



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail

### City Council

---

Monday, July 23, 2012

5:00 PM

City Hall Council Chambers

---

**5:00 p.m. CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, July 23, 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.*

#### PUBLIC FORUM

#### COUNCIL REPORTS

**5:10 p.m. APPROVAL OF MINUTES**

**12-0448** Approve minutes for Monday, July 9, 2012 Worksession & Regular meetings and Wednesday, July 11, 2012 Special meeting.

**Attachments:** [July 9, 2012 Worksession](#)  
[July 9, 2012 Regular Meeting](#)  
[July 11, 2012 Special Meeting](#)

**5:11 p.m. 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. 12-0443** Approve hiring of part time employee with the Grand Rapids Recreation Department.
- 2. 12-0444** Request by the Police Department to approve and sign an agreement with the City of Coleraine for the use of the City of Grand Rapids Animal Control Facility.  
**Attachments:** [animal shelter agreement](#)
- 3. 12-0445** Request by the Police Department to approve and sign an agreement with the City of

- 
- Cohasset for the use of the Animal Control Officer and the City of Grand Rapids Animal Control Facility.  
**Attachments:** [Cohasset Agreement 2012-14](#)
4. [12-0446](#) Request by the Police Department to apply for a 2012 College Enforcement Grant from the Invitation Health Institute.  
**Attachments:** [College Enforcement Grant](#)
5. [12-0447](#) Consider adopting a resolution for \$53,630.00 from the MN Department of Public Safety for a TZD Enforcement Grant.  
**Attachments:** [TZD Award Letter](#)  
[Safe&Sober Gnt Res.pdf](#)
6. [12-0451](#) Approve Temporary Liquor License for McVeigh-Dunn Post 60, American Legion for a Yellow Ribbon event scheduled for Friday, August 24, 2012.  
**Attachments:** [American Legion - Temporary Lig](#)
7. [12-0453](#) Authorize the golf course staff to seek bids for the purchase of a greens aerifier.
8. [12-0454](#) Consider entering into agreement with Zixcorp.  
**Attachments:** [Zixcorp Purchase Agreement.pdf](#)
9. [12-0455](#) Consider entering into agreement with ScriptLogic Corporation.  
**Attachments:** [ScriptLogicQuote City of Grand Rapids.pdf](#)
10. [12-0456](#) Approve addendum extending contract with City Attorney Chad Sterle.  
**Attachments:** [Sterle Law - ADDENDUM extending contact until 2013](#)
11. [12-0458](#) A resolution revoking and dedicating MSAS streets.  
**Attachments:** [7-23-12 Resolution designating MSAS.pdf](#)
12. [12-0461](#) A Land lease agreement with Milt Fitzl and Jeff Peterson at the airport.  
**Attachments:** [7-23-12 Fitzl-Peterson AIRPORT LAND LEASE AGREEMENT.pdf](#)
13. [12-0464](#) Accept Low Quote for Fire Hall Rooftop HVAC Replacement  
**Attachments:** [Rooftop HVAC Quotes](#)
14. [12-0465](#) Award a quote to Casper Construction for a solar panel base structure.  
**Attachments:** [7-23-12 Library Solar Base.pdf](#)

15. [12-0467](#) Permanent Easements related to CP 2011-6, Horseshoe Lake Road Improvements

**Attachments:** [7-23-12 Attachment.pdf](#)

16. [12-0469](#) Approve hiring Election Judge Trainees.

**5:15 SETTING OF REGULAR AGENDA**

p.m.

*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.*

**5:16 ACKNOWLEDGE BOARDS & COMMISSIONS**

p.m.

17. [12-0452](#) Acknowledge minutes for Boards & Commissions.

**Attachments:** [January 5, 2012 Planning Commission](#)  
[March 1, 2012 Planning Commission](#)  
[April 5, 2012 Planning Commission](#)  
[May 3, 2012 Planning Commission](#)  
[February 28, 2012 GREDA Minutes](#)  
[March 22, 2012 GREDA Minutes](#)  
[April 12, 2012 GREDA Minutes](#)  
[April 26, 2012 GREDA Minutes](#)  
[May 10, 2012 GREDA Minutes](#)  
[June 13, 2012 Library Board](#)  
[June 19, 2012 Golf Board Minutes](#)  
[June 13, 2012 PUC Special Meeting](#)  
[June 13, 2012 PUC Regular Meeting](#)

**5:17 DEPARTMENT HEAD REPORT**

p.m.

18. [12-0460](#) Engineering Department Head Report

**Attachments:** [7-23-12 Department Head Report.pdf](#)

**5:30 AIRPORT**

p.m.

19. [12-0457](#) Purchase of a tractor/flail mower for the airport.

**Attachments:** [7-23-12 Attachment Tractor-Flailmower.pdf](#)  
[Trueman Welters Tractor Quote.pdf](#)  
[7-11-12 Titan Quote.pdf](#)  
[7-11-12 Titan Tech Specs.pdf](#)

**5:35 ADMINISTRATION DEPARTMENT**  
p.m.

20. [12-0432](#) Appointment of Adam Kortekaas to the position of Fire Prevention and Education Officer for the Grand Rapids Fire Department.

**5:40 VERIFIED CLAIMS**  
p.m.

21. [12-0466](#) Consider approving the verified claims for the period July 3, 2012 to July 16, 2012 in the total amount of \$859,138.93.

**Attachments:** [07/23/2012 BILL LIST.pdf](#)

**5:45 ADJOURNMENT**  
p.m.

*NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 13, 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.*

Attest:           Shawn Gillen, City Administrator



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 12-0448      **Version:** 1      **Name:** Council Minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 7/11/2012      **In control:** Administration  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Approve minutes for Monday, July 9, 2012 Worksession & Regular meetings and Wednesday, July 11, 2012 Special meeting.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [July 9, 2012 Worksession](#)  
[July 9, 2012 Regular Meeting](#)  
[July 11, 2012 Special Meeting](#)

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

**Title**

Approve minutes for Monday, July 9, 2012 Worksession & Regular meetings and Wednesday, July 11, 2012 Special meeting.



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

---

Monday, July 9, 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, July 9, 2012 at 4:03 p.m. in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.**

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

*Councilor Christy arrived at 4:11 p.m.*

**Present** 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Councilor Gary McInerney

### Discussion Items

3. Discuss the potential expansion of natural gas service in the Isleview Road neighborhoods with Northwest Gas.  
*Mike Gorham, Northwest Gas, presents possible expansion and the basics for providing service. Requests Council to consider this possible option for residents in the Southwest area.*
1. Discuss West Range Racing Association request for extended racing hours on July 19, 2012.  
*Jim Wimmer, West Range Racing Association, apologized for running over on opening night. Requesting authorization to run until 10:30 p.m. on July 19th for a special racing event. Moved to Consent Agenda as item 8e.*
2. Mt. Itasca Update - Jon Denney  
*Mr. Jon Denney reviews the changes and progress made at Mt. Itasca over the last year.*

### ADJOURN

*There being no further business, the meeting adjourned at 5:10 p.m.*

*Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk*

*Kimberly Johnson-Gibeau*



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

---

Monday, July 9, 2012

5:00 PM

City Hall Council Chambers

---

**CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, July 9, 2012 at 5:13 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

**5:00**    **MEETING PROTOCOL POLICY**  
**p.m.**

### PUBLIC FORUM

*Barb Anderson, 1025 SW 2nd Avenue, Grand Rapids. Addresses Council regarding campaign to make Grand Rapids the friendliest place in America. Seeking Council support.*

### COUNCIL REPORTS

*Councilors express appreciation to Public Works, Public Utilities and City staff for the hard work and community assistance regarding the storm damage. City Administrator updates community on branch clean up.*

*Big Sandy and other areas south are experiencing water shortages. United Way is working on a drive and asking Grand Rapids residents to help out.*

*Fire Chief Flaherty explains process for burning permits and options for residents.*

**5:10**    **APPROVAL OF MINUTES**  
**p.m.**

Approve Council Minutes for Monday, June 25, 2012 Worksession and Regular meeting and June 29, 2012 Special Meeting.

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

**5:11**    **CONSENT AGENDA**  
**p.m.**

1. Request by the Police Department to re-hire a part-time Domestic Animal Control Facility Assistant.  
**Approved by consent roll call.**
2. Approve Resolution Accepting Grant for Library Programming  
**Adopted Resolution 12-64 by consent roll call.**
3. A resolution supporting the development of the Mississippi River Trail (MRT).  
**Adopted Resolution 12-65 by consent roll call.**
4. Allow the Grand Rapids Sports Complex to be remain open until midnight on Saturday, August 11, 2012 for a concert event sponsored by the Grand Rapids Amateur Hockey Association.  
**Approved by consent roll call.**
5. Consider approving Amendment No. 1 to the DEED Grant for the Grand Rapids Housing and Redevelopment Authority in the amount of \$16,500 and approving a resolution accepting the \$16,500 grant.  
**Adopted Resolution 12-66 by consent roll call.**
6. Consider authorizing a letter of support for the Woodland Manor and Lakewood Townhomes state tax credit applications  
**Approved by consent roll call.**
7. Approve seasonal employment for Marty Laakso, Haley Ross, and Brandon Pierzina, golf employees  
**Approved by consent roll call.**
8. Consider approving Andy Istvanovich as a part-time summer maintenance staff for the Public Works Department summer maintenance season to assist with the clean up efforts from the July 2nd, 2012 storm.  
**Approved by consent roll call.**
- 8a. Approve Refuse/Recycling Contract with Waste Management and authorize appropriate signatures.  
  
**Approved by consent roll call.**
- 8b. MacRostie Art Center request for Temporary Liquor License for August 3, 2012 and September 7, 2012.  
**Approved by consent roll call.**
- 8c. Consider authorizing a \$41K request to the IRRRB Commercial Redevelopment



Grant Program for the redevelopment of the former St. Joes downtown block.

**Approved by consent roll call.**

- 8d.** Consider authorizing a \$300K request to the IRRRB Public Works grant program for DC Manufacturing project

**Approved by consent roll call.**

- 8e.** Discuss West Range Racing Association request for extended racing hours on July 19, 2012.

**Approved by consent roll call.**

#### **Approval of the Consent Agenda**

**A motion was made by Councilor Chandler, seconded by Councilor McInerney, 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

#### **5:12 SETTING OF REGULAR AGENDA p.m.**

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

#### **5:13 ACKNOWLEDGE BOARDS & COMMISSIONS p.m.**

- 9.** Acknowledge minutes for Boards & Commissions.

**Acknowledged minutes for Boards and Commissions.**

#### **5:14 COMMUNITY DEVELOPMENT p.m.**

- 10.** Authorize the execution of a corrective quit claim deed from the City to GREDA.

**A motion was made by Councilor Christy, seconded by Councilor Zabinski, to authorize execution of corrective quit claim deed 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

**5:20 ENGINEERING**

p.m.

11. A resolution awarding a project to Hammerlund Construction related to CP 2004-3, 4th Street SW/SE Improvements.

**A motion was made by Councilor Chandler, seconded by Councilor McInerney, to adopt Resolution 12-67 awarding project to Hammerlund Construction related to CP 2004-3 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

**5:25 VERIFIED CLAIMS**

p.m.

12. Approve verified claims for July 9, 2012.

**A motion was made by Councilor Christy, seconded by Councilor Zabinski, 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 meeting for scheduled public hearing.**

**6:00 PUBLIC HEARINGS**

p.m.

13. Conduct a Public Hearing to consider giving host city approval to the issuance of revenue bonds by the City of Hibbing for Minnesota Diversified Industries.

*Shirley Miller, Finance Director, presents background information regarding request by MDI for approval to have the City of Hibbing issue bonds for MDI.*

**A motion was made by Councilor Dale Christy, seconded by Councilor Gary McInerney, that this Public Hearing be Opened. The motion PASSED by unanimous vote.**

*Peter McDermott, MDI, reviews refinancing and requests Council approval.*

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

**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.**

**Reconvene regular meeting.**

14. Consider adopting a resolution giving Host Approval to the Issuance of a series 2012 Tax-exempt Manufacturing Facilities Revenue Note Under Minnesota Statutes,

Sections 469.152 through 469.1651 (Minnesota Diversified Industries Project).

**A motion was made by Councilor McInerney, seconded by Councilor Chandler, to adopt Resolution 12-68 approving issuance of bonds for MDI by City of Hibbing. 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**  
**p.m.**

*There being no further business, the meeting adjourned at 6:07 p.m.*

*Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk*

*Kimberly Johnson-Gibeau*



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

---

Wednesday, July 11, 2012

7:30 AM

Conference Room 2A

---

**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Wednesday, July 11, 2012 at 7:35 a.m. in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

**Present** 4 -

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

**Absent** 1 -

Councilor Gary McInerney

### ENGINEERING

1. Consider award of contract for CP 2011-6, Horseshoe Lake Road Improvements.

**A motion was made by Councilor Christy, seconded by Councilor Zabinski, to adopt Resolution 12-69 awarding contract to Casper Construction for CP 2011-6. The motion carried by the following vote.**

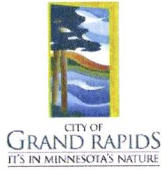
**Aye** 4 -

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

### ADJOURNMENT

*There being no further business, the meeting adjourned at 7:39 a.m.*

*Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk*



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0443      **Version:** 1      **Name:** Approve Hiring of Part Time Employee  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/9/2012      **In control:** Civic Center, Parks & Recreation  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Approve hiring of part time employee with the Grand Rapids Recreation Department.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

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

*Title*

Approve hiring of part time employee with the Grand Rapids Recreation Department

*Body*

**Background Information:**

The following employee is returning as a 2nd year Tennis Instructor with the Grand Rapids Park and Recreation Department. This position is part of the Recreation Program Budget.

Hours will be typically less than 20 hours a week. The hourly wage listed is for a 2nd year instructor for Tennis Lessons.

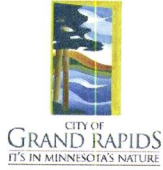
Megan Ritter      \$7.75 per hour      Tennis Instructor

**Staff Recommendation:**

Consider approving the rehire of the part time employee listed above with the Grand Rapids Park and Recreation Department.

**Requested City Council Action**

Consider approving the rehire of the part time employee listed above with the Grand Rapids Park and Recreation Department.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	12-0444	<b>Version:</b>	1	<b>Name:</b>	Approval of the Animal Control Facility Agreement City of Coleraine
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	7/10/2012	<b>In control:</b>		<b>In control:</b>	Police
<b>On agenda:</b>	7/23/2012	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Request by the Police Department to approve and sign an agreement with the City of Coleraine for the use of the City of Grand Rapids Animal Control Facility.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">animal shelter agreement</a>				

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

### *Title*

Request by the Police Department to approve and sign an agreement with the City of Coleraine for the use of the City of Grand Rapids Animal Control Facility.

### *Body*

#### **Background Information:**

Due to the closing of the Star of the North Humane Society, the City of Coleraine has been faced with the burden of trying to place their dangerous, stray, injured and sick dogs and cats. Currently the City of Coleraine has been housing these animals in the Grand Rapids Animal Control Facility at a cost of \$84.00 a day per animal.

The current rate being charged is not sustainable for the City of Coleraine and they have requested to enter into a contract with the city for the use of the animal control facility. City staff and the City of Coleraine have agreed to the attached Animal Control Facility Agreement.

Under this agreement the City of Coleraine agrees to pay a \$175.00 per month retainer and will assume all costs associated with the euthanasia and disposal of animals that are euthanized, unclaimed, not adoptable, ill, injured or other reasons allowed by State Statues. This agreement shall remain in full force and effect for a period of one year. Either party may cancel the agreement at any time by giving written notice to the other party at least 30 days prior to the effective date of termination.

This agreement has been reviewed and approved by the City Attorneys Office.

#### **Requested City Council Action**

Please consider approving the request by the police department to enter into an Animal Control Facility Agreement with the City of Coleraine and authorize Mayor Dale Adams and City Administrator Shawn Gillen to sign the attached agreement

## ANIMAL CONTROL FACILITY AGREEMENT

**THIS AGREEMENT**, made and entered in this 135 day of June July \_\_\_\_\_, 2012 by and between the City of Grand Rapids, Itasca County, Minnesota, hereinafter called "**City**" and the City of Coleraine, Minnesota, hereinafter called "Coleraine."

**WHEREAS City** presently has a Community Assistance Officer and is operating an animal control shelter facility within the City of Grand Rapids, and

**WHEREAS Coleraine** is desirous of using said facility from time to time, in accordance with the terms of this Agreement.

**NOW THEREFORE, IN CONSIDERATION** of the mutual covenants herein contained the parties hereto for themselves and successors and assigns, do hereby agree as follows:

1. That City will allow Coleraine to use its animal control facility in accordance with the rules and regulations as City may establish or revise periodically. Additionally, the City will not allow the taking of surrendered animals from Coleraine. Surrendered animals are those animals whose owners simply do not any longer wish to care for said animal(s). Surrendered animals must be handled by Coleraine through a means other than the Grand Rapids Animal Control Facility.
2. In consideration of the use of said animal control facility, Coleraine will pay the amount of \$175.00 per month as a monthly retainer. All Coleraine animals shall be managed, housed and cared for by the City in accordance with the City's rules and regulations and all applicable state and federal laws and regulation for a maximum of ten (10) days at no additional cost except as set forth in paragraph 3.
3. Coleraine will be billed for the actual costs for euthanasia and disposal of animals that are euthanized, unclaimed, not adoptable, ill, injured or other reasons allowed by State Statutes.
4. The City shall retain all contractual payments, donations and other monies it receives from any source and Coleraine shall not be entitled to credit for any such receipts. Such monies shall include any adoption fees and any boarding and impoundment fees which the City may charge an owner of any animal which has been impounded in the Shelter. Coleraine shall not be liable for any expenses incurred by the City in its operation of the Shelter and performance of its other obligations set forth herein.
5. All animal criminal investigations will be the responsibility of the Coleraine Police Department that fall within Coleraine's jurisdiction.

6. Coleraine will be invoiced quarterly for a pro rata portion of the retainer and other charges or expenses under this agreement.
7. This agreement shall remain in full force and effect for a period of one year from July 1, 2012 and will terminate on June, 30, 2013. Either party may cancel this Agreement at any time by giving written notice to the other party at least 30 days prior to the effective date of the termination. City shall be paid by Coleraine for the work performed prior to the effective date of termination as well as a *pro rata* share of the retainer addressed above. Notice to City shall be mailed or delivered to City Council, Grand Rapids City Hall, 420 N. Pokegama Avenue, Grand Rapids, MN 55744. Notice to Coleraine shall be mailed or delivered to the City Council, Coleraine City Hall, 302 Roosevelt Ave P.O. Box 670 Coleraine. MN 55722.
8. Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers, and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur, or be requested to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this contract.

Liability of the Municipality and Coleraine shall be governed by the provisions of the Minn. Stat. Ch. 466 and other applicable laws.

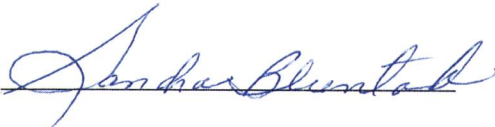
IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date first written.

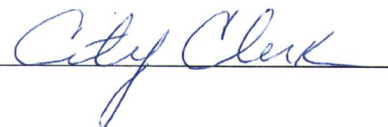
**CITY OF GRAND RAPIDS**

BY: \_\_\_\_\_  
Dale Adams, Mayor

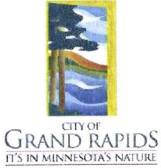
BY: \_\_\_\_\_  
Shawn Gillen, City Administrator

**CITY OF COLERAINE**

BY:  \_\_\_\_\_

BY:  \_\_\_\_\_





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0445      **Version:** 1      **Name:** Approve Community Assistance Officer/Animal Control Facility Agreement With The City of Cohasset

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

**File created:** 7/10/2012      **In control:** Police

**On agenda:** 7/23/2012      **Final action:**

**Title:** Request by the Police Department to approve and sign an agreement with the City of Cohasset for the use of the Animal Control Officer and the City of Grand Rapids Animal Control Facility.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Cohasset Agreement 2012-14](#)

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

### *Title*

Request by the Police Department to approve and sign an agreement with the City of Cohasset for the use of the Animal Control Officer and the City of Grand Rapids Animal Control Facility.

### *Body*

#### **Background Information:**

For the past few years, the City of Grand Rapids and the City of Cohasset have been working under a Community Assistance Officer/Animal Control Facility Agreement. The current agreement is set to expire on August 31, 2012 and the City of Cohasset would like to renew its agreement with the City of Grand Rapids.

Under this agreement the City of Cohasset agrees to pay a \$365.00 per month retainer and will assume all costs associated with the euthanasia and disposal of animals that are euthanized, unclaimed, not adoptable, ill, injured or other reasons allowed by State Statues. In consideration of the use of the Community Assistance Officer, the City of Cohasset agrees to pay \$24.77 per hour worked by the said Community Assistance Officer. This agreement shall remain in full force and effect for a period of two years. Either party may cancel the agreement at any time by giving written notice to the other party at least 30 days prior to the effective date of termination.

This agreement has been reviewed and approved by the City Attorneys Office.

#### **Requested City Council Action**

Please consider approving the request by the police department to enter into an Community Assistance Officer/Animal Control Facility Agreement with the City of Cohasset and authorize Mayor Dale Adams and City Administrator Shawn Gillen to sign the attached agreement



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

GRAND RAPIDS POLICE DEPARTMENT

420 NORTH POKEGAMA AVENUE, GRAND RAPIDS, MINNESOTA 55744-2662

June 11, 2012

City Council  
City of Cohasset  
305 NW 1<sup>st</sup> Avenue  
Cohasset, MN 55721

RE: Animal Control Facility Agreement

Dear Cohasset City Council,

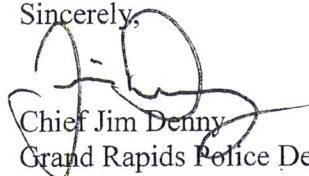
Enclosed you will find the bi-annual Animal Control Facility Agreement between the City of Grand Rapids and the City of Cohasset. The current agreement is set to expire on August 31, 2012.

I have reviewed the enclosed contract and made one slight change. This change is in section (4) of the agreement. There has been a decrease in the hourly wage for the use of the Community Assistance Officer. Under the old agreement the hourly wage was set at \$29.20 per hour, under this new agreement the hourly wage will be set at \$24.77 per hour. The reason for this change is due to personnel changes.

Other than the one minor change, the agreement is identical to the previous signed agreement.

Should the City of Cohasset wish to continue with this service, please return a signed copy of the enclosed agreement upon Council approval. If you have any questions or concerns, please feel free to contact me.

Sincerely,

  
Chief Jim Denny  
Grand Rapids Police Department

## COMMUNITY ASSISTANCE OFFICER/ANIMAL CONTROL FACILITY AGREEMENT

**THIS AGREEMENT** made and entered in this 1st day of September, 2012 by and between the City of Grand Rapids, Itasca County, Minnesota, hereinafter called "**GRAND RAPIDS**" and the City of Cohasset, Itasca County, Minnesota, hereinafter called "**COHASSET**"

**WHEREAS Grand Rapids** presently has a Community Assistance Officer and is operating an animal control shelter facility within the City of Grand Rapids, and

**WHEREAS Cohasset** is desirous of using said Community Assistance Officer and facility from time to time, in accordance with the terms of this Agreement.

**NOW THEREFORE, IN CONSIDERATION** of the mutual covenants herein contained the parties hereto for themselves and successors and assigns, do hereby agree as follows:

1. That **Grand Rapids** will allow **Cohasset** to use its Community Assistance Officer and animal control facility from time to time in accordance with the rules and regulations as Grand Rapids may establish or revise periodically.
2. In consideration of the use of said animal control facility, **Cohasset** will pay the amount of Three Hundred Fifty Dollars (\$365) per month as a monthly retainer. In addition to said monthly retainer, Cohasset will pay to **Grand Rapids** the sum of \$10 per day for the keeping of an animal for a maximum of ten (10) days.
3. **Cohasset** will be billed for the actual costs for euthanasia and disposal of animals that are euthanized, unclaimed, not adoptable, ill, injured or other reasons allowed by State Statutes.
4. In consideration of the use of said Community Assistance Officer, **Cohasset** will pay the amount of Twenty Four Dollars and Seventy Seven Cents (\$24.77) per hour. This fee will be adjusted annually according to the union contract.

5. The working hours of the Community Assistance Officer are Monday through Friday from 8:00 am to 4:30 pm with holidays and weekends off according to the union contract.
6. In consideration of the use of said Community Assistance Officer, **Cohasset** will be charged the overtime rate according to the union contract if the need arises.
7. In consideration of the use of said Community Assistance Officer, **Cohasset** will pay the IRS federal reimbursement amount for mileage at the time of travel, to and from **Grand Rapids** to the responding location in **Cohasset**.
8. In consideration of the use of said Community Assistance Officer, **Cohasset** will be charged a minimum of one hour per call. After the first hour, **Cohasset** will be charged the actual time spent on the call.
9. In consideration of the use of said Community Assistance Officer, when off duty and called out by **Cohasset**, **Cohasset** will be charged a minimum of two hours call out time according to the union contract
10. In consideration of the use of said Community Assistance Officer, Officers of the Grand Rapids Police Department will not respond to domestic animal control complaints in **Cohasset** when the Community Assistance Officer is unavailable.
11. All animal criminal investigations will be the responsibility of the Itasca County Sheriff's Department.
12. The City of Cohasset will be billed quarterly for all bills.
13. This agreement shall remain in full force and effect for a period of two years from the date in which it was signed. Either party may cancel this Agreement at any time by giving written notice to the other party at least 30 days prior to the effective date of the termination. Grand Rapids shall be paid for the work performed prior to the effective date of termination provided by Cohasset. Notice to Grand Rapids shall be mailed or delivered to City Council, Grand Rapids City Hall, 420 N. Pokegama Avenue, Grand Rapids, MN 55744. Notice to Cohasset shall be delivered to City Council, Cohasset City Hall, 305 NW 1<sup>st</sup> Ave, Cohasset, MN 55721.
14. Cohasset does hereby agree to indemnify, defend and save Grand Rapids, its agents and employees, harmless from any and all claims for personal injury, property damage, or any other claims and costs, including attorneys fees, expenses of investigation, and litigation of suits and claims thereon, and including workers compensation claims which may arise from use by Cohasset of the Grand Rapids Animal Control Facility.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the date first written.

CITY OF GRAND RAPIDS

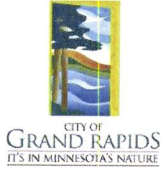
BY: \_\_\_\_\_  
Dale Adams, Mayor

BY: \_\_\_\_\_  
Shawn Gillen, City Administrator

CITY OF COHASSET

BY: \_\_\_\_\_  
\_\_\_\_\_, Mayor

BY: \_\_\_\_\_  
\_\_\_\_\_, City Clerk



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	12-0446	<b>Version:</b>	1	<b>Name:</b>	Request by the Police Department to apply for a 2012 College Enforcement Grant from the Invitation Health Institute.
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	7/10/2012	<b>In control:</b>		<b>In control:</b>	Police
<b>On agenda:</b>	7/23/2012	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Request by the Police Department to apply for a 2012 College Enforcement Grant from the Invitation Health Institute.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">College Enforcement Grant</a>				

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

### *Title*

Request by the Police Department to apply for a 2012 College Enforcement Grant from the Invitation Health Institute.

### *Body*

#### **Background Information:**

The Police Department is requesting Council authorization to apply for an enhanced college enforcement grant. This grant provides overtime funding for the enforcement of laws and ordinances prohibiting the illegal consumption or purchase of alcoholic beverages by youth near college campuses.

This is a cost reimbursement grant. No lump-sum distributions are permitted and all applicants must be financially capable of supporting programmatic expenses until reimbursed.

Application deadline for this grant is July 18, 2012. Awards will be announced by August 15, 2012.

#### **Requested City Council Action**

Consider a request by the Police Department to apply for a College Enforcement Grant from the Invitation Health Institute.



Invitation Health Institute  
2720 Highway 10 NE  
Mounds View, MN 55112  
763-427-5310  
1-800-782-1878  
763-427-7841 f  
invitationhealthinstitute.org

May 16, 2012

Dear Chief or Sheriff:

Invitation Health Institute (the Institute) is requesting proposals from organizations that are interested in College Enforcement grants. Grants will be provided to city, county, tribal, or other law enforcement agencies up to \$4,000 to exclusively pay for officer overtime to conduct enhanced enforcement of underage drinking laws near college campuses during periods of greatest need (i.e., move-in days, homecoming, special events).

Please note the following:

- This letter may be the only notice sent to your agency with grant application information. Please forward this information to the person on your staff that would normally complete your grant application.
- The application must be submitted to the Institute by 3:00 p.m. on **July 18, 2012**. Applications received after the deadline may not be considered.
- Awards will be announced and projects begin **August 15, 2012**. Project funds must be expended by **May 31, 2013**, though it is hoped that project efforts will be sustained after the grant period ends.
- Visit our website at [www.invitationhealthinstitute.org/projects/eudl](http://www.invitationhealthinstitute.org/projects/eudl) and click on "Law Enforcement Grants" to complete our online application form.

#### **GRANT AWARDS**

A grant selection committee will review all applications and choose grantees. All applicants will be notified of decisions by early August. Successful applicants will receive grant contracts that must be signed and returned to the Institute. You will be given authorization to begin your work immediately once notified that you have been selected to receive funds.

#### **ENHANCED COLLEGE ENFORCEMENT DESCRIPTION AND FUNDING DETAILS**

Enhanced college enforcement is defined as any activity in a local community that deals with alcohol related youth problems other than compliance checks. Innovative and imaginative methods and means to deal with and prevent problems will be considered.

Applicants may request funds for overtime enforcement of laws and ordinances prohibiting the illegal consumption or purchase of alcoholic beverages by youth near college campuses. The Institute will fund overtime enforcement for local law enforcement agencies to:

- A. Conduct innovative underage drinking enforcement activities.
- B. Enforce adult provider laws, third party transactions, and social host ordinances on or near college campuses.

Activities may be scheduled August 15, 2012 to May 15, 2013.

#### **FUNDING**

This is a cost reimbursement program. No lump-sum distributions are permitted. All applicants must be financially capable of supporting programmatic expenses until reimbursed.

- EUDL funds may not be used to replace (supplant) eliminated or reduced funds from other sources.
- All activities and expenditures must occur within the approved project period.
- **NOTE:** Funding to conduct approved activities is limited to **officer overtime pay** only.



## Projects

### Law Enforcement Grants **Alcohol Compliance Checks**

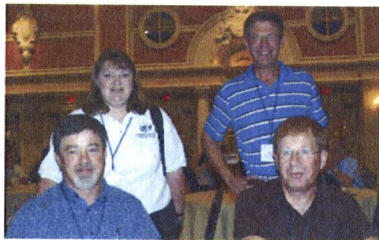
#### **\*New Resource\***

Invitation Health Institute has collected information about civil penalties for alcohol license violations from jurisdictions around the state. Click on the link at the bottom of the page to get the compiled penalty matrix.

#### **Compliance Checks**

A compliance check is a tool to identify licensed establishments that sell alcohol to underage youth. Research has shown that compliance checks are one of the most effective ways to reduce commercial access to alcohol.

In a compliance check, a law enforcement officer works with an underage youth who attempts to purchase alcohol from a bar, restaurant, liquor store, grocery store, or other licensed outlet. If the clerk/server asks for identification and refuses the sale, the outlet passes the compliance check. If the clerk/server completes the sale, the outlet has illegally sold alcohol and fails the compliance check. Effective compliance checks hold both the clerk/server and the license holder accountable for the illegal sale through criminal or civil sanctions.



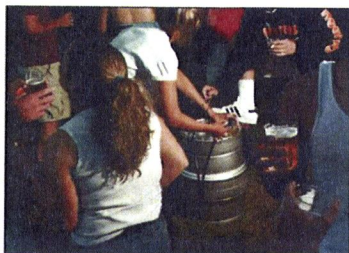
#### **Compliance Check Mini-Grant Program**

In July 2009, Invitation Health Institute assumed leadership of Minnesota's Alcohol Compliance Check Mini-Grant Program on behalf of the Minnesota Department of Public Safety. The mini-grant program provides federal funding from the Office of Justice Programs for law enforcement agencies that wish to conduct alcohol compliance checks to prevent the illegal purchase or consumption of alcoholic beverages by minors but do not have adequate resources to do so.

The 2012-2013 applications for Compliance Checks are due on June 6, 2012. Applicants will be notified of decisions in July. We encourage departments to thoroughly read the application cover letter so that effort is not made creating applications that will not be considered for funding.

Contact our project staff for more information:

Tanya Prahli 763-427-5310 x126 or Linda Ryden 763-427-5310 x146



### **2012 College Underage Drinking Enhanced Enforcement Grants**

Invitation Health Institute is requesting applications (<https://docs.google.com/a/invitationhealthinstitute.org/spreadsheet/viewform?formkey=dEFnZ0N2ZDZFWDhVHE5akVnbmhGLUE6MQ#gid=0>) from law enforcement agencies that are interested in College Enforcement grants. These grants are available to exclusively pay for officer overtime to conduct enhanced enforcement of underage drinking laws near college



campuses during periods of greatest need (i.e., move-in days, homecoming, special events). Applicants may request up to \$4,000. The Institute anticipates awarding up to five grants. Awards will be announced and projects begin August 15, 2012. Project funds must be expended by May 31, 2013.

The 2012-2013 applications for College Enhancement Overtime Enforcement grants are due on July 18, 2012. Applicants will be notified of decisions in early August. We encourage departments to thoroughly read the application cover letter ([http://www.miph.org/sites/default/files/2012\\_College\\_Enforcement\\_Cover\\_Letter.doc](http://www.miph.org/sites/default/files/2012_College_Enforcement_Cover_Letter.doc)) so that effort is not made creating applications that will not be considered for funding.

Contact our project staff for more information: Tanya Prah 763-427-5310 x126 or Linda Ryden 763-427-5310 x146

## Resources for Applicants:

### Compliance Checks

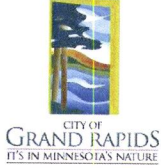
- Compliance Check Grant RFP/Cover Letter ([http://www.miph.org/sites/default/files/2012\\_Institute\\_CC\\_Cover\\_Letter.pdf](http://www.miph.org/sites/default/files/2012_Institute_CC_Cover_Letter.pdf))
- Enforcing Underage Drinking Laws 2012 Compliance Check Grant Application  
(<https://docs.google.com/a/invitationhealthinstitute.org/spreadsheet/viewform?formkey=dHN5b05iRXAyYUNYczcxYXNpZ1A3Y0E6MQ#gid=0>)
- Alcohol Compliance Check Failure Penalty Matrix ([http://www.miph.org/sites/default/files/Alcohol\\_Compliance\\_Check\\_Penalty\\_MatrixNEW.pdf](http://www.miph.org/sites/default/files/Alcohol_Compliance_Check_Penalty_MatrixNEW.pdf))

### College Enhancement Overtime Enforcement

- College Enhancement Overtime Enforcement Grant RFP/Cover Letter  
([http://www.miph.org/sites/default/files/2012\\_College\\_Enforcement\\_Cover\\_Letter\\_0.doc](http://www.miph.org/sites/default/files/2012_College_Enforcement_Cover_Letter_0.doc))
- College Enhancement Overtime Enforcement 2012 Grant Application  
(<https://docs.google.com/a/invitationhealthinstitute.org/spreadsheet/viewform?formkey=dEFnZ0N2ZDZFWDhfVHE5akVnbmhGLUE6MQ#gid=0>)

## Resources for Current Grantees:

- Sample Compliance Check News Release (.doc) ([http://www.miph.org/sites/default/files/Sample\\_Compliance\\_Check\\_News\\_ReleasesNEW.doc](http://www.miph.org/sites/default/files/Sample_Compliance_Check_News_ReleasesNEW.doc))
- Instructions for Completing EUDL Compliance Check Report and Invoice (.doc)  
([http://www.miph.org/sites/default/files/uctions\\_for\\_EUDL\\_CompCheck\\_Report\\_InvoiceNEW.doc](http://www.miph.org/sites/default/files/uctions_for_EUDL_CompCheck_Report_InvoiceNEW.doc))
- Invitation Health Institute Compliance Check Report (.xls) ([http://www.miph.org/sites/default/files/MIPH\\_Compliance\\_Check\\_ReportNEW.xls](http://www.miph.org/sites/default/files/MIPH_Compliance_Check_ReportNEW.xls))



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	12-0447	<b>Version:</b>	1	<b>Name:</b>	Adopting a resolution for \$53,630.00 from the MN Department of Public Safety for a TZD Enforcement Grant.
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	7/10/2012	<b>In control:</b>		<b>In control:</b>	Police
<b>On agenda:</b>	7/23/2012	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider adopting a resolution for \$53,630.00 from the MN Department of Public Safety for a TZD Enforcement Grant.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">TZD Award Letter</a> <a href="#">Safe&amp;Sober Gnt Res.pdf</a>				

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

### *Title*

Consider adopting a resolution for \$53,630.00 from the MN Department of Public Safety for a TZD Enforcement Grant.

### *Body*

#### **Background Information:**

At the June 11, 2012 council meeting the Police Department made a request to apply for a TZD Enforcement Grant for the period of October 2012 through September 2013. The dollar amount of the grant was not known at that time, but was approved by the council. We were informed on June 28, 2012 that we received a grant in the amount of 53,630.00.

The City of Grand Rapids is the fiscal agent for this grant that includes the cities of Bovey, Coleraine, Deer River, Hill City and the Itasca County Sheriff's Office. Grand Rapids Police officers will work approximately 60% of hours included in the grant. Funds from this grant will be used for the enforcement of Seatbelt/Child Safety Seat Use, DWI, Distracted Driving, and Speeding.

All shifts worked are at an overtime rate and are fully reimbursed to the city(ies) by this grant.

\$1,450.00 dollars has been awarded to cover the administration costs associated with this grant.

#### **Requested City Council Action**

Consider adopting a resolution in the amount of \$53,630.00 for a TZD Enforcement Grant, from the Minnesota Department of Public Safety / Office of Traffic Safety for the 2012/2013 year.





## Office of Traffic Safety

444 Cedar Street • Suite 150 • Saint Paul, Minnesota 55101-5150  
Phone: 651.201.7065 • Fax: 651.297.4844 • TTY: 651.282.6555  
www.dps.state.mn.us

June 28, 2012

Sgt. Jeff Carlson  
Grand Rapids Police Department  
420 N Pokegama Ave  
Grand Rapids, MN 55744

Dear Sgt. Carlson:

I am happy to inform you that the Grand Rapids Police Department's application for a 2013 TZD Enforcement Grant has been accepted and you have been awarded \$53,630.00 according to the following breakdown:

Activity	Funding
Seat belts, Distracted and Move over	\$ 10,350.00
Speed	\$ 11,250.00
Impaired	\$ 28,080.00
<b>Total Enforcement</b>	<b>\$ 49,680.00</b>
Dispatch	\$ .00
Equipment Alcohol	\$ 1,500.00
Equipment	\$ 1,000.00
Administration	\$ 1,450.00
<b>Total Dispatch, Equip and Admin</b>	<b>\$ 3,950.00</b>
<b>Total Grant</b>	<b>\$ 53,630.00</b>

We are joining a national effort of keep our citizens safe doing the most dangerous thing they may ever do. Below is important information that you will need to know to finalize the grant agreement.

**Office of Traffic Safety (OTS) Coordinator** – The OTS Coordinator that will manage your grant will be Bruce Johnson who can be reached at (651) 201-7067 or [bruce.a.johnson@state.mn.us](mailto:bruce.a.johnson@state.mn.us).

**Grantee Meeting** - A meeting will be scheduled very soon by the Law Enforcement Liaison in your area. Again this year joint meetings will be held in several areas of the state. It is very important that a person from each agency that is participating in the grant attend these meetings. It will be a chance for us to meet you again and pass on some additional information and for you to ask questions of us.

**2013 Grant and Budget** – Your budget and work plan may require some modification. If any changes need to be made your grant coordinator will be in touch with you.

Alcohol and Gambling Enforcement  
Emergency Communication Networks  
Bureau of Criminal Apprehension  
Driver and Vehicle Services  
Homeland Security and Emergency Management  
Minnesota State Patrol  
Office of Communications  
Office of Justice Programs  
Office of Traffic Safety  
State Fire Marshal and Pipeline Safety

**Resolution** - Only the lead fiscal agent is required to obtain a resolution from either the city council or county board for the agency to participate and sign the grant agreement. Remember that the Resolution must cover the 2 years of the grant. If you haven't already done so, start that process now so when the grant agreement is available for signature, the resolution is completed.

**Toward Zero Deaths (TZD) Conference** – The TZD Conference will be October 22-23, 2012 in Bloomington. We will need the list of attendees from you as soon as possible. Please keep us apprised of any changes to the list as time goes on. The OTS will cover the cost of registration and hotel room (if necessary) for **one person from each agency** in the grant. As always, you'll need to make hotel reservations and register for the conference on your own; you'll receive more information on making arrangements and attending the conference by e-mail soon.

On the last day of the conference in the afternoon we will be hosting two training opportunities. Sgt. Rick Munoz of the Minnesota State Patrol will be conducting the 4 hour SFST refresher course. This is the only one scheduled in the metro area. Any officers that plan on attending this training should contact Amber at [DWItraining@state.mn.us](mailto:DWItraining@state.mn.us)

Also that afternoon the POST approved, 3 hour, Children and Restraint Systems (C.A.R.S) training will be offered. Both courses will be provided at no cost. This will be an opportunity for you to get the required training for your grant and to have additional officers trained in child passenger safety. If you plan on attending this training contact Heather Darby at [heather.darby@state.mn.us](mailto:heather.darby@state.mn.us)

**E-grant System** – The 2013 TZD Enforcement Grant will be managed through the E-Grant system. Any training needed for the reporting process will be available upon request.

**ROAR**- All your activity must be reported through the Real-time Officers Activity Reporting system. Training on the system will also be available upon request.

We will not leave you hanging with either of these systems. They make things easier for you and for us.

**October Seat Belt Mobilization** – Publicity for the October Seat Belt Mobilization starts October 5 and enforcement begins October 12. These dates will be here soon and there is still a lot to be done to finalize the grants. Please do not hesitate to call your coordinator if you have any questions about the grant agreement.

Congratulations on receiving the grant! All of us in OTS look forward to working with you as we work towards our goal of Toward Zero Deaths.

Sincerely,



Bruce Johnson  
Enforcement Coordinator  
651-201-7067

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

RESOLUTION NO. 12-

A RESOLUTION ACCEPTING A \$53,630 GRANT FROM THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY/OFFICE OF TRAFFIC SAFETY FOR A TOWARDS ZERO DEATH GRANT FOR THE GRAND RAPIDS POLICE DEPARTMENT

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

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

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

- The Minnesota Department of Public Safety/Office of Traffic Safety has granted the Grand Rapids Police Department a \$53,630 Towards Zero Death Grant for the 2012/2013 year.

Adopted this 23rd day of July 2012.

\_\_\_\_\_  
Dale C. Adams, Mayor

Attest:

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

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



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0451      **Version:** 1      **Name:** Temporary Liquor Application  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/13/2012      **In control:** Administration  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Approve Temporary Liquor License for McVeigh-Dunn Post 60, American Legion for a Yellow Ribbon event scheduled for Friday, August 24, 2012.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [American Legion - Temporary Lig](#)

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

### Title

Approve Temporary Liquor License for McVeigh-Dunn Post 60, American Legion for a Yellow Ribbon event scheduled for Friday, August 24, 2012.

### Body

This event will be located in front of the American Legion from Pokegama Avenue & 2nd Street to First Avenue. The entire street area will be blocked off.



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 444 Cedar Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization McVeigh - Dunn Post 60 "The American Legion"		Date organized 5-10-1921	Tax exempt number 8195696
Address 9NW 2nd St		City Grand Rapids	State Minnesota
		Zip Code 55744	
Name of person making application John Selander "Commander"		Business phone 218-326-9141	Home phone 218-327-4896
Date(s) of event August 24th 2012		Type of organization <input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit	cell 218-256-6942
Organization officer's name X John Selander		City Grand Rapids	State Minnesota
		Zip 55744	
Add New Officer			

Location where permit will be used. If an outdoor area, describe. It will be a Yellow Ribbon Community Event. The street in front of the Post from Pokegama ave, 2nd st to first ave NW will be blocked in by the city. We will have a beer garden located within and segregated. If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

see attached

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

see attached

APPROVAL

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

City/County	Date Approved
City Fee Amount	Permit Date
Date Fee Paid	

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/12/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  Lockton Risk Services P.O. Box 410679 Kansas City, MO 64141-0679  INSURED McVeigh-Dunn American Legion Post #60 9 NW 2nd Street Grand Rapids, MN 55744	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 800-669-9944 FAX (A/C, No): E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE INSURER A: Nova Casualty Co NAIC# 42552 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSUR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE    OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER POLICY    PRO-JECT    LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$
	<b>AUTOMOBILE LIABILITY</b> ANY AUTO ALL OWNED AUTOS    SCHEDULED AUTOS HIRED AUTOS    NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> OCCUR <b>EXCESS LIAB</b> CLAIMS MADE DEF    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/OWNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Liquor Liability	Y/N N/A	LPR-BP-0020089-0	05/10/2012	05/10/2013	WC STATUTORY LIMITS    OTH-ER EL EACH ACCIDENT \$ EL DISEASE - EA EMPLOYEE \$ EL DISEASE - POLICY LIMIT \$ Occurrence \$500,000 Aggregate \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101 Additional Remarks Schedule, if more space is required)  
 August 24, 2012 Yellow Ribbon Community Event  
 The street in front of the Post will be blocked off. we will have a beer garden located within area and segregated

<b>CERTIFICATE HOLDER</b> The City of Grand Rapids 300 Monroe Avenue Grand Rapids, MI 49503	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	--



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0453      **Version:** 1      **Name:** Golf CIP Greens aerifier  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/17/2012      **In control:** Golf Course  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Authorize the golf course staff to seek bids for the purchase of a greens aerifier.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

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

**Title**

Authorize the golf course staff to seek bids for the purchase of a greens aerifier.

**Body**

**Background Information:**

The Golf Board and Staff are seeking authorization to request bids for a new greens aerifier. The estimated purchase is \$22,000 plus sales tax.

This is an item that was part of the approved 2012 Golf Course CIP budget.

Our current greens aerifier is over 20 years old and always in need of repair through the greens aerification process.

A new aerifier will do a much better job of aerification which will ultimately result in healthier greens turf.

The current plan is to get bids and be prepared to make a purchase of an aerifier if the board and staff are comfortable with the way the season has financially progressed. The board plans to make a decision in early August regarding moving forward or not moving forward with the purchase. We will then submit an RCA at the August 14 council meeting to purchase if that is the decision of the board.

**Staff Recommendation:**

**Requested City Council Action**

Authorize the golf course staff to seek bids for the purchase of a greens aerifier. This a 2012 CIP golf course budget item and would be paid for from golf course CIP funds. The estimated price for a greens aerifier is \$22,000 plus sales tax.



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 12-0454      **Version:** 1      **Name:** Consider entering into agreement with Zixcorp.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/17/2012      **In control:** Information Technology  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Consider entering into agreement with Zixcorp.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Zixcorp Purchase Agreement.pdf](#)

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

*Title*

Consider entering into agreement with Zixcorp.

*Body*

**Background Information:**

The City's Finance Department has identified the need for one additional license for Zixmail email encryption software.

**Requested City Council Action**

Consider entering into an agreement with Zixcorp for the purchase of one additional license for Zixmail software at a cost of \$39.90 plus applicable taxes and fees and authorize the Mayor to sign the necessary paperwork.



# Services Agreement

2711 N. Haskell Ave. Suite 2300  
 Dallas, TX 75204  
 Phone (214) 370-2000 Fax (781) 993-6001

ZixCorp reserves the right to change prices if not signed  
 on or before Sunday, August 12, 2012

Version:

**Bill to:**  
 City of Grand Rapids  
 420 North Pokegama Avenue

**Ship to:**  
 City of Grand Rapids  
 420 North Pokegama Avenue

Grand Rapids, MN 55744  
 United States  
 Attn: Erik Scott

Grand Rapids, MN 55744  
 United States  
 Attn: Erik Scott

**Cust. PO:** None  
**Est. Install:**  
**Ship via:** Fed Ex Express Saver

**Acct Exec.:** Gariepy, Craig  
**Order Type:** Add-on  
**Date:** July 13, 2012

Item	Qty/ Seats	Product	Version	Description	Term (mos.)	Price	% Dsc	Ext. Price
1	Year 1 1	ZixMail	Corporate	<b>First year total</b> ZixMail User Encryption Service	12	140.00	71.5	39.90
<b>Subtotal</b>								<b>39.90</b>

Version:

\*\*\*\* Do not pay, this is not an invoice \*\*\*\*

**Total \$ 39.90**

**Special Terms:**

Annual subscription fees for year 1 are due upon execution of this Services Agreement as described on page 2, Item 1, "Invoicing and Payment". Annual subscription fees for year 2 and year 3 are due on the first and second anniversary of the Services Agreement, respectively. Prorated add on to expire per existing agreement signed on 7/1/10

**Special Handling:**

\_\_\_\_\_  
 Initials

- 1. Invoicing & Payment.** ZixCorp Systems, Inc. ("ZixCorp") may issue invoices or initiate credit card payments, if applicable, upon the execution of this Services Agreement, and customer agrees to pay all invoices in U.S. dollars within 30 days of the date of invoice. By signing below Customer is subscribing to the services indicated on the face of this Services Agreement for the service years indicated. Annual subscription fees are to be paid at the beginning of each service year, unless otherwise stated on the Services Agreement, with the initial subscription period beginning on the 30th day following the date of this Services Agreement or, if earlier, on the date the installation is completed and/or the services are initiated and made available to Customer.

Credit Card Number: \_\_\_\_\_  
 Credit Card Expiration: \_\_\_\_\_

Complete if payment is being made by credit card.

- 2. Taxes; F.O.B.** Upon presentation of invoices by ZixCorp, Customer agrees to pay any tariffs, duties or taxes imposed or levied by any government or governmental agency, including without limitation, federal, state and local sales, imposed use, value-added and personal property taxes (other than franchise and income taxes imposed on ZixCorp's net income). Products are sent F.O.B. shipping location.

**3. Please verify and update billing address and contact information**

**Billing Address:**  
**420 North Pokegama Avenue**

**Purchase Order No. : None**  
 (If P.O. No. provided, please attach copy of P.O.)

**Grand Rapids, MN 55744**  
**United States**

**Billing Contact Information**

Name: **Erik Scott**  
 Phone: **(218) 326-7618**  
 Email: **escott@ci.grand-rapids.mn.us**

**Technical Admin. Contact Information:**

Name: **Erik Scott**  
 Phone: **(218) 326-7618**  
 Email: **escott@ci.grand-rapids.mn.us**

- 4. SALES AND USE TAX - MARK (X) ONE OF THE FOLLOWING:** (if no box is checked, sales and use tax will be charged) Customer will be charged sales and use tax upon invoicing. For tax purposes only, the pricing and discounts outlined on the first page of this Services Agreement may be allocated to the various components of the Zix solution on the invoice. This is done for tax purposes only and does not change the pricing or payment terms of the Agreement.

- A. Invoice sales tax to Customer.
- B. Customer is a tax exempt organization (please attach a state tax exemption certificate to contract). The customer name on the certificate and the services agreement should be the same. No sales and use tax will be included on invoice.

ZixCorp Systems, Inc.	City of Grand Rapids
By: _____	By: _____
Printed: _____	Printed _____
Title: _____ Date: _____	Title: _____ Date: _____



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	12-0455	<b>Version:</b>	1	<b>Name:</b>	Consider entering into agreement with ScriptLogic Corporation.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Consent Agenda
<b>File created:</b>	7/17/2012	<b>In control:</b>			Information Technology
<b>On agenda:</b>	7/23/2012	<b>Final action:</b>			
<b>Title:</b>	Consider entering into agreement with ScriptLogic Corporation.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">ScriptLogicQuote_City of Grand Rapids.pdf</a>				

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

*Title*

Consider entering into agreement with ScriptLogic Corporation.

*Body*

**Background Information:**

The City's annual maintenance agreement with ScriptLogic expires in October. In order to have ongoing access to enhancements, upgrades and support, we need to keep our support agreement current. The cost of the support agreement for 100 licenses of Desktop Authority and 100 licenses of Patch Deployment is \$633.00 plus all applicable taxes and fees. This is a budgeted item.

**Requested City Council Action**

Allow the IT Department to enter into an agreement with ScriptLogic to renew our annual maintenance at a cost of \$633 plus all applicable taxes and fees and authorize the Mayor to sign necessary documents.



# Purchase Agreement - 243175

ScriptLogic Corporation  
6000 Broken Sound Parkway NW  
Boca Raton, FL 33487-2742  
561-886-2400  
www.scriptlogic.com

Prepared on: 07/17/2012  
Expires on: 07/31/2012

Prepared For:

**Name** Erik Scott  
**Company** City of Grand Rapids  
**Address** 420 N Pokegama Drive

**City, State Zip** Grand Rapids, MN 55744  
**Country** USA  
**Email** escott@ci.grand-rapids.mn.us  
**Phone** (218) 326-7618  
**Fax**

Prepared By:

**Salesperson** Julie Patino  
**Title** Support Renewal Rep (SMB Products)  
**Email** Julie.Patino@quest.com  
**Phone** (561) 886-2476 x6247  
**Fax** 561-886-2499

Payment Terms: **Net 30 Days**

### Itemized Software Pricing

SKU Qty	SKU	Description	Unit Cost	Ext Cost
<b>Product:</b> Desktop Auth. Option: Patch Depl & Distbn (Renew)				
100	PDD-R1Y-SRP	PATCH DEPLOYMENT FOR DA 1 SEAT 1 YR TERM STD SUPPORT RNWL (MINIMUM SEATS: 10)	2.58	\$258.00
<b>Product Total</b>				\$258.00

### Itemized Software Pricing

SKU Qty	SKU	Description	Unit Cost	Ext Cost
<b>Product:</b> Desktop Authority Power Management Edn (Renew)				
100	DPM-R1Y-GRV	DA POWER MGT EDN - USD15 REBATE 1 SEAT 1 YR STD SUPPORT RNWL (MINIMUM SEATS: 10)	3.75	\$375.00
<b>Product Total</b>				\$375.00
<b>Grand Total</b>				\$633.00*

\*Plus all applicable sales and use taxes

**Note:**

Desktop Authority Power Management 100 licenses (expire 10/31/2012)  
Patch Deployment 100 licenses (expire 10/31/2012)  
New maintenance plan from 10/31/2012 to 10/31/2013

Please complete all the information below and return along with a company purchase order via FAX (561) 886-2499.

ALL SALES ARE FINAL

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

**Print Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

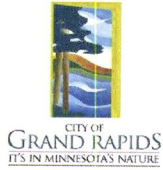
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Amount:** \_\_\_\_\_

**Accounting Information:** \_\_\_\_\_

**Domain Name:** \_\_\_\_\_

**Accounting Contact:** \_\_\_\_\_

**Accounting Email:** \_\_\_\_\_ **Accounting Phone:** \_\_\_\_\_



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 12-0456      **Version:** 1      **Name:** Attorney - Civil Legal Service  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/17/2012      **In control:** Administration  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Approve addendum extending contract with City Attorney Chad Sterle.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Sterle Law - ADDENDUM extending contact until 2013](#)

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

### **Title**

Approve addendum extending contract with City Attorney Chad Sterle.

### *Body*

### **Background Information:**

The City of Grand Rapids and Chad Sterle have had a binding contract in which Chad Sterle provides civil legal services to the City of Grand Rapids. The negotiated compensation rates set forth in the attached 2008 contract will in all ways remain in full force and effect and there will be no increases to said rates for the entire extension period which will end on December 31, 2013.

### **Requested City Council Action**

Approve addendum extending contract with City Attorney Chad Sterle, retroactive to January 1, 2012.



**ADDENDUM TO  
LEGAL SERVICES CONTRACT**

EXTENTION OF LEGAL SERVICES  
FOR PROFESSIONAL CIVIL LEGAL SERVICES BETWEEN  
CHAD STERLE LAW OFFICE, P.C.  
AND THE CITY OF GRAND RAPIDS

THIS ADDENDUM is made and entered into as of the 23 day of July, 2012 by and between the **City of Grand Rapids**, a Minnesota municipal corporation, hereinafter referred to as "City", and **Chad B. Sterle, Attorney at Law**, hereinafter referred to as "Attorney".

The City of Grand Rapids and Chad Sterle have a current binding contract in which Chad Sterle provides civil legal services to the City of Grand Rapids (*contract attached for reference*). The current contract is scheduled to expire on December 31, 2011.

The City of Grand Rapids and Chad Sterle do hereby agree to extend all terms and provisions of its 2008 Contract until December 31, 2013 under all the same terms and conditions.

It is specifically understood and agreed to by Chad Sterle that the negotiated compensation rates set forth in the attached 2008 contract will in all ways remain in full force and effect and there will be no increases to said rates for the entire extension period which will end on December 31, 2013.

Additionally, Chad Sterle will attend the Policy and Ordinance Review Committee meetings under the "Retainer Civil" portion of the contract. Thus, Chad Sterle will attend said meetings at no additional charge to the City.

All other provisions of the 2008 contract, other than those specifically modified above, remain in full force and effect until December 31, 2013.

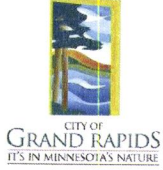
**CITY OF GRAND RAPIDS**

**STERLE LAW OFFICE P.C.**

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

By: \_\_\_\_\_  
Chad B. Sterle

By: \_\_\_\_\_  
Shawn Gillen, City Administrator



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 12-0458      **Version:** 1      **Name:** MSAS Resolution Revoking Dedicating  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/18/2012      **In control:** Engineering  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** A resolution revoking and dedicating MSAS streets.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [7-23-12 Resolution designating MSAS.pdf](#)

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

*Title*

A resolution revoking and dedicating MSAS streets.

*Body*

**Background Information:**

At a previous City Council meeting the council passed a resolution revoking and dedicating MSAS streets. MSAS staff have reviewed the resolution and have recommended some productive changes that will help the city in maximizing the annual MSAS allocation.

The revised resolution and maps are attached.

**Staff Recommendation:**

City staff is recommending the attached resolution revoking and designating certain streets as MSAS streets within the City.

**Requested City Council Action**

Consider the attached resolution revoking and designating certain streets as MSAS streets within the City.

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

RESOLUTION NO. 12-

A RESOLUTION REQUESTING THE REVOCATION AND DESIGNATION OF MSAS ROUTES

WHEREAS, the City of Grand Rapids is recommending to the commissioner of transportation that the following Control Sections be revoked:

**Proposed Revocation**

MSAS	Street Name	From	To	Miles
111-60	8th Street NW	1st Avenue NW	HWY 38	0.15
111-70	8th Street NW	Pokegama Avenue	1st Avenue NW	0.08
112-08	5th Street NW	17th Avenue NW	20th Avenue NW	0.28
118-10	5th Avenue SW	7th Street SW	CSAH 23	0.26
118-20	5th Avenue SW	4th Street SW	7th Street SW	0.21
128-10	33rd Street SE	TH 169	7th Avenue SE	0.64
128-20	32nd Street SE	TH 169	Horseshoe Lake Road	1.14
129-20	25th Street SE	2nd Avenue SE	7th Avenue SE	0.34
130-20	Ridgewood Road	11th Avenue NE	13th Avenue NE	0.26
131-10	5th Avenue NW	5th Street NW	8th Street NW	0.23
132-20	13th Avenue NE	7th Street NE	Ridgewood Road	0.53
134-10	20th Avenue NW	TH 2	5th Street NW	0.05
136-20	17th Avenue NW	TH 2	5th Street NW	0.06
144-10	21st Street SW	TH 169	Horseshoe Lake Road	0.76
145-10	Old Golf Course Road	Isleview Road	CSAH 23	0.37
146-010	7th Street NE	13th Avenue NE	TH 169	0.22
147-10	9th Avenue NW	TH 2	5th Street NW	0.07
148-10	8th Avenue NW	TH 2	5th Street NW	0.07
Total Miles Revocated				5.72

; and

WHEREAS, the City of Grand Rapids is recommending to the commissioner of transportation that the following Control Sections be dedicated: (see next page)

**Proposed Dedication**

MSAS	Street Name	From	To	Miles
	7th Avenue SE	33rd Street SE	CR 457	0.25
	11th Street SE	TH 169	2nd Avenue SE	0.17
	13th Street SE	TH 169	7th Avenue SE	0.51
	2nd Avenue SE	11th Street SE	29th Street SE	1.19
	8th Street SE	7th Avenue SE	CSAH 3	0.70
	11th Avenue SW	4th Street SW	CSAH 23	0.47
	4th Street SW	5th Avenue SW	11th Avenue SW	0.38
	7th Avenue NW	5th Street NW	8th Street NW	0.23
	8th Street NW	5th Avenue NW	7th Avenue NW	0.14
	11th Avenue NE	7th Street NE	Ridgewood Road	0.50
	21st Street SE	TH 169	7th Avenue SE	0.50
	29th Street SE	TH 169	7th Avenue SE	0.64
	6th Avenue NE	TH 2/169	5th Street NE	0.07
			Total Miles Dedicated	5.76
			Difference	-0.04
			Available Milage	0.04
			Final Difference	0.00

WHEREAS, the City of Grand Rapids has determined that the proposed revocations and dedications to the MSAS serve the City more efficiently in the proposed locations as shown in the attached drawings; and

WHEREAS, the designation of the routes will carry a relatively heavier traffic volume and will connect points of major traffic interest within an urban municipality.

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

1. The City of Grand Rapids confirms its desire to revoke and designate the Control Sections identified above and shown on the attached drawings.

Adopted by the City Council this 23<sup>rd</sup> day of July, 2012.

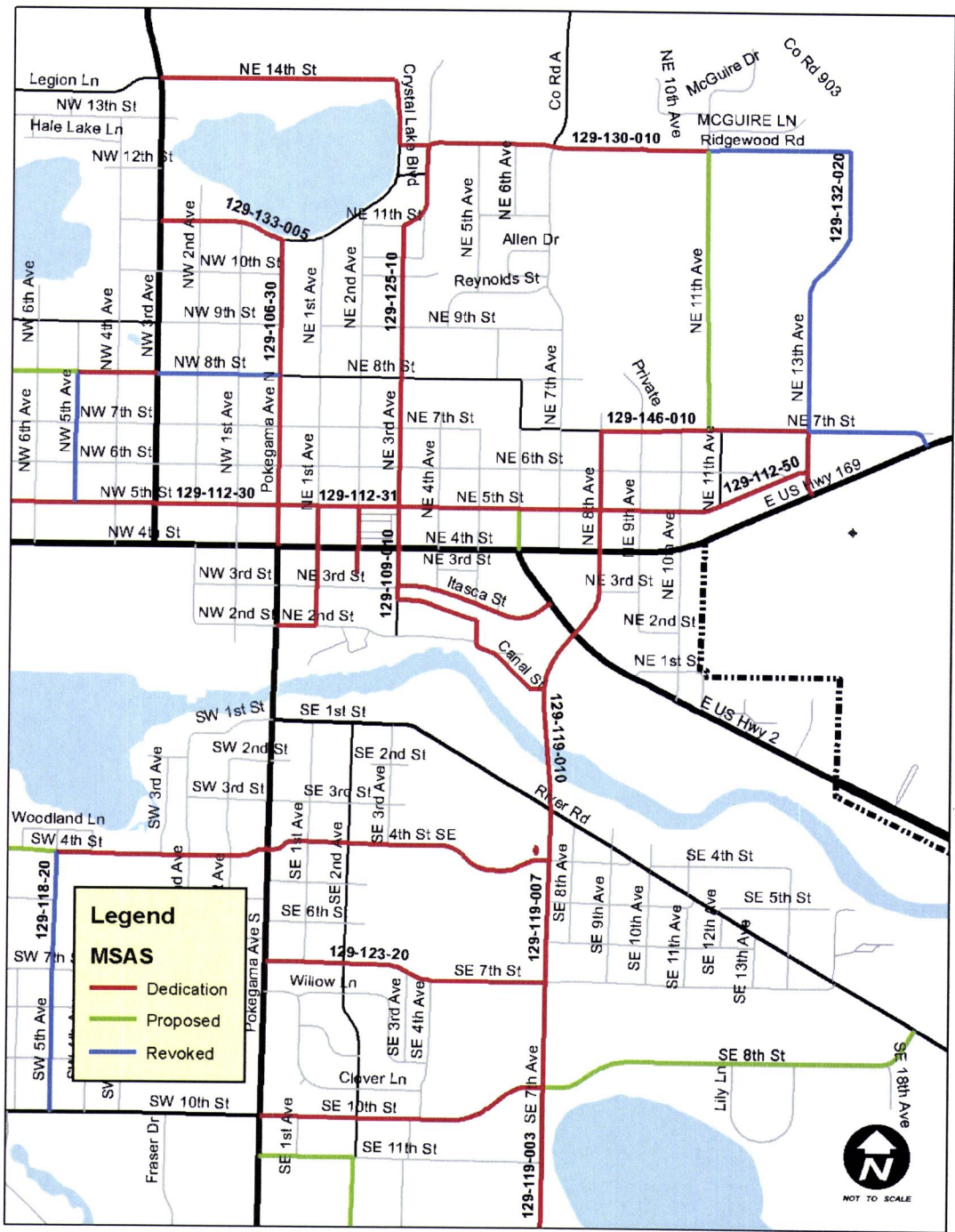
\_\_\_\_\_  
Dale Adams, Mayor

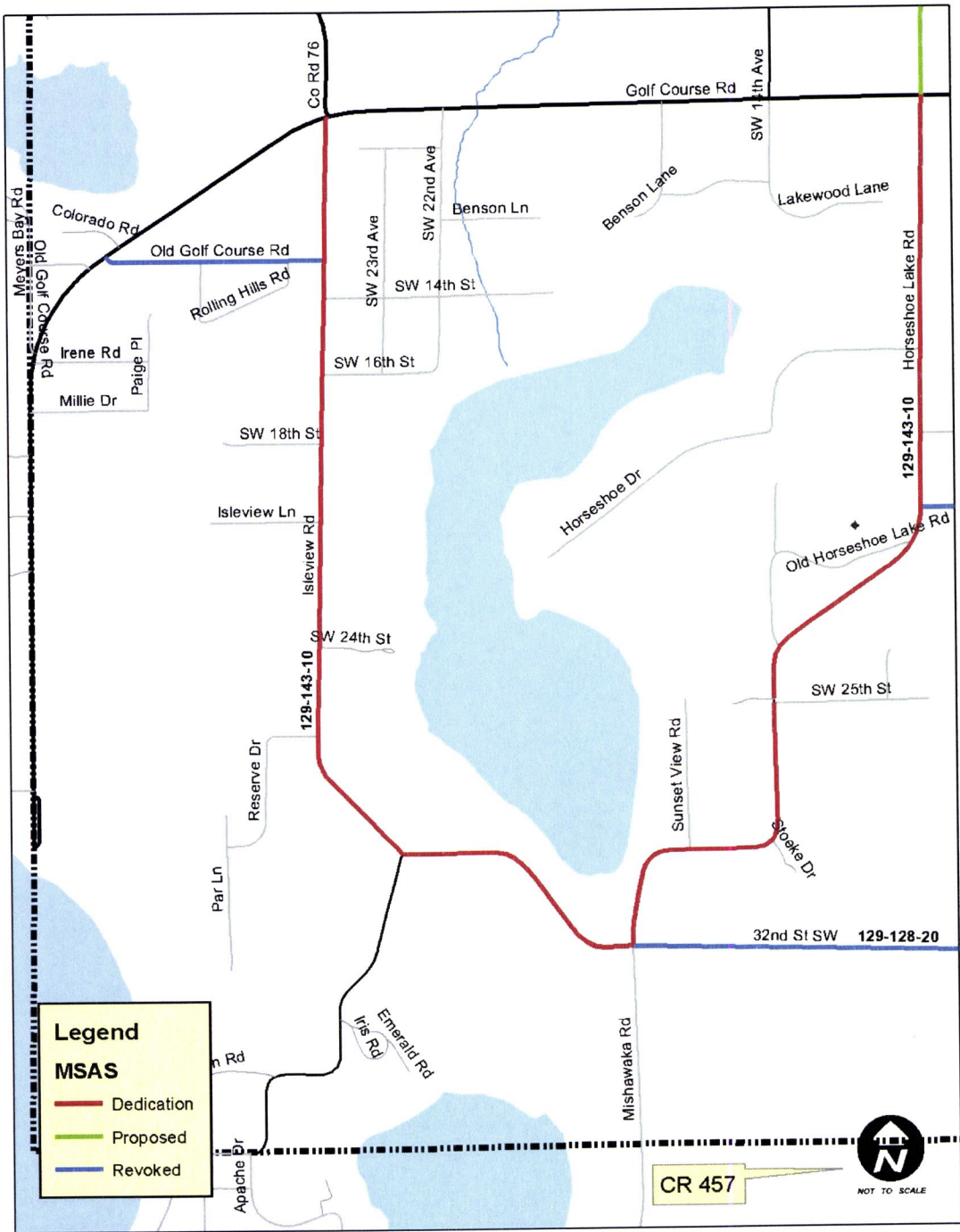
Attest:

\_\_\_\_\_  
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.

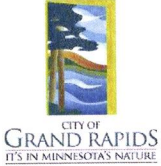












# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 12-0461      **Version:** 1      **Name:** Fitzl-Peterson Land Lease Airport  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/18/2012      **In control:** Airport  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** A Land lease agreement with Milt Fitzl and Jeff Peterson at the airport.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [7-23-12 Fitzl-Peterson AIRPORT LAND LEASE AGREEMENT.pdf](#)

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

*Title*

A Land lease agreement with Milt Fitzl and Jeff Peterson at the airport.

**Background Information:**

City staff has been working with Milt Fitzl and Jeff Peterson (joint owners) on a land lease agreement for the construction of a private hanger. The attached lease agreement identifies the terms and location of the land lease.

This proposed lease is recommended by the Airport Advisory Board.

**Staff Recommendation:**

City staff is recommending the approval of the attached land lease agreement with Milt Fitzl and Jeff Peterson at the airport.

**Requested City Council Action**

Consider approval of the attached land lease agreement with Milt Fitzl and Jeff Peterson at the airport.

## AIRPORT LAND LEASE AGREEMENT

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2012, by and between the GRAND RAPIDS-ITASCA COUNTY AIRPORT, owned by the City of Grand Rapids ,a municipal corporation, and Itasca County, Minnesota, hereinafter referred to as LESSOR, and Milton John Fitzl Jr. of 27696 Saddle Hills Drive, New Ulm, MN 56073, and Jeffrey Wayne Peterson of 31309 Sunny Beach Road, Grand Rapids, MN 55744, hereinafter referred to as LESSEE:

For good and valuable consideration, the LESSOR hereby leases unto said LESSEE the real estate described on Exhibit A (which includes square footage and rental calculations for this lease), subject to the following terms, conditions, covenants and agreements:

- 1) RENT. Lessee shall pay Lessor rent at the rate of \$0.28 per square foot per year, which equates to a total rent as described on the attached Exhibit A. Said rent shall increase at the rate of one-half cent (or \$.005) per square foot per year for the term of the lease, with the first increase to take effect on January 1st of 2013, and then on January 1st of every year thereafter.
- 2) TERM. Lessor shall lease the subject property to Lessee for a period of twenty (20) years beginning August 1, 2012 and ending on July 31, 2031.
- 3) RENEWAL OPTION. This lease may be renewed and extended in twenty (20) year increments, at the same terms and conditions in effect at that time which are consistent with terms and conditions of similar leases at other airports of similar structure, upon the election of the Lessee.
- 4) TERMINATION. Lessor may terminate this lease (or any extensions hereto) upon written notice to Lessee, delivered at least five (5) years prior to the expiration of the lease term. Both parties shall continue to perform their obligations under this Lease Agreement until the leased premises has been vacated. Upon termination, Lessor shall have the option to purchase the hangar constructed on the subject property at a price determined by an independent certified appraiser to whom both parties mutually agree OR if the Lessor does not desire to purchase said hangar, the Lessor may demand Lessee to remove the hangar from the leased premises and restore said premises to its original condition. If Lessee fails to restore the premises by the termination of the lease, Lessor may take appropriate action to restore the premises on its own and collect any costs, expenses and fees incurred with such action from Lessee. The indemnification provisions referred to in paragraph 8 of this Lease Agreement shall survive termination.
- 5) NON-PAYMENT OF RENT, DEFAULT. If any one or more of the following occurs: (1) a rent payment or any other payment due from Lessee to Lessor shall be and remain unpaid in whole or in part for more than thirty (30) days after same is due; (2) Lessee shall violate or default on any of the other covenants or agreements herein; or (3) if Lessee shall cease existence, liquidate, dissolve or commence proceedings under a bankruptcy, receivership, insolvency or similar type of action, then it shall be the option

of the Lessor to declare this Lease Agreement forfeited and the said term ended, and to re-enter the Leased Premises, with or without process of law, using such force as may be necessary to remove all persons or chattels therefrom, and Lessor shall not be liable for damages by reason of such re-entry or forfeiture; but notwithstanding re-entry by Lessor or forfeiture or termination of this Lease Agreement, the liability of Lessee for the rent and all other sums provided for herein shall not be relinquished or extinguished for the balance of the term of this Lease Agreement. Lessee shall be responsible for, in addition to the rentals and other sums agreed to be paid hereunder, any and all costs paid by Lessor required to enforce its rights under this Lease Agreement, including but not limited to reasonable attorney fees actually incurred by Lessor in any suit or action instituted by Lessor to enforce the provisions of this Lease Agreement, or the collection of the rentals due Lessor hereunder. Lessee shall also be liable to Lessor for the payment of interest at the highest permissible rate of interest allowed under the usury statutes of the State of Minnesota, or in case no such maximum rate of interest is provided, at the rate of 12% per annum, on all rentals and other sums due Lessor hereunder not paid within thirty (30) days from the date same becomes due and payable. Lessor shall be allowed to lease the hangar on the leased premises to any other party at such terms that allow Lessor to recover any costs and expenses herein.

- 5) **LEASE TRANSFER.** Lessee shall not be precluded from transferring this Lease to a new owner, subject to Lessor's right of first refusal to accept any sale offered to any other party. The Lessor will grant the transfer of this Lease to a new owner provided that the existing Lessee has complied with all conditions of this Lease. The new Lessee shall assume full responsibility for all terms and conditions of the Lease, and the Transferor of said Lease shall be released from all further liability therefor.
- 6) **PERMITTED USE.** Lessee shall have the right to erect or maintain a hangar for privately owned aircraft. If a hangar is not already situated on the premises at the time this lease is created, the Lessee shall complete construction of such hangar according to plans and specifications as approved in writing by Lessor and according to building permits as authorized by the City of Grand Rapids. If said construction is not completed within the first three (3) years of this lease, this lease shall expire and Lessee shall be responsible for all costs incurred by Lessor to restore the premises to its original condition. Lessor reserves the right to demand good and sufficient bond against liens for any construction or remodeling of structures on the leased premises.
- 7) **RESTRICTIVE COVENANTS.** Lessee shall comply with all the following covenants:
  - 7.1) The hangar placed on the leased premises shall be kept in a neat and orderly condition and shall be painted or repainted at such time or times and of such color or colors; all as may reasonably be directed by Lessor, Mn/DOT Office of Aeronautics, any agency of the United States Government, or any other agency having jurisdiction over the airport facility. No additions, modifications or alterations shall be made to the hangar without written consent of Lessor.

7.2) No signs or advertising matter of any kind shall be painted, posted or displayed upon any hangar or the leased premises without written consent of Lessor.

7.3) No excavation shall be made upon the leased premises and no fences or sidewalks shall be constructed thereon without the written consent of Lessor.

7.4) No buildings or structures placed upon the leased premises shall become a part of the realty, except as hereinafter provided.

7.5) Explosives, gasoline, oil, and other highly flammable material of any kind kept on the leased premises shall be kept in such a manner as the Lessor shall from time to time determine. Storage of such material shall be kept in such manner as to comply with requirements of NFPA and all applicable rules, regulations, ordinances and fire codes. Lessee shall be responsible for the clean-up of all hazardous materials and spills and shall be responsible for the remediation of any hazardous/contaminated soils on the leased premises.

7.6) Lessee agrees that, except in the case of students, only duly licensed pilots will operate any aircraft kept on the leased premises and that it will at all times be subject to the laws of the United States, the State of Minnesota, the County of Itasca and the City of Grand Rapids.

7.7) Lessee shall not engage in any commercial aviation endeavors, businesses, work or related aviation enterprise on the leased premises. This prohibition includes but is not limited to performing work on airplanes not owned by the Lessee. Furthermore, Lessee agrees that the leased premises shall not be used for commercial or non-commercial use of a non-aviation purpose.

7.8) Lessee shall pay all utilities, water, lights and any other service used on the leased premises during the term of this lease or any renewal thereof.

- 8) **INDEMNIFICATION.** Lessee hereby agrees to indemnify and hold harmless Lessor and the leased property from any fine, lien, penalty or forfeiture which shall or may accrue from or by reason of the erection of any buildings or structure on said premises, or by reason of any use of said premises on the airport by the Lessee; and Lessee further agrees to indemnify and hold harmless the Lessor from all liability or claim of liability, and to pay any judgment rendered against Lessor and to reimburse Lessor for any expense incurred by it by reason of any action or suit of law or equity brought against it, in which it is made a party, by reason of the erection of any such building or structure or by reason of the occupancy or use by Lessee of the leased premises or in any way relating to or connected with the use of the leased premises. For the purpose of this paragraph the term "expense" shall be construed to include all costs incurred by Lessor in the defense or settlement of said actions or suits including attorney fees, filing fees, salaries and expenses of any officials or employees of Lessor while engaged in the defense or settlement of said action or suit.

- 9) **TAXES AND ASSESSMENTS.** Lessee shall pay all property taxes, assessments, license fees or other charges that may be levied or assessed during the term of this agreement upon or against any improvements or equipment on the leased premises. If the Lessee shall fail or neglect to pay any of said property taxes, assessments, fees or other charges when due, Lessor may pay the same together with any cost or penalty which may have accrued hereon, and collect the entire amount due to Lessor upon demand, and in default thereof, Lessor shall have a first lien on improvements owned by Lessee for the amounts so paid.
- 10) **INSURANCE.** Lessee shall carry liability insurance on the leased premises in the same amount as the maximum liability to which the Lessor is exposed pursuant to Minnesota Statutes Section 466.04 and subsequent amendments thereto.
- 11) **AMENDMENT.** If this lease should fail to comply in any respect with the ordinances, regulations or laws of the United States, the State of Minnesota, the County of Itasca, or the City of Grand Rapids, then this lease shall be amended to comply with the requirements of said ordinances, laws and regulations. If said amendment would result in a material deviation from the general terms and conditions of this lease, then Lessor or Lessee has the right to renegotiate or terminate this lease.
- 12) **NON-DISCRIMINATION.** Lessee does hereby covenant and agree that with respect to all matter relating to use of the leased premises, no persons on the grounds of race, color, or natural origin shall be excluded from participation and denied the benefits or otherwise be subject to discriminations; and Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to any laws or regulations imposed by the United States Government or the State of Minnesota.

LESSOR:

GRAND RAPIDS-ITASCA COUNTY  
AIRPORT:BY THE GRAND RAPIDS CITY COUNCIL  
THROUGH DESIGANTION OF THE PARTIES JOINT  
POWERS AGREEMENT

By:

---

Dale Adams  
Grand Rapids City Mayor

ATTEST:

---

Shawn Gillen  
Grand Rapids City Administrator

LESSEE:

By:

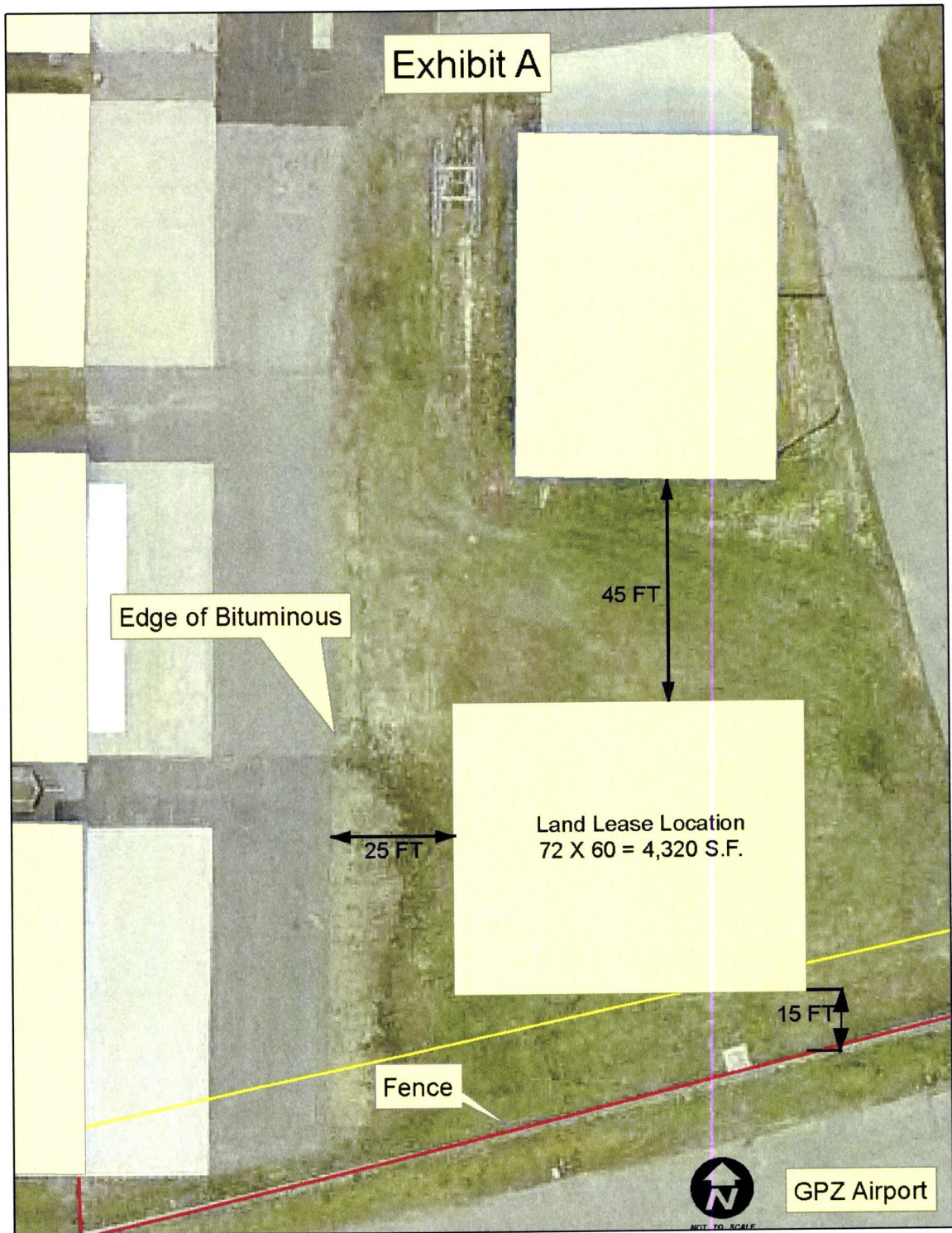
---

Milton John Fitzl

By:

---

Jeffrey Wayne Peterson





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0464      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/19/2012      **In control:** Fire  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Accept Low Quote for Fire Hall Rooftop HVAC Replacement

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Rooftop HVAC Quotes](#)

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

*Title*

Accept Low Quote for Fire Hall Rooftop HVAC Replacement

*Body*

**Background Information:**

As identified in the City's 2012 Capital Improvement Plan, Project # 2012/FD-2, the Fire Department's rooftop HVAC unit is in need of replacement due to the many maintenance issues that have been encountered over the last several years. The fact that the manufacturer no longer makes some of the critical operating components of that particular model leaves the building prone to freeze-up in the winter months if the HVAC unit were to fail. The timeliness of replacing the HVAC unit would be advantageous to both the vendor and the fire department if it were done sometime during the summer months when there is no need to heat the building.

Facilities Maintenance Manager Ron Edminister has received two quotes for this project: one from JK Mechanical Contractors in the amount of \$14,850.00; and one from Gartner Refrigeration in the amount of \$6,180.00.

**Staff Recommendation:**

Approve the low quote from Gartner Refrigeration and allow for the HVAC unit replacement.

**Requested City Council Action**

Consider accepting the low quote of \$6,180.00 from Gartner Refrigeration, plus any applicable tax and freight, and allow for the replacement of the rooftop HVAC unit on the Fire Hall Meeting Room as identified in the 2012 C.I.P.





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

Due in the Administration Department located at 420 N. Pokegama Avenue,  
Grand Rapids, MN 55744 by 12:00 Noon  
On Wednesday, July 18, 2012

### QUOTATION FORM

ATTENTION: Ron Edminster, Facilities Maintenance Manager

We, the undersigned, doing business as GARTNER REFRIGERATION have carefully examined the Quotation Documents and the sites of the proposed work, and are familiar with all of the conditions, laws and regulations surrounding the construction of the proposed project including the availability of materials and labor.

ITEM	UNIT	QUANTITY	UNIT PRICE	BID AMOUNT
Replacement of a 3 ton York roof top unit on the meeting room roof at the Grand Rapids Fire Hall.	1	1	\$6,180 <sup>00</sup>	\$6,180 <sup>00</sup>

Dated this 9<sup>th</sup> day of July, 2012

Name of company: GARTNER REFRIGERATION

Signature of Authorized Representative: B. J. Kraeger

Typed Name of Signer: BRIAN J. KRAEGER

Title: PROJECT MANAGER

Legal Address: 2331 W. SUPERIOR ST.

Business Phone: 218-722-4439 218-740-1125

Fax Number: 218-722-3422



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

Due in the Administration Department located at 420 N. Pokagama Avenue,  
Grand Rapids, MN 55744 by 12:00 Noon  
On Wednesday, July 18, 2012

### QUOTATION FORM

ATTENTION: Ron Edminster, Facilities Maintenance Manager

We, the undersigned, doing business as JK MECHANICAL CONTRACTORS have carefully examined the Quotation Documents and the sites of the proposed work, and are familiar with all of the conditions, laws and regulations surrounding the construction of the proposed project including the availability of materials and labor.

ITEM	UNIT	QUANTITY	UNIT PRICE	BID AMOUNT
Replacement of a 3 ton York roof top unit on the meeting room roof at the Grand Rapids Fire Hall.	1	1		\$14,850 <sup>00</sup>

Dated this 18 day of July, 2012

Name of company: JK MECHANICAL CONTRACTORS INC.

Signature of Authorized Representative: [Signature]

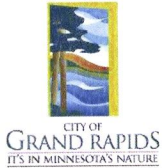
Typed Name of Signer: JOSEPH D KLAMM

Title: PRESIDENT

Legal Address: 240 5TH STREET NASHWAK MN 55769

Business Phone: 218-885-3883

Fax Number: 218-885-3884



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0465      **Version:** 1      **Name:** Library Solar Base Casper  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/19/2012      **In control:** Engineering  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Award a quote to Casper Construction for a solar panel base structure.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [7-23-12 Library Solar Base.pdf](#)

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

*Title*

Award a quote to Casper Construction for a solar panel base structure.

*Body*

**Background Information:**

The City has been developing the Riverfront Energy Center on the library property. One of the features is a series of three solar panels that look like sunflowers. All of the parts have been acquired to assemble the first solar sunflower. City staff feel that by getting one of the solar sunflowers erected, the Library Foundation will have an easier time raising funds to complete the project. In order to assemble the first solar sunflower a concrete base and pole mount need to be constructed.

Attached are two quotes to complete one concrete base and mounting pole. Casper Construction is the low quote at \$6,476.50.

**Staff Recommendation:**

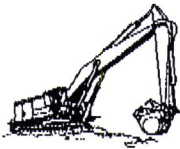
City staff is recommending awarding a quote to Casper Construction in an amount of \$6,476.50 with funding from PIR.

**Requested City Council Action**

Consider awarding a quote to Casper Construction in an amount of \$6,476.50 with funding from PIR.

# CASPER CONSTRUCTION, INC.

Municipal  Contractor



WATER • CRANE SERVICE • SEWER  
212 SE 10th Street, P.O. Box 480, Grand Rapids, MN 55744  
Phone: (218) 326-9637 Fax: (218) 326-9638



## Proposal

Date: 7/18/2012

Pages: 1

Attn: Ron Edminster

Name:

Address: 420 North Pokegama Ave.  
Grand Rapids, MN 55744

Phone: 218-326-7628

Fax: 218-326-7621

Description: Solar Panel Structure

Location:

Architect:

Cell #:

We hereby propose to furnish materials, labor, and equipment necessary for the completion of:

### SOLAR PANEL STRUCTURE

Lump Sum includes labor, equipment and material required to construct concrete base and attach steel column for solar panel.

We hereby propose to furnish material and labor---complete in accordance with above specifications, for the sum of:  
**\$6,476.50**      **SIX THOUSAND FOUR HUNDRED SEVENTY SIX DOLLARS AND FIFTY CENTS**

Signature 

\* **Payment Terms:** Full payment due within 20 days upon completion of work.

\***Note:** This proposal may be withdrawn by us if not accepted within 10 days.

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

**Indemnity:** To the fullest extent permitted by law Casper Construction Co, it's subcontractors, whether employed directly or indirectly, shall defend, indemnify and hold harmless (CLIENT), it's owners, their agents, consultants, and employees, from all claims arising out of Casper Construction Co's negligent acts or omissions for bodily injury and property damage which occur while Casper Construction Co is physically on (CLIENT) premises during work performance.

**Indemnity:** To the fullest extent permitted by law, (CLIENT) shall defend, indemnify, and hold harmless Casper Construction Co, it's owners, agents, consultants, employees, and subcontractors, from all claims for bodily injury and property damage that may arise from (CLIENT) premises including any acts or omissions by (CLIENT) or (CLIENT)'s subcontractors whether employed directly or indirectly, which occur while Casper Construction Co is not physically on premises.

**Acceptance of Proposal:** The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. In accepting this proposal, I am agreeing to any mechanics liens resulting from non-payment. **Please sign, date, & return to Casper Construction at the above address.**

Date of Acceptance: \_\_\_\_\_

Signature: \_\_\_\_\_



Attn: Mr. Ron Edminster

PROPOSAL SUBMITTED TO <b>City of Grand Rapids</b>		PHONE <b>218-326-7601</b>	DATE <b>June 5, 2012</b>
STREET <b>420 Pokegama Ave North</b>		JOB NAME <b>Solar Panel Base</b>	
CITY, STATE AND ZIP CODE <b>Grand Rapids, MN 55744</b>		JOB LOCATION	
ARCHITECT	DATE OF PLANS	Fax: <b>218-326-7621</b>	JOB PHONE

We hereby submit specifications and estimates for:

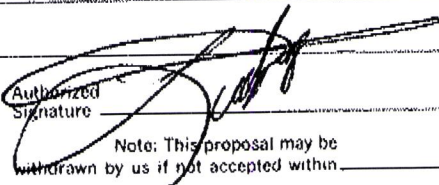
**Price Includes:**

**All labor and materials to excavate, backfill and install concrete pad and pier, supply and install steel mounting pipe per drawing.**

**We Propose** hereby to furnish material and labor — complete in accordance with above specifications, for the sum of: **Eight thousand five hundred eighty three** dollars (\$ **8,583.00** ).

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

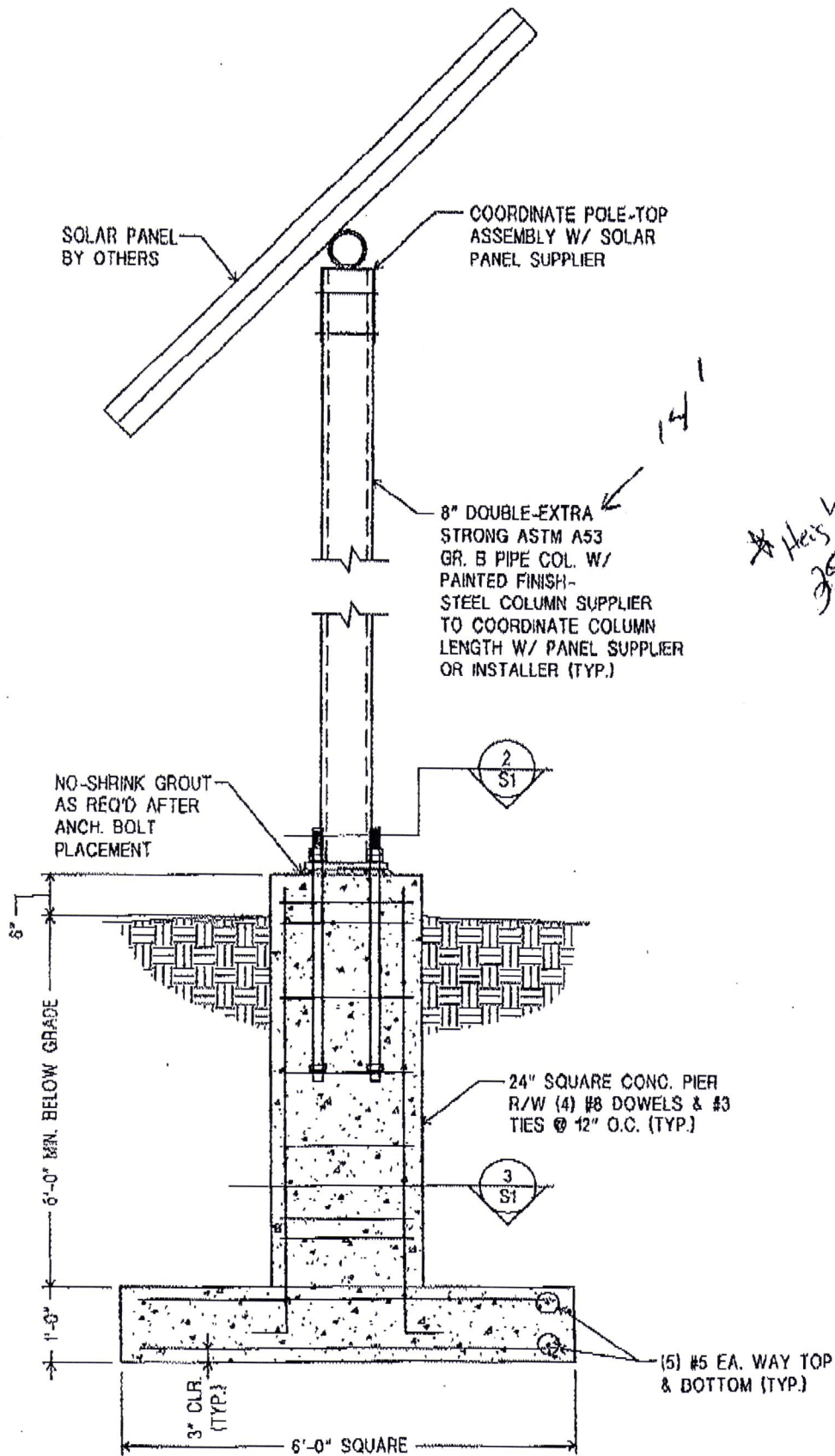
Authorized Signature 

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

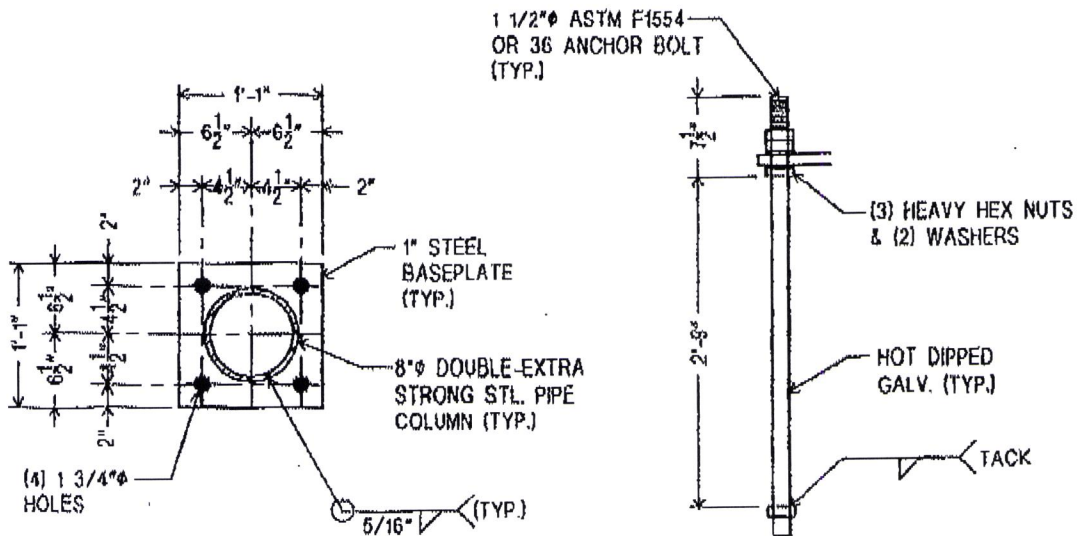
Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_  
Signature \_\_\_\_\_

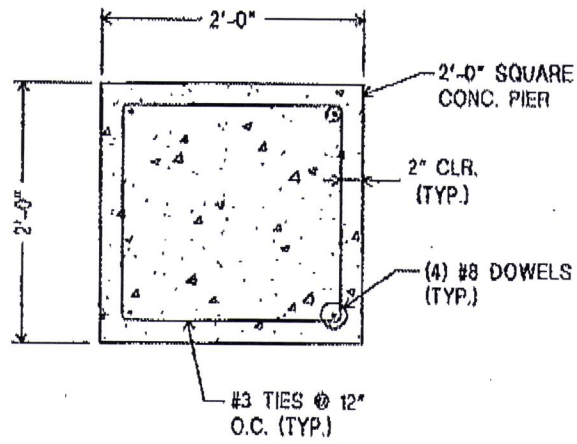


*\* Hts. ht not to exceed 35'*

SECTION  
1/2" = 1'-0"



2 BASE P & BOLT DETAIL  
S1 3/4" = 1'-0"



3 PIER SECTION  
 S1  $3/4" = 1'-0"$





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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0467      **Version:** 1      **Name:** CP 2011-6 Star Easment  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/19/2012      **In control:** Engineering  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Permanent Easements related to CP 2011-6, Horseshoe Lake Road Improvements

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [7-23-12 Attachment.pdf](#)

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

*Title*

Permanent Easements related to CP 2011-6, Horseshoe Lake Road Improvements

*Body*

**Background Information:**

Attached is an executed offer letter for permanent easement from Bill and Ruth Star.

**Staff Recommendation:**

City staff is recommending the purchase of easement from Bill and Ruth Star.

**Requested City Council Action**

Consider approval and payment of permanent easement with Bill and Ruth Star.



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

ENGINEERING DEPARTMENT

420 NORTH POKEGAMA AVENUE, GRAND RAPIDS, MINNESOTA 55744-2662

## OFFER LETTER

April 30, 2012

William H. Star and Ruth A. Star  
1737 Horseshoe Lake Road  
Grand Rapids, MN 55744

In reply refer to: Purchasing Easement for construction of the Horseshoe Lake Road Improvements, City Project 2011-6

Dear William H. Star and Ruth A. Star:

The City of Grand Rapids hereby submits to you an offer of **\$5,330.00**, for a permanent easement, which is the amount of the appraised market value of the above referenced property and/or certain rights therein, as contained in "PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT " attached hereto, disregarding any change in the before value of the property caused by the Horseshoe Lake Road project. Of this total amount \$2,201.00 are for damages related to the clearing of trees within the permanent easement.

The City's appraisal of market value is based on appraisals made by the City and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.

If you decide to accept the City's offer you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

**Also these are a list of questions that Mr. Star wants the City to check into:**

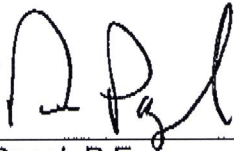
1. Drainage issues in regard to trapped water? The City is planning to place a inlet structure north of existing driveway to accommodate trapped water behind the curb when high water accures.
2. Registered Land Survey to provide all four corners of existing property? The City will have a RLS done and place NE corner, NW corner @ R/W line, SW corner @ R/W line and SE corner @ R/W line.
3. Trees cut within R/W? 3" and larger will be cut to approximately 90 inches and placed on property at a location agreeable with owner.
4. Electronic traffic/speed indicators ? Are not relavant to this property, but will be installed on project.
5. Speed Bumps? Are not installed on collector streets.
6. Camera for speed enforcement? Are not legal in Minnesota
7. Traffic Circle? Not Warrented.
8. 8 thur 10. Underground Utilities? Not under City control, but City has a policy of placing underground on new projects.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what taxes consequences you may have as a result of this income. If you or your accountant would like to further discuss this information, you should contact Shirley Miller, Finance Director, at 218.326.7616

**Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.**

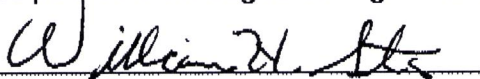
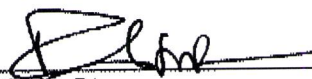
This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Tom Pagel, P.E.  
City Engineer

Receipt is acknowledged or original of this letter, enclosures and attachments mentioned herein.

  
William H. Star  
Ruth A. Star

---

---



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0469      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/19/2012      **In control:** Administration  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Approve hiring Election Judge Trainees.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

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

**Title**

Approve hiring Election Judge Trainees.

**Body**

**Background Information:**

On June 11, 2012, the City Council authorized staff to advertise and fill four positions for Election Judge Trainees at the rate of \$7.25 per hour. The Administration Office received applications and is requesting approval for hiring three student Election Judge Trainees to assist the City in conducting the 2012 Primary and General Elections.

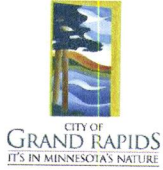
**Staff Recommendation:**

Approve hiring the following students to work as Election Judge Trainees:

Lori Kangas  
Tyler Johnson  
Emily Trout

**Requested City Council Action**

Approve hiring student Election Judge Trainees.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 12-0452      **Version:** 1      **Name:** Board & Commission Minutes  
**Type:** Minutes      **Status:** Approved  
**File created:** 7/16/2012      **In control:** Administration  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Acknowledge minutes for Boards & Commissions.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [January 5, 2012 Planning Commission](#)  
[March 1, 2012 Planning Commission](#)  
[April 5, 2012 Planning Commission](#)  
[May 3, 2012 Planning Commission](#)  
[February 28, 2012 GREDA Minutes](#)  
[March 22, 2012 GREDA Minutes](#)  
[April 12, 2012 GREDA Minutes](#)  
[April 26, 2012 GREDA Minutes](#)  
[May 10, 2012 GREDA Minutes](#)  
[June 13, 2012 Library Board](#)  
[June 19, 2012 Golf Board Minutes](#)  
[June 13, 2012 PUC Special Meeting](#)  
[June 13, 2012 PUC Regular Meeting](#)

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

**Title**

Acknowledge minutes for Boards & Commissions.



# CITY OF GRAND RAPIDS

NOTICE OF MEETING  
PLANNING COMMISSION

## Minutes - Final Planning Commission

*COUNCIL CHAMBERS  
CITY HALL - 420 N. Pokegama Ave.  
Grand Rapids, MN 55744*

---

Thursday, January 5, 2012

4:00 PM

Council Chambers

---

### Call To Order

### Call of Roll

**Present** 5 - Commissioner Lee Anderson, Commissioner Julie Fedje-Johnston, Commissioner Shane McKellep, Commissioner Ron Niemala, and Chairperson Michael Twite

**Absent** 2 - Commissioner Mark Gothard, and Commissioner Dale Yelle

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

**Motion by Commissioner Anderson, Second by Commissioner Fedje-Johnston to approve the agenda with the following addition:**

**Select Planning Commission members to work with staff developing language for an office park.**

**The motion PASSED an unanimous vote.**

### Approval of Minutes

Approve the minutes of the November 3, 2011 4:00 pm regular meeting and the 3:30 pm worksession.

**Motion by Commissioner Lee Anderson, seconded by Commissioner Shane McKellep, to approve the minutes of the November 3, 2011 work session and regular meeting . The motion PASSED by an unanimous vote.**

### General Business

Consider a recommendation to the City Council regarding amendments to Section 30-458(c)1 of the City of Grand Rapids Municipal Code, that pertain to site development compliance requirements.

*Community Development Director Mattei Provided background information.*

**A motion was made by Commissioner Julie Fedje-Johnston, seconded by Commissioner Lee Anderson, that in the public's best interest, the Planning Commission does hereby forward a favorable recommendation to the City Council regarding the attached draft text amendments to Section 30-458(c)1. of the Grand Rapids Municipal Code of Ordinances.**

**Commissioner Fedje-Johnston read her considerations for the record.**

**1. Will the change affect the character of neighborhoods?**

The change will simply update dollar amounts to reflect inflation over the past 25 years.

**2. Would the change foster economic growth in the community?**

The higher monetary levels may provide a slight disincentive to improve an existing building. However, any minor disincentive would be offset in the value of the visual appeal enhancement.

**3. Would the proposed change be in keeping with the spirit and intent of the ordinance?**

Yes, as stated earlier the change reflects inflation. The change encourages greater compliance with the ordinance pertaining to development and design standards. The purpose and intent of landscaping standards is to promote health, safety and general welfare of residents and property owners by enhancing an areas visual appeal. The proposed change fosters this.

**4. Would the change be in the best interest of the general public?**

It is a step in bringing an existing non conformity more in step with the existing City Ordinance. In addition the improved aesthetic value will benefit the general public.

**5. Would the change be consistent with the Comprehensive Plan?**

the comp plan's vision values and principles sets forth sustainable natural infrastructure as a defining and valued characteristic of our community. Specifically it states development should enhance natural systems and sustainable natural systems should promote a sustainable economic base. Expanded green space and restoring natural resources are necessary for sustainability.

The motion PASSED by an unanimous vote.

#### **Public Input**

#### **Miscellaneous\Updates**

*Select 3 members of the Planning Commission to work with staff on business park designation zoning district. Commissioners Anderson, McKellep and Twite volunteered to be a part of the committee.*

#### **Adjourn**

**Motion by Commissioner Anderson, Second by Commissioner Fedje-Johnston to adjourn the meeting at 4:35 p.m. The motion PASSED by an unanimous vote.**







# CITY OF GRAND RAPIDS

NOTICE OF MEETING  
PLANNING COMMISSION

## Minutes - Final Planning Commission

*COUNCIL CHAMBERS  
CITY HALL - 420 N. Pokegama Ave.  
Grand Rapids, MN 55744*

---

Thursday, March 1, 2012

4:00 PM

Council Chambers

---

### Call To Order

### Call of Roll

- Present** 5 - Commissioner Lee Anderson, Commissioner Julie Fedje-Johnston, Commissioner Ron Niemala, Chairperson Michael Twite, and Commissioner Mark Gothard
- Absent** 1 - Commissioner Shane McKellep

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

Approve the minutes of the January 5, 2012 4:00 pm regular meeting.

**A motion was made by Commissioner Julie Fedje-Johnston, seconded by Commissioner Lee Anderson, that this Minutes be Approved as Presented by Commission . The motion PASSED by an unanimous vote.**

### Public Hearings

Conduct a public hearing to consider the preliminary plat of Lakewood Heights Addition to Grand Rapids.

*Motion by Commissioner Anderson, Second by Fedje-Johnston to open the public hearing. The following voted in favor thereof: Anderson, Niemala, Fedje-Johnston, Gothard, Twite. Opposed: None, passed unanimously.*

*Ron Howman- 32300 Wakeman Shores Drive said his mother owns the property that is adjacent to the parcel that is to be subdivided. He would like to make sure that she will not be assessed for any improvements. Community Development Director Mattei said there will be no assessments for this project.*

*Mark Cross- 12843 Eagle Drive, Baxter asked if the Commissioners had any questions regarding the proposed subdivision.*

*Motion by Commissioner Anderson, second by Commissioner Niemala to close the public hearing. The following voted in favor thereof: Niemala, Fedje-Johnston, Twite, Anderson, Gothard. Opposed: None, passed unanimously.*

**Motion by Commissioner Anderson, Second by Commissioner Fedje-Johnston that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the preliminary plat of Lakewood Heights Addition to Grand Rapids, contingent upon the applicant making the following corrections/clarifications:**

1. The 20 foot wide utility easement serving Lot 1, should be a 40 foot wide private easement. Developers shall provide a copy of the recorded easement to the City.
2. Because there is common stormwater infrastructure serving both lots the developer should prepare and record private storm water easements allowing access to both Lot 2 and Lot 1. Developers shall provide a copy of the recorded easement to the City.
3. The developer prepares and records cross access easements/agreements and provide copies to the City.

Commissioner Anderson read his considerations for the record.

1. Has there been a change in the development policies of the community?  
No, the comp plan was recently updated and it reflects this use for this parcel.
2. Will the proposed subdivision cause undue traffic congestion?  
No, there is access from a county road the county has addressed this.
3. Was there a mistake in the original zoning ordinance?  
No.
4. Is the Zoning Ordinance up to date?  
Yes.
5. Is the proposed subdivision compatible with adjacent land uses?  
Yes.
6. Will the proposed subdivision affect public utilities?

Yes, but this has been dealt with by revisions brought up by the City Engineer.

7. Will the proposed subdivision be detrimental to public health, morals, or general welfare?

No, there will be an increased number of modern rental units.

8. Will the proposed subdivision impede orderly development of other property in the area?

No, it fits nicely in the neighborhood.

9. Will the proposed subdivision cause a decrease in value of adjacent property?

No, adjacent lots are empty.

10. Will the proposed subdivision increase tax revenues?

Yes, it will go from vacant land to an apartment complex.

11. Will the proposed subdivision impose an excessive burden on parks and other public facilities?

No.

12. Is the proposed subdivision consistent with the Comprehensive Plan?

Yes, that area is designated by the comp plan as such use.

The following voted in favor thereof: Niemala, Fedje-Johnston, Twite, Gothard, Anderson. Opposed: None, passed unanimously.

### General Business

Consider a recommendation to the City Council regarding amendments to the Zoning Ordinance that would add a health club/fitness center use as a permitted use within the I-1 (Industrial Park) zoning district.

*Community Development Director Mattei provided the staff report.*

*Jeremy Rebrevich, co-owner of Anytime Fitness said that a lot of other Anytime Fitness facilities are located in an industrial parks. They would also like to know when the Business Park definition would be approved.*

**A motion was made by Commissioner Julie Fedje-Johnston, seconded by Commissioner Ron Niemala, that this Agenda Item be Tabled . The motion PASSED by an unanimous vote.**

Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

**Motion by Commissioner Anderson, Second by Commissioner Fedje-Johnston to nominate Commissioner Twite as Chair. The following voted in favor thereof: Gothard, Twite, Anderson, Niemala, Fedje-Johnston. Opposed: None, passed unanimously.**

**Motion by Commissioner Anderson, Second by Commissioner Niemala to nominate Commissioner Fedje-Johnston as Vice Chair. The following voted in favor thereof: Anderson, Fedje-Johnston, Twite, Gothard, Niemala. Opposed: None, passed unanimously.**

#### Public Input

#### Miscellaneous\Updates

#### Adjourn

**Motion by Commissioner Niemala, Second by Commissioner Gothard to adjourn the meeting at 5:17 p.m. The following voted in favor thereof: Niemala, Gothard, Twite, Anderson, Fedje-Johnston. Opposed: None, passed unanimously.**



# CITY OF GRAND RAPIDS

NOTICE OF MEETING  
PLANNING COMMISSION

## Minutes - Final Planning Commission

*COUNCIL CHAMBERS  
CITY HALL - 420 N. Pokegama Ave.  
Grand Rapids, MN 55744*

---

Thursday, April 5, 2012

4:00 PM

Council Chambers

---

### Call To Order

### Call of Roll

- Present** 4 - Commissioner Lee Anderson, Commissioner Julie Fedje-Johnston, Commissioner Shane McKellep, and Chairperson Michael Twite
- Absent** 2 - Commissioner Ron Niemala, and Commissioner Mark Gothard

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

**A motion was made by Commissioner Julie Fedje-Johnston, seconded by Commissioner Shane McKellep, that the agenda be approved as presented . The motion PASSED by an unanimous vote.**

### Approval of Minutes

Approve the minutes of the March 1, 2012 4:00 pm regular meeting.

**A motion was made by Commissioner Lee Anderson, seconded by Commissioner Julie Fedje-Johnston, that the Minutes be Approved as Presented by Commission . The motion PASSED by an unanimous vote.**

### Public Hearings

Conduct a Public Hearing to consider a variance petition submitted by David and Debra Clark, d.b.a. Bloomer's Garden Center & Landscaping.

*Community Development Specialist Trast provided background information.*

*Motion by Commissioner Fedje-Johnston, Second by Commissioner Anderson to open the public hearing. The following voted in favor thereof: Flicker, Anderson, Twite, Fedje-Johnston, McKellep. Opposed: None, passed unanimously.*

*Perry Legering, DNR Area Wildlife Manager has been working with the Clark's to come up with a resolution their the deer issue. Mr. Legering provided photos of the proposed fence. This fence would be constructed of woven wire and have a life span of thirty plus years and require very little maintenance.*

*Martin Motherway, 1118 Golf Course Road, Grand Rapids is the homeowner that lives across from Bloomer's Garden Center and is concerned about the debris that will be caught in the fence and the clean up of that debris.*

*Debbie Clark, Owner Bloomer's Garden Center pointed out the area of the property that would be fenced and they would also take care of the debris issue. They've tried many options to deter the deer but have not had any success, this fence is their only viable option.*

*Motion by Commissioner Anderson, Second by Commissioner Flicker to recess the public hearing at 4:45 p.m. the following voted in favor thereof: Fedje-Johnston, Anderson, Twite, Flicker, McKellep. Opposed: None, passed unanimously.*

*Motion by Commissioner Fedje-Johnston, Second by Commissioner Anderson to reconvene the public hearing a 5:06 p.m. the following voted in favor thereof: McKellep, Flicker, Anderson, Twite, Fedje-Johnston. Opposed: None, passed unanimously.*

*Martin Motherway, 1118 Golf Course Road, Grand Rapids said he would be in favor of a 7 1/2 foot fence but is opposed to a 10 foot fence.*

*Debbie Clark, Owner Bloomer's Garden Center said the DNR's recommendation is for a 10 foot fence, anything shorter than that will not work.*

*Motion by Commissioner McKellep, Second by Commissioner Fedje-Johnston to close the public hearing. The following voted in favor thereof: McKellep, Anderson, Twite, Fedje-Johnston, Flicker. Opposed: None, passed unanimously.*

**Motion by Commissioner Fedje-Johnston, Second by Commissioner Anderson that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby grant the following variances to David and Debra Clark, d.b.a. Bloomer's Garden Center & Landscaping for the property legally described as:**

**S 330 ft of NW NE Section 29, Township 55N, Range 25W, EXC PT DESC as Following: BEG at SE COR of NW NE Thence W Along S Line A DIS of 423.35 ft, Thence N Along 29 DEG 28 MIN 34 SEC, W A DIS of 399.65 ft, Thence N 90 DEG E A DIS of 620 ft to E Line of NW NE Thence S Along E Line A DIS of 347.92 ft to PT of BEG**

- to allow a one time waiver of the requirements of Section 30-593(a)5 of the

Municipal Code for the construction of a 10 ft. high fence that would exceed the maximum allowable height limit in the street side yard area (adjacent to Golf Course Road) by 6 ½ ft., and would exceed the maximum allowable height limit by 4 ft. in all other yard areas, as proposed on the petitioners site plan.

and that the following condition shall apply:

- The variance exist as long as the property is zoned agriculture.

Commissioner Fedge-Johnston read her considerations for the record.

1. Is this an "Area" variance rather than a "Use" variance?

This is an area variance. The property will continue to be used as agricultural.

2. Does the proposal put property to use in a reasonable manner?

Yes, the proposal not only puts the property to reasonable use, but also allows for the property to continue to be used as it has been used for many years.

3. Is the owner's plight due to circumstances which are unique to the property and which are not self-created by the owner?

The plight of the landowners is not self created. Population growth in this part of town combined with deer population growth in the city has created the problem.

4. Is the variance in harmony with the purposes and intent of the ordinance?

Assuming the purpose and intent of the ordinance is for visual appeal, the proposed fence is not in harmony with the ordinance however, balancing the reduced visual appeal against the disruptive nature of the deer the need outweighs the diminished view.

5. Will the variance, if granted, alter the essential character of the locality?

Although a barrier will be created, the fence is as minimal visual barrier as possible. Passerbys will have a view into the property and area with a minimal visual obstruction.

6. Is the variance consistent with the comprehensive plan?

Yes, the Comprehensive Plan's community visions, values and guiding principles is to harmonize change with the existing community fabric and natural

systems. The principle recognizes that " change is inevitable" and that " opportunites and risks can be managed to protect and sustain community and

infrastructure". Allowing the variance recognizes the increased deer population can be managed by installing a taller fence and as a result protects a

business in the community.

The following roll call vote was taken: Yea: Flicker, Anderson, Twite, Fedge-Johnston, McKellep. Nay: None, passed unanimously.



**General Business**

Consider a recommendation to the City Council regarding the refund of a Text Amendment application fee.

*Community Development Specialist Trast said the time spent on this item by staff was roughly three hours which would equate to about \$180.00. Chair Twite suggested having the amount refunded be between \$325.00 and \$505.00 that way the City Council could decide what amount would be in the best interest of the City.*

**A motion was made by Commissioner Lee Anderson, seconded by Commissioner Marn Flicker to forward a recommendation to the City Council to approve a refund between \$325.00-\$505.00 for a text amendment application fee. The motion PASSED by an unanimous vote.**

Consider a recommendation to the City Council regarding the rezoning of a 20 ½ ft. strip of land from R-1 (One-Family Residential) to GB (General Business) located within Block 1, Clover First Addition to Grand Rapids.

**A motion was made by Commissioner Lee Anderson, seconded by Commissioner Marn Flicker, that based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the rezoning of property, as petitioned by Ronald and Patricia Childs, described as:**

**The West 20.5 ft. E 54.70 FT OF LOT 2 & ALL OF LOT 3, BLK 1, CLOVER 1ST & 2ND ADDITION TO GRAND RAPIDS, ITASCA COUNTY, MINNESOTA**

**from R-1 (One-Family Residential) to GB (General Business);**

**Contingent on the following stipulation(s):**

- **That the lot line adjustments, proposed by the petitioner, and as depicted within the attached maps, be recorded at the Itasca County Recorders Office.**
- **Record cross-access parking agreement between parcels "A" and "B".**

**Commissioner Anderson read his considerations for the record.**

- 1. Will the change affect the character of neighborhoods?**  
No, it's 20.5 feet it won't affect the neighborhood.
- 2. Would the change foster economic growth in the community?**  
Yes, it will make the parcel easier to deal with in the future.
- 3. Would the proposed change be in keeping with the spirit and intent of the ordinance?**  
Yes, it makes things better and easier to deal with.
- 4. Would the change be in the best interest of the general public?**  
As far as the public goes it probably doesn't matter either way but it is an improvement.
- 5. Would the change be consistent with the Comprehensive Plan?**  
Yes, we're bringing something into conformance.

**The motion PASSED by an unanimous vote.**

Consider a recommendation to the City Council regarding the final plat of Lakewood Heights Addition.

**A motion was made by Commissioner Shane McKellep, seconded by Commissioner Lee Anderson, that the Planning Commission does hereby forward to the City Council a recommendation to approve the final plat of Lakewood Heights Addition, contingent upon:**

- **The private easements required as a condition of preliminary plat approval be simultaneously executed and recorded with the final plat.**
- **In accordance with Minnesota Statute §§505.02, Subdivision 1, the Subdivider shall set survey monuments of a permanent character in the locations on the boundary of the subdivision, and within it, as required within 1 year of the filing and recording of the Plat.**

**The motion PASSED by an unanimous vote.**

Discuss the development of the Business Park zoning district and consider initiating amendments to Chapter 30 *Land Development Regulations* establishing the BP/SBP (Business Park/Shoreland Business Park) district and concurrently initiating a zoning map amendment over the area platted as Industrial Park Addition to Grand Rapids from the established I-1/SI-1 (Industrial Park/Shoreland Industrial Park) district to BP/SBP (Business Park/Shoreland Business Park) district, as guided by the 2011 *Comprehensive Plan*.

*Community Development Specialist Trast provided the staff report for this item. The Business Park zoning district sub-committee met with staff to provide recommendations. Chair Twite suggested a work session to discuss this item.*

**Motion by Commissioner Fedje-Johnston, Second by Commissioner Flicker that the Planning Commission, as provided for under Section 30-454, hereby initiates a request to amend:**

1. **Chapter 30 Land Development Regulations establishing the BP/SBP (Business Park/Shoreland Business Park) district**
- And**
2. **The Official Zoning Map over the area platted as Industrial Park Addition to Grand Rapids from the established I-1/SI-1 (Industrial Park/Shoreland Industrial Park) district to BP/SBP (Business Park/Shoreland Business Park) district.**

**The motion PASSED by an unanimous vote.**

## **Public Input**

## **Miscellaneous\Updates**

**Motion by Commissioner Fedje-Johnston, Second by Commissioner Anderson to have a work session from 3:30 p.m.-4:00 p.m. prior to the next regular meeting. The motion PASSED by unanimous vote.**

## **Adjourn**

**A motion was made by Commissioner Marn Flicker, seconded by Commissioner Shane McKellep, that the meeting be Adjourned at 5:35 p.m. . The motion PASSED by an unanimous vote.**





# CITY OF GRAND RAPIDS

NOTICE OF MEETING  
PLANNING COMMISSION

## Minutes - Final Planning Commission

*COUNCIL CHAMBERS  
CITY HALL - 420 N. Pokegama Ave.  
Grand Rapids, MN 55744*

---

Thursday, May 3, 2012

4:00 PM

Council Chambers

---

### Call To Order

### Call of Roll

**Present** 6 - Commissioner Lee Anderson, Commissioner Julie Fedje-Johnston, Commissioner Shane McKellep, Commissioner Ron Niemala, Chairperson Michael Twite, and Commissioner Mark Gothard

**Absent** 1 - Commissioner Marn Flicker

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

### Approval of Minutes

Approve the minutes of the April 5, 2012 4:00 pm regular meeting.

**Motion by Commissioner Fedje-Johnston, second by Commissioner McKellep to approve the minutes of the April 5, 2012 meeting as presented. The motion passed by an unanimous vote.**

### General Business

Consider a recommendation to the City Council regarding amendments to the Zoning Ordinance that would amend multiple sections of Chapter 30 *Land Development Regulations* establishing the BP/SBP (Business Park/Shoreland Business Park).

**Motion by Commissioner Anderson, second by Commissioner Fedje-Johnston that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward a favorable recommendation to the City Council regarding the draft amendments to Chapter 30 of the Zoning Ordinance, establishing the BP/SBP (Business Park/Shoreland Business Park) district, as directed by the 2011 Comprehensive Plan with the following amendments:**

**Add to Section 30-421 Definitions:**

- **Transportation dispatch and storage, means a facility that provides storage and dispatch of taxi, limousine, charter/school/tour/public transit bus services, and all other similar vehicles that provide passenger transportation.**
  - o **Add to Section 30-512 Table 1 as permitted uses in: Business Park, General Business, and Public Use zoning districts.**

**Add to Section 30-512 Table 1:**

- **Use permitted with restrictions (R), repair/service of Automotive/recreational vehicles, under BP/SBP district.**
  - o **Add BP/SBP to Section 30-564(3) Uses w/restrictions.**

**Add to Section 30-679 District regulations for on-premises signs (4) Signs in industrial districts:**

- **Business Park to heading**
- **As #3 under heading: There shall be no more than one freestanding sign per 300 feet of street frontage on any lot.**
- **As #4 under heading: Within the BP and SBP zoning districts, portable sign requirements/restrictions as set forth in Section 30-679(3)f.**

**Commissioner Anderson read his considerations for the record:**

**1. Will the change affect the character of the neighborhood?**

**Yes, with the creation of a BP/SBP Zoning district we will be creating a new neighborhood.**

**2. Will the change foster economic growth in the community?**

**Yes, it will enhance business.**

**3. Would the proposed change be in keeping with the spirit and intent of the Zoning Ordinance?**

**Yes.**

**4. Would the change be in the best interest of the general public?**

**Yes, the business park concept fills a void between IP and GB.**

**5. Would the change be consistent with the Comprehensive Plan?**

**Yes, when drafting this zoning district the guidance came from the 2011 Comprehensive Plan.**

**The motion passed unanimously.**

Consider a recommendation to the City Council regarding a zoning map amendment over the area platted as Industrial Park Addition to Grand Rapids from the established I-1/SI-1 (Industrial Park/Shoreland Industrial Park) district to BP/SBP (Business Park/Shoreland Business Park) district.

**Motion by Commissioner Fedje-Johnston, second by Commissioner Anderson that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve amending the Official Zoning Map over the area platted as Industrial Park Addition to Grand RapidsR from the established I-1/SI-1 (Industrial Park/Shoreland Industrial Park) district to BP/SBP (Business Park/Shoreland Business Park) district and SR3 (Shoreland Multi- Family Residential Medium Density) as shown in draft maps and as guided by the 2011 Comprehensive Plan.**

Commissioner Fedje-Johnston read her considerations for the record:

**1. Will the change affect the character of the neighborhood?**

Currently the area is Industrial as the growth and development of the City is moving that way a Business Park zoning classification more accurately represents that area.

**2. Will the change foster economic growth in the community?**

Yes, economic impact may result as businesses look to expand yet stay near the GB zoned areas, this change will accomodate businesses that need more space.

**3. Would the proposed change be in keeping with the spirit and intent of the Zoning Ordinance?**

Spirit and intent of the zoning ordinance stays the same the creation of a new category represents a more accurate dipiction of how the area is evolving.

**4. Would the change be in the best interest of the general public?**

Yes, the public's interest is served by accurately defining how the area has evolved BP/SBP allows for predicability in business expansion and development.

**5. Would the change be consistent with the Comprehensive Plan?**

Yes, the change carries out one future land use designation from the comp plan.

**Public Input**

**Miscellaneous\Updates**

**Adjourn**

**Motion by Commissioner Anderson, Second by Commissioner Fedje-Johnston to adjourn the meeting at 5:25 p.m. The motion passed by an unanimous vote.**

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
TUESDAY, FEBRUARY 28, 2012  
3:30 P.M.**

**GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A  
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Tuesday, February 28, 2012 at 3:40 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners: Ed Zabinski, Cheryl Gullickson, Sholom Blake, Michael Stefan, Chris Lynch, Absent: Mike Przytarski, Gary McInerney.

Staff present: Rob Mattei

**SETTING OF REGULAR AGENDA:** Approved with addition.

- Reappoint Marian Barcus, Steve Downing and Skip Duchesneau to the Mississippi Riverfront Committee.

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER GULLICKSON TO APPROVE THE MINUTES OF THE FEBRUARY 9, 2012 REGULAR MEETING. The following voted in favor thereof: Zabinski, Blake, Gullickson, Lynch, Stefan. Opposed: None, passed unanimously.**

**APPROVAL OF CLAIMS:**

**MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER STEFAN TO APPROVE CLAIMS IN THE AMOUNT OF \$19,858.57.**

Aitkin County Abstract Company	\$6,809.94	Frank Perendy	\$9,882.12
Kennedy & Graven	\$90.00	Kootasca	\$3,076.50

**The following voted in favor thereof: Zabinski, Blake, Lynch, Gullickson, Stefan. Opposed: None, passed unanimously.**

Consider approving a revised vendor agreement with the Itasca County YMCA regarding amendments to MIRC project deliverables.

Revise the agreement to increase the number of laptops from two to five and include additional training.

**MOTION BY COMMISSIONER GULLICKSON, SECOND BY COMMISSIONER BLAKE TO APPROVE THE REVISED VENDOR AGREEMENT WITH THE ITASCA COUNTY YMCA REGARDING AMENDMENTS TO MIRC PROJECT DELIVERABLES. The following roll call**

**vote was taken: Yea: Lynch, Blake, Gullickson, Stefan, Zabinski. Nay: None, passed unanimously.**

Appoint two GREDA Commissioners to review the Depot proposal.

Commissioners Lynch and Stefan volunteered to review the proposal and provide a recommendation to the rest of the Commissioners.

Reappoint Marian Barcus, Steve Downing and Skip Duchesneau to the Mississippi Riverfront Committee.

The members two terms are up March 1<sup>st</sup> and each of them would like to continue to serve on the MRC.

**MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER STEFAN TO REAPPOINT MARIAN BARCUS, STEVE DOWNING AND SKIP DUCHESNEAU TO THE MISSISSIPPI RIVERFRONT COMMITTEE. The following voted in favor thereof: Lynch, Blake, Zabinski, Gullickson, Stefan. Opposed: None, passed unanimously.**

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER GULLICKSON TO AJOURN THE MEETING AT 3:52 P.M. The following voted in favor thereof: Stefan, Zabinski, Lynch, Gullickson, Blake. Opposed: None, passed unanimously.**

The next scheduled meeting is Thursday, March 8<sup>th</sup>, 2012 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

---

Aurimy Groom, Recorder





Consider annual election of officers.

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER PRZYTARSKI TO NOMINATE ED ZABINSKI AS PRESIDENT, SHOLOM BLAKE AS VICE PRESIDENT AND GARY MCINERNEY AS SECRETARY/TREASURER. The following roll call vote was taken: Yea: McInerney, Stefan, Gullickson, Blake, Przytarski, Zabinski. Nay: None, passed unanimously.**

Updates:

DC Manufacturing-The preliminary site and architectural plans are complete. DC Manufacturing is working with a builder on cost estimates for a building. Jeff Borling and Rob Mattei met with IRRRB to discuss the project. GREDA discussed setting an asking price for the parcel of land DC Manufacturing is looking at.

Depot RFP- Mr. Mattei is still waiting for a revised proposal from Mr. Harding.

Redevelopment of St. Joe's Block- DEED did not award this project the brownfield grant that was applied for.

Approve payment in the amount of \$3304.47 to Kootasca.

This is a disbursement for the MIRC Grant.

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO APPROVE PAYMENT IN THE AMOUNT OF \$3304.47 TO KOOTASCA. The following voted in favor thereof: McInerney, Gullickson, Stefan, Blake, Przytarski, Zabinski. Opposed: None, passed unanimously.**

Consider approval of an amended MOU with the Farmers Market.

The Farmers Market changed the time that they will be there on Mondays and changed the usage from half of the lot to two thirds of the lot.

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER MCINERNEY TO APPROVE THE AMENDED MOU WITH THE FARMERS MARKET. The following voted in favor thereof: Zabinski, Stefan, Gullickson, Przytarski, McInerney, Blake. Opposed: None, passed unanimously.**

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO AJOURN THE MEETING AT 4:43P.M. The following voted in favor thereof: Stefan, Zabinski, Przytarski, Gullickson, McInerney Blake. Opposed: None, passed unanimously.**

The next scheduled meeting is Thursday, April 12, 2012 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

---

Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
THURSDAY, APRIL 12, 2012  
4:00 P.M.**

**GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A  
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, April 12, 2012 at 4:00p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners: Ed Zabinski, Michael Stefan, Gary McInerney, Mike Przytarski. Absent: Chris Lynch, Cheryl Gullickson, Sholom Blake.

Staff present: Rob Mattei

**SETTING OF REGULAR AGENDA:** Approved with addition.

- Consider approval of a claim in the amount of \$3828.00 to Old School Pastries & Gift Shoppe.
- Discuss fill placement in the Airport South Industrial Park.

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE THE MINUTES OF THE MARCH 22, 2012 REGULAR MEETING. The following voted in favor thereof: Zabinski, Stefan, Przytarski, McInerney. Opposed: None, passed unanimously.**

Commissioner Lynch joined the meeting at 4:05 p.m.

**APPROVAL OF CLAIMS:**

**MOTION BY COMMISSIONER STEFAN, SECOND BY COMMISSIONER LYNCH TO APPROVE CLAIMS IN THE AMOUNT OF \$12,828.92.**

DSGW	\$1,010.40	Itasca County YMCA	\$7,671.55
KOOTASCA	\$3,304.47	SEH-RCM	\$1,852.90

**The following voted in favor thereof: Zabinski, Lynch, McInerney, Stefan, Przytarski. Opposed: None, passed unanimously.**

Consider approval of a proposal from Braun Intertec for professional services associated with the Itasca Eco Industrial Park contamination cleanup, as outlined under the MPCA approved Response Action Plan.

IEDC is ready to move forward and close out this phase of the grant. The GREDA is acting as a pass through for the funds.

**MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER STEFAN TO APPROVE A PROPOSAL FROM BRAUN INTERTEC FOR PROFESSIONAL SERVICES ASSOCIATED WITH THE ITASCA ECO-INDUSTRIAL PARK CONTAMINATION CLEAN UP FOR AN ESTIMATED AMOUNT OF \$5490.00 AND NOT TO EXCEED \$6039.00. The following roll call vote was taken: Yea: Przytarski, Lynch, Stefan, McInerney, Zabinski. Nay: None, passed unanimously.**

President Zabinski informed the Commissioners that IEDC had turned down the Federal EDA Grant they had been awarded and explained why they made this decision.

Consider approving and forwarding to the City Council the GREDA Annual Report for 2011.

The 2011 GREDA Annual Report was included in the Commissioners agenda packets for review.

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER LYNCH TO APPROVE THE 2011 GREDA ANNUAL REPORT AND FORWARD IT TO THE CITY COUNCIL. The following roll call vote was taken: Yea: McInerney, Stefan, Lynch, Przytarski, Zabinski. Nay: None, passed unanimously.**

Discuss and consider policy direction related to private real estate listings on the GREDA web site.

The Commissioners felt this might be a good idea. It could possibly generate more traffic for the GREDA web site. Staff was directed to contact the Itasca County Board of Realtors to get their input and then put together a cost estimate for staff time.

Discuss fill placement in Airport South Industrial Park.

Hammerlund Construction will have excess fill from the Pokegama Avenue project and is willing to place the fill in the GREDA's Airport South Industrial Park. Mr. Mattei provided a map showing the possible fill areas. Hammerlund will place the fill at no cost to the GREDA.

**MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER LYNCH TO ALLOW HAMMERLUND CONSTRUCTION TO FILL TWO AREAS LOCATED IN THE AIRPORT SOUTH INDUSTRIAL PARK. The following voted in favor thereof: Zabinski, Stefan, McInerney, Lynch, Przytarski. Opposed None, passed unanimously.**

Consider approval of a claim in the amount of \$3,828.00 to Old School Pastries & Gift Shoppe.

Old School Pastries & Gift Shoppe were chosen as the winners of the Old Central School Great Space Giveaway contest. The GREDA agreed to provide a \$5500.00 business loan to the winner of the contest.

**MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER MCINERNEY TO AJOURN THE MEETING AT 4:40P.M. The following voted in favor thereof: Stefan, Zabinski, Przytarski, McInerney Lynch. Opposed: None, passed unanimously.**

The next scheduled meeting is Thursday, April 26, 2012 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

---

Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
THURSDAY, APRIL 26, 2012  
4:25 P.M.**

**GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A  
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, April 26, 2012 at 4:25p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners: Ed Zabinski, Michael Stefan, Gary McInerney, Mike Przytarski, Sholom Blake, Chris Lynch. Absent: Cheryl Gullickson.

Staff present: Rob Mattei

**SETTING OF REGULAR AGENDA:    Approved with addition.**

- **Discuss GREDA website**

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER LYNCH TO APPROVE THE MINUTES OF THE APRIL 12, 2012 REGULAR MEETING. The following voted in favor thereof: Zabinski, Stefan, Przytarski, McInerney, Lynch, Blake. Opposed: None, passed unanimously.**

**APPROVAL OF CLAIMS:**

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE CLAIMS IN THE AMOUNT OF \$6,726.37.**

KOOTASCA	\$2,530.87	Old School Pastries & Gift	\$3,828.00
SEH-RCM	\$367.50		

**The following voted in favor thereof: Zabinski, Lynch, McInerney, Stefan, Przytarski, Blake. Opposed: None, passed unanimously.**

Consider appointment of two GREDA Commissioners to review the CBIL application of Rayno Lillo for improvements to the commercial building located at 820 NE 4<sup>th</sup> Street.

Commissioners McInerney and Przytarski volunteered to review the application with staff. The Commissioners will provide a recommendation at the next GREDA Meeting.

Updates:

GREDA website- President Zabinski received calls in regards to placing commercial properties that are for sale on GREDA's website. The Commissioners would like to place this topic on the agenda for the next meeting. Staff will put together an estimated fee.

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO AJOURN THE MEETING AT 4:37 P.M. The following voted in favor thereof: Stefan, Zabinski, Przytarski, McInerney Lynch, Blake. Opposed: None, passed unanimously.**

The next scheduled meeting is Thursday, May 10, 2012 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

\_\_\_\_\_  
Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
THURSDAY, MAY 10, 2012  
4:00 P.M.**

**GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A  
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, May 10, 2012 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners: Ed Zabinski, Michael Stefan, Gary McInerney, Mike Przytarski, Sholom Blake, Cheryl Gullickson. Absent: Chris Lynch.

Staff present: Rob Mattei

**SETTING OF REGULAR AGENDA:**   **Approved with addition.**

- **Contaminated Soil Project.**

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER MCINERNEY TO APPROVE THE MINUTES OF THE MAY 10, 2012 REGULAR MEETING. The following voted in favor thereof: Zabinski, Stefan, Przytarski, McInerney, Gullickson, Blake. Opposed: None, passed unanimously.**

**APPROVAL OF CLAIMS:**

**MOTION BY COMMISSIONER GULLICKSON, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE CLAIMS IN THE AMOUNT OF \$335.75.**

City of Grand Rapids	\$75.75	Sterle Law Office	\$260.00
----------------------	---------	-------------------	----------

**The following voted in favor thereof: Zabinski, Gullickson, McInerney, Stefan, Przytarski, Blake. Opposed: None, passed unanimously.**

Consider approval of an application for a Commercial Building Improvement Loan submitted by Mr. Rayno Lillo, in the amount of \$21,750.00 for improvements to the commercial building located at 820 NE 4<sup>th</sup> Street.

Commissioners McInerney and Przytarski reviewed the application with staff and felt the Lillo's had put together a very thorough application and recommended approval of the loan.

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE A COMMERCIAL BUILDING IMPROVEMENT LOAN FOR RAYNO LILLO IN THE AMOUNT OF \$21,750.00. The following roll**



**call vote was taken: Yea: Przytarski, Blake, Gullickson, Stefan, McInerney, Zabinski. Nay: None, passed unanimously.**

Discuss and consider policy direction related to private real estate listings on the GREDA web site.

Mr. Mattei contacted the Itasca County Board of Realtors and they felt this would be a great tool to help market commercial properties available in Grand Rapids. The Commissioners discussed the amount of staff time that would be involved and determined that a \$75.00 fee should be charged to cover costs. This would be limited to commercial properties only that are for sale or lease within the City of Grand Rapids.

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE A POLICY ALLOWING PRIVATE COMMERCIAL REAL ESTATE LISTINGS WITHIN CITY LIMITS TO BE POSTED ON THE GREDA WEBSITE FOR A PERIOD OF 180 DAYS WITH A FEE OF \$75.00 PER LISTING. The following roll call vote was taken: Yea: McInerney, Stefan, Gullickson, Blake, Przytarski, Zabinski. Nay: None, passed unanimously.**

Appoint two GREDA Commissioners to review CBIL guidelines and prepare amendments, as directed by the 2012 Work Plan.

Community Development Director will put together information on a late fee charge to review with the appointed Commissioners. Commissioners Lynch and Stefan were appointed to the review committee.

Updates:

Soil Contamination Project at the Itasca Eco-Industrial Park- Community Development Director Mattei put together a bid package and distributed to three local contractors. The bids are due May 16<sup>th</sup>, Mr. Mattei would like to schedule a special meeting on May 17<sup>th</sup> to award the bid. The Commissioners decided to set the special meeting for May 17<sup>th</sup> at 8:30 a.m.

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO AJOURN THE MEETING AT 4:35 P.M. The following voted in favor thereof: Stefan, Zabinski, Przytarski, McInerney Gullickson, Blake. Opposed: None, passed unanimously.**

The next scheduled meeting is Thursday, May 10, 2012 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

\_\_\_\_\_  
Aurimy Groom, Recorder

Grand Rapids Area Library Board  
Regular Monthly Meeting  
June 13, 2012

**Members present:** Dennis Jerome, Cheryl Stephens, Max Peters, Abby Kuschel, Vicky Harding, Jemma Baker, John Soll, David Yankowiak, Shannon Benolken

Members Absent: None

Library Director: Marcia Anderson,  
Staff: Amy Dettmer and Tracy Kampa

The monthly board meeting was called to order at 5:02 pm by Dennis Jerome

**Agenda:** Cheryl Stephens moved to approve the agenda; second by Vicki Harding. Motion passed unanimously

**Minutes:** David Yankowiak moved to approve the minutes of the May board meeting; second by Jemma Baker. Motion passed unanimously.

**Communications:** Director Anderson updated the board regarding her meeting with the Grand Rapids City Council..

**Financial Report:**

Invoices due on or before 6/13/12

5 Star Pest Control	485.00
Ameripride Linen & Apparel	34.60
Arrowhead Library System	111.33
Baker & Taylor, Inc.	1,390.90
Blue Cross/Blue Shield MN	7,559.00
Busy Bees Cleaning	1,700.00
Cole Hardware	32.97
Computer Enterprises	131.99
Delta Dental of Minnesota	228.15
Fidelity Security Life Ins.	22.54
Frantz Graphic Service	6,975.00
Grand Rapids City Payroll	51,165.37
Bonnie Henriksen	49.09
ICTV	15.00
Junior Library Guild	56.00
Learning Opportunities	79.87
Lincoln Nat'l. Life	181.40
Minnesota Energy Resources	260.56
Minnesota Sales & Use Tax	45.84

Nextera Communications	97.90
Northern Business Products, Inc.	384.07
Paul Bunyan Communications	489.54
Personnel Dynamics	199.84
Pioneer Mutual Life Ins.	20.50
Pizza Works	14.99
P.U.C.	2,231.25
Rapids Plumbing & Heating	554.00
SIM Supply, Inc.	36.87
TDS Metrocom	-312.67
Verizon Wireless	114.78
Village Book Store	130.14
Waste Management	106.75
Xerox Corp.	22.92
Clearwater Hot Club	400.00

TOTAL \$ 75,015.49

Director Anderson explained that the library is awaiting county funding that will be due in late June or early July.

Motion was made to approve the financial report by Shannon Benolken, second by John Soll. Roll call vote was approved unanimously.

**Staff Report:** Director Anderson reported that the Library Foundation will hold an open house on June 20 regarding the energy project. She also noted that ICC engineering will have a wind turbine project to display.

Director Anderson also that the Early Literacy Children's programs with the Children's museum has been pushed back a couple of weeks and that she would like to hold an after-hours open house to help publicize the programs.

Director Anderson also updated the board on the children's Early Literacy Stations and that the graffiti had been removed from the energy building. She noted that she will apply for another Blandin Grant, that there is a possibility for a Civil War display and that the library used book sale was in the planning stages.

Tracy reported that that the meeting room moveable wall is deteriorating badly and questioned whether actually moving the wall was worth the cost and effort. She furnished data that indicated the cost was more than the revenue and offered a schedule for new room charges which would take effect January 1, 2013 and be sufficient to cover the room expenses. The room divider would not be utilized.

Motion was made by Max Peters and seconded by David Yankowiak to approve the rate schedule and discontinue use of the room divider. The motion was approved unanimously.

Amy reported that the Upper Bound student (intern) is doing a good job and is working out well. She also mentioned that a family has adopted a space to the west of the library and has volunteered to plant flowers and create a garden.

Director Anderson noted that around 550 children have signed up for summer programs.

**Old Business:** None to report

**New Business: Consent Agenda**

1. Approve the payment of late bills (none)
2. Approve Contracts
  - a. Becky Fjelland Davis, July 18, 2 writing programs, \$250
3. Approve resolution Accepting Donations
  - a. \$20 Lisa Borelli undesignated in honor of Lois Scanlon
  - b. \$100 Barb Sanderson undesignated in honor of Lois Scanlon
  - c. \$50 Suzette Bennet undesignated in honor of William Cromell
  - d. \$100 Barb Sanderson undesignated in honor of Ken Hickman
  - e. \$200 Splithand Township undesignatedNational Endowment material for Civil War discussion series includes 75 books and study guides

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

**Regular Agenda:** a question was raised regarding having benches available outside. After some discussion, no action was deemed necessary at this time.

There being no other business, the meeting was adjourned at 5:45 pm by Chair Dennis Jerome.

Respectfully submitted,

Jeff Wartchow

GRAND RAPIDS GOLF COURSE BOARD  
REGULAR MONTHLY MEETING  
June 19, 2012  
7:30 AM

Present: Steve Forneris, Jeff Ericson, Larry O'Brien

Absent: Kelly Hain, Pat Pollard

Staff: Bob Cahill                      Director of Golf  
         Steve Ross                     Grounds Superintendent

- I. The meeting was called to order by Jeff Ericson.
- II. Steve Forneris made a motion to accept the minutes of the May 15, 2012 Board meeting Larry O'Brien seconded the motion. The motion passed.
- III. Consideration of Monthly Bills

Steve Forneris made a motion to approve the bill list.

AMERIPRIDE LINEN & APPAREL	63.03
BLOOMERS GARDEN CENTER	792.44
BLUE CROSS & BLUE SHIELD OF MN	1,202.50
BURGGRAF'S ACE HARDWARE INC	874.63
ROBERT CAHILL	238.00
CENTRAL LANDSCAPE SUPPLY	378.98
COLE HARDWARE INC	37.95
DELTA DENTAL OF MINNESOTA	180.50
FILTHY CLEAN INC	405.06
CITY OF GRAND RAPIDS	45,292.67
GRAND RAPIDS CITY PAYROLL	20,310.94
GRAND RAPIDS STATE BANK	1,147.15
HAWKINSON SAND & GRAVEL	84.35
HIBBING DAILY & SUNDAY TRIBUNE	45.00
ITASCA COUNTY TREASURER	3,491.00
KELLER FENCE COMPANY	232.45
L&M SUPPLY	183.02
MINNESOTA SALES & USE TAX	3,638.77
MINNESOTA TORO	2,564.83
NARDINI FIRE EQUIPMENT CO. INC	449.32
NEXTERA COMMUNICATIONS LLC	4.31
NORTHERN LAKES WINDOW CLEANING	133.59
PIONEER MUTUAL LIFE INS CO	4.10
POKEGAMA ELECTRIC INC	70.00
PRECISION SMALL ENGINE CO INC	712.28
PRESTO PRINT	68.61
P.U.C.	1,657.82
NORTHERN MN WATER COND DBA	44.15
RAPIDS SUPPLY INC	75.00
REMER IRON WORKS INC	750.00
RIVER ROAD GREENHOUSE	410.40
SIM SUPPLY INC	150.16
STOKES PRINTING COMPANY	66.13

SUPERIOR GOLF CARS	567.98
SUPERIOR TURF SERVICES INC	7,848.98
TDS Metrocom	466.44
TESSMAN SEED COMPANY	11,191.68
WASTE MANAGEMENT	250.09
ZIM SOD COMPANY	224.44
PARKING LOT PAINTERS	200.00
TOTAL ALL VENDORS:	106,508.75

Larry O'Brien seconded the motion. The motion was passed. Steve Forneris made a motion to approve one (1) additional bill: L & M Supply - \$111.10. Larry O'Brien seconded the motion. The motion was passed.

IV. Visitors: None

V. Grounds Superintendent – Steve Ross reported. The golf course continues to be in great shape and very little irrigation has been necessary. Several things will be done to speed up the greens a little including double mowing, brushing, and adding a little more of the growth retardant that is being used. A decision on the purchase of a greens aerifier will be put on the agenda for the July meeting.

VI. Concessions Report – Bob Cahill reported. The restaurant and bar operation continue to go well and the Board will begin to consider offering a continued contract with some modifications.

VII. Director of Golf – Bob Cahill reported. Revenue continues to be good. Junior golf camp is this week. Many positive comments have been received from visitors to the course.

VIII. Old Business – None

IX. New Business – None

X. Correspondence and Open Discussion – None

XI. Steve Forneris made a motion to adjourn the meeting. Larry O'Brien seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien  
Recording Secretary

06/13/12

A special meeting of the Public Utilities Commission was held on June 13, 2012 at 3:30 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street, Grand Rapids, MN.

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

Members Absent: Commissioner Chandler.


Others Present: General Manager Ward, Finance Manager Betts, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan, HR Consultant George Stunyo.

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

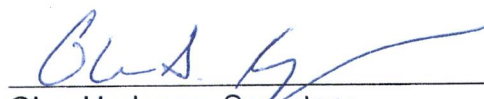
Maryam Sadeghpour of Baker Tilly Virchow Krause, LLP reviewed the 2011 Comprehensive Annual Financial Report with the Commission via telephone conference. Discussion followed.

Motion by Johnson to accept for filing the 2011 Comprehensive Annual Financial Report as presented. Motion seconded by Adams and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Upon a motion duly made and seconded, the meeting was adjourned at 3:50 PM.

  
Stephen R. Welliver, President

Attest:

  
Glen Hodgson, Secretary

A regular meeting of the Grand Rapids Public Utilities Commission was held on June 13, 2012 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

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

Members Absent: Commissioner Chandler.

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., HR Consultant George Stunyo.

Motion by Hodgson to approve the minutes of the May 16, 2012 regular meeting. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the May 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 May 2012. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

President Welliver acknowledged public forum. None present.

Commission Member Reports:

A Statistical Analysis Report on water meter losses will be presented by engineering students from Itasca Community College later in the meeting at 5:00 PM.

Administration:

President Welliver and General Manager Ward attended a Municipal Utilities meeting at Minnesota Power in Duluth last Thursday, June 7, 2012. General Manager Ward gave an update on the wholesale electric service formula based rates and 2011/2012 true-up of approximately \$262,000.00, less the DC line correction for an approximate credit of \$129,238.00. Ward also discussed two rate scenarios with the Commission. Discussion followed on the option of returning the true-up to the customers and conducting an electric rate study thereafter.

A date and time for a special work session to review the 2012-2016 Five Year Capital Improvement Plan will be scheduled at the end of this meeting. A draft plan has been forwarded to the Commission in PDF format.



Accounting and Finance:

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

Electric Department:

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

Motion by Adams to approve awarding the contract for the Willow Lane overhead to underground conversion project to Itasca Utilities, Inc. in the amount of \$9,000.00. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to approve awarding the contract for the Horseshoe Lake Road 4kV to 23kV conversion project to Lake States Construction, Inc. in the amount of \$28,001.00. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Wastewater Treatment Plant Operations:

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

Motion by Adams to approve adopting amendments to Section 7.5.4 of the Grand Rapids Public Utilities Operating Policy Rules-Public Wastewater Collection and Treatment Services, as presented. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Johnson to approve the sale and/or disposal of obsolete and scrap equipment and materials. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Water/Wastewater Collection/Safety:

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

Motion by Adams to approve awarding the contract for the Lift Station #1 Improvements Project to Utility Systems of America in the amount of \$531,544.00. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Safety Training Procedures and Updates:

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

GRPUC Discussion/Correspondence:

University of Minnesota Erosion/Stormwater Management Program – Basics of Using LiDAR, April 20, 2012, Duluth, MN – John Aultman.

APPA Webinar – Protecting Utility Operations from Cyber Attack: A Primer on How to Safeguard Your Utility, May 15, 2012, Grand Rapids, MN – Tyanne Betts.

2012 MN-AWWA Northeast District Waterworks Operator School, May 16-18, 2012, Grand Rapids, MN – Rick Fox, Doug Green, Jack Vipond, Rob Larson, Jim Bocinsky, Dennis Doyle.

Irby Company-Basic and Advanced Software/Metering Applications, May 22-23, 2012, Bemidji, MN – Jason Blanchard, Mike Bader, Dave Virden.

ADA-Safe Job Descriptions: HR's How-To for Defining Essential Functions Webinar, June 6, 2012, Grand Rapids, MN – Anthony Ward, Dennis Doyle, Christine Flannigan, Susan Gerchman.

Change Orders: No items.

Claims for Payment:

Motion by Johnson to approve Pay Request #2-Final from Lake States Construction, Inc. for the Sub Loop XLP Cable Replacement Project in the amount of \$8,755.50. Motion seconded by Adams and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Adams to approve Pay Request #3 from Electrical Installation and Maintenance Co. (EIM) for the Secondary Aeration Motor Control Center Project in the amount of \$2,850.00. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to approve Pay Request #4 from Hammerlund Construction, Inc. for the Sludge Landfill Phase 8 Construction in the amount of \$142,501.80. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Adams to approve a claim for payment in the amount of \$1,607.10 from Northern Business Products for various office supplies. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Adams and Hodgson;

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 \$3,511,631.84 (\$1,253,133.77 computer checks and \$2,258,498.07 manual checks) per attached lists. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

At 5:00 PM, the Commission viewed a PowerPoint presentation by Itasca Community College Engineering Faculty Advisor Bart Johnson and engineering students Tyler Wass and Josiah Aultman, summarizing the 2012 Residential Water Meter Analysis Report conducted and prepared by the students.

Commissioner Adams left the meeting at 5:20 PM.

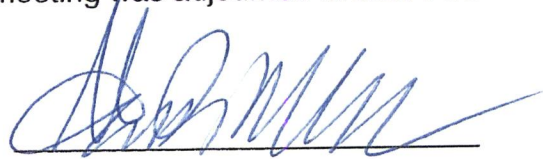
A special work session to review the 2012-2016 Five Year Capital Improvement Plan was scheduled for Wednesday, July 18, 2012 at 12:00 Noon in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

The next regular Commission meeting was rescheduled to Wednesday, July 18, 2012 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

Motion by Hodgson at 5:35 PM to adopt a resolution to close the meeting for preliminary consideration of allegations or charges against an employee. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

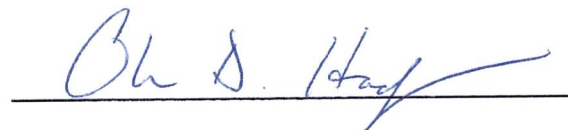
Motion by Hodgson at 5:55 PM to open the closed session. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson and Johnson; Against: None, whereby the motion was declared duly passed and adopted.

Upon a motion duly made and seconded, the meeting was adjourned at 5:56 PM.



Stephen R. Welliver, President

Attest:



Glen D. Hodgson, Secretary

GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
MAY 2012

NAME	AMOUNT	NAME	AMOUNT
Jim Ackerman	183.15	Koatasca	3,050.00
AE2S	7,977.52	KOZY	816.00
Alcola Solutions Group	14,903.26	L & M Supply	137.69
AmeriPride Services	96.03	L & S Electric	820.00
ASV Inc/ Terrex	3,946.69	Lano, O'toole, Bengston	2,593.25
Autoserve, Inc	882.00	Latvala Lumber Co	208.47
Autumn Creek Consulting	1,798.50	Lease Landscaping	1,554.47
BLR	247.00	Anne H Lewis	150.00
Baker Tilly Virchow Krause	6,837.00	Locators & Supplies Inc	229.13
Border States	45,368.73	Marco	726.38
Burggraf's Ace Hardware	326.89	Mavo Systems	8,742.00
Call Net	995.00	Midwest Testing LLC	462.00
Casper Construction	9,226.50	Minnesota Dept of Commerce	3,098.92
Citi Lites	3,769.00	Minnesota Office of Ent Tech	36.00
City of Grand Rapids	12,988.52	Minnesota Power	780,688.69
The Clean Advantage	1,926.96	The Motor Shop	694.69
Clean Shop	70.90	NTS	8,078.69
Cole Hardware	1,074.05	Neo Solutions	41,211.53
Davis Oil	1,281.79	Nextera	817.39
Deer River Trucking	1,407.50	North Central Laboratories	2,028.56
Dennis Doyle	147.63	Nuch's In the Corner	53.44
Duluth News Tribune	168.48	Ogles	46.99
Energy Management Solutions	2,388.40	Pace Analytical	334.64
EPG Companies	1,154.59	Personnel Dynamics	808.38
Era Laboratories	400.00	Pipeline Supply	56.10
Express Employment	3,138.00	Pokegama Electric Inc	1,003.95
Fastenal	58.87	Polydyne Inc	49,092.82
Ferguson Enterprises Inc	110.62	Public Utilities Commission	3,056.40
Gopher State One-Call	785.90	R & K Hillman	228.00
Government Finance Officers Ass	160.00	Radtke Trucking	32,497.63
Grand Rapids Herald Review	337.20	Rapids Pest Control	98.85
Great Engravings	23.51	Red Rock Radio	880.00
Great Northern Services	2,376.36	Resco Electric Supply	1,009.68
HD Waterworks	2,054.42	River Road Market	1,192.93
Hach Company	412.30	Salmela Jewelers	133.22
Harcros Chemicals	11,234.70	Sandstroms	787.30
Harris	5,423.56	S E H	2,840.00
Hawkins Inc	5,022.60	SelectAccount	155.50
Herc-U-Lift	88.49	Shaw Florists	110.62
Hope Health	35.53	SPX Flow Technology	33,963.04
Bob Howendobler	7,205.00	Tech Sales Co	67.47
Industrial Fluid Tech	17.58	Summit Group Software Inc	520.00
Itasca County Farm Services	133.38	Treasure Bay Printing	1,098.16
Itasca Computer Resources	1,550.03	Viking Electric Supply	3,201.64
Itasca County Treasurer	2,088.41	Viking Electric Supply	719.65
Itasca Utilities Inc	16,167.60	Anthony Ward	44.43
JDI Contracts Inc	8,965.62	Waste Management	2,250.25
Jobtarget	236.43	Wells Fargo Business Cards	1,015.65
Johnson, Killen, Seiler	1,189.50	Wenck Associates	36,115.41
Kaman Industrial Technologies	519.52	Wesco	32,839.69
KBM	154.00	Wisconsin Energy Conserv Corp	493.75

GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
MAY 2012

NAME	AMOUNT
WP & RS Mars Co	910.33
Xerox	105.90
Zee Medical Service	52.87
Energy Star Rebates:	
Jennifer Wilhelm	50.00
Jerry Femrite	50.00
Bernard Schulte	50.00
Total	<u>1,253,133.77</u>
Northern Business Products	1,607.10

\* \* \* GRAND RAPIDS PUBLIC UTILITIES \* \* \*  
ACCOUNTS PAYABLE CHECK REGISTER 5/31/2012  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
MANUAL CHECKS				
2086	5/07/2012	700	MINNESOTA DEPT OF REVENUE	3,779.10
2087	5/07/2012	1232	WELLS FARGO BANK	20,141.47
2088	5/07/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,405.41
2089	5/07/2012	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,586.64
2090	5/01/2012	1613	DELTA DENTAL OF MINNESOTA	3,568.00
2091	5/10/2012	1611	SELECTACCOUNT	690.72
2092	5/04/2012	1612	SELECTACCOUNT	2,698.65
2093	5/10/2012	890	MINNESOTA DEPARTMENT OF REVENUE	49,686.00
2094	5/18/2012	890	MINNESOTA DEPARTMENT OF REVENUE	7,228.00
2095	5/21/2012	1612	SELECTACCOUNT	2,660.79
2096	5/09/2012	1611	SELECTACCOUNT	167.28
2097	5/18/2012	1232	WELLS FARGO BANK	19,227.40
2098	5/18/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,270.86
2099	5/18/2012	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,166.19
2100	5/21/2012	1612	SELECTACCOUNT	1,466.67
2101	5/23/2012	1611	SELECTACCOUNT	512.38
2102	5/31/2012	67	BLUE CROSS BLUE SHIELD	50,200.49
2103	5/18/2012	700	MINNESOTA DEPT OF REVENUE	3,582.58
2104	5/31/2012	936	US BANK N.A.	95,360.00
2105	5/31/2012	936	US BANK N.A.	226,871.89
61094	5/01/2012		JOHNSON, BARB	59.45
61095	5/01/2012		BROWN, CARRIE L	15.77
61096	5/02/2012	570	U S POST OFFICE	716.85
61097	5/03/2012		US DEPT OF HUD	33.52
61098	5/04/2012		QUIRK, BENJAMIN	16.62
61102	5/08/2012		DUNBAR, KATHLEEN	200.00
61104	5/09/2012	570	U S POST OFFICE	627.56
61105	5/09/2012		WATSON, SAMUEL	62.92
61106	5/09/2012		HOARD, TAMMI	22.40
61107	5/09/2012		CONLEY, SHARON	210.12
61108	5/09/2012		MATHIASON, ALVINA	70.58
61109	5/09/2012		JETLAND, JESSICA	79.58
61110	5/09/2012		LARSON, BEN	92.65
61111	5/09/2012		DOWNING, JOHN & GERALDINE	337.75
61112	5/09/2012		PECK, RICHARD	23.90
61113	5/09/2012		ALDRICH, SUZANNE	26.91
61114	5/09/2012		JOHNSON, ROSEMARY	86.34
61115	5/09/2012		AULTMAN, JOHN	46.05
61116	5/09/2012		BARRICK, JOSEPH & MARGARET	15.18
61117	5/09/2012		JOHNSON, LORRAINE	126.68
61118	5/09/2012		YURRICK, JOHN M	16.14
61119	5/09/2012		CHRIST, DANIEL	182.12
61120	5/09/2012		CLEVELAND, LUCILLE	147.19
61121	5/09/2012		ANDERSON, ROSE	51.14
61122	5/09/2012		MATTEI, ROBERT & BRENDA	7.41
61123	5/09/2012		ARNOLD, LEWIS	34.10

\* \* \* GRAND RAPIDS PUBLIC UTILITIES \* \* \*  
ACCOUNTS PAYABLE CHECK REGISTER 5/31/2012  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
61124	5/09/2012		HOUSING & REDEVELOPMENT OF GRAND RAPIDS	67.73
61125	5/09/2012		DON BISCHOFF	60.55
61126	5/10/2012	1572	MINNESOTA ENERGY RESOURCES CORP	23.69
61127	5/10/2012	921	UNITED PARCEL SERVICE	35.39
61128	5/10/2012	642	PRESTO PRINT	86.14
61129	5/15/2012		TROUMBLY LAND CO	67.13
61130	5/17/2012		LOUGEE, BRIAN	55.79
61255	5/18/2012	570	U S POST OFFICE	537.42
61256	5/18/2012	1751	LAKE STATES CONSTRUCTION INC	7,992.50
61257	5/18/2012	234	HAMMERLUND CONSTRUCTION	286,009.38
61258	5/18/2012	1845	ELECTRICAL INSTALLATION & MAINT CO	51,300.00
61259	5/18/2012	1693	PLACKNER TREE CARE INC	24,046.88
61260	5/18/2012	1572	MINNESOTA ENERGY RESOURCES CORP	23.69
61261	5/18/2012		LAMKE, PHYLLIS A	151.83
61262	5/18/2012		SCHULTZ, AMANADA	78.21
61263	5/18/2012		ANDERSON, KRISTINA M	13.24
61264	5/18/2012		BURT, JANET FRANCES	55.42
61265	5/18/2012		BECKER, RICHARD O & DEBORAH	50.28
61266	5/18/2012		CROWE, KATHERINE	78.42
61267	5/18/2012		GROSHONG, CONRAD & DEBRA	53.03
61268	5/18/2012		SCHERF, PHYLLIS	92.40
61269	5/18/2012		CASSIOPPI, KATHY	143.94
61270	5/18/2012		DUMM, EVA	28.51
61271	5/18/2012		BJORKLUND, BRADLEY	233.04
61272	5/18/2012		NYDAHL, DELORIS	14.80
61273	5/18/2012		CHAPIN, THOMAS	60.05
61274	5/18/2012		CARLISLE, RAENA	25.29
61280	5/21/2012	1283	OTTEN, TOM	375.14
61281	5/22/2012	100	CITY OF GRAND RAPIDS	1,611,320.14
61282	5/23/2012	325	LARSON, ROBERT	45.51
61283	5/23/2012		PUELSTON, JEREMIAH	200.00
61284	5/24/2012		ANTHONY, DONNA & PETER	736.11
61285	5/25/2012	570	U S POST OFFICE	675.41
61286	5/25/2012		HILL, EDYTHE	173.00
61287	5/25/2012		MULDER, SUSAN	21.92
61288	5/25/2012		LUSSIER, PAMELA	1.22
61289	5/25/2012		BROUSE, CHRISTINE	2.00
61290	5/25/2012		SCHEDIN, PATRICIA	87.22
61291	5/25/2012		SWEET, JONI	42.87
61292	5/25/2012		ZIMMERMAN, TRACY & PAULINE	102.20
61293	5/25/2012		RHODE, DAVID	42.52
61294	5/25/2012		TURNER, ROBIN	60.59
61295	5/25/2012		HOW, JONATHAN & SHANNAH	27.54
61296	5/25/2012		RODENBERG, JAMES	71.65
61297	5/25/2012		SZYSKA, DALE	165.50
61298	5/25/2012		JERRY, ANGEL	38.59
61299	5/25/2012		LAGERGREN, THOMAS	25.05
61300	5/25/2012		PETZ, JEAN	200.76

\* \* \* GRAND RAPIDS PUBLIC UTILITIES \* \* \*  
ACCOUNTS PAYABLE CHECK REGISTER 5/31/2012  
WELLS FARGO BANK

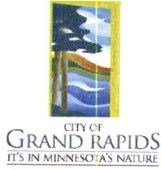
CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
61301	5/25/2012		HOLCOMB, DIANE	181.79
61302	5/25/2012		DOELL, JOHN	52.71
61303	5/25/2012		SLIFER, JOY	17.55
61304	5/25/2012		HUSON JR, DARWOOD	5.53
61305	5/25/2012		FAHLMAN, MARGARET	59.00
61306	5/25/2012		WARD, OLIVINE K	45.19
61307	5/25/2012		NELSON, CHARMAYNE	32.49
61308	5/25/2012		HAYES, SCOTT LEE & DAWN M	267.15
61309	5/25/2012		WAGNER, ROBERT & MARY ANN	36.91
61310	5/25/2012		L'AMIE, EVELYN	97.80
61311	5/25/2012		MATTSON, T DAVID & KATHRYN	15.21
61312	5/25/2012		SPAWN, JOYCE S	54.40
61313	5/25/2012		MARSH, MIKE & SANDY	5.43
61314	5/25/2012		DOWLING, KRISTIE	177.77
61315	5/25/2012		BUNES, WANDA	286.05
61316	5/25/2012		BENGSTON, BRIAN & CINDY	13.12
61317	5/25/2012		MATTSON, JANET	37.04
61318	5/25/2012		MILLARD, CHARLES	114.97
61319	5/25/2012		HOLUM, LARRY	37.90
61320	5/25/2012		RENNER, E F	69.19
61321	5/25/2012		LILJA, PAUL	148.92
61322	5/25/2012		CASEY, CYNTHIA	36.48
61323	5/31/2012	1874	VIRDEN, DAVID	159.84
61324	5/31/2012	1585	STANDARD INSURANCE COMPANY	868.48
61325	5/31/2012	1572	MINNESOTA ENERGY RESOURCES CORP	326.08
61326	5/31/2012	921	UNITED PARCEL SERVICE	22.33
61327	5/31/2012	1835	VERIZON WIRELESS	203.59
61329	5/31/2012	100	CITY OF GRAND RAPIDS	68,583.33
61330	5/31/2012	100	CITY OF GRAND RAPIDS	41,511.44

Previously approved @ 5/16/12 Meeting  
Manual Checks to be Approved  
Total

369,348.76  
2,258,498.07  
2,627,846.83







# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 12-0460      **Version:** 1      **Name:** Engineering Department Head Report  
**Type:** Department Head Report      **Status:** Department Head Report  
**File created:** 7/18/2012      **In control:** Engineering  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Engineering Department Head Report

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [7-23-12 Department Head Report.pdf](#)

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

*Title*

Engineering Department Head Report

*Body*

**Background Information:**

Attached is the Engineering Department Head Report.

**Staff Recommendation:**

City staff recommends presenting the Department Head Report.

**Requested City Council Action**

Consider allowing the presentation of the Engineering Department Head Report.

# Department Head Report

Engineering Department

July 23<sup>rd</sup>, 2012

# Current Staffing

- Tom Pagel, City Engineer
- Mike LeClaire, GIS Technician
- John Aultman, GIS Technician/GRPU Employee
- Steve Anderson, Storm Water Specialist
  - Shared employee with Public Works
- Aurimy Groom, Clerical
  - Shared employee with Community Development
- Sue Johnson, Part-Time Scanner
  - Shared employee with Community Development

# Construction - 2012

- CP 2010-3, 19<sup>th</sup> Avenue Rail Crossing Improvements
  - Complete
- CP 2011-4, Horseshoe/Isleview Improvements
  - Complete
- CP 2014-1, 1<sup>st</sup> Avenue NE Reconstruction
  - 95% Complete
  - Wear Course in June of 2012

# Construction 2012

- CP 2004-3, 4<sup>th</sup> Street SW/SE Pokegama Avenue Reconstruct
  - Pokegama Avenue is on track to be completed by August 31<sup>st</sup>.
  - 4<sup>th</sup> Street SW/SE construction begins this week with anticipate completion October 22<sup>nd</sup>.
- CP 2011-6, Horseshoe Lake Road 10<sup>th</sup> to 21<sup>st</sup>
  - Construction will begin July 30<sup>th</sup> with anticipated completion October 22<sup>nd</sup>.

# Airport Projects

- General Aviation Ramp Reconstruction
  - Currently under design
  - Construction in 2014
- Land Acquisition for X-Wind Runway
  - Still negotiating with two land owners on price to acquire needed property
- 8 & 10 Hanger Ramp Replacement
  - Design this fall/winter with construction next summer.

# Grants

- CP 2012-7, TH 169 Multi-Use Trail, Phase 3
  - Will submit grant to DNR Legacy in October.
- CP 2016-2, 5<sup>th</sup> Street North Overlay
  - Received \$500k in Federal Transportation funds
- CP 2010-5, Mississippi River Pedestrian Bridge
  - Received \$350k in Federal Transportation funds
- CP 2012-6, ICC/Glenwood Signal
  - Will submit grant to IRRRB in October



# Storm Water

- Working on Annual MPCA report
- Incorporating the Airports Industrial Storm Water Permit into the City system.
- Developing School Curriculum
- Processing and inspecting construction permits
- Working on and documenting the six Minimum Control Measures for the MPCA Permit
- Preparing for our new permit requirements to be determined over the next six months.

# GIS

- Working with IT and GRPU on implementing the Enterprise GIS System
  - This system will allow us to expand GIS to all City/GRPU employees and to other communities and the public via web
- Collaborating with Cohasset, Harris Township and Nashwauk on GIS data. Will further develop these relationships over the next 12 months.

# Scanning

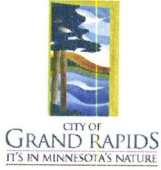
- Continues to scan building permits, zoning permits, and storm water permits. This should continue another 6 months.
- Next priority would then be to start scanning all Engineering files.

# Natural Gas Expansion

- Developed a franchise agreement with Northwest Gas to expand natural gas service to former annexation areas.
- Will continue to work with Northwest on expanding the system.

# Other Items

- Updating CIP – Bus tour will be July 30<sup>th</sup> at 3:30 p.m.
- Complete Streets Study – is basically complete.
- Anything else that comes up
- Questions?



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	12-0457	<b>Version:</b>	1	<b>Name:</b>	Airport Tractor Flailmower
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Airport
<b>File created:</b>	7/18/2012	<b>In control:</b>		<b>In control:</b>	Airport
<b>On agenda:</b>	7/23/2012	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Purchase of a tractor/flail mower for the airport.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">7-23-12 Attachment Tractor-Flailmower.pdf</a> <a href="#">Trueman Welters Tractor Quote.pdf</a> <a href="#">7-11-12 Titan Quote.pdf</a> <a href="#">7-11-12 Titan Tech Specs.pdf</a>				

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

*Title*

Purchase of a tractor/flail mower for the airport.

*Body*

**Background Information:**

City staff has received bids for the purchase of a new tractor and flail mower through the State Contract bid pricing processes. Two bids were received. The low bid is from Tiger Corporation/Titan Machinery for a 2012 John Deere JD 7130 Tractor with a Tiger brand rear and front flail mower, was \$86,008.48. The second bid was from Trueman Welters for a Case tractor and DTF282C Triple Flail mower at \$95,354.94. Both bids are attached and included trade-in value of the existing tractor/mower.

The Airport Advisory Board has reviewed the bids and made a recommendation to move forward with the purchase of a 2012 John Deere JD 7130 Tractor with a Tiger brand rear and front flail mower in an amount of \$86,008.48 from Tiger Corporation/Titan Machinery.

The CIP informational sheet is also attached reflecting the actual cost and proposed funding.

**Staff Recommendation:**

City staff is recommending the purchase of a 2012 John Deere JD 7130 Tractor with a Tiger brand rear and front flail mower in an amount of \$86,008.48 from Tiger Corporation/Titan Machinery.

**Requested City Council Action**

Consider recommending to proceed with the purchase of a 2012 John Deere JD 7130 Tractor with a Tiger brand rear and front flail mower in an amount of \$86,008.48 from Tiger Corporation/Titan Machinery.

**Amended Capital Improvement Plan**  
**City of Grand Rapids, Minnesota**

2013 *thru* 2017

**Department** Airport  
**Contact** Airport Manager  
**Type** Equipment  
**Useful Life** 20 years  
**Category** Airport Improvements  
**Priority** 2 Very Important

**Project #** 2013/AP-2  
**Project Name** Conventional Tractor with Flail Mower

**Total Project Cost: \$86,008**

**Description**  
 Replace the bi-directional tractor and flail mower with a new conventional tractor and new flail mower. A conventional tractor that sits lower to the ground can have a larger flail mower which both will fit into the maintenance garage. A new flail mower of 23' will decrease the mowing time due to a wider mower width.

**Justification**  
 The airport currently operates a 21' wide flail mower mounted on a bi-directional tractor. The current mowing system is 16 years old and is beginning to wear out components and is becoming structurally deficient due to cracked welds.

<b>Expenditures</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Total</b>
Equip/Vehicles/Furnishings	86,008					86,008
<b>Total</b>	<b>86,008</b>					<b>86,008</b>

<b>Funding Sources</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Total</b>
Airport Capital Fund Balance	10,883					10,883
CIP Fund	8,750					8,750
Itasca County	8,750					8,750
ST/MN-Airport	57,625					57,625
<b>Total</b>	<b>86,008</b>					<b>86,008</b>

**Budget Impact/Other**

# TRUEMAN WELTERS

1600 Hwy 55 E Buffalo MN 55313

Phone # 763-682-2200

Fax # 763-682-6141

Email jon@welters.net

Salesperson: Jon Ferris

Quote/Order: Quote

Date: 6/25/2012

Confirmed: 00/00/00

Wright Co

Name:

Phone:

Quote Expires 8/31/2012

Terms: State Contract, Net 30

## Tractor Quote - MFD Model, Cab w/radio, State Contract #T-628(5)

<u>Model</u>	<u>Description</u>	<u>List Pricing</u>
Puma 125	Case-IH MFD Tractor w/ Factory cab	<b>\$106,412.00</b>
PTO Horsepower	105 hp @ 2200 rpm's	\$0.00
Cu. Inch Displacement	411 CID (6.7 liter Displacement) 125 Engine HP	\$0.00
Transmission	18-Forward/6-Reverse full power shift	\$0.00
MFD	Standard front axle 40 kph	\$0.00
Number of Cylinders	6 Cylinders Turbocharged Diesel Engine	\$0.00
3 Point Hitch	Category #2/3. 12,185# Lift capacity max	\$0.00
Steering	Hydrostatic Power Steering, tilt & telescoping	\$0.00
Brakes	Hydraulic Wet - equalizing and self-adjusting	\$0.00
PTO	Multi Plate wet clutch electhydraul 540/1000	\$0.00
Hydraulics	26.5 gpm (100 l/m) flow (implement pump)	\$0.00
Hydraulics	10.5 gpm (40 l/m) flow (steering and	\$0.00
Rear Valves	4 elec/hyd rear remote valves	\$3,607.00
	Electronic joystick for ERRV	\$1,242.00
Tires	Front 440/80/R28 Nokian	\$2,657.00
	Rear 540/80/R38 Nokian	\$3,714.00
Rear Axle	98"bar Axle	\$1,124.00
Cab	High visibility cab w/heater & air, radio ready	\$0.00
	Electronic armrest adjustment	\$175.00
Cooling Fan	Reversible	\$2,911.00
	Tilt and telescopic steering column	\$0.00
	Deluxe air suspension seat	\$0.00
Seat Belt	Seat Belt, retractable	\$0.00
	Rear Window Wiper and Washer	\$0.00
	2 electronically adj mirrors	\$394.00
	Radio AM/FM	\$275.00
Fuel Tank	66 Gallon fuel tank with guard	\$0.00
Warranty	24 months, 2000 Hours	\$0.00
	<b>Total List Price:</b>	<b>\$ 122,511.00</b>
	<b>Trueman-Welters State Contract Discount</b>	<b>\$ (40,428.00)</b>
	<b>Trade 1998 TV140 and Mowers and Loader</b>	<b>\$ (34,878.00)</b>
	<b>Sub Total including freight, setup:</b>	<b>\$ 47,205.00</b>
	<b>Tax</b>	<b>\$ 3,245.34</b>
	<b>Total</b>	<b>\$ 50,450.34</b>



Diamond Flail mowers

DTF282C Triple flail	\$	35,534.00
Mounting	\$	4,082.00
Elec/hyd lift Remote	\$	2,400.00
Sub Total	\$	42,016.00
Tax	\$	2,888.60
Total	\$	44,904.60

\_\_\_\_\_  
Approve here to accept order

\_\_\_\_\_  
Date

Thanks Again: Jon



4311 Haines Road  
Duluth, MN 55811

Phone: 218-727-3038  
800-795-0117  
Fax: 218-727-2827

July 2, 2012

City of Grand Rapids  
Grand Rapids Airport  
Jeff Davies  
500 SE 4<sup>th</sup> Street  
Grand Rapids, MN 5574

I am pleased to quote for your consideration a new 2012 John Deere JD 7130 Tractor with Tiger brand rear and front flail mowers at state contract pricing.

- JD 7139 with LH and RH rear Tiger flail mowers, also to include Tiger front mount flail mower.

<b>Package Price:</b>	\$117,035.77
<b>Less Trade:</b>	<u>\$-36,560.00</u>
<b>Remaining Balance:</b>	\$80,475.77
<b>Add Tax: (6.875%)</b>	<u>\$5,532.71</u>

**Grand Total:** \$86,008.48 (includes tax and delivery to Grand Rapids airport)





4311 Haines Road  
Duluth, MN 55811

Phone: 218-727-3038  
800-795-0117  
Fax: 218-727-2827

**JD 7130 TRACTOR TO BE EQUIPPED AS FOLLOWS:**

- **CAB:** Heat/AC, AM/FM Stereo, Air Ride Seat, Dual Exterior Mirrors, Front and Rear Wipers
- Crank Shaft Adaptor Power Beyond Valve Kit, Left Hand Reverser Push Button Range Speeds
- 380/85R24 Front Tires, 480/80R38 Rear Tires – All Nokian Brand
- MFWD Service and Parts Manuals, 16x16 Power Quad Installed on Tractor Tiger Brand Mowers
- **Front and Rear:** TSF-90RED RH 90" Standard Cut, TSF-90LED LH 90" Standard Cut, Extreme Duty Triple Flail System, RF102ED 102" Standard Cut, Egress Kit, Remote Access 3 Part Kits, Knives, Clevis', Bolt Huts, Hydraulic Filter

Sincerely,

Kevin Gagne  
Field Marketer





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 12-0432      **Version:** 1      **Name:** Appointment of \_\_\_\_\_ to the position of Fire Prevention and Education Officer for the Grand Rapids Fire Department.

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

**File created:** 7/5/2012      **In control:** Administration

**On agenda:** 7/23/2012      **Final action:**

**Title:** Appointment of Adam Kortekaas to the position of Fire Prevention and Education Officer for the Grand Rapids Fire Department.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

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

**Title**

Appointment of Adam Kortekaas to the position of Fire Prevention and Education Officer for the Grand Rapids Fire Department.

**Body**

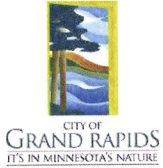
**Background Information:**

At the May 14, 2012 City Council meeting, the Council authorized City staff to post and interview for the vacancies as they occur and bring back recommended appointments to the positions that will need to be filled due to A.J. Morse's resignation as the 1st Assistant Fire Chief with the Grand Rapids Fire Department.

At the June 25, 2012 City Council meeting, the Council approved the hiring of John Linder from Fire Prevention and Education Officer to Captain, which left another vacancy. The posting and interviews have been completed for the position of Fire Prevention and Education Officer, and based on the results, we are recommending the City Council appoint Adam Kortekaas to the vacant position effective August 1, 2012.

**Requested City Council Action**

Consider appointing Adam Kortekaas to the position of Fire Prevention and Education Officer effective August 1, 2012 at a starting salary of \$289.31 per month.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 12-0466      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 7/19/2012      **In control:** Finance  
**On agenda:** 7/23/2012      **Final action:**  
**Title:** Consider approving the verified claims for the period July 3, 2012 to July 16, 2012 in the total amount of \$859,138.93.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [07/23/2012 BILL LIST.pdf](#)

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

*Title*

Consider approving the verified claims for the period July 3, 2012 to July 16, 2012 in the total amount of \$859,138.93.

**Requested City Council Action**

Consider approving the verified claims for the period July 3, 2012 to July 16, 2012 in the total amount of \$859,138.93.

COUNCIL BILL LIST - JULY 23, 2012

DATE: 07/18/2012  
 TIME: 15:41:51  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
CITY WIDE		
0315455	COLE HARDWARE INC	28.85
0315508	COMPUTER ENTERPRISES	235.11
0920057	ITASCA COUNTY SHERIFFS DEPT	19,322.52
2001750	TAUTGES REDPATH & CO LTD	3,259.65
TOTAL CITY WIDE		22,846.13
ADMINISTRATION		
0612085	FLAHERTY & HOOD	344.84
0718060	GRAND RAPIDS NEWSPAPERS INC	224.25
1321525	MUNICIPAL CODE CORPORATION LLC	1,115.79
1920240	STERLE LAW OFFICE	2,500.00
TOTAL ADMINISTRATION		4,184.88
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	25.40
0221650	BURGGRAF'S ACE HARDWARE INC	18.15
0315455	COLE HARDWARE INC	9.51
0920060	ITASCA COUNTY TREASURER	1,465.74
1909510	SIM SUPPLY INC	131.92
2018680	TRU NORTH ELECTRIC LLC	246.92
TOTAL BUILDING MAINTENANCE-CITY HALL		1,897.64
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS NEWSPAPERS INC	178.25
TOTAL COMMUNITY DEVELOPMENT		178.25
COUNCIL/COMMISSION/BOARDS		
1920240	STERLE LAW OFFICE	2,500.00
TOTAL COUNCIL/COMMISSION/BOARDS		2,500.00
ENGINEERING		
0718060	GRAND RAPIDS NEWSPAPERS INC	120.75
TOTAL ENGINEERING		120.75

COUNCIL BILL LIST - JULY 23, 2012

DATE: 07/18/2012  
 TIME: 15:41:51  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FINANCE		
2001750	TAUTGES REDPATH & CO LTD	-11,699.55
TOTAL FINANCE		-11,699.55
FIRE		
0221650	BURGGRAF'S ACE HARDWARE INC	164.57
0312110	CLAREY'S SAFETY EQUIPMENT INC	284.35
0401804	DAVIS OIL	159.11
0920060	ITASCA COUNTY TREASURER	112.93
1105235	K.E.E.P.R.S. INC	200.87
1200500	L&M SUPPLY	172.35
1309118	MINNESOTA CHAPTER I.A.A.I.	25.00
1309180	MN STATE FIRE CHIEFS ASSOC	44.00
1605611	PEPSI-COLA	144.28
1901535	SANDSTROM COMPANY INC	233.93
2209421	VIKING ELECTRIC SUPPLY INC	216.19
2300600	W.P. & R.S. MARS COMPANY	41.19
TOTAL FIRE		1,798.77
INFORMATION TECHNOLOGY		
0315508	COMPUTER ENTERPRISES	25.60
0718210	GREAT NORTHERN SERVICES INC	830.49
2609850	ZIX CORP SYSTEMS INC	3,526.88
TOTAL INFORMATION TECHNOLOGY		4,382.97
PUBLIC WORKS		
0103325	ACHESON TIRE COMPANY INC	187.03
0114200	ANDERSON GLASS	316.90
0121721	AUTO VALUE - GRAND RAPIDS	132.41
0212554	BLOOMERS GARDEN & LANDSCAPING	390.47
0221650	BURGGRAF'S ACE HARDWARE INC	71.48
0301685	CARQUEST AUTO PARTS	86.22
0315455	COLE HARDWARE INC	77.44
0321125	CUB FOODS STORE# 9036	30.00
0401804	DAVIS OIL	2,010.22
0801535	HAMMERLUND CONSTRUCTION INC	6,911.50
0801825	HAWKINSON CONSTRUCTION CO INC	6,213.98
0920060	ITASCA COUNTY TREASURER	2,841.56
0920061	ITASCA COUNTY TREASURER	7.20
1000069	J.N. JOHNSON SALES & SERVICE	302.38
1005600	JEPSON AUTO BODY	658.97

**COUNCIL BILL LIST - JULY 23, 2012**

DATE: 07/18/2012  
 TIME: 15:41:51  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
PUBLIC WORKS		
1200500	L&M SUPPLY	18.15
1415034	NORTH COUNTRY ABATEMENT INC	5,500.00
1503150	OCCUPATIONAL DEVELOPMENT CTR	448.88
1615650	PORTABLE JOHN	1,378.72
1801615	RAPIDS WELDING SUPPLY INC	22.47
1809154	RICHARD RYSAVY	200.00
1903558	SCOTT'S TREE SERVICE	9,243.47
1908099	SHARP GUY SHARPENING	22.50
1908248	SHERWIN-WILLIAMS	256.68
2018230	PLACKNER TREE CARE INC	160.31
2605225	ZEE SERVICE COMPANY	98.86
	TOTAL PUBLIC WORKS	37,587.80
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	1,068.75
0301685	CARQUEST AUTO PARTS	62.96
0315455	COLE HARDWARE INC	74.80
0920060	ITASCA COUNTY TREASURER	133.07
1415030	NORD AUTO PARTS	52.76
	TOTAL FLEET MAINTENANCE	1,392.34
POLICE		
0103325	ACHESON TIRE COMPANY INC	40.00
0118625	ARROW EMBROIDERY	39.90
0121721	AUTO VALUE - GRAND RAPIDS	125.01
0301685	CARQUEST AUTO PARTS	93.46
0315455	COLE HARDWARE INC	63.16
0701480	GALLS, AN ARAMARK COMPANY LLC	122.45
0920060	ITASCA COUNTY TREASURER	4,202.71
1309167	MN BUREAU OF CRIMINAL	390.00
1415048	NORTH COUNTRY VET CLINIC	231.32
1605665	PERSONNEL DYNAMICS, LLC	380.25
1801609	RAPIDS TOWING	725.00
1801615	RAPIDS WELDING SUPPLY INC	18.80
2000400	T J TOWING	172.00
	TOTAL POLICE	6,604.06
RECREATION		
1100300	KGPZ RADIO	120.00
1601750	PAUL BUNYAN COMMUNICATIONS	250.00



**COUNCIL BILL LIST - JULY 23, 2012**

DATE: 07/18/2012  
 TIME: 15:41:51  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
RECREATION		
1805175	RED ROCK RADIO	144.00
	TOTAL RECREATION	514.00
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE INC	61.44
0301700	CASCADE SUBSCRIPTION SERV INC	245.00
0415550	DOOR SERVICE INC	898.15
0504825	EDWARDS OIL INC	90.20
2001750	TAUTGES REDPATH & CO LTD	3,000.00
	TOTAL	4,294.79
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	84.79
0205153	BECKER ARENA PRODUCTS INC	558.96
0221650	BURGGRAF'S ACE HARDWARE INC	23.47
0315455	COLE HARDWARE INC	4.48
0315495	COMMERCIAL REFRIGERATION	30,763.08
0501656	THE EARTHGRAINS COMPANY INC	45.84
0701650	GARTNER REFRIGERATION CO	33.18
0718010	CITY OF GRAND RAPIDS	1,646.74
1301168	MARKETPLACE FOODS	34.73
1405460	NELSON ROOFING & CONTRACTING	172.91
1605611	PEPSI-COLA	1,387.90
1801550	RAPID GARAGE DOOR	158.00
1901535	SANDSTROM COMPANY INC	2,545.51
1909510	SIM SUPPLY INC	107.11
2001750	TAUTGES REDPATH & CO LTD	670.02
2116600	UPPER LAKE FOODS INC	615.17
	TOTAL GENERAL ADMINISTRATION	38,851.89
RECREATION PROGRAMS		
0920040	ITASCA COUNTY FARM SERVICE	61.88
T000842	SUE DOELL	55.00
T000843	TODD LOFSTROM	50.00
	TOTAL	166.88

COUNCIL BILL LIST - JULY 23, 2012

DATE: 07/18/2012  
 TIME: 15:41:51  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
STATE HAZ-MAT RESPONSE TEAM		
0920057	ITASCA COUNTY SHERIFFS DEPT	3,064.80
	TOTAL	3,064.80
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	201.32
0920060	ITASCA COUNTY TREASURER	376.86
1200500	L&M SUPPLY	39.48
1615427	POKEGAMA LAWN AND SPORT	132.41
1903550	SCOOTERS SEPTIC SERVICE	160.00
1903558	SCOTT'S TREE SERVICE	9,949.70
	TOTAL	10,859.77
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	12.31
0920060	ITASCA COUNTY TREASURER	139.35
	TOTAL	151.66
2009D GO EQPT CERTIFICATE		
2305447	WELLS FARGO BANK NA	16,987.50
	TOTAL	16,987.50
SP ASSESS IMP BOND-2001B		
2100266	U S BANK	3,775.63
	TOTAL	3,775.63
SP ASSESS IMP BOND-2004		
2100266	U S BANK	30,003.13
	TOTAL	30,003.13

COUNCIL BILL LIST - JULY 23, 2012

DATE: 07/18/2012  
 TIME: 15:41:51  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
SP ASSESS IMP BOND-2005A		
2100266	U S BANK	38,247.50
	TOTAL	38,247.50
SP ASSESS IMP BOND-2006C		
2100266	U S BANK	32,500.00
	TOTAL	32,500.00
GO CIP REFUNDING BOND 2006B		
2100266	U S BANK	20,300.00
	TOTAL	20,300.00
SP ASSESS IMP BOND-2007A		
2305447	WELLS FARGO BANK NA	28,607.50
	TOTAL	28,607.50
SP ASSESS IMP BOND-2008C		
2305447	WELLS FARGO BANK NA	19,893.75
	TOTAL	19,893.75
GO STREET RECONST BNDS 2008B		
2305447	WELLS FARGO BANK NA	17,847.50
	TOTAL	17,847.50
GO IMP REFUNDING BOND-2009B		
2305447	WELLS FARGO BANK NA	5,256.25
	TOTAL	5,256.25

COUNCIL BILL LIST - JULY 23, 2012

DATE: 07/18/2012  
 TIME: 15:41:51  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
-----		
GO IMP BONDS 2009C		
2305447	WELLS FARGO BANK NA	93,481.25
	TOTAL	93,481.25
GO IMP, CIP & REFUNDING 2010A		
2305447	WELLS FARGO BANK NA	16,737.50
	TOTAL	16,737.50
GO IMP & RFNDING BONDS 2011B		
2305447	WELLS FARGO BANK NA	18,490.01
	TOTAL	18,490.01
TIF 1-6 OLD HOSPITAL BONDS		
2305447	WELLS FARGO BANK NA	18,107.50
	TOTAL	18,107.50
GENERAL CAPITAL IMPRV PROJECTS		
YMCA ACTIVE LIVING CENTER		
0415528	DONOR BY DESIGN GROUP LLC	1,192.92
	TOTAL YMCA ACTIVE LIVING CENTER	1,192.92
MUNICIPALITIES COLLABORATION		
2309500	MARY JO WIMMER	3,000.00
	TOTAL MUNICIPALITIES COLLABORATION	3,000.00
AIRPORT CAPITAL IMPRV PROJECTS		
2011 CIP		
2000425	TKDA	1,454.26
	TOTAL 2011 CIP	1,454.26

**COUNCIL BILL LIST - JULY 23, 2012**

DATE: 07/18/2012  
 TIME: 16:12:17  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 8

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
-----		
AIRPORT CAPITAL IMPRV PROJECTS		
2011	LAND ACQUISITION	
1618579	PROSOURCE TECHNOLOGIES INC	150.20
	TOTAL 2011 LAND ACQUISITION	150.20
2011	INFRASTRUCTURE BONDS	
2014-1	NE 1ST AVENUE	
0218115	BRAUN INTERTEC CORPORATION	587.36
	TOTAL 2014-1 NE 1ST AVENUE	587.36
2012	INFRASTRUCTURE BONDS	
2011-6	HORSESHOE IMPROVEMENTS	
0718060	GRAND RAPIDS NEWSPAPERS INC	152.60
	TOTAL 2011-6 HORSESHOE IMPROVEMENTS	152.60
PIR-PERMANENT IMPRV	REVOLV FND	
NO PROJECT		
2001750	TAUTGES REDPATH & CO LTD	5,681.77
	TOTAL NO PROJECT	5,681.77
STORM WATER UTILITY		
2001750	TAUTGES REDPATH & CO LTD	626.47
2018560	TROUT ENTERPRISES INC	150.00
	TOTAL	776.47
	TOTAL UN-PAID TO BE APPROVED	502,928.43
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0212750	BLUE CROSS & BLUE SHIELD OF MN	32,640.50
0301530	CANON USA INC	2,477.36
0305530	CENTURYLINK INC	268.08
0400029	DVS RENEWAL	21.50
0405305	LYNN DEGRIO	40.00
0409655	TIMOTHY DIRKES	40.00
0612224	FLEET SERVICES	3,285.61
0709455	SHAWN GILLEN	92.46
0718015	GRAND RAPIDS CITY PAYROLL	216,071.79
0805358	JACKIE HEINRICH	150.00

COUNCIL BILL LIST - JULY 23, 2012

DATE: 07/18/2012  
 TIME: 15:41:52  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 9

INVOICES DUE ON/BEFORE 07/23/2012

VENDOR #	NAME	AMOUNT DUE
-----		
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0900060	ICTV	13,839.48
0920055	ITASCA COUNTY RECORDER	184.00
1201402	LAKE COUNTRY POWER	23.15
1301320	SHAWN MAHANEY	40.00
1309332	MN STATE RETIREMENT SYSTEM	2,054.00
1309375	MINNESOTA UNEMPLOYMENT COMP FD	2,306.19
1315630	ASHLEY MORAN	40.00
1405435	JEREMY NELSON	120.00
1405850	NEXTERA COMMUNICATIONS LLC	487.68
1502645	GARY O'BRIEN	40.00
1516220	OPERATING ENGINEERS LOCAL #49	28,746.00
1609561	PIONEER TELEPHONE	11.37
1621130	P.U.C.	5,629.39
1903557	TROY SCOTT	80.00
1920240	STERLE LAW OFFICE	5,138.50
2000490	TDS Metrocom	950.44
2205637	VERIZON WIRELESS	2,097.93
2209665	VISA	4,818.18
2209705	VISIT GRAND RAPIDS	33,230.72
2301700	WASTE MANAGEMENT	1,198.31
2405650	XEROX CORPORATION	87.86
TOTAL PRIOR APPROVAL		356,210.50
TOTAL ALL DEPARTMENTS		859,138.93