



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail

City Council

Monday, November 23, 2015

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, November 23, 2015 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:02 PM PUBLIC FORUM

5:07 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

[15-1773](#) Consider approving Council minutes for November 9, 2015 Worksession & Regular Meeting.

Attachments: [November 9, 2015 Worksession](#)
[November 9, 2015 Regular Meeting](#)

5:11 PM CONSENT AGENDA

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

1. [15-1772](#) Consider adopting a resolution to authorize the Mayor to sign the agreement for the special assessment of \$5,680.00 to parcel #91-415-2005 per the terms of the agreement for the connection to the City's sanitary sewer system.

Attachments: [11-23-15 Attachment Assessment Agreement.pdf](#)

2. [15-1791](#) Consider hiring part time employees for Park & Recreation / I.R.A. Civic Center

3. [15-1792](#) Consider accepting a notice of termination of contract from The Lodge at Sugar Lake Lodge for Golf Course Maintenance Services.
Attachments: [11-23-15 Sugar Lake Letter.pdf](#)
4. [15-1793](#) Consider authorizing the Golf Course to solicit requests for proposals for Golf Course Maintenance at Pokegama Golf Course.
Attachments: [Superintendent RFP - Golf Course](#)
5. [15-1794](#) Consider approving the hiring of regular part-time employees at the IRA Civic Center.
6. [15-1795](#) Consider allowing the Police Department to sell at auction their impounded and forfeited vehicles.

**5:13 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

7. [15-1802](#) October 6, 2015 Arts & Culture Minutes
October 20, 2015 Golf Board Minutes
Attachments: [October 6, 2015 Arts & Culture Minutes](#)
[October 20, 2015 Golf Board minutes](#)

**5:15 DEPARTMENT HEAD REPORT
PM**

8. [15-1796](#) Department Head Report - Library
Attachments: [Library Report to council 11 23 15](#)

**5:25 FINANCE DEPARTMENT
PM**

9. [15-1800](#) Consider authorizing the Mayor and City Administrator to sign the subordination agreement for household #91-420-0670.

**5:30 VERIFIED CLAIMS
PM**

10. [15-1799](#) Consider approving the verified claims for the period November 3, 2015 to November 16, 2015 in the total amount of \$546,154.90.
Attachments: [City of Grand Rapids Bill List 11-23-15.pdf](#)

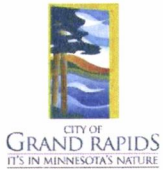
**5:35 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 7, 2015, AT 5:00 P.M.

NOTE: These times are approximate only and are subject to change. If you are interested in a topic of discussion you should appear at least 10 minutes before its scheduled time.

Hearing Assistance Available: This facility is equipped with a hearing assistance system.

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1773 **Version:** 1 **Name:** Council Minutes
Type: Minutes **Status:** Approval of Minutes
File created: 11/10/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: Consider approving Council minutes for November 9, 2015 Worksession & Regular Meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [November 9, 2015 Worksession](#)
[November 9, 2015 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for November 9, 2015 Worksession & Regular Meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, November 9, 2015

4:00 PM

City Hall Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, November 9, 2015 at 4:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Present 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Bill Zeige, and Councilor Rick Blake

Others present:

Tom Pagel, Lynn DeGrio, Scott Johnson, Barb Baird, Rob Mattei

Discussion Items

1. Discuss Police Sergeant Promotion Process - Police Chief Scott Johnson and Human Resources Director Lynn DeGrio

Lynn DeGrio, Human Resources Director and Scott Johnson, Interim Police Chief discuss the proposed Sergeant promotion process and the draft updated job description. Council recommends that the education requirement of a four year degree be listed under preferred education.

2. Discuss Building Inspector position - Tom Pagel, Rob Mattei, Lynn DeGrio

Ms. DeGrio reviews the recent offer of employment to Matt LaVigne, which was subsequently rescinded after Mr. LaVigne rejected the offer. Upon review, staff believe that the Building Inspector position should be a stand alone position, not to include Fire Inspection.

3. Review 5:00 PM Regular Meeting

Review of Employee Assistance Program, on the regular agenda for consideration. Moved to consent as 16a.

ADJOURN

**The meeting adjourned at 4:51 PM. Respectfully certified & submitted:
Kimberly Gibeau, City Clerk**



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, November 9, 2015

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, November 9, 2015 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

Other present:

Tom Pagel, Bob Cahill, Barb Baird, Scott Johnson, Rob Mattei, Julie Kennedy

PRESENTATIONS/PROCLAMATIONS

None.

MEETING PROTOCOL POLICY

5:02 PM PUBLIC FORUM

None.

5:07 PM COUNCIL REPORTS

Mayor Adams recognizes Let Freedom Ring fundraiser event for Veterans that took place on Friday, November 6th at the Grand Rapids Eagles Club, acknowledging residents and staff that made this event a huge success. Mayor Adams also commended the Grand Rapids Police Department for a positive review conducted by a Law Enforcement Post Review Board.

5:10 PM APPROVAL OF MINUTES

Approve Council minutes for October 26, 2015 Worksession and Regular meetings.

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

to approve Council minutes as presented. The motion PASSED by unanimous vote.

5:11 PM CONSENT AGENDA

1. Request by the Police Department to apply for a matching grant from the Minnesota Department of Public Safety for in squad computers.
Approved by consent roll call
2. Consider adopting a resolution accepting an anonymous donation of \$2000.00 to the Police Department to be distributed by police officers' at their discretion.
Adopted Resolution 15-90 by consent roll call vote
3. Police Sergeant Promotional Process.
Approved by consent roll call
4. Adopte the revised job description for Building Inspector and authorize City staff to continue the process of filling the vacancy
Approved by consent roll call
5. Group Dental Plan Renewal.
Approved by consent roll call
6. Approve re-enrollment in the Flexible Benefits plan with SuperiorUSA and begin offering flex debit cards to participants for 2016.
Approved by consent roll call
7. Authorize City Staff to begin the process of creating an eligibility list for Part-time Hospital Security
Approved by consent roll call
8. Consider hiring the attached list of part-time intermittent maintenance workers for the 2015-16 Snow Removal Season.
Approved by consent roll call
9. Consider approving the extension of Alan Waller as a part-time Fall maintenance employee.
Approved by consent roll call
10. Terminate temporary part-time employees for the IRA Civic Center, Grand Rapids Sports Complex and Parks & Recreation

Approved by consent roll call

11. Hire regular part-time employees for the IRA Civic Center, Grand Rapids Sports Complex and Parks & Recreation

Approved by consent roll call

12. Consider approving the Supplemental Letter Agreement (SLA) with SEH in the amount of \$195,578.78 for the engineering design related services for CP 2017-1, the 5th Street N and 8th Avenue NE Improvements Project.

Approved by consent roll call

13. Consider approving the balancing change order and final pay estimate with Fahrner Asphalt in the amount of \$111,495.10 for AP 2015-1, the Crack Seal Project.

Approved by consent roll call

14. Consider authorizing the submittal of a grant application to MnDOT for the Transportation Alternative Program (TAP) and adopting the two resolutions that are part of the grant application.

Adopted Resolutions 15-91 & 15-92 by consent roll call

15. Approve renewal liquor licenses for 2016, contingent upon receipt of all required documentation and fees.

Approved by consent roll call

16. Hire part time employees for Park & Recreation / I.R.A. Civic Center through Personnel Dynamics retroactive to September 21, 2015

Approved by consent roll call

- 16a. Employee Assistance Program

Approved by consent roll call

Aye 4 - Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

Abstain 1 - Councilor Dale Christy

5:14 PM SETTING OF REGULAR AGENDA

A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to approve the regular agenda as amended. The motion PASSED by unanimous vote.

5:15 PM ACKNOWLEDGE BOARDS & COMMISSIONS

17. ~ September 16, 2015 HRA Minutes
~ September 30, 2015 Human Rights Minutes

Acknowledge Boards and Commissions

**5:16 DEPARTMENT HEAD REPORT
PM**

18. Pokegama Golf Course ~ Bob Cahill

Director Bob Cahill provides update on Pokegama Golf Course activities and the past summer season of 2015.

~ A video promotion is shared

~ Season pass revenues

~ upgrades

~ Pokegama Grill

~ Annual Golf Events

Received and Filed

**5:25 COMMUNITY DEVELOPMENT
PM**

19. Consider approval of a purchase agreement, submitted by Mrs. Lola Pohl, involving a portion of City parcel 91-410-6570.

Mr. Mattei reviewed the background information specific to proposed property purchase.

A motion was made by Councilor Christy, seconded by Councilor Zabinski, to approve the purchase agreement with Mrs. Lola Pohl, portion of City Parcel 91-410-6570. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**5:30 ADMINISTRATION DEPARTMENT
PM**

21. Appointment of William Thayer to Firefighter position.

A motion was made by Councilor Ed Zabinski, seconded by Councilor Bill Zeige, to appoint William Thayer to the position of Firefighter. The motion PASSED by unanimous vote.

**5:40 PUBLIC HEARINGS
PM**

22. Conduct a Public Hearing to consider the issuance and sale not to exceed \$2,600,000

in Tax-Exempt Revenue Notes for the Charles K. Blandin Foundation and approve a resolution authorizing the issuance and sale of the following Revenue Notes for the Charles K. Blandin Foundation, Series 2015A and authorize the Mayor and City Administrator to sign required documents.

Finance Director Baird provides overview of project for the Council and the process of bond issuance.

Mayor Adams states that this is the time and place for those wishing to be heard regarding the issuance and sale of bonds for Charles K. Blandin Foundation. Clerk Gibeau states that all notices have been sent and no correspondence has been received in the Clerk's office.

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, to open the public hearing. The motion PASSED by unanimous vote.

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

A motion was made by Councilor Ed Zabinski, seconded by Councilor Bill Zeige, to close the public hearing. The motion PASSED by unanimous vote.

A motion was made by Councilor Christy, seconded by Councilor Zabinski, to adopt Resolution 15-93 approving the issuance and sale of revenue notes for Charles K. Blandin Foundation as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

23. Conduct a public hearing to receive input on granting a 3.2 Malt Liquor License and On-sale wine license with authorization for strong beer for Fuji Grand Rapids Inc., DBA Fuji Japanese Restaurant located at 208 NE 3rd Street, Grand Rapids, MN 55744.

City Clerk Gibeau presents application for an on-sale 3.2 beer license and on-sale wine license with strong beer authorization submitted by Fuji Grand Rapids Inc., dba Fuji Japanese Restaurant.

Mayor Adams states that this is the time and place for anyone wishing to be heard regarding the issuances of on-sale 3.2 beer and on-sale wine with strong beer authorization to Fuji Grand Rapids Inc, dba Fuji Japanese Restaurant. Clerk Gibeau states that all notices have been given and no correspondence has been received.

A motion was made by Councilor Bill Zeige, seconded by Councilor Ed Zabinski, to open the public hearing. The motion PASSED by unanimous vote.

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

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

24. Consider approving a 3.2 Malt Liquor License and On-sale wine license with authorization for strong beer for Fuji Grand Rapids Inc., DBA Fuji Japanese Restaurant located at 208 NE 3rd Street, Grand Rapids, MN contingent up receipt of all required documentation and pro-rated fees.

A motion was made by Councilor Blake, seconded by Councilor Zabinski, to

approve an on-sale 3.2 beer license and on-sale wine license with strong beer authorization for Fuji Grand Rapids Inc., dba Fuji Japanese Restaurant. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**6:10 VERIFIED CLAIMS
PM**

25. Consider approving the verified claims for the period October 20, 2015 to November 2, 2015 in the total amount of \$893,781.72.

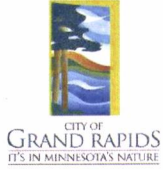
A motion was made by Councilor Zabinski, seconded by Councilor Christy, to approve the verified claims as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**6:15 ADJOURNMENT
PM**

A motion was made by Councilor Ed Zabinski, seconded by Councilor Bill Zeige, to adjourn at 5:37 PM. The motion PASSED by unanimous vote.

Respectfully submitted and certified: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1772	Version:	1	Name:	Special Assessment Agreement for PID 91-415-2005
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	11/9/2015	In control:		In control:	City Council
On agenda:	11/23/2015	Final action:		Final action:	
Title:	Consider adopting a resolution to authorize the Mayor to sign the agreement for the special assessment of \$5,680.00 to parcel #91-415-2005 per the terms of the agreement for the connection to the City's sanitary sewer system.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	11-23-15 Attachment Assessment Agreement.pdf				

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution to authorize the Mayor to sign the agreement for the special assessment of \$5,680.00 to parcel #91-415-2005 per the terms of the agreement for the connection to the City's sanitary sewer system.

Background Information:

The private sanitary sewer service failed and the property owner requested connection to the City's sanitary sewer main. The City agrees with the desire to provide an opportunity for the property owner to reconnect to the City's system and pay according to the terms of the attached agreement.

Staff Recommendation:

City Staff is recommending approval of the agreement for the special assessment of the \$5,680.00 to parcel #91-415-2005 per the terms of the agreement for the connection to the City's sanitary sewer system.

Requested City Council Action

Make a motion to adopt a resolution authorizing the Mayor to sign the agreement for the special assessment of the \$5,680.00 to parcel #91-415-2005 per the terms of the agreement for the connection to the City's sanitary sewer system.

MUNICIPAL SERVICES AGREEMENT

THIS MUNICIPAL SERVICES AGREEMENT (this “Agreement”) is made and entered into as of November 1, 2015 between **Jack T and Kelly R Wilson**, (together referred to as “Wilson”) and the **City of Grand Rapids**, a Minnesota municipal corporation (“City”).

RECITALS

- A. Wilson owns certain real estate, described as Lots 1-4, Block 20, Grand Rapids First Addition, parcel #91-415-2005, and shown in Exhibit A attached (the “Wilson Property”).
- B. It is the City’s understanding that the private sanitary sewer service failed and that Wilson would like to connect to the existing City’s sanitary sewer main;
- C. Both parties desire to provide an opportunity for Wilson to reconnect to the City’s sanitary sewer main and pay according to the terms of this agreement;
- D. The City agrees to allow Wilson to hook up to the City’s sanitary sewer main for a fee of \$5,680.00;
- E. This monetary amount will be placed upon the property tax roll (property identified above) for a period of 15 (fifteen) years, at an interest rate of 2.30% (two point three zero) per annum;
- F. This contract includes only the ability to hook up to the City’s sewer main; it does not include any charges associated by the Grand Rapids Public Utilities Commission.

THE PARTIES NOW AGREE AS FOLLOWS:

AGREEMENT

1. This is a mutual Agreement, which the parties acknowledge is supported by adequate consideration, and which shall be legally binding upon the parties.
2. Wilson shall, upon this Agreement becoming fully effective, perform under all terms as stated above.
3. The City agrees to allow Wilson to hook up to the City's sanitary sewer main for a fee of \$5,680.00.
4. This monetary amount will be placed upon the property tax roll (property identified in Exhibit A) for a period of 15 (fifteen) years, at an interest rate of 2.30% (two point three zero) percent per annum.
5. This contract includes only the ability to hook up to the City's sewer main; it does not include any charges associated by the Grand Rapids Public Utilities Commission.
6. The Hookup Fee is pursuant to the Minnesota Statutes Section 444.075, subd. 5, but shall be payable as an assessment pursuant to Minnesota Statutes Chapter 429 and Grand Rapids City Code, as shall be amended from time to time, for all purposes contemplated by such Statute and Code.
7. Nothing in this Agreement shall affect the obligation of Wilson or their successors in interest to pay all usage and consumption fees charged by the Grand Rapids Public Utilities Commission or other government entity, whether or not related to the City, as provided by appropriate statutes, ordinances and policies.
8. Should the Wilson Property be subdivided either by formal plat or by metes and bounds subdivision, prior to full payment of the Hookup Fee, all remaining amounts due upon the Hookup Fee and interest accrued thereon shall be paid in full prior to filing of any Final Plat or (in the case of a metes and bounds subdivision) filing of any deed or other instrument of conveyance with the Itasca County Recorder or Examiner of Titles.
9. This agreement shall also be subject to the following terms and conditions:
 - (a) This Agreement shall be interpreted in accordance with the laws of the State of Minnesota,

- (b) The terms of the Agreement shall not be amended supplemented, or varied, except by written agreement signed by the parties, and
- (c) All terms of this Agreement which are binding upon all heirs, successors, assigns, mortgages, lien holders, trustees, receivers, or any other person or entity which shall succeed to any rights of Wilson in the Wilson Property.

This Agreement is made and entered into as of the date and year written above.

Jack T Wilson

CITY OF GRAND RAPIDS

Kelly R Wilson

Dale C. Adams, Its Mayor

ATTEST:

Kimberly Johnson-Gibeau, Its Clerk



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1791 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 11/16/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: Consider hiring part time employees for Park & Recreation / I.R.A. Civic Center

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider hiring part time employees for Park & Recreation / I.R.A. Civic Center

Background Information:

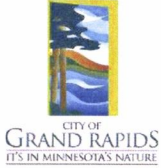
The following individuals will be hired with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex. These positions are part of the annual operating budget, and will begin employment November 23, 2015 and complete employment by March 31, 2016.

- Riley MacLean, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Megan Dulong, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Caleb How, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Mathew Clifton, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Hunter Brutlag, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Drake Anderson, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Cole Stejovich, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Maddy Illikainen, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Savanna Holum, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00

Staff Recommendation:

City staff is recommending the approval of the hiring of the seasonal part time employees with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex.

Make a motion approving the hiring of seasonal part time employees with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1792 **Version:** 1 **Name:** Notice of termination from The Lodge at Sugar Lake
Type: Agenda Item **Status:** Consent Agenda
File created: 11/17/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: Consider accepting a notice of termination of contract from The Lodge at Sugar Lake Lodge for Golf Course Maintenance Services.

Sponsors:

Indexes:

Code sections:

Attachments: [11-23-15 Sugar Lake Letter.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider accepting a notice of termination of contract from The Lodge at Sugar Lake Lodge for Golf Course Maintenance Services.

Background Information:

Attached is a letter from The Lodge at Sugar Lake notifying their intent to terminate the contract for Golf Course Maintenance Services at Pokegama Golf Course effective December 31, 2015.

Staff Recommendation:

City staff is recommending accepting the notice of termination.

Requested City Council Action

A motion accepting the notice of termination of contract from The Lodge at Sugar Lake Lodge for Golf Course Maintenance Services.



November 16, 2015

Bob Cahill, Director of Golf
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

Dear Bob,

This letter is to inform you of my decision to terminate our agreement to provide golf course maintenance services to the City of Grand Rapids. This would be effective December 31, 2015.

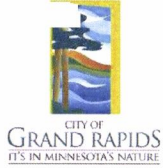
This has been a very beneficial relationship for us over the past 5 years and I hope for the City of Grand Rapids as well. Our decision is strictly based on the need to better align our golf course staffing with the seasonal nature of the entire resort. We can no longer provide work for our superintendent on a year around basis.

As you look to fill this position at Pokegama, keep us in mind if you have any interest in contracting out some of that person's time. We do intend to contract out for many of the same services we provided at Pokegama.

Cordially,

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

Fred Bobich
Owner



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1793 **Version:** 1 **Name:** An RFP for Golf Course Maintenance
Type: Agenda Item **Status:** Consent Agenda
File created: 11/17/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: Consider authorizing the Golf Course to solicit requests for proposals for Golf Course Maintenance at Pokegama Golf Course.
Sponsors:
Indexes:
Code sections:
Attachments: [Superintendent RFP - Golf Course](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the Golf Course to solicit requests for proposals for Golf Course Maintenance at Pokegama Golf Course.

Background Information:

The Lodge at Sugar Lake has notified the City of their intent to terminate the contract for Golf Course Maintenance at Pokegama Golf Course. Because of this the Golf Board is recommending that the City seek proposals from companies to provide Golf Course Maintenance services. The attached Request for Proposals is attached for reference.

Staff Recommendation:

City staff is recommending that the City seek Request for Proposals for Golf Course Maintenance at Pokegama Golf Course.

Requested City Council Action

A motion directing city staff to seek Request for Proposals for Golf Course Maintenance at Pokegama Golf Course.

Request for Proposals

Pokegama Golf Course Grounds Management

The City of Grand Rapids is seeking proposals from companies to provide golf course grounds management at the Pokegama Golf Course.

In the proposal, the company shall indicate the individual that will be managing the contract. At a minimum the staff person shall have the following qualifications:

- Shall have a minimum of an Associates/Technical degree with coursework in turf management, landscaping, or related field and considerable experience in turf management and landscaping, or equivalent combination of education and experience.
- Shall be certified in pesticide application.
- Shall have a minimum of 20 years of grounds maintenance work and a minimum of 15 years of supervisory experience.

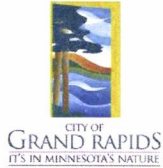
At a minimum the company will be responsible for:

- Supervises and participates in the maintenance of golf course grounds, fairways, tees and greens, irrigation and water systems.
- Assists with general grass cutting, brush and bush clearing, the cutting, aeration, top-dressing and irrigation of greens with specialized equipment, the repair of irrigation systems, and the preparation and application of specialized chemicals, fertilizers, and soil enrichment materials.
- Oversees and participates in building and facilities maintenance; works in clubhouse.
- Oversees and participates in building new tees and greens, building and maintaining flower beds.
- Oversees repair of property damage.
- Assists in the recruitment and selection of maintenance personnel; directs and inspects the work of assigned personnel; develops schedules.
- Performs maintenance work on golf course equipment and machinery.
- Operates golf course equipment in connection with the above tasks.
- Maintains inventory of and orders supplies and equipment parts.
- Other services required to maintain a top level golf course.

The selected company shall be:

- Incorporated in the State of Minnesota
- Provide liability insurance to the minimums required in Minnesota State Statutes.
-

Proposals shall be in a sealed envelope and delivered to Grand Rapids City Hall no later than 4:30 pm, on December 18, 2015. The fee proposal shall be an annual lump sum fee for only calendar year 2016. The selected company may be contracted to provide these services for up to five years.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1794	Version:	1	Name:	Hiring of Maint Emp-Civic Center
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	11/17/2015	In control:		In control:	City Council
On agenda:	11/23/2015	Final action:		Final action:	
Title:	Consider approving the hiring of regular part-time employees at the IRA Civic Center.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider approving the hiring of regular part-time employees at the IRA Civic Center.

Background Information:

The individuals listed below will be hired to work at the IRA Civic Center as regular part-time maintenance employees.

Jason Garner	Maintenance Assistant	\$9.00 per hour
Ben Olson	Maintenance	\$10.75 per hour
Veronica Jackson	Concession	\$9.00 per hour

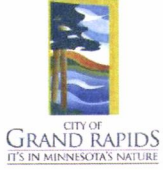
These wages are included in the 2015 operating budget.

Staff Recommendation:

City staff is recommending the approval of hiring of Jason Garner and Ben Olson as regular part-time maintenance employees with the IRA Civic Center beginning November 24, 2015

Requested City Council Actio

Make a motion approving the hiring of regular part-time maintenance employees at the IRA Civic Center.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1795 **Version:** 1 **Name:** Consider a motion to allow the Police Department to sell at auction their impounded and forfeited vehicles.
Type: Agenda Item **Status:** Consent Agenda
File created: 11/17/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: Consider allowing the Police Department to sell at auction their impounded and forfeited vehicles.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider allowing the Police Department to sell at auction their impounded and forfeited vehicles.

Background Information:

The police department has held auctions for many years to dispose of their impounded/abandoned and forfeited vehicles. Notifications have been sent to the registered owners of the impounded/abandoned vehicles as required by Minnesota State Statute. The forfeited vehicles have been awarded to the City of Grand Rapids per the courts and have been titled into the city's name.

Money earned from the sale of these vehicles will be distributed according to state law and city policy. Three (3) vehicles will be auctioned off on December 5, 2015 at the DNR Headquarters in Grand Rapids, the other four (4) will be auctioned off at Mid-State Auto Auction in New York Mills, MN in December. We are auctioning three (3) of the vehicles locally because of their good condition, which will bring a higher price at auction, the other four (4) will be sold in New York Mills, these vehicles are in poor condition and we would get a higher auction price at their facility.

FOLLOWING TO BE SOLD AT THE DNR AUCTION:

ICR #	MAKE/MODEL	VIN #
15006070	1997 Chevy Pickup	2GCEK19R2V1259219 (forfeited)
15004997	1998 Chevy Blazer	1GNDDT13W2W2293922 (forfeited)
15003494	1992 Chevy Pickup	2GECK19K2N1151282 (forfeited)

FOLLOWING TO BE SOLD AT MID-STATE AUTO AUCTION:

ICR #	MAKE/MODEL	VIN #
15007188	2007 Chevy Tahoe	1GNEK13027J120945 (forfeited) Vehicle is totaled due

to an accident

14010146	1994 Saturn SL2	1G8ZK5578RZ193750 (forfeited)
15000131	1995 Mercury Sable	1MELM5045SG633801 (abandoned)
15003046	2001 Hyundai Sonata	KMHWF35V71A382260 (abandoned)

Staff Recommendation:

City staff is recommending approval to allow the Police Department to sell their forfeited and impounded/abandoned vehicles at auction.

Requested City Council Action

Make a motion to approve the Police Department to sell their forfeited and impounded/abandoned vehicles at the DNR auction on December 5, 2015 and at Mid-State Auto Auction in the month of December 2015.



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1802 **Version:** 1 **Name:** Board & Commission Minutes
Type: Minutes **Status:** Approved
File created: 11/19/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: October 6, 2015 Arts & Culture Minutes
October 20, 2015 Golf Board Minutes
Sponsors:
Indexes:
Code sections:
Attachments: [October 6, 2015 Arts & Culture Minutes](#)
[October 20, 2015 Golf Board minutes](#)

Date	Ver.	Action By	Action	Result
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October 6, 2015 Arts & Culture Minutes
October 20, 2015 Golf Board Minutes

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL
REGULAR MEETING, TUESDAY, OCTOBER 6, 2015 – 3:15 PM**

CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, October 6, 2015, at 3:15 pm

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

Present via skype: Benjamin Braff

Commissioner Walker arrived at 3:25 pm

Commissioner Marty arrived at 3:40 pm

Staff Present: Amy Dettmer, Jessica Setness and Michele Palkki

SETTING THE AGENDA:

NEW BUSINESS

ICTV- Beth George: Commissioner Dodge moved ICTV to the beginning of the agenda.

Ms. George touched on the relationship that ICTV has with the City of Grand Rapids. ICTV is connected through the Grand Rapids Cable Commission and is member based which was incorporated as a nonprofit in 1983. ICTV is available for numerous programs with the City, County, Non-Profits, and etc. There is much social media that is available today and can be done by ICTV. The Commission thanked Ms. George for attending & giving us a brief look into ICTV.

Commissioner Walker arrived at 3:25 pm

APPROVAL OF MINUTES – Regular Meeting, September 1, 2015

Motion by Commissioner Bendix, second by Commissioner Smith to approve the minutes of the Regular Meeting, September 1, 2015 as presented. Motion passed by unanimous vote.

Commissioner Marty arrived at 3:40 pm

FINANCIAL REPORT

A discussion was held regarding an invoice from the MacRostie Art Center. The MacRostie hosted the Grand Rapids Arts and Culture Commission Creative MN Presents at First Friday, October 2. The Commission reported they would pay up to \$75.00.

APPROVAL OF FINANCIAL REQUEST – MacRostie Invoice

Motion by Commissioner Merrild, second by Commissioner Walker to approve the request for payment on behalf of MacRostie Art Center, not to exceed \$75.00. This was for the facility rental for Creative MN Presents on First Friday, October 2. As presented. Motion passed by unanimous vote.

OLD BUSINESS – Commissioner’s Reports

Commissioner Connelly – Get Fit / Community Garden

Commissioner Connelly reported that there is a possibility for an artist to paint a building/shed that the Community Garden is hoping to place out at the college so tools and etc. do not have to be transported each time. A question was raised if we could pay an artist for this project or help subsidize. Ms. Dettmer will check with our Finance Department on this item. Another idea was to work with Public Works for art downtown.

Commissioner Dodge – Indigenous People’s Day / Pop Up Park / Creative MN

Commissioner Dodge mentioned that there would be a celebration at the pop up park on Monday, October 12, 2015 for Indigenous People’s Day. The event begins at 11:00 am and goes until 1:00 pm. Anyone wishing to help with this event would be greatly appreciated.

Commissioner Dodge also reported that she sent some information to Kim Gibeau, City Clerk and appears that they are working on simplifying the rules as talked about during the meetings for the Art and Culture Plan.

Ms. Setness reported that she is part of the City’s web team that Kim is also on and is working diligently to get a large piece of information, including, questions, licenses and etc. to be available for people to go to. They will be able to choose different topics and when those are chosen it will bring you to information related to that topic and the process in which what is required and etc. There will be fillable forms also online to streamline this process and as always you can contact the Administration Department and someone will help you.

Commissioner Dodge presented a spreadsheet that showed the different events that were held over the summer in the pop up park and when possible people who participated were counted.

Commissioner Dodge reported that at the MacRostie October 2 First Friday, Sheila Smith, Executive Director of Minnesota Citizen’s for the Arts gave a presentation on the economic impact of nonprofit arts and culture organizations in Grand Rapids and how we compared to other cities and counties around the state. The total economic impact for Grand Rapids was \$5,079,985. Grand Rapids was the 14th largest community in terms of population amongst the 17 studied; it was fourth largest in terms of economic impact.

NEW BUSINESS

Feasibility Study – River Venue

Commissioner Dodge indicated that with Showboat now being done where does the Commission want to begin regarding finding a new place along the river for events/entertainment. A discussion took place that the City has several plans/study that we can go through and not pay for another study if we already have the information available to us.

Questions were raised regarding the area where the Rotary Tent is currently, is there land to expand this area? How does parking fit into the scenario.

The Commission seems to be in a place where we may need direction from the City as to how to proceed with this issue. Commissioner Merrild reported that she would be willing to meet with City Administrator Tom Pagel and get his direction on where to start.

Meeting Date and Time

Commissioner Dodge reported that we have an opportunity to change the time and or date of our meetings. The current calendar that shows all the meetings for the City was distributed. This item will be placed on the November agenda for discussion.

ANNOUNCEMENTS/QUESTIONS

Commissioner Braff asked the question if the City would place a pleasure skating rink either on the front lawn of Central School or the Kremer's Parking Lot for this winter.

Commissioner Marty will check with either City Administrator Tom Pagel or Public Works Director Jeff Davies on this item.

There being no further business, the meeting adjourned at 4:45 pm.

Respectfully submitted by Michele Palkki, Administrative Assistant

Next Regular Meeting

Reminder, the next regular meeting of the Grand Rapids Arts and Culture Commission will be held on Tuesday, November 3, 2015 beginning at 3:15 pm at the Grand Rapids City Hall, Conference Room 2B.

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
October 20, 2015
7:30 AM

Present: Pat Pollard, Josh Solem, Brad Gallop

Absent: Dan Richter, Larry O'Brien

Staff: Bob Cahill Director of Golf
Steve Ross Grounds Superintendent

- I. Pat Pollard called the meeting to order.
- II. Josh Solem made a motion to accept the minutes of the September 15, 2015 Board meeting. Brad Gallop seconded the motion. The motion passed.
- III. Consideration of monthly bills: Brad Gallop made a motion to approve the bill list. Josh Solem seconded the motion. The motion passed. Josh Solem made a motion to approve an additional bill for \$450.00 to Arrowhead Insider LLC. Brad Gallop seconded the motion. The motion passed.

AMERIPRIDE LINEN & APPAREL	64.44
BLUE CROSS & BLUE SHIELD OF MN	1,584.50
CDW GOVERNMENT INC	1,031.29
CENTRAL LANDSCAPE SUPPLY INC	586.53
CHAMBER OF COMMERCE	400.00
CLUB CAR LLC	146.66
CITY OF COHASSET	81.52
COLE HARDWARE INC	25.59
DAVIS OIL	1,282.65
DELTA DENTAL OF MINNESOTA	117.70
ELEMENT PAYMENT SERVICES	31.66
GOLFNOW RESERVATIONS	1,000.00
CITY OF GRAND RAPIDS	783.33
GRAND RAPIDS CITY PAYROLL	22,459.76
GRAND RAPIDS STATE BANK	3,567.68
GROOMS YARD SERVICES	450.00
KELLER FENCE COMPANY	610.00
L&M SUPPLY	91.16
MEDICO LIFE & HEALTH INS CO	8.20
MIDWEST GOLF CARS INC	1,500.00
MN DEPT OF NAT'L RESOURCES	485.16
MINNESOTA REVENUE	5,964.66
MINNESOTA WOMEN'S GOLF ASSOC	50.00
NEXTERA COMMUNICATIONS LLC	7.80
NAPA SUPPLY OF GRAND RAPIDS	194.16
NORTHERN LAKES WINDOW CLEANING	149.62
PLAISTED COMPANIES INC	1,306.51
P.U.C.	5,325.43
NORTHERN MN WATER COND DBA	79.59
RAPIDS PLUMBING & HEATING INC	158.00
RIVER VALLEY TURF	889.00
SIM SUPPLY INC	54.42
STOKES PRINTING COMPANY	153.12
TDS Metrocom	324.15
THE TESSMAN COMPANY	6,250.59
TRU NORTH ELECTRIC LLC	60.00
TWINCITIESGOLF.COM	225.00
VERIZON WIRELESS	94.81

WASTE MANAGEMENT 264.09
TOTAL ALL VENDORS: 57,858.78

IV. Visitors: None

V. Grounds Superintendent: Steve Ross reported. Aerification is complete, leaves are mostly picked up, and septic systems are all pumped. The new restroom is winterized. Snow mold applications will occur this week. Carts will be stored on October 26th. There continues to be discussion on the DNR water source issue. Pat will coordinate a meeting with Tom Saxhaug, Tom Anzlec, Tom Pagel, and Loren Solberg to discuss possible options. We are currently looking at a \$150,000 project with no guarantees that we won't have a ground water permit suspended at some point.

VI. Concessions: No report

VII. Director of Golf: Bob Cahill reported. Bob discussed with the Board the idea of having an independent contractor do the supervision of grounds. Bob and Larry O'Brien will meet to put together an RFP. The course will remain open through at least October 25th and then day-by-day depending on the weather. Hood cleaners are scheduled for today in the kitchen. Ron Edminster will coordinate installation of an electric heat band on the septic line from the building to the septic tank.

VIII. Old Business: None

IX. New Business: None

X. Correspondence and Open Discussion: None.

XI. Adjourn: Brad Gallop made a motion to adjourn the meeting. Josh Solem seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1796 **Version:** 1 **Name:** Department Head Report - Library
Type: Department Head Report **Status:** Department Head Report
File created: 11/17/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: Department Head Report - Library
Sponsors:
Indexes:
Code sections:
Attachments: [Library Report to council 11 23 15](#)

Date	Ver.	Action By	Action	Result
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Department Head Report - Library



Library Department Head Report

November 23, 2015



Our summer and fall have been filled with programs and activities around the Library. We continue to focus on the goals identified in our strategic plan, and on creating a welcoming place for our community.

Strategic Plan Implementation Update

The Library Board, Library staff and representatives from the Friends of the Library and the Library's volunteer Program Committee gathered input from the community and developed a revised strategic plan for 2014-2017. We continue to respond to the requests and suggestions we heard.

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

- **Saturday Story Times continued through the summer**, thanks to the generosity of the Library Foundation. This summer the attendance ranged from 26-67, split between 2 sessions. We are the only Library in the area that is open on Saturdays during the summer, so we continue to draw families from throughout Itasca County.
- We have had several special Saturday Story Times, including *Art and Nature* with local Artist Aaron Squadroni, and an Opera Story time presented in story and song by a teaching artist from the Minnesota Opera.
- We have seen many **class visits** already this fall, and a few more are regularly scheduled. Several Southwest and Murphy 3rd and 4th grade classes have been walking or taking the bus to the Library regularly, and we have had many visits from area preschools.
- We are in the process of developing a space just for 6-12 year olds, with dedicated computers, display space and furniture. This will be opening soon.
- Our summer Reading program, ***Read to the Rhythm!*** running mid-May through July 25th, attracted 810 kids to sign up and keep track of their reading.
- We participated in the statewide Read program featuring the book *Moo!* and hosted a visit from the author, David LaRochelle.
- Summer Programs included: Climb Theater performing *Anansi the Spider*, Hans Mayer (music for kids!) regular Friday art classes, Cake Decorating, *Wicked Cool Science*, Storyteller: Zaraawar Mistry with stories from India, and Fun Family Fridays featuring Silly, Sillier, and Silliest stories and crafts.
- Our winter reading program for kids *Reading is Snow Much Fun* will kick off on Saturday, December 12 with a *Winter Stars* art program.

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

Our **recent fall programming** for adults has included such programs as: Scams and Identity Theft, Long Distance Running, Food Sensitivities and Allergies, Preparing Raw Sweets and Treats.



Library Department Head Report

November 23, 2015



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Summer programs included Bats, Loons, Cabin building and Fishing tips. We just started a new afternoon series called "Get Your Ducks in a Row" which will cover a variety of life topics. The first one in November on Funeral Planning attracted 25 people.

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

- Our public computers continue to be used often by people taking **online classes**, or doing homework for local classes or taking exams for professional licensure, as well as email, and other communication and printing.
- Our public **wireless** network is in constant use by people bringing their own devices.
- In response to requests, we now offer the options of color prints from the computer, color copies, scanning and faxing.
- We are working with IASC to serve as a host space for videoconferencing equipment for public use. This opens a world of possibilities for long distance collaboration, education and trainings.

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

- **Legacy-Funded Programs:** We have hosted several programs arranged by Arrowhead Regional Library System including: *Norwegian Immigrant Songs and Stories*, *Weird Poetry and Song Writing* workshops .
- **A commitment to cultural diversity in programming and displays continues.** We are collaborating with the Human Rights Commission to host a travelling display, *Tracks in the Snow*, from the Islamic Resource Group this winter. It tells the stories of Muslims in Minnesota, and provides a local follow up to the "Muslim Journeys" programming we did 3 years ago.
- **Alternate Formats are very popular:** Circulation of downloadable ebooks and audio books is high. **Our patrons have downloaded 16,487 titles so far this year.** There are more than 7700 audiobook titles and 9900 ebook titles available to all holders of an ALS library card. We also provide access to online magazines through Overdrive and online children's books and games through Tumblebooks. All of these are available through our web site.

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

We planned more programs to utilize the space outside the Library. This summer we hosted a River Walk with John Latimer, a Monarch Butterfly walk in June, and a yoga class in August. We also used the fishing pier for providing a program of fishing tips in August. Our fishing rod loan program is popular, and this summer we loaned 35 items of equipment, including rods and PFDs.



Library Department Head Report

November 23, 2015



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Service Priority # 6: Individuals will find opportunities to work together, share ideas, discuss, and collaborate.

- The teen Anime Club continues, bringing teens together monthly to watch an anime movie and talk about anime and manga.
- We celebrate International Game Day on November 21 by setting up board games and Wii games in the community room.
- Our tables and study rooms provide spaces for working on group projects.

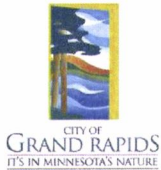
Building, grounds and meeting space

- The demonstration solar project is nearing completion, and should be up and running by the end of the year. (Thanks to contributions from the City of Cohasset, the Library Foundation and the Blandin Foundation)
- We just finished upgrading our audio and visual equipment in the meeting room to provide better sound and visuals for our programs with less staff time. This was made possible with generous donations from the Friends of the Library and the Library Foundation.
- We have replaced some lights in the building with more energy-efficient LED lights and fixtures.
- We will be replacing the sidewalk lights in front of the building. One pole was recently damaged beyond repair, and others are deteriorating.
- The Friends of the Library hosted a party in September to celebrate the 15th Birthday of the Library building .

Upcoming:

We have been approved as a Passport Acceptance Agency, staff have been trained, and we will begin accepting and processing passports sometime in mid-December.

The Library continues to be very busy, with many people attending programs, borrowing materials, using computers, asking for information, or just hanging out! We provide a popular, safe, spot to visit.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1800 **Version:** 1 **Name:** Deed Subordination Agreement
Type: Agenda Item **Status:** Finance
File created: 11/19/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: Consider authorizing the Mayor and City Administrator to sign the subordination agreement for household #91-420-0670.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing the Mayor and City Administrator to sign the subordination agreement for household #91-420-0670.

Background Information:

At the July 28, 2014 Council Meeting the City Council approved a resolution accepting a \$615,552 grant from the DEED Small Cities Development Program. The purpose of the grant was to fund six commercial rehabilitation projects and sixteen to twenty-seven residential (both rental and owner occupied) rehabilitation projects in the City of Grand Rapids.

One of the residential properties that participated in the rehabilitation grant is able to refinance the mortgage on their residence enabling them to save a considerable amount on monthly mortgage costs. The household is requesting that the City subordinate the lien on the real property in Itasca County, Minnesota, legally described as follows:
Lots twenty-three (23) and twenty-four (24), Block six (6), Grand Rapids Second Division, According to the recorded Plat thereof, Itasca County, Minnesota.

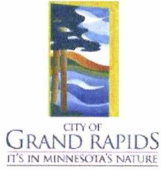
Chad Sterle, City Attorney has reviewed and prepared the documents for the subordination agreement.

Staff Recommendation:

The Finance Director is recommending authorizing the Mayor and City Administrator to sign the subordination agreement for household #91-420-0670.

Requested City Council Action

Make a motion authorizing the Mayor and City Administrator to sign the subordination agreement for household #91-420-0670.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1799 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 11/18/2015 **In control:** City Council
On agenda: 11/23/2015 **Final action:**
Title: Consider approving the verified claims for the period November 3, 2015 to November 16, 2015 in the total amount of \$546,154.90.
Sponsors:
Indexes:
Code sections:
Attachments: [City of Grand Rapids Bill List 11-23-15.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period November 3, 2015 to November 16, 2015 in the total amount of \$546,154.90.

Requested City Council Action

Make a motion approving the verified claims for the period November 3, 2015 to November 16, 2015 in the total amount of \$546,154.90.

CITY OF GRAND RAPIDS BILL LIST - NOVEMBER 23, 2015

DATE: 11/17/2015
 TIME: 16:10:34
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 11/23/2015

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0301685	CARQUEST AUTO PARTS	203.80
1200500	L&M SUPPLY	59.94
1215630	LOREN SOLBERG CONSULTING, LLC	1,000.00
TOTAL CITY WIDE		1,263.74
SPECIAL PROJECTS-NON BUDGETED		
0718060	GRAND RAPIDS NEWSPAPERS INC	63.25
TOTAL SPECIAL PROJECTS-NON BUDGETED		63.25
ADMINISTRATION		
0102660	ABRAMS & SCHMIDT LLC	510.00
0315455	COLE HARDWARE INC	2.97
0718060	GRAND RAPIDS NEWSPAPERS INC	264.50
1903330	SCHOOL DISTRICT #318	825.00
TOTAL ADMINISTRATION		1,602.47
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	33.80
0315455	COLE HARDWARE INC	27.97
0920060	ITASCA COUNTY TREASURER	115.48
1401650	NARDINI FIRE EQUIPMENT CO. INC	348.50
1821700	MICHAEL RUSSELL	335.00
1909510	SIM SUPPLY INC	74.40
TOTAL BUILDING MAINTENANCE-CITY HALL		935.15
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	85.59
1805230	REESE RUBBER STAMP COMPANY	3.75
TOTAL COMMUNITY DEVELOPMENT		89.34
FINANCE		
1721360	QUILL CORPORATION	106.41
TOTAL FINANCE		106.41

CITY OF GRAND RAPIDS BILL LIST - NOVEMBER 23, 2015

DATE: 11/17/2015
 TIME: 16:10:34
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 11/23/2015

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FIRE		
0221650	BURGGRAF'S ACE HARDWARE INC	37.58
0401804	DAVIS OIL	418.44
0415500	DOMINO'S PIZZA	155.39
0421725	DUTCH ROOM INC	62.79
0920060	ITASCA COUNTY TREASURER	177.53
2300600	W.P. & R.S. MARS COMPANY	37.13
	TOTAL FIRE	888.86
PUBLIC WORKS		
0103325	ACHESON TIRE COMPANY INC	310.00
0103500	ACME METAL SPINNING INC	349.00
0104799	ADVANCED SERVICES INC	342.00
0114200	ANDERSON GLASS	187.06
0221650	BURGGRAF'S ACE HARDWARE INC	172.97
0301685	CARQUEST AUTO PARTS	12.99
0315455	COLE HARDWARE INC	32.41
0401420	DAKOTA FLUID POWER, INC	131.98
0401804	DAVIS OIL	824.92
0421125	JOHN P DUBOVICH	689.00
0501650	EARL F ANDERSEN	686.35
0801535	HAMMERLUND CONSTRUCTION INC	807.55
0801835	HAWKINSON REDI-MIX	397.11
0801836	HAWKINSON SAND & GRAVEL	335.27
0920060	ITASCA COUNTY TREASURER	501.81
1205110	LEASE LANDSCAPING	1,125.00
1301024	MAINTENANCE ENGINEERING, LTD	698.37
1301720	MATCO TOOLS	102.79
1415640	NORTRAX EQUIPMENT COMPANY	2,289.41
1503150	OCCUPATIONAL DEVELOPMENT CTR	1,505.00
2015825	TOWMASTER INC	221.67
2305453	WESCO DISTRIBUTION INC	492.48
	TOTAL PUBLIC WORKS	12,215.14
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	40.00
0301685	CARQUEST AUTO PARTS	24.93
0315455	COLE HARDWARE INC	32.97
0920060	ITASCA COUNTY TREASURER	80.72
1301720	MATCO TOOLS	99.66
	TOTAL FLEET MAINTENANCE	278.28

CITY OF GRAND RAPIDS BILL LIST - NOVEMBER 23, 2015

DATE: 11/17/2015
 TIME: 16:10:34
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 11/23/2015

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
0103325	ACHESON TIRE COMPANY INC	500.28
0121721	AUTO VALUE - GRAND RAPIDS	9.98
0121725	AUTOMOTIVE ELECTRIC LLC	77.16
0221650	BURGGRAF'S ACE HARDWARE INC	8.47
0301685	CARQUEST AUTO PARTS	122.20
0718021	GRAND RAPIDS GM INC	103.82
0918575	IRON RANGE TIRE SERVICE INC	575.64
0920059	ITASCA COUNTY SHERIFFS DEPT	65,635.00
0920060	ITASCA COUNTY TREASURER	2,719.71
1605665	PERSONNEL DYNAMICS LLC	282.75
1801570	RAPIDS AUTO WASH	49.50
1909650	SIRCHIE FINGER PRINT INC	76.00
1920233	STREICHER'S INC	309.45
1925500	SYMBOL ARTS, LLC	2,300.00
2000400	T J TOWING	395.00
	TOTAL POLICE	73,164.96
GENERAL FUND-LIQUOR/CHART GAMB		
0717995	GRAND FORKS FIRE EQUIPMENT LLC	992.14
2301445	WAL-MART STORE #01-1609	1,000.00
	TOTAL	1,992.14
CENTRAL SCHOOL		
0405223	DEER RIVER HIRED HANDS INC	30.00
0609457	FILTHY CLEAN INC	1,200.00
0718010	CITY OF GRAND RAPIDS	7,500.00
1909510	SIM SUPPLY INC	95.36
	TOTAL	8,825.36
AIRPORT		
0718010	CITY OF GRAND RAPIDS	300.00
0920060	ITASCA COUNTY TREASURER	10,045.04
1015355	JOHNSON'S LOCK & SAFE INC	115.00
	TOTAL	10,460.04

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VENDOR #	NAME	AMOUNT DUE

CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	30.10
0118230	ARENA WAREHOUSE, LLC	346.00
0205150	SB SPORTS	639.60
0221650	BURGGRAF'S ACE HARDWARE INC	235.53
0312109	CLAFTON SALES - CLAFTON SKATE	696.00
0315495	COMMERCIAL REFRIGERATION	860.00
0501656	THE EARTHGRAINS COMPANY INC	76.88
0605670	FERRELLGAS	72.00
0718010	CITY OF GRAND RAPIDS	5,200.00
0920060	ITASCA COUNTY TREASURER	36.07
1105640	KERNEL CONCESSION SUPPLY	718.20
1200500	L&M SUPPLY	13.76
1301168	MARKETPLACE FOODS	30.51
1309495	MINUTEMAN PRESS	70.92
1415655	NORVEND INC	520.00
1605611	PEPSI-COLA	1,509.68
1618568	PROGUARD SPORTS INC	84.76
1901535	SANDSTROM COMPANY INC	1,057.05
1909510	SIM SUPPLY INC	174.85
1920555	STOKES PRINTING COMPANY	7.99
2116600	UPPER LAKE FOODS INC	342.62
	TOTAL GENERAL ADMINISTRATION	12,722.52
RECREATION PROGRAMS		
0312109	CLAFTON SALES - CLAFTON SKATE	288.00
	TOTAL	288.00
STATE HAZ-MAT RESPONSE TEAM		
0103325	ACHESON TIRE COMPANY INC	20.00
2300600	W.P. & R.S. MARS COMPANY	41.70
	TOTAL	61.70
POLICE DESIGNATED FORFEITURES		
1920233	STREICHER'S INC	5,047.50
	TOTAL	5,047.50

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VENDOR #	NAME	AMOUNT DUE
CEMETERY		
0718010	CITY OF GRAND RAPIDS	400.00
0920060	ITASCA COUNTY TREASURER	220.42
1801610	RAPIDS PLUMBING & HEATING INC	1,115.35
TOTAL		1,735.77
DOMESTIC ANIMAL CONTROL FAC		
0718010	CITY OF GRAND RAPIDS	500.00
0920060	ITASCA COUNTY TREASURER	119.95
1309295	MN DEPT OF PUBLIC SAFETY	77.00
1401650	NARDINI FIRE EQUIPMENT CO. INC	199.50
1605665	PERSONNEL DYNAMICS LLC	282.75
TOTAL		1,179.20
GENERAL CAPITAL IMPRV PROJECTS		
2014 BLDG IMPROVEMENTS		
0701650	GARTNER REFRIGERATION CO	3,865.00
TOTAL 2014 BLDG IMPROVEMENTS		3,865.00
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-ENGINEERING		
2009500	TIMMONS GROUP INC	6,400.00
TOTAL CAPITAL OUTLAY-ENGINEERING		6,400.00
STORM WATER UTILITY		
0401804	DAVIS OIL	1,378.13
0718010	CITY OF GRAND RAPIDS	500.00
0801535	HAMMERLUND CONSTRUCTION INC	2,217.86
0920060	ITASCA COUNTY TREASURER	100.69
1621125	PUBLIC UTILITIES COMMISSION	825.00
2009500	TIMMONS GROUP INC	9,600.00
TOTAL		14,621.68
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$ 157,806.51
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		

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VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	2,240.00
0200024	BP	24.93
0212750	BLUE CROSS & BLUE SHIELD OF MN	37,351.50
0212751	BLUE CROSS BLUE SHIELD	89.88
0305506	CENTRAL BUILDERS	1,000.00
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0312105	CLAFTON BUILDERS INC	1,000.00
0405305	LYNN DEGRIO	136.50
0605191	FIDELITY SECURITY LIFE INS CO	52.70
0705350	GEISLER CONSTRUCTION	1,000.00
0718015	GRAND RAPIDS CITY PAYROLL	220,674.20
0718070	GRAND RAPIDS STATE BANK	286.06
0809115	HIBBING COMMUNITY COLLEGE A	500.00
0900060	ICTV	9,914.60
0920060	ITASCA COUNTY TREASURER	46.00
1201402	LAKE COUNTRY POWER	50.88
1209516	LINCOLN NATIONAL LIFE	1,045.90
1305046	MEDIACOM	11.03
1305050	MEDICO LIFE & HEALTH INS CO	252.56
1309098	MINNESOTA DEPT OF ADMN	2,356.32
1309172	MINNESOTA DEPARTMENT OF HEALTH	550.00
1309332	MN STATE RETIREMENT SYSTEM	1,820.00
1405850	NEXTERA COMMUNICATIONS LLC	468.35
1516220	OPERATING ENGINEERS LOCAL #49	35,240.00
1609561	PIONEER TELEPHONE	8.17
1621130	P.U.C.	21,456.70
1913344	HEATH SMITH	89.85
2000490	TDS Metrocom	784.05
2205637	VERIZON WIRELESS	3,147.74
2209665	VISA	4,490.07
2209705	VISIT GRAND RAPIDS	36,336.72
2301700	WASTE MANAGEMENT	264.68
2305447	WELLS FARGOBANK NA	400.00
T000914	BARR ENGINEERING COMPANY	1,000.00
T000980	HOLST CONSTRUCTION OF STAPLES	1,000.00
T001012	TONY'S CONSTRUCTION	1,000.00
T001024	STEVEN OR DIANE LEVAR	1,000.00
T001037	FRERICHS CONSTRUCTION	1,000.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$388,348.39

TOTAL ALL DEPARTMENTS 546,154.90