



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, August 27, 2012

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, August 27, 2012 - 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.

5:01 pm PUBLIC FORUM

5:06 pm COUNCIL REPORTS

5:10 pm APPROVAL OF MINUTES

12-0539 Approve minutes for Monday, August 13, 2012 Worksession and Regular Meetings and August 6, 2012 Special Meeting.

Attachments: [August 13, 2012 Worksession](#)
[August 13, 2012 Regular Meeting](#)
[August 6, 2012 Special 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. 12-0463 Consider approving a variance to the Investment Policy to make the date of July 31, 2012 as the date to use in determining the 20% nonlocal investment amount for 2012.

2. 12-0478 Consider approving Change Order #1 in the amount of \$2,000 for Davis Contracting, Inc. for the Central School foundation repair project.

3. 12-0500 A resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for 19th Avenue NW Rail Improvements/Closures, CP 2010-3.
Attachments: 8-27-12 Resolution CP 2010-3 Declaring Costs.pdf

4. 12-0501 A resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for Horseshoe-Isleview Partial Reconstruction, CP 2011-4.
Attachments: 8-27-12 Resolution CP 2011-4 Declaring Costs.pdf

5. 12-0502 A resolution establishing a public hearing on proposed assessments for CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.
Attachments: 8-27-12 Resolution CP 2010-3 Hearing for Assessments.pdf

6. 12-0503 A resolution for public hearing on proposed assessments on Horseshoe-Isleview Partion Reconstruction, CP 2011-4.
Attachments: 8-27-12 Resolution CP 2011-4 Hearing for Assessments.pdf

7. 12-0521 Approve hiring of part time employees with the Grand Rapids Park and Recreation Department

8. 12-0525 Arbo Township Contract

9. 12-0526 Request by the Police Department to hold and auction and sell impounded and forfeited vehicles.

10. 12-0527 Request by the Police Department to sell our impounded and forfeited vehicles at the Minnesota DNR auction.

11. 12-0528 A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2010-3, 19th Avenue Rail Crosing Improvements/Closures.
Attachments: 8-27-12 Resolution CP 2010-3 Declaring Costs.pdf

12. 12-0529 A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2011-4, Horseshoe-Isleview Partial Reconditioning Project.
Attachments: 8-27-12 Resolution CP 2011-4 Declaring Costs.pdf

13. 12-0530 A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2014-1, 1st Avenue NE Reconstruction
Attachments: 8-27-12 Resolution CP 2014-1 Declaring Costs.pdf

14. 12-0531 A resolution establishing a public hearing on proposed assessments for CP 2014-1, 1st Avenue NE Reconstruction.
Attachments: 8-27-12 Resolution CP 2014-1 Hearing for Assessments.pdf

15. 12-0532 A resolution establishing a public hearing on proposed assessments for CP 2011-4, Horseshoe-Isleview Partial Reconstruction.

Attachments: [8-27-12 Resolution CP 2011-4 Hearing for Assessments.pdf](#)

16. [12-0533](#) A resolution establishing a public hearing on proposed assessments for CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

Attachments: [8-27-12 Resolution CP 2010-3 Hearing for Assessments.pdf](#)

17. [12-0536](#) Greens Aerator Purchase

Attachments: [Pokegama G.C. PC648 7-19-12.pdf](#)

[Procure 648 quote Pokegama Golf 7-26-12.pdf](#)

18. [12-0537](#) Seasonal Golf Employee

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.

5:14 ACKNOWLEDGE BOARDS & COMMISSIONS

pm

19. [12-0540](#) Acknowledge minutes for Boards & Commissions.

Attachments: [July 11, 2012 Library Board](#)

[July 17, 2012 Golf Board](#)

[July 18, 2012 PUC Regular Meeting](#)

[July 18, 2012 PUC Special Meeting](#)

5:15 DEPARTMENT HEAD REPORT

pm

20. [12-0541](#) HRA - Jerry Culliton

5:25 ENGINEERING

pm

21. [12-0534](#) A contract for municipal engineering services with Short Elliott Hendrickson.

Attachments: [8-27-12 Attachment Contract for Engineering Services_2_.pdf](#)

5:30 VERIFIED CLAIMS

pm

- [12-0543](#) Approve verified claims.

Attachments: [Council Bill List](#)

5:40 ADJOURNMENT
pm

NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 10, 2012, 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.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0539 **Version:** 1 **Name:** Council Minutes
Type: Agenda Item **Status:** Passed
File created: 8/23/2012 **In control:** Administration
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Approve minutes for Monday, August 13, 2012 Worksession and Regular Meetings and August 6, 2012 Special Meeting.

Sponsors:

Indexes:

Code sections:

Attachments: [August 13, 2012 Worksession](#)
[August 13, 2012 Regular Meeting](#)
[August 6, 2012 Special Meeting](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved As Presented	Pass

Approve minutes for Monday, August 13, 2012 Worksession and Regular Meetings and August 6, 2012 Special Meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, August 13, 2012

4:00 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, August 13, 2012 at 4:05 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 Joe Chandler, and Councilor Gary McInerney

Discussion Items

1. Adopt a resolution in support of Upper Mississippi Flood Mitigation Task Force and appoint Council representative.

Pat Medure and Bob Shankland, discussed recent storms and affects on the community regarding Pokegama Lake high water levels. Also seeking a Council representative for the committee. Councilor Dale Christy volunteers to serve. Addition to Consent Agenda.

2. Discuss Community Marketing Task Force

City Administrator Gillen introduces the concept of community wide marketing. This would be a collaborative effort. More information will be brought to Council at a later date.

3. 2013 Budget Discussions.

Finance Director Miller discusses 2013 proposed budgets for Central School, Mt. Itasca and Animal Control Facility, Capital Equipment and Historical Society.

ADJOURN

There being no further business, the Worksession adjourned at 5:12 p.m.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, August 13, 2012

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, August 13, 2012 at 5:15 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 -

Councilor Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

MEETING PROTOCOL POLICY

5:03 pm PUBLIC FORUM

5:08 pm COUNCIL REPORTS

Councilor McInerney commends the staff for work during Tall Timber Days and quick cleanup.

Mayor Adams reads a letter from City resident thanking the staff for all the clean up following storm damage.

5:10 pm APPROVAL OF MINUTES

Approve minutes for Monday, July 23, 2012 Worksession and Regular Meetings and August 6, 2012 Special Meeting.

A motion was made by Councilor Gary McInerney, seconded by Councilor Joe Chandler, to approve the minutes as presented . The motion PASSED by unanimous vote.

5:11 pm CONSENT AGENDA

1. Accept Resignations of Lisa Hain from Human Rights Commission and Abby Kuschel from Library Board.

Approved by consent roll call

2. Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension Plans reporting Year 2012, the 2011 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.
Approved by consent roll call

3. Adopt a resolution allowing the Grand Rapids Police Department Reserve Program to accept a donation of \$135.00 from the National Night Out dunk tank fundraiser.
Adopted Resolution 12-73 by consent roll call

4. Consider hiring Public Works part-time employees for the 2012 Fall maintenance season.
Approved by consent roll call

5. Request by the Police Department to approve and sign an agreement with the City of Bovey for the use of the City of Grand Rapids Animal Control Facility.
Approved by consent roll call

6. Consider the sale of timber from the Itasca Calvary Cemetery.
Approved by consent roll call

7. Balancing Change Order and final payment on CP 2010-3, 19th Avenue NW Rail Crossing Improvements.
Approved by consent roll call

8. Work Order 9 related to CP 2011-4, Horseshoe-Isleview Improvements.
Approved by consent roll call

9. Purchase of permanent easement related to CP 2011-6, Horseshoe Lake Road Improvements.
Approved by consent roll call

10. Change Order 2, Balancing Change Order, and Final Payment related to CP 2014-1, 1st Avenue NE Reconstruct.
Approved by consent roll call

11. Adopt a resolution authorizing additional election judges within 25 days of the election.
Adopted Resolution 12-74 by consent roll call

- 11a. Adopt a resolution in support of Upper Mississippi Flood Mitigation Task Force and appoint Council representative.

Adopted Resolution 12-75 by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Zabinski, seconded by Councilor Christy, to approve the consent agenda as amended. The motion carried by the following vote

Aye 5 -

Councilor Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

5:13 pm SETTING OF REGULAR AGENDA

A motion was made by Councilor Dale Christy, seconded by Councilor Gary McInerney, to approve the regular agenda as presented. The motion PASSED by unanimous vote.

5:14 pm ACKNOWLEDGE BOARDS & COMMISSIONS

12. Acknowledge minutes for Boards & Commissions.

Acknowledge Boards and Commissions

5:15 pm DEPARTMENT HEAD REPORT

13. Department Head Report: Fire Department

Received and Filed

5:25 pm FIRE DEPARTMENT

14. Purchase of Hazmat Gas Monitors

A motion was made by Councilor Christy, seconded by Councilor McInerney, to approve the purchase of Hazmat Gas Monitors for the Grand Rapids Fire Department. The motion carried by the following vote.

Aye 5 -

Councilor Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

5:30 pm POLICE DEPARTMENT

15. Authorize the Mayor, City Administrator and Chief of Police to sign a Services

Agreement with Financial Crimes Services, LLC to implement a Traffic Diversion Database / Patriot Order for the City of Grand Rapids.

A motion was made by Councilor McInerney, seconded by Councilor Chandler, to approve this agreement as presented. The motion carried by the following vote.

Aye 5 -

Councilor Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

5:35 VERIFIED CLAIMS

pm

16. Consider approving the verified claims for the period July 17, 2012 to August 6, 2012 in the total amount of \$946,691.53.

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 Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

Recess regular meeting for scheduled public hearing.

6:00 PUBLIC HEARINGS

pm

17. A public hearing to consider an ordinance granting a franchise agreement to Gorham's Inc. d.b.a. Northwest Gas.
- City Engineer Tom Pagel provides background information for proposed franchise agreement and ordinance for adoption.*
- City Attorney Sterle notes modifications: 1) excised redundant language in paragraph 2; 2) rate definition language addition; 3) addition of language regarding insurance; 4) language regarding possible purchase by the City, & reimbursement to owner for 36 months of anticipated earnings; 5) first right of refusal; and 6) additional notes for proper format.*
- A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, that this Public Hearing be Opened. The motion PASSED by unanimous vote.**
- A motion was made by Councilor Gary McInerney, seconded by Councilor Joe Chandler, that this Public Hearing be Closed. The motion PASSED by unanimous vote.**

6:20 Recovene regular meeting.

pm

18. An ordinance granting a franchise agreement to Gorham's Inc. d.b.a. Northwest Gas

A motion was made by Councilor Christy, seconded by Councilor McInerney to adopt Ordinance 12-08-10 and authorize publication in summary form. The motion carried by the following vote.

Aye 5 -

Councilor Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

19.

A rate making agreement with Gorham's Inc. d.b.a. Northwest Gas

A motion was made by Councilor Zabinski, seconded by Councilor McInerney, to approve the rate making agreement with Gorham's Inc. dba Northwest Gas. The motion carried by the following vote.

Aye 5 -

Councilor Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

6:30 ADJOURNMENT

pm

There being no further business, the meeting adjourned at 6:20 p.m.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, August 6, 2012

4:30 PM

Conference Room 2A

Special Meeting

4:30 p.m. CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Monday, August 6, 2012 at 4:30 p.m. in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Councilor Joe Chandler arrived at 4:38 p.m.

Present 4 -

Councilor Gary McInerney, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

Absent 1 -

Councilor Dale Christy

1. A resolution accepting a grant from the State of MN for the purchase of a tractor/flail mower.

A motion was made by Councilor Gary McInerney, seconded by Councilor Ed Zabinski to accept grant agreement with State of Minnesota and adopt Resolution 12-72 as presented. The motion passed by the following roll call vote:

Aye 3 -

Councilor Gary McInerney, Councilor Ed Zabinski, and Mayor Dale Adams

2. Discuss 2013 Budget

Council discussed proposed 2013 budgets for City departments including Administration, Council, City Wide, Community Development, Engineering, Finance and IT.

Received and Filed

5:30 p.m. ADJOURNMENT

There being no further business, the meeting adjourned at 5:50 p.m.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0463 **Version:** 1 **Name:** Investment Policy Variance
Type: Agenda Item **Status:** Passed
File created: 7/19/2012 **In control:** Finance
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: Consider approving a variance to the Investment Policy to make the date of July 31, 2012 as the date to use in determining the 20% nonlocal investment amount for 2012.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

Consider approving a variance to the Investment Policy to make the date of July 31, 2012 as the date to use in determining the 20% nonlocal investment amount for 2012.

Background Information:

The City's Investment Policy requires *"eighty percent of January 1 current year investment portfolio will be invested locally-within the City of Grand Rapids. City Council approval is necessary for nonlocal investments greater than 20% of January 1 current year investment portfolio."* In the past this has not been a problem since the investments outside of the City were less than 20% and our investment portfolio balance has been fairly consistent.

In 2011, however, the City started projects that were not bonded for until 2012 and there were several large state and federal grants for 2011 projects that were on a reimbursement basis, so we had to spend the funds before we could get reimbursed. Consequently, the investment portfolio which is usually around \$16M, temporarily dropped to \$12M at January 1, 2012, and that put the City out of compliance with its policy.

The July 31, 2012 portfolio balance is back up to approximately \$16M after the bonds were issued in March 2012, all of the grant reimbursements have been received, and the tax apportionment and LGA were received which brought the investment balance closer to what it would have been at January 1, 2012. We would like to request the Council to consider approving the date of July 31, 2012 as the date to use in determining the 20% nonlocal investment amount for 2012.

Requested City Council Action

Consider approving a variance to the Investment Policy to make the date of July 31, 2012 as the date to use in determining the 20% nonlocal investment amount for 2012.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0478 **Version:** 1 **Name:** Change order-Central School Project \$2,000
Type: Agenda Item **Status:** Passed
File created: 8/7/2012 **In control:** Finance
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Consider approving Change Order #1 in the amount of \$2,000 for Davis Contracting, Inc. for the Central School foundation repair project.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

Consider approving Change Order #1 in the amount of \$2,000 for Davis Contracting, Inc. for the Central School foundation repair project.

Background Information:

The Council approved the low quote from Davis Contracting, Inc. for \$36,000 to repair and waterproof the Central School foundation. When the foundation was exposed, there were several cracks found in the foundation rocks. As a safety precaution drain tile was installed to prevent flooding if there were heavy rains.

Requested City Council Action

Consider approving Change Order #1 in the amount of \$2,000 for Davis Contracting, Inc, for the Central School foundation repair project.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0500 **Version:** 1 **Name:** CP 2010-3 Declare Costs to be assessed
Type: Agenda Item **Status:** Passed
File created: 8/13/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: A resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for 19th Avenue NW Rail Improvements/Closures, CP 2010-3.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2010-3 Declaring Costs.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for 19th Avenue NW Rail Improvements/Closures, CP 2010-3.

Background Information:

CP 2010-3, 19th Avenue NW Rail Improvements/Closures, is complete and ready to process special assessments. The attached resolution directs staff to prepare the final assessments.

Staff Recommendation:

City staff is recommending the attached resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for 19th Avenue NW Rail Improvements/Closures, CP 2010-3.

Requested City Council Action

Consider the attached resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for 19th Avenue NW Rail Improvements/Closures, CP 2010-3.

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

RESOLUTION NO.12-__

**A RESOLUTION DECLARING THE COST TO BE ASSESSED AND
ORDERING THE PREPARATION OF PROPOSED ASSESSMENT FOR
19TH AVENUE NW RAIL IMPROVEMENTS/CLOSURES
CITY PROJECT 2010-3**

WHEREAS, a contract was let and cost determined for the reconstruction of street, street lighting, storm sewer, storm water treatment, water main, sanitary sewer, sidewalks, closure of the 12th Avenue NW at-grade rail crossing, installation of gates and signals at the 19th Avenue NW at-grade rail crossing, and associated appurtenances. The location of the project is on 3rd Street NW from 12th Avenue NW to 19th Avenue NW and included the widening of TH 2 approximately 350 west and 800 east of the intersection of 19th Avenue NW.

The improvement cost, including change orders, was \$1,400,000 and the expenses incurred in making the improvements amount to \$696,293, so that the total cost of the improvements will be \$2,096,293.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$1,981,845 and the portion of the cost to be assessed against benefited property owners is declared to be an amount not to exceed \$114,448.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2013, and shall bear interest at the rate of 2.18 percent per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineering Department Staff, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the Clerk's office for public inspection.
4. The City Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 27th day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0501 **Version:** 1 **Name:** CP 2011-4 Declare cost to be assessed
Type: Agenda Item **Status:** Passed
File created: 8/13/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: A resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for Horseshoe-Isleview Partial Reconstruction, CP 2011-4.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2011-4 Declaring Costs.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for Horseshoe-Isleview Partial Reconstruction, CP 2011-4.

Background Information:

CP 2011-4, Horseshoe-Isleview Partial Reconstruction is complete and ready for special assessments to be processed. The attached resolution directs staff to complete this work task.

Staff Recommendation:

City staff is recommending the attached resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for Horseshoe-Isleview Partial Reconstruction, CP 2011-4.

Requested City Council Action

Consider the attached resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for Horseshoe-Isleview Partial Reconstruction, CP 2011-4.

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

RESOLUTION NO.12-__

A RESOLUTION DECLARING THE COST TO BE ASSESSED AND ORDERING THE PREPARATION OF PROPOSED ASSESSMENT FOR HORSESHOE-ISLEVIEW PARTIAL RECONDITIONING CITY PROJECT 2011-4

WHEREAS, a contract was let and cost determined for the reconditioning of existing streets including Isleview Road, from CSAH 23 to Horseshoe Lake Road, Horseshoe Lake Road from Isleview Road to Oakdale Drive, Mishawaka Road from south City Limits to Horseshoe Lake Road, Par Lane, Reserve Drive, 25th Street SW from Horseshoe Lake Road to a point approximately 1,320 feet east, and 12th Avenue SW from 25th Street SW north approximately 480 feet, by partially reconstructing streets, reconstructing storm sewer, and associated appurtenances along with constructing a bituminous pedestrian non-motorized path along Isleview Road and Horseshoe Lake Road in the limits described above.

The improvement cost, including change orders, was \$2,440,000 and the expenses incurred in making the improvements amount to \$882,628, so that the total cost of the improvements will be \$3,322,628.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$2,888,357 and the portion of the cost to be assessed against benefited property owners is declared to be an amount not to exceed \$434,271.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2013, and shall bear interest at the rate of 2.18 percent per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineering Department Staff, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the Clerk's office for public inspection.
4. The City Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 27th day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0502 **Version:** 1 **Name:** CP 2010-3 Final PH
Type: Agenda Item **Status:** Passed
File created: 8/13/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: A resolution establishing a public hearing on proposed assessments for CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2010-3 Hearing for Assessments.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution establishing a public hearing on proposed assessments for CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

Background Information:

In order to levy final assessments on the referenced project above a public hearing must be conducted. The attached resolution establishes the public hearing on Monday, September 24, 2012, at 6:00 pm.

Staff Recommendation:

City staff is recommending the attached resolution establishing a public hearing on Monday, September 24, 2012, at 6:00 pm, to consider final assessments on CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

Requested City Council Action

Consider a resolution establishing a public hearing on Monday, September 24, 2012, at 6:00 pm, to consider final assessments on CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

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

RESOLUTION NO.12-__

**A RESOLUTION FOR PUBLIC HEARING ON PROPOSED ASSESSMENT FOR
19TH AVENUE NW RAIL CROSSING IMPROVEMENTS/CLOSURES
CITY PROJECT 2010-3**

WHEREAS, a resolution passed by the Council on August 27TH, 2012, the City Clerk was directed to prepare a proposed assessment of the cost of a project for the reconstruction of street, street lighting, storm sewer, storm water treatment, water main, sanitary sewer, sidewalks, closure of the 12th Avenue NW at-grade rail crossing, installation of gates and signals at the 19th Avenue NW at-grade rail crossing, and associated appurtenances. The location of the project is on 3rd Street NW from 12th Avenue NW to 19th Avenue NW and included the widening of TH 2 approximately 350 west and 800 east of the intersection of 19th Avenue NW, and;

WHEREAS, the City Clerk has notified the Council that such proposed assessment has been or will be completed and filed in the Clerk's office for public inspection,

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

1. A hearing shall be held on the 24th day of September, 2012, in the City Hall Council Chambers at 6:00 p.m., to pass upon such proposed assessment, and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The property owner may, at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.

Adopted by the Council this 27TH day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0503 **Version:** 1 **Name:** CP 2011-4 Establish PH
Type: Agenda Item **Status:** Passed
File created: 8/13/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: A resolution for public hearing on proposed assessments on Horseshoe-Isleview Partion Reconstruction, CP 2011-4.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2011-4 Hearing for Assessments.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution for public hearing on proposed assessments on Horseshoe-Isleview Partion Reconstruction, CP 2011-4.

Background Information:

In order to levy final assessments on the above referenced project a public hearing must be conducted. The attached resolution establishes a public hearing on the project for Monday, September 24, 2012, at 6 pm.

Staff Recommendation:

City staff is recommending the attached resolution establishing a public hearing on Horseshoe-Isleview Partion Reconstruction, CP 2011-4, for Monday, September 24, 2012, at 6 pm.

Requested City Council Action

Consider a resolution establishing a public hearing on Horseshoe-Isleview Partion Reconstruction, CP 2011-4, for Monday, September 24, 2012, at 6 pm.

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

RESOLUTION NO.12-__

**A RESOLUTION FOR PUBLIC HEARING ON PROPOSED ASSESSMENT FOR
HORSESHOE-ISLEVIEW PARTIAL RECONSTRUCTION
CITY PROJECT 2011-4**

WHEREAS, a resolution passed by the Council on August 27TH, 2012, the City Clerk was directed to prepare a proposed assessment of the cost of a project for the reconditioning of existing streets including Isleview Road, from CSAH 23 to Horseshoe Lake Road, Horseshoe Lake Road from Isleview Road to Oakdale Drive, Mishawaka Road from south City Limits to Horseshoe Lake Road, Par Lane, Reserve Drive, 25th Street SW from Horseshoe Lake Road to a point approximately 1,320 feet east, and 12th Avenue SW from 25th Street SW north approximately 480 feet, by partially reconstructing streets, reconstructing storm sewer, and associated appurtenances along with constructing a bituminous pedestrian non-motorized path along Isleview Road and Horseshoe Lake Road in the limits described above, and;

WHEREAS, the City Clerk has notified the Council that such proposed assessment has been or will be completed and filed in the Clerk's office for public inspection,

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

1. A hearing shall be held on the 24th day of September, 2012, in the City Hall Council Chambers at 6:00 p.m., to pass upon such proposed assessment, and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The property owner may, at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.

Adopted by the Council this 27TH day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0521 **Version:** 1 **Name:** Approve Hiring Part Time Employees
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Civic Center, Parks & Recreation
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Approve hiring of part time employees with the Grand Rapids Park and Recreation Department
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

Approve hiring of part time employees with the Grand Rapids Park and Recreation Department
The following employees will serve as coaches, assistants or attendants with the Grand Rapids Park and Recreation Department. These positions are part of the Recreation Program and Administration Budgets.

Hours will be typically less than 20 hours a week. The hourly wages will vary with each position worked.

Shafar Holum	Coach, Assistants, Attendants	\$7.25 to \$9.00 per hour
Cody Mann	Coach, Assistants, Attendants	\$7.25 to \$9.00 per hour
Avery Peterson	Coach, Assistants, Attendants	\$7.25 to \$9.00 per hour
Sam Rodenberg	Coach, Assistants, Attendants	\$7.25 to \$9.00 per hour

Consider approving the hiring of part time employees listed above with the Grand Rapids Park and Recreation Department

Consider approving the hiring of part time employees listed above with the Grand Rapids Park and Recreation Department



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0525 **Version:** 1 **Name:** Arbo Township Contract
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Administration
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Arbo Township Contract

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

Arbo Township Contract

Background Information:

The City of Grand Rapids entered into a contract with Arbo Township May 29, 2012 for Human Resources Services. City Administrator Shawn Gillen and Human Resources Director Lynn DeGrio have met with the Arbo Township Board and staff and have developed new job descriptions and a personnel policy manual for the Township. We provided the Township with two options for staffing; one which would involve Arbo hiring a permanent employee and another where Arbo Township would contract with the City of Grand Rapids for their maintenance.

In order to provide maintenance for Arbo Township, the City of Grand Rapids would need to hire a new employee in the Public Works Department. We feel that not only would Arbo save time and money in contracting with the City, but the City would gain additional manpower because of their efficiencies.

City Attorney Chad Sterle has drafted a contract for the Council to consider.

Staff Recommendation:

Requested City Council Action

Consider entering into a contract with Arbo Township to provide services for maintenance as outlined in the attached contract and authorize City staff to begin the process of hiring a Public Works Maintenance employee.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0526 **Version:** 1 **Name:** Auction forfeited and impounded vehicles
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Police
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Request by the Police Department to hold and auction and sell impounded and forfeited vehicles.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

Request by the Police Department to hold and auction and sell impounded and forfeited vehicles.

The Police Department has held auctions for several years in the past to dispose of impounded and forfeited vehicles. Notification has been sent to registered owners of the impounded vehicles as required by state statute. The forfeited vehicle has been titled in the City's name. Money earned from the sale of these vehicles will be distributed according to state statute and city policy. The auction would be held at the Police Department Impound facility, where the vehicles are stored. The auction will be held on September 20th, 2012. The vehicle descriptions are as follows:

ICR#	MAKE/MODEL	VIN#
12000924	1997 Pontiac Grand Am	1G2NW12M1VC708147 (forfeited)
09011300	1993 Nissan 2/DR	JN1EB34C4PU201301 (impounded)
10008000	1997 Buick Lesabre	1Q4HP52K5VH502145 (impounded)
11000107	1992 Ford Escort	1FAPP14J6NW166942 (impounded)

Consider a request by the Police Department to sell impounded and forfeited vehicles at auction to be held on September 20, 2012.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0527 **Version:** 1 **Name:** Sell forfeited and impounded vehicles
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Police
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: Request by the Police Department to sell our impounded and forfeited vehicles at the Minnesota DNR auction.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

Request by the Police Department to sell our impounded and forfeited vehicles at the Minnesota DNR auction.

The Police Department has used the Minnesota DNR auction (located in Grand Rapids) in the past to dispose of impounded and forfeited vehicles. The auction will be held at the Minnesota DNR facility located on HWY #2 East in the City of Grand Rapids.

Per state statute all registered owners and lien holders have been notified of the impounded vehicles and to date none have been claimed. They are considered abandoned at this point, and can be legally sold by the city.

The vehicles held for forfeiture have gone through the forfeiture process in the courts and are now titled to the City of Grand Rapids and can be sold.

Money earned from the sale of these vehicles will be distributed according to state statute and city policy. The auction will be held on September 8, 2012.

Vehicle descriptions are as follows:

ICR #	MAKE / MODEL	VIN #
1. 07007507	2001 Pontiac Bonneville	1G2HX54K414275795 (forfeited)
2. 11002825	1997 Ford Taurus	1FALP52U6VG193734 (forfeited)
3. 11010160	1997 Chevy Sub.	1GNFK16R9VJ304016 (forfeited)
4. 11013858	1999 Olds Van	1GHDX03E2XD132758 (forfeited)
5. 12003461	1995 GMC Pickup	2GTEK19K6S1578878 (forfeited)
6. 12005866	1992 Mercury Marquis	2MECM75W4NX620381 (forfeited)
7. 12006561	1996 Dodge Intrepid	1B3HD46TXXF149339 (forfeited)
8. 07006636	1994 Mercury MGL	2MELM75W7TX695761 (impounded)
9. Unknown	1999 Mercury Sedan	2MEFM7W9XX636592 (impounded)
10. 12004265	1993 Saturn SC2M	1G8ZG1570PZ178649 (impounded)

Consider a request by the Police Department to sell forfeited and impounded vehicles at the Minnesota DNR

auction on September 8, 2012



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0528 **Version:** 1 **Name:** CP 2010-3 Declare costs to be assessed
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2010-3, 19th Avenue Rail Crosing Improvements/Closures.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2010-3 Declaring Costs.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2010-3, 19th Avenue Rail Crosing Improvements/Closures.

Background Information:

CP 2010-3, 19th Avenue Rail Crosing Improvements/Closures is complete and ready to levy final assessments. The attached resolution directs staff to begin the process.

Staff Recommendation:

City staff is recommending the attached resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2010-3, 19th Avenue Rail Crosing Improvements/Closures.

Requested City Council Action

Consider a resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2010-3, 19th Avenue Rail Crosing Improvements/Closures.

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

RESOLUTION NO.12-__

A RESOLUTION DECLARING THE COST TO BE ASSESSED AND ORDERING THE PREPARATION OF PROPOSED ASSESSMENT FOR 19TH AVENUE NW RAIL IMPROVEMENTS/CLOSURES CITY PROJECT 2010-3

WHEREAS, a contract was let and cost determined for the reconstruction of street, street lighting, storm sewer, storm water treatment, water main, sanitary sewer, sidewalks, closure of the 12th Avenue NW at-grade rail crossing, installation of gates and signals at the 19th Avenue NW at-grade rail crossing, and associated appurtenances. The location of the project is on 3rd Street NW from 12th Avenue NW to 19th Avenue NW and included the widening of TH 2 approximately 350 west and 800 east of the intersection of 19th Avenue NW.

The improvement cost, including change orders, was \$1,400,000 and the expenses incurred in making the improvements amount to \$696,293, so that the total cost of the improvements will be \$2,096,293.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$1,981,845 and the portion of the cost to be assessed against benefited property owners is declared to be an amount not to exceed \$114,448.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2013, and shall bear interest at the rate of 2.18 percent per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineering Department Staff, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the Clerk's office for public inspection.
4. The City Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 27th day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0529 **Version:** 1 **Name:** CP 2011-4 Declare Assessments
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2011-4, Horseshoe-Isleview Partial Reconditioning Project.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2011-4 Declaring Costs.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2011-4, Horseshoe-Isleview Partial Reconditioning Project.

Background Information:

CP 2011-4, Horseshoe-Isleview Partial Reconditioning Project is complete and ready for levying final assessments. The attached resolution initiates the process.

Staff Recommendation:

City staff is recommending the attached resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2011-4, Horseshoe-Isleview Partial Reconditioning Project.

Requested City Council Action

Consider a resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2011-4, Horseshoe-Isleview Partial Reconditioning Project.

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

RESOLUTION NO.12-__

A RESOLUTION DECLARING THE COST TO BE ASSESSED AND ORDERING THE PREPARATION OF PROPOSED ASSESSMENT FOR HORSESHOE-ISLEVIEW PARTIAL RECONDITIONING CITY PROJECT 2011-4

WHEREAS, a contract was let and cost determined for the reconditioning of existing streets including Isleview Road, from CSAH 23 to Horseshoe Lake Road, Horseshoe Lake Road from Isleview Road to Oakdale Drive, Mishawaka Road from south City Limits to Horseshoe Lake Road, Par Lane, Reserve Drive, 25th Street SW from Horseshoe Lake Road to a point approximately 1,320 feet east, and 12th Avenue SW from 25th Street SW north approximately 480 feet, by partially reconstructing streets, reconstructing storm sewer, and associated appurtenances along with constructing a bituminous pedestrian non-motorized path along Isleview Road and Horseshoe Lake Road in the limits described above.

The improvement cost, including change orders, was \$2,440,000 and the expenses incurred in making the improvements amount to \$882,628, so that the total cost of the improvements will be \$3,322,628.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$2,888,357 and the portion of the cost to be assessed against benefited property owners is declared to be an amount not to exceed \$434,271.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2013, and shall bear interest at the rate of 2.18 percent per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineering Department Staff, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the Clerk's office for public inspection.
4. The City Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 27th day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0530 **Version:** 1 **Name:** CP 2014-1 Declare Assessments
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2014-1, 1st Avenue NE Reconstruction

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2014-1 Declaring Costs.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2014-1, 1st Avenue NE Reconstruction

Background Information:

CP 2014-1, 1st Avenue NE Reconstruction project is complete and ready for levying final assessments. The attached resolution initiates the process.

Staff Recommendation:

City staff is recommending the attached resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2014-1, 1st Avenue NE Reconstruction.

Requested City Council Action

Consider a resolution declaring the cost to be assessed and ording the preparation of final assessments for CP 2014-1, 1st Avenue NE Reconstruction.

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

RESOLUTION NO.12-__

**A RESOLUTION DECLARING THE COST TO BE ASSESSED AND
ORDERING THE PREPARATION OF PROPOSED ASSESSMENT FOR
1ST AVENUE NE RECONSTRUCTION
CITY PROJECT 2014-1**

WHEREAS, a contract was let and cost determined for the reconstruction of public infrastructure within the right of way and utility/alley easements of 1st Avenue NE, between 7th Street NE and 10th Street NE, including street, sidewalk, street lighting, storm sewer, sanitary sewer, water main, and associated appurtenances.

The improvement cost, including change orders, was \$514,000 and the expenses incurred in making the improvements amount to \$187,540, so that the total cost of the improvements will be \$701,540.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$679,500 and the portion of the cost to be assessed against benefited property owners is declared to be an amount not to exceed \$22,040.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2013, and shall bear interest at the rate of 2.18 percent per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineering Department Staff, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the Clerk's office for public inspection.
4. The City Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 27th day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0531 **Version:** 1 **Name:** CP 2014-1 Final Hearing
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: A resolution establishing a public hearing on proposed assessments for CP 2014-1, 1st Avenue NE Reconstruction.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2014-1 Hearing for Assessments.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution establishing a public hearing on proposed assessments for CP 2014-1, 1st Avenue NE Reconstruction.

Background Information:

CP 2014-1, 1st Avenue NE Reconstruction project is complete and ready for levying final assessments. The attached resolution establishes a public hearing which is required prior to adopting final assessments.

Staff Recommendation:

City staff is recommending the attached resolution establishing a public hearing on proposed assessments for CP 2014-1, 1st Avenue NE Reconstruction.

Requested City Council Action

Consider a resolution establishing a public hearing on proposed assessments for CP 2014-1, 1st Avenue NE Reconstruction.

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

RESOLUTION NO.12-__

**A RESOLUTION FOR PUBLIC HEARING ON PROPOSED ASSESSMENT FOR
1ST AVENUE NE RECONSTRUCTION
CITY PROJECT 2014-1**

WHEREAS, a resolution passed by the Council on August 27TH, 2012, the City Clerk was directed to prepare a proposed assessment for the reconstruction of public infrastructure within the right of way and utility/alley easements of 1st Avenue NE, between 7th Street NE and 10th Street NE, including street, sidewalk, street lighting, storm sewer, sanitary sewer, water main, and associated appurtenances, and;

WHEREAS, the City Clerk has notified the Council that such proposed assessment has been or will be completed and filed in the Clerk's office for public inspection,

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

1. A hearing shall be held on the 24th day of September, 2012, in the City Hall Council Chambers at 6:00 p.m., to pass upon such proposed assessment, and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The property owner may, at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.

Adopted by the Council this 27TH day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0532 **Version:** 1 **Name:** CP 2011-4 Final Hearing
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: A resolution establishing a public hearing on proposed assessments for CP 2011-4, Horseshoe-Isleview Partial Reconstruction.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2011-4 Hearing for Assessments.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution establishing a public hearing on proposed assessments for CP 2011-4, Horseshoe-Isleview Partial Reconstruction.

Background Information:

CP 2011-4, Horseshoe-Isleview Partial Reconstruction project is complete and ready for levying final assessments. The attached resolution establishes a public hearing which is required prior to adopting final assessments.

Staff Recommendation:

City staff is recommending the attached resolution establishing a public hearing on proposed assessments for CP 2011-4, Horseshoe-Isleview Partial Reconstruction.

Requested City Council Action

Consider a resolution establishing a public hearing on proposed assessments for CP 2011-4, Horseshoe-Isleview Partial Reconstruction.

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

RESOLUTION NO.12-__

**A RESOLUTION FOR PUBLIC HEARING ON PROPOSED ASSESSMENT FOR
HORSESHOE-ISLEVIEW PARTIAL RECONSTRUCTION
CITY PROJECT 2011-4**

WHEREAS, a resolution passed by the Council on August 27TH, 2012, the City Clerk was directed to prepare a proposed assessment of the cost of a project for the reconditioning of existing streets including Isleview Road, from CSAH 23 to Horseshoe Lake Road, Horseshoe Lake Road from Isleview Road to Oakdale Drive, Mishawaka Road from south City Limits to Horseshoe Lake Road, Par Lane, Reserve Drive, 25th Street SW from Horseshoe Lake Road to a point approximately 1,320 feet east, and 12th Avenue SW from 25th Street SW north approximately 480 feet, by partially reconstructing streets, reconstructing storm sewer, and associated appurtenances along with constructing a bituminous pedestrian non-motorized path along Isleview Road and Horseshoe Lake Road in the limits described above, and;

WHEREAS, the City Clerk has notified the Council that such proposed assessment has been or will be completed and filed in the Clerk's office for public inspection,

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

1. A hearing shall be held on the 24th day of September, 2012, in the City Hall Council Chambers at 6:00 p.m., to pass upon such proposed assessment, and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The property owner may, at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.

Adopted by the Council this 27TH day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0533 **Version:** 1 **Name:** CP 2010-3 Final Hearing
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012

Title: A resolution establishing a public hearing on proposed assessments for CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Resolution CP 2010-3 Hearing for Assessments.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

A resolution establishing a public hearing on proposed assessments for CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

Background Information:

CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures project is complete and ready for levying final assessments. The attached resolution establishes a public hearing which is required prior to adopting final assessments.

Staff Recommendation:

City staff is recommending the attached resolution establishing a public hearing on proposed assessments for CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

Requested City Council Action

Consider a resolution establishing a public hearing on proposed assessments for CP 2010-3, 19th Avenue NW Rail Crossing Improvements/Closures.

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

RESOLUTION NO.12-__

**A RESOLUTION FOR PUBLIC HEARING ON PROPOSED ASSESSMENT FOR
19TH AVENUE NW RAIL CROSSING IMPROVEMENTS/CLOSURES
CITY PROJECT 2010-3**

WHEREAS, a resolution passed by the Council on August 27TH, 2012, the City Clerk was directed to prepare a proposed assessment of the cost of a project for the reconstruction of street, street lighting, storm sewer, storm water treatment, water main, sanitary sewer, sidewalks, closure of the 12th Avenue NW at-grade rail crossing, installation of gates and signals at the 19th Avenue NW at-grade rail crossing, and associated appurtenances. The location of the project is on 3rd Street NW from 12th Avenue NW to 19th Avenue NW and included the widening of TH 2 approximately 350 west and 800 east of the intersection of 19th Avenue NW, and;

WHEREAS, the City Clerk has notified the Council that such proposed assessment has been or will be completed and filed in the Clerk's office for public inspection,

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

1. A hearing shall be held on the 24th day of September, 2012, in the City Hall Council Chambers at 6:00 p.m., to pass upon such proposed assessment, and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The property owner may, at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.

Adopted by the Council this 27TH day of August, 2012.

Dale Adams, Mayor

ATTEST:

Kimberly 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 #: 12-0536 **Version:** 1 **Name:** Greens Aerator Purchase
Type: Agenda Item **Status:** Passed
File created: 8/23/2012 **In control:** Golf Course
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Greens Aerator Purchase

Sponsors:

Indexes:

Code sections:

Attachments: [Pokegama G.C. PC648 7-19-12.pdf](#)
[Procore 648 quote Pokegama Golf 7-26-12.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

Greens Aerifier Purchase

Background Information:

At the July 23, 2012 City Council meeting the council authorized golf staff to request quotes for the purchase of a new greens aerator. The aerator is part of the 2012 golf course CIP Budget which was approved by council.

Two quotes were received on the exact same unit. The low price is from Minnesota Toro and it is off the state bid list. The price is \$21,605.20 and includes sales tax, shipping, and set-up.

Our current aerator is 25 years old.

The new unit is expected to last 20 + years.

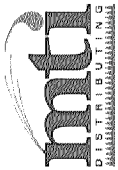
Staff Recommendation:

[Enter Recommendation Here]

Requested City Council Action

Consider authorizing golf course staff to purchase a 2012 Toro Procore 648 Walk Aerator at a price of \$21,605.20. It is a budgeted item and will be paid for by golf course CIP funds.

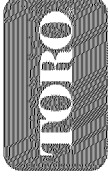
Attn: Mr. Steve Ross



Pokagama G.C. / City of Grand Rapids

TORO TURF MAINTENANCE EQUIPMENT QUOTE

7/19/2012



<i>TORO TURF MAINTENANCE EQUIPMENT</i>		<i>2012 GSA Contract Price</i>
New TORO PROCORE 648 Walk Aerator , 23 hp Kohler Gas Engine, 3WD, 48" Wide Aerating Swath, Hour Meter, 3/4" Mount 4-Tine Head Configuration, Turf Holders, (qty 24) 3/4" Mount Titan Side-Eject (5.75" x .560") Tines		\$20,215.39
<i>MN Sales Tax (6.875%)</i>		\$1,389.81
Total		\$21,605.20

Quote valid for 45 days / Set-Up & Delivery at No Charge

NEW Toro Equipment has a 2 year Standard Manufactures Warranty

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us at 800-492-9972.

Sincerely,

Cary Femrite & Matt Arntzen, Sales Representatives

Reinders Inc. Price Quote

Expiration Date: 8/26/2012

Quote ID: 124629

Pokegama Golf Course Grand Rapid, MN 26-Jul-12

Thank you for the opportunity to quote your current equipment needs. Below is the configuration and pricing requested. If you have any questions or need additional information please call.

Qty	Model Number	Description	GSA Contract Unit Price	GSA Contract Extension	
1	09200	ProCore 648	\$19,571.35	\$19,571.35	
3	09796	4 Tine 3/4" Head Set	\$140.97	\$422.91	
1	120-1046	Guard-Turf, Long	\$48.21	\$48.21	
2	120-1045	Guard-Turf, Short	\$31.38	\$62.76	
24	108-9165	Titan Side Eject 3/4" (5.75" X .660")	\$4.59	\$110.16	
TOTALS					
				Equipment Subtotal	\$20,215.39
				Freight to Grand Rapids, MN	\$375.00
				Estimated MN Sales 6.875%	\$1,415.59
				Total	\$22,005.98

ProCore 648 includes a 2 Year Warranty

Sincerely,

**Whitey Anderson, SCPS
Reinders Inc.
630-251-4832**



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0537 **Version:** 1 **Name:** Seasonal Golf Employee
Type: Agenda Item **Status:** Passed
File created: 8/23/2012 **In control:** Golf Course
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Seasonal Golf Employee

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved	Pass

Seasonal Golf Employee

Background Information:

A number of our seasonal summer employees have departed for school. The golf course is requesting the city council to approve Jaime Olsen as a cashier. Her hourly wage as a cashier will be \$7.50. Employment will begin August 28 and will end no later than October 31, 2012.

Staff Recommendation:

[Enter Recommendation Here]

Requested City Council Action

Consider approving Jaime Olsen as a seasonal golf course employee at the hourly wage of \$7.50. She will work as a cashier in the golf shop. Employment to begin August 28 and end no later than October 31, 2012.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0540 **Version:** 1 **Name:** Board & Commission Minutes
Type: Minutes **Status:** Approved
File created: 8/23/2012 **In control:** Administration
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Acknowledge minutes for Boards & Commissions.

Sponsors:

Indexes:

Code sections:

Attachments: [July 11, 2012 Library Board](#)
[July 17, 2012 Golf Board](#)
[July 18, 2012 PUC Regular Meeting](#)
[July 18, 2012 PUC Special Meeting](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Acknowledge Boards and Commissions	

Acknowledge minutes for Boards & Commissions.

Grand Rapids Area Library Board
Regular Monthly Meeting
July 11, 2012

Members present: Dennis Jerome, Cheryl Stephens, Max Peters, Abby Kuschel,
John Soll, David Yankowiak, Shannon Benolken

Members Absent: Vicky Harding, Jemma Baker

Staff present: Amy Dettmer

The monthly board meeting was called to order at 5:01 pm by Dennis Jerome

Agenda: Abby Kuschel moved to approve the agenda; second by Cheryl Stephens. Motion passed unanimously

Minutes: Shannon Benolken moved to approve the minutes of the June board meeting; second by David Yankowiak. Motion passed unanimously.

Communications: None

Financial Report: Amy answered a few questions and explained some line items. One comment was that the budgeted revenue and expense seems to be on track.

Invoices due on or before July 11, 2012

AWE, Inc.	2,891.00
Amazon.com	88.10
Ameripride Linen & Apparel	34.60
Anderson Glass	213.30
Marcia Anderson	221.98
Arrowhead Library System	50.54
Baker & Taylor, Inc.	2,315.72
League of MN cities Ins Trust	9,541.00
Busy Bees Cleaning	1,700.00
CDW Government	4,251.68
Cole Hardware	44.44
Delta Dental of Minnesota	228.15
Diverse Media	29.45
Evans Electric	1,180.99
Fidelity Security Life Ins.	11.27
Gartner Refrigeration	1,801.77
Grand Rapids City Payroll	33,905.31
Itasca Area Schools	245.00
Junior Library Guild	63.00
Darla Kirwin	39.52

Learning Opportunities	542.90
Lincoln Nat'l. Life	90.70
Minnesota Energy Resources	27.92
MN Horticultural Society	34.00
Minnesota Sales & Use Tax	32.28
Nextera Communications	97.38
Northern Business Products, Inc.	271.00
Paul Bunyan Communications	244.33
Personnel Dynamics	824.22
Pioneer Mutual Life Ins.	20.50
Pitney Bowes	143.34
Pizza Works	11.99
P.U.C.	2,930.70
Pumpkin Books	123.26
Rapids Plumbing & Heating	97.00
Recorded Books	58.65
SVL Service Corp.	320.90
Silvertip Graphic Signs	3,450.00
SIM Supply	355.18
Verizon Wireless	114.78
Village Book Store	43.16
VISA	109.94
Xerox Corp.	105.46
Becky Fjelland-Davis	250.00
TOTAL	\$ 69,156.41

John Soll moved to approve the financial report. It was seconded by Max Peters and all responded favorably to a roll call vote. Motion passed unanimously.

Staff Report: Amy noted some proposed pay increases for 4 library staff due to the city council approval. She also noted that there was no appreciable storm damage and that the summer reading program attendance is up. Other items are noted in packet E.

Old Business: None to report

New Business: Consent Agenda

1. Approve the payment of late bills
 - a. None
2. Approve Contracts
 - a. Wonder Weavers program July 31... \$400
3. Approve resolution 12-07 Accepting Donations
 - a. Blandin Foundation \$10,000 for adult and children's programs

Motion by Cheryl Stephens to approve the consent agenda, a second by David Yankowiak. Roll call vote was approved by all present.

Regular Agenda:

- a. Shannon Benolken reported on proposed 2013 budget behalf of the budget committee. Some discussion was held regarding various expenses and Shannon explained certain items in the 2013 budget.

A motion was made by Shannon Benolken to approve the 2013 budget. A second by Max peters. After a roll call vote, the budget was approved unanimously.

There being no other business, the meeting was adjourned at 5:30 pm by Chair Dennis Jerome.

Respectfully submitted,

Jeff Wartchow

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
July 17, 2012
7:30 AM

Present: Pat Pollard, Jeff Ericson, Steve Forneris, Kelly Hain, Larry O'Brien

Absent: None

Staff: Bob Cahill – Director of Golf
Steve Ross – Grounds Superintendent
Stewart Bastian – Concessionaire

- I. Pat Pollard called the meeting to order.
- II. Jeff Ericson made a motion to accept the minutes of the June 19, 2012 Board meeting. Steve Forneris seconded the motion. The motion passed.
- III. Consideration of monthly bills: Steve Forneris made a motion to approve the bill list. Kelly Hain seconded the motion. The motion passed. Steve Forneris made a motion to approve two additional bills: a refund to Gorham for \$1,056.99 and a payment to ESC Security for \$384.75. Kelly Hain seconded the motion. The motion passed.

ACHESON TIRE COMPANY INC	20.00
AMERIPRIDE LINEN & APPAREL	62.98
LEAGUE OF MN CITIES INS TRUST	18,871.00
BUNES SEPTIC SERVICE INC	591.00
BURGGRAF'S ACE HARDWARE INC	1,119.47
CENTRAL LANDSCAPE SUPPLY	106.88
CITY OF COHASSET	205.25
COLE HARDWARE INC	17.09
COMPUTER ENTERPRISES	160.30
DELTA DENTAL OF MINNESOTA	106.40
EDWARDS OIL INC	2,864.40
FILTHY CLEAN INC	85.50
GARTNER REFRIGERATION CO	550.50
CITY OF GRAND RAPIDS	13.84
GRAND RAPIDS CITY PAYROLL	23,858.83
GRAND RAPIDS GREENHOUSE	1,455.28
GRAND RAPIDS STATE BANK	1,602.75
KELLER FENCE COMPANY	1,115.00
L&M SUPPLY	111.10
MINNESOTA SALES & USE TAX	4,416.09
MINNESOTA TORO	1,651.29
NEXTERA COMMUNICATIONS LLC	4.32
NORTHERN LAKES WINDOW CLEANING	144.28
NORTHERN SAFETY CO. INC.	451.83
PIONEER MUTUAL LIFE INS CO	4.10
PRESTO PRINT	13.84
P.U.C.	1,864.38
QUALITY REFRIGERATION & HTG	2,774.00
NORTHERN MN WATER COND DBA	104.91
RAPID PEST CONTROL INC	363.37
RUTTGER'S SUGAR LAKE LODGE	8,625.00

WILLIAM J SCHWARTZ & SON'S	461.70
SIM SUPPLY INC	326.49
STANGEL STUMP GRINDING	630.56
STOKES PRINTING COMPANY	159.51
TESSMAN SEED COMPANY	888.01
TWINCITIESGOLF.COM	225.00
VERIZON WIRELESS	35.69
VISA	260.24
WASTE MANAGEMENT	250.09
WITTEK GOLF SUPPLY COMPANY INC	2,486.00
 TOTAL ALL VENDORS:	 79,058.27

IV. Visitors: None

V. Grounds Superintendent: Steve Ross reported. The crew continues to double mow and brush the greens twice a week. Cleanup from the storm is almost complete. 42 trees were lost and cleanup labor will be approximately 300 man-hours.

VI. Concessions: Stewart Bastian reported. The summer business has been good. The concessionaire anticipates requesting a contract extension.

VII. Director of Golf: Bob Cahill reported. Revenue is on budget and expenses are slightly above budget. Several large groups outings are upcoming.

VIII. Old Business: None.

IX. New Business: None.

X. Correspondence and Open Discussion: None.

XI. Adjourn: Jeff Ericson made a motion to adjourn the meeting. Kelly Hain seconded the motion. The motion passed.

A regular meeting of the Grand Rapids Public Utilities Commission was held on July 18, 2012 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

Members Present: President Welliver, Secretary Hodgson, Commissioner Adams, Commissioner Johnson, Commissioner Chandler.

Members Absent: None.

Others Present: General Manager Ward, Finance Manager Betts, Wastewater Treatment Plant Manager Ackerman, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan, Attorney Bengtson, Susan Gerchman of JDI Contracts, Inc.

Motion by Hodgson to approve the minutes of the June 13, 2012 regular meeting and the June 13, 2012 special meeting. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the June 2012 City Treasurer's Report and Investment Activity Report with the Commission.

Motion by Adams to approve the City Treasurer's Report and Investment Activity Report for June 2012. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

President Welliver acknowledged public forum. None present.

Commission Member Reports: No items.

Administration:

Mr. Tyler Barrell of Energy Management Systems reviewed the Conservation Improvement Program with the Commission. Discussion followed.

Motion by Johnson to approve granting regular employment status to Mr. David Virden, Instrumentation Control Technician. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Adams to table confirming the hiring of the Selection Committee's preferred applicant for the position of Wastewater Treatment Facility Maintenance Foreman, as requested by General Manager Ward. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to authorize entering into an agreement with the City of LaPrairie to provide utility billing services. Motion seconded by Adams and upon roll call the

following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Johnson to approve the Iron Range Engineering Fall 2012 Project Proposal – Wastewater Treatment Facility Out-fall Generator and proceed with the project. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to table the review of the Electric Service Regulations – Extension Rules – Conversion from Overhead to Underground, as requested by General Manager Ward. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Accounting and Finance:

Finance Manager Betts reviewed the June 2012 Operations Report with the Commission.

Motion by Chandler to approve a request to waive the bond requirement and issue duplicate check to Autumn Creek Consulting in the amount of \$1,798.50 for lost check #61418. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Electric Department:

Engineering Consultant Gerchman reviewed the June 2012 Operations Report with the Commission.

Wastewater Treatment Plant Operations:

Wastewater Treatment Plant Manager Ackerman reviewed the June 2012 Operations Report with the Commission.

Water/Wastewater Collection/Safety:

Water/Wastewater Collection/Safety Manager Doyle reviewed the June 2012 Operations Report with the Commission.

Safety Training Procedures and Updates:

Water/Wastewater Collection/Safety Manager Doyle reviewed the safety initiatives for the month. There were no reports of injury in the month of June.

GRPUC Discussion/Correspondence:

2012 PERA Employer Training, June 19, 2012, Grand Rapids, MN – Christine Flannigan, Jean Key.

SEH Infrastructure Rehabilitation Seminar, June 20, 2012, Grand Rapids, MN – Dennis Doyle.

Change Orders: No items.

Claims for Payment:

Motion by Hodgson to approve Pay Request #1-Final Payment from Lake States Construction, Inc. for the County State Aid Highway 63-Electrical Distribution Project in the amount of \$41,325.00. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to approve Pay Request #4-Final Payment-Retainage from Electrical Installation and Maintenance Co. (EIM) for the Secondary Aeration Motor Control Center Project in the amount of \$13,450.00. Motion seconded by Adams and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

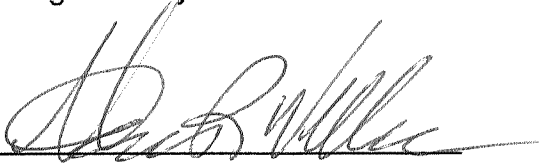
Motion by Johnson to approve Revised Pay Request #5 from Hammerlund Construction, Inc. for the Sludge Landfill Phase 8 Construction in the amount of \$33,957.48. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to approve a claim for payment in the amount of \$624.07 from Northern Business Products for various office supplies. Motion seconded by Adams and upon roll call the following voted in favor thereof: Welliver, Adams, Hodgson and Chandler; Against: None; Abstained: Johnson, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to authorize the verified claims for payment in the amount of \$1,716,499.20 (\$1,259,138.01 computer checks, \$451,585.29 manual checks and \$5,775.90 budget billing customer refunds-manual checks) per attached lists. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

The next regular Commission meeting is Wednesday, August 15, 2012 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.


Upon a motion duly made and seconded, the meeting was adjourned at 5:15 PM.



A handwritten signature in cursive script, appearing to read "Stephen R. Welliver", written over a horizontal line.

Stephen R. Welliver, President

Attest:



A handwritten signature in cursive script, appearing to read "Glen D. Hodgson", written over a horizontal line.

Glen D. Hodgson, Secretary

GRAND RAPIDS
PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
JUNE 2012

NAME	AMOUNT	NAME	AMOUNT
ABM Equipment & Supply	960.64	Kootasca	5,600.00
Acheson Tire	1,068.75	KOZY	816.00
Jim Ackerman	190.95	L & M Supply	326.91
AE2S	7,551.47	L & S Electric	2,550.62
Alcola Solutions Group	4,094.68	Lano, O'toole, Bengston	1,887.00
American Payment Centers	142.00	Latvala Lumber Co	26.98
American Public Power	362.48	Anne H Lewis	825.00
AmeriPride Services	92.58	Locators & Supplies Inc	86.49
Arrow Embroidery & Screen	225.00	Minnesota Dept of Health	50.00
Auto Value	11.04	Minnesota Municipal Utilities	6,684.75
Autumn Creek Consulting	1,475.10	Minnesota Power	843,957.30
Border States	2,220.29	Minnesota Power	2,757.59
Braun Intertec	592.50	NTS	8,696.25
Bunes Septic	80.00	Nelson Roofing Inc	250.51
Call Net	995.00	Neo Solutions	27,376.88
Carquest	6.87	Nextera	819.85
Casper Construction	724.88	Nord Auto	29.38
Citi Lites	2,924.51	North American Salt Co	2,067.27
City of Grand Rapids	3,081.96	North Central Laboratories	857.69
The Clean Advantage	2,086.20	Novaspect	5,600.00
Cole Hardware	665.20	Tom Otten	69.99
Construction Bulletin	200.00	Pace Analytical	851.61
Dairy Queen	715.08	Personnel Dynamics	109.82
Davis Oil	1,652.37	Pitney Bowes	2,860.21
DSC Communications	36,700.67	Polydyne Inc	49,913.19
Dennis Doyle	170.39	Public Utilities Commission	2,710.88
Energy Management Solutions	5,398.20	Radtke Trucking	38,589.46
Environmental Resource Assoc	116.02	Railroad Management Co	120.79
Era Laboratories	250.00	Rapids Pest Control	98.85
Express Services Inc	3,841.68	Red Rock Radio	880.00
Eye Care Clinic	110.00	Resco Electric Supply	1,776.59
Gopher State One-Call	672.80	RF Backflow	3,964.89
Grand Rapids Herald Review	105.05	River Road Market	1,092.98
Grainger	160.71	Sandstroms	140.98
Graybar	496.07	Sammys Pizza	1,752.53
Great Northern Services	3,709.33	Sawmill Inn	29.01
Green Again Lawn & Aeration	2,746.69	S E H	5,680.00
HD Waterworks	651.48	SL-serco	1,755.00
Hammerlund Construction Inc	2,792.00	SelectAccount	155.50
Harcros Chemicals	11,702.81	Stokes	15.04
Hawkins Inc	3,979.54	Stuart Irby Co	358.68
Hawkinson Construction Co Inc	8,100.00	Telcologix	2,306.88
Bob Howendobler	6,765.00	Summit Group Software Inc	78.00
Itasca County Treasurer	2,036.30	Thein Well	560.00
Itron	862.41	Thelen Heating & Roofing	1,375.00
JDI Contracts Inc	7,237.79	Treasure Bay Printing	479.34
JN Johnson Sales & Service	1,059.01	Turf & Tree Inc	60,876.00
JobsHQ	199.00	Viking Electric Supply	323.12
Jobtarget	199.00	U S Bank	431.25
Johnson, Killen, Seiler	967.50	Waste Management	1,597.76
KBM	77.00	Wenck Associates	21,749.43

GRAND RAPIDS
PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
JUNE 2012

NAME	AMOUNT
Wesco	9,586.32
Wisconsin Energy Conserv Corp	330.35
WP & RS Mars Co	1,266.39
Xerox	340.87
Zee Medical Service	53.83
Energy Star Rebates:	
Laurie Passard	80.00
Patrick Moren	130.00
Linda George	30.00
Louis & Patricia Price	75.00
Mark Litchke	50.00
Total	<u>1,259,138.01</u>
Northern Business Products	624.07

*** GRAND RAPIDS PUBLIC UTILITIES ***
ACCOUNTS PAYABLE CHECK REGISTER 6/30/2012
WELLS FARGO BANK

Check Amount

CHECK NO	CHECK DATE	VEN NO	VENDOR	Check Amount
2106	6/01/2012	700	MINNESOTA DEPT OF REVENUE	3,755.04
2107	6/01/2012	1232	WELLS FARGO BANK	20,092.08
2108	6/01/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,461.24
2109	6/01/2012	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,434.44
2110	6/04/2012	1612	SELECTACCOUNT	2,560.79
2111	6/01/2012	1613	DELTA DENTAL OF MINNESOTA	3,732.00
2112	6/01/2012	1762	WELLS FARGO CORPORATE TRUST	14,435.00
2113	6/13/2012	890	MINNESOTA DEPARTMENT OF REVENUE	51,223.00
2114	6/15/2012	700	MINNESOTA DEPT OF REVENUE	3,745.99
2115	6/15/2012	1232	WELLS FARGO BANK	20,002.65
2116	6/15/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,360.26
2117	6/15/2012	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,441.37
2118	6/18/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	7,846.37
2119	6/18/2012	1612	SELECTACCOUNT	2,560.79
2120	6/19/2012	890	MINNESOTA DEPARTMENT OF REVENUE	7,523.00
2121	6/02/2012	1611	SELECTACCOUNT	100.62
2122	6/21/2012	700	MINNESOTA DEPT OF REVENUE	191.88
2123	6/21/2012	1232	WELLS FARGO BANK	1,375.34
2124	6/21/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	1,500.00
2125	6/14/2012	1611	SELECTACCOUNT	375.88
2126	6/23/2012	1612	SELECTACCOUNT	1,500.00
2127	6/26/2012	890	MINNESOTA DEPARTMENT OF REVENUE	52,871.00
2128	6/27/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	2,305.44
2129	6/29/2012	700	MINNESOTA DEPT OF REVENUE	3,588.84
2130	6/29/2012	1232	WELLS FARGO BANK	19,128.78
2131	6/29/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	5,809.04
2132	6/29/2012	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	11,491.01
2133	6/21/2012	1611	SELECTACCOUNT	1,036.04
2134	6/29/2012	1611	SELECTACCOUNT	172.50
2135	6/30/2012	67	BLUE CROSS BLUE SHIELD	50,317.52
61328	6/01/2012	367	MINNESOTA DEPT OF HEALTH	405.00
61334	6/04/2012	570	U S POST OFFICE	664.78
61392	6/05/2012		CARNES, CONNIE	60.30
61393	6/06/2012	1572	MINNESOTA ENERGY RESOURCES CORP	2.99
61394	6/06/2012	921	UNITED PARCEL SERVICE	22.33
61395	6/06/2012	921	UNITED PARCEL SERVICE	52.67
61396	6/07/2012		SNELL, JEREMY J & CHRYSALINA G	30.46
61397	6/07/2012		FLINCK, JANELLE	204.18
61398	6/07/2012		COUNTRY VILLAGE APTS	31.02
61399	6/08/2012	1887	PATZOLDT, KEN	10,000.00 *
61400	6/08/2012		NEWTON, AARON P	45.51
61401	6/11/2012	570	U S POST OFFICE	627.26
61402	6/14/2012	604	ANTHONY WARD - PETTY CASH	257.49
61403	6/15/2012		MILLER, MICHAEL & MARISSA	7.41
61404	6/15/2012		GROSHONG, CONRAD & DEBRA	129.00
61405	6/15/2012		GEORGE, TIMOTHY	5.00

MANUAL CHECKS

*** GRAND RAPIDS PUBLIC UTILITIES ***
ACCOUNTS PAYABLE CHECK REGISTER 6/30/2012
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	VENDOR	Check Amount
61407	6/15/2012		SCHEAR, ANITA L	17.75
61521	6/19/2012	1751	LAKE STATES CONSTRUCTION INC	8,755.50 *
61522	6/19/2012	1845	ELECTRICAL INSTALLATION & MAINT CO	2,850.00 *
61523	6/19/2012	234	HAMMERLUND CONSTRUCTION	142,501.80 *
61524	6/18/2012	570	U S POST OFFICE	538.67
61525	6/18/2012		NORTH FACE PROPERTIES	57.96
61526	6/19/2012		DUKE, EDWARD	328.72
61527	6/19/2012		EDDY, DEANNA K	3.73
61528	6/19/2012		SWEET, JONI	29.00
61529	6/19/2012		OWENS, JAMES & MARILYN	34.07
61530	6/19/2012		LARSON, RICKIE	87.30
61531	6/19/2012		HOLCOMB, DIANE	118.00
61532	6/19/2012		HARDING, CATHI	18.17
61533	6/22/2012		UNITED PARCEL SERVICE	77.86
61534	6/22/2012	921	U S POST OFFICE	100.00
61535	6/25/2012	570	U S POST OFFICE	666.41
61536	6/26/2012	367	MINNESOTA DEPT OF HEALTH	4,994.00
61537	6/26/2012	386	MINNESOTA W O A	490.00
61538	6/26/2012	924	CRAGUN'S CONFERENCE CENTER	460.00
61539	6/26/2012	1585	STANDARD INSURANCE COMPANY	981.98
61540	6/26/2012	1835	VERIZON WIRELESS	203.59
61541	6/26/2012	1572	MINNESOTA ENERGY RESOURCES CORP	33.98
61542	6/26/2012		THOMPSON, CLIFTON	190.00
61543	6/26/2012		SWORD, PAUL & CRYSTAL	166.00
61544	6/26/2012		FANNIN, RICK & KATHLEEN	48.08
61545	6/26/2012	835	UNITED STATES POSTAL SERVICE	2,000.00
61546	6/26/2012	374	MINNESOTA POLLUTION CONTROL AGENCY	55.00
61547	6/27/2012	1889	DAHLHEIMER, TIMOTHY & DEBBIE	500.00
61549	6/30/2012	100	CITY OF GRAND RAPIDS	68,583.33
61550	6/29/2012	100	CITY OF GRAND RAPIDS	41,318.38
				<u>164,107.30</u> *
				<u>451,585.29</u>

Previously approved @ 6/13/12 Meeting
Manual checks to be approved

Total

615,692.59

*** GRAND RAPIDS PUBLIC UTILITIES ***
 ACCOUNTS PAYABLE CHECK REGISTER 6/04/2012
 WELLS FARGO BANK

Check Amount

CHECK NO CHECK DATE VEN NO V E N D O R

COMPUTER CHECKS

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
61335	6/04/2012		AALTO, JOSEPH	95.60
61336	6/04/2012		ANDERSON, BRYAN W	305.25
61337	6/04/2012		ANDERSON, PHIL	223.61
61338	6/04/2012		BARTZ, ROBERT	188.17
61339	6/04/2012		BONNER, DR JOHN	184.62
61340	6/04/2012		BRION, MARY JO & LARRY	206.73
61341	6/04/2012		BURKE, TERRI	141.61
61342	6/04/2012		CAMPBELL, ERICA	48.30
61343	6/04/2012		CARLSON, RAYMOND W	29.59
61344	6/04/2012		CINA, CRAIG & PATRICIA	18.14
61345	6/04/2012		CINT, CHRISTINE M	51.77
61346	6/04/2012		COLUMBUS, JIM & SALLY	60.20
61347	6/04/2012		CULP, FLORENCE M	77.60
61348	6/04/2012		DONAHUE, TANYA R	56.50
61349	6/04/2012		EISELE, GERALD	44.00
61350	6/04/2012		GIBBS, RICHARD	16.52
61351	6/04/2012		GILBERT, KEVIN & TERESA	130.48
61352	6/04/2012		GOODWIN, GEORGE G & KATHLEEN	171.16
61353	6/04/2012		GROSSMAN, RON	117.38
61354	6/04/2012		HALSEY, ELIZABETH	13.99
61355	6/04/2012		HARMS, CLIFFORD	118.24
61356	6/04/2012		HEGARTY, GARY & BARBARA	88.43
61357	6/04/2012		HILLA, MICHAEL & EILEEN	153.11
61358	6/04/2012		HORTON, ANDY & AMANDA	52.02
61359	6/04/2012		HOUWMAN, FRANKLIN A	13.02
61360	6/04/2012		JAGLO, PATRICIA D	6.60
61361	6/04/2012		JOHNSON, RENEE MAKI	38.52
61362	6/04/2012		KORHONEN, ARTHUR & CLARICE	30.75
61363	6/04/2012		KRINGS, DAVID W & AVIS M	136.42
61364	6/04/2012		LUOMA, RICK D	49.82
61365	6/04/2012		MAKI, SARAH	448.75
61366	6/04/2012		MAYBERRY, BARBARA	16.56
61367	6/04/2012		MCDONALD, TIM & ANN	78.40
61368	6/04/2012		MUSTAD, RICHARD	42.30
61369	6/04/2012		OQUIST, DONALD	166.95
61370	6/04/2012		ORSTAD, MARK AARON	39.75
61371	6/04/2012		PATTERSON, EARL L & HELEN M	43.47
61372	6/04/2012		PIERCE, PAUL & PATTY	159.17
61373	6/04/2012		PRIBYL, PETE W	74.97
61374	6/04/2012		RISBERG, JOHN & CAROL	25.02
61375	6/04/2012		RODENBERG, MICHAEL & TERRI	32.04
61376	6/04/2012		ROOKER, JOYCE R	46.69
61377	6/04/2012		ROTHSTEIN, JOHN & ROSALIE	165.27
61378	6/04/2012		RUFF, ANTHONY A	121.41
61379	6/04/2012		SAINIO, LAURA L	294.10
61380	6/04/2012		SALETURE, TERRI	108.36

6/04/2012 4:41 PM
LINDA

* * * GRAND RAPIDS PUBLIC UTILITIES * * *
ACCOUNTS PAYABLE CHECK REGISTER 6/04/2012
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
61381	6/04/2012		SIMON, CRAIG L	40.22
61382	6/04/2012		SIPE, REV ROBERT	364.00
61383	6/04/2012		STABER, LISA	29.27
61384	6/04/2012		SWENTKOFKSKE, DAN	5.24
61385	6/04/2012		SWORD, PAUL & CRYSTAL	3.63
61386	6/04/2012		THOMPSON, CLIFTON	15.44
61387	6/04/2012		WASHBURN, MICHAEL	116.97
61388	6/04/2012		WETSCHKA, MARK	78.70
61389	6/04/2012		WILLIAMS, JAMES	140.11
61390	6/04/2012		YUNK, JAMES W & GERALDINE J	184.40
61391	6/04/2012		ZANARDI, DAVID	66.56

Manual checks to be approved (customer refunds)

5,775.90

A special meeting of the Public Utilities Commission was held on July 18, 2012 at 12:00 Noon in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, MN.

Members Present: President Welliver, Secretary Hodgson, Commissioner Adams, Commissioner Johnson, Commissioner Chandler.

Members Absent: None.

Others Present: General Manager Ward, Wastewater Treatment Plant Manager Ackerman, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan, Susan Gerchman and Roger Hoyum of JDI Contracts, Inc.

President Welliver acknowledged the publication and posting of the special meeting date, time and purpose.

General Manager Ward reviewed the 2012-2016 Five Year Capital Improvement Plan with the Commission. Discussion followed on the Plan-It software currently being used for the plan and the five year project funding model being developed by the staff. The City has scheduled a bus tour on Monday, July 30, 2012 at 3:30 PM to review proposed projects in the City five year capital improvement plan. The Commission is welcome to attend. The appropriate meeting notice will be posted.

Manager Ackerman reviewed the Wastewater Treatment Facility five year plan, including a proposed revision to include improvements to the Secondary Aeration System, which was passed to the Commission. The revised Phase II plan would eliminate two projects scheduled for 2013, and would be scheduled in 2015-2016.


Manager Doyle reviewed the Water and Wastewater Collection five year plan. Several 2012 projects bid have come in over the engineer's estimates used for the Water/Wastewater Collection Cost of Service Study. A majority of capital projects in these departments are driven by City street reconstruction projects. The plan is subject to changes in the City five year capital improvement plan, if any, that the City Council may revisit and amend or reschedule after the scheduled City bus tour.

Consultant Gerchman reviewed the Electric Department five year plan. Capital improvement goals are prioritized by; 1)-Governmental or environmental mandates, 2)-Reliability, 3)-Flexibility (alternate feeds), and 4)-Conversion to the 23 kV system and decommissioning of old substations. An engineering modeling software is currently being used to plan and determine the most efficient solutions to meet the priorities of the department. The Automated Metering Reading and Infrastructure Project was reviewed and discussed. The system

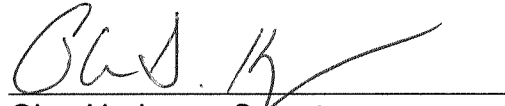
would improve outage management and power quality, and expedite the transfer of critical system and usage information, and allow integration of other ongoing IT initiatives, such as GIS. Discussion followed on the economic feasibility of the system and options for staging the implementation of the project.

General Manager Ward summarized the methodology used in developing the cash flow funding model and projections used in each department. The model should be finalized in August. The year 2017 will be added to the current five year plan as a component of the 2013 Budget process.

Upon a motion duly made and seconded, the meeting was adjourned at 1:45 PM.


Stephen R. Welliver, President

Attest:


Glen Hodgson, Secretary



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0534 **Version:** 1 **Name:** SEH Contract for Engineering Services
Type: Agenda Item **Status:** Passed
File created: 8/22/2012 **In control:** Engineering
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: A contract for municipal engineering services with Short Elliott Hendrickson.

Sponsors:

Indexes:

Code sections:

Attachments: [8-27-12 Attachment Contract for Engineering Services_2_.pdf](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved As Presented	Pass

A contract for municipal engineering services with Short Elliott Hendrickson.

Background Information:

The current three year contract for municipal engineering services with Short Elliott Hendrickson expires on December 31st of this year. The City utilizes this agreement for design and construction engineering services on infrastructure projects. The contract for municipal engineering services generally establishes services and fees for professional engineering work performed. Supplemental letter agreements for each individual project then reference the contract for municipal engineering services. This contract is not necessarily an exclusive agreement. It can be terminated by either party. The attached contract is for three years.

Staff Recommendation:

City staff is recommending the approval of the attached contract because: 1) Staff is extremely pleased with the service provided by Short Elliott Hendrickson; 2) They are the only local consulting firm that can provide the design and engineering services locally. Their office has been in Grand Rapids for 24 years and has 15 staff members, 9 are full time and 6 are part time. The hourly wage with benefits ranges from \$20.50 to \$44.50 per hour. The total amount paid in salaries per year exceeds \$740,000; and 3) The fees in the agreement are not increasing from the existing contract.

Requested City Council Action

Consider approving the attached contract for municipal engineering services with Short Elliott Hendrickson.

CONTRACT FOR MUNICIPAL ENGINEERING SERVICES

THIS CONTRACT, made and entered into by and between the City of Grand Rapids, Minnesota, hereinafter referred to as the "City", and Short Elliot Hendrickson (SEH), hereinafter referred to as the "Consultant".

WITNESSETH:

WHEREAS, the City has determined that municipal engineering assistance is needed from the Consultant at various times for both project assistance and day-to-day engineering assistance, and has determined that a 3-Year Contract shall be established to manage this consultant work; and

WHEREAS, the consultant can provide those services needed; and

WHEREAS, this Contract will require Council Authorization for design and construction phase services on a project by project basis as proposed in Supplemental Letter Agreements. Hourly services would be as directed by the City Engineer assuming that the services were a budgeted item or council approved resolution authorizing the preparation of a feasibility report.

NOW THEREFORE, in consideration of the mutual covenants and considerations hereinafter contained, it is agreed by and between the City and the Consultant as follows:

1. **Scope of Services**

It shall be the general intent of the Scope of Services to have the Consultant perform all final design and construction engineering support services as defined in Supplemental Letter Agreements. Each Supplemental Letter Agreement will define the Scope of Services. The Basic Scope of Services for specific project work is listed in Exhibit "A". Each Supplemental Letter Agreement will define the specific work scope for that work task.

2. **Rate of Compensation**

Compensation to the Consultant will either be hourly or lump sum as specified in the Supplemental Letter Agreement. For hourly work the rates shown in Exhibit "B" shall govern through the 3 year contract period. Consultant can request increases in rates on a yearly basis but will not be granted without City Council approval.

3. **Condition of Payment**

All services provided by the Consultant pursuant to this Contract shall be performed to the satisfaction of the City, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. Payment shall be withheld for work found by the City to be unsatisfactory, or performed in violation of federal, state, and local laws, ordinances, rules or regulations.

Invoices will be submitted on a monthly basis for work performed.

4. **Time of Performance**

The contract will expire as of December 31, 2015.

All work authorized by the City through this Agreement will be performed in a timely manner and in accordance with a time schedule shown on the corresponding Supplemental Letter Agreement.

5. Ownership of Plans

The originals of all plans, specifications and other documents prepared by the Consultant under this Contract shall be the property of the City. The Consultant shall submit original or reproducible drawings to the City along with an AutoCADD compatible digital file.

6. Termination of the Contract

Either party may cancel this Contract (or any part thereof), at any time by giving written notice to the other party at least fifteen (15) calendar days prior to the effective date of the termination. The Consultant shall be paid for the work performed prior to the effective date of termination based upon the payment terms of this Contract. Such payment shall not exceed the maximum amount provided for by the terms of this Contract. Notice to the City shall be mailed or delivered to Tom Pagel, City Engineer, City of Grand Rapids, 420 North Pokegama Avenue, Grand Rapids, Minnesota 55744. Notice to the Consultant shall be delivered to ATTN: Jeff Tillman, SEH, 21 NE 5th St, Suite 200, Grand Rapids, MN 55744.

7. Independent Contractor

It is agreed that nothing contained in this Contract is intended or should be construed as creating the relationship of co-partner, joint ventures, or an association with the City and Consultant. Consultant is an independent contractor and neither it, it's employees, agents, subcontractors or representatives shall be considered employees, agents, or representatives of the city. Except as otherwise provided herein, Consultant shall maintain, in all respects, its present control over the means and personnel by which this Contract is performed. From any amounts due Consultant, there shall be no deductions for federal income tax or FICA payments nor for any state income tax, nor for any other purposes which are associated with an employer/employee relationship unless otherwise required by law. Payment of federal income tax, FICA payments, state income tax, unemployment compensation taxes, and other payroll deductions and taxes are the sole responsibility of Consultant.

8. Choice of Law

The laws of the State of Minnesota shall govern all questions as to the execution, nature, obligation, instruction, validity, and performance of this Contract.

9. Additional Services

In the event that a substantial change is made in the scope, complexity or character of the work contemplated under this Contract, or if it becomes necessary for the Consultant to make substantial revisions to documentation completed or in progress and which has been approved by the City, such work will be deemed "extra work". For "extra work", the Consultant will be compensated as mutually agreed upon by the parties to this Contract. Such "extra work" costs will not be charged against the maximum fee set forth above. Time extensions may be granted by

the City to the Consultant for completion of this project if the City feels that the "extra work" warrants the extension. An amendment to this Contract will be executed by both parties, Consultant, and City, for any work deemed "extra work".

10. Accuracy of Work

The Consultant shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from errors and omissions on the part of the Consultant without additional compensation.

All items of work to be performed by the Consultant shall be done in accordance with the requirements and recommendations of, and subject to the approval of, the City.

11. Subletting, Assignment, or Transfer

No portion of the work under the Contract shall be sublet, sold, transferred, assigned, or otherwise disposed of except with the prior written consent of the City.

12. Indemnity

The consultant shall save and protect, hold harmless, indemnify and defend the City, its council members, officers, agents, employees and volunteer workers against any and all liability, causes of action, claims, loss, damages or cost and expense arising from any professional errors and omissions and/or negligent acts and omissions of Consultant in the performance of this Contract.

Consultant shall be responsible for the professional quality, technical accuracy, and the coordination of all services furnished by Consultant under this Contract. Consultant shall, without additional compensation, correct or revise any errors or deficiencies in consultant's final reports and services.

13. Insurance

Consultant shall not commence work under this Contract until it has obtained at its own cost and expenses all insurance required herein. All insurance coverage is subject to approval of the City and shall be maintained by Consultant until final completion of the work. Consultant further agrees that to protect itself as well as the City under the indemnity Contract set forth above, it shall at all times during the term of the Contract have and keep in force:

A. Comprehensive General Liability

Consultant shall obtain at its own cost and expenses all insurance required herein. All insurance coverage is subject to approval of the City and shall be maintained by Consultant at all times this Agreement is in effect. Consultant further agree that to protect themselves as well as the City of Grand Rapids under the indemnity Contract set forth above, they Consultant shall at all times during the term of the Agreement have and keep in force insurance protection as specified by Minn. Stat. Cpt. 466.04, subd. 1 as may be modified from time to time by the State Legislature.

B. Professional Liability

Professional liability insurance in a policy form acceptable to the City with a

combined single limit of \$1,000,000 per occurrence, \$2,000,000 aggregate. Coverage shall include, but not be limited to, the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs or specifications, or the giving of or the failure to give directions or instructions by the Consultant to its agents, employees or subcontractors or giving of negligent advise or negligent subcontractors or giving of negligent advice or negligent failure to give advice to the City under the terms of this Contract.

C. Workers' Compensation

The consultant shall obtain and maintain for the duration of this Contract, statutory workers' compensation insurance and employer's liability insurance as required under the laws of the State of Minnesota.

1. State: Minnesota - Statutory
2. Employer's Liability

Insurance certificates evidencing that the above insurance is in force with companies acceptable shall be submitted for examination and approval prior to the execution of the Contract, after which they shall be filed with the City. The insurance certificates shall specifically provide that a certificate shall not be modified, canceled, or non-renewed except upon thirty (30) days prior written notice. Neither the City's failure to require or insist upon certificates or other evidence of insurance showing a variance from the specified coverage changes Consultant's responsibility to comply with the insurance specifications.

The City may withhold payment for failure of the consultant to furnish certificates of insurance as required above.

14. Settlement of Claims

In any case where the Consultant deems that extra compensation is due for services, materials or damages not expressly required by the Contract or not ordered in writing by the City as extra work, the Consultant shall notify the City in writing before it begins any such work on which he bases the claim. If such notification is not previously given or the claim is not separately and strictly accounted for, and approved by the City in writing before the Consultant commences said work, the Consultant hereby waives and releases forever any claim or costs for such extra compensation. However, such notice or accounting shall not in any way be construed as proving the validity of any claim by Consultant.

The City shall decide all claims, questions, and disputes of whatever nature which are referred to it relative to the prosecution and fulfillment of this Contract; and its decision upon all claims, questions, and disputes shall be final and conclusive upon the parties thereto administratively. Nothing in this Contract shall be construed as making final the decision of the City on a question of law. Furthermore, the parties agree that any dispute over extra services, or questions of whatever nature arising out of this contract not resolved between the parties must be submitted to mediation prior to any litigation.

15. Successors and Assigns

The City and Consultant, respectively, bind themselves, their partners, successors, assigns, and

legal representatives to the other party to this Contract and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of this Contract. Neither the City nor Consultant shall assign, sublet, or transfer any interest in this Contract without the prior written consent of the other.

16. Equal Employment and Nondiscrimination and Affirmative Action

In connection with the work under this Contract, Consultant agrees to comply with the applicable provisions of state and federal equal employment opportunity and nondiscrimination statutes and regulations.

17. Separability

In the event any provision of this Contract shall be held invalid and unenforceable, the Remaining provisions shall be valid and binding upon the parties unless such invalidity or non-enforceability would cause the Contract to fail its purpose. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

18. Entire Contract

It is understood and agreed that the entire Contract of the parties is contained herein and that this Contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous contracts presently in effect between the City and Consultant relating to the subject matter hereof.

19. Relationship with Others

The Consultant shall cooperate fully with the City, other consultants on adjacent projects, municipalities, local government officials, public utility companies, and others as may be directed by the City. This shall include attendance at meetings, discussions, and hearings as may be requested by the City, furnishing data as may be requested from time to time by the City to effect such cooperation and compliance with all directives issued by the City.

20. Covenant Against Contingent Fees

The Consultant warrants that it has not employed or retained any company or person other than a bona fide employee working solely for the Consultant to solicit or secure this Contract and that it has not paid or agreed to pay any company or person other than a bona fide employee working solely for the Consultant and fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the Contract price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gifts or contingent fee.

21. Laws

The Consultant shall keep himself fully informed of all existing and current regulations of the city, county, state and federal laws which in any way limit or control the actions or operations of those engaged upon the work or affecting the materials supplied to or by them. The Consultant shall at all times observe and comply with all ordinances, laws, and regulations and shall protect and indemnify the City as provided in Article 12 of this Contract.

22. Authorized Agent of the City of Grand Rapids

The City of Grand Rapids shall appoint an authorized agent for the purpose of administration of this Contract. Consultant is notified of the authorized agent of the City is as follows:

Tom Pagel
City Engineer
420 North Pokegama Avenue
Grand Rapids, Minnesota 55744

23. Modification of Contract

Any alterations, variations, modifications, or waivers of provisions of this Contract shall only be valid when they have been reduced to writing, signed by the Mayor and City Administrator of the City and the consultant and attached to the original of this Contract.

IN WITNESS WHEREOF, the City and the Consultant by their authorized partner or officer have hereunto subscribed their names.

DATE: _____

CITY OF GRAND RAPIDS, MINNESOTA

By: _____
Dale Adams, Mayor

By: _____
Kimberly Johnson-Gibeau, City Clerk

DATE: _____

CONSULTANT (SEH)

By: _____
Jeff Tillman, Leader/Principal

By: _____
Bob Beaver, Manager/Principal

EXHIBIT A

Attached to and Part of the Agreement
For Services between the City of Grand Rapids
And Short Elliott Hendrickson, Inc.
Dated _____, 2012

The following details the basic scope of services provided by the Engineer for the projects:

Design phase services by the consultant will include: Preliminary topographic survey, land survey required to tie property to topographic survey, design of all proposed infrastructure, preparation of all required permits and paper work for all necessary agencies (excluding wetland permitting which will be an additional service using hourly rates if required), specification preparation, bidding documents, answering questions during bidding phase, bid opening, tabulation of bids, and letter of recommendation based on bids.

Work items performed by the City include: geotechnical evaluations, feasibility report preparation, 429 assessment administration, and attendance of council meetings.

Construction phase service by the consultant will include: Construction engineering, full time resident project representation, pay estimate preparation, agency documentation, prevailing wage review, as-built record drawings in electronic format, and documentation of any work items related to these tasks.

Work items performed by the City include: Contractor staking and attendance of council meetings.

EXHIBIT B

Attached to and a Part of the Agreement
For Services between the City of Grand Rapids
And Short Elliott Hendrickson, Inc.
Dated _____, 2012

This Exhibit B describes compensation schedules:

For Project Work:

1. Design Phase

Basic Design	6.0% of Low Construction Bidder
Additional Design for MSAS requirements	0.5% of Low Construction Bidder
Additional Design for Federal requirements	1.0% of Low Construction Bidder

2. Construction Phase

Basic Construction Engineering (CE)	6.5% of Low Construction Bidder
Additional (CE) for MSAS requirements	0.5% of Low Construction Bidder
Additional (CE) for Federal requirements	1.0% of Low Construction Bidder

For Hourly Work:

For miscellaneous engineering and survey assistance (non-project specific), the City will pay the Consultant on an hourly rate basis. The City will not pay for any expenses in addition to the hourly rate. This includes but is not limited to: mileage, meals, paper, computer expenses, travel time to and from the City, telephones, survey equipment, lath, etc. The invoices for services will be broke down into the following job classifications. Administrative or clerical services are considered an overhead expense and will not be invoiced to the City.

Sr. Professional Engineer	\$105.00 per hour
Professional Engineer	\$95.00 per hour
Engineer in Training	\$50.00 per hour
Registered Land Surveyor	\$85.00 per hour
Sr. Technician/Surveyor/RPR	\$65.00 per hour
Technician/Surveyor/RPR	\$55.00 per hour
Grant Writer	\$55.00 per hour



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 12-0543 **Version:** 1 **Name:** Verified Claims
Type: Agenda Item **Status:** Passed
File created: 8/23/2012 **In control:** Finance
On agenda: 8/27/2012 **Final action:** 8/27/2012
Title: Approve verified claims.

Sponsors:

Indexes:

Code sections:

Attachments: [Council Bill List](#)

Date	Ver.	Action By	Action	Result
8/27/2012	1	City Council	Approved As Presented	Pass

Approve verified claims.

Approve verified claims from 8/7/12 to 8/20/12 in the amount of \$365,666.06, no investments.

COUNCIL BILL LIST - AUGUST 27, 2012

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/27/2012

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
1309098	MINNESOTA DEPT OF ADMN	105.30
	TOTAL CITY WIDE	105.30
ADMINISTRATION		
0300200	CDW GOVERNMENT INC	233.97
0315455	COLE HARDWARE INC	26.69
1506265	NORTHERN OFFICE OUTFITTER INC	123.96
1920240	STERLE LAW OFFICE	3,979.50
	TOTAL ADMINISTRATION	4,364.12
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	25.40
0315455	COLE HARDWARE INC	11.61
0920060	ITASCA COUNTY TREASURER	184.93
1909510	SIM SUPPLY INC	67.71
	TOTAL BUILDING MAINTENANCE-CITY HALL	289.65
COUNCIL/COMMISSION/BOARDS		
1920240	STERLE LAW OFFICE	2,500.00
	TOTAL COUNCIL/COMMISSION/BOARDS	2,500.00
ENGINEERING		
0118663	ARROWHEAD TRANSIT	90.00
1920240	STERLE LAW OFFICE	2,177.50
	TOTAL ENGINEERING	2,267.50
FIRE		
0312110	CLAREY'S SAFETY EQUIPMENT INC	922.46
0401804	DAVIS OIL	100.00
0421470	DULUTH/SUPERIOR COMMUNICATION	188.10
0718010	CITY OF GRAND RAPIDS	216.53
0920060	ITASCA COUNTY TREASURER	193.47
2209421	VIKING ELECTRIC SUPPLY INC	192.50
	TOTAL FIRE	1,813.06

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
INFORMATION TECHNOLOGY		
0718210	GREAT NORTHERN SERVICES INC	63.88
1309098	MINNESOTA DEPT OF ADMN	419.70
TOTAL INFORMATION TECHNOLOGY		483.58
PUBLIC WORKS		
0121721	AUTO VALUE - GRAND RAPIDS	234.04
0212553	BLOOMERS GARDEN CENTER	139.60
0221650	BURGGRAF'S ACE HARDWARE INC	53.39
0301685	CARQUEST AUTO PARTS	1,074.42
0315455	COLE HARDWARE INC	74.10
0401425	DAKOTA SUPPLY GROUP	621.50
0401804	DAVIS OIL	1,471.49
0518366	ERICKSON'S ITASCA LUMBER INC	39.33
0601690	FASTENAL COMPANY	11.04
0718215	GREEN AGAIN LAWN & AERATION	395.44
0801535	HAMMERLUND CONSTRUCTION INC	2,315.77
0801836	HAWKINSON SAND & GRAVEL	1,600.51
0920040	ITASCA COUNTY FARM SERVICE	421.72
0920060	ITASCA COUNTY TREASURER	2,996.30
1200500	L&M SUPPLY	159.39
1415030	NORD AUTO PARTS	227.49
1415640	NORTRAX EQUIPMENT COMPANY	815.03
1415685	NORTHWEST ASPHALT MAINT INC	19,460.00
1421155	NUCH'S IN THE CORNER	13.13
1612045	PLAGEMANN'S LANDSCAPING	10,830.00
1615650	PORTABLE JOHN	1,058.09
1618555	PROFESSIONAL TURF & RENOVATION	2,671.88
1621125	PUBLIC UTILITIES COMMISSION	111.81
1800140	R. C. RENTAL INC	961.88
1801590	RAPIDS FORD LINCOLN	164.90
1801612	RAPID RENTAL	48.09
1801615	RAPIDS WELDING SUPPLY INC	15.71
1801897	RAY JOHNSON STUMP GRINDING	1,072.00
1908248	SHERWIN-WILLIAMS	269.92
2018338	TRENCHERS PLUS INC	3,949.03
2300600	W.P. & R.S. MARS COMPANY	97.68
2300765	W.W. WALLWORK INC	986.55
2305453	WESCO RECEIVABLE CORP	51.21
TOTAL PUBLIC WORKS		54,412.44
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	20.00

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FLEET MAINTENANCE		
0121721	AUTO VALUE - GRAND RAPIDS	244.08
0301685	CARQUEST AUTO PARTS	36.53
0805640	HERC-U-LIFT	129.00
1201850	LAWSON PRODUCTS INC	861.95
1301015	MACQUEEN EQUIPMENT INC	765.36
1415030	NORD AUTO PARTS	129.55
1415484	NORTHERN LIGHTS TRUCK	396.56
1615427	POKEGAMA LAWN AND SPORT	246.32
TOTAL FLEET MAINTENANCE		2,829.35
POLICE		
0221650	BURGGRAF'S ACE HARDWARE INC	53.38
0301685	CARQUEST AUTO PARTS	7.37
0312750	CLUSIAU SALES	679.69
0409300	DIGITAL ALLY INC	17.96
0718021	GRAND RAPIDS GM INC	786.98
0920060	ITASCA COUNTY TREASURER	4,749.08
1205250	LEFTYS RENT A TENT	130.28
1301025	MAKI BODY & GLASS	487.80
1309098	MINNESOTA DEPT OF ADMN	65.00
1415048	NORTH COUNTRY VET CLINIC	95.75
1605660	PERSONNEL DECISIONS INC	312.00
1605665	PERSONNEL DYNAMICS, LLC	312.00
1801609	RAPIDS TOWING	420.00
1920240	STERLE LAW OFFICE	845.00
2000400	T J TOWING	105.00
TOTAL POLICE		9,067.29
RECREATION		
0400015	D.C.R. COMMUNICATIONS INC	12.83
0501650	EARL F ANDERSEN	183.37
1401060	NATIONAL ARBOR DAY FOUNDATION	15.00
1421155	NUCH'S IN THE CORNER	151.55
1601750	PAUL BUNYAN COMMUNICATIONS	525.00
1920555	STOKES PRINTING COMPANY	22.43
2301335	WTBX 94 INC	360.00
TOTAL RECREATION		1,270.18
GENERAL FUND-LIQUOR/CHART GAMB		

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INVOICES DUE ON/BEFORE 08/27/2012

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND-LIQUOR/CHART GAMB		
1801613	RAPIDS PRINTING	1,806.33
	TOTAL	1,806.33
AIRPORT		
0315455	COLE HARDWARE INC	96.18
0504825	EDWARDS OIL INC	787.58
1920240	STERLE LAW OFFICE	520.00
	TOTAL	1,403.76
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	87.65
0116605	APPERTS INC	569.59
0205153	BECKER ARENA PRODUCTS INC	695.54
0221650	BURGGRAF'S ACE HARDWARE INC	155.37
0405223	DEER RIVER HIRED HANDS INC	8.00
0501656	THE EARTHGRAINS COMPANY INC	50.40
0605670	FERRELLGAS	85.50
1301168	MARKETPLACE FOODS	208.04
1801612	RAPID RENTAL	10.69
1901500	SAMMY'S PIZZA	110.00
1901535	SANDSTROM COMPANY INC	422.84
1909510	SIM SUPPLY INC	155.74
1920555	STOKES PRINTING COMPANY	28.50
2201174	TIMBERLAKE LODGE	979.02
	TOTAL GENERAL ADMINISTRATION	3,566.88
RECREATION PROGRAMS		
0221650	BURGGRAF'S ACE HARDWARE INC	286.82
0718009	GRAND RAPIDS ARCHERS INC	200.00
0718018	GRAND RAPIDS AREA LACROSSE	320.00
0718036	GRAPHICS ART CLUB	4,197.00
1201730	LATVALA LUMBER COMPANY INC.	78.74
1305060	MEDS-1 INC	337.50
	TOTAL	5,420.06

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VENDOR #	NAME	AMOUNT DUE
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	187.76
0315330	COHASSET CONCRETE PRODUCTS	55.36
0315455	COLE HARDWARE INC	426.97
0801836	HAWKINSON SAND & GRAVEL	629.36
0920060	ITASCA COUNTY TREASURER	207.95
2009725	TITAN MACHINERY INC	297.96
TOTAL		1,805.36
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	12.31
0705531	GENERAL PET SUPPLY	70.00
0920060	ITASCA COUNTY TREASURER	167.33
TOTAL		249.64
GENERAL CAPITAL IMPRV PROJECTS		
1920240	STERLE LAW OFFICE	325.00
TOTAL		325.00
YMCA ACTIVE LIVING CENTER		
0415528	DONOR BY DESIGN GROUP LLC	12,500.00
TOTAL YMCA ACTIVE LIVING CENTER		12,500.00
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-POLICE		
0409300	DIGITAL ALLY INC	123.20
0513233	EMERGENCY AUTOMOTIVE TECH INC	12.71
TOTAL CAPITAL OUTLAY-POLICE		135.91
2012 INFRASTRUCTURE BONDS		
2011-6 HORSESHOE IMPROVEMENTS		
0920055	ITASCA COUNTY RECORDER	230.00
TOTAL 2011-6 HORSESHOE IMPROVEMENTS		230.00

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VENDOR #	NAME	AMOUNT DUE
STORM WATER UTILITY		
1900226	SEH TECHNOLOGY SOLUTIONS INC	600.00
1920240	STERLE LAW OFFICE	65.00
	TOTAL	665.00
	TOTAL UN-PAID TO BE APPROVED	107,510.41
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114206	DALE ANDERSON	318.00
0218100	BRENT BRADLEY	120.00
0305506	CENTRAL BUILDERS	1,000.00
0305530	CENTURYLINK INC	268.08
0315454	TRAVIS COLE	367.98
0405305	LYNN DEGRIO	81.03
0709455	SHAWN GILLEN	448.32
0718015	GRAND RAPIDS CITY PAYROLL	214,102.62
0805358	JACKIE HEINRICH	40.00
0900060	ICTV	8,931.90
0920036	ITASCA COUNTY ATTORNEY OFFICE	200.00
0920055	ITASCA COUNTY RECORDER	138.00
1015323	KIM JOHNSON-GIBEAU	81.40
1201402	LAKE COUNTRY POWER	24.05
1205095	LEAGUE OF MN INSURANCE TRUST	600.00
1300030	MCFOA REGION II	40.00
1301168	MARKETPLACE FOODS	210.00
1301250	ROBERT MATTEI	381.01
1301320	SHAWN MAHANEY	40.00
1309193	MN FIRE SERV CERTIFICATION BRD	300.00
1309199	MINNESOTA ENERGY RESOURCES	16.19
1309335	MINNESOTA SALES & USE TAX	7,189.73
1405850	NEXTERA COMMUNICATIONS LLC	578.39
1601305	THOMAS J. PAGEL	80.15
1601470	MICHELE PALKKI	267.04
1609561	PIONEER TELEPHONE	8.01
1621130	P.U.C.	16,868.77
1913344	HEATH SMITH	40.00
2000490	TDS Metrocom	954.89
2205637	VERIZON WIRELESS	1,775.40
2209665	VISA	509.69
2301731	TERRY & SHERYL WATSON	1,000.00
2305447	WELLS FARGO BANK NA	1,175.00
	TOTAL PRIOR APPROVAL	258,155.65
	TOTAL ALL DEPARTMENTS	365,666.06