consider adopting a resolution approving a loan to the Capital Equipment Replacement Fund in the amount of \$454,285 for a term of five years with an interest rate for 2017 of .50% and adjusting the annual interest rate by adding .25% to the City's previous year's average interest rate on investments.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [res-\\$454,285 internal loan from 101 to 407.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving a loan to the Capital Equipment Replacement Fund in the amount of \$454,285 for a term of five years with an interest rate for 2017 of .50% and adjusting the annual interest rate by adding .25% to the City's previous year's average interest rate on investments.

### **Background Information:**

Part of the 2016 Capital Equipment Plan was to fund several major purchases with an internal loan from the General Fund to the Capital Equipment Replacement Fund. The items to be purchased were two squad cars, a pickup, a dump truck, a sidewalk/trail/snow machine, and a ballfield groomer for Public Works. The total amount of the purchases were \$454,285. We are requesting Council approval of an internal loan from the General Fund to the Capital Equipment Replacement Fund in the amount of \$454,285 at an interest rate of .50% over five years, with the rate being adjusted annually.

### **Requested City Council Action**

Make a motion adopting a resolution approving a loan to the Capital Equipment Replacement Fund in the amount of \$454,285 for a term of five years with an interest rate for 2017 of .50% and adjusting the annual interest rate by adding .25% to the City's previous year's average interest rate on investments as of December 31, 2016.

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

RESOLUTION NO. 17-  
A RESOLUTION APPROVING A LOAN TO THE CAPITAL EQUIPMENT  
REPLACEMENT FUND FROM THE GENERAL FUND IN THE AMOUNT OF \$454,285  
FOR A TERM OF FIVE YEARS AT AN INTEREST RATE OF .50% FOR 2017 AND  
ADJUSTING THE ANNUAL INTEREST RATE BY ADDING .25% TO THE CITY'S  
PREVIOUS YEAR'S AVERAGE INTEREST RATE ON INVESTMENTS

WHEREAS, part of the 2016 Capital Equipment Plan was to fund several major purchases with an internal loan from the General Fund to the Capital Equipment Replacement Fund, and

WHEREAS, the items to be purchased were a two squad cars, a pickup for Public Works, a dump truck, a sidewalk/trail/snow machine, and a ballfield groomer, and

WHEREAS, the total amount of the purchases were \$454,285,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, approves an internal loan from the General Fund to the Capital Equipment Replacement Fund in the amount of \$454,285 for a term of five years at an interest rate of .50% for 2017 and adjusting the annual interest rate by adding .25% to the City's previous year's average interest rate on investments as of December 31, 2016.

Adopted this 23<sup>th</sup> day of January 2017

\_\_\_\_\_  
Dale Adams, Mayor

Attest:

\_\_\_\_\_  
Kim Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0051	<b>Version:</b>	1	<b>Name:</b>	Authorize the Grand Rapids Police Department to apply for a State Homeland Security Program Grant
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	1/17/2017	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	1/23/2017	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Authorize the Grand Rapids Police Department to apply for a State Homeland Security Program Grant				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">170113MGS3 Grand Rapids PD BDA Quote.pdf</a>				

Date	Ver.	Action By	Action	Result
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Authorize the Grand Rapids Police Department to apply for a State Homeland Security Program Grant

### **Background Information:**

In 2008 all police and fire departments in Itasca County migrated to a statewide 800 MHZ public safety radio system. The system uses Motorola brand equipment and radios. In Itasca County, the County owns the radios and radio towers. Since its inception, coverage has been lacking at times in parts of the city hall, specifically the police station and lowest level of the building. Officers have a difficult time transmitting on their radios from the building to the dispatch center. Officers are unable to hear radio transmissions while in the lowest level of the building. This is very trying for our officers and dispatchers. At times, radio calls have been missed.

According to radio experts from the county and Motorola, Inc. the most probable reason for this degraded radio services is the way in which the 1928 city hall was constructed with copious amounts of concrete, mortar and brick. Their recommended solution is to install a "bi directional amplifier system." This is the same type of system that had to be installed at Grand Itasca Hospital and the Grand Rapids High School to assure adequate radio coverage. This equipment boosts the radio signal, both in reception and transmission, within the building. This equipment is expensive.

Recently, we learned of a grant opportunity available from the Federal Emergency Management Agency (FEMA) entitled "2016 State Homeland Security Preparedness" (2016 SHSP). This is a pass-through grant to states and will pay for 50% of this cost. DSC Communications of Duluth, the Motorola vendor, has provided a cost quote not to exceed \$16,178. FEMA, through the State of Minnesota, would be responsible for half the cost and the City responsible for half the cost of \$8,089. We do not recommend mixing and matching different manufacturers of radio equipment.

We only recently learned of this grant opportunity. These funds are not included in the 2017 City Budget. We propose that funds be debited from the Drug and DWI Forfeiture Fund.

The police department is asking for council permission to pursue this grant opportunity. The grant requires that the grant application be submitted by a county or tribal government. Itasca County has agreed to submit the grant application to the State of Minnesota.

### **Staff Recommendation:**



It is our recommendation to allow the police department to apply for a State Homeland Security Program Grant.

**Requested City Council Action**

Please consider a request by the Grand Rapids police department to apply for a Homeland Security Program Grant.



# QUOTE

**Number** 170113MGS3

**Date** Jan 13, 2017

*Pricing Valid for 30 Days*

**Duluth - Superior - Twin Cities**  
 711 Hammond Avenue, Superior, WI 54880  
 t. 715-392-2911 f. 715-392-2995  
 msmith@dsccommunications.com

**Sold To**

**Grand Rapids Police Department**  
 Steven Schaar  
 420 N. Pokegama Ave.  
 Grand Rapids, MN 55744

**Phone** 218-326-7632  
**Email** sschaar@ci.grand-rapids.mn.us

**Ship To**

**Grand Rapids Police Department**  
 Steven Schaar  
 420 N. Pokegama Ave.  
 Grand Rapids, MN 55744

**Phone** 218-326-7632  
**Email** sschaar@ci.grand-rapids.mn.us

Salesperson	P.O. Number	Ship Via	Terms
-------------	-------------	----------	-------

Mark Smith

Line	Qty	Description	Unit Price	Ext. Price
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1		<i>Grand Rapids Police Dept. Bi-Directional Amplifier System</i>		
2	1	Public Safety Bi-Directional Amplifier System. Includes: Interior and Exterior Antenna Systems Including Grounding, Installation Of BDA System and Final System Alignment To Enhance Public Safety Coverage On The Main Level Of The Police Dept And The West End Of The Lower Level	\$16170.00	\$16170.00

<b>SubTotal</b>	\$16,170.00
<b>Tax</b>	\$0.00
<b>Shipping</b>	\$0.00
<b>Total</b>	<b>\$16,170.00</b>

"Upon acceptance by signature or issuance of a purchase order, DSC Communications is authorized to order the equipment for the purpose of sale and delivery to the company or individual named above. Prices are based on market conditions existing at the time and date of quotation and are subject to change before acceptance of order. Delivery times are an estimate only and are contingent upon availability of manpower, materials, and/or customer provided programming information. A 20% re-stocking fee may be applied to any item that is cancelled or refused after acceptance of order. Payment Terms 50% Downpayment, Remainder NET 10 Days. "



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0052      **Version:** 1      **Name:** PW Request to Solicit Quotes for New Snow Plow Truck  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/17/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider approving the request to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the Budgeted 2017 Snow Plow Truck.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving the request to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the Budgeted 2017 Snow Plow Truck.

### **Background Information:**

Minnesota's Cooperative Purchasing Venture (CPV) was established by the Minnesota Statute that allows for eligible entities to purchase goods from contracts established by the Minnesota Office of State Procurement. The City of Grand Rapids has been an eligible partner with the CPV since 2000.

There are three components to our snowplow trucks and each component will require a separate RCA. I will be working with approved vendors and will propose the three RCA's for the truck purchase at either the February 13th or 27th City Council Meeting. This will be the fourth truck that we have purchased utilizing the Minnesota Cooperative Purchasing Venture.

2017 Budget Line Item: \$350,000.00

Estimate:

Truck Chassis: \$122,000.00

Deicing Unit: \$ 94,000.00

All Hydraulics, Dump Box, Lift System, Snow Plow Equipment,  
Emergency Lighting and all Fabrication: \$130,000.00

Two Way Radio: \$2,000.00

Total Estimate: \$348,000.00

### **Staff Recommendation:**

Jeff Davies, PW Director recommends approving the request to solicit quotes using the MN CPV.

### **Requested City Council Action**

Approve Public Works request to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the Budgeted 2017 Snow Plow Truck.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0053	<b>Version:</b>	1	<b>Name:</b>	PW Request to Solicit Quotes for Three New Pick-ups
<b>Type:</b>	Agenda Item	<b>Status:</b>			Consent Agenda
<b>File created:</b>	1/17/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	1/23/2017	<b>Final action:</b>			
<b>Title:</b>	Consider approving the request to solicit quotes for three pick-up purchases that are approved in the 2017 CIP.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>					

Date	Ver.	Action By	Action	Result
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Consider approving the request to solicit quotes for three pick-up purchases that are approved in the 2017 CIP.

### **Background Information:**

Approved in the 2017 Public Works CIP is the purchase of two new 1Ton, 4 wheel drive pick-ups. Both of these two pick-ups will be equipped with snow plows and new radios. The third pick-up is approved under the 2017 Storm Water Utility CIP for use by the Storm Water Utility Specialist. This pick-up will be a 1/2Ton also equipped with 4 wheel drive. Written specifications requesting sealed quotes will be delivered to all three of the local car dealerships, Grand Rapids GM, Lake Woods Chrysler, Dodge & Jeep and Rapids Ford. A second RCA at a future City Council Meeting will award the purchase of the three pick-ups.

### **Staff Recommendation:**

Tom Pagel, City Administrator, recommends soliciting quotes for three new pick-up purchases from the Grand Rapids local dealerships.

### **Requested City Council Action**

Approve Tom Pagel, City Administrator, to request to solicit quotes for three pick-up purchases that are approved in the 2017 CIP.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0055      **Version:** 1      **Name:** PW Request to Solicit Quotes for New Snow Blower  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/17/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider authorizaing Public Works to solicit quotes for the purchase of a new 2017 snow blower, utilizing the State of Minnesota Cooperative Purchasing Venture.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider authorizaing Public Works to solicit quotes for the purchase of a new 2017 snow blower, utilizing the State of Minnesota Cooperative Purchasing Venture.

### **Background Information:**

The snowblower and street sweeper are for sure the highest maintenance cost pieces of equipment that the city owns and operates. Both are unique and when they break down, there aren't any spares to take their place. Our goal is to do all of the preventative maintenance during the off season to assure that they operate properly during their working seasons.

History of the Maintenance cost for previous snow blowers:

2001 Sno Go Snow Blower - 7yrs	\$54,052.22
2008 Sno Go Snow Blower - 5yrs	\$36,317.79
2013 Sno Go Snow Blower - 4yrs	\$35,549.79
Expenses from 10-6-16 to 12-31-16	\$13,987.61
2013 Purchase Price:	\$99,430.09
Trade Value:	<u>\$18,696.00</u>
Total:	\$118,126.09
2017 Estimated Purchase Price:	\$97,500.00
Trade Value	<u>\$52,500.00</u>
Total:	\$150,000.00

Our current 2013 snow blower had mechanical problems from the beginning. With only 10 hours on the machine, the clutch went out and the sprockets wore out early and needed replacing. It turned out that the sprockets weren't made of hardened steel. We also had electrical problems and the machine was down for three days during the height of it's usage. All of these early expenses were covered under warranty. The last two winters were mild and everything went well. So far, this has been an extreme winter, particularly when discussing ice, which we should expect to experience problems, but not to the extent that we've experienced this year.

The hidden cost of the snow blower breaking down is the loss of production and the reassignment of work. The hourly labor cost with benefits for our twelve full-time employees, which includes two mechanics and six part-time employees that are involved with snow and ice control, totals \$569.50 per hour. If we lose 20% of production time, which is conservative, the cost amounts to \$1,139.00 per day (2hrs). If the problem with the snow blower persists throughout the week, the cost can be up to \$5,695 per week (10hrs).

**Staff Recommendation:**

Jeff Davies, Public Works Director, recommends soliciting quotes for the purchase of a new 2017 snow blower.

**Requested City Council Action**

Approve Public Works soliciting quotes for the purchase of a new 2017 snow blower, utilizing the State of Minnesota Cooperative Purchasing Venture.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0056      **Version:** 1      **Name:** Hire PT-Mattson  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/18/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider approving the hiring of a part-time employee 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 a part-time employee at the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.

**Background Information:**

Kohl Mattson will be hired as a maintenance employee with the IRA Civic Center, Grand Rapids Park and Recreation Department and Grand Rapids Sports Complex. This regular part-time employee will have an hourly wage of \$10.75 per hour, be part of the annual operating budget, and begin employment on January 24, 2017 and end on December 31, 2017.

**Staff Recommendation:**

City staff is recommending the approving of hiring of this regular part-time employee 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 this regular part-time employee 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 #:** 17-0060      **Version:** 1      **Name:** Notice of Retirement from Susan Johnson.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/19/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider accepting notice of Retirement from Susan Johnson.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider accepting notice of Retirement from Susan Johnson.

**Background Information:**

Susan Johnson was hired on November 19, 1979 as a Parking Enforcement Officer until September 1982 when she was hired as a Secretary full-time in the Police Department. In 1997, Sue transferred to the Engineering Department, where she has been employed as an Administrative Assistant and Scanner.

During the past 37 years, Sue has exemplified our values of honesty, integrity, and teamwork, and maintained a steadfast commitment to our City.

**Staff Recommendation:**

Rob Mattei, Community Development Director and Lynn DeGrio, Human Resources Director, recommend accepting Sue's notice of retirement effective December 19, 2016 and would like to acknowledge her with a plaque thanking her for 37 years of public service at the City of Grand Rapids with appreciation and fondness.

**Requested City Council Action**

Make a motion to accept the notice of retirement from Susan Johnson from the Community Development Department effective December 19, 2016.





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0062      **Version:** 1      **Name:** Consider accepting the resignation of Donnie Wilson from the Grand Rapids Fire Department.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/19/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider accepting the resignation of Donnie Wilson from the Grand Rapids Fire Department.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Wilson resignation](#)

Date	Ver.	Action By	Action	Result
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Consider accepting the resignation of Donnie Wilson from the Grand Rapids Fire Department.

**Background Information:**

Donnie Wilson, Firefighter, has submitted his notice of resignation from the Grand Rapids Fire Department. Donnie became a firefighter for the Grand Rapids Fire Department on June 9, 2014.

**Staff Recommendation:**

Human Resources Director Lynn DeGrio has recommended accepting Donnie's notice of resignation and wishes him well in his future endeavors.

**Requested City Council Action**

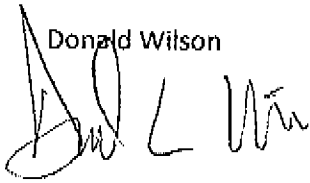
Make a motion to accept the resignation from Firefighter Donnie Wilson effective January 17, 2017.

1/17/2017

To whom it may concern;

I, Donald Wilson am resigning from the Grand Rapids Fire Department effective today (1/17/2017).

Donald Wilson

A handwritten signature in black ink, appearing to read "Donald Wilson", written in a cursive style.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0063      **Version:** 1      **Name:** Consider the appointment of Jacob Beach as an Intern in the Grand Rapids Police Department.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/19/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider the appointment of Jacob Beach as an Intern in the Grand Rapids Police Department.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider the appointment of Jacob Beach as an Intern in the Grand Rapids Police Department.

**Background Information:**

Jacob Beach is a Senior at Bemidji State University studying Criminal Justice. A component of the Criminal Justice Program is a 400 hour internship, which the City of Grand Rapids has recently began participating in. The 400 hours should be done around the end of April.

Jacob grew up and graduated from Bigfork High School and currently resides in Grand Rapids.

This is an unpaid internship.

**Staff Recommendation:**

Police Investigator/Internship Coordinator, Kevin Ott, is recommending the appointment of Jacob Beach as an Intern in the Grand Rapids Police Department effective January 17, 2017.

**Requested City Council Action**

Make a motion approving the appointment of Jacob Beach as an Intern in the Grand Rapids Police Department.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0067      **Version:** 1      **Name:**  
**Type:** Minutes      **Status:** Approved  
**File created:** 1/19/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Acknowledge minutes for Boards & Commissions.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [December 14, 2016 Library Board minutes.pdf](#)  
[December 14, 2016 PUC Minutes.pdf](#)  
[November 9, 2016 Library Board Minutes.pdf](#)  
[November 16, 2016 Library Board minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Acknowledge minutes for Boards & Commissions.

# Grand Rapids Area Library Regular Board Meeting December 14, 2016

**Call to Order:** The monthly board meeting was called to order at 5:04 PM by Dennis Jerome.

## **Roll Call:**

- **Members Present:** Mary Helen Haarklau, Deborah Kee, Dennis Jerome, Max Peters, Lisa Tabbert, Susan Zeige, and Jean MacDonell
- **Members Absent:** Randy McCarty, Shannon Benolken
- **Staff Present:** Director Marcia Anderson

**Public Comment:** Also present is Dick Thoen, interested in becoming a member of the library board in the future. Retired dentist. 20 year residence in Grand Rapids.

**Agenda:** Jean MacDonell moved to approve the agenda. A second was made by Max Peters. The motion passed unanimously.

**Minutes:** Sue Zeige moved to approve the minutes from the November 9, 2016 board meeting and the November 16, 2016 special board meeting. A second was made by Lisa Tabbert. The motion passed unanimously.

## **Communications:**

- Report to City Council--The Mayor noted that the Library hasn't asked for extra help yet even after beginning passport acceptance and having a Fire Department member on staff. Next year the budget may include more money for temporary, on-call substitutes.
- Tax transmittal letter from Itasca County

**Financial Report:****The Grand Rapids Area Library Bill List  
Invoices Due On/Before December 14, 2016**

<b>Name</b>	<b>Amount Due</b>
AMAZON.COM	446.39
AMERIPRIDE LINEN & APPAREL	49.74
ANDERSON GLASS	105.00
ARROWHEAD LIBRARY SYSTEM	14.96
BAKER & TAYLOR, INC	1,189.20
BLACKSTONE AUDIO, INC	100.00
BUSY BEES QUALITY CLNG SVC INC	1,700.00
CANON USA INC	67.00
CUB FOODS STORE #9036	13.61
DELTA DENTAL OF MINNESOTA	350.20
DEMCO	65.10
EBSCO SUBSCRIPTION SERVICE	7,653.87
FIDELITY SECURITY LIFE INS CO	12.52
FILTHY CLEAN INC	630.00
FINDAWAY WORLD LLC	322.00
GARTNER REFRIGERATION CO	2,443.00
CITY OF GRAND RAPIDS	7,600.00
GRAND RAPIDS CITY PAYROLL	37,641.65
HAMMERLUND CONSTRUCTION INC	11,430.00
INSIGHT PUBLIC SECTOR SLED	1,362.53
INVEST EARLY PROJECT	4,080.00
JUNIOR LIBRARY GUILD	21.00
LEARNING OPPORTUNITIES INC	2,790.77
LINCOLN NATIONAL LIFE	51.00
MARCO TECHNOLOGIES, LLC	205.57
MINNESOTA ENERGY RESOURCES	80.74
MINNESOTA REVENUE	60.26
NEXTERA COMMUNICATIONS LLC	84.45
NORTHERN BUSINESS PRODUCTS INC	509.62
PAUL BUNYAN COMMUNICATIONS	243.68
PERSONNEL DYNAMICS LLC	546.23
PIZZA WORKS	21.36
P.U.C.	3,072.64
MICHAEL RUSSELL	655.00
SCENIC RANGE NEWS FORUM	20.00
SIM SUPPLY INC	319.64
TRU NORTH ELECTRIC LLC	383.00
UNUM LIFE INSURANCE CO OF AMER	18.45
VERIZON WIRELESS	121.42
THE VILLAGE BOOK STORE	29.64

VISA	93.38
WASTE MANAGEMENT	267.87
JOSEPH JERRY SHEAD	30.00
FIVE FRIENDS BOOKS LLC	337.66
<b>TOTAL ALL VENDORS:</b>	<b>87,240.15</b>

The passport revenue is not included in the budget, \$25,000 estimated for this year. This year the New York Times and Investor's Business Daily were added in the interest of local enrichment. Deborah Kee moved to approve the financial report and payment of bills as listed. A second was made by Max Peters. On a roll call vote the motion passed unanimously.

### **Staff Reports:**

- ***Director's Report:*** The back door's electronic latch and new key work. It is much appreciated by the staff. Closing for painting and inventory soon, and as a note the Library isn't intended to be a repository or a storage area for books. Books not circulated for extended periods of time may be disposed of. A new device charging station may be in the works.
- ***Assistant Director's Report:***

### **Old Business:**

### **New Business:**

- ***Consent Agenda:***
  - 1. Approve payment of late bills**
    - a. Unique Management Service \$716**
  - 2. Approve Contracts and Payments to Presenters**
    - a. Tammy Schotzko \$100 January 19, *Digital Estate Planning and Organizing 101***
    - b. Mark Munger \$100 January 31, *Boomtown and mystery writing***
    - c. Don Ness \$200 February 9, *Grassroots Politics***
  - 3. Approve Resolution 2016 - Accepting Donations**
    - a. \$100 for materials in honor of William Frymire from Cedar Cultural Center
    - b. \$175 for fiction books in honor of Betty Dziuk from Debra and David Dziuk

- c. \$50 for fiction books in honor of Betty Dziuk from John and Cheryl Mulhausen

Deborah Kee moved to approve the consent agenda. A second was made by Jean MacDonell. On a roll call vote the motion passed unanimously.

- ***Regular Agenda:***

- 1. Accept Quote for purchase of 7 laptop computers--** Computer Enterprises \$3,118, Insight \$2,721, CDWG \$2,723. The Library has worked with all of these vendors in the past. Director Anderson made no recommendation. Jean MacDonell made a motion to accept the Insight quote for the laptops. A second was made by Lisa Tabbert. The motion passed unanimously.
- 2. Discuss replacing or retrofitting light fixtures--**This can be postponed because it so happens that three of the building's windows must be replaced. Two smaller windows in the north side of the Children's section have moisture between the inside and outside panes. One larger inside pane on the south side is cracked. No action is required.
- 3. Approve Resolution 2016-14 accepting Bequest of \$40,873.35 from Stanley Foster Gilmer and transferring it to the Grand Rapids Area Library Foundation.** There are no restrictions or recommendations for this bequest. Director Anderson's recommendation is to hold until strategic planning next year. What can be done to increase the flexibility of the space that we have? Max Peters made a motion to accept the bequest of \$40,873.35 from Stanley Foster Gilmer with a recommendation the Library Foundation to keep in their bank accounts so the Library may use it for capital projects in the future. A second was made by Deborah Kee. The motion passed unanimously.

**Adjourn:** The monthly board meeting was adjourned at 5:50 PM by Dennis Jerome.



A regular meeting of the Grand Rapids Public Utilities Commission was held on December 14, 2016 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

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

Others Present: General Manager Kennedy, Special Projects Manager Ward, Finance Manager Betts, Electric Department Manager Goodell, Water/Wastewater Collection/Safety Manager Doyle, Wastewater Treatment Department Manager Mattson, Administrative/ HR Assistant Flannigan, Attorney O'Toole, Michael Kane of Greater Insurance Service.

Motion by Hodgson to approve the minutes of the November 22, 2016 regular meeting. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the November 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 November 2016. Motion seconded by Stanley and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Public Forum: None present.

Commission Member Reports: No items.

Administration:

General Manager Kennedy reviewed the proposed 2017 Capital Expenditure and Operation and Maintenance Budget. The 2017 projected revenues are a function of the current rate structure and the estimated 2016 revenues, which were based on 2016 actual revenues for quarters 1 through 3 and the 4th quarter of 2015. General Manager Kennedy recommended that discussions begin in late February 2017 with respect to potential utility rate increases, when more accurate cost information is available and effects of the AML meter conversion project will begin to impact the utility billings.

Motion by Zabinski to adopt the proposed 2017 Capital Expenditure and Operation and Maintenance Budget. Motion seconded by Stanley and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Michael Kane of Greater Insurance Service reviewed the renewal quotations for the 2017 General Liability and Commercial Property Insurance and the 2017 Worker's Compensation Insurance with the Commission.

Motion by Hodgson to accept a quotation from Employers Mutual Casualty Company for the 2017 General Liability and Commercial Property Insurance in the amount of \$120,428.00. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to accept a quotation from the League of Minnesota Cities Insurance Trust for the 2017 Worker's Compensation Insurance in the amount of \$104,793.00. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

General Manager Kennedy reviewed the November 2016 Wholesale Electric Service Cost with the Commission.

Accounting and Finance:

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

Motion by Stanley to approve the write off of uncollectible accounts in the amount of \$248.80. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Electric Department:

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

Motion by Chandler to authorize advertisement for bids for the 2017 Vegetation Control Contract #19 (NW Quadrant). Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Wastewater Treatment Facility Operations:

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

Motion by Stanley to authorize advertisement for bids for the 2017 Industrial Sludge Landfill Contract A: Sludge Placement and the 2017 Industrial Sludge Landfill Contract B: Leachate Collection/ Transport/Discharge. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to accept the state bid from Nortrax in the amount of \$132,571.00 for a 2017 John Deere 444K Loader with a 2 yard bucket and Falls PR1143 power

reversing plow (\$142,571.00 bid less a \$10,000.00 credit for the trade of the 1985 John Deere 544C front end loader), on a four year lease with a \$1.00 buyout in the 5th year. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to accept the quote from Howden Roots LLC in the amount of \$209,255.00 for the 2017 rebuild of Blower No. 1. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to approve 2017 capital expenditures to Novaspect in the amount of \$56,000.00 for proprietary Hardware and Engineering Services to upgrade the Wastewater Treatment portion of the DeltaV system (0001-0001-8607) to DeltaV version v13.3.1. Motion seconded by Stanley and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Water/Wastewater Collection:

Water/Wastewater Collection/Safety Manager Doyle reviewed the November 2016 Operations Report with the Commission.

Motion by Zabinski to authorize advertisement for bids for the purchase of Water Meters for the Automated Metering Infrastructure (AMI) Project. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski 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 November.

GRPUC Discussion/Correspondence:

Harris Customer Training Conference, November 16-18, 2016; Nashville, TN – Julie Kennedy, Tyanne Betts.

Central MN Community Solar Gardens: a Utility-to-Utility Discussion, November 21, 2016; Little Falls, MN - Julie Kennedy.

University of St. Thomas Mini MBA Program, December 5-9, 2016; Minneapolis, MN - Julie Kennedy.

Tall Timber Days 2016-Thank You.

Change Orders:

Motion by Zabinski to approve Change Order #1 from Wenck Associates, Inc. for the Phase I-V and Kettle D Leachate Piping Project, Phase II-Construction Services in the amount of \$15,000.00. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Claims for Payment:

Motion by Stanley to approve Pay Request #2-Final from Vanguard Utility Service, Inc. for replacement and installation of electric meters for Automated Metering Infrastructure Project in the amount of \$11,291.28; which consists of invoice #16056 in the amount of \$15,649.92, invoice #16122 in the amount of \$1,990.56 and credit memo #16276 in the amount of -\$6,349.20. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Stanley to approve Pay Request #1-Final to Altec Industries, Inc. for the 2016 T370 Digger/Derrick Truck in the amount of \$216,327.00, with sales tax and registration fees to be paid separately to the Department of Motor Vehicles at the time of licensing. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to approve payment of Invoice #11607492 from Wenck Associates, Inc. for the Phase I-V and Kettle D Leachate Piping Project-Phase II-Construction Services in the amount of \$17,030.16. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

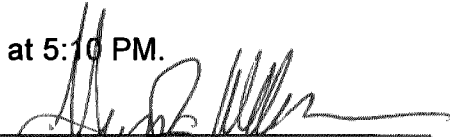
Motion by Chandler to authorize the verified claims for payment in the amount of \$1,689,221.46 (\$1,309,486.88 computer checks and \$379,734.58 manual checks) per attached lists. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Stanley; Against: None, whereby the motion was declared duly passed and adopted.

The next regular Commission meeting is Wednesday, January 11, 2017 at 4:00 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 5:10 PM.

Attest:

  
\_\_\_\_\_  
Gregory A. Chandler, Secretary

  
\_\_\_\_\_  
Stephen R. Welliver, President

**PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
November 2016**

NAME	AMOUNT	NAME	AMOUNT
A G O'Brien	238.28	Marco	1,231.65
Alcola Solutions Group	5,745.60	Steve Mattson	65.88
Amaril Uniform Co	1,174.82	Mielke Electric Works	2,334.00
AmeriPride Services	124.98	Milsoft	2,534.38
APG Media	51.40	Minnesota Municipal Utilities	3,018.65
American Public Power	8,567.44	Minnesota Pollution Control Agency	1,575.00
Barnum Gate Services	255.50	Minnesota Power	886,974.93
Jim Bocinsky	104.99	Minnesota Power	13,199.00
Border States	1,039.00	Mobile Predictive Service Inc	1,875.00
Burggraf's Ace Hardware	188.82	NTS	9,104.13
Busy Bees Quality Cleaning	2,078.00	Neo Solutions	11,196.47
CH2M Hill	1,285.00	Nextera Communications	588.03
CW Technology	4,643.44	North Central Laboratories	629.41
Call Net	995.00	Northern Business Products	786.38
Cannon Technologies	4,996.98	Nortrax	293.04
Carquest	69.67	Novaspect	12,471.00
Casper Construction	1,996.25	Pace Analytical	1,907.50
Citi Lights	2,461.50	Personnel Dynamics	1,024.37
City of Grand Rapids	134,353.72	Phil's Garage Door Service	327.00
Cogsdale	3,375.00	Pitney-Bowes	2,616.03
Cole Hardware	672.89	Pokegama Electric	36,583.00
Compass Minerals	2,756.17	Progressive Business Publications	299.00
Dan Martin Snowplow	7.28	Public Utilities Commission	5,020.40
Davis Oil	523.83	R & K Hillman	234.00
Brett Dickie	105.00	RMB Environmental Labs	1,391.00
Dorholt Tile & Home Center	1,497.00	Radtke Trucking	27,224.98
Dennis Doyle	55.08	Rapids Ford	769.37
Energy Insight Inc.	1,304.20	Rapids Printing	467.70
Fastenal Company	951.21	Rapids Process Equipment	1,741.88
Flaherty & Hood	165.00	River Road Market	1,070.57
Jim Foss	99.63	Rodney Rudder	105.00
Rick Fox	90.99	Sandstroms	1,097.56
Gopher State One-Call	140.40	Scheck	7,205.91
Grainger	479.70	Selectaccount	80.18
Doug Gustafson	99.99	Stuart Irby	9,529.35
HD Supply Waterworks	915.47	Thelen Heating & Roofing	1,375.00
Hach	132.94	Turf & Tree	701.25
Hammerlund Construction	3,956.00	Utilities Plus Energy Services	4,550.00
Hawkins Inc	20,281.18	Viking Electric Supply	62.65
Hope Health	36.56	Waste Management	1,305.81
Industrial Lubricant	97.84	Wells Fargo Business Cards	1,438.99
Itasca Computer Resources Inc	4,054.50	Xerox	284.56
Itasca County Farm Service	4,892.00	Jon Yeschick	3,600.00
Itasca County Recorder	2.00	Your Membership	215.00
Itasca County Treasurer	826.62		
Itasca Utilities	14,202.30	Energy Star Rebates:	
J J Keller & Assoc.	1,484.43	Kathy Wholrabe	80.00
Johnson Jet-line	3,953.01	Jeffrey L Bishop	50.00
Kaman Industrial Technologies	157.00	Elizabeth Lowe	50.00
KBAJ Red Rock Radio	1,150.50	Wayne Jespersen	80.00
KOZY	1,848.00	Jessica Scholer	80.00
L & M Supply	146.89		
Lano, O'Toole & Bengston	666.00		
Latvala Lumber	43.20	TOTAL	1,309,486.88
Local- Boy	408.57		
McMaster -Carr	1,761.67		
McNichols Co	5,331.43		

**NOVEMBER 2016 MANUAL CHECK REGISTER**

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
11/1/2016	3270	Delta Dental of Minnesota	3,706.00
11/2/2016	3271	Selectaccount	154.24
11/1/2016	3272	Public Employees Retirement Association	14,109.53
11/1/2016	3273	Minnesota Dept. of Revenue	4,324.75
11/1/2016	3274	Wells Fargo Bank	26,449.12
11/1/2016	3275	Empower Retirement	7,709.60
11/2/2016	3276	Empower Retirement	4,117.48
11/2/2016	3277	Selectaccount	2,198.73
11/10/2016	3278	Empower Retirement	1,931.85
11/9/2016	3279	Selectaccount	110.06
11/15/2016	3280	Public Employees Retirement Association	13,827.78
11/15/2016	3281	Minnesota Dept. of Revenue	4,021.96
11/15/2016	3282	Wells Fargo Bank	24,881.11
11/15/2016	3283	Empower Retirement	7,510.65
11/21/2016	3284	Minnesota Department of Revenue	56,604.00
11/29/2016	3285	Public Employees Retirement Association	14,255.12
11/29/2016	3286	Minnesota Dept. of Revenue	4,225.65
11/29/2016	3287	Wells Fargo Bank	25,919.60
11/29/2016	3288	Empower Retirement	7,679.32
11/3/2016	3289	Blue Cross Blue Shield	5,692.92
11/16/2016	3290	Selectaccount	2,198.73
11/20/2016	3291	Selectaccount	1,941.94
11/28/2016	3292	Selectaccount	2,198.73
11/1/2016	70318	MN Child Support Payment Center	326.25
11/1/2016	70319	Minnesota Benefit Association	71.52
11/1/2016	70320	Minnesota Council 65	1,767.00
11/1/2016	70321	MN NCPERS Life Insurance	176.00
11/2/2016	70322	Minnesota Energy Resources Corp.	69.28
11/2/2016	70323	Verizon Wireless	813.86
11/3/2016	70324	U.S. Post Office	758.78
11/10/2016	70325	U.S. Post Office	685.66
11/14/2016	70326	Wells Fargo Business Card	231.99
11/14/2016	70327	Wells Fargo Business Card	887.73
11/14/2016	70328	United Parcel Service	310.78
11/15/2016	70329	Paul R Johnson	6.00
11/15/2016	70330	Chase R Torrent	64.46
11/15/2016	70331	Bruce Anderson	40.30
11/15/2016	70332	Phyllis Scherf	16.49
11/15/2016	70333	Douglas A Willner	47.07
11/15/2016	70334	MN Child Support Payment Center	326.25
11/18/2016	70335	U.S. Post Office	773.00
11/23/2016	70336	U.S. Post Office	691.43
11/23/2016	70461	Postage By Phone System	2,000.00
11/28/2016	70463	Lannon Tank Corporation	56,310.00 **
11/29/2016	70464	City of LaPrairie	11,950.64
11/29/2016	70465	Roger Lopez	10.19
11/29/2016	70466	Beacon Hill Plaza	42.23
11/23/2016	70467	Hammerlund Construction	291,293.75 **
11/29/2016	70468	Anita F Wiswell	5.00
11/29/2016	70469	Joyce M Klenotich	13.34
11/29/2016	70470	Jodi A Mix	112.88
11/29/2016	70471	Housing & Redevelopment of GR	7.33
11/29/2016	70472	Housing & Redevelopment of GR	8.66
11/29/2016	70473	Housing & Redevelopment of GR	8.88
11/29/2016	70474	Marian Nielsen	126.46

**NOVEMBER 2016 MANUAL CHECK REGISTER**

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
11/29/2016	70475	City of Grand Rapids	72,333.33
11/29/2016	70476	MN Child Support Payment Center	326.25
11/29/2016	70477	Minnesota Benefit Association	71.52
11/29/2016	70478	Minnesota Council 65	1,710.00
11/29/2016	70479	MN NCPERS Life Insurance	176.00
11/30/2016	70480	Gustafson, Doug	458.19
11/30/2016	70481	City of Grand Rapids	45,721.96
11/30/2016	70482	City of Grand Rapids	819.00
		Checks Previously Approved	<hr/> 347,603.75 **
		Manual Checks to be approved	379,734.58
		<b>TOTAL MANUAL CHECKS</b>	<hr/> <b>727,338.33</b>

# Grand Rapids Area Library Regular Board Meeting November 9, 2016

**Call to Order:** The monthly board meeting was called to order at 5:03 PM by Dennis Jerome.

## **Roll Call:**

- **Members Present:** Mary Helen Haarklau, Dennis Jerome, Max Peters, Lisa Tabbert, Randy McCarty, Susan Zeige, and Jean MacDonell
- **Members Absent:** Shannon Benolken, Deborah Kee
- **Staff Present:** Director Marcia Anderson

## **Public Comment:**

**Agenda:** Randy McCarty moved to approve the agenda. A second was made by Max Peters. The motion passed unanimously.

**Minutes:** Jean MacDonell moved to approve the minutes from the October 12, 2016 board meeting with the addition of Filthy Clean for \$630 to the approved late bill list. A second was made by Randy McCarty. The motion passed unanimously.

**Communications:** Quarterly Statement from the MN Community Foundation.



**Financial Report:****The Grand Rapids Area Library Bill List  
Invoices Due On/Before November 9, 2016**

<b>NAME</b>	<b>AMOUNT DUE</b>
AMERIPRIDE LINEN & APPAREL	9.82
ADRIAN BOOKS	96.00
ARROWHEAD LIBRARY SYSTEM	43.26
BAKER & TAYLOR, INC	2,538.70
BLACKSTONE AUDIO, INC	200.00
BLUE CROSS & BLUE SHIELD OF MN	5,437.00
BUSY BEES QUALITY CLNG SVC INC	1,700.00
CANON USA INC	134.00
COLE HARDWARE INC	45.33
DEER RIVER HIRED HANDS INC	150.00
ELY PUBLIC LIBRARY	77.75
CITY OF GRAND RAPIDS	1,195.20
GRAND RAPIDS CITY PAYROLL	37,672.95
JUNIOR LIBRARY GUILD	28.00
LEARNING OPPORTUNITIES INC	2,813.74
LEXIS NEXIS	201.10
MINNESOTA ENERGY RESOURCES	88.13
MINNESOTA REVENUE	35.73
THE MOTOR SHOP	30.00
NEXTERA COMMUNICATIONS LLC	82.60
NORTHERN BUSINESS PRODUCTS INC	685.25
PAUL BUNYAN COMMUNICATIONS	243.68
PERSONNEL DYNAMICS LLC	281.88
P.U.C.	2,411.56
SHEFFIELD'S UPHOLSTERY	7,222.00
SIM SUPPLY INC	118.52
TUMBLEWEED PRESS INC	499.00
UNUM LIFE INSURANCE CO OF AMER	18.45
VERIZON WIRELESS	60.76
THE VILLAGE BOOK STORE	210.64
VISA	541.95
WASTE MANAGEMENT	249.20
AARON JAMES BROWN	100.00
KATHLEEN A RICE	150.00
JEFFREY T MANUEL	100.00
CATHERINE B MADISON	200.00
<b>TOTAL ALL VENDORS:</b>	<b>65,672.20</b>

Max Peters moved to approve the financial report and payment of bills as listed. A second was made by Lisa Tabbert. On a roll call vote the motion passed unanimously.

### **Staff Reports:**

- ***Director's Report:*** The painting of the Community Room was just finished yesterday. Quotes for the painting of the rest of the building will be coming in soon. As a note, Lyman Loveland now lives in FL but was originally from the Grand Rapids Area.
- ***Assistant Director's Report:*** Teen Read Week coupons given to about ten recipients. Mention of higher number of library card signups this year. Dennis Jerome commented that things are going great!

**Old Business:** none to report

### **New Business:**

- ***Consent Agenda:***
  - 1. Approve payment of late bills**
  - 2. Approve Contracts and Payments to Presenters**
  - 3. Approve Resolution 2016 - Accepting Donations**
    - a. \$450 for Summer Concert Series from Friends of the Library
    - b. \$100 for materials in honor of William Frymire from Redhouse Records
    - c. \$100 for children's materials from Anne Tofte and Cory Jackson

Randy McCarty moved to approve the consent agenda. A second was made by Jean MacDonell. On a roll call vote the motion passed unanimously.

- ***Regular Agenda:***
  - 1. Randy McCarty moved to approve low quote of \$2551 from Hammerlund Construction for replacing curb on book drop. A second was made by Mary Helen Haarklau. On a roll call vote the motion passed unanimously.**
  - 2. Question about special meeting for the 16th of November about paint quotes. Set for Nov. 16 at 5:00 PM.**
  - 3. New board members? Dennis Jerome commented that the young people serving on the Board are great for the community. Mary Helen Haarklau will be moving out of the city limits so she must resign. She is willing to serve until a replacement for the seat is**

**found. The Board will be looking for a person that lives within city limits. Marcia Anderson hopes that the replacement will also be passionate about intellectual freedom. Three full terms is the limit for those serving on the library board.**

**Adjourn:** The monthly board meeting was adjourned at 5:28 PM by Dennis Jerome.

Reminder for Board members: Informal gathering on Thursday, Dec 15, 5-7 at KAXE with Library Foundation and Friends of the Library

# **Grand Rapids Area Library Special Board Meeting November 16, 2016**

**Call to Order:** The special board meeting was called to order at 5:15 PM by Dennis Jerome.

## **Roll Call:**

- **Members Present:** Dennis Jerome, Deborah Kee, Randy McCarty, Susan Zeige, Mary Helen Haarklau
- **Members Absent:** Lisa Tabbert , Shannon Benolken, Jean MacDonell, Max Peters
- **Staff Present:** Director Marcia Anderson

**Agenda:** Deb Kee moved to approve the agenda. A second was made by RandyMcCarty. The motion passed unanimously.

- 1. Randy McCarty moved to approve low quote of \$2700 from Mangseth painting for patching and painting the interior public areas of the Library. Second by Sue Zeige. On a roll call vote the motion passed unanimously.**

**Adjourn:** The special board meeting was adjourned at 5:28 PM by Dennis Jerome.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0057      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Department Head Report  
**File created:** 1/18/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Engineering ~ Matt Wegwerth  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Engineering ~ Matt Wegwerth



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0058      **Version:** 1      **Name:** MUP Naming  
**Type:** Agenda Item      **Status:** Civic Center, Parks & Recreation  
**File created:** 1/18/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider naming the Community Multi-Use Pavilion.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider naming the Community Multi-Use Pavilion.

**Background Information:**

Jerry and Shirley Miner have been donating generously to projects in our community for years. Recently they gave a donation of \$50,000 to our Community Multi-Use Pavilion. In recognition of their donation to this project and many other community projects, the Parks & Recreation Advisory Board is recommending that we name the pavilion the 'Jerry and Shirley Miner Family Multi-Use Pavilion'.

**Staff Recommendation:**

City staff is recommending naming the newly constructed outdoor pavilion at the IRA Civic Center the 'Jerry and Shirley Miner Family Multi-Use Pavilion'.

**Requested City Council Action**

Make a motion naming the newly constructed outdoor pavilion at the IRA Civic Center the 'Jerry and Shirley Miner Family Multi-Use Pavilion'.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0059      **Version:** 1      **Name:** Scoreboard Purchase  
**Type:** Agenda Item      **Status:** Civic Center, Parks & Recreation  
**File created:** 1/19/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider purchasing a scoreboard for the Multi-Use Pavilion  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider purchasing a scoreboard for the Multi-Use Pavilion

**Background Information:**

Mediacom recently met with City staff and proposed purchasing a scoreboard for the Multi-Use Pavilion in exchange for the advertising rights adjacent to the board. Staff assessed the proposal and developed an agreement in line with the sponsor levels the fundraising committee had set for the project. According to the 10-year agreement, Mediacom agrees to reimburse the City for the entire cost of the scoreboard. Staff obtained the following three quotes for outdoor hockey scoreboards:

Becker Arena Products	\$14,273.00
Yesco Sign and Lighting	\$11,853.50
Nevco	\$10,120.44

Staff is recommending that we purchase the outdoor scoreboard from Yesco Sign and Lighting for \$11,853.50. This scoreboard was chosen based on the fact that it is the same manufacturer as the scoreboards in the West Venue which we have had very good luck with. It will also provide consistency for the volunteers who operate the scoreboards.

**Staff Recommendation:**

City staff recommends purchasing a scoreboard for \$11,853.50 for the Multi-Use Pavilion from Yesco Sign & Lighting.

**Requested City Council Action**

Make a motion to purchase a scoreboard for \$11,853.50 for the Multi-Use Pavilion from Yesco Sign & Lighting.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0066      **Version:** 1      **Name:** CP 2009-1 Conduct Prelim Public Hearing  
**Type:** Public Hearing      **Status:** Public Hearing  
**File created:** 1/19/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider conducting the Public Hearing for CP 2009-1, the 2017 Infrastructure Improvements Project.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider conducting the Public Hearing for CP 2009-1, the 2017 Infrastructure Improvements Project.

**Background Information:**

The City's Capital Improvement Plan calls for the reconstruction of existing public infrastructure within the right of way and utility or alley easements of 4<sup>th</sup> Avenue NW from 9<sup>th</sup> Street NW to 13<sup>th</sup> Street NW, 13<sup>th</sup> Street NW from Highway 38 to its west termini, 9<sup>th</sup> Street NE from 3<sup>rd</sup> Avenue NE to Reynolds Street, the 8<sup>th</sup> Ave NE Storm Water Improvements, 14<sup>th</sup> St NW from Hwy 38 to the ISD 318 property and the Fairgrounds Road sidewalk by reconstructing streets, storm sewer, sanitary sewer, street lights, sidewalks, and associated appurtenances. In order to proceed with the Project, the City Council must conduct a Public Hearing. The Public Hearing for this Project is scheduled for 5:30 p.m. in the Council Chambers on January 23, 2017.

**Staff Recommendation:**

City Staff recommends conducting the Public Hearing for CP 2009-1, the 2017 Infrastructure Improvements Project.

**Requested City Council Action**

Conduct the Public Hearing for CP 2009-1, the 2017 Infrastructure Improvements Project.



**From:** M & P Gaalaas [<mailto:mpgaalaas@mediacombb.net>]  
**Sent:** Thursday, January 19, 2017 11:36 AM  
**To:** Matt Wegwerth, PE <[mwegwerth@ci.grand-rapids.mn.us](mailto:mwegwerth@ci.grand-rapids.mn.us)>  
**Subject:** 4th Ave NW Infrastructure Improvements Project

Hi Matt,

Thank you for taking my calls recently to discuss the infrastructure improvements planned for 4<sup>th</sup> Ave NW in Grand Rapids. My wife, Maren, and I may not be able to attend the January 23 public hearing so we wanted to give you a summary of our thoughts on the project.

We support the project and look forward to the planned improvements. As noted in your 1-11-17 correspondence, safety is a concern in our neighborhood. Controlling the speed of traffic on 4<sup>th</sup> Ave NW is a primary goal on this relatively busy road and school bus route.

We would like to add the following ideas to the discussion as suggestions that may lower the risk of injury and improve the overall safety surrounding 4<sup>th</sup> Ave NW.

-Maintain the existing 40' width of 4<sup>th</sup> Ave NW.

This would avoid the increased risk that may come by putting all of the vehicle and pedestrian traffic in a smaller space, especially in the winter months when snow banks narrow the road further, and ice/snow create more dangerous walking and driving conditions.

-Add stop signs on 4<sup>th</sup> Ave NW at the intersections of 10<sup>th</sup> and 12<sup>th</sup> Streets.

This would create an enforceable slowing of traffic, and not rely on the assumption that all traffic will automatically slow down in a narrowed roadway.

-Add speed humps in two locations along 4<sup>th</sup> Ave NW between 9<sup>th</sup> and 13<sup>th</sup> St. (just north of 10<sup>th</sup> St and south of 12<sup>th</sup> Street ?)

This would create a physical reminder, which should effectively slow traffic and may encourage some traffic to take alternate routes.

Thank you for considering these options as you look at ways to make our neighborhood a safer place with infrastructure improvements.

Sincerely,

Peder & Maren Gaalaas

1007 NW 4<sup>th</sup> Ave

Grand Rapids, MN 55744



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0049      **Version:** 1      **Name:** CP 2009-1, Order plans and specs  
**Type:** Agenda Item      **Status:** Public Hearing  
**File created:** 1/17/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider adopting a resolution ordering CP 2009-1, the 2017 Infrastructure Improvements Project and the plans and specifications for the Project to be completed.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [1-23-17 Resolution CP 2009-1 Order Improvement and Plans and Specs](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution ordering CP 2009-1, the 2017 Infrastructure Improvements Project and the plans and specifications for the Project to be completed.

**Background Information:**

Once the Public Hearing is complete for CP 2009-1, the 2017 Infrastructure Improvements Project, the City Council may consider ordering the Project and the plans and specifications. The attached resolution accomplishes this task. Please note that a 4/5th Council vote is required for approval because the Council initiated the Project.

**Staff Recommendation:**

City Staff recommends adopting a resolution ordering CP 2009-1, the 2017 Infrastructure Improvements Project and the plans and specifications for the Project to be completed.

**Requested City Council Action**

Make a motion adopting a resolution ordering CP 2009-1, the 2017 Infrastructure Improvements Project and the plans and specifications for the Project to be completed.

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

RESOLUTION NO.17-\_\_

**A RESOLUTION ORDERING IMPROVEMENT OF  
AND PLANS AND SPECIFICATIONS FOR THE  
2017 Infrastructure Improvements Project  
City Project 2009-1**

WHEREAS, Resolution 16-116 of the City Council dated the 12<sup>th</sup> day of December, 2016, accepted the Feasibility Report for the 2017 Infrastructure Improvements Project; and

WHEREAS, the reconstruction of existing public infrastructure within the right of way and utility or alley easements of 4<sup>th</sup> Avenue NW from 9<sup>th</sup> Street NW to 13<sup>th</sup> Street NW, 13<sup>th</sup> Street NW from Highway 38 to its west termini, 9<sup>th</sup> Street NE from 3<sup>rd</sup> Avenue NE to Reynolds Street, the 8<sup>th</sup> Ave NE Storm Water Improvements, 14<sup>th</sup> St NW from Hwy 38 to the ISD 318 property and the Fairgrounds Road sidewalk, by reconstructing streets, storm sewer, sanitary sewer, street lights, sidewalks, and associated appurtenances, are needed; and

WHEREAS, the construction described in the Feasibility Report for the 2017 Infrastructure Improvements Project is the most cost effective solution; and

WHEREAS, a resolution of the City Council adopted the 12<sup>th</sup> day of December, 2016, fixed a date of January 23, 2017, for a Council Hearing on the proposed improvement; and

WHEREAS, ten days' mailed notice and two weeks' published notice of hearing was given and hearing was held thereon on the 23<sup>rd</sup> day of January, 2017, at which all persons desiring to be heard were given an opportunity to be heard.

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

1. Such improvement is hereby ordered as proposed in accordance with the Feasibility Report and referred to therein.
2. The City Engineer is hereby designated as the City's representative for this improvement and he or his designee shall prepare plans and specifications for the making of such improvement.
3. The City reasonably intends to make expenditures for the 2017 Infrastructure Improvements Project, City Project 2009-1, and reasonably intends to reimburse itself for such expenditures from the proceeds of debt to be issued by the city in the maximum principal amount of \$3,708,080.
4. The Council shall let the contract for all or part of such improvement, or otherwise as authorized by Minn. Stat. 429.041, subd. 2, no later than January 23, 2018.

Adopted by the Council this 23<sup>rd</sup> day of January, 2017.

\_\_\_\_\_  
Dale Adams, Mayor

ATTEST:

\_\_\_\_\_  
Kim Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0050      **Version:** 1      **Name:** SLA 2009-1, Design and Const Services  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/17/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider approving SLA 2009-1 with SEH for construction engineering services related to CP 2009-1, 2017 Infrastructure Improvements Project.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [sla 2009-1 for 2017 Infrastructure Improvements](#)

Date	Ver.	Action By	Action	Result
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Consider approving SLA 2009-1 with SEH for construction engineering services related to CP 2009-1, 2017 Infrastructure Improvements Project.

**Background Information:**

The City has a Master Municipal Engineering Agreement with SEH for design and construction engineering services. The attached SLA authorizes design and construction engineering services on CP 2009-1, 2017 Infrastructure Improvements Project.

**Staff Recommendation:**

City staff is recommending approval of SLA 2009-1 with SEH.

**Requested City Council Action**

A motion approving SLA 2009-1 with SEH for design and construction engineering services on CP 2009-1, 2017 Infrastructure Improvements Project.



Building a Better World  
for All of Us®

## Supplemental Letter Agreement No. 2009-1

January 23, 2017

Mayor Adams  
City of Grand Rapids  
420 NE 4<sup>th</sup> Street  
Grand Rapids, MN 55744

RE: 2017 Infrastructure Improvements  
City Project 2009-1  
SLA for Design and Construction Services

Dear Mayor Adams,

City Project 2009-1 involves the complete reconstruction of 4<sup>th</sup> Avenue NW, beginning at 9<sup>th</sup> Street NW and ending at 13<sup>th</sup> Street NW, the complete reconstruction of 13<sup>th</sup> Street NW from the dead end to 3<sup>rd</sup> Avenue NW, partial reconstruct and overlay of 14<sup>th</sup> Street NW from the High School to 3<sup>rd</sup> Avenue NW, construction of sidewalk on Fairgrounds Road from 11<sup>th</sup> Street NE to the existing walk on Fairground Road and on 9<sup>th</sup> Street NE from 2<sup>nd</sup> Avenue NE to 5<sup>th</sup> Avenue NE, with a complete reconstruct along the segment of 3<sup>rd</sup> Avenue NE to Reynold Street. The Project includes: bituminous pavement overlay, bituminous roadway reconstruction, sidewalk construction, lighting, storm sewer, sanitary sewer, watermain and all associated appurtenances.

The City Engineer has requested that we prepare this Supplemental Letter Agreement (SLA) for design and construction administration of all of these improvements for your consideration. Our estimated work scope and fee for this project is listed below and are in accordance with the Master Engineering Services Agreement that is in place between the City of Grand Rapids and Short Elliott Hendrickson, Incorporated (SEH).

### **SEH Work Scope**

The services included in this SLA are for design and construction services as listed in the Master Agreement in place between the City and SEH.

### **Project Schedule**

Neighborhood Meeting	December 2016
Accept Feasibility Report	December 2016
Public Hearing	January 2017
Council orders plans and specifications	January 2017
Council approves plans and specifications and authorizes bid	February 2017
Advertise in Herald Review (GR – official newspaper)	February / March 2017

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 21 NE 5th Street, Suite 200, Grand Rapids, MN 55744-2601  
SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 218.322.4500 | 888.908.8166 fax

**Project Schedule Continued**

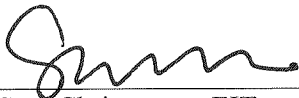
Bid opening	March 2017
Council considers award of contract	March 2017
Construction	May – September 2017
Substantial completion	September 2017
Final assessments	October, 2017

**Fee Schedule**

The fees for design and construction will be as listed in the Master Engineering Services Contract (design fee = 6.0% of low construction bid and a construction fee = 7.5% of final construction cost). The current construction estimate for this design is \$2,794,377.30, which equates to a SEH design fee of \$167,662.64. The total construction estimate is \$2,973,275.80, which includes stormwater improvements being designed by HR Green, this equates to a SEH construction fee of \$222,995.69.

We look forward to working with you on this project. If this SLA is acceptable, please sign in the space provided and return a copy to us. We will then begin work immediately. Please contact us if you have any questions regarding this supplemental letter agreement.

Sincerely,  
Short Elliott Hendrickson Inc.



Sara Christenson, EIT  
Project Manager/Graduate Engineer

1/23/17

Date



Robert Beaver, PE  
Office Manager/Principal

1/23/17

Date

**City of Grand Rapids Authorization:**

\_\_\_\_\_  
Kim Johnson-Gibeau  
City Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dale Adams  
Mayor of Grand Rapids

\_\_\_\_\_  
Date

C: SEH contract file



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0042      **Version:** 1      **Name:** ALC Advisory Board Appointment  
**Type:** Agenda Item      **Status:** Administration Department  
**File created:** 1/11/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider appointing a Council representative to the Active Living Center Advisory Board.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider appointing a Council representative to the Active Living Center Advisory Board.

**Background Information:**

The City of Grand Rapids is part of a collaborative effort with the YMCA and ElderCircle to provide space and activities for the seniors within our community and surrounding areas. It is necessary for the City Council to appoint a representative to the ALC Advisory Board as we continue to build better quality of life for all of our residents. This board meets four times per year.

**Staff Recommendation:**

Appoint a representative the ALC Advisory Board.

**Requested City Council Action**

Make a motion appointing one Council member to serve as City Representative on the Active Living Center Advisory Board.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0065      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 1/19/2017      **In control:** City Council  
**On agenda:** 1/23/2017      **Final action:**  
**Title:** Consider approving the verified claims for the period January 4, 2017 to January 23, 2017 in the total amount of \$3,298,871.63 of which \$2,550,936.26 are bond payments.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [COUNCIL BILL LIST 01-23-17.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period January 4, 2017 to January 23, 2017 in the total amount of \$3,298,871.63 of which \$2,550,936.26 are bond payments.

### **Requested City Council Action**

Make a motion approving the verified claims for the period January 4, 2017 to January 23, 2017 in the total amount of \$3,298,871.63 of which \$2,550,936.26 are bond payments.



DATE: 01/19/2017  
 TIME: 11:14:48  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 01/23/2017

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
1201600	CITY OF LAPRAIRIE	1,339.60
T0000263	ELDER JONES BUILDING PERMIT	45.00
	TOTAL	1,384.60
CITY WIDE		
0401740	DATEL CONSULTING GROUP	267.00
0519650	ESRI INC	21,000.00
	TOTAL CITY WIDE	21,267.00
SPECIAL PROJECTS-BUDGETED		
2500050	ITASCA COUNTY FAMILY YMCA INC	12,500.00
	TOTAL SPECIAL PROJECTS-BUDGETED	12,500.00
ADMINISTRATION		
0102660	ABRAMS & SCHMIDT LLC	690.00
0801663	HARRIS FORMS	24.11
1900225	SEH-RCM	85.00
	TOTAL ADMINISTRATION	799.11
BUILDING MAINTENANCE-CITY HALL		
0103145	ACCT INC	50.00
0113233	AMERIPRIDE LINEN & APPAREL	36.49
0315455	COLE HARDWARE INC	8.00
0609457	FILTHY CLEAN INC	518.00
0920060	ITASCA COUNTY TREASURER	173.68
1201730	LATVALA LUMBER COMPANY INC.	17.86
1401650	NARDINI FIRE EQUIPMENT CO. INC	225.00
1909510	SIM SUPPLY INC	135.52
	TOTAL BUILDING MAINTENANCE-CITY HALL	1,164.55
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	52.83
	TOTAL COMMUNITY DEVELOPMENT	52.83

DATE: 01/19/2017  
 TIME: 11:14:48  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 01/23/2017

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
COUNCIL/COMMISSION/BOARDS		
1401232	NPELRA	200.00
2018225	TREASURE BAY PRINTING INC	18.25
2305711	WESTERN MESABI MINE PLANNING	350.00
TOTAL COUNCIL/COMMISSION/BOARDS		568.25
ENGINEERING		
0920060	ITASCA COUNTY TREASURER	24.50
1800115	RTVISION INC	1,700.00
TOTAL ENGINEERING		1,724.50
FIRE		
0113233	AMERIPRIDE LINEN & APPAREL	6.20
0118661	ARROWHEAD REGIONAL FIRE FIGHTR	65.00
0121721	AUTO VALUE - GRAND RAPIDS	284.97
0121725	AUTOMOTIVE ELECTRIC LLC	327.40
0218350	BRIER CLOTHING	84.95
0221650	BURGGRAF'S ACE HARDWARE INC	366.83
0315455	COLE HARDWARE INC	18.21
0401804	DAVIS OIL	385.11
0513235	EMERGENCY RESPONSE SOLUTIONS	2,891.53
0718060	GRAND RAPIDS HERALD REVIEW	600.00
0920060	ITASCA COUNTY TREASURER	71.21
1201850	LAWSON PRODUCTS INC	146.97
1309336	MN STATE FIRE DEPT ASSOCIATION	423.00
1801615	RAPIDS WELDING SUPPLY INC	29.00
1805166	RED POWER DIESEL FIRE SERVICE	88.25
2209421	VIKING ELECTRIC SUPPLY INC	20.04
TOTAL FIRE		5,808.67
PUBLIC WORKS		
0103325	ACHESON TIRE COMPANY INC	25.00
0104799	ADVANCED SERVICES INC	252.00
0121721	AUTO VALUE - GRAND RAPIDS	171.72
0201737	BATTERY WHOLESALE INC	111.81
0221650	BURGGRAF'S ACE HARDWARE INC	-19.48
0301685	CARQUEST AUTO PARTS	788.37
0308745	CHUCK'S AUTO SALVAGE INC	50.75
0315455	COLE HARDWARE INC	9.38
0315501	COMPASS MINERALS AMERICA, INC.	7,411.11
0401804	DAVIS OIL	3,746.12

DATE: 01/19/2017  
 TIME: 11:14:48  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 01/23/2017

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
PUBLIC WORKS		
0514802	ENVIROTECH SERVICES INC	4,256.16
0601690	FASTENAL COMPANY	0.00
0920060	ITASCA COUNTY TREASURER	704.91
1200500	L&M SUPPLY	238.31
1201730	LATVALA LUMBER COMPANY INC.	1,547.00
1209735	LITTLE FALLS MACHINE INC	884.80
1301213	DAN MARTIN	1,011.02
1309355	MINNESOTA TORO	80.06
1415640	NORTRAX EQUIPMENT COMPANY	171.08
1421155	NUCH'S IN THE CORNER	115.50
1421700	NUSS TRUCK GROUP INC	182.89
1503150	OCCUPATIONAL DEVELOPMENT CTR	1,725.00
1612045	PLAGEMANNS LANDSCAPING	11,710.00
1621125	PUBLIC UTILITIES COMMISSION	6,925.07
1800140	R C RENTAL INC	320.00
	TOTAL PUBLIC WORKS	42,418.58
FLEET MAINTENANCE		
0121725	AUTOMOTIVE ELECTRIC LLC	936.18
0301685	CARQUEST AUTO PARTS	1,375.32
0315455	COLE HARDWARE INC	17.60
0601690	FASTENAL COMPANY	2.76
0718021	GRAND RAPIDS GM INC	45.94
0904227	IDENTIFIX INC	1,428.00
0920060	ITASCA COUNTY TREASURER	66.17
1201850	LAWSON PRODUCTS INC	509.11
1301015	MACQUEEN EQUIPMENT INC	1,292.39
1301213	DAN MARTIN	70.68
1301720	MATCO TOOLS	432.55
1309725	MITCHELL1	1,728.00
1415030	NAPA SUPPLY OF GRAND RAPIDS	65.23
1415484	NORTHERN LIGHTS TRUCK	45.84
1415535	NORTHLAND MACHINES	247.50
	TOTAL FLEET MAINTENANCE	8,263.27
POLICE		
0103325	ACHESON TIRE COMPANY INC	40.00
0118625	ARROW EMBROIDERY	24.00
0119721	ATOM	250.00
0201737	BATTERY WHOLESALE INC	94.31
0301685	CARQUEST AUTO PARTS	224.33
0712225	GLEN'S ARMY NAVY STORE INC	58.00

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
0718060	GRAND RAPIDS HERALD REVIEW	63.25
0914722	IACP	150.00
0920060	ITASCA COUNTY TREASURER	3,420.11
1201434	LAKE WOODS CHRYSLER	82.57
1309149	MN CHIEFS OF POLICE ASSOC	290.00
1309495	MINUTEMAN PRESS	104.70
1315650	ANDY MORGAN	3,400.00
1801570	RAPIDS AUTO WASH	16.50
1920233	STREICHER'S INC	1,032.99
2000400	T J TOWING	60.00
	TOTAL POLICE	9,310.76
RECREATION		
0221650	BURGGRAF'S ACE HARDWARE INC	39.80
	TOTAL RECREATION	39.80
CENTRAL SCHOOL		
0100018	ABC'S OF QUILTING	1,460.00
0609457	FILTHY CLEAN INC	1,300.00
0920061	ITASCA COUNTY TREASURER	24.00
1401650	NARDINI FIRE EQUIPMENT CO. INC	420.00
1415372	NORTHERN AIR PLUMBING	680.00
1909510	SIM SUPPLY INC	31.30
1913119	SMART HARDWOOD FLOORS LLC	7,727.50
	TOTAL	11,642.80
AIRPORT		
0504825	EDWARDS OIL INC	600.25
0920060	ITASCA COUNTY TREASURER	128.81
1608345	PHILS GARAGE DOOR	97.20
	TOTAL	826.26
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	106.57
0118230	ARENA WAREHOUSE, LLC	212.00

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VENDOR #	NAME	AMOUNT DUE
-----		
CIVIC CENTER		
GENERAL ADMINISTRATION		
0221650	BURGGRAF'S ACE HARDWARE INC	384.97
0315495	COMMERCIAL REFRIGERATION	4,744.00
0405223	DEER RIVER HIRED HANDS INC	90.00
0501656	THE EARTHGRAINS COMPANY INC	66.96
0701650	GARTNER REFRIGERATION CO	302.00
0715435	GOLD MEDAL PRODUCTS CO	390.00
1301168	MARKETPLACE FOODS	70.67
1415655	NORVEND INC	42.00
1605611	PEPSI-COLA	1,287.55
1901535	SANDSTROM COMPANY INC	1,815.47
1909510	SIM SUPPLY INC	70.37
2116600	UPPER LAKE FOODS INC	1,168.93
	TOTAL GENERAL ADMINISTRATION	10,751.49
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	10.68
0401804	DAVIS OIL	793.96
0920060	ITASCA COUNTY TREASURER	37.47
1200500	L&M SUPPLY	38.45
2021650	TURF AND TREE INC	2,400.00
	TOTAL	3,280.56
DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	91.03
	TOTAL	91.03
2009D GO EQPT CERTIFICATE		
2305447	WELLS FARGO BANK NA	133,855.00
	TOTAL	133,855.00
SP ASSESS IMP BOND-2001B		
2100265	U.S. BANK	35,875.00
	TOTAL	35,875.00

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VENDOR #	NAME	AMOUNT DUE
-----		
SP ASSESS IMP BOND-2006C		
2100265	U.S. BANK	189,000.00
	TOTAL	189,000.00
GO CIP REFUNDING BOND 2006B		
2100265	U.S. BANK	224,400.00
	TOTAL	224,400.00
SP ASSESS IMP BOND-2007A		
2305447	WELLS FARGO BANK NA	144,107.50
	TOTAL	144,107.50
SP ASSESS IMP BOND-2008C		
2305447	WELLS FARGO BANK NA	89,062.50
	TOTAL	89,062.50
GO STREET RECONST BNDS 2008B		
2305447	WELLS FARGO BANK NA	77,982.50
	TOTAL	77,982.50
GO IMP BONDS 2009C		
2305447	WELLS FARGO BANK NA	373,095.00
	TOTAL	373,095.00
GO IMP, CIP & REFUNDING 2010A		
2305447	WELLS FARGO BANK NA	186,612.50
	TOTAL	186,612.50

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VENDOR #	NAME	AMOUNT DUE
-----		
GO IMP & REFNDING BONDS 2011B		
2305447	WELLS FARGO BANK NA	146,552.50
	TOTAL	146,552.50
GO IMPROVEMENT BONDS 2012A		
2305447	WELLS FARGO BANK NA	161,703.75
	TOTAL	161,703.75
GO IMP REFNDING BONDS-2013A		
2305447	WELLS FARGO BANK NA	204,502.50
	TOTAL	204,502.50
GO IMPRV RECONST BONDS 2013B		
2100265	U.S. BANK	291,318.75
	TOTAL	291,318.75
GO IMP BONDS 2014A		
2100265	U.S. BANK	256,073.76
	TOTAL	256,073.76
1ST AVE CONDO ABATEMENT		
0100000	1ST AVE CONDOMINIUMS LLC	20,436.13
	TOTAL	20,436.13
TIF #1-8 LAKEWOOD APTS		
1201450	LAKEWOOD HEIGHTS	15,964.43
	TOTAL	15,964.43

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VENDOR #	NAME	AMOUNT DUE
-----		
TIF 1-6 OLD HOSPITAL BONDS		
2305447	WELLS FARGO BANK NA	36,795.00
	TOTAL	36,795.00
TIF 1-6 OLD HOSP HSING PAYGO		
0717989	GRAND PLAZA HOUSING	12,309.22
0718070	GRAND RAPIDS STATE BANK	7,046.24
	TOTAL	19,355.46
TIF 1-9 MAJESTIC PINES		
1301400	MAJESTIC PINES GRAND LLC	78,951.54
	TOTAL	78,951.54
GENERAL CAPITAL IMPRV PROJECTS		
0618900	FRYBERGER, BUCHANAN, SMITH &	195.00
	TOTAL	195.00
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-IT DEPT		
0920033	ITASCA COUNTY AUDITOR/TREAS.	20,000.00
	TOTAL CAPITAL OUTLAY-IT DEPT	20,000.00
AIRPORT CAPITAL IMPRV PROJECTS		
2015 CRACK REPAIR & MASTER PLN		
1900225	SEH-RCM	18,405.00
	TOTAL 2015 CRACK REPAIR & MASTER PLN	18,405.00
IRA CVC CTR CAPITAL PJT		
MULTI-USE OUTDOOR PAVILION		
0118230	ARENA WAREHOUSE, LLC	1,200.00
0218115	BRAUN INTERTEC CORPORATION	1,162.50
0308104	CHAMPION IRON, LLC	46,030.35



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-----		
IRA CVC CTR CAPITAL PJT	MULTI-USE OUTDOOR PAVILION	
	TOTAL MULTI-USE OUTDOOR PAVILION	48,392.85
2000	INFRAS-OTHER-CLSD 3/26/07	
	1998-20 STOEKE ADD-SEWER/WATER	
	0920051 ITASCA COUNTY H.R.A.	300.00
	TOTAL 1998-20 STOEKE ADD-SEWER/WATER	300.00
2016	INFRASTRUCTURE BONDS	
	2017-1 5TH ST N & 8TH AVE NE	
	1301026 MAIN STREET DESIGN INC	2,579.00
	1900225 SEH-RCM	7,152.75
	TOTAL 2017-1 5TH ST N & 8TH AVE NE	9,731.75
2017	INFRASTRUCTURE BONDS	
	2009-1 4TH AVE & 13TH ST NW	
	0218115 BRAUN INTERTEC CORPORATION	2,250.00
	TOTAL 2009-1 4TH AVE & 13TH ST NW	2,250.00
	2009-1 8TH AVE NE STRM WTR	
	0800075 HR GREEN INC	2,885.00
	TOTAL 2009-1 8TH AVE NE STRM WTR	2,885.00
STORM WATER UTILITY		
	0301705 CASPER CONSTRUCTION INC	950.00
	0401804 DAVIS OIL	5,671.12
	0519650 ESRI INC	4,000.00
	0920060 ITASCA COUNTY TREASURER	703.83
	1421155 NUCH'S IN THE CORNER	19.40
	1621125 PUBLIC UTILITIES COMMISSION	5,494.26
	TOTAL	16,838.61
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$2,936,536.09
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		

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VENDOR #	NAME	AMOUNT DUE
-----		
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0104095	DALE ADAMS	62.64
0114210	D. ANDERSON - CHANGE FUND	8,000.00
0114213	STEVE ANDERSON	200.00
0200024	BP	93.85
0201356	BRUCE BAIRD	200.00
0201750	EVERETT BAUMGARNER	200.00
0205225	ANTHONY BEER	200.00
0218359	MARTY BRINK	200.00
0218755	CHARLES BRUEMMER	400.00
0301530	CANON USA INC	2,253.00
0301650	JEFF CARLSON	925.00
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0315105	COALITION OF GREATER MN CITIES	130.00
0315454	TRAVIS COLE	140.42
0315470	JAMES COLUMBUS	200.00
0401800	JEFF DAVIES	164.99
0409655	TIMOTHY DIRKES	925.00
0504615	JUSTIN EDMUNDSON	925.00
0718015	GRAND RAPIDS CITY PAYROLL	237,486.98
0718070	GRAND RAPIDS STATE BANK	302.84
0718550	AURIMY GROOM	293.88
0815440	HOLIDAY COMPANIES	165.00
0815545	LARRY HOOPMAN	200.00
0920055	ITASCA COUNTY RECORDER	21.00
1115230	KEVIN KOETZ	200.00
1205105	GREG LEASE	925.00
1209516	LINCOLN NATIONAL LIFE	1,113.91
1221520	SHERRIE LUNDQUIST	200.00
1301262	BRIAN MATTSON	925.00
1303352	MICHAEL J. MCINERNEY	200.00
1305046	MEDIACOM LLC	87.98
1309098	MINNESOTA DEPT OF ADMN	626.00
1309113	MINNESOTA DEPT OF AGRICULTURE	10.00
1309199	MINNESOTA ENERGY RESOURCES	55.92
1309332	MN STATE RETIREMENT SYSTEM	3,120.00
1309335	MINNESOTA REVENUE	2,203.66
1309357	STATE OF MINNESOTA	68.00
1309375	MINNESOTA UNEMPLOYMENT COMP FD	1,678.58
1315295	CHAD MOEN	200.00
1315630	ASHLEY MORAN	925.00
1315650	ANDY MORGAN	925.00
1315665	KELLY MORRIS	610.89
1325445	RANDY MYHRER	400.00
1405435	JEREMY NELSON	925.00
1405550	NEOPOST USA INC	50.00
1405850	NEXTERA COMMUNICATIONS LLC	437.08

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VENDOR #	NAME	AMOUNT DUE
-----		
CHECKS ISSUED-PRIOR	APPROVAL	
PRIOR APPROVAL		
1415026	MICHELLE NORRIS	925.00
1502645	GARY O'BRIEN	925.00
1516220	OPERATING ENGINEERS LOCAL #49	37,380.00
1518550	MATTHEW O'ROURKE	925.00
1520720	KEVIN OTT	925.00
1601305	THOMAS J. PAGEL	792.67
1605734	JON PETERSON	126.86
1609561	PIONEER TELEPHONE	12.57
1615500	SHAUN POMPLUN	925.00
1621130	P.U.C.	18,220.33
1901820	WILLIAM SAW	925.00
1903557	TROY SCOTT	925.00
1909500	TONY SIMONSON	200.00
1913344	HEATH SMITH	1,056.76
1920231	ROBERT STEIN	925.00
2205637	VERIZON WIRELESS	3,484.64
2209665	VISA	8,297.74
2209705	VISIT GRAND RAPIDS INC	14,992.54
2301700	WASTE MANAGEMENT	135.81
2309452	JEFF ERIK WILSON	200.00
2309538	ALLEN WINDT	200.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$362,335.54
TOTAL ALL DEPARTMENTS		3,298,871.63