



# CITY OF GRAND RAPIDS

CITY COUNCIL  
CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Meeting Agenda Full Detail City Council

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Monday, February 14, 2011

5:00 PM

City Hall Council Chambers

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### AMENDED

**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, February 14, 2011 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**5:01 p.m. CALL OF ROLL:** On a call of roll, the following members were present:

Mayor Adams  
Councilor McInerney  
Councilor Christy  
Councilor Zabinski  
Councilor Chandler

**5:02 p.m. MEETING PROTOCOL POLICY**

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

**5:03 p.m. PUBLIC FORUM**

**5:08 p.m. COUNCIL REPORTS**

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

**11-1289**

Approve minutes for Monday, January 24, 2011 at 4:00 p.m. Work Session, 5:00 p.m. Regular Meeting and February 7, 2011 Special Meeting

**Attachments:** [January 24, 2011 Worksession](#)  
[January 24, 2011 Regular Meeting](#)  
[February 7, 2011 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.     **11-1253**     Consider adopting a resolution Consenting to Mediacom Corporate Restructuring.  
  
          **Attachments:**    [Mediacom consent resolution](#)  
                              [Letter from Robert Vose-Mediacom](#)
  
2.     **11-1270**     Approve issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to Minnesota Mounted Shooters at the fairgrounds.  
  
          **Attachments:**    [Minnesota Mounted Shooters](#)
  
3.     **11-1273**     Renew Cooperative Fire Protection Agreement  
  
          **Attachments:**    [Cooperative Fire Protection Agreement](#)
  
4.     **11-1276**     Request by the Police Department to authorize the Mayor and City Clerk to sign the Resolution of the Itasca County/City of Grand Rapids - At Risk Youth Multi - Disciplinary Team  
  
          **Attachments:**    [At Risk Resolution](#)  
                              [At Risk 2](#)
  
5.     **11-1277**     Accept Homeland Security Grant for Fire Department  
  
          **Attachments:**    [HSEM Grant](#)  
                              [Homeland Security Gnt Res](#)
  
6.     **11-1280**     Temporary Park and Recreation Employee
  
7.     **11-1281**     A donation of ten convertible child safety seats from the Office of Traffic Safety  
  
          **Attachments:**    [STMN Safety Seat Res](#)
  
8.     **11-1285**     Reaffirming that property purchased was for transportation purposes.  
  
          **Attachments:**    [2-14-11 Attachment CP 2004-3 City Property.pdf](#)  
                              [2-14-11 Resolution CP 2004-3 Property.pdf](#)
  
9.     **11-1291**     Addition to the City of Grand Rapids Wellness Program.
  
10.    **11-1295**     Purchase of paid-up life policy for Patrick Carpenter.
  
11.    **11-1300**     Consider authorizing the Mayor to sign the Public Deposits Control Agreement with Grand Rapids State Bank and M&I Marshall & Ilsley Bank  
  
          **Attachments:**    [Public Deposit Control Agreement](#)
  
12.    **11-1301**     Designate streets to the Municipal State Aid Street System (MSAS)



**Attachments:** [2-14-11 Resolution designating MSAS.pdf](#)  
[2-14-11 Attachment 2 MSAS Roads.pdf](#)

13. [11-1307](#) Consider approving payment to Itasca Community College in the amount of \$9,600 for work performed for the Operational Research for Local Transportation Groups grant.

14. [11-1310](#) Authorize Signatures for an Agreement with the Port Authority

**Attachments:** [WTC Artifact Contract](#)  
[Court Order for Release of WTC Artifacts--12-4-09](#)  
[Court Order WTC ARTIFACTS 072210](#)

15. [11-1279](#) Acceptance of a land donation from Grand Rapids Amateur Hockey Association

**Attachments:** [GRAHA Land Donation Map](#)  
[Schedule and Restrictive Covenants](#)  
[Resolution GRAHA Land Donation](#)

**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.**

16. [11-1282](#) Acknowledge minutes from Boards & Commissions.

**Attachments:** [December 16, 2010 Central School](#)  
[December 15, 2010 PUC Meeting](#)  
[December 22, 2010 PUC Special Meeting](#)  
[December 30, 2010 PUC Special Meeting](#)  
[January 6, 2011 Planning Commission](#)  
[January 11, 2011 Airport Commission](#)  
[January 12, 2011 Civic Center-Park-Rec](#)  
[November 23, 2010 Civil Service Special Meeting](#)  
[December 6, 2010 Civil Service Special Meeting](#)  
[December 7, 2010 Civil Service Special Meeting](#)  
[January 4, 2011 Civil Service](#)

**5:17 DEPARTMENT HEAD REPORT**  
**p.m.**

17. [11-1304](#) Housing & Redevelopment Authority  
  
Jerry Culliton, HRA Director

**5:20 ENGINEERING**  
**p.m.**

18. **11-1286** Authorize eminent domaine related to CP 2011-4, Horseshoe-Isleview Reconditioning project.  
**Attachments:** [2-14-11 Attachment CP 2011-4.pdf](#)  
[2-14-11 Resolution CP 2011-4 Eminent Domaine.pdf](#)
19. **11-1287** A corporate boundary shift adjacent to Mornes Road.  
**Attachments:** [2-14-11 Attachment Mornes Agreement.pdf](#)  
[2-14-11 Attachment Mornes resolution.pdf](#)  
[Boundary Adjustment Map.pdf](#)
20. **11-1293** Designate CR 904, Davis and Mornes Roads as MSAS Streets.  
**Attachments:** [2-14-11 Attachment MSAS Roads.pdf](#)  
[2-14-11 Resolution designating CR as MSAS.pdf](#)
21. **11-1294** Ban parking along 3rd Street NW from 12th Avenue West to 19th Avenue West.  
**Attachments:** [2-14-11 Resolution CP 2010-3 Parking.pdf](#)

**5:40 POLICE DEPARTMENT**  
**p.m.**

22. **11-1283** Request by the Police Department to purchase (1) Dodge Charger police vehicle and (2) Dodge Journey AWD vehicles from Mike Motors of Ely.

**5:45 ADMINISTRATION DEPARTMENT**  
**p.m.**

23. **11-1292** Extension of employment and change of status for Eric Rundell.
24. **11-1297** Completion of Introductory Period for Police Officer, William Saw.
25. **11-1302** Consider approving the Master Internal Service Agreement between the City of Grand Rapids and the Public Utilities Commission.  
**Attachments:** [Master Internal Service Agreement](#)

**6:00 VERIFIED CLAIMS**  
**p.m.**

26. **11-1309** Consider approving the verified claims for the period January 17, 2011 to February 7, 2011 in the total amount of \$756,132.30.  
**Attachments:** [02/14/2011 BILL LIST](#)

**6:02 ADJOURNMENT**  
**p.m.**

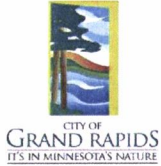
*Attest:*

*Shawn Gillen, City Administrator*

*NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 28, 2011, AT 5:00 P.M.*

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

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



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1289      **Version:** 1      **Name:** Council Minutes  
**Type:** Agenda Item      **Status:** Approval of Miinutes  
**File created:** 2/9/2011      **In control:** Administration  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Approve minutes for Monday, January 24, 2011 at 4:00 p.m. Work Session, 5:00 p.m. Regular Meeting and February 7, 2011 Special Meeting  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [January 24, 2011 Worksession](#)  
[January 24, 2011 Regular Meeting](#)  
[February 7, 2011 Special Meeting](#)

Date	Ver.	Action By	Action	Result
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### Title

Approve minutes for Monday, January 24, 2011 at 4:00 p.m. Work Session, 5:00 p.m. Regular Meeting and February 7, 2011 Special Meeting





# CITY OF GRAND RAPIDS

CITY COUNCIL  
CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Minutes - Final - Draft City Council Work Session

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Monday, January 24, 2011

4:00 PM

Conference Room 2A

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**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, January 24, 2011 at 4:00 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:

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

### Discussion Items

1. Discuss Capital Improvement Plan.

*City Administrator Gillen discusses funding ideas for CIP. Summary of recommendations is presented to the City Council. Schedule budget committee meeting for 3:30 p.m., February 14, 2011 prior to Worksession.*

2. Discuss Fire Siren

*Mechanical failure of the current siren that has been used has brought this issue to the attention of staff. There is an initial cost for a new siren/notification system for emergency services. Recommending to eliminate the town siren as a way of notification. This item will be discussed at the next Policy & Ordinance Review Committee.*

3. Strategic planning update.

*Updates on the following:  
Forming Public Works task force.  
Local tax is in beginning phases in legislation.  
Ridgewood Road was discussed at City/County Co-op.  
PUC collaboration is still in discussion.  
Future plans for Airport.*

4. Discuss IPARC Concept

*IPARC concept is in hopes of merging all communities on 169 corridor to help manage the programs in a collaborative effort. Mayors and Managers group is working on this idea as a group and will continue to try to find ways to work together for parks and recreation programs.*

5. Corporate Boundary Adjustment on Mornes Road

*Notice of Intent is on Consent Agenda of regular meeting.*

6. Discuss remote participation in Boards & Commissions.

*EDA has a member that does not live in Grand Rapids all year round. She has participated via phone without the right to vote. Permission to allow remote participation/voting would need to be sought at a State level. Concerns expressed over cost and attendance. League of Minnesota Cities is looking into this issue.*

7. Review agenda for 5:00 p.m. regular meeting and other business as noted.

**Adjourn:**

*Adjourn at 5:12 p.m.*

*Respectfully submitted:*

*Kimberly Johnson-Gibeau, City Clerk*



# CITY OF GRAND RAPIDS

CITY COUNCIL  
CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Minutes - Final - Draft City Council

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Monday, January 24, 2011

5:00 PM

City Hall Council Chambers

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### AMENDED

**5:00**     **CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the  
**p.m.**     **Grand Rapids City Council** was held on Monday, January 24, 2011 at 5:13 p.m. in  
            **Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.**

**5:01**     **CALL OF ROLL:** On a call of roll, the following members were present:  
**p.m.**

**Present**   5 -

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

**5:02**     **PRESENTATIONS/PROCLAMATIONS**  
**p.m.**

Oath of Office for Officer Shawn Patrick Mahaney Jr.

*Mayor Adams administers the oath of office for Officer Shawn Mahaney.*

Martin Luther King Jr. Day Proclamation

*Mayor Adams proclaims November 17, 2010 as Martin Luther King Jr. Day of  
Service.*

### MEETING PROTOCOL POLICY

**5:10**     **PUBLIC FORUM**  
**p.m.**

*Presentation regarding Public Safety Radar.*

**5:13 COUNCIL REPORTS****p.m.**

*Councilor McInerney extends appreciation for the Mayor and staff for work with exchange students from ICC.*

*Councilor Zabinski advises the Council that the EDA produced a pamphlet displaying all properties for sale through the Grand Rapids Economic Development Authority.*

*Councilor Christy wishes Happy Birthday to Shawn Gillen.*

*Mayor Adams discusses the Mayors & Managers meeting, first City/County Co-op meeting held on Monday, January 24, 2011, and advises Pokegama Avenue is a State road and will not be improved prior to 2012.*

**5:15 APPROVAL OF MINUTES****p.m.**

Approve Council minutes for January 10, 2011 at 3:30 p.m., 4:00 p.m. and 5:00 p.m.

**Motion by Councilor Zabinski, seconded by Councilor McInerney to approved the minutes of January 10, 2011 at 3:30 p.m., 4:00 p.m. and 5:00 p.m. as presented. Motion carried by the following roll call:**

**Aye 5 -**

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

**5:16 CONSENT AGENDA****p.m.**

**A motion was made by Councilor Ed Zabinski, seconded by Gary McInerney, to approve items 1 - 8 and approve additional items 8a - 8e of the Consent agenda. The motion CARRIED by the following vote:**

**Aye 5 -**

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

**1.**

Request by the Police Department to apply for a MN Child Passenger Safety Program grant from the MN Department of Public Safety-Office of Traffic Safety

**2.**

Approve Customized Training Income Contract with Mesabi Range Community & Technical College.

**3.**

Authorization to seek Golf Cart Quotes



4. Authorize the Police Chief to sign the Terms and Conditions for Use of Subscription Material with Lexipol LLC.
5. Consider approving contribution of \$15,000 to the Mt. Itasca Ski Area.
6. Purchase of Permanent Easements related to CP 2011-4, Horseshoe/Isleview Reconditioning Project.
7. Purchase Budgeted GIS Software Maintenance Agreement
8. Lost Accounts Payable check#101488 issued to St. Luke's Hospital.
- 8a. Consider publication of Notice of Intent to Annex Property in Harris Township in the Herald Review.
- 8b. Accept a grant from GREDA in the amount of \$24,900 for the Grand Rapids Area Community Library.
- 8c. Temporary staffing of the Airport/Cemetery Manager position.
- 8d. Agreement with MEDTOX Laboratories (MEDTOX) for laboratory services.
- 8e. Adopt a resolution in support of LGA.  
*Adopted resolution 11-08.*

**5:18 SETTING OF REGULAR AGENDA**  
**p.m.**

**A motion was made by Gary McInerney, seconded by Councilor Dale Christy, to approved the regular agenda as amended. The motion CARRIEDunanimously.**

**5:19 ACKNOWLEDGE BOARDS & COMMISSIONS**  
**p.m.**

9. Acknowledge minutes from Boards & Commissions.

*Acknowledged the following minutes for Boards & Commissions:*

*Park-Rec-Civic Ctr: November 10, 2010*

*Library Board: December 8, 2010*

*Civil Service Commission: November 9, 2010 Special Meeting  
December 10, 2010 Special Meeting @ 1:00 p.m.  
December 10, 2010 Special Meeting @ 4:00 p.m.*

*Golf Board: December 21, 2010*

**5:20 DEPARTMENT HEAD REPORT**  
**p.m.**

10. Department Head Report - Fire Department

**This matter was Received and Filed**

**5:30 FINANCE DEPARTMENT**  
**p.m.**

11. Consider adopting a resolution approving a Corporate Management Agency Agreement with U.S. Bank N.A. and authorizing the City Administrator to sign the necessary documents.

*Adopted resolution 11-09.*

**A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to adopt Resolution 11-09. The motion CARRIED by the following vote:**

**Aye 5 -**

Councilor Dale Christy, Councilor Ed Zabinski, Dale Adams, Joe Chandler, and Gary McNerney

**6:00 PUBLIC HEARINGS**  
**p.m.**

20. Conduct a public hearing to consider the vacation of a 10 ft. portion of 6th Street NW right-of-way located on two blocks within Grand Rapids 1st Division.
- Community Development Director Mattei reviews background on vacation request made by Grand Rapids State Bank.*
- City Engineering Department recommends that the City retain a utility easement.*
- Motion by Councilor Zabinski, seconded by Councilor Christy to open the public hearing. The motion passed unanimously.*
- No one wished to speak, thereby the following motion was made.*
- Motion by Councilor McInerney, seconded by Councilor Chandler to close the public hearing. The motion passed unanimously.*
21. Consider the adoption of a resolution either approving or denying the vacation of a portion of a 10 ft. portion of 6th Street NW right-of-way located on two blocks within Grand Rapids 1st Division.
- Adopted resolution 11-10.*
- A motion was made by Joe Chandler, seconded by Gary McInerney, to adopt Resolution 11-10. The motion CARRIED by the following vote:**
- Aye 5 -**
- Councilor Dale Christy, Councilor Ed Zabinski, Dale Adams, Joe Chandler, and Gary McInerney

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

12. Purchase of Fire Department Radios
- A motion was made by Councilor Ed Zabinski, seconded by Councilor Dale Christy, that this Agenda Item be Approved As Presented . The motion CARRIED by the following vote:**
- Aye 5 -**
- Councilor Dale Christy, Councilor Ed Zabinski, Dale Adams, Joe Chandler, and Gary McInerney

**5:37 POLICE  
p.m.**

13. Allow the Police Department to accept the donation of a Stalker DSR 2X radar unit from the Department of Public Safety-Office of Traffic Safety.
- Adopted resolution 11-11.*
- A motion was made by Joe Chandler, seconded by Gary McInerney, to adopt Resolution 11-11. The motion CARRIED by the following vote:**

**Aye** 5 -

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

**5:41 PUBLIC WORKS DEPARTMENT**

**p.m.**

**14.**

Recommend the purchase of an 84" snow plow attachment for our ASV from the Terex Factory Store for \$3,526.87.

**A motion was made by Gary McInerney, seconded by Councilor Dale Christy, that this Agenda Item be Approved As Presented . The motion CARRIED by the following vote:**

**Aye** 5 -

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

**15.**

Consider the purchase of two John Deere Series X304 tractors with 4 wheel steer from Pokegama Lawn and Sport for the price of \$3,767.34 a piece.

**A motion was made by Councilor Ed Zabinski, seconded by Joe Chandler, that this Agenda Item be Approved As Presented . The motion CARRIED by the following vote:**

**Aye** 5 -

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

**5:48 ADMINISTRATION DEPARTMENT**

**p.m.**

**16.**

Appoint new member to the Grand Rapids Planning Commission.

**A motion was made by Joe Chandler, seconded by Gary McInerney, to appoint Mr. Mark Gothard to the Planning Commission to fill an unexpired term until March 1, 2014. The motion CARRIED by the following vote:**

**Aye** 5 -

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

**18.**

Resolution establishing 2011 compensation for City of Grand Rapids Non-Represented Employees.

*Adopted Resolution 11-12. Evaluation will be one time on the 3% max as opposed to two evaluations with a split in the year.*

**A motion was made by Councilor Ed Zabinski, seconded by Gary McInerney, adopted Resolution 11-12. The motion CARRIED by the following vote:**

**Aye** 4 -

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



**Nay** 1 -  
Joe Chandler

**6:20 VERIFIED CLAIMS**  
**p.m.**

- 22.** Consider approving the verified claims for the period January 4, 2011 to January 16, 2011 in the total amount of \$4,115,592.17

**A motion was made by Joe Chandler, seconded by Gary McInerney, that this Agenda Item be Approved As Presented . The motion CARRIED by the following vote:**

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

**ADJOURNMENT**

*Adjourn at 6:37 p.m.*

*Respectfully submitted:*

*Kimberly Johnson-Gibeau, City Clerk*



# CITY OF GRAND RAPIDS

CITY COUNCIL  
CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Minutes - Final - Draft City Council

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Monday, February 7, 2011

4:00 PM

Conference Room 2A

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### SPECIAL MEETING

#### AMENDED

**CALL TO ORDER:** Pursuant to due notice and call thereof a **SPECIAL MEETING** of the Grand Rapids City Council was held on Monday, February 7, 2011 at 4:00 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:

**Present** 4 -

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

**Absent** 1 -

Councilor Dale Christy

1. Consider low quote Moving of all box shelving and furniture necessary for the replacement of carpet located on the south side of the serpentine wall Grand Rapids Library.

**A motion was made by Councilor Ed Zabinski, seconded by Councilor Gary McInerney to accept the low quote from Bester Brothers to move all box shelving and furniture necessary for replacement of carpet located on the south side of the serpentine wall at Grand Rapids Library. The motion carried by the following vote:**

**Aye** 4 -

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

2. Consider low quote for Replacement of carpet located on the south side of the serpentine wall Grand Rapids Library.

**A motion was made by Councilor Gary McInerney, seconded by Councilor Joe Chandler to accept the low quote from Northland Flooring for the library carpet replacement project with incentive pay for early completion at the rate of \$5000.00 for the first seven days before the scheduled deadline and \$500.00 per day for each day of earlier completion with a total incentive pay not to exceed \$7,500.00. The motion carried by the following vote:**

**Aye** 4 -

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

3. Discuss upcoming vacancies to Boards & Commissions and appointment process.

*Members of Council will interview applicants for Boards and Commissions and bring back recommendations for discussion and appointment on February 28, 2011. Interviews will be conducted in the following groups.*

*Councilor Chandler and Mayor Adams - Golf Course Board*

*Councilor Zabinski and Mayor Adams - Human Rights Commission*

*Councilor Zabinski and Councilor Christy - Public Utilities Commission*

*Councilor Chandler and Councilor McInerney - Economic Development Authority*

*Councilor McInerney and Councilor Christy - Police Civil Service*

### **Adjourn**

*There being no further business, the meeting adjourned at 4:50 pm.*

*Respectfully submitted:*

*Kimberly Johnson-Gibeau, City Clerk*



## Legislation Details (With Text)

**File #:** 11-1253      **Version:** 1      **Name:** Mediacom Corporate Change  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/19/2011      **In control:** Finance  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Consider adopting a resolution Consenting to Mediacom Corporate Restructuring.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Mediacom consent resolution](#)  
[Letter from Robert Vose-Mediacom](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Consider adopting a resolution Consenting to Mediacom Corporate Restructuring.

### *Body*

#### **Background Information:**

Mr. Bob Vose, attorney at Kennedy and Graven, has assisted the City with cable franchise agreements in the past. Mr. Vose notified the City that Mediacom Communications Corporation ("Mediacom") is planning a corporate change involving the City's cable company-Mediacom Minnesota. Mediacom is currently a publicly traded company. The CEO, Rocco Commisso, controls the company but owns less than a majority of the stock. Mr. Commisso plans to purchase all outstanding shares and take the company private. If this is approved by the shareholders, there would be no immediate change in Mediacom Minnesota's personnel or day-to-day operations as a result of this proposed change. However, the parent company, Mediacom would be impacted. As a publicly traded company, Mediacom has a board of directors and is subject to federal and state securities laws. Once wholly-owned by Mr. Commisso, Mediacom's governance and public reporting and disclosure requirements will be altered.

Minnesota state law and the City's franchise with Mediacom require local approval prior to a "fundamental corporate change". A corporate change requiring local approval triggers an option to purchase the system and may impact other franchise rights. Mr. Vose crafted a resolution to protect the community's interests. Most significantly, the resolution preserves any franchise compliance issues arising prior to completion of the planned corporate changes.

This was discussed by the Grand Rapids Area Cable Commission and they are requesting that the respective government bodies adopt this resolution. Mr. Vose has reached an accommodation with the company to cover the fees associated with this work on the City's behalf. Attached is Mr. Vose's letter that goes into more detail.

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

Consider adopting a resolution Consenting to Mediacom Corporate Restructuring.



**CITY OF GRAND RAPIDS, MINNESOTA  
RESOLUTION \_\_\_\_\_**

**CONSENTING TO MEDIACOM  
CORPORATE RESTRUCTURING**

**WHEREAS**, the City of Grand Rapids, Minnesota (“City”) granted a cable television franchise (“Franchise”) that is now held by Mediacom Minnesota LLC (“Franchisee”); and

**WHEREAS**, the Franchisee operates a cable communications system (“System”) and provides cable service in the City pursuant to the Franchise; and

**WHEREAS**, on November 12, 2010, the Franchisee’s ultimate parent company, Mediacom Communications Corporation (“Mediacom”), executed an Agreement and Plan of Merger (the “Merger Agreement”); and

**WHEREAS**, under the Merger Agreement, JMC Communications LLC, an entity owned and controlled by Mediacom’s Chairman and CEO, Rocco Commisso, will be merged with and into Mediacom, with Mediacom surviving the merger (the “Transaction”); and

**WHEREAS**, Mr. Commisso currently owns 40% of the outstanding shares in Mediacom common stock; and

**WHEREAS**, as a result of the Transaction, Mr. Commisso will acquire the 60% of Mediacom common stock owned by the public and become the sole owner; and

**WHEREAS**, as a result of the Transaction, Mediacom will cease to be a publicly traded company; and

**WHEREAS**, the Franchise expressly incorporates Minnesota state law; and

**WHEREAS**, Minn. Stat. § 238.083 requires a franchising authority’s written approval of a “fundamental corporate change” in the holder of a cable franchise which, as defined, can include a merger involving the franchise-holder’s parent company; and

**WHEREAS**, the Transaction includes a merger involving Mediacom, the Franchisee’s ultimate parent company;

**WHEREAS**, Minn. Stat. § 238.083 requires a franchising authority’s written approval in the event of a sale or transfer of stock in a corporation so as to create a new “controlling interest in a cable communication system,” including the sale or transfer of majority stock ownership; and

**WHEREAS**, the Transaction involves the sale or transfer of a majority of Mediacom's common stock resulting in a new corporate interest controlling the Franchisee.

**NOW, THEREFORE, BE IT RESOLVED** that the Transaction requires the City's written consent under the Franchise and state law.

**BE IT RESOLVED FURTHER THAT** the City hereby consents to the Transaction and waives any right to purchase the System pursuant to the Franchise and Minn. Stat. § 238.084, subd. 1(y), subject to the following conditions:

1. The Franchisee shall remain bound by the Franchise for the term thereof, and all applicable laws, codes and regulations related to operation of the System and delivery of cable service in the City.
2. The City expressly reserves and does not waive its rights regarding Franchise compliance matters regardless of when the acts, failures to act, or other events giving rise to such matters occurred, and Franchisee remains subject to any liabilities or obligations to the City under the Franchise or otherwise to the extent provided by law, without regard to when such liabilities or obligations arose or accrued.
3. The Franchisee shall reimburse the City's legal fees incurred in review of the Transaction to the extent provided by agreement between Franchisee and the City's counsel.
4. This Resolution shall be effective immediately upon passage and shall continue for a period of six (6) months during which time the Franchisee must provide written notice of closing and consummation of the Transaction contemplated herein.

**BE IT RESOLVED FURTHER THAT** this consent is void and the City shall be deemed to have denied the Transaction if any of the foregoing conditions are not satisfied.

Adopted by the City Council of the City of Grand Rapids, Minnesota this \_\_\_\_ day of January, 2011.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator



Offices in  
Minneapolis 470 U.S. Bank Plaza  
200 South Sixth Street  
Minneapolis, MN 55402  
(612) 337-9300 telephone  
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St. Cloud Affirmative Action, Equal Opportunity Employer

**Robert J. Vose**

Attorney at Law

Direct Dial (612) 337-9275

Email: [rvose@kennedy-graven.com](mailto:rvose@kennedy-graven.com)

RECEIVED

JAN 18 2011

CITY OF GRAND RAPIDS

January 14, 2011

Shirley Miller  
Finance Director  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744-2658

**Re: Mediacom Corporate Change**

Dear Ms. Miller:

I previously notified you of a planned corporate change involving Mediacom Communications Corporation ("Mediacom"). Mediacom is the parent company to your local cable operator, Mediacom Minnesota LLC ("Mediacom Minnesota"). You requested that we communicate with Mediacom about this on your behalf. We are assisting approximately 30 communities with this matter.

I have notified Mediacom that local franchising-authority ("LFA") approval is required. While Mediacom does not agree, Mediacom has provided information necessary for me to review the proposed transaction. Moreover, I have reached an accommodation with the company to cover the fees associated with my work on your behalf. Enclosed please find a resolution conditionally approving the corporate change.

In sum, Mediacom is the nation's eighth largest cable television company based on number of customers. The company primarily serves smaller, non-metro markets with a significant concentration in the Midwest including Iowa and Minnesota. As you know, Mediacom offers traditional and advanced video services such as digital television, video-on-demand, digital video recorders, high definition television, as well as other broadband products including high speed Internet access and phone service.

Mediacom is currently a publicly traded company (Nasdaq: MCCC). Mr. Rocco Commisso, Mediacom's founder and CEO, currently owns less than a majority of Mediacom's common stock but controls approximately 87% of its voting power. In May 2010, Mr. Commisso offered to purchase all outstanding shares of common stock in Mediacom and take the company private. This proposal was rejected by the board of directors because the stock purchase price was deemed inadequate. Mr. Commisso made a subsequent offer of \$8.75 per share. This proposal, valued at just under \$400 million,



was approved by the board but requires the further approval of shareholders. The shareholder vote has not occurred and a number of shareholder groups are investigating the offering price and other details of the proposed transaction.

If approved, the corporate change would be accomplished by having an entity owned and controlled by Mr. Commisso, JMC Communications LLC, merge into Mediacom. This transaction would not directly involve the franchise-holder, Mediacom Minnesota. Once completed, Mediacom would be converted from a publicly traded company to a private company wholly-owned by Mr. Commisso.

There will be no immediate change in Mediacom Minnesota's personnel or day-to-day operations as a result of this proposed corporate change. However, the parent company, Mediacom, will be impacted. As a publicly traded company, Mediacom has a board of directors and is subject to a variety of federal and state securities laws which require, among other things, regular reporting and public disclosures. Once wholly-owned by Mr. Commisso, Mediacom's governance and public reporting and disclosure requirements will be altered. Mediacom will no longer face public stockholder pressures or be subject to quarterly investment analyst forecasts. These pressures can impact, for example, a company's capital spending and service pricing strategies. It is impossible to predict how taking Mediacom private will impact the company's operations. Mr. Commisso, however, has made repeated statements that this corporate change will not alter the way the company does business.

Minnesota state law and the City's franchise with Mediacom require local approval prior to a "fundamental corporate change." A corporate change requiring local approval triggers an option to purchase the system and may impact other franchise rights. I have crafted the enclosed resolution to protect your community's interests. Most significantly, the resolution preserves any franchise compliance issues arising prior to completion of the planned corporate changes.

Please forward an executed copy of the resolution to me. Once received, I will provide a copy to Mediacom. If you have any questions or concerns, please contact me.

Yours truly,

A handwritten signature in dark ink, appearing to read "Robert J.V. Vose", written in a cursive style.

Robert J.V. Vose

Enclosure



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1270      **Version:** 1      **Name:** Minnesota Mounted Shooters  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/21/2011      **In control:** Administration  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Approve issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to Minnesota Mounted Shooters at the fairgrounds.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Minnesota Mounted Shooters](#)

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

### Title

Approve issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to Minnesota Mounted Shooters at the fairgrounds.

### Body

#### **Background Information:**

Section 42-42 - Firearms, of the City's Municipal Code authorized by a majority vote of the Council the issuing of a Firearms Permit to any association or club to operate a rifle range or other firearms concessions.

#### Sec. 42-42. Firearms

(b) Discharge. No person shall discharge within the city in zone one (1) any loaded firearms, slingshot, bow and arrow, air rifle, or other device for throwing projectiles except for any authorized association or club operating a rifle range or other firearms concession with the express permission and authorization of the City Council. Such permits shall set up specifications as to supervision, locations, and liability insurance. Such groups that may request the use of city property or any privately or publicly held land, which exists within the city limits, must apply for a permit to conduct activities that involve the discharge of firearms. Such permit requests will only be granted upon a majority vote of a quorum and only after input from the Chief of Police or designee.

Steven Moe, Minnesota Mounted Shooters, has applied for such a permit. This is the sixth year they have held this event.

Insurance requirements are attached to the application for your review and the Police Department has reviewed the application and is forwarding a recommendation to approve the application.

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

Approve application for Special Permit for Use and Possession of a Firearm within the Grand Rapids City Limits to Steven Moe for sponsoring organization Minnesota Mounted Shooters. Event to be held June 24, 25, and 26, 2010 at the Itasca County Fairgrounds.



**APPLICATION FOR SPECIAL PERMIT FOR USE  
AND POSSESSION OF A FIREARM WITHIN GRAND  
RAPIDS CITY LIMITS (Chapter 42.15)**

DATE OF APPLICATION: 1-17-11

NAME OF LICENSEE: STEVEN MOE "MINNESOTA MOUNTED SHOOTERS"

PHONE NUMBER: 218-326-5349

CONTACT PERSON: STEVEN MOE

LOCATION OF EVENT: ITASCA Co. FAIR Grounds

DATE(s) OF EVENT: JUNE 24, 25 + 26 2011

SPONSORING ORGANIZATION: MINNESOTA MOUNTED SHOOTERS

**DETAILED DESCRIPTION OF PROPOSED**

EVENT: Cowboy mounted SHOOT - WE COMPETE OFF HORSE BACK  
SHOOTING balloons in a designated set of courses. WE SHOOT  
"BLANK" AMMUNITION WHICH BREAKS THE balloon w/ hot embers  
OUT TO NO FURTHER THEN TWENTY FEET (20) THIS IS CERTIFIED  
"MATCH" AMMO. OUR SPORT IS A FAST PACE TIMED EVENT FOR  
SPEED + ACCURACY. WE DRESS in period style clothing-giving  
OUR EVENT A REAL FLARE OF THE OLD WEST. WE ALSO SHOOT long  
guns (LEVER ACTION WINCHESTERS = rifle competition)

**FIREARMS PRESENT (number of firearms and**

**caliber):** APX 60 CONTESTANTS 180 REVOLVERS + Long guns.  
(APX TOTAL)

**INSURANCE POLICY ( Number and**

**Agency):** LOCKTON Risk Services #L201114561

attach policy.

ADDITIONAL

INFORMATION: THIS IS OUR ANNUAL "STATE" SHOOT & THE 8<sup>TH</sup>  
CONSECUTIVE YEAR BEING HELD AT THE COUNTY FAIR GROUNDS.

---

I hereby apply for a special permit to hold a Firearms Event as allowed by Ordinance Chapter 42.15 (c) **FIREARMS**. I declare that I have read and understand the requirements of Chapter 42.15.

The under-signed agrees that more information may be demanded by the Grand Rapids Police Chief and/or City Council before considering this request.

STEVE MOE

Name of Licensee

[Signature]

Signature of Authorized Officer

---

FOR OFFICE USE ONLY

Approved by the City Council on: \_\_\_\_\_.



# CERTIFICATE OF LIABILITY INSURANCE

12/17/2010

**PRODUCER**

Lockton Risk Services  
P.O. Box 410679  
Kansas City, MO 64141-0679  
800-472-7771

**INSURED** Minnesota Mounted Shooters

10910 323rd Ave

Princeton, MN 55371

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

**INSURERS AFFORDING COVERAGE**

NAIC #

INSURER A: Certain Underwriter's at Lloyd's, L

INSURER B:

INSURER C:

INSURER D:

INSURER E:

**COVERAGES**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	L201114561	03/02/2011	03/02/2012	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMSMADE  DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS**

Certificate Holder is Additional Insured as respects use of premises for Named Insured's activities.

**CERTIFICATE HOLDER**

Grand Rapids City  
c/o Karen Alto  
Administrative Services  
123 4th Street NE  
Grand Rapids, MN 55744

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2001/08)

DS#8647530

904599

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# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1273      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/25/2011      **In control:** Fire  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Renew Cooperative Fire Protection Agreement  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Cooperative Fire Protection Agreement](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Renew Cooperative Fire Protection Agreement

### *Body*

#### **Background Information:**

Over the last several years, the MN Dept. of Natural Resources and the Grand Rapids Fire Department have been working under a Cooperative Fire Protection Agreement that allows for the DNR to reimburse the Grand Rapids Fire Department for their services in the event of a wildfire incident which the DNR requires the services of the fire department.

The agreement between agencies is renewed by the DNR on an annual basis, and the 2011 agreement is identical to the 2010 agreement which was approved by City Council last year.

#### **Staff Recommendation:**

Renew the Cooperative Fire Protection Agreement with the DNR for 2011.

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

Consider the renewal of the Cooperative Fire Protection Agreement with the Dept. of Natural Resources for 2011, and allow the Mayor or City Administrator to sign all associated documents.



**Minnesota Department of Natural Resources  
Division of Forestry and the GRAND RAPIDS Fire Department  
Cooperative Fire Protection Agreement**

THIS COOPERATIVE FIRE PROTECTION AGREEMENT, is made and entered into by and between the State of Minnesota acting by and through the Commissioner of the Department of Natural Resources, hereinafter referred to as the "DNR" and the GRAND RAPIDS Fire Department, hereinafter referred to as the "Fire Department," as authorized by M.S. 84.025.

### **I. PURPOSE**

The purpose of this Cooperative Fire Protection Agreement is to cooperate in the prevention and suppression of wildland fires as authorized under M.S. 88.04. Assistance will only be provided when requested, when resources are available, and can be committed without diminishing either party's ability to protect its own jurisdiction.

### **II. STATEMENT OF MUTUAL BENEFITS AND INTERESTS**

The DNR, *Division of Forestry*, is responsible for the prevention and suppression of wildland fire within the state. The Fire Department is responsible to prevent and extinguish all unwanted fires within its fire protection area.

It is mutually advantageous and in the public's interest for the parties to this instrument to coordinate and assist in each other's efforts in prevention, detection, and suppression of wildland fires and to cooperate in fire hazard reduction in and adjacent to areas of mutual responsibility.

### **III. THE FIRE DEPARTMENT SHALL:**

1. Provide fully staffed and equipped fire fighting resources, when available for wildland fire suppression, as listed on the attached rate schedule.
2. Indemnify, save and hold the State, its representatives and employees, harmless from any and all claims or causes of action, including all attorneys' fees incurred by the State, arising from the performance of this Agreement by the Fire Department or Fire Department's employees, agents or subcontractors. This clause shall not be construed to bar any legal remedies the Fire Department may have for the State's failure to fulfill its obligations pursuant to this Agreement.
3. Assume full responsibility, including legally required insurance and Workers' Compensation for all Fire Department personnel provided under this agreement.
4. Respond to all calls for wildland fires within the Fire Department's fire protection area when requested by the DNR.
5. Respond to additional wildland fire calls outside the Fire Department's fire protection area at the request of the DNR and at the discretion of the Fire Chief.
6. Submit a report to the DNR within 24 hours of any wildland fire on which the Fire Department takes independent action. Reporting can be in the form a DNR Fire Report Card, fax, e-mail, fire report form, DNR wildland fire invoice form, or other written communication that provides the same information as the Fire Report Card.





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3-1-2011

7. **Submit an invoice to the DNR within 30 days of an incident for which the fire department is requesting reimbursement. Invoices beyond 30 days may not be honored.**
8. Stay with all wildland fires until out, or released by a DNR incident commander, or until called to another incident within the Fire Department's protection area, provided the wildland fire is considered safely contained.
9. Be committed to protection of lives and buildings as its first consideration.
10. Through the Fire Department officers, determine its capabilities and assume final decision authority on commitment of its vehicles and personnel into any area of operation that is requested by DNR personnel.
11. Furnish all tools, equipment, supplies, fuels, and lubricants, except for those items furnished by the DNR, as stated in this Agreement.
12. Assist the DNR with distribution of fire prevention materials and wildland fire prevention presentations.
13. Bill the DNR for wildland fire runs at the agreed upon rate per run. When additional resources are requested by DNR Forestry, *beyond the first 2 hours (the "run")* hourly rates for specific requested equipment, as described in the attached Rate Schedule, will apply. **Invoices must be submitted within thirty (30) days of the fire(s).**

#### IV. THE DNR SHALL:

1. Respond with specialized equipment for wildfire response, when possible, at the request of the Fire Chief or designate. This equipment includes, but is not limited to dozers, all terrain tracked vehicles, engines and aircraft.
2. Investigate violations of the burning laws of the State. (M.S. 88.01 to 88.22 and 88.75) This includes billing the responsible party for all wildland fire suppression costs of the DNR, and the Fire Department if the DNR pays the Fire Department for responding to the fire.
3. Assist the Fire Department in obtaining Federal Excess Property, specialized equipment, or grants for improving their firefighting capabilities.
4. Assist the Fire Department with procuring and distributing fire prevention materials.
5. Provide wildland fire suppression training to the Fire Department as workload permits.
6. Reimburse the Fire Department for wildland fire runs, according to the terms of this agreement.
7. Make reasonable effort to release the Fire Department as soon as possible to ensure that the Fire Department is available for other emergency response calls.
8. Loan wildland firefighting tools, as available, to the Fire Department.

#### V. REIMBURSEMENT POLICIES:

1. Lower rates may be negotiated for extended use at the Fire Department's discretion.
2. When the Fire Department is dispatched through its normal dispatch procedures, and not specifically requested by the DNR, the Fire Department shall only bill for a Wildland fire run. *(A Wildland Fire Run is described as the fire department's response to a wildland fire that takes up to two (2) hours to suppress.)*
3. For hourly billing of *equipment requested by DNR Forestry, after the wildland fire run (first 2 hours)*, time will be rounded to the nearest half hour. Billable time should begin when the Fire Department leaves its station and continue until it returns to its station. Time spent refurbishing and readying equipment for the next call shall not be included as billable time.
4. The fire chief and local DNR forester may discuss charges that are in question prior to submitting a final invoice for payment.



NA-01966-05

3-1-2011

5. If the Fire Department is released by the DNR before the Fire Department has taken any suppression action on the fire, the Fire Department shall not submit a bill for the run.
6. Attached rates shall be reviewed annually and may be changed with signature of the parties to this Agreement, or their successors in position.

This Agreement is effective on the date of the last signature and is to continue in force for five (5) years or until terminated by either party giving thirty (30) days written notice to the other. Both parties should review this Agreement annually.

Fire Department:

/s/ \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

State of Minnesota

Department of Natural Resources:

/s/ \_\_\_\_\_

Area Forester

Date: \_\_\_\_\_



NA-01966-05

3-1-2011

**Fire Department Cooperative Agreement Rate Schedule**

ITEM DESCRIPTION <i>(include NWCG type, make, model, year, serial number and special features, such as 4X4, CAF or foam proportioners)</i>	NUMBER OF PERSONNEL W/ EQUIPMENT	WORK RATE		* STANDBY RATE	
		a. rate (includes personnel)	b. per unit (hour, etc.)	a. rate*	b. unit (hour, etc.)
a. Engine Type-3 – Pumper/Tender III, 2004 Sterling Pumper/Tender, 3000 gal, 1000 GPM.	3	150	HR	75	HR
b. Water Tender Type-3 – Tender 112, 1981 Chev Kodick Water Tender, 2100 gal, 350 GPM.	3	150	HR	75	HR
c. Engine Type-6 – mini pumper 113, 2002 Ford F-550 Super Duty 4x4 mini pumper, 300 GPM, 300 gal.	3	100	HR	50	HR
d. Engine Type-6, Grass Rig 117, 1988 Ford F-250 Grass Rig, 180 gal.	3	100	HR	50	HR
i. Additional Requested firefighters	Each	See b. below	Per hour per firefighter	Same as work rate	Per hour per firefighter

\*Standby rates shall be equal to ½ of the work rate, and shall apply only if equipment and personnel are ordered by the DNR to be staged and available for immediate action.

**Special Rates:**

- Run charge of \$350.00 per Run, for up to 2 hour response. After two hours, equipment or personnel requested by the DNR will be charged at the rates in the above Rate Schedule.
- The hourly rate of pay reimbursed shall be equal to the current rate of pay provided by the City of Grand Rapids to the members of the Grand Rapids Fire Department.

**The above rates have been agreed upon by:**

**Grand Rapids Fire Department**

**Deer River DNR Area**

/s/ \_\_\_\_\_  
Area Forester

Date: \_\_\_\_\_

/s/ \_\_\_\_\_  
Fire Chief

Date: \_\_\_\_\_

/s/ \_\_\_\_\_  
Regional Forest Manager (if required)

Date: \_\_\_\_\_

Fire Department Cooperative Agreement





Effective 2011

**Suggested Rates for Minnesota Fire Department  
Equipment & Personnel Under Agreement with the  
Minnesota Department of Natural Resources, Division of Forestry**

<b>Suggested Fire Department Equipment Rates</b>		
<b>Type of Equipment</b>	<b># of Crew Members</b>	<b>Equipment Rate/Hour</b>
STANDARD RUN	as needed	\$350 for up to 2 hours
Engine Type 1	4	\$200-300
Engine Type 2	3	\$150-200
Engine Type 3	3	\$125-150
Engine Type 4	3	\$100-150
Engine Type 5	3	\$90-125
Engine Type 6	2	\$80-100
Engine Type 7	2	\$50-80
Water Tender Type 1	2	\$125-200
Water Tender Type 2	2	\$100-175
Water Tender Type 3	2	\$75-150
Water Tender Type 4	2	\$75-100
Fire Fighters	1	FF3 rate or similar

Low end of rates are the base rate. Higher than base rates should be justified by newer apparatus with more than base capabilities, such as Class A foam proportioning systems, CAF systems, all wheel drive, etc. Fuel furnished by Fire Department. Federal Excess Property vehicles should be charged at a rate between ½ of the higher rate up to the low rate, depending on additional equipment and capabilities.

**Departure from the above rates requires Regional Forest Manager approval.**

<b>Minimum Standards for Engine Types</b>							
<b>Components</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
Pump Capacity (GPM)	1000+	250+	150	50	50	30	10
at rated pressure (psi)	150	150	250	100	100	100	100
Tank Capacity (Gal.)	400+	400+	500+	750+	400- 750	150- 400	50- 200
Hose, 2 ½" (feet)	1200	1000	-	-	-	-	-
Hose, 1 ½" (feet)	400	500	500	300	300	300	-
*Hose, 1" (feet)	-	-	500	300	300	300	200
Ladder (feet)	48'	48'	-	-	-	-	-
Heavy Stream (GPM)	500	-	-	-	-	-	-
Personnel (minimum #)	4	3	2	2	2	2	2
<b>Minimum Standards for Water Tenders</b>							
Pump, GPM	300	200	200	--			
Tank Cap., Gallons	5000+	2500+	1000+	≤1000			
Personnel (minimum #)	2	2	2	2			

\* Not necessary to meet minimum requirement for 1" hose, unless contracting to go outside of home area, as a wildland engine on a wildland incident or assignment where National Wildfire Coordinating Group (NWCG) standards are required.

**INVOICE FOR SERVICES FROM GRAND RAPIDS FIRE DEPARTMENT****BILL TO:****FROM:****Terry Keeler****Grand Rapids Fire Department****MN DNR Forestry****18 NE 5<sup>th</sup> Street****1201 East Hwy 2****Grand Rapids, MN 55744****Grand Rapids, MN 55744****Phone: 218- 327-4435****Phone: 218-326-2832****Fax: 218-999-7844****Fax: 218-326-7655****FIRE INFORMATION****Date of Fire:****Fire Dept. Report No:****Landowner:****Approx. Acres Burned:****Address or  
Location:****County:****Legal Description of Fire Origin:**

(example: NENW, Sec. 16, T56, R25)

**Cause:**☐ Lightning ☐ Campfire ☐ Smoking ☐ Debris ☐ Incendiary/arson ☐ Equipment use ☐ Railroad ☐ Misc.**Time Dispatched:**

example: 1300 (1:00 PM)

**Time Released:**

15:45 (3:45 PM)

**TOTAL HOURS:**

2.75 HOURS

**Remarks:** (include injuries, fatalities, structures & value lost)This fire will be reported through MFIRS. ☐ Yes ☐ No More information on back of form.**BILLING INFORMATION**

	Hourly Rate	X	Hours Used	=	Subtotals
<b>Wildfire Run Rate</b>	<b>350.00/Run</b>	X	2	=	350.00
<b>Equipment Used*</b>		X		=	
		X		=	
		X		=	
		X		=	
		X		=	
		X		=	
<b>Firefighters</b> (above number staffing apparatus)		X		=	
	<b>GRAND TOTAL</b>			=	

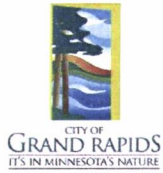
\*Bill only for equipment and personnel needed for fire suppression, not necessarily all equipment responding to the fire.

**Authorized Signatures**

<b>Submitted By:</b> <b>For Fire Dept.</b>		<b>Date:</b>
<b>Accepted By:</b> <b>For DNR</b>		<b>Date:</b>

Fire department should submit invoice within 48 hours, but no later than 14 days after the fire.





# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

<b>File #:</b>	11-1276	<b>Version:</b>	1	<b>Name:</b>	At Risk Youth Multi - Disciplinary Agreement
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	1/31/2011	<b>In control:</b>		<b>In control:</b>	Police
<b>On agenda:</b>	2/14/2011	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Request by the Police Department to authorize the Mayor and City Clerk to sign the Resolution of the Itasca County/City of Grand Rapids - At Risk Youth Multi - Disciplinary Team				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">At Risk Resolution</a> <a href="#">At Risk 2</a>				

Date	Ver.	Action By	Action	Result
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### *Title*

Request by the Police Department to authorize the Mayor and City Clerk to sign the Resolution of the Itasca County/City of Grand Rapids - At Risk Youth Multi - Disciplinary Team

### *Body*

#### **Background Information:**

Representatives from the city, state, and community agencies, including public schools and law enforcement are expected to meet periodically to seek resolutions to common issues affecting and relating to youth in the community.

This multi-disciplinary process requires that the participants enter in a case consultation agreement as required by Minnesota State Statute 626.558. This agreement authorizes a representative(s) from each agency to share protected data and requires participants to maintain the confidentiality of data received. This agreement is updated annually.

The Grand Rapids Police Department needs to continue to participant on this team. The signing of this resolution would allow Chief Jim Denny, Asst. Chief Steve Schaar, Officer Brian Mattson and Officer William Saw to share confidential data.

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

Please consider authorizing Mayor Dale Adams and City Clerk Kim Johnson-Gibeau to sign the Resolution of the Itasca County/City of Grand Rapids, At Risk Youth Multi-Disciplinary Team.

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

RESOLUTION NO. 11-  
AT RISK YOUTH MULTI-DISCIPLINARY TEAM

WHEREAS, the Legislature has authorized a process for public education, resource development for prevention, intervention and treatment and for case consultation to the Itasca County Human Services Department and other community based agencies, including representatives of education agencies and institutions; and

WHEREAS, the City of Grand Rapids, hereafter Organization, find and concludes that it is appropriate and desirable that the Organization be represented on this Team:

NOW THEREFORE, BE IT RESOLVED, that James Denny, Steve Schaar, Brian Mattson and William Saw shall information acquired in his/her professional capacity with the Team or its subcommittee to perform case consultation;

NOW THEREFORE, BE IT FURTHER RESOLVED, that the Organization's representative shall abide by the limitation imposed by law relating to the privacy of records required by the Minnesota Data Practices Act and other applicable law and sign the data sharing agreement on behalf of the Organization which is attached as Exhibit "A", and which shall be updated annually.

Adopted this 14<sup>th</sup> day of February, 2011.

---

Dale Adams, Mayor

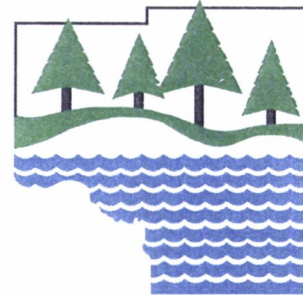
Attest:

---

Kim Johnson-Gibeau, Deputy 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.

# ITASCA COUNTY PROBATION DEPARTMENT



## AGENTS:

### Adult

Lana Bjorgum  
Melanie Allison  
Michelle Anderson  
Tiana Carlson

### Juvenile

Ann Koetz  
Joshua Oja  
Chelsea Rabey

### CWS/Restitution

Jim Sweeney

January 20, 2011

Jim Denny, Chief of Police  
Grand Rapids Police Department  
420 Pokegama Avenue North  
Grand Rapids MN 55744

RE: Itasca County At-Risk Youth Multi-Disciplinary Team, Minn. Stat. 626.558  
Data Sharing Agreement, aka **Gang Task Force**

Dear Chief Denny:

Enclosed you will find the annual forms needed for members you select from your agency to participate in the collaborative listed above.

If you desire to have your agency participate in this collaborative again, please have your respective governing body approve the resolution and select representatives as you deem appropriate. Those selected also need to sign the case consultation agreement, please make additional copies as needed.

Upon approval, a copy of the resolution of your governing body and the case consultation agreement, with the signatures of your representatives, should be returned to me. Thank you for your consideration in this matter. If you should have any questions, please contact me at 218-327-2869.

Sincerely,

Ann Koetz  
Itasca County Probation Department

/md  
Enclosures

c: Brian Mattson  
William Saw



**ITASCA COUNTY AT RISK CHILD PROTECTION TEAM  
CASE CONSULTATION AGREEMENT RELATING TO  
NOT PUBLIC AND CONFIDENTIAL DATA**

**“EXHIBIT A”**

This agreement shall be interpreted pursuant to the laws of the State of Minnesota and shall apply to the Itasca County Human Services (hereinafter “AGENCY”) and the undersigned individual and agency, if a representative, who is a member of the At Risk Child Protection Team Case Consultation Committee (hereinafter “MEMBER”).

**WHEREAS**, the MEMBER has been appointed to serve on the At Risk Child Protection Team Case Consultation Committee pursuant to Minn. Stat. 626.558, Subd 1; and

**WHEREAS**, pursuant to Minn. Stat. 626.558, Subd. 3, the MEMBER is authorized to have access to not public data as defined by Chapter 13 of Minnesota Statutes; and

**WHEREAS**, pursuant to Minn. Stat. 626.588, Subd. 3, data acquired by the At Risk Child Protection Team Case Consultation Committee in exercise of its duties is confidential data as defined in Minn. Stat. 13.02; and

**WHEREAS**, dissemination of such not public data or confidential data other than as authorized by statute may subject the MEMBER and/or the agency to civil remedies or criminal penalties as set forth in Minn. Stat. 13.08 and 13.09 (1988)

The **MEMBER** agrees:

That no confidential or otherwise not public data collected, maintained or used in the course or performance of my duties as a MEMBER of the Itasca County At Risk Child Protection Team Case Consultation Committee shall be disseminated by me or at my direction, except as authorized by statute, either during my period of service on the Committee or thereafter; and to indemnify and save and hold the State, its agents and employees and the County, its agents and employees, harmless from all claims or costs arising out of, resulting from or in any manner attributable to my violation of any provision of this agreement the Minnesota Government Data Practices and/or Minn. Stat. Section 626.558, including legal fees and disbursements paid or incurred to enforce the provisions of this agreement. This agreement must be updated annually.

City of Grand Rapids  
Agency/Organization

Dated: 2/14/2011

\_\_\_\_\_  
Committee Member  
(Print Name Here)

**ITASCA COUNTY AT RISK CHILD PROTECTION  
TEAM**

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

by: \_\_\_\_\_  
Chairperson

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

\_\_\_\_\_  
Director  
Itasca County Human Services Department





# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1277 **Version:** 1 **Name:**  
**Type:** Agenda Item **Status:** Consent Agenda  
**File created:** 1/31/2011 **In control:** Fire  
**On agenda:** 2/14/2011 **Final action:**  
**Title:** Accept Homeland Security Grant for Fire Department  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [HSEM Grant](#)  
[Homeland Security Gnt Res](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Accept Homeland Security Grant for Fire Department

### *Body*

#### **Background Information:**

Early 2010 the city council allowed Grand Rapids Fire Department's Hazmat Team to apply for the 2010-SHSP-00741 Homeland Security Grant for equipment and training in the amount of \$55,000 to ensure our teams readiness. In October of 2010 the Homeland Security Emergency Management announced that the City of Grand Rapids was awarded this grant. The grant dollars are 100% funded, no matching dollar amount is required. This grant was awarded to all of the 11 State Hazmat Teams for 2010.

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

Consider the acceptance of a Homeland Security Grant in the amount of \$55,000 for the Grand Rapids Chemical Assessment Team and authorize signatures.

# MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Alcohol  
and Gambling  
Enforcement

Bureau of  
Criminal  
Apprehension

Driver  
and Vehicle  
Services

Emergency  
Communication  
Networks

Homeland  
Security and  
Emergency  
Management

Minnesota  
State Patrol

Office of  
Communications

Office of  
Justice Programs

Office of  
Pipeline Safety

Office of  
Traffic Safety

State  
Fire Marshal

## Homeland Security and Emergency Management

444 Cedar Street • Suite 223 • Saint Paul, Minnesota 55101-6223  
Phone: 651-201-7400 • Fax: 651-296-0459 • TTY: 651-282-6555  
[www.dps.state.mn.us](http://www.dps.state.mn.us)

January 11, 2011

David Protelsch  
Grand Rapids Fire Department  
18 NE 5th Street  
Grand Rapids, Minnesota 55744

Re: Grant # 2010-SHSP-00741

Dear Protelsch:

I am pleased to announce that Grand Rapids Fire Department has been awarded a Homeland Security Grant for the amount of \$55,000.00 .

Enclosed are three copies of the grant agreement. Please have the authorized official of your agency with the legal authority to sign grant agreement sign each of the copies on page 2 and return them to Michael Earp at Homeland Security & Emergency Management, 444 Cedar Street, Suite 223, St. Paul, Minnesota 55101.

If you have any questions, please contact me by phone at 651-201-7447, or by e-mail at [michael.earp@state.mn.us](mailto:michael.earp@state.mn.us).

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Earp".

Michael Earp  
Grants Specialist





<b>Minnesota Department of Public Safety ("State")</b> Homeland Security and Emergency Management Division 444 Cedar Street, Suite 223 St Paul, Minnesota 55101	<b>Grant Program:</b> 2010 State Homeland Security Program (SHSP)  <b>Grant Agreement No.:</b> 2010-SHSP-00741
<b>Grantee:</b> City of Grand Rapids Fire Department 420 N Pokegama Avenue Grand Rapids, Minnesota 55744	<b>Grant Agreement Term:</b> <b>Effective Date:</b> 8/1/2010 <b>Expiration Date:</b> 3/31/2013
<b>Grantee's Authorized Representative:</b> David Protelsch, 18 NE 5th Street Grand Rapids, Minnesota 55744 Phone: (218) 259-1827 Email: dprotelsch@ci.grand-rapids.mn.us	<b>Grant Agreement Amount:</b> Original Agreement \$ 55,000.00 Matching Requirement \$ .00
<b>State's Authorized Representative:</b> Michael Earp, Grants Specialist Homeland Security and Emergency Management Division 444 Cedar Street, Suite 223 St Paul, Minnesota 55101 Phone: (651) 201-7447 Email: michael.earp@state.mn.us	Federal Funding: CFDA 97.067 State Funding: Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

**Term:** Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved 2010 State Homeland Security Program (SHSP) Application ("Application") which is incorporated by reference into this grant agreement and on file with the State at 444 Cedar Street, Suite 223, St Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the 2010 State Homeland Security Program (SHSP) Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines ([www.wego.dps.state.mn.us](http://www.wego.dps.state.mn.us)), which are incorporated by reference into this grant agreement.

**Budget Revisions:** The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

**Matching Requirements:** (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.





**Payment:** As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

**Certification Regarding Lobbying:** (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

### 1. ENCUMBRANCE VERIFICATION

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Grant Agreement No. 2010-SHSP-00741 / 2000-15378

### 3. STATE AGENCY

By: \_\_\_\_\_  
(with delegated authority)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

### 2. GRANTEE

*The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution: DPS/FAS  
Grantee  
State's Authorized Representative





Minnesota Department of Public Safety  
Homeland Security and Emergency Management Division

EXHIBIT A

444 Cedar Street, Suite 223  
Saint Paul, MN 55101

Grantee Name: Grand Rapids Fire Department

Grant Number: 2010-SHSP-00741

Program: ALL PROGRAM COMPONENTS

Budget Category	Award	
Planning	\$1,000.00	
Equipment	\$52,000.00	
Training	\$1,000.00	
Exercises	\$1,000.00	
TOTAL	\$55,000.00	

## PLEASE READ - IMPORTANT SIGNATURE REQUIREMENTS

Legal authority for signing contracts for cities and counties is identified in statute. If not signed by the office/official(s) identified in statute, the authority may be delegated by resolution from the city council or county board. If a resolution delegates to more than one person and if the word **"and"** is used between the names, then **all named individuals must sign**. If a resolution uses the word **"or"** between the names, then either individual may sign the contract.

### **Statutory Cities:** MS. 412.201 Execution of instruments

"Every contract, conveyance, license or other written instrument shall be executed on behalf of the city by the mayor and clerk, with the corporate seal affixed, and only pursuant to authority from the council."

<https://www.revisor.leg.state.mn.us/statutes/?id=412.201>

**Home Rule Charter Cities:** MS 410. Minneapolis, St. Paul and Duluth are the three Home Rule Charter Cities, sometimes referred to as "Cities of the First Class". All three cities pass resolutions that name an office/official(s) as authorized to sign a contract.

### **County Board:** MS. 375.13 Chair

"The county board, at its first session in each year, shall elect from its members a chair and a vice-chair. The chair shall preside at its meetings and sign all documents requiring signature on its behalf. The chair's signature, attested by the clerk of the county board, shall be binding as the signature of the board. In case of the absence or incapacity of the chair, the vice-chair shall perform the chair's duties. If the chair or the vice-chair are absent from any meeting, all documents requiring the signature of the board shall be signed by a majority of it and attested by the clerk."

<https://www.revisor.leg.state.mn.us/statutes/?id=375.13>

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

RESOLUTION NO. 11-

A RESOLUTION ACCEPTING A \$55,000 GRANT FROM THE DIVISION OF  
HOMELAND SECURITY AND EMERGENCY MANAGEMENT TO THE GRAND  
RAPIDS FIRE DEPARTMENT FOR THE PURCHASE OF EQUIPMENT AND TRAINING  
FOR THE CHEMICAL ASSESSMENT TEAM

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 Division of Homeland Security and Emergency Management have awarded the Grand Rapids Fire Department a \$55,000 grant to purchase equipment and training for the Chemical Assessment Team.

Adopted this 14th day of February 2011.

---

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

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1280 **Version:** 1 **Name:**  
**Type:** Agenda Item **Status:** Consent Agenda  
**File created:** 2/14/2011 **In control:** Civic Center, Parks & Recreation  
**On agenda:** 2/14/2011 **Final action:**  
**Title:** Temporary Park and Recreation Employee

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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### *Title*

Temporary Park and Recreation Employee

### *Body*

#### **Background Information:**

These positions are part of the 2011 Programming Budget

Swimming Positions: Savannah Hillback \$7.25 to \$9.00 per hour

#### **Staff Recommendation:**

Consider approving the hiring of employee with the Grand Rapids Park and Recreation Department

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

Consider approving the hiring of employee with the Grand Rapids Park and Recreation Department





# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

<b>File #:</b>	11-1281	<b>Version:</b>	1	<b>Name:</b>	A donation of ten convertible child safety seats from the Office of Traffic Safety.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Consent Agenda
<b>File created:</b>	2/8/2011	<b>In control:</b>			Police
<b>On agenda:</b>	2/14/2011	<b>Final action:</b>			
<b>Title:</b>	A donation of ten convertible child safety seats from the Office of Traffic Safety				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">STMN Safety Seat Res</a>				

Date	Ver.	Action By	Action	Result
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### *Title*

A donation of ten convertible child safety seats from the Office of Traffic Safety.

### *Body*

#### **Background Information:**

The Grand Rapids Police Department has been granted ten convertible child safety seats from the Minnesota Department of Public Safety-Office of Traffic Safety. These seats will be distributed based on need and the meeting of low income guidelines.

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

Consider approving a resolution accepting ten convertible child safety seats from the Minnesota Department of Public Safety-Office of Traffic Safety.

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

RESOLUTION NO. 11-

A RESOLUTION ACCEPTING A DONATION OF TEN CONVERTIBLE CHILD SAFETY SEATS FROM THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY-OFFICE OF TRAFFIC SAFETY TO THE CITY OF 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 donated ten convertible child safety seats to the City of Grand Rapids Police Department.

Adopted this 14th day of February 2011.

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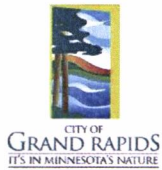
Dale C. Adams, Mayor

Attest:

---

Kim 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

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1285      **Version:** 1      **Name:** CP 2004-3 Property Confirmation  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/9/2011      **In control:** Engineering  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Reaffirming that property purchased was for transportation purposes.  
**Sponsors:**  
**Indexes:**  
**Code sections:**

**Attachments:** [2-14-11 Attachment CP 2004-3 City Property.pdf](#)  
[2-14-11 Resolution CP 2004-3 Property.pdf](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Reaffirming that property purchased was for transportation purposes.

### *Body*

#### **Background Information:**

Attached is a drawing highlighting properties at/near the intersection of Pokegama Avenue and 4th Street South that were acquired for the realignment of 4th Street SW to 4th Street SE. The State, in order to include this realignment in their reconstruction of Pokegama Avenue, need documentation that these properties were acquired for transportation purposes. The attached resolution accomplishes this need for the State.

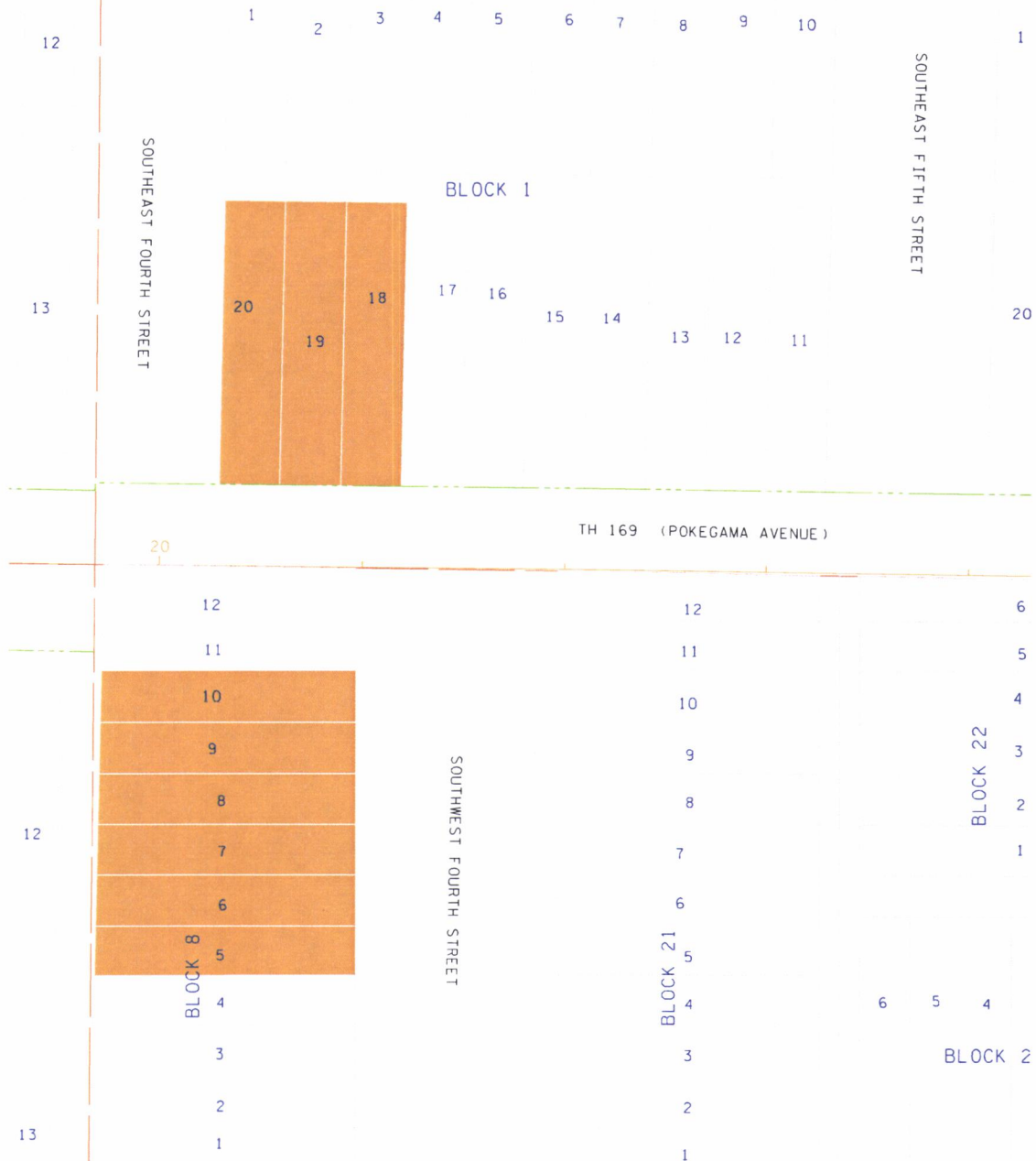
#### **Staff Recommendation:**

City staff is recommending the approval of the attached resolution confirming that properties acquired for the realignment of 4th Street South to Pokegama Avenue were for transportation purposes.

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

Consider the attached resolution confirming that properties acquired for the realignment of 4th Street South to Pokegama Avenue were for transportation purposes.

GARLAND'S ADDITION TO GRAND RAPIDS, MINN.



CENTRAL DIVISION OF GRAND RAPIDS

SOUTHWEST FIRST AVENUE



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

RESOLUTION 11-\_\_

**RESOLUTION AFFIRMING THAT CERTAIN  
PROPERTIES PURCHASED ARE FOR  
TRANSPORATION PURPOSES  
RELATED TO CP 2004-3**

WHEREAS, the “City”, has purchased certain properties for the realignment of 4<sup>th</sup> Street SW, 4<sup>th</sup> Street SE, and TH 169 (Pokegama Avenue), identified in the following table:

Property Identification Number	Legal Description
91-480-0840	Lots 7-10, Blk. 8, Central Division of Grand Rapids
91-480-0830	Lots 5-6, Blk. 8, Central Division of Grand Rapids
91-540-0170	Lots 18-20, Blk. 1, Garlands Addition to Grand Rapids

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

That the “City” has acquired these properties for transportation purposes.

Adopted by the council this 14<sup>th</sup> day of February, 2011.

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

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

Council member \_\_\_\_\_ seconded the foregoing resolution and the following voted in favor thereof:

; and the following voted against same:



## Legislation Details (With Text)

**File #:** 11-1291      **Version:** 1      **Name:** Weight Loss Challenge  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/9/2011      **In control:** Administration  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Addition to the City of Grand Rapids Wellness Program.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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### Title

Addition to the City of Grand Rapids Wellness Program.

### Body

#### Background Information:

The City of Grand Rapids has had a tremendous response to the many different program features of the Wellness Program. Staff continue to look for new and interesting programs/features to encourage employee participation.

For 2011, one of the proposed programs offered to the employees will be a weight loss challenge. This program would be open to all employees to participate, earning points for a variety of different activities. Staff has selected "Smart Moves," a twelve-week weight loss and maintenance support group as the guideline for this proposed program. As an incentive for employees to participate, we are asking the Council to authorize prizes for first, second and third place achievers. The funds from the Wellness account would be awarded at the rate of \$200.00 for first place, \$100.00 for second place and \$50.00 for third place. These amounts would be deposited into the individual Flex Benefit or HSA account, whichever applies to the employee, at the end of 2011. This is a budgeted item.

If approved, Smart Moves will be presented to staff at the 2011 Wellness Kick-Off on Monday, February 21, 2011.

#### Requested City Council Action

Consider approving the addition of "Smart Moves" weight loss challenge to the City of Grand Rapids Wellness Program.



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1295      **Version:** 1      **Name:** Purchase of paid-up life policy for Patrick Carpenter.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/9/2011      **In control:** Administration  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Purchase of paid-up life policy for Patrick Carpenter.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### *Title*

Purchase of paid-up life policy for Patrick Carpenter.

### *Body*

#### **Background Information:**

Patrick Carpenter retired from the Public Works Department effective January 28, 2011. It has been determined that it is more cost-effective for the City to purchase paid-up life insurance policies for retirees who elect to continue coverage. Mr. Carpenter has elected to continue coverage; therefore, we would like to purchase a paid-up policy for him in the amount of \$2,774.40. Patrick will make annual premium payments of \$51.84.

#### **Staff Recommendation:**

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

Consider authorizing the purchase of a paid-up life insurance policy for Patrick Carpenter in the amount of \$2,774.40 and authorize issuing a check to Lincoln National Life for the premium payment.



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1300      **Version:** 1      **Name:** Public Deposits Control Agreement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/9/2011      **In control:** Finance  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Consider authorizing the Mayor to sign the Public Deposits Control Agreement with Grand Rapids State Bank and M&I Marshall & IIsley Bank  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Public Deposit Control Agreement](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Consider authorizing the Mayor to sign the Public Deposits Control Agreement with Grand Rapids State Bank and M&I Marshall & IIsley Bank

### *Body*

#### **Background Information:**

The City of Grand Rapids has its Money Market Checking account with Grand Rapids State Bank. The bank is currently updating it's files and has requested the City to sign a new Public Deposits Control Agreement, the last one was signed in 1979. There are no changes to this agreement.

Under Minnesota State Statute the City is required to maintain collateral for it's public funds. The Agreement is with Grand Rapids State Bank, M&I Marshall & IIsley Bank and the City of Grand Rapids with M&I Marshall & IIsley Bank holding the collateral for Grand Rapids State Bank. The Bank directs the Intermediary, which is M&I Marshall & IIsley Bank, to enter into this agreement with the Public Depositor, the City, to evidence control of the Collateral by the City for the purpose of perfecting the City's security interest in the collateral.

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

Consider authorizing the Mayor to sign the Public Deposits Control Agreement with Grand Rapids State Bank and M&I Marshall & IIsley Bank.



Stock No. 11252

W.B.A. 105 (7/00)

©Wisconsin Bankers Association 2000

## PUBLIC DEPOSITS CONTROL AGREEMENT

**FIPCO**

### PARTIES

"Bank" Grand Rapids State Bank, Grand Rapids, MN

"Intermediary" M&I Marshall & Ilsley Bank

770 N Water St

Milwaukee, WI 53202

"Public Depositor" City of Grand Rapids

### BACKGROUND

The Bank and the Public Depositor have executed a security agreement ("Security Agreement") pursuant to which the Bank granted a security interest in the collateral as defined in the Security Agreement ("Collateral"). The parties are entering into this Agreement to perfect the Public Depositor's security interest in the Collateral. The Bank directs the Intermediary to enter into this Agreement with the Public Depositor to evidence control of the Collateral by the Public Depositor for the purpose of perfecting the Public Depositor's security interest in the Collateral.

### AGREEMENT

**1. Possession and Control of Collateral.** The Intermediary holds the Collateral as an Intermediary for the Bank. The Intermediary will comply with all notifications it receives directing it to transfer or redeem any Collateral (each an entitlement order) originated by the Public Depositor.

**2. Instructions as to Collateral.** The Bank may give an entitlement order to withdraw and substitute Collateral in accordance with paragraph 3 of the Security Agreement and the Intermediary shall accept and may rely on instructions or statements given by the Bank to accept and hold additional or substituted Collateral on behalf of the Public Depositor or to return to the Bank Collateral withdrawn by the Bank. Except as specifically provided in this Agreement or the Security Agreement, the Intermediary shall not comply with any entitlement order to release, exchange, transfer, substitute or otherwise dispose of any Collateral without the prior written consent of the Public Depositor. In the event (i) the Bank defaults on its obligations to the Public Depositor as defined in the Security Agreement, as evidenced by written notice of default from the Public Depositor to the Intermediary and the bank, and (ii) the Public Depositor notifies the Intermediary that the Public Depositor will exercise exclusive control over the Collateral (a notice of exclusive control), then the Intermediary will cease (i) complying with entitlement orders or other directions concerning the Collateral originated by the Bank and (ii) distributing interests, dividends or other distributions to the Bank.

**3. Standard of Care.** The Intermediary is not responsible for, and makes no representation or warranty whatsoever to anyone with respect to, the validity or enforceability of the Public Depositor's security interest in the Collateral. The Intermediary shall have no obligation to the Public Depositor or to the Bank to collect or realize upon the Collateral or to collect any interest, dividends, or other distribution made on or with respect to the Collateral. Notwithstanding the foregoing and unless the Intermediary shall receive written notice of exclusive control from the Public Depositor, with a copy to the Bank, the Intermediary shall accept such interest, dividends or other distributions tendered to it and shall transfer the same to the Bank. Upon receipt of such written notice of exclusive control, the Intermediary shall hold such interest, dividends or other distributions in an account for the benefit of the Public Depositor until otherwise instructed in writing by the Public Depositor. The Intermediary shall exercise reasonable care and diligence in the possession, retention and protection of the Collateral, but any liability on its part for loss or damage to the Collateral shall be limited to the market value of the Collateral on the date of discovery of such loss or the date on which the loss occurred, whichever amount shall be greater. The Intermediary shall be required to perform only those duties specifically set forth in this Agreement and no additional duties, express or implied, shall be imposed on the Intermediary under this Agreement or by operation of law. The Intermediary shall not be liable for any loss resulting from any action taken or omitted under this Agreement in connection with the Collateral unless such loss is proximately caused by its negligence or willful misconduct. The Bank shall indemnify, defend and hold harmless the Intermediary from and against any and all claims, liabilities, demands, or obligation of any kind asserted by any person, and all costs and expenses, including but not limited to, attorneys' fees arising out of or in any way incident to the services provided under this Agreement; provided, however, that no duty or indemnity shall exist when the liabilities are caused or expenses are incurred by reason of a violation by the Intermediary of any of the terms of this Agreement or by its negligence or willful misconduct.

**4. Termination.** This Agreement and the duties and responsibilities of the Intermediary under it shall remain in effect until the occurrence of one or more of the following events:

- The Intermediary's written resignation submitted to the Public Depositor and the Bank, such resignation to be effective thirty (30) days following delivery of the resignation, at which time the Intermediary shall unless an event of default has occurred deliver all Collateral and any dividends, interest or other distributions made on or with respect to the Collateral in its possession as directed in writing by the Public Depositor and the Bank within the 30 day period or to the Bank in the event the Intermediary is not so directed in writing.
- Payment by the Bank to the Public Depositor of the Public Deposits secured by the Collateral as evidenced by a written notice from the Public Depositor to the Intermediary, at which time the Intermediary shall deliver to the Bank all Collateral and any dividends, interest or other distributions made on or with respect to the Collateral in its possession.
- Removal of the Intermediary by the Bank and the Public Depositor as evidenced by written notice to the Intermediary from the Public Depositor and the Bank, such removal to be effective immediately following delivery of the notice, at which time the Intermediary shall deliver all Collateral and any dividends, interest or other distributions made on or with respect to the Collateral in its possession as directed in writing by the Public Depositor and the Bank.
- Termination of the Security Agreement by the bank pursuant to paragraph 5 of the Security Agreement as evidenced by written notice to the Intermediary, and the intermediary shall unless an event of default has occurred deliver to the Bank all Collateral and any dividends, interest or other distributions made on or with respect to the Collateral in its possession following expiration of the notice period.
- Delivery of the Collateral to the Public Depositor in accordance with paragraph 2.

5. **Fees.** The Bank shall pay to the Intermediary the Intermediary's fees for services rendered under this Agreement.

6. **Miscellaneous.** This Agreement constitutes the entire agreement of the Bank, the Public Depositor and the Intermediary and may not be amended except upon the express written consent of the Bank, the Intermediary and the Public Depositor. This Agreement shall be interpreted and construed in accordance with the laws of Wisconsin. Invalidity of any provision of this Agreement shall not affect the validity of any other provision. This Agreement shall inure to the benefit of, apply to and be binding upon any successors of the Bank, the Public Depositor and the Intermediary. Neither the Bank nor the Intermediary shall assign this Agreement or any of the duties imposed under it without first obtaining the written consent of the other and the Public Depositor.

Dated this 10th day of 2011

Grand Rapids State Bank, Grand Rapids, MN  
(Name of Bank)

By: [Signature]  
Its: President

M&I Marshall & Ilsley Bank  
(Name of Intermediary)

By: Wessie M Boatman  
Its: Investment Officer

City of Grand Rapids  
(Name of Public Depositor)

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



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1301      **Version:** 1      **Name:** MSAS Designations  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/9/2011      **In control:** Engineering  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Designate streets to the Municipal State Aid Street System (MSAS)  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2-14-11 Resolution designating MSAS.pdf](#)  
[2-14-11 Attachment 2 MSAS Roads.pdf](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Designate streets to the Municipal State Aid Street System (MSAS)

### *Body*

#### **Background Information:**

The City is allowed to designate up to 20% of its local road mileage as MSAS streets. By making sure all available mileage is designated, the City will realize its maximum MSAS funding allocation on an annual basis. This year the City has 0.21 miles of additional MSAS street that can be designated. The attached drawing and resolution identify the recommended locations. The proposed MSAS streets are colored green.

#### **Staff Recommendation:**

City staff is recommending the attached resolution designating certain streets on the MSAS system.

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

Consider the attached resolution designating certain streets on the MSAS system.



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

RESOLUTION NO. 11-

A RESOLUTION REQUESTING THE DESIGNATION OF A NEW MSAS ROUTE

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

Location	From	To	Miles
8 <sup>th</sup> Avenue NW	TH 2	5 <sup>th</sup> Street NW	0.07
9 <sup>th</sup> Avenue NW	TH 2	5 <sup>th</sup> Street NW	0.07
1 <sup>st</sup> Avenue NE	TH 2	5 <sup>th</sup> Street NW	0.07
Total Additions and Designations			0.21

; and

WHEREAS, the City of Grand Rapids has determined that the proposed additions to the MSAS serve the City more efficiently, as the City grows due to the orderly annexation of Grand Rapids Township, in the proposed locations as shown in the attached drawing; and

WHEREAS, the designation of the route 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 designate the Control Sections identified above and shown on the attached drawing.

Adopted by the City Council this 14<sup>th</sup> day of February, 2011.

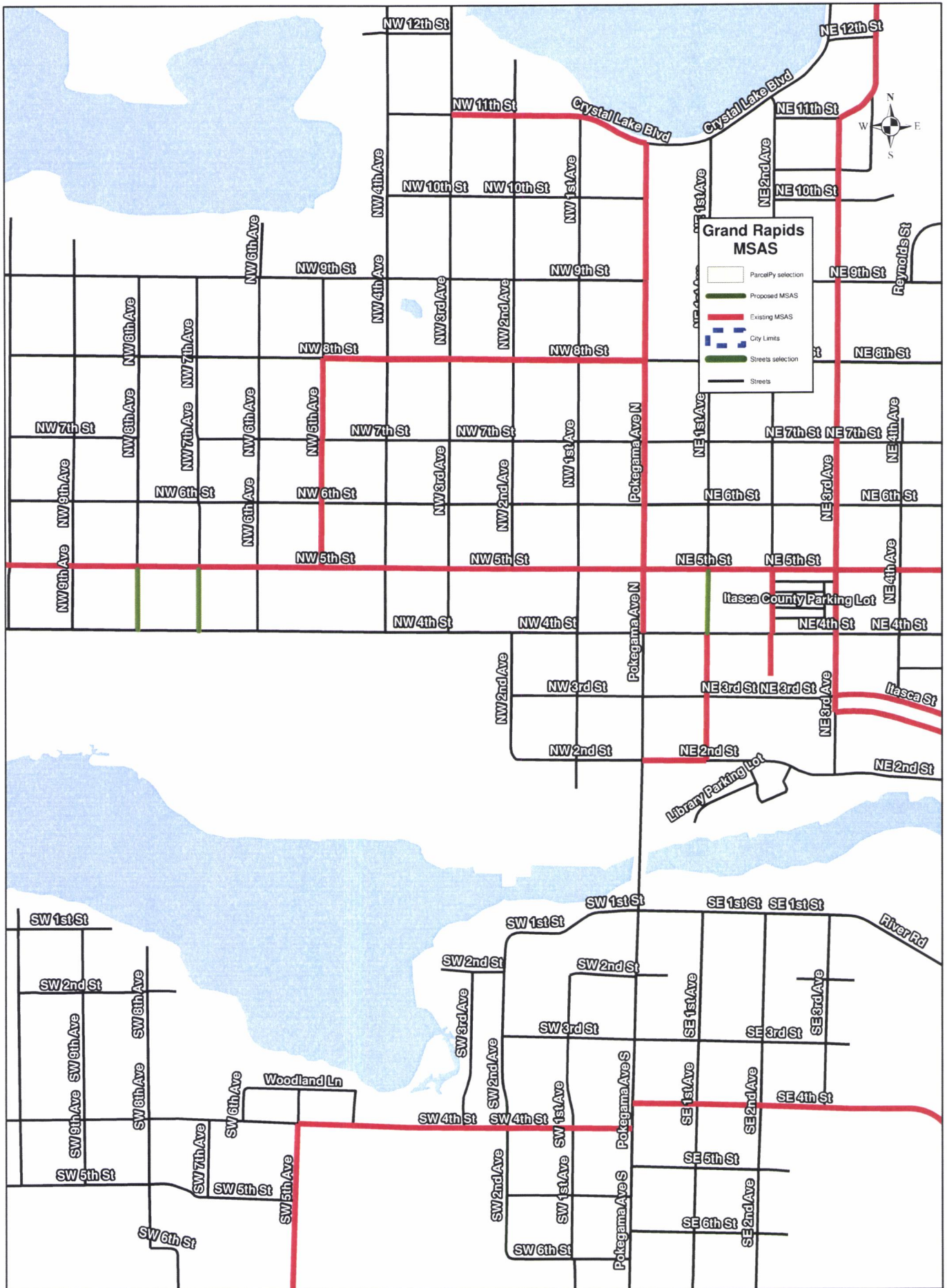
\_\_\_\_\_  
Dale Adams, Mayor

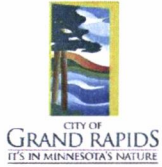
Attest:

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

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







## Legislation Details (With Text)

**File #:** 11-1307      **Version:** 1      **Name:** Payment to ICC for Operational Research Grant  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/9/2011      **In control:** Finance  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Consider approving payment to Itasca Community College in the amount of \$9,600 for work performed for the Operational Research for Local Transportation Groups grant.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

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

### *Title*

Consider approving payment to Itasca Community College in the amount of \$9,600 for work performed for the Operational Research for Local Transportation Groups grant.

### *Body*

#### **Background Information:**

In November 2010, the City received two grants from the University of Minnesota for two operations research projects:

- \*\$8,000 for Storm Water Pollutant Removal from Rain Gardens

- \*\$4,000 for Evaluation of De-icing & Anti-icing Technologies.

The City partnered with the Itasca Community College Engineering Department to perform the research. The City is eligible to receive 80% of the grant funds that need to be paid to Itasca Community College for their research.

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

Consider approving payment to Itasca Community College in the amount of \$9,600 for work performed for the Operational Research for Local Transportation Groups grant.



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1310 **Version:** 1 **Name:** Authorize Agreement for WTC Artifacts  
**Type:** Agenda Item **Status:** Consent Agenda  
**File created:** 2/10/2011 **In control:** Fire  
**On agenda:** 2/14/2011 **Final action:**  
**Title:** Authorize Signatures for an Agreement with the Port Authority  
**Sponsors:**  
**Indexes:**  
**Code sections:**

**Attachments:** [WTC Artifact Contract](#)  
[Court Order for Release of WTC Artifacts--12-4-09](#)  
[Court Order WTC ARTIFACTS\\_072210](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Authorize Signatures for an Agreement with the Port Authority

### *Body*

#### **Background Information:**

In September of 2009, the Grand Rapids Fire Department requested a World Trade Center artifact from the September 11th Families Association to be placed on public display at the fire hall. Artifacts that are awarded are to be used in a memorial that is open to the public, and is not intended for - and may not be used - in personal collections, or sold or used for fundraising.

The Port Authority of New York and New Jersey requires an agreement with the City of Grand Rapids to confirm and memorialize the full and complete legal transfer and ownership of the steel artifact to the Grand Rapids Fire Department.

Arrangements have been made by the fire department with a local trucking firm to deliver the WTC artifact from JFK Int'l Airport to the Grand Rapids Fire Department once the documents have been signed by all interested parties. All costs associated with the delivery of the artifact will be paid for through the fire department's Operating budget.

#### **Staff Recommendation:**

[Enter Recommendation Here]

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

Consider allowing the City Administrator and the Fire Chief to sign an agreement with the Port Authority of New York and New Jersey to transfer full and complete legal ownership of a certain section of World Trade Center steel to the Grand Rapids Fire Department.





## FIRE DEPARTMENT

Phone: 218.326.7639

FAX: 218.326.7655

E-mail: [grfire@grandrapidsmn.org](mailto:grfire@grandrapidsmn.org)

Address: 420 North Pokegama Avenue

Grand Rapids, Minnesota 55744



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Thursday, February 10, 2011

The Port Authority of New York and New Jersey  
225 Park Avenue South  
New York, New York 10003

The purpose of this letter is to confirm and memorialize the full and complete legal transfer by The Port Authority of New York and New Jersey (the "Port Authority") to Grand Rapids Fire Department of that certain piece of steel of the former World Trade Center, identified as I-0007d in the Port Authority's World Trade Center Archive: Artifact Inventory Report of January 31, 2007 (the "Steel"). Grand Rapids Fire Department has requested that the Steel be made available to them, in its present condition.

1. A property interest in the above-described Steel is hereby conveyed, and full and complete legal ownership of the Steel is given.
2. The Port Authority makes no representation or warranty whatsoever as to the condition or fitness of the Steel, either express or implied, and no Commissioner, officer, agent, or employee of the Port Authority is authorized to make any representation or warranty as to the Steel. Grand Rapids Fire Department shall have no claim against the Port Authority for any defect or other condition of the Steel and agrees to accept the Steel "as is." There are no warranties, express or implied.
3. Grand Rapids Fire Department agrees to defend, indemnify and hold the Port Authority, its Commissioners, officers, representatives and employees harmless from and against all losses, liabilities, damages, injuries, claims, demands, costs, attorney fees, and other expenses incurred by the Port Authority and/or its Commissioners, officers, representatives and employees in any manner resulting from or arising with respect to Grand Rapids Fire Department's possession, use or operation of the Steel or the possession, use or operation of the Steel by any person under the control and authority of Grand Rapids Fire Department.
4. Grand Rapids Fire Department will be responsible for all costs of the removal and transportation of the Steel to its facility.
5. This agreement may not be assigned by either party without the approval of the other party.



Shawn Gillen, Administrator  
City of Grand Rapids



## FIRE DEPARTMENT

Phone: 218.326.7639

FAX: 218.326.7655

E-mail: [grfire@grandrapidsmn.org](mailto:grfire@grandrapidsmn.org)

Address: 420 North Pokegama Avenue

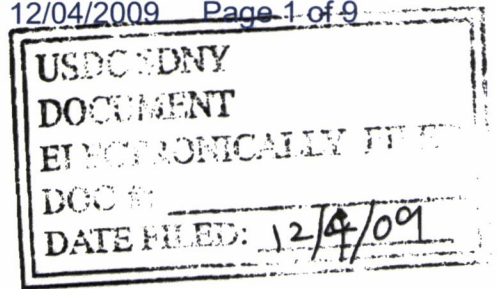
Grand Rapids, Minnesota 55744



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The Port Authority of New York and New Jersey

By: \_\_\_\_\_  
Title: Executive Director



UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF NEW YORK

X

IN RE: SEPTEMBER 11 LITIGATION

21 MC 97

X

X

IN RE: SEPTEMBER 11 PROPERTY DAMAGE  
AND BUSINESS LOSS LITIGATION

21 MC 101

X

X

IN RE: WTC DISASTER SITE LITIGATION

21 MC 100

X

**ORDER**

Upon consideration of the application of the Port Authority of New York and New Jersey (the "Port Authority"), and an opportunity having been given to all parties in the above-entitled action to object, it is hereby


**ORDERED**, that the Port Authority is permitted to transfer full and complete legal ownership of the attached list of steel (Exhibit A) currently located at John F. Kennedy International Airport, Hangar 17, and it is further

**ORDERED**, that the transfer and the recipient organization's possession of certain WTC Artifacts will be subject to the right of any party to the September 11

Litigations or their representatives to inspect and test any steel artifact upon ten days notice to the recipient organization and the Port Authority.

Dated: New York, New York

12/3 2009



THE HON. ALVIN K. HELLERSTEIN  
UNITED STATES DISTRICT JUDGE



**Port Authority's WTC Artifacts**

**Inventory Archive Item Number**

A-0004  
A-0007  
A-0009  
A-0016  
A-0017  
A-0023  
A-0024  
A-0039  
A-0041  
A-0043  
A-0044  
B-0024  
B-0025  
B-0026  
B-0027  
B-0028  
B-0030  
B-0031  
B-0032  
B-0034  
B-0038  
B-0041  
B-0046  
B-0047  
B-0048  
B-0050  
B-0062  
C-0011.001  
C-0011.002  
C-0011.003  
C-0011.004  
C-0011.005  
C-0011.006  
C-0011.007  
C-0013  
C-0021  
C-0024  
C-0033  
C-0034  
C-0035  
E-0001  
E-0002  
E-0003  
E-0004  
E-0005  
E-0006  
E-0007  
E-0009

**EXHIBIT A**

**Item Type**

Steel Column  
Structural Triad (Part)  
Steel Box Beam  
Tower Core Column  
Tower Exterior Wall Column  
Tower Exterior Tree Panel  
Tower Exterior Wall Panel  
Steel Beam  
Steel Plate  
Tower Exterior Wall Panel  
Tower Exterior Wall Panel  
Cladding – Aluminum Panel  
Cladding – Aluminum Panel  
Cladding – Aluminum Panel  
Cladding – Aluminum Panel  
Cladding – Aluminum Panel  
Cladding – Aluminum Trim  
Cladding – Aluminum Panel  
Cladding – Aluminum Trim  
Cladding – Aluminum Trim  
Cladding – Aluminum Trim  
Cladding – Aluminum Angle  
Cladding – Aluminum Panel  
Cladding – Aluminum Panel  
Cladding – Aluminum Panel  
Cladding – Aluminum Trim  
Bronze Anodized Aluminum Panel  
001 North Tower Antenna (Part)  
002 North Tower Antenna (Part)  
003 North Tower Antenna (Part)  
004 North Tower Antenna (Part)  
005 North Tower Antenna (Part)  
006 North Tower Antenna (Part)  
007 North Tower Antenna (Part)  
North Tower Antenna  
Elevator Motor  
Elevator Motor  
Flag Pole  
Flag Pole  
Flag Pole  
Tower Exterior Tree Panel  
Tower Exterior Tree Panel  
Tower Exterior Tree Panel  
Tower Exterior Column with Spandrel  
Tower Exterior Column with Spandrel  
Tower Exterior Column with Spandrel  
Tower Exterior Column with Spandrel  
Tower Exterior Column with Spandrel

E-0010	Tower Exterior Column with Spandrel
E-0011	Tower Exterior Tree Panel
E-0012	Tower Exterior Tree Panel
E-0013	Tower Exterior Tree Panel
E-0014	Tower Exterior Tree Panel
E-0015	Tower Exterior Tree Panel
E-0016	Tower Exterior Tree Panel
E-0017	Tower Exterior Tree Panel
E-0018	Tower Exterior Tree Panel
E-0019	Tower Exterior Tree Panel
E-0022	Tower Exterior Column with Spandrel
E-0024	Tower Exterior Column with Spandrel
E-0025	Steel Column
E-0026	Tower Exterior Tree Panel (Part)
E-0028	Tower Exterior Column with Spandrel
E-0029	Tower Exterior Tree Panel
E-0030	Steel Column
E-0031	Tower Exterior Column with Spandrel
F-0004	Steel Exterior Column Section
F-0006.001	001 Composite #1: Fragment
F-0006.003	003 Composite #1: Fragment
F-0006.004	004 Composite #1: Fragment / Debris
F-0008	Steel Train Rail
F-0009	Steel Train Rail
F-0014	Light Pole
F-0021.000	000 Miscellaneous Building Material
F-0032.014	014 Metal File Cabinet (Part)
G-0011	Steel Bent Plate
G-0012	Steel Beam
G-0016	Steel Column & Diagonal
G-0020	Beam and Post Connection
G-0033	Galvanized Steel Stud
G-0039	Steel Tube
G-0041	Steel Beam
G-0048	Steel Beam
G-0050	Steel Beam
G-0057	Steel Beam
G-0058	Steel Beam
G-0059	Steel Angle
G-0060	Steel Beam
G-0061	Steel Beam
G-0062	Steel Column
G-0063	Steel Column
G-0065	Steel Column
G-0072	Steel Beam
G-0073	Steel Beam
G-0074	Steel Bent Plate
G-0075	Steel Angle
G-0076	Sheet Metal
G-0077	Built-Up Steel Beam
G-0079	Steel Train Rail
G-0080	Steel Train Rail

G-0081	Steel Train Rail
G-0082	Steel Train Rail
G-0084	Steel Beam
G-0085	Steel Tube
G-0088	Steel Column
G-0089	Steel Beam
G-0090	Steel Beam
G-0091	Steel Beam
G-0092	Steel Beam
G-0093	Steel Bent Plate
G-0095	Steel Train Rail
G-0097	Steel Train Rail
G-0098	Steel Plate
G-0100	Steel Column
G-0101	Steel Column
G-0102	Steel Beam
G-0113	Steel Train Rail
G-0114	Steel Column
G-0121	Steel Tube Post
G-0134	Steel Plate
G-0141	Steel Plate
G-0144	Miscellaneous Steel
G-0146	Steel Beam
G-0147	Steel Beam
G-0158	Miscellaneous Steel
H-0040	Steel Beam
H-0047	Steel Beam
H-0048	Steel Train Rail
H-0049	Steel Column – Tube Section
H-0050	Steel Train Rail
H-0052	Steel Beam
H-0053	Steel Beam
H-0054	Steel Beam
H-0055	Steel Beam
H-0056	Steel Beam
H-0057	Steel Beam
H-0058	Steel Beam
H-0059	Steel Beam
H-0060	Steel Beam
H-0061	Steel Beam
H-0062	Steel Beam
H-0063	Steel Train Rail
H-0065	Steel Column
H-0067	Steel Beam
H-0068	Steel Beam
H-0069	Steel Beam
H-0072	Steel Train Rail
H-0073	Steel Beam
H-0074	Steel Beam
H-0075	Steel Beam
H-0076	Steel Beam
H-0078	Steel Beam

H-0079	Steel Angle
H-0081	Steel Beam
H-0082	Steel Beam
H-0083	Steel Train Rail
H-0084	Steel Train Rail
H-0087	Steel Beam
H-0089	Double Steel Train Rail
H-0092	Steel Train Rail
H-0093	Steel Train Rail
H-0094	Steel Beam
H-0095	Steel Beam
H-0096	Steel Beam
H-0097	Steel Beam
H-0098	Steel Beam
H-0103	Steel Train Rail
H-0104	Steel Beam
H-0106	Steel Beam
H-0108	Steel Beam
H-0109	Steel Beam
H-0110	Steel Beam
H-0111	Steel Beam
H-0114	Steel Train Rail
H-0115	Steel Train Rail
H-0116	Steel Train Rail
H-0117	Steel Train Rail
H-0119	Steel Train Rail
H-0121	Steel Beam
H-0122	Steel Beam
H-0124	Steel Beam
H-0125	Steel Train Rail
H-0126	Steel Beam
H-0127	Steel Train Rail
H-0129	Steel Tube
H-0130	Steel Beam
H-0131	Steel Train Rail
H-0132	Steel Train Rail
H-0133	Steel Beam
H-0138	Steel Train Rail
H-0139	Steel Beam
H-0141	Steel Train Rail
H-0142	Steel Train Rail
H-0156	Steel Beam
H-0162	Steel Beam
I-0067	Steel Train Rail
I-0070	Steel Beam
I-0072	Steel Beam
I-0073	Steel Beam
I-0074	Steel Beam
I-0075	Steel Beam
I-0076	Steel Beam
I-0077	Steel Beam
I-0078	Steel Beam



I-0080	Steel Beam
I-0081	Steel Beam
I-0082	Steel Beam
I-0083	Steel Beam
I-0085	Steel Train Rail
I-0087	Steel Beam
I-0088	Steel Column
I-0089	Steel Beam
I-0090	Steel Beam
I-0091	Steel Beam
I-0092	Steel Beam
I-0093	Steel Beam
I-0094	Steel Beam
I-0095	Steel Beam
I-0096	Steel Beam
I-0098	Steel Train Rail
I-0099	Steel Train Rail
I-0100	Steel Beam
I-0101	Steel Pipe
I-0102	Crash Rail
I-0103	Steel Beam
I-0104	Steel Beam
I-0105	Steel Plate
I-0106	Steel Plate
I-0107	Steel Beam
I-0108	Steel Beam
I-0109	Steel Train Rail
I-0110	Steel Beam
I-0111	Steel Train Rail
I-0112	Steel Train Rail
I-0113	Steel Box Column
I-0114	Steel Beam
I-0116	Steel Train Rail
I-0117	Steel Train Rail
I-0118	Steel Beam
I-0121	Steel Beam
I-0126	Steel Beam
I-0128	Steel Beam
I-0132	Steel Beam
I-0133	Steel Plate
I-0138	Steel Beam
I-0139	Steel Bent Plate
I-0142	Steel Beam
I-0143	Steel Beam
I-0145	Steel Beam
I-0147	Steel Beam
I-0149	Steel Beam
I-0150	Steel Beam
I-0151	Steel Beam
I-0152	Steel Beam
I-0153	Steel Post
I-0154	Steel Column

I-0155	Steel Beam (Part)
I-0158	Steel Beam
I-0160	Steel Beam
I-0166	Steel Column
I-0168	Steel Beam
I-0171	Steel Column
I-0175	Steel Beam
I-0176	Steel Column
J-0002	Tower Exterior Wall Steel
J-0003	Tower Exterior Wall Steel
J-0004	Tower Exterior Wall Steel
J-0008	Tower Exterior Wall Steel
J-0009	Tower Exterior Wall Steel
J-0010	Tower Exterior Wall Steel
J-0011	Tower Exterior Wall Steel
L-0001	Steel Beam (Part) with Symbol Cutouts
L-0005	Steel Beam (Part) with Symbol Cutouts
L-0006	Steel Beam (Part) with Symbol Cutouts
L-0014	Steel Beam (Part) with Symbol Cutouts
L-0025	Tower Exterior Wall with Symbol Cutouts

**NIST Number**

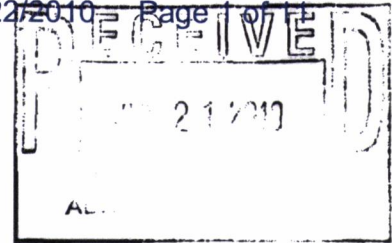
ASCE-3  
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 B-6152-1  
 B-6152-2  
 C-10  
 C-11  
 C-15  
 C-28  
 C-32  
 C-35  
 C-43  
 C-44  
 C-45  
 C-47 (not visbl on pc)  
 C-49 or S-6  
 C-54  
 C-55  
 C-61  
 C-62  
 C-64  
 C-67  
 C-68  
 C-71  
 C-73  
 C-74  
 C-75  
 C-78

**Brief Description**

1 column, bottom 1/3rd of left column  
 Wide flange  
 Heavy rectangular column  
 Heavy rectangular column  
 Full panel  
 2 columns, upper 2/3rds  
 Partial of single column  
 1 column of unknown location  
 1 column, upper 1/3rd  
 Wide flange  
 1 column, lower 1/2  
 Wide flange, FEMA reported possible core cols  
 Wide flange, FEMA reported possible core cols  
 3 columns, upper 1/2  
 portion of 1 column  
 1 column, small piece with extended outer web  
 1 column, lower 1/3rd  
 Wide flange  
 Wide flange  
 1 column with a lot missing  
 1 column, rest unknown  
 1 column, upper 1/2  
 Wide flange  
 1 column, upper 1/2  
 Wide flange  
 Portion of 1 column and spandrel, rest unknown  
 Wide flange

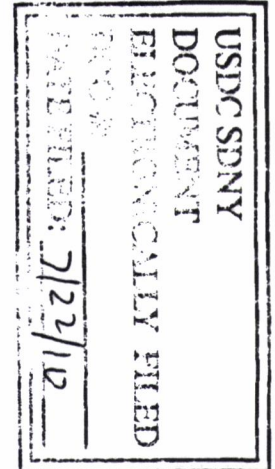
C-79	Rectangular col, FEMA rptd pos core col
C-80	Wide flange, FEMA reported possible core col
C-82	Wide flange
C-89	2 full columns
C-91	Channel
C-93	Partial of single column
C-95	Channel
C-97	Channel
C-99	Channel
C-100	Possible angle from a floor truss
C-101	Similar to corner column, but much thinner
C-102	Partial of single column
C-104	Possible angle from a floor truss
C-105	Channel
C-117	3 columns, lower 1/3
C-118	Channel
C-124	Channel
C-126	Wide flange
C-129	Channel
C-130	Wide Flange
C-133	1 column, bottom 1/3rd of unknown location
C-142	Wide flange
C-143	Channel
C-145	Channel
C-146a	Mangled ball of steel and concrete--Composite
C-147	Channel
C-148	Channel
C-149	Piece of floor truss
C-150	Wide flange
C-152	Channel
C-153	Channel
C-154	Thin rectangular beam with supports
C-155	Wide flange
M-11	Wide flange
M-18	Large box beam, 19" x 21" x 17.5' long
M-20	2 columns, lower 1/3rd
M-22	Large box beam, 19" x 26.5" x 9.5' long
M-23	Possibly part of Wide flange or I-beam
M-24	Channel
M-28	3 columns, lower 1/4th
M-37	Wide flange
N-3	1 column, upper 1/2
N-4	1 column, middle 1/3rd
N-5	Part of spandrel plate with bolts
N-6	1 column, length of spandrel, crushed
S-10 or C-17	2 columns, lower 1/2
U-6	3 columns, upper 1/4
n-0017	
n-0033	
n-022	
-141	

UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF NEW YORK



IN RE: SEPTEMBER 11 LITIGATION

21 MC 97



IN RE: SEPTEMBER 11 PROPERTY DAMAGE  
AND BUSINESS LOSS LITIGATION

21 MC 101

IN RE: WTC DISASTER SITE LITIGATION

21 MC 100

**ORDER**

Upon consideration of the application of the Port Authority of New York and New Jersey (the "Port Authority"), and an opportunity having been given to all parties in the above-entitled action to object, it is hereby

**ORDERED**, that the Port Authority is permitted to transfer full and complete legal ownership of the attached list of items (Exhibit A) currently located at John F. Kennedy International Airport, Hangar 17, and it is further

**ORDERED**, that the transfer and the recipient organization's possession of certain WTC Artifacts will be subject to the right of any party to the September 11



Litigations or their representatives to inspect and test any steel artifact upon ten days notice to the recipient organization and the Port Authority.

Dated: New York, New York

7/22, 2010


  
THE HON. ALVIN K. HELLERSTEIN  
UNITED STATES DISTRICT JUDGE

Exhibit A

Inventory Archive Item Number	Description
A-0001	Tower Exterior Wall Spandrel
A-0002	Tower Exterior Wall Spandrel
A-0003	Tower Core Column
A-0005	Steel Beam
A-0006	Steel Beam
A-0008	Tower Core Column
A-0010	Tower Core Box Column
A-0011	Tower Core Column
A-0012	Tower Exterior Wall Column
A-0013	Tower Exterior Wall Column
A-0014	Tower Exterior Wall Column
A-0015	Tower Exterior Wall Column
A-0025	Steel Beam
A-0026	Tower Exterior Wall Column
A-0027	Tower Exterior Wall Column
A-0028	Steel Beam
A-0029	Steel Beam
A-0030	Steel Beam
A-0031	Steel Beam
A-0032	Steel Column
A-0033	Steel Beam
A-0034	Steel Beam
A-0035	Steel Beam
A-0036	Steel Beam
A-0037	Steel Beam
A-0038	Steel Beam
A-0040	Steel Beam
A-0042	Steel Plate
A-0045	Steel Column
A-0046	Steel Column
A-0047	Steel Beam
A-0048	Steel Beam
B-0029	Cladding -- Aluminum Trim
B-0033	Cladding -- Stainless Steel Trim
B-0035	Cladding -- Aluminum Trim
B-0036	Cladding -- Aluminum Trim
B-0037	Cladding -- Aluminum Trim
B-0039	Cladding -- Aluminum Panel
B-0040	Cladding -- Aluminum Tube
B-0042	Cladding -- Aluminum Tube
B-0043	Cladding -- Aluminum Tube
B-0044	Cladding -- Aluminum Angle
B-0049	Cladding -- Aluminum Panel
B-0051	Cladding -- Aluminum Panel
B-0053	Cladding -- Aluminum Trim
B-0054	Cladding -- Aluminum Panel
B-0056	Cladding -- Aluminum Panel
B-0061	Bronze Anodized Aluminum Panel
B-0063	Bronze Anodized Aluminum Panel
B-0064	Bronze Anodized Aluminum Panel
B-0065	Cladding -- Aluminum Panel
B-0068	Granite Coping Stone
C-0001	North Tower Antenna
C-0002	North Tower Antenna
C-0004	North Tower Antenna
C-0005	North Tower Antenna
C-0006	North Tower Antenna
C-0008	North Tower Antenna
C-0011	North Tower Antenna
C-0012	North Tower Antenna
C-0014	North Tower Antenna

Inventory Archive Item Number	Description
C-0015	North Tower Antenna
C-0016	North Tower Antenna
C-0017	North Tower Antenna
C-0018	North Tower Antenna
C-0020	Elevator Motor
C-0026	Elevator Motor
C-0027	Elevator Motor
C-0028	Elevator Motor
C-0029	Elevator Motor
C-0030	Elevator Cab Floor Platform
C-0031	Flag Pole
C-0032	Flag Pole
C-0040	Path Signage
C-0041	Path Signage
C-0042	Path Signage
C-0043	Mall Signage
C-0044	WTC Signage
C-0045	WTC Signage
C-0046	WTC Signage
C-0047	PATH Signage
C-0048	WTC Signage
C-0049	Street Signage
C-0050	WTC Signage
C-0051	Signage: the letter "D"
C-0052	Signage: the letter "S"
C-0053	Pre-cast Concrete Planter
C-0056	Pre-cast Concrete Bench
C-0059	Signage from WTC Concourse Level
C-0060	Signage from WTC Concourse Level
C-0061	Replacement Connections
D-0001	PATH Train Car #745
D-0002	PATH Train Car #143
F-0001	Reinforced Concrete Column
F-0002	Reinforced Concrete Column
F-0011	Steel Reinforcing Bar
F-0013	Pipe--10in. Diameter
F-0015	Steel Figure
G-0001	Steel Beam
G-0002	Steel Box Beam (Part)
G-0003	Steel Beam
G-0004	Steel Box Beam (Part)
G-0005	Steel Train Rail
G-0006	Steel Tube
G-0007	Steel Train Rail
G-0008	Steel Plate
G-0009	Steel Plate
G-0010	Steel Column
G-0013	Steel Beam
G-0014	Steel Beam
G-0015	Steel Box Column
G-0017	Built-Up Steel Beam
G-0018	Steel Beam
G-0019	Steel Beam
G-0021	Steel Box Beam (Part)
G-0022	Steel Beam
G-0023	Steel Beam
G-0024	Steel Beam
G-0025	Steel Tube & Connection
G-0026	Steel Beam
G-0027	Steel Beam
G-0028	Steel Beam



Exhibit A

Inventory Archive Item Number	Description
G-0029	Steel Beam
G-0030	Steel Beam
G-0031	Steel Channel
G-0032	Steel Beam (Part)
G-0035	Steel Column Base Plate
G-0036	Steel Beam
G-0037	Steel Beam
G-0038	Steel Beam
G-0040	Steel Strap With Stud
G-0042	Steel Train Rail
G-0043	Steel Base Plate
G-0044	Steel Beam
G-0045	Steel Beam (Part)
G-0046	Built-Up Section
G-0049	Steel Beam
G-0053	Steel Beam
G-0054	Steel Beam
G-0056	Steel Beam (Part)
G-0067	Steel Beam
G-0068	Steel Beam
G-0069	Steel Beam
G-0070	Transfer Girder
G-0078	Steel Beam
G-0083	Steel Beam
G-0086	Steel Plate
G-0086	Steel Plate
G-0087	Steel Column
G-0096	Steel Train Rail
G-0103	Steel Column
G-0104	Steel Column
G-0106	Steel Beam
G-0107	Steel Beam
G-0108	Steel Tube
G-0109	Steel Train Rail
G-0110	Steel Beam
G-0111	Steel Beam
G-0112	Steel Beam
G-0115	Steel Train Rail
G-0116	Steel Beam
G-0117	Steel Beam
G-0118	Steel Beam
G-0119	Steel Column
G-0120	Steel Box Beam (Part)
G-0121	Steel Tube Post
G-0122	Steel Plate
G-0123	Steel Plate
G-0124	Steel Post -- Tube & Connection
G-0125	Steel Beam (Part)
G-0126	Steel Beam
G-0127	Steel Beam
G-0128	Steel Beam
G-0130	Steel Beam
G-0131	Steel Beam
G-0132	Steel Column
G-0135	Steel Beam
G-0137	Steel Beam
G-0138	Steel Column
G-0139	Steel Beam
G-0140	Steel Plate
G-0142	Steel Channel - Stair Carriage
G-0145	Steel Beam



Inventory Archive Item Number	Description
G-0148	Steel Beam
G-0149	Steel Beam
G-0150	Steel Column
G-0151	Steel Beam
G-0152	Steel Beam
G-0153	Steel Beam
G-0154	Steel Column
G-0155	Steel Column
G-0156	Steel Beam
G-0157	Steel Beam
G-0159	Steel Beam
G-0160	Steel Strap
G-0161	Steel Beam
H-0001	Steel Column
H-0002	Steel Beam
H-0003	Steel Beam
H-0004	Steel Column
H-0005	Steel Beam
H-0006	Steel Beam
H-0007	Steel Column
H-0008	Steel Beam
H-0009	Steel Train Rail
H-0010	Steel Beam
H-0011	Steel Plate
H-0012	Steel Train Rail
H-0013	Steel Train Rail
H-0014	Steel Column
H-0015	Steel Beam
H-0016	Steel Tube
H-0017	Steel Beam
H-0018	Steel Box Beam. (Part)
H-0019	Steel Beam
H-0020	Steel Beam
H-0021	Steel Beam
H-0022	Steel Train Rail
H-0023	Steel Beam
H-0024	Steel Train Rail
H-0025	Steel Beam
H-0026	Steel Beam
H-0027	Steel Train Rail
H-0028	Steel Beam
H-0029	Steel Beam
H-0030	Steel Column
H-0031	Steel Beam
H-0032	Steel Beam
H-0033	Steel Beam
H-0034	Steel Beam
H-0035	Steel Column
H-0036	Steel Beam
H-0037	Steel Beam
H-0038	Steel Beam
H-0039	Steel Beam
H-0041	Steel Beam
H-0042	Steel Beam
H-0043	Steel Beam
H-0044	Custom Steel Beam
H-0045	Steel Beam
H-0046	Steel Beam
H-0051	Steel Beam
H-0064	Steel Box Column
H-0066	Steel Column

Exhibit A

Inventory Archive Item Number	Description
H-0070	Steel Column
H-0071	Steel Column
H-0077	Steel Beam
H-0079	Steel Angle
H-0080	Steel Column
H-0086	Steel Beam
H-0088	Steel Column
H-0090	Steel Beam
H-0091	Steel Beam
H-0099	Steel Plate
H-0100	Steel Plate
H-0101	Steel Plate
H-0105	Steel Column
H-0107	Steel Beam
H-0112	Steel Beam
H-0113	Steel Train Rail
H-0118	Steel Beam
H-0120	Steel Bent Plate
H-0123	Steel Beam
H-0128	Steel Beam
H-0134	Steel Beam
H-0135	Steel Beam
H-0136	Steel Beam
H-0137	Steel Beam
H-0140	Steel Beam
H-0143	Steel Column
H-0144	Steel Beam
H-0145	Steel Beam
H-0146	Steel Column
H-0147	Steel Column
H-0148	Steel Beam
H-0149	Steel Beam
H-0150	Steel Beam
H-0151	Steel Beam
H-0152	Steel Beam
H-0153	Steel Column
H-0154	Steel Beam
H-0155	Steel Beam
H-0157	Steel Beam
H-0158	Steel Beam
H-0159	Custom Steel Beam
H-0160	Steel Beam
H-0161	Steel Box Column
I-0001	Steel Beam
I-0002	Steel Diagonal Brace
I-0003	Steel Beam
I-0004	Steel Beam
I-0005	Steel Beam
I-0006	Steel Beam
I-0007	Steel Beam
I-0008	Steel Column
I-0009	Steel Column
I-0010	Steel Column
I-0011	Steel Train Rail
I-0012	Steel Column
I-0013	Steel Column
I-0014	Steel Column
I-0015	Steel Column
I-0016	Steel Column
I-0017	Steel Column
I-0018	Steel Bent Plate

Inventory Archive Item Number	Description
I-0019	Steel Beam
I-0020	Steel Column
I-0021	Steel Beam
I-0022	Steel Box Column
I-0023	Steel Box Column
I-0024	Steel Column
I-0025	Steel Column
I-0026	Steel Beam
I-0027	Steel Column
I-0028	Steel Beam
I-0029	Custom Steel Construction
I-0030	Steel Column
I-0031	Steel Beam
I-0032	Steel Beam
I-0033	Steel Train Rail
I-0034	Steel Train Rail
I-0035	Steel Train Rail
I-0036	Steel Beam
I-0037	Steel Beam
I-0039	Steel Beam
I-0040	Steel Column
I-0041	Steel Beam
I-0042	Steel Column
I-0043	Steel Column
I-0045	Steel Beam
I-0046	Steel Beam
I-0047	Steel Train Rail
I-0048	Steel Beam
I-0049	Steel Beam
I-0050	Steel Beam
I-0051	Steel Column
I-0052	Steel Beam
I-0053	Steel Beam
I-0054	Steel Beam
I-0055	Steel Beam (Part)
I-0056	Steel Train Rail
I-0057	Steel Train Rail
I-0058	Steel Train Rail
I-0059	Steel Beam
I-0060	Steel Beam
I-0061	Steel Beam
I-0062	Steel Beam
I-0063	Steel Beam
I-0064	Steel Beam
I-0065	Steel Bent Plate
I-0066	Steel Beam
I-0068	Steel Beam
I-0069	Steel "T"
I-0071	Steel Column
I-0079	Steel Reinforcing Bar
I-0086	Steel Beam
I-0097	Steel Beam
I-0119	Steel Beam
I-0120	Steel Beam
I-0122	Steel Beam
I-0123	Steel Train Rail
I-0124	Steel Column
I-0125	Steel Column
I-0127	Steel Bent Plate
I-0129	Steel Column
I-0130	Steel Beam



Exhibit A

Inventory Archive Item Number	Description
I-0131	Steel Column
I-0134	Steel Beam
I-0135	Steel Train Rail
I-0136	Steel Train Rail
I-0141	Steel Bent Plate
I-0144	Steel Beam
I-0146	Steel Beam
I-0156	Steel Beam
I-0157	Steel Column
I-0159	Steel Column
I-0161	Steel Post
I-0162	Steel Column
I-0163	Steel Column
I-0164	Steel Column
I-0165	Steel Column
I-0167	Steel Column
I-0169	Steel Beam
I-0170	Steel Beam
I-0172	Steel Column
I-0173	Steel Box Column
I-0174	Steel Column
I-0177	Steel Stair Channel
I-0178	Steel Stair Channel
J-0001	Tower Exterior Wall Steel
J-0005	Tower Exterior Wall Steel
J-0006	Tower Exterior Wall Steel
J-0007	Tower Exterior Wall Steel
J-0012	Tower Exterior Wall Steel
J-0013	Tower Exterior Wall Steel
J-0014	Tower Exterior Wall Steel
J-0015	Tower Exterior Wall Steel
L-0002	Steel Beam (Part) with Symbol Cutouts
L-0003	Tower Exterior Wall with Symbol Cutouts
L-0004	Steel Beam with Symbol Cutouts
L-0007	Steel Beam (Part) with Symbol Cutouts
L-0008	Steel Beam (Part) with Symbol Cutouts
L-0009	Steel Beam (Part) with Symbol Cutouts
L-0010	Steel Beam (Part) with Symbol Cutouts
L-0011	Steel Beam (Part) with Symbol Cutouts
L-0012	Steel Beam (Part) With Symbol Cutouts
L-0015	Steel Beam (Part) with Symbol Cutouts
L-0016	Steel Beam (Part) with Symbol Cutouts
L-0017	Tower Exterior Wall Aluminum with Cutouts
L-0018	Steel Beam with Symbol Cutouts
L-0019	Steel Beam with Symbol Cutouts
L-0020	Steel Beam with Symbol Cutouts
L-0021	Steel Plate with Symbol Cutouts
L-0022	Steel Beam (Part) with Symbol Cutouts
L-0023	Steel Beam with Symbol Cutouts
L-0024	Steel Beam with Symbol Cutouts
L-0026	Steel Beam (Part) with Symbol Cutouts
M-0001	Steel Beam
M-0002	Steel Column
M-0003	Steel Beam
M-0004	Steel Beam
M-0005	Steel Beam
M-0006	Steel Beam
M-0007	Steel Beam
M-0008	Steel Beam
M-0009	Steel Beam
M-0010	Steel Column



Inventory Archive Item Number	Description
NIST-007	Column
NIST-012	NIST Steel
NIST-013	NIST Steel
NIST-014	NIST Steel
NIST-015	NIST Steel
NIST-016	NIST Steel
NIST-017	NIST Steel
NIST-018	Corner Column
NIST-023	NIST Steel
NIST-031	Wide flange
NIST-035	Channel
NIST-036	NIST Steel
NIST-037	NIST Steel
NIST-039	NIST Steel
NIST-044	Channel
NIST-052	NIST Steel
NIST-054	Long beam
NIST-055	Narrow beam with rivets
NIST-056	Small beam
NIST-058	Steel Channel
NIST-063	Box column
NIST-065	Long beam
NIST-066	Very long beam
NIST-068	Two beams
NIST-069	Long beam
NIST-072	Gnarled beams
NIST-073	Metal decking
NIST-074	NIST Steel
NIST-075	NIST Steel
NIST-076	Three columns
NIST-078	Steel
NIST-079	Steel box
NIST-080	Steel box
NIST-081	Three Columns
NIST-082	NIST Steel
NIST-083	NIST Steel
NIST-084	NIST Steel
NIST-085	Aluminum Sheathing
NIST-101	NIST Steel
NIST-106	Three columns
NIST-107	Two columns
NIST-109	Steel column
NIST-110	Three columns
NIST-111	Panel
NIST-112	Two columns
NIST-113	Two Columns
NIST-114	Column
NIST-115	Three full columns
NIST-116	Two Columns
NIST-117	Three full columns
NIST-118	Column
NIST-119	Washer and nut
NIST-120	Partial single column
NIST-121	Steel column
NIST-123	Three Column
NIST-124	Steel Column
NIST-125	One column
NIST-126	Two full columns
NIST-127	Two Columns
NIST-128	Bowtie Section
NIST-129	Bowtie Section

Inventory Archive Item Number	Description
NIST-130	Three Columns
NIST-131	Two full columns
NIST-132	Channel
NIST-133	Thin steel
NIST-134	Thin steel
NIST-135	Wide Flange
NIST-136	Bent beam
NIST-138	Wide Flange
NIST-139	Straight beam
NIST-140	Wide Flange
NIST-141	Wide Flange
NIST-142	Column
NIST-143	Partial column
NIST-144	Curved beam
NIST-145	Wide Flange
NIST-146	Corner column
NIST-147	Column
NIST-149	Long beam
NIST-150	Full panel
NIST-151	Wide flange
NIST-153	Two Columns
NIST-154	Column
NIST-156	Wide Flange
NIST-157	Single column
NIST-159	Two columns
NIST-161	Wide flange
NIST-162	Rectangular Column
NIST-163	One column
NIST-164	Column
NIST-165	Two columns
NIST-166	Full panel
NIST-167	Full column
NIST-168	Partial panel
NIST-169	One column
NIST-172	Small Steel
NIST-173	NIST Steel
NIST-174	NIST Steel
NIST-175	NIST Steel
NIST-176	NIST Steel
NIST-177	NIST Steel
NIST-178	NIST Steel
NIST-179	NIST Steel
NIST-180	NIST Steel



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1279      **Version:** 1      **Name:** GRAHA Land Donation  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/1/2011      **In control:** Civic Center, Parks & Recreation  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Acceptance of a land donation from Grand Rapids Amateur Hockey Association  
**Sponsors:**  
**Indexes:**  
**Code sections:**

**Attachments:** [GRAHA Land Donation Map](#)  
[Schedule and Restrictive Covenants](#)  
[Resolution GRAHA Land Donation](#)

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

### *Title*

Acceptance of a land donation from Grand Rapids Amateur Hockey Association

### *Body*

#### **Background Information:**

At the regular meeting of the Civic Center, Parks and Recreation Advisory Board on November 15, 2010 a motion was unanimously passed to accept a land donation from Grand Rapids Amateur Hockey Association to the City of Grand Rapids. The ten acre tract of land lies adjacent to the Grand Rapids Sports Complex (a map has been attached for your review).

The parcel has an estimated market value of \$104,100. There are restrictive covenants on the property specifying that the property be devoted to youth recreational purposes. A copy of the Restrictive Covenants has been included for your review. The Board also approved using Park Land Dedication funds to pay the back taxes of \$1,214.96

#### **Staff Recommendation:**

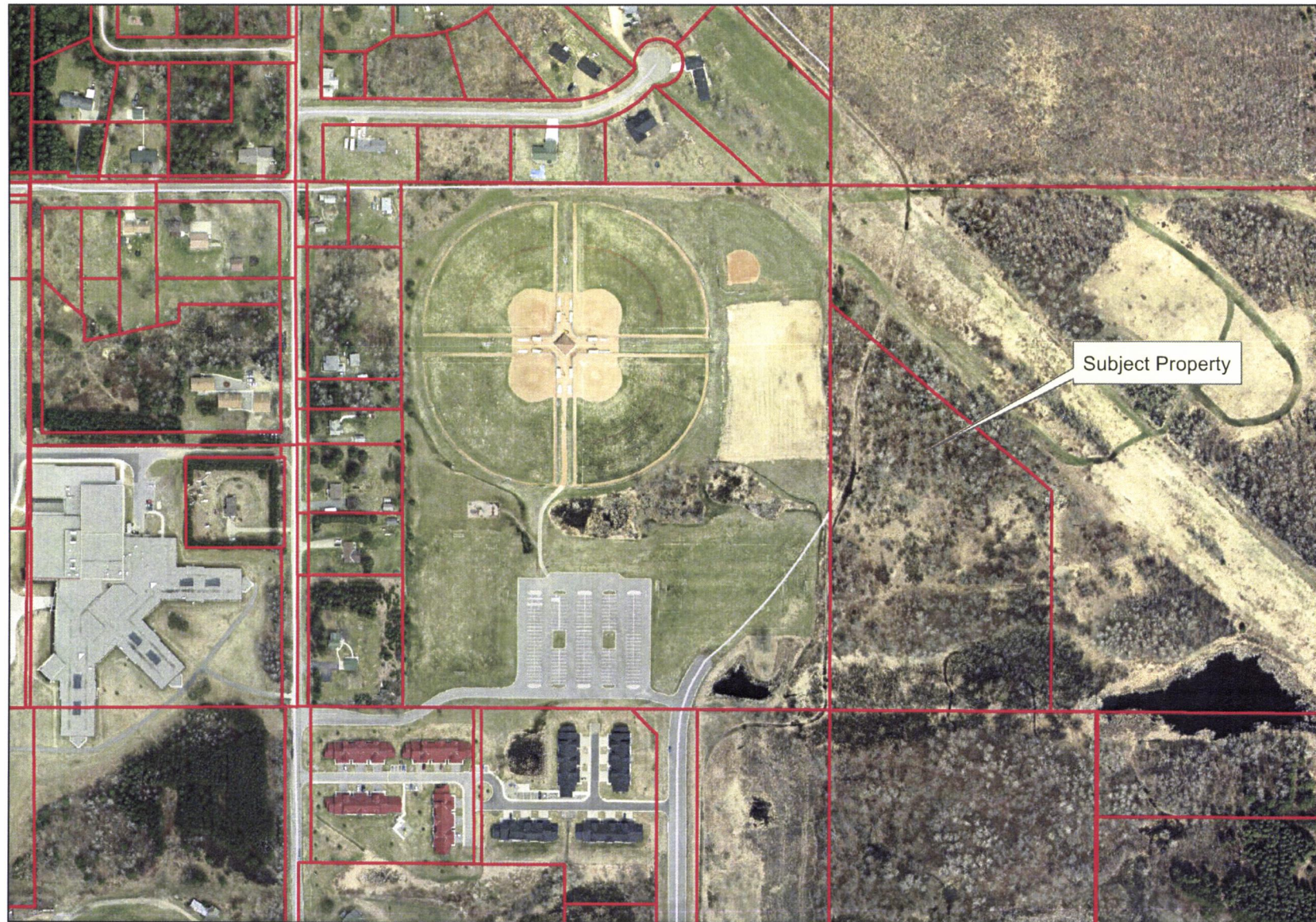
Consider adopting a resolution accepting a land donation from Grand Rapids Amateur Hockey Association and pay back taxes and recording fees with funds from the Park Land Dedication account.

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

Consider adopting a resolution accepting a land donation from Grand Rapids Amateur Hockey Association and pay back taxes and recording fees with funds from the Park Land Dedication account.



# GRAHA Land Donation



**Legend**  
Block\_2021\_Site  
Parcel

0 120 240 480 720 960 Feet



### Schedule "A" Legal Description

That part of the West Five Hundred Fifty feet (550.00') of the Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$  of SW $\frac{1}{4}$ ), Section Fifteen (15), Township Fifty-five (55) North, Range Twenty-five (25) West of the Fourth Principal Meridian, Itasca County, Minnesota described as follows:

Commencing at the northwest corner of said Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$  of SW $\frac{1}{4}$ ); thence South Zero degrees, Twenty-seven minutes, Nine Seconds (0° 27' 9") West, bearing assigned, on the West line thereof Two Hundred Sixty-nine and Thirty-one Hundredths feet (269.31') to the point of beginning of the land to be described; thence South Forty-eight degrees, Forty-eight minutes, Fifteen seconds (48° 48' 15") East to intersect the East line of said West Five Hundred Fifty Feet (550.00') of the Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$  of SW $\frac{1}{4}$ ); thence South Zero degrees, Twenty-seven minutes, Nine Seconds (0° 27' 9") West on said East line to intersect the South line of said Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$  of SW $\frac{1}{4}$ ); thence westerly on said South line to the Southwest corner of the said Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$  of SW $\frac{1}{4}$ ); then North Zero degrees, Twenty-seven minutes, Nine Seconds (0° 27' 9") East on the West line of said Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$  of SW $\frac{1}{4}$ ) to the point of beginning and there terminate.

**Restrictive Covenants:**


(1) The above-described parcel (the "Premises") shall be dedicated to and at all times devoted to youth recreational purposes. No part thereof shall be specifically converted to a use other than such purposes. Grantee or its successors or assigns shall not at any time convert the use of the above described premises to any residential or commercial use, or to any governmental use other than for youth recreational purposes, or convey or transfer the above described real property to any individual or entity other than a governmental unit or non-profit entity. Upon violation of any covenant set forth above, Grantor, Grantor's parent organization or any successor of Grantor may declare a breach of this agreement and seek a judicial decree from the District Court in and for Itasca County, Minnesota, declaring a forfeiture and a cancellation of this deed and transfer. If it shall be deemed by the District Court upon such cancellation that Itasca Little League refuses to continue such use, or is not in a position to properly do so, the Court shall make such transfer to a public or non-profit entity which it deems capable and willing to utilize the premises for such use. These conditions and restrictions shall be binding upon Grantee's successors and assigns.

(2) Grantee shall, if requested to do so by a non-profit corporation or governmental body within two years of delivery of this deed, grant an option to the requesting party to lease, under a 99-year ground lease, at least 100,000 square feet of the premises for use as a youth soccer field or fields. The option fee and annual lease fee to be paid by the requesting party shall each be \$1, provided that if the premises is assessed by any government body for street construction or improvements or for any other purpose prior to or during the term of such lease, the lease fee may be increased by Grantee, in its sole discretion, to an amount up to the full cost (including interest payments) to Grantee of such assessments. The option to lease shall be for a period of 5 years, and shall expire if not exercised at the end of that period. The specific dimensions and location of the portion of the premises to be so leased for soccer purposes shall be determined by good faith negotiation between Grantee the party requesting the option. If the dimensions and location cannot be arrived at within 3 months after either party requests negotiation, the property designation and description shall be arrived at by a single arbitrator selected by Cooperative Solutions, Inc. or any successor thereof.

**The consideration for this transfer is \$500 or less.**

Seller certifies that Seller does not know of any wells on the above-described real Property.

ITASCA LITTLE LEAGUE

BY:   
ROBERT L. OLSON, JR.  
Its President



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

RESOLUTION NO. 11-

A RESOLUTION ACCEPTING A DONATION OF PROPERTY, PARCEL # 91-015-3101  
(LEGALLY DESCRIBED IN ATTACHMENT "A") WITH AN ESTIMATED MARKET  
VALUE OF \$104,100 FROM GRAND RAPIDS AMATEUR HOCKEY ASSOCIATION TO  
THE CITY OF GRAND RAPIDS

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

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

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

- Grand Rapids Amateur Hockey Association has donated property, parcel #91-015-3101 (Legally described in Attachment "A") with an estimated market value of \$104,100 to the City of Grand Rapids to be used as park land, or other uses deemed appropriate by the City.

Adopted this 14th day of February 2011.

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Dale Adams, Mayor

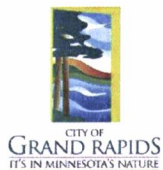
Attest:

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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

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1282      **Version:** 1      **Name:** Acknowledge Minutes  
**Type:** Agenda Item      **Status:** Acknowledge  
**File created:** 2/9/2011      **In control:** Administration  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Acknowledge minutes from Boards & Commissions.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [December 16, 2010 Central School](#)  
[December 15, 2010 PUC Meeting](#)  
[December 22, 2010 PUC Special Meeting](#)  
[December 30, 2010 PUC Special Meeting](#)  
[January 6, 2011 Planning Commission](#)  
[January 11, 2011 Airport Commission](#)  
[January 12, 2011 Civic Center-Park-Rec](#)  
[November 23, 2010 Civil Service Special Meeting](#)  
[December 6, 2010 Civil Service Special Meeting](#)  
[December 7, 2010 Civil Service Special Meeting](#)  
[January 4, 2011 Civil Service](#)

Date	Ver.	Action By	Action	Result
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### Title

Acknowledge minutes from Boards & Commissions.

**CENTRAL SCHOOL COMMISSION  
THURSDAY, DECEMBER 16, 2010  
CONFERENCE ROOM 2B, CITY HALL  
GRAND RAPIDS, MINNESOTA  
AT 9:00 A.M.**

**CALL TO ORDER:**

Pursuant to due notice and call thereof, a regular meeting of the Central School Commission was held Thursday, December 16, 2010, at 9:00 a.m., at Grand Rapids City Hall, Conference Room 2B, City Hall, Grand Rapids, Minnesota.

**CALL OF ROLL:**

On a Call of Roll, the following members were present: Commission Chair Denny Brown, Commissioners: Jean Halverson, Trudy Hasbargen, Dale LaRoque and Linda VanArkel. Absent: Marilyn Rossman and Jeff Wartchow.

Staff present: Finance Director Shirley Miller and Facilities Maintenance Manager Ron Edminster.

Others present: Building Manager, Tom Schmoll.

Guests: Meghan Brown, Get Fit Itasca; Dale Anderson, Civic Center/Park & Recreation Director; and Tom Pagel, City Engineer.

The meeting was called to order at 9:04 a.m.

Commissioner Chair Denny Brown asked for a motion to add the November 2010—Survey of County Historical Societies by Denny Brown.

**MOTION BY COMMISSIONER HALVERSON, SECOND BY COMMISSIONER HASBARGEN TO ADD THE NOVEMBER 2010—SURVEY OF COUNTY HISTORICAL SOCIETIES TO THE AGENDA. The following voted in favor thereof: Halverson, Hasbargen, Brown, LaRoque and VanArkel. Opposed: None, motion carried.**

**PUBLIC FORUM: Meghan Down, Dale Anderson and Tom Pagel to speak regarding the Kiosk to be located on the Central School grounds.**

Meghan Brown, Get Fit Itasca Community Health Coordinator introduced her background in the Get Fit Itasca to explore ways to reduce obesity in the City of Grand Rapids. Dale Anderson, Tom Pagel and Meghan informed the Commission of the 3-sided kiosk to be located in various locations throughout the city in addition to the Old Central School grounds. The kiosks will be filled with panels of maps which will show various trails to bike, walk or hike and also parks, playgrounds, hospital, etc. throughout the city. After discussion, the Commissioners expressed their favor for the project.

**APPROVAL OF MINUTES: December 16, 2010 regular meeting**

**MOTION BY COMMISSIONER HALVERSON, SECOND BY COMMISSIONER VAN ARKEL TO APPROVE THE MINUTES OF THE DECEMBER 16, 2010 REGULAR MEETING AS PRESENTED. The following voted in favor thereof: Halverson, Hasbargen, Brown, LaRoque and VanArkel. Opposed: None, motion carried.**

**APPROVE PAYMENT OF BILLS:**

Finance Director Miller presented two additional late bills from Gartner Refrigeration for Commission approval. The following motion was made:

**MOTION BY COMMISSIONER HASBARGEN, SECOND BY COMMISSIONER HALVERSON TO APPROVE THE PAYMENT OF CLAIMS DUE ON OR BEFORE 12/16/2010 IN THE AMOUNT OF \$13,767.86 AS PRESENTED AND THE TWO ADDITIONAL LATE INVOICES PRESENTED FROM GARTNER REFRIGERATION IN THE AMOUNTS OF \$3,446.00 AND \$316.02.**

AmeriPride Linen	\$ 107.92	Cole Hardware Inc.	21.08
Deer River Hired Hands	16.00	Filthy Clean	600.00
Grand Rapids Newspapers	734.18	MN Energy Resources	947.99
MN Sales & Use Tax	2.56	Occupational Dev't. Center	69.47
Otis Elevator	8,628.00	Paul Bunyan Telephone	74.64
PUC	1,372.81	Qwest	45.69
Rapids Rental	69.47	SIM Supply Inc.	70.08
Sparkle Cleaning	737.44	Waste Management	270.53

During discussion on the Otis Elevator invoice, Facilities Maintenance Manager Edminster stated the largest share of the invoice was to bring the elevator up to state code. The other charge was for the sensor that went out.

**The following voted in favor thereof: Hasbargen, Halverson, Brown, LaRoque and VanArkel. Opposed: None, motion carried.**

Chair Brown moved the discussion to New Business regarding Holiday Toyland, Gazebo and Billboard signs because guest, Dale Anderson, Director of Civic Center/Park & Recreation was waiting for discussion.

**NEW BUSINESS:**

**Holiday Toyland.**

Commissioner VanArkel introduced the concept of holiday lighting and a possible holiday exhibit on Central School grounds. Director Anderson will bring it before the Park and Recreation Board at their January meeting.



### **Gazebo.**

Commission VanArkel discussed having two gazebos made by the high school shop class to place on the east and west sides of Old Central School to make the grounds more welcoming. Director Anderson will bring this before the Park and Recreation Board at their January meeting.

### **Billboard signs.**

Commissioner VanArkel introduced the cost of advertising on two billboards on Central School grounds for a four week period of \$550 per month. The tenants would like the Commission to consider increasing the advertising budget.

### **BUILDING MAINTENANCE REPORT:**

Facilities Maintenance Manager Edminster discussed the following items:

1. Maintenance room still has items stored and must be removed.
2. Manufacturers still trying to figure out noise in the boilers.
3. Finance Director Miller has received \$7,000 grant notification for the lights.
4. Elevators are now compliant with the State.

### **OLD BUSINESS:**

#### **Rental update.**

The following items were discussed:

- Attorney Sterle sent a letter to Uncle Bill and talked to him by phone. Guardian Health Care is not renewing their 2012 lease.
- Historical Society is working hard to get funding. Chair Brown shared his findings made available in his November 2010 – Survey of County Historical Societies.
- A group is considering renting the old Kindred Haus space.

#### **Proposal from Filthy Clean:**

Building Manager Schmoll distributed and explained his Central School Cleaning Proposal. After discussion, the following motion was made:

**MOTION BY COMMISSIONER VAN ARKEL, SECOND BY COMMISSIONER HASBARGEN TO AMEND THE FILTHY CLEAN CONTRACT TO INCLUDE OPTION NUMBER 1 TO BECOME EFFECTIVE FEBRUARY 1, 2011 AND REVIEW OPTION NUMBER 2 FOR THE YEAR 2012 AND FORWARD TO THE CITY COUNCIL FOR APPROVAL. The following voted in favor thereof: VanArkel, Hasbargen, Brown, Halverson and LaRoque. Opposed: None, motion carried.**

#### **CBDA update:**

Commissioners attended the Central Business District's meeting. The following items were among those addressed:

- Commissioner VanArkel is on a marketing group of the Central Business District.
- Commissioner VanArkel introduced the idea of a Grand Rapids trolley to CBDA.
- Building Manager Schmoll stated he met with Ed Zabinski and Noah Wilcox to discuss the possibility of a visitor's center in the Old Central School.

Commissioner Hasbargen left the meeting at 10:52 a.m.

**NEW BUSINESS (cont'd):**

**Discuss meeting time:**

Commissioners discussed the meeting time and need to limit the meetings to one hour. After a brief discussion, the following motion was made:

**MOTION BY COMMISSIONER VAN ARKEL, SECOND BY COMMISSIONER LA ROQUE TO RECOMMEND TO THE CITY COUNCIL TO MOVE THE CENTRAL SCHOOL COMMISSION MEETING TIME TO 8:30 A.M. ON THE THIRD THURSDAY OF EACH MONTH STARTING JANUARY, 2011. The following voted in favor thereof: VanArkel, LaRoque, Brown and Halverson.**

**MANAGEMENT REPORT:**

Building Manager Schmoll distributed his Manger's Report: December 2010 and stated he reviewed the Accident Report form with tenants. Please refer to Building Manager Schmoll's report for further details.

The next regularly scheduled meeting will be January 20, 2011 at 8:30 a.m. unless otherwise noted.

There being no further business, the following motion was made to adjourn:

**MOTION BY COMMISSIONER HALVERSON, SECOND BY COMMISSIONER LA ROQUE TO ADJOURN THE MEETING AT 11:00 A.M. The following voted in favor thereof: Halverson, Brown, LaRoque and Wartchow. Opposed: None, motion carried.**

Respectfully submitted,

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Dawn Schaefer, Recorder

A regular meeting of the Grand Rapids Public Utilities Commission was held on December 15, 2010 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, Commissioner Chandler.

Members Absent: None.

Others Present: General Manager Ward, Finance Manager Betts, Electric Distribution Manager Patton, Systems/Customer Service Engineer Chase, Wastewater Treatment Plant Manager Ackerman, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan, Attorney Bengtson

Motion by Johnson to approve the minutes of the November 10, 2010 regular meeting and the November 22, 2010 special meeting, noting a correction to the November 22, 2010 meeting to remove Attorney Bengtson from "Others Present". Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Adams, Hodgson, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the November 2010 City Treasurer's Report and Investment Activity Report with the Commission.

Motion by Hodgson to approve the City Treasurer's Report and Investment Activity Report for November 2010. Motion seconded by Adams and upon roll call the following voted in favor thereof: Welliver, Adams, Hodgson, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

President Welliver acknowledged public forum. No items.

#### Commission Member Reports:

Commissioner Hodgson reported the Employee Survey had been launched. General Manager Ward reported the Employee Survey would be completed by December 17<sup>th</sup>.

#### Administration:

The Commission heard a presentation by Ms. Lila J. Crow, on behalf of the Itasca County Historical Society, requesting the Grand Rapids Public Utilities Commission initiate a voluntary customer bill roundup program for donations to the Itasca County Historical Society. The request was taken under advisement. No action was taken by the Commission at this time.

Motion by Chandler to approve entering into an Electric Service Territory Acquisition Agreement with Lake Country Power effective January 1, 2011, as presented, for parcel numbers 93-022-4301, 933-022-4402, western 2/3 of 93-027-1105 and western 2/3 of 93-027-1104 located in Sections 22 and 27 of Township 55N Range 25W. Motion seconded by Adams and upon roll call the following voted in favor thereof: Welliver,



Adams, Hodgson, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

The Commission reviewed updates to the 2011 Budget. A work session/special meeting date for further review and adoption of the 2011 Budget will be considered at the end of the meeting.

Motion by Johnson to authorize the President to sign a Liability Coverage-Waiver Form as a condition of application and request for quote for property and liability insurance through the League of Minnesota Cities Insurance Trust. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Adams, Hodgson, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

#### Accounting and Finance:

Finance Manager Betts reviewed the November 2010 Operations Report with the Commission.

Motion by Hodgson to approve a request to dispose of obsolete equipment, as presented. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Adams, Hodgson, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

#### Electric Department:

Electric Distribution Manager Patton reviewed the November 2010 Operations Report with the Commission.

#### Systems/Customer Service Engineer:

Systems/Customer Service Engineer Chase reviewed the November 2010 Operations Report with the Commission. The Commission reviewed a report on the Off Peak Heating and Cooling Program for 2010.

#### Wastewater Treatment Plant Operations:

Wastewater Treatment Plant Manager Ackerman reviewed the November 2010 Operations Report with the Commission.

Motion by Johnson to award the contract for Contract A: 2011 Sludge Placement to John Radtke for the low bid of \$83,080.00. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Adams to award the contract for Contract B: 2011 Leachate Collection/Transport/Discharge to John Radtke for the low bid of \$164,080.00. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly

passed and adopted.

Manager Ackerman gave an update report on the Wastewater Treatment Facility Improvement Project. The project is approximately 80% complete, on schedule and on budget. There are currently Thirty-five contractors on-site. The plant startup date is tentatively set for mid-April 2011.

Water/Wastewater Collection/Safety:

Water/Wastewater Collection/Safety Manager Doyle reviewed the November 2010 Operations Report with the Commission.

Motion by Johnson to authorize Hawk Construction to remove the old tile in the hallway and cafeteria at the GRPUC/PW Service Center and install new subfloor and tile for their low quote not to exceed \$47,400.00 (Public Utilities portion of \$24,174.00 and Public Works portion of \$23,226.00). Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Safety Training Procedures and Updates:

Manager Doyle reviewed the departmental safety initiatives for the month. An employee safety recognition celebration is being planned for early 2011.

GRPUC Discussion/Correspondence:

John Hachey, Rodney Ruder, Roger McLean, Jason Blanchard, Aaron Gould, Mike Bader, Ed Jewett, Jim Foss, Dan Chase; MMUA Grounding and Bonding Class, November 17, 2010, Grand Rapids, MN

Change Orders: No items.

Claims for Payment:

Motion by Adams to approve Pay Request #16 from Rice Lake Construction Group, approved by the engineers, for the Wastewater Treatment Facility Improvement Project in the amount of \$1,371,890.00. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Adams, Hodgson, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to approve a claim for payment in the amount of \$1,489.06 from Northern Business Products for various office supplies. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Adams, Hodgson and Chandler; Against: None; Abstained: Johnson, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to authorize the verified claims for payment in the amount of \$1,861,660.24 (\$1,181,368.35 computer checks and \$680,291.89 manual checks) per attached lists. Motion seconded by Johnson and upon roll call the following voted in

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

A special meeting/work session for review and consideration of the 2011 Budget and review of the Strategic Plan goals was scheduled on Wednesday, December 22, 2010 at 12:00 Noon.

The next regular Commission meeting is Wednesday, January 12, 2011 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

Upon a motion duly made and seconded, the meeting was adjourned at 5:50 PM.

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

Attest:

\_\_\_\_\_  
Glen D. Hodgson, Secretary



GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
NOVEMBER 2010

NAME	AMOUNT	NAME	AMOUNT
Jim Ackerman	100.00	Itasca County Treasurer	2,116.02
A B M	1,683.50	Itasca Utilities Inc	20,786.10
Advantage Systems Group	787.86	KGPZ	976.00
AE2S	44,950.00	KOZY/ KMFY	1,004.00
American Safety Utility Corp	340.61	Kootasca	15,992.00
AmeriPride Services	64.89	L & M Supply	387.42
Anderson Glass Co	222.32	L & S Electric	720.00
Aramark	147.50	Lano, Nelson, O'Toole	1,248.00
Arrow Embroidery & Screen	222.30	LaPointe Utilities Inc	1,000.00
Arrowhead Procure	475.00	Latvala Lumber Co	157.43
Ashbrook Simon Hartley	539.12	Locators & Supplies	238.00
A T & T Mobility	96.37	MacNeil Environmental Inc	420.00
James Bocinsky	84.99	McGrann Shea Carnival Straughn	71.25
Brainerd Public Utility	5,206.07	Marco	1,228.49
Braun Intertec	3,843.50	Midwest Testing LLC	4,496.50
Burggraf's Ace Hardware	2,034.21	Charles Miller	237.75
CPS Technology	8,771.91	Minnesota Municipal Utilities	6,046.25
Carquest	82.36	Minnesota Dept of Commerce	2,591.75
Casper Construction	19,523.92	Minnesota Power	792,150.58
City of Grand Rapids	11,459.87	Minuteman Press	56.77
The Clean Advantage	1,394.72	The Motor Shop	224.38
Cole Hardware	714.25	Neo Solutions	14,236.39
Computer Enterprises	1,410.14	Nextera	4,927.88
Construction Bulletin	249.47	Norbon Oil Co	2,163.55
DSC Communications	25.12	Nord Auto Parts	24.75
Davis Petroleum	883.21	North Central Laboratories	459.38
Door Service	38.80	Northeast Technical Services	1,064.80
Dennis Doyle	71.00	Northside Lumber & Supply	11.28
Electric Pump	1,168.27	Novaspect	40,577.19
Era Laboratories	250.00	Ryan Patton	18.50
Express Employment	3,026.96	Personnel Dynamics	3,732.39
Fashion to Fit	32.06	Plackner Tree Care Inc	507.66
Fastenal	158.41	Polydyne Inc	26,035.96
Ferrellgas	341.12	Public Utilities Commission	3,546.31
Frame Up	587.81	Quality Flow Systems Inc	165.65
GIS of Northeastern MN	25.00	R C Rental	187.03
G Neil	53.61	R & K Hillman Inc	258.00
Gopher State One Call	249.20	R W Beck	902.25
Grand Rapids Newspapers	169.85	Rapids Printing	421.98
Graybar Electric	216.55	Rapids Process Equipment Inc	1,816.20
Great Northern Services	3,664.91	Radtke Trucking	10,883.60
HD Waterworks	860.60	Red Rock Radio Corp	567.00
Hammerlund Construction	2,214.53	Resco Electric Supply	2,607.56
Harcros Chemicals Inc	16,466.23	River Road Market	2,049.15
Harris Computer	5,068.75	Sandstrom's	174.67
Hawkins Water Treatment	4,243.65	Sawmill Inn	1,319.17
ICTV	15.00	S E H	6,826.17
Infratech	227.47	SelectAccount	175.50
Iron Oakes Fencing	3,632.00	Silvertip Signs & Design	61.68
Itasca Computer Resources	11,192.62	Stuart Irby Co.	467.29
Itasca County Farm Service	3,119.69	T & R Service Co	15.00

GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
NOVEMBER 2010

NAME	AMOUNT	NAME	AMOUNT
Larry Tanner	64.99		
Team Marinucci	83.36		
Treasure Bay Printing	1,855.28		
Turf and Tree	9,891.53		
Twin Ports Testing Inc	1,164.50		
United Methodist Church	1,005.69		
Viking Electric Supply	244.11		
WNMT-AM	500.72		
Waste Management	1,356.31		
Wells Fargo Business Cards	1,229.90		
Wenck	1,313.70		
Wesco	15,923.14		
Wings & Willows	606.51		
Wisconsin Energy Conserv.	4,953.50		
Xerox	97.18		
Jon Yeschick	33.00		
Zee Medical Service			
Energy Star Rebates:			
Bill Kirkpatrick	50.00		
Phil Schenck	30.00		
Paul Berndt	50.00		
Zachary Van Drunen	25.00		
Brian Kislia	100.00		
Al Rudeck	30.00		
Total	1,181,368.35		
Northern Business Products	1,585.25		

12/06/11 6-08 PM  
LINDA

PAGE  
APREG/11/14

\* \* \* GRAND RAPIDS PUBLIC UTILITIES \* \* \*  
ACCOUNTS PAYABLE CHECK REGISTER 11/30/2010  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	CHECK AMOUNT
MANUAL CHECKS				
1719	11/03/2010	1734	ING INSTITUTIONAL PLAN SERVICES LLC	55.17
1720	11/03/2010	1613	DELTA DENTAL OF MINNESOTA	3,921.00
1721	11/19/2010	700	MINNESOTA DEPT OF REVENUE	3,583.47
1722	11/19/2010	1232	WELLS FARGO BANK	20,859.76
1723	11/05/2010	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,320.27
1724	11/05/2010	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,833.17
1725	11/10/2010	890	MINNESOTA DEPARTMENT OF REVENUE	63,469.00
1726	11/19/2010	890	MINNESOTA DEPARTMENT OF REVENUE	1,400.00
1727	11/19/2010	700	MINNESOTA DEPT OF REVENUE	3,735.32
1728	11/19/2010	1232	WELLS FARGO BANK	21,702.87
1729	11/05/2010	1612	SELECTACCOUNT	3,128.96
1730	11/08/2010	1611	SELECTACCOUNT	20.00
1731	11/22/2010	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,981.32
1732	11/22/2010	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,617.01
1733	11/19/2010	1612	SELECTACCOUNT	3,128.96
1734	11/29/2010	1328	RICE LAKE CONSTRUCTION GROUP	1,333,708.65
1735	11/22/2010	1611	SELECTACCOUNT	1,227.21
1736	11/30/2010	67	BLUE CROSS BLUE SHIELD	51,361.92
1737	11/30/2010	936	US BANK N.A.	306,622.50
1738	11/30/2010	936	US BANK N.A.	37,306.27
1739	11/24/2010	1611	SELECTACCOUNT	825.00
58209	11/02/2010	570	U S POST OFFICE	678.45
58210	11/04/2010		SUNSHINE HUFFLER	107.61
58211	11/04/2010		BREPHOS PREGNANCY CENTER	64.74
58212	11/05/2010	921	UNITED PARCEL SERVICE	33.33
58213	11/05/2010	921	UNITED PARCEL SERVICE	29.48
58214	11/05/2010	1758	PATTON, RYAN	196.00
58215	11/05/2010	1370	EMERSON, DELBERT	19.79
58216	11/05/2010	1283	OTTEN, TOM	20.54
58217	11/05/2010	12	ACKERMAN, JAMES	155.00
58218	11/05/2010	1572	MINNESOTA ENERGY RESOURCES CORP	22.84
58221	11/05/2010	805	O-B-C	3,475.19
58222	11/09/2010	570	U S POST OFFICE	628.17
58223	11/09/2010		ROSS RESOURCES LTD	551.00
58224	11/10/2010		BEST ASSETS	11.14
58225	11/10/2010	12	ACKERMAN, JAMES	193.50
58226	11/10/2010	61	BETTS, TYANNE	90.00
58227	11/12/2010		GRIVETTE ENVIRONMENTAL MGMT LLC	75.67
58346	11/16/2010	1794	PRATT-S AFFORDABLE EXCAVATING	57,180.12
58349	11/16/2010	321	LAKE STATES TREE SERVICE	36,150.47
58350	11/16/2010	374	MINNESOTA POLLUTION CONTROL AGENCY	32.00
58351	11/18/2010		TAUBE, RALPH P	8.18
58352	11/18/2010		MEDICINE SHOPPE	158.52
58353	11/19/2010	100	CITY OF GRAND RAPIDS	20.24
58354	11/19/2010	1689	AT&T MOBILITY	84.58
58355	11/19/2010	921	UNITED PARCEL SERVICE	61.67



12/06/2010 6-08 PM  
LINDA

PAGE 2  
APREG/AP034

\*\*\* GRAND RAPIDS PUBLIC UTILITIES \*\*\*  
ACCOUNTS PAYABLE CHECK REGISTER 11/30/2010  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	CHECK AMOUNT
58356	11/19/2010	570	U S POST OFFICE	450.85
58357	11/22/2010	603	WARD, ANTHONY T.	80.00
58358	11/22/2010	1058	PIZZA WORKS	140.00
58363	11/29/2010	570	U S POST OFFICE	674.14
58364	11/30/2010	100	CITY OF GRAND RAPIDS	68,583.33
58365	11/30/2010	1580	G L BERG ENTERTAINMENT	400.00
58366	11/30/2010	604	ANTHONY WARD - PETTY CASH	281.74
58367	11/30/2010	1758	PATTON, RYAN	97.18
58368	11/30/2010	1572	MINNESOTA ENERGY RESOURCES CORP	221.36
58369	11/30/2010		GILBERT, ROY L	16.95
58370	11/30/2010	100	CITY OF GRAND RAPIDS	41,474.86
58371	11/30/2010		WIEGAND, ROLAN	54.66

Previously approved at Nov 10, 2010 Mtg  
November manual checks to be approved

1,427,039.24 \*  
680,291.89

Total Manual Checks

2,107,331.13

A special meeting of the Grand Rapids Public Utilities Commission was held on December 22, 2010 at 12:00 Noon 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 Chandler, Commissioner Adams, Commissioner Johnson.

Members absent: None.

Others Present: General Manager Ward, Finance Manager Betts, Electric Distribution Manager Patton, Systems/Customer Service Engineer Chase, Wastewater Treatment Plant Manager Ackerman, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan, HR Consultant George Stunyo.

President Welliver acknowledged the posting of the special meeting date, time and purpose. The purpose of the meeting was stated as follows:

1. Review and consider adopting the 2011 Budget.
2. Review the Strategic Business Plan and update on the Succession Plan

General Manager Ward presented preliminary draft #6 of the 2011 Budget without rate increases. The Commission reviewed the 2011 Budget as presented.

Motion by Hodgson to adopt the 2011 Budget as presented. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted

The Commission reviewed the Strategic Business Plan and updates on the Succession Plan. Discussion followed on updating the 5 year Capital Improvement Plan and following up on Strategic Planning goals. Commissioner Hodgson reported that the employee survey would be re-launched on January 3<sup>rd</sup>.

Upon a motion duly made and seconded, the meeting was adjourned at 12:47 PM.

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

Attest:

\_\_\_\_\_  
Glen D. Hodgson, Secretary

A special meeting of the Grand Rapids Public Utilities Commission was held on December 30, 2010 at 12:15 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, Administrative/HR Assistant Flannigan.

President Welliver acknowledged the posting of the special meeting date, time and purpose. The purpose of the meeting was stated as follows:

1. Consider authorizing the purchase of a new 2012 Dump Truck for Sludge Hauling at the Wastewater Treatment Facility through the Minnesota State Bid Contract Process.

General Manager Ward reviewed the Investment Business Case Analysis for the purchase of a new Wastewater Treatment Plant Sludge Haul Truck and request for purchase from Boyer trucks per the quotation dated December 17, 2010 through the MN State Bid contract process.

Motion by Adams to authorize the purchase of a new 2012 Dump Truck for Sludge Hauling at the Wastewater Treatment Facility through the Minnesota State Bid Contract Process form Boyer trucks at cost of \$66,163.00 less a \$6,500.00 trade-in allowance, plus related sales tax. The dump box for the truck will be purchased separately in January 2011. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted

Upon a motion duly made and seconded, the meeting was adjourned.

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

Attest:

\_\_\_\_\_  
Glen D. Hodgson, Secretary



Grand Rapids Planning Commission  
Regular Meeting  
January 6, 2011 – 4:00 p.m.  
Grand Rapids City Council Chambers  
420 North Pokegama Avenue, Grand Rapids, Minnesota

Pursuant to due notice and call thereof, a regular meeting of the Grand Rapids Planning Commission was held Thursday, January 6, 2011 at 4:00 p.m. Upon a call of roll, the following members were present: Commissioners: Ron Niemala, Lee Anderson, Julie Fedje-Johnston, Shane McKellep. Absent: Dale Yelle, Michael Twite.

Staff present: Rob Mattei, Eric Trast, Attorney Sterle

**SETTING OF REGULAR AGENDA: Approved without addition.**

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER NIEMALA, SECOND BY COMMISSIONER FEDJE-JOHNSTON TO APPROVE THE MINUTES OF THE NOVEMBER 4, 2010 REGULAR MEETING. The following voted in favor thereof: Niemala, Anderson, McKellep, Fedje-Johnston. Opposed: None, passed unanimously.**

Consider a recommendation to the City Council regarding the vacation of a 10ft. portion of 6<sup>th</sup> Street NW right-of-way on two blocks within Grand Rapids 1<sup>st</sup> Division.

Community Development Director Mattei provided background information. Grand Rapids State Bank submitted a petition requesting a right-of-way vacation to accommodate the replacement and improvement to the banks parking lot signs.

**MOTION BY COMMISSIONER FEDJE-JOHNSTON, SECOND BY COMMISSIONER MCKELLEP 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 VACTION OF PUBLIC RIGHT-OF-WAY DESCRIBED AS:**

*The S 10ft. of 6<sup>th</sup> Street NW ADJ TO Lots 1 and 24, Blk. 13 and Lots 1 and 24, Blk. 14, Grand Rapids First Division, Section 21, Itasca County, Minnesota.*

Contingent on the following stipulation:

- That a utility easement be retained across the full width of the vacated right of way.

Commissioner Fedje-Johnston read her considerations for the record.

1. Is the right-of-way needed for traffic purposes?  
*No, the area to be vacated is not used for traffic purposes.*
2. Is the right-of-way needed for pedestrian purposes?

*No, currently there is a sidewalk on the property across the street.*

3. Is the right-of-way needed for utility purposes?

*Potentially yes, a right-of-way easement will remain.*

4. Would vacating the right-of-way place additional land on the tax rolls?

*Yes, the additional 10' will added to the tax rolls providing a minimum benefit.*

5. Would vacating the right-of-way facilitate economic development in the City?

*Yes, it would assist a local business so far as facilitating new signage for their patrons. Further more the more attractive signage will be an over all improvement to the neighborhood.*

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

#### Comprehensive Plan Update Project.

The Comp Plan Steering Committee will be holding their tenth meeting. The committee will be reviewing draft text for economic infrastructure and land use, public utilities and community facilities. March is the target date for City approval.

#### Miscellaneous/Reports/Announcements/Updates.

City Attorney Sterle announced to the Commissioners that the State is interested in housing high level sex offenders in Grand Rapids. The City does not have language in their current ordinance addressing this specific type of facility. This is an issue that may require a special meeting. Staff will keep the Commissioners updated.

Chair Anderson had two updates for the Commissioners. First, he commented on how nice the Grand Plaza project turned out. That was a project that would not have happened without TIF funds. Secondly, Chair Anderson met with staff regarding accessory structures. At this time a change to the ordinance is not being proposed.

**MOTION BY COMMISSIONER FEDJE-JOHNSTON, SECOND BY COMMISSIONER MCKELLEP TO ADJOURN THE MEETING AT 4:34 P.M.**

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

The next regularly scheduled meeting will be on Thursday, February 3, 2011 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

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Aurimy Groom, Recorder

# GRAND RAPIDS/ITASCA COUNTY AIRPORT COMMISSION

## January 11, 2011, Regular Meeting Minutes

### Grand Rapids City Council Chambers

Commissioners present were Tim George, Bob Ward, Jim Johnson and Gary McNerney. Absent with notice were Commissioners Vincent Rittmiller and Derek Hawkinson. Others present were Mark Hoyne, Airport Manager, and June Johnson, Recording Secretary.

Commissioner Gary McNerney, Secretary, presided as Chairperson. Chairperson Gary McNerney called the meeting to order at 1:00 PM.

Bob Ward moved to approve the minutes from the December 14, 2010, meeting. Motion seconded by Tim George and carried.

Tim George moved to approve the following bills for payment:

Blue Cross	6.75
Brothers Fire Protection	13,635.13
Cole Hardware	45.37
Davis Oil	103.02
Edwards Oil	1,030.30
City of Grand Rapids	1,262.50
City Payroll	5,375.13
Hawkinson Sand & Gravel	222.56
June Johnson	100.00
MN Energy Resources	1,717.31
MN Dept. of Transportation	2,126.00
Myslik, Inc.	742.85
Nardini Fire Equipment	477.00
Nortrax Equipment	94.21
Operating Engineers Local #49	275.00
Personnel Dynamics	115.50
Light Bills	2,489.33
Simplex Grinnell	384.75
Sterle Law	227.50
TKDA	643.08
TDS Metrocom	128.67
Terminal Ventures	3,333.32
Verizon Wireless	34.27
Waste Management	60.18
 TOTAL ALL VENDORS	 \$ 34,629.73



Motion seconded by Bob Ward. Roll Call Vote: Voting Yes: Tim George, Jim Johnson, Bob Ward and Gary McInerney. Voting No: None. Motion carried.

Tim George moved to approve the bill from Edwards Oil in the amount of \$ 1,222.39. Motion seconded by Bob Ward. Roll Call Vote: Voting Yes: Tim George, Jim Johnson, Bob Ward and Gary McInerney. Voting No: None. Motion carried.

Commissioner Reports: None

Staff Report: Mark Hoyne advised that most of the efforts have been on snow removal. They have used a lot of fuel. They are following FAA requirements on sand use.

Setting of Agenda: Bob Ward moved to approve the agenda as printed. Motion seconded by Tim George and carried.

Public Comment: None

Agenda Item 9a: Airport "Boiler Plate" Land Lease Agreement – Mark Hoyne reviewed the sample land lease reviewing the proposed changes and pointing out the ways the leases will now be uniform. Tim George moved to adopt the attached Lease Agreement as the official Land lease Agreement for privately owned airplane hangars with the clarification of paragraph 22 and authorize the Airport Manager to begin the conversion to the new Lease Agreement. Motion seconded by Jim Johnson and carried. Bob Ward abstained.

Meeting adjourned at 1:45 PM.

June Johnson  
Recording Secretary

**CIVIC CENTER AND PARKS AND RECREATION ADVISORY BOARD**  
**Regular Monthly Meeting**  
**January 12, 2011**

The IRA Civic Center and Park and Recreation Advisory Board held its regular monthly meeting on Wednesday, January 12, 2011 at the IRA Civic Center.

**Board Members Present:** Lilah Crowe, Tina Glorvigen, Gus Hendrickson, Tom LeMahieu, Justin Lamppa and City Council Representative Dale Christy.

**Board Members Absent:** Steve Oleheiser and Peter Miskovich

**Staff Present:** Dale Anderson, Michele Palkki

**Visitors:** None

### **FINANCIAL REPORTS**

The budgets will be presented at the February meeting.

### **MINUTES**

The minutes from the last regular meeting held on November 10, 2010 were presented o the board.

**A motion was made by LeMahieu and second by Lamppa to accept the November 10, 2010 minutes as presented to the board.**

**Upon roll call vote, the following voted in favor thereof: Crowe, Glorvigen, Hendrickson, LeMahieu, Lamppa and Christy. Those opposed: none. Motion carried.**

### **SETTING THE AGENDA**

There was nothing to add to the agenda.

### **OLD BUSINESS**

#### **Board Vacancies**

A discussion was held regarding the open vacancy; Mr. Anderson reported that Brad Hyduke has expressed interest in this board and has filled out an application. Mr. Anderson also stated that the terms that Ms. Crowe and Mr. Miskovich hold will expire March 1<sup>st</sup>. Ms. Crowe expressed that she would like to serve another term. Mr. Anderson will check with Mr. Miskovich to see if he would like to also serve another term.

#### **Board Vacancies**

**A motion was made by LeMahieu and second by Hendrickson to recommend to the City Council that they approve the 3 board members as stated above.**

**Upon roll call vote, the following voted in favor thereof: Crowe, Glorvigen, Hendrickson, LeMahieu, Lamppa and Christy. Those opposed: none. Motion carried.**

## NEW BUSINESS

### Central School Commission Request

Mr. Anderson reported that he attended a meeting with the Central School Tenants and they would like to see 2 gazebos's placed on the grounds of Central School. They believe this would give people opportunity to come and relax in the park while they are shopping.

The Commission wanted to present the idea to the Civic Center Park and Recreation Advisory Board before they looked into costs, building and etc. The Commission also thought that decorating the surrounding trees on the grounds would also bring nice aesthetics to the grounds.

The Board thought the concept of adding gazebos to the ground would be really nice and inviting. The Board did request that any plans drawn up need to come back to this Board before making a recommendation to Council for their approval.

**A motion was made by Lamppa and second by Glorvigen to allow the Central School Commission to develop a concept of adding gazebos and more holiday lighting on the grounds of Central School. The Commission will come back when they have a set of plans for the Board's recommendation for Council approval.**

**Upon roll call vote, the following voted in favor thereof: Crowe, Glorvigen, Hendrickson, LeMahieu, Lamppa and Christy. Those opposed: none. Motion carried.**

## PROGRAM UPDATES

Mr. Anderson reported that the outdoor Warming Houses and Pond Hockey have begun and are well attended. It was also reported that Get Fit Itasca is working on putting kiosks in 5 areas around town that will have walking / biking / ski trails and maps. One of these will be installed on the East side of Central School by Pokegama Avenue. The other 4 will be placed near the Hospital, Wal-Mart, the Sports Complex and on Highway 38.

Mr. Anderson reported that we have hired a temporary worker, Tony Clifton, to help with the programs until we have the job description ready to post and hire.

The Fiberglass Hockey Boards have been ordered and will be shipped sometime in the spring; the boards are currently under about 2 feet of snow. Mr. Anderson reported that Grand Rapids along with Roseville are hoping to host the MN Hockey Day in 2012.

It was reported that the Holiday Lights night was held on December 22<sup>nd</sup> on the grounds of Central School. Approximately 250 children and adults showed up for free corn dogs, hot chocolate and hot cider. Each child/family was able to take a book home with them, thanks to the Ameri-Core. There were approximately 25 volunteers that helped host this event.

There being no further business, the meeting was adjourned.

Respectfully submitted: Michele Palkki



**GRAND RAPIDS CIVIL SERVICE COMMISSION SPECIAL MEETING  
TUESDAY, NOVEMBER 23, 2010 – 4:00 P.M.  
CONFERENCE ROOM 2B  
CITY HALL – 420 NORTH POKEGAMA AVENUE**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a special meeting of the Grand Rapids Police Civil Service Commission was held in Conference Room 2B of City Hall on Tuesday, November 23, 2010 at 4:00 p.m.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commission President Joel Kvilvang and Commissioners: Wanda Bunes and Dave Wigfield. Absent: None.

Others Present: Police Chief Jim Denny and Assistant Chief Steve Schaar.

Commissioner President Kvilvang called the meeting to order at 4:00 p.m.

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER BUNES, SECOND BY COMMISSIONER KVILVANG, TO APPROVE THE MINUTES OF SEPTEMBER 22, 2010 SPECIAL MEETING AS PRESENTED. The following voted in favor thereof: Bunes, Wigfield and Kvilvang. Opposed: None, motion carried.**

Discuss cutoffs for Patrolman interview.

Chief Denny reviews application process and process of elimination.

**MOTION BY COMMISSIONER BUNES, SECOND BY COMMISSIONER WIGFIELD TO CERTIFY INTERVIEW SCORE AT 50, CONDUCT INTERVIEW ALPHABETICALLY ON DECEMBER 6 AND 7, 2010 CONDUCTED BY CIVIL SERVICE COMMISSION, ASSISTANT CHIEF SCHAAR, AND TROOPER BLAHA, ELEVEN INTERVIEWS PER DAY FOR 35 MINUTES PER INTERVIEW. The following voted in favor thereof: Bunes, Wigfield, Kvilvang. Opposed: None, motion carried.**

Discussed questions and additional inquires for applicants.

Discussion of Sergeant Promotion Process and Exam.

Six individuals tested and five qualified with a passing grade for interview. Interviews will be conducted on December 10, 2010 beginning at 1:00 p.m. and allowing 40 minutes per interview. There will be a meeting scheduled immediately following close of interviews. Determination will be based on interview. Testing is used for eligibility to interview only. Discussed specific information to use for decision making. Chief Denny

recommended Todd Webb as outside interviewer for Sergeant position. Dave Schmidt is also a possible outside interviewer.

**MOTION BY COMMISSION PRESIDENT KVILVANG, SECOND BY COMMISSIONER BUNES TO ALLOW TO INTERVIEW SERGEANT APPLICANTS ON DECEMBER 10, 2010 BEGINNING AT 1:00 P.M. WITH A MEETING IMMEDIATELY FOLLOWING. The following voted in favor thereof: Kvilvang, Wigfield and Bunes. Opposed: None, motion carried.**

In discussing the cutoff percent for passing the Sergeant test, the following motion was made:

**MOTION BY COMMISSIONER BUNES, SECOND BY COMMISSIONER WIGFIELD FOR A MINIMUM SCORE CUTOFF OF 75 PERCENT ON THE SERGEANT'S TEST. The following voted in favor thereof: Bunes, Wigfield and Kvilvang. Opposed: None, motion carried.**

Other Police Department Issues.

No specific issues to discuss at this time.

There being no further business, the following motion was made to adjourn the meeting:

**MOTION BY COMMISSIONER COMMISSIONER BUNES, SECOND BY COMMISSIONER WIGFIELD TO ADJOURN THE MEETING AT 5:06 P.M. The following voted in favor thereof: Kvilvang, Bunes and Wigfield. Opposed: None, motion carried.**

Respectfully submitted:

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Kimberly Johnson-Gibeau, Recorder

**GRAND RAPIDS POLICE CIVIL SERVICE COMMISSION MEETING  
MONDAY, DECEMBER 6, 2010 – 8:00 A.M.  
CITY HALL CONFERENCE ROOM 2B  
420 NORTH POKEGAMA AVENUE  
GRAND RAPIDS, MN 55744**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a meeting of the Grand Rapids Police Civil Service Commission was held in the Grand Rapids City Hall Conference Room 2B on Monday, December 6, 2010 at 8:00 a.m.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners Wanda Bunes, Joel Kvilvang, David Wigfield. Absent: None.

Also present: Assistant Chief Steve Schaar

Others: Lt. Paul Blaha, Minnesota State Patrol

The Commission met to conduct the following business:

1) Conduct interviews for Police Officer

The first candidate arrived at 8:00 a.m. Commissioner Kvilvang called the meeting to order at 8:00 a.m. and explained the process to the candidate. The interview panel consisting of Commissioner Bunes, Commissioner Kvilvang, Commissioner Wigfield, and Lt. Blaha alternated in asking questions. The following candidates were interviewed:

8:00 a.m.	Timothy Dirks
8:35 a.m.	Nathan Garland
9:10 a.m.	Sean Grivette
9:45 a.m.	Chad Guenther
10:20 a.m.	Andrew Haken
10:55 a.m.	Jennifer Halstad
11:30 a.m.	Thomas Hanson
1:00 p.m.	Jessie Holecek
1:35 p.m.	Ross Jespersen
2:10 p.m.	Matthew Kelley
2:45 p.m.	Justin Knowles

There being no further business the meeting adjourned at 3:15 p.m.

Respectfully submitted:

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Lynn DeGrio, Recorder



**GRAND RAPIDS POLICE CIVIL SERVICE COMMISSION  
SPECIAL MEETING  
TUESDAY, DECEMBER 7, 2010 – 2:30 P.M.  
CITY HALL CONFERENCE ROOM 2B  
420 NORTH POKEGAMA AVENUE  
GRAND RAPIDS, MN 55744**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a special meeting of the Grand Rapids Police Civil Service Commission was held in the Grand Rapids City Hall Conference Room 2B on Tuesday, December 7, 2010 at 2:30 p.m.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners Wanda Bunes, Joel Kvilvang, David Wigfield. Absent: None.

Others present: Assistant Chief Steve Schaar and Lt. Paul Blaha, Minnesota State Patrol

Commissioner President Kvilvang called the meeting to order at 2:30 p.m.

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER BUNES, SECOND BY COMMISSIONER WIGFIELD, TO APPROVE THE MINUTES OF NOVEMBER 9, 2010 MEETING AS PRESENTED. The following voted in favor thereof: Bunes, Wigfield and Kvilvang. Opposed: None, motion carried.**

Certify the names of up to three persons from the eligibility register.

Discussion was held regarding the process to be used for creating the eligibility register.

**MOTION BY COMMISSIONER WIGFIELD, SECOND BY COMMISSIONER BUNES, TO RECOMMEND TO THE CITY COUNCIL THE CERTIFICATION OF THE FOLLOWING CANDIDATES WITH THE CONDITION THAT THEY PASS THE BACKGROUND CHECK (IN ALPHABETICAL ORDER): TIMOTHY DIRKS, JEFFREY MADSEN, AND SHAWN MAHANEY. The following voted in favor thereof: Bunes, Wigfield. Opposed: Kvilvang. Motion carried.**

There being no further business the meeting adjourned at 4:00 p.m.

Respectfully submitted:

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Lynn DeGrio, Recorder

GRAND RAPIDS CIVIL SERVICE COMMISSION MEETING  
TUESDAY, JANUARY 04, 2011 – 4:00 P.M.  
CONFERENCE ROOM 2B  
CITY HALL – 420 NORTH POKEGAMA AVENUE

**CALL TO ORDER:** Pursuant to due notice and call thereof, a special meeting of the Grand Rapids Police Civil Service Commission was held in Conference Room 2B of City Hall on Tuesday, January 04, 2011 at 4:00 p.m.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commission Chair Joel Kvilvang and Commissioner Dave Wigfield. Absent: Commissioner Wanda Bunes.

Others Present: Police Chief Jim Denny and Assistant Chief Steve Schaar.

Commission Chair Wigfield called the meeting to order at 4:05 p.m.

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER WIGFIELD, SECOND BY COMMISSIONER KVILVANG, TO APPROVE THE MINUTES OF DECEMBER 10, 2010 - SPECIAL MEETING-SERGEANT INTERVIEWS AND DECEMBER 10, 2010 SPECIAL MEETING. The following voted in favor thereof: Wigfield and Kvilvang. Opposed: None, motion passed.**

2. Discuss and certify three names from the eligible register for the hiring of a patrol officer.

Commissioners believed they had already appointed three candidates to the eligible register at the December 7, 2010 special meeting after the last patrol officer interview. Chief Denny met with the three candidates from the eligible register before break. Shawn Mahoney was the highest ranking candidate. After a successful background check, Chief Denny will be recommending Shawn Mahoney for patrol officer.

3. Discuss whether to meet during regular meeting scheduled for January 11, 2011.

The Commissioners decided to cancel the next regularly scheduled meeting of January 11, 2011 and will meet in February to appoint a new President.

4. Adjourn.

The next regularly scheduled meeting will be February 8, 2011 unless otherwise noted.

The meeting was adjourned at 4:15 p.m.

Respectfully submitted:

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Dawn Schaefer, Recorder





# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1304      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Department Head Report  
**File created:** 2/9/2011      **In control:** Administration  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Housing & Redevelopment Authority

Jerry Culliton, HRA Director

**Sponsors:**

**Indexes:**

**Code sections:**

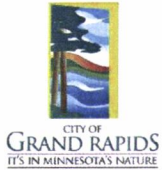
**Attachments:**

Date	Ver.	Action By	Action	Result
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**Title**

Housing & Redevelopment Authority

Jerry Culliton, HRA Director



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1286      **Version:** 1      **Name:** CP 2011-4 eminent domaine  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 2/9/2011      **In control:** Engineering  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Authorize eminent domaine related to CP 2011-4, Horseshoe-Isleview Reconditioning project.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2-14-11 Attachment CP 2011-4.pdf](#)  
[2-14-11 Resolution CP 2011-4 Eminent Domaine.pdf](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Authorize eminent domaine related to CP 2011-4, Horseshoe-Isleview Reconditioning project.

### *Body*

#### **Background Information:**

City staff have been acquiring easements for CP 2011-4, Horseshoe-Isleview Reconditioning project. Two of the properties are in foreclosure and staff is having difficulty processing/purchasing easements. The two properties are identified on the attached drawing. To get resolution and acquire the necessary easements, the City should proceed with eminent domain. The resolution authorizing eminent domaine is attached.

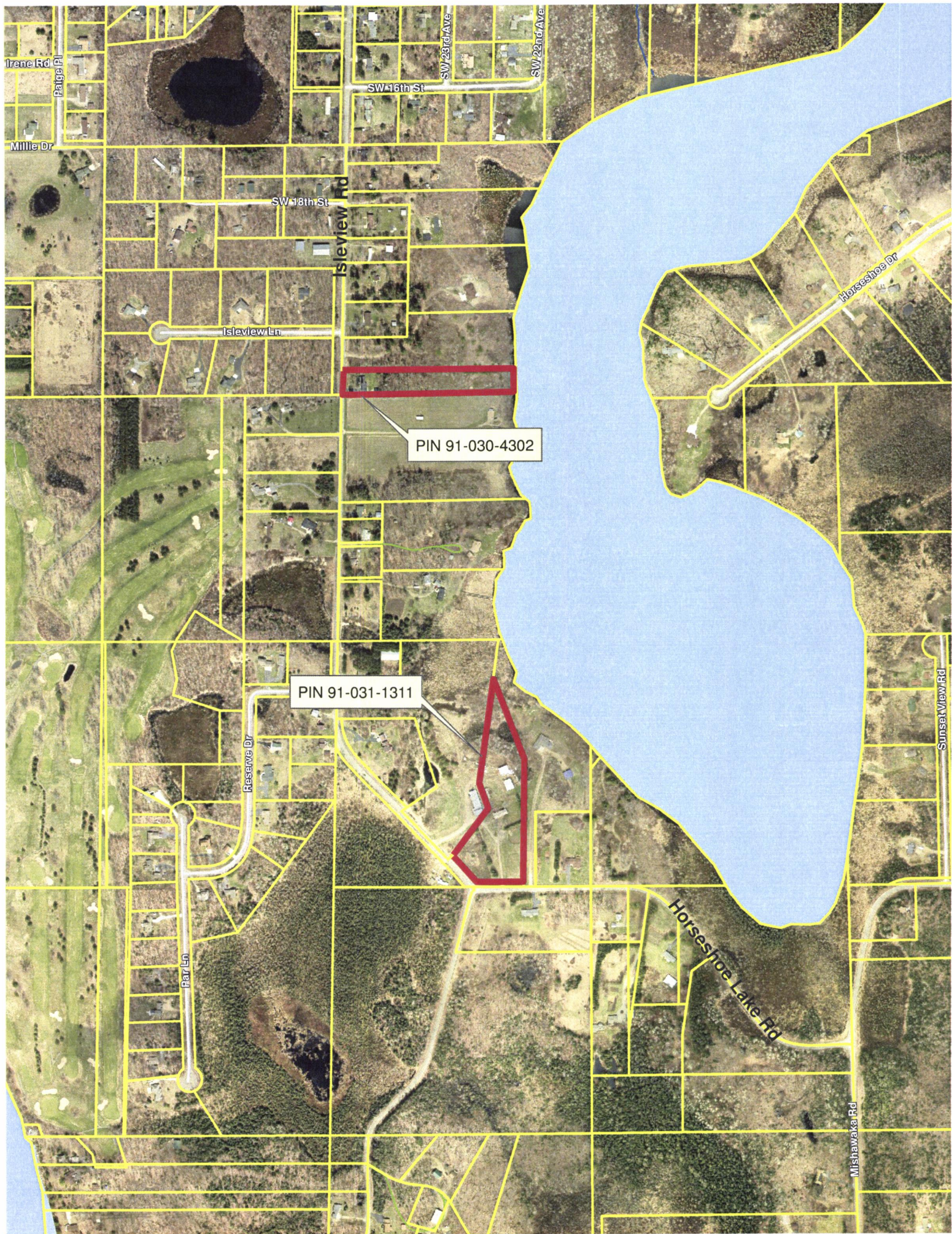
#### **Staff Recommendation:**

City staff is recommending the use of eminent domaine to acquire easements.

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

Consider a resolution authorizing the use of eminent domaine to acquire easements as identified in the resolution and related to CP 2011-4, Horseshoe-Isleview Reconditioning project.







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

**RESOLUTION NO. 11-\_\_\_\_\_**

**A RESOLUTION TO EFFECT ACQUISITION OF CERTAIN  
PROPERTY BY DONATION, NEGOTIATION OR THROUGH  
EXERCISE OF THE CITY'S POWER OF EMINENT DOMAIN**

WHEREAS, the Engineering Department for the City of Grand Rapids is developing an infrastructure project, City Project 2011-4; and

WHEREAS, on or about January 11, 2010, the City ordered the preparation of a Feasibility Report in connection with City Project 2011-4, the Islevue Road project; and

WHEREAS, City Project 2011-4 would include the acquisition of required property interests and the reconstruction of street and storm sewer, and the new construction of pedestrian trails from Golf Course Road to Horseshoe Lake Road; and

WHEREAS, construction of City Project 2011-4 will begin in June of 2011 and will be completed on or about November of 2011; and

WHEREAS, the City of Grand Rapids finds that the foregoing improvements are necessary and in the best interests of the public and the City and in accord with the public purposes and provisions of applicable law; and

WHEREAS, the City of Grand Rapids finds that acquisition of property interests described in Exhibit "A" are necessary for the purpose of making the improvements and in the best interests of the public and the City and in accord with the public purposes and provisions of applicable laws; and

WHEREAS, a qualified appraiser is completing appraisals with respect to the property interests to be acquired estimating the fair market value for those property interests; and

WHEREAS, an owner whose land is being acquired through the use of eminent domain is by law entitled to receive "just compensation."

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

1. That the acquisition by the City of the property interests set forth in Exhibit "A" is necessary for the purpose of making the foregoing improvements and in the best interests of the public and the City and in accord with the public purposes and provisions of applicable laws.

2. That the City Engineer and the City Attorney are authorized and directed on behalf of the City to acquire the property interests above-described by donation, negotiation or through the exercise of the City's power of eminent domain and to take title and possession of that land prior to the filing of an award by the Court-appointed Commissioners, pursuant to Minnesota law, including Minnesota Statutes Section 117.042. The City Engineer and the City Attorney are further authorized to take all actions necessary and desirable to carry out the purpose of this resolution.
3. That the appraisals of value for each of the property interests to be determined by a appraiser are hereby approved.
4. That the appraisals of fair market value for each property interest to be acquired are hereby determined to be and adopted as "just compensation" for the taking of each property interest.
5. That the City's staff and its attorneys are hereby authorized to make offers to purchase those property interests for an amount not to exceed the amount of "just compensation" for each property interest as set forth in Exhibit "A."

Adopted by the City Council this 14th day of February, 2011.

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

ATTEST:

\_\_\_\_\_  
City Clerk

Councilmember \_\_\_\_\_ 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.

Resolution No. \_\_\_\_\_

**EXHIBIT “A”**  
**To**  
**A RESOLUTION TO EFFECT ACQUISITION OF CERTAIN**  
**PROPERTY BY DONATION, NEGOTIATION OR THROUGH**  
**EXERCISE OF THE CITY’S POWER OF EMINENT DOMAIN**

<b>PIN NO.</b>	<b>NAME</b>	<b>APPRAISED VALUE</b>
91-031-1311	Federal Home Loan Mortgage Corporation, or subsequent owner	\$7,442.00
91-030-4302	Deutsche Bank Nat’l Trust Co., or subsequent owner	\$1,489.00





# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1287      **Version:** 1      **Name:** Mornes Road Boundary Adjustment  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 2/9/2011      **In control:** Engineering  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** A corporate boundary shift adjacent to Mornes Road.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2-14-11 Attachment Mornes Agreement.pdf](#)  
[2-14-11 Attachment Mornes resolution.pdf](#)  
[Boundary Adjustment Map.pdf](#)

Date	Ver.	Action By	Action	Result
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### *Title*

A corporate boundary shift adjacent to Mornes Road.

### *Body*

#### **Background Information:**

To maximize the City's Municipal State Aid System (MSAS) Mileage the City had a County Road Turnback Agreement with Itasca County. With the agreement the County took over jurisdiction of certain township roads prior to annexation and then "turned them back" to the City once annexation occurred. By receiving these township roads as county road turnbacks, the City was able to designate 1.2 miles of MSAS road versus only 0.2 miles per mile of road. A key requirement to MSAS Roads is that they must connect on each end to either another MSAS, County SAS, or State Highway, and the road must be entirely within the City.

When the Davis Road and Mornes Road were turned by to the City, the south half of Mornes Road was located in Harris Township. As a result, the State Aid Office would not let us designate Davis and Mornes Road as MSAS roads. To resolve this issue, City staff approached the Harris Town Board to request a Corporate Boundary Shift along Mornes Road Shifting the City limits 33 feet to the south. Harris Township has agreed to the shift. The documents needed to accomplish this shift are attached. Once this shift occurs and the roads become designated as MSAS roads, the City will realize approximately \$50,000 in additional MSAS funds annually.

#### **Staff Recommendation:**

City staff is recommending the approval of the two attached resolutions agreeing to the Corporate Boundary shift along Mornes Road.

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

Consider the attached resolutions related to shifting the corporate boundary along Mornes Road 33 feet to the south.

## JOINT RESOLUTION

This Agreement is dated as of the \_\_\_\_ day of \_\_\_\_\_, 2011, by and among the Town of Harris, Itasca County, Minnesota (“Harris”), and the City of Grand Rapids, Minnesota (“Grand Rapids”).

**WHEREAS**, Harris and Grand Rapids have entered into a Joint Resolution No. \_\_\_\_\_ for orderly annexation of certain lands dated \_\_\_\_\_, which Resolution does expressly include the property legally described as follows:

*The East thirty-three feet (33') of the North thirty-three feet (33') of Section 3, Township 54 North, Range 25 West along with the North thirty-three feet (33') of Section 2, Township 54 North, Range 25 West, lying west of the centerline of CSAH 3.*

**WHEREAS**, by this subsequent agreement and resolution by and between Harris and Grand Rapids it has been agreed that at the time of the orderly annexation, Grand Rapids will annex the property as described above contingent upon the following conditions.

### **NOW, THEREFORE, IT IS AGREED:**

1. The above described property (“subject property”) to be annexed underlies the right of way of Mornes Road, the same which needs to be located within the corporate boundaries of the City of Grand Rapids to allow the City to obtain Municipal State Aid monies to maintain and improve the roadway and is being annexed solely for that purpose.
2. The property is not being annexed for any purpose relative to economic development.
3. Grand Rapids has no current plans to annex any other areas of Harris Township.
4. The subject property shall remain subject to Itasca County ordinances and laws (including road access issues) as such ordinances exist at the time of annexation, or as such ordinances may from time to time thereafter be amended by Itasca County.
5. Grand Rapids shall not specially assess the subject property or the adjacent real properties lying south of and adjacent to the subject property, the same which are located in the Town of Harris.

**WHEREFORE**, the parties have entered into this agreement as of the date set forth above.

Agreed to by the Town Board of Supervisors for the Town of Harris the \_\_\_\_ day of \_\_\_\_\_, 2011.

ATTEST:

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Chairman

Approved as to form:

\_\_\_\_\_  
Town Board Member

\_\_\_\_\_  
Town Attorney

\_\_\_\_\_  
Town Board Member

Agreed to by the City Council for the City of Grand Rapids the \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Grand Rapids City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator



**JOINT RESOLUTION**

**HARRIS TOWNSHIP RESOLUTION NO.:**\_\_\_\_\_

**GRAND RAPIDS CITY RESOLUTION NO.:**\_\_\_\_\_

**IN THE MATTER OF THE ORDERLY ANNEXATION BETWEEN  
THE CITY OF GRAND RAPIDS AND HARRIS TOWNSHIP  
PURSUANT TO MINNESOTA STATUTES § 414.0325  
(MORNES ROAD)**

**WHEREAS**, the City of Grand Rapids and Harris Township designate for orderly annexation pursuant to the following Joint Resolution for Orderly Annexation Agreement, the following described lands located within Harris Township, County of Itasca, Minnesota:

*- The East thirty-three feet (33') of the North thirty-three feet (33') of Section 3, Township 54 North, Range 25 West along with the North thirty-three feet (33') of Section 2, Township 54 North, Range 25 West, lying west of the centerline of CSAH 3.*

**WHEREAS**, the City of Grand Rapids and Harris Township are in agreement as to the orderly annexation of the unincorporated land described; that both believe it will be to their benefit and to the benefit of their respective residents; and

**WHEREAS**, Minnesota Statutes § 414.0325 provides a procedure whereby the City of Grand Rapids and Harris Township may agree on a process of orderly annexation of a designated area; and

**WHEREAS**, a Notice of Intent to include property in an orderly annexation area was published pursuant to the requirements of Minnesota Statutes § 414.0325 Subd. 1b; and

**WHEREAS**, the City of Grand Rapids and Harris Township have agreed to all the terms and conditions for the annexation of the above-described lands within this document and the signatories hereto agree that no alteration of the designated area is appropriate and no consideration by the Chief Administrative Law Judge is necessary. The Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

**NOW, THEREFORE, BE IT RESOLVED**, jointly by the City Council of the City of Grand Rapids and the Township Board of Harris Township as follows:

1. **Property.** That the following described lands in Grand Rapids Township are subject to orderly annexation pursuant to Minnesota Statutes § 414.0325, and that the parties hereto designate those areas for orderly annexation, to wit:

*- The East thirty-three feet (33') of the North thirty-three feet (33') of Section 3, Township 54 North, Range 25 West along with the North thirty-three feet (33') of Section 2, Township 54 North, Range 25 West, lying west of the centerline of CSAH 3.*

2. **Acreage/Population/Usage.** That the designated area consists of approximately 2.27 acres, the population in the subject area is zero, and the land use type is residential and agricultural.

3. **Jurisdiction.** That Harris Township and the City of Grand Rapids, by submission of this joint resolution to the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, confers jurisdiction upon the Chief Administrative Law Judge so as to accomplish said orderly annexation in accordance with the terms of this resolution.

4. **Need.** That the above-described property is urban or suburban or about to become so, and since the City of Grand Rapids is capable of providing services to this area within a reasonable time, the annexation would be in the best interest of the area.

5. **Planning:** Areas annexed to the City of Grand Rapids pursuant to this Joint Resolution for Orderly Annexation remain subject to Itasca County ordinances and laws (including road access issues) as such ordinances exist at the time of annexation or as such ordinances may from time to time thereafter be amended by Itasca County.

The Town and City agree that all land use controls within the areas designated herein for orderly annexation shall be consistent with Itasca County ordinances and give full effect to the terms and conditions provided for in this Joint Resolution for Orderly Annexation. The Town and City agree that enforcement of official land use controls within all designated areas for orderly annexation shall be by Itasca County.

6. **Municipal Reimbursement.** Minnesota Statutes § 414.036.

The City of Grand Rapids and Harris Township have reviewed Minn. Stat. 414.036, and agree that there is no need to reimburse Harris Township for loss of taxable property;

The City of Grand Rapids and Harris Township hereby agree by this Joint Resolution to waive the requirements of Minn. Stat. 414.036, and Harris Township does hereby specifically waive any reimbursement by the City of Grand Rapids, to Harris Township, regarding the loss of taxable property.

7. **Effect of Annexation on Township Roads.** Minnesota Statutes § 414.038 states that whenever a municipality annexes the property on both sides of a township road, that portion of road abutting the annexed property ceases to be a town road and becomes the obligation of the annexing municipality. This section does not prohibit the annexing municipality from contracting with the township for continued maintenance of the road. Any portion of a township road that ceases to be a township road pursuant to this section may still be counted as a township road for the road-and-bridge account revenues for the year in which the annexation occurs.

8. **Review and Comment.** The City of Grand Rapids and Harris Township agree that upon receipt of this resolution, passed and adopted by each party, the Chief Administrative Law Judge may review and comment, but shall within thirty (30) days, order the annexation in accordance with the terms of the resolution.

Adopted by affirmative vote of all the members of the Harris Township Board of Supervisors  
this \_\_\_\_\_ day of \_\_\_\_\_ 2011.

HARRIS TOWNSHIP

ATTEST:

By: \_\_\_\_\_  
Chairperson  
Board of Supervisor

By: \_\_\_\_\_  
Township Clerk

Adopted by affirmative vote of the City Council of Grand Rapids, this \_\_\_\_\_ day of  
\_\_\_\_\_ 2011.

CITY OF GRAND RAPIDS

ATTEST:

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

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2011.





19-003-1102  
MEYERS, CHARLES J & DONNA

19-002-2201  
HOLZEMER, TODD & MARY

19-002-2200  
MORNES, JOHN L & MARTHA

19-002-2101  
SMITH, TONY & TERRI

19-002-2100  
WINKLEBLACK, ROBERT

19-002-1204  
JARVI, VICTOR J

33 feet







# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1293      **Version:** 1      **Name:** MSAS designation Davis Mornes Roads  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 2/9/2011      **In control:** Engineering  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Designate CR 904, Davis and Mornes Roads as MSAS Streets.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2-14-11 Attachment MSAS Roads.pdf](#)  
[2-14-11 Resolution designating CR as MSAS.pdf](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Designate CR 904, Davis and Mornes Roads as MSAS Streets.

### *Body*

#### **Background Information:**

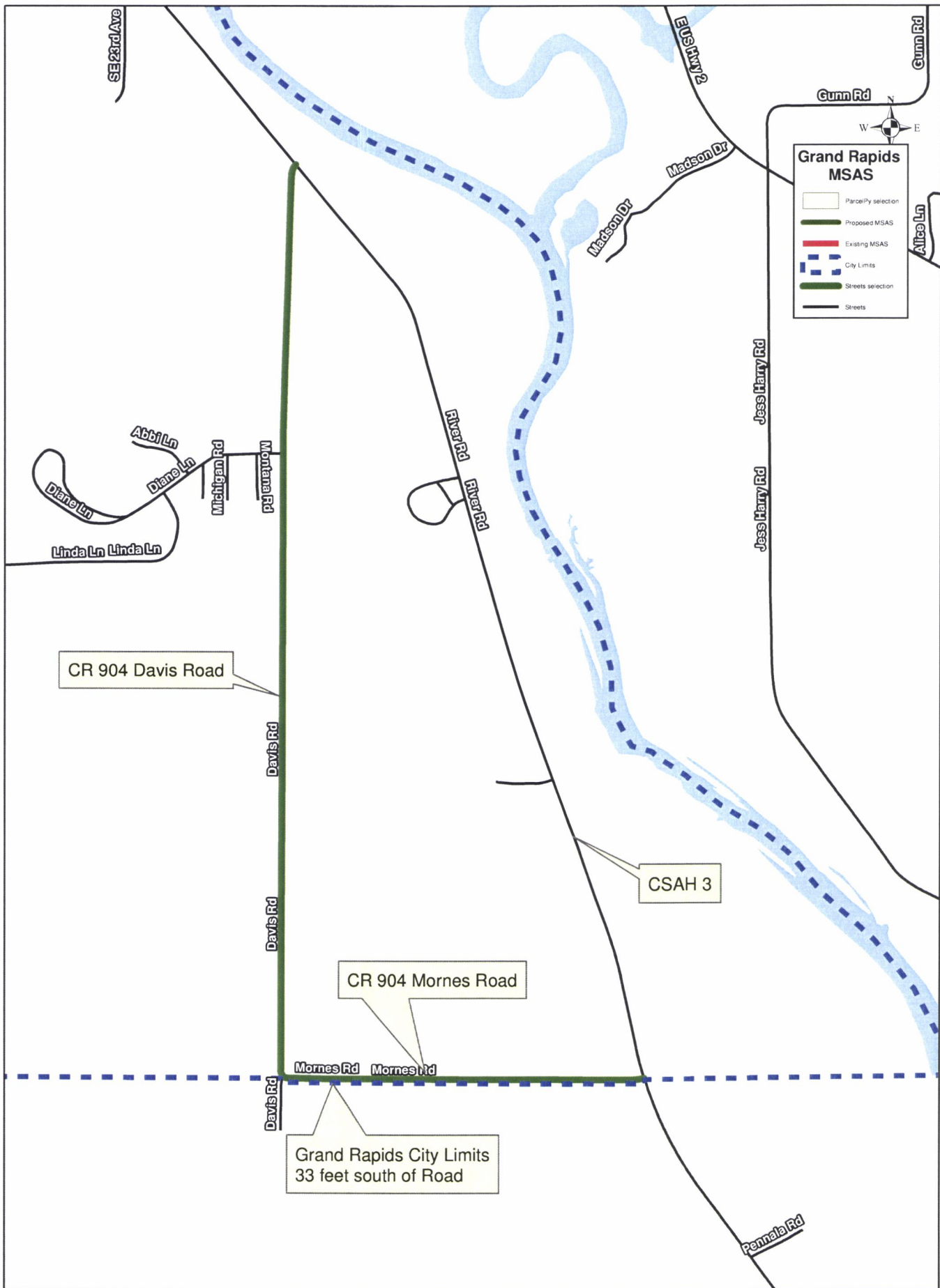
On an earlier RCA there was information related to designating county road turnbacks as MSAS roads. Attached is the resolution requesting the designation of Davis and Mornes Roads as MSAS streets.

#### **Staff Recommendation:**

City staff is recommending the designation of Davis and Mornes Roads as MSAS streets.

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

Consider a resolution requesting the designation of Davis and Mornes Roads as MSAS streets.





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

## RESOLUTION NO. 11-

## A RESOLUTION REQUESTING THE DESIGNATION OF COUNTY ROAD TURNBACK AS A NEW MSAS ROUTE

WHEREAS, the Itasca County Board of Commissioners have revoked the “County Road” status of County Road 904 as a “County Road Turnback” to the City of Grand Rapids; and

WHEREAS, the Grand Rapids City Council have concurred with revocation and “County Road Turnback” of “County Road” status of County Road 904; and

WHEREAS, the City of Grand Rapids is recommending to the Commissioner of Transportation that the following Control Section be designated:

Location	From	To	Miles
CR 904 (Davis and Mornes Roads)	CSAH 3	CSAH 3	1.98

; and

WHEREAS, the City of Grand Rapids has determined that the proposed changes to the MSAS serve the City more efficiently, as the City grows due to the orderly annexation of Grand Rapids Township, in the proposed location as shown in the attached drawing; and

WHEREAS, the designation of CR 904 as an MSAS 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 designate the Control Section identified above and shown on the attached drawing.

Adopted by the City Council this 14<sup>th</sup> day of February, 2011.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

Council member \_\_\_\_\_ seconded the foregoing resolution and the following voted in favor thereof: \_\_\_\_\_ and the following voted against same: \_\_\_\_\_

whereby the resolution was declared duly passed and adopted.



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1294      **Version:** 1      **Name:** CP 2010-3 Parking Ban  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 2/9/2011      **In control:** Engineering  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Ban parking along 3rd Street NW from 12th Avenue West to 19th Avenue West.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2-14-11 Resolution CP 2010-3 Parking.pdf](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Ban parking along 3rd Street NW from 12th Avenue West to 19th Avenue West.

### *Body*

#### **Background Information:**

Plans for CP 2010-3, 19th Avenue Rail Crossing Improvements, are complete and have been submitted to the State for approval. Part of this project includes the reconstruction of 3rd Street NW from 12th Avenue NW to 19th Avenue NW. The proposed design width is 32 feet from face of curb to face of curb. This width does not allow for on street parking. The road was designed to this width because there is not a need for on street parking and the primary purpose of the street is to provide access to UPM Blandins wood yard. By minimizing the street width, the cost of reconstructing the street is reduced.

In order to get State approval on the design, a resolution must be passed banning the ability to have on street parking.

#### **Staff Recommendation:**

City staff is recommending the approval of the attached resolution banning on street parking on 3rd Street NW from 12th Avenue NW to 19th Avenue NW.

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

Consider a resolution banning on street parking on 3rd Street NW from 12th Avenue NW to 19th Avenue NW.



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

RESOLUTION 11-\_\_

**RESOLUTION RELATED TO PARKING ON S.P. 129-137-01  
FROM 12<sup>TH</sup> AVENUE NW TO 19<sup>TH</sup> AVENUE NW  
IN THE CITY OF GRAND RAPIDS  
CP 2010-3**

WHEREAS, the “City”, has planned the improvement of 3<sup>rd</sup> Street NW and 19<sup>th</sup> Avenue NW, State Aid Route No. 137 from 19<sup>th</sup> Avenue NW to 12 Avenue NW in the City of Grand Rapids, Minnesota; and

WHEREAS, the “City” will be expending Municipal Street Aid Funds on the improvements of this Street; and

WHEREAS, this improvement does not provide adequate width for parking on both sides of the street; and approval of the proposed construction as a Municipal State Aid Street project must therefore be conditioned upon certain parking restrictions.

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

That the “City” shall ban the parking of motor vehicles on 3<sup>rd</sup> Street NW and 19<sup>th</sup> Avenue NW as shown on the construction plans at all times.

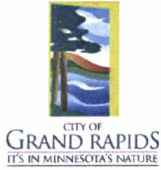
Adopted by the council this 14<sup>th</sup> day of February, 2011.

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

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

Council member \_\_\_\_\_ seconded the foregoing resolution and the following voted in favor thereof:

; and the following voted against same:



## Legislation Details (With Text)

<b>File #:</b>	11-1283	<b>Version:</b>	2	<b>Name:</b>	Request by the Police Department to purchase (1) Dodge Charger police vehicle and (2) Dodge Journey AWD vehicles from Mike Motors of Ely.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Police
<b>File created:</b>	2/9/2011	<b>In control:</b>			Police
<b>On agenda:</b>	2/14/2011	<b>Final action:</b>			
<b>Title:</b>	Request by the Police Department to purchase (1) Dodge Charger police vehicle and (2) Dodge Journey AWD vehicles from Mike Motors of Ely.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>					

Date	Ver.	Action By	Action	Result
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### Title:

Request by the Police Department to purchase (1) Dodge Charger police vehicle and (2) Dodge Journey AWD vehicles from Mike Motors of Ely.

### Background Information:

The Police Department would like to purchase 1 Dodge Charger police patrol vehicle and 2 Dodge Journey police vehicles. The Dodge Charger cost is \$22,168.00 and the cost of the 2 Dodge Journeys are \$19,986.00 a piece for a total of \$39,972.00, and a grand total of \$62,140 for all 3 vehicles. The price is per the State of Minnesota Cooperative Purchasing Venture which the city pays each year to participate in and Mike Motors of Ely has a contract to supply these vehicles. Mike Motors of Ely came in below the State bid price for these 3 vehicles. The State bid price for the Dodge Charger is \$22,211 and the Dodge Journey is \$20,076.

Other expenses related to these vehicles would be titles, applicable taxes, and equipment purchasing. The state does not require the city to pay sales tax on marked squads, which 1 of the 3 would be a marked squad. There is a proposed budget of \$70,000.00 to purchase and equip these vehicles. Purchase of the vehicles, titling, applicable sales tax, equipment and installation will be at or under the budgeted amount.

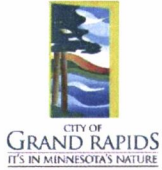
A quote was recieved from a local vendor and their total price for the 3 vehicles was \$6,528 above the the lowest bid.

### Requested City Council Action

Consider a request by the Police Department to purchase 1 new Dodge Charger Police Patrol vehicle

and 2 Dodge Journey vehicles from Mike Motors of Ely for a total cost of \$62,140 plus title fees, applicable taxes and authorize the purchase and installation of equipment not to exceed \$7,860 (for the 3 vehicles).





# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

**File #:** 11-1292      **Version:** 1      **Name:** Extension of employment and change of status for Eric Rundell.  
**Type:** Agenda Item      **Status:** Administration Department  
**File created:** 2/9/2011      **In control:** Administration  
**On agenda:** 2/14/2011      **Final action:**  
**Title:** Extension of employment and change of status for Eric Rundell.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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### *Title*

Extension of employment and change of status for Eric Rundell.

### *Body*

#### **Background Information:**

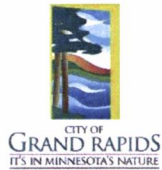
Eric Rundell was hired effective August 23, 2010 as a paid intern at \$10.00 per hour for required data research, mapping and program development for a Cemetery Management program. By hiring Eric Rundell and utilizing Mike LeClaire's expertise, we are in the process of incorporating the existing database with the City's GIS Program and creating a cost-effective Cemetery Information Management System.

The original request to hire Eric was for a period not exceeding 16 weeks, however we have been utilizing him in other projects with outside funding through Get Fit Itasca and other communities that are utilizing his GIS capabilities. Because of the duration of his employment, we will need to begin paying into PERA on Eric's behalf.

#### **Staff Recommendation:**

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

Consider extending the employment of Eric Rundell by hiring him as a temporary employee retroactive to December 13, 2010 until projects and/or funding are no longer available and increase his wage to \$11.00 per hour retroactive to January 1, 2011.



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

<b>File #:</b>	11-1297	<b>Version:</b>	1	<b>Name:</b>	Completion of Introductory Period for Police Officer William Saw.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Administration Department
<b>File created:</b>	2/9/2011	<b>In control:</b>			Administration
<b>On agenda:</b>	2/14/2011	<b>Final action:</b>			
<b>Title:</b>	Completion of Introductory Period for Police Officer, William Saw.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>					

Date	Ver.	Action By	Action	Result
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### *Title*

Completion of Introductory Period for Police Officer, William Saw.

### *Body*

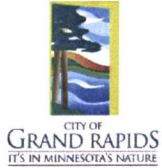
#### **Background Information:**

William Saw, Police Officer, was hired on February 1, 2010. An "End of Probationary Period Employee Progress Review" was completed by Police Chief Jim Denny on February 1, 2011. It has been determined that Officer Saw's performance is either meeting or exceeding all of the job requirements. Pursuant to the City's Personnel Policy, Section 3.4.3 Procedures for Recommending Regular Status, *"The City Council shall determine if the introductory employee's conduct or job performance is such that the employee is eligible for regular status."*

#### **Staff Recommendation:**

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

Consider granting regular status to William Saw in his position as Police Officer effective February 1, 2011.



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

<b>File #:</b>	11-1302	<b>Version:</b>	1	<b>Name:</b>	City/PUC Agreement
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Administration Department</b>	
<b>File created:</b>	2/9/2011	<b>In control:</b>		Administration	
<b>On agenda:</b>	2/14/2011	<b>Final action:</b>			
<b>Title:</b>	Consider approving the Master Internal Service Agreement between the City of Grand Rapids and the Public Utilities Commission.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Master Internal Service Agreement</a>				

Date	Ver.	Action By	Action	Result
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### Title

Consider approving the Master Internal Service Agreement between the City of Grand Rapids and the Public Utilities Commission.

### Body

#### Background Information:

The steering committee which is overseeing the collaboration between the City and the PUC is made up of Mayor Dale Adams, PUC Chair Steve Welliver, PUC General Manager Tony Ward and City Administrator Shawn Gillen. After discussing how to proceed with more collaboration the committee has agreed that the attached Master Internal Services Agreement will facilitate a more rapid process in arranging for shared services. The Master Agreement outlines how the work will be defined and compensation from one part to another, settlement of disputes, etc.

#### Requested City Council Action

Approve the Master Internal Service Agreement between the City of Grand Rapids and the Public Utilities Commission.



## **MASTER INTERNAL SERVICES AGREEMENT**

THIS AGREEMENT is entered into this \_\_\_\_ day of \_\_\_\_\_, 2011, by and between the City of Grand Rapids, a municipal corporation (hereinafter referred to as "City"), acting through its City Council, and the Grand Rapids Public Utilities Commission (hereinafter referred to as "PUC"), acting through its Commission.

### **RECITALS**

1. City and PUC have initiated an "Internal Services" program for the mutual benefit of the parties and their respective taxpayers and customers, the purpose of which is to support the effective and efficient operation of their organizations.
2. City and PUC have the authority to enter into and perform the "Internal Services Agreement" under which each party provides services to the other.
3. City and PUC represent that they have sufficient experience, expertise, resources and personnel needed to provide quality and timely services to the other.
4. During the term of this Agreement either party may, from time to time, authorize work to be performed by the other under the terms of this Agreement.

### **Article 1: - Scope of Services**

- A. This is a Master Internal Services Agreement that establishes standard terms and conditions for work to be authorized by either party that may have special terms and conditions. Services provided under this Master Agreement shall be authorized and referred to as individual Service Orders and shall be executed by both parties. The duties of either party shall not be construed to exceed those services and duties specifically set forth in the individual Service Orders. No provision of this Agreement shall be construed as generating a minimum amount of work.
- B. Each Service Order shall be submitted by the designated authority on behalf of each entity. Each request for service shall be in writing and shall specify the particular service required. Upon receipt, the party requested to supply the service shall indicate their acceptance or rejection of the request, have it signed by their authorized official, and return one copy to the requesting party. The authorized official for the City is the City Clerk and the authorized official for the PUC is the Public Utilities General Manager. Each accepted Service Order shall be incorporated into and become a part of this Agreement.
- C. The Service Orders shall establish the scope of services and deliverables to be provided which shall include, at a minimum, the following:

- i) Quantifiable measures of the service provided (i.e., vehicle miles driven or hours operated, feet of utility trench excavated and backfilled to standard specifications, acres of property or right-of-way mowed, etc.);
  - ii) Qualitative measures of the service provided before work is performed (i.e., technical specifications, schedules, and budgets established by the service recipient) as well as after work is performed (i.e., adherence to schedules for vehicle trips, adherence to schedule and successful inspections for utility trench projects, employee safety performance, accuracy of employee documentation for work and time, customer satisfaction or dissatisfaction, etc.);
  - iii) Methods by which work is identified, described, assigned, tracked and reported;
  - iv) Methods by which costs (including labor, equipment and materials) are tracked, accounted for and reported; and
  - v) Methods by which costs are recovered. Unit costs for identified work units (quantitative measures as described above) are preferred to time and materials recovery. Either method requires the parties to agree on methods of work-in-progress observation, quantitative and qualitative work reporting upon completion, cost accounting, invoicing and payment.
- D. City and PUC will maintain a structure and process by which either party may suggest services that they need and which they believe the other party should consider offering. City and PUC, with input from their respective employees and governing bodies, will evaluate the qualitative and economic viability of each suggested service before offering it under this Agreement.
- E. Either party may discontinue any service subject to the notice and termination provisions of each Service Order.

**Article 2 – Term:**

- A. The initial term of this Agreement is three (3) years from date of execution, ending on \_\_\_\_\_, 2014.
- B. This Agreement will automatically renew for successive three (3) year terms unless either party notifies the other in writing no less than ninety (90) days prior to expiration of the current term.

### **Article 3 – Compensation:**

- A. Each recipient party agrees to pay for services identified in the individual Service Orders in accordance with the amount and basis of compensation included with each Service Order and the compensation provisions in this Agreement.
- B. In addition to the individual Service Orders, each party shall pay to the other a flat fee according to the schedule attached hereto as Exhibit “A,” which shall be paid within thirty (30) days of initial execution of this Agreement.
- C. At the beginning of each subsequent Contract Year (a “Contract Year” being each successive twelve (12) month period beginning on the date of execution of this Agreement) the flat fee may be adjusted based upon the previous year’s work hours performed.
- D. City Council and Public Utilities Commission will review and report to each other on the performance of all active Service Orders through the City Work Order System at least quarterly during each annual Contract Year. The report will include information about service activity level (i.e., measured amounts of work requested and performed), service levels requested and delivered (quality and timeliness).

### **Article 4 – Relationship:**

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees and agents of that party and shall not be considered for any purpose to be employees or agents of the other party. This Agreement is for the benefit of the parties, and no third-party beneficiary relationship is intended. No separate legal entity is created by this Agreement. No joint organization is created. No common budget is to be established. No personal or real property is to be jointly acquired or held.

### **Article 5 – Indemnification:**

- A. Both the City and PUC hereby indemnify and hold the other harmless against all losses, expenses, claims or liability of any kind (including reasonable attorney’s fees and costs) for personal injury or property damage, arising out of the actions taken by either party pursuant to this Agreement.
- B. In the event of loss or damage arising out of any cause whatsoever, neither party’s financial liability to the other will exceed the annual compensation received for each service involved in a claim.

### **Article 6 – Dispute Resolution:**



In the event a dispute shall arise concerning the terms and conditions of this Agreement, the parties hereto agree to submit said dispute first to the Internal Services Team, then the Steering Team, then the Public Utilities Commission, and lastly the City Council.

**Article 7 – Insurance:**

During the term of this Agreement each party will keep in force, at its expense, a policy of insurance adequately protecting each party as further specified. General liability coverage amounts shall be at least \$1,500,000 combined single limit or such other amount as set forth in Minn. Stat. § 466.04, Subd. 1, as may be changed from time to time by the State Legislature, setting forth a municipality's maximum liability limit. The insurance policies shall name the other party as an additional insured. Copies of said policies shall be deposited with the City Clerk and Public Utilities Director prior to commencement of the term of this Agreement. Each party will provide the other with a Certificate of Insurance naming the other as an additional insured, and stating that said policy cannot be cancelled except upon proper cancelation of this Agreement.

**Article 8 – General Terms and Conditions:**

- A. Each party reserves the right to enter into any other contract with other public or private entities for the performance of any service or services which may be included within the scope of services provided in this Agreement.
- B. Neither party makes any representations, covenants nor warranties, express or implied, to the other with respect to the equipment and services provided under this Agreement or any individual Service Order.
- C. Neither party may assign this Agreement or any individual Service Order without the prior written consent of the other party.
- D. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
- E. If any provision of this Agreement or any provision of any document incorporated by reference is held to be invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement and the provisions of this Agreement are declared to be severable.
- F. This Agreement may only be modified in writing, duly authorized and signed by the designated representative of each party. All notices given under this Agreement shall be either hand-delivered or mailed to the following addresses:

Public Utilities Commission:  
Attn: General Manager

City of Grand Rapids:  
Attn: City Clerk

500 SE 4<sup>th</sup> Street  
Grand Rapids, MN 55744

420 No. Pokegama Avenue  
Grand Rapids, MN 55744

IN WITNESS WHEREOF the parties have executed this Agreement the day and  
year first above written.

**CITY OF GRAND RAPIDS**

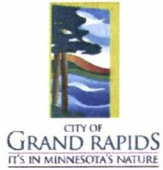
**PUBLIC UTILITIES COMMISSION**

By: \_\_\_\_\_  
Its: Mayor

By: \_\_\_\_\_  
Its: President

By: \_\_\_\_\_  
Its: City Clerk

By: \_\_\_\_\_  
Its: Secretary



# CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS  
420 NORTH POKEGAMA  
AVE.

## Legislation Details (With Text)

<b>File #:</b>	11-1309	<b>Version:</b>	1	<b>Name:</b>	VERIFIED CLAIMS
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Verified Claims
<b>File created:</b>	2/10/2011	<b>In control:</b>		<b>In control:</b>	Finance
<b>On agenda:</b>	2/14/2011	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider approving the verified claims for the period January 17, 2011 to February 7, 2011 in the total amount of \$756,132.30.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">02/14/2011 BILL LIST</a>				

Date	Ver.	Action By	Action	Result
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### *Title*

Consider approving the verified claims for the period January 17, 2011 to February 7, 2011 in the total amount of \$756,132.30.

### **Requested City Council Action**

Consider approving the verified claims for the period January 17, 2011 to February 7, 2011 in the total amount of \$756,132.30.



## CITY COUNCIL BILL LIST - FEBRUARY 14, 2011

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CITY OF GRAND RAPIDS  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/14/11

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0118625	ARROW EMBROIDERY	195.00
1309098	MINNESOTA DEPT OF ADMN	55.33
TOTAL CITY WIDE		250.33
ADMINISTRATION		
0315537	CONNECTING POINT TECHNOLOGIES	458.44
0718060	GRAND RAPIDS NEWSPAPERS INC	841.13
1415377	NORTHERN BUSINESS PRODUCTS INC	191.25
1415524	NORTHLAND HUMAN RESOURCE ASSOC	50.00
1920240	STERLE LAW OFFICE	747.50
TOTAL ADMINISTRATION		2,288.32
BUILDING MAINTENANCE-CITY HALL		
0221650	BURGGRAF'S ACE HARDWARE INC	4.80
0315455	COLE HARDWARE INC	49.39
0522103	EVANS ELECTRIC INC	274.00
0920060	ITASCA COUNTY TREASURER	169.33
1801585	RAPIDS ELECTRIC INC	95.05
1821700	MICHAEL RUSSELL	860.00
1909510	SIM SUPPLY INC	329.95
TOTAL BUILDING MAINTENANCE-CITY HALL		1,782.52
COMMUNITY DEVELOPMENT		
0519650	ESRI INC	1,603.12
0920055	ITASCA COUNTY RECORDER	46.00
1415377	NORTHERN BUSINESS PRODUCTS INC	134.29
1920240	STERLE LAW OFFICE	2,405.00
2018225	TREASURE BAY PRINTING INC	12.66
TOTAL COMMUNITY DEVELOPMENT		4,201.07
COUNCIL/COMMISSION/BOARDS		
1920240	STERLE LAW OFFICE	1,300.00
TOTAL COUNCIL/COMMISSION/BOARDS		1,300.00
ENGINEERING		
0519650	ESRI INC	3,767.38

## CITY COUNCIL BILL LIST - FEBRUARY 14, 2011

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CITY OF GRAND RAPIDS  
DEPARTMENT SUMMARY REPORT

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
ENGINEERING		
0718060	GRAND RAPIDS NEWSPAPERS INC	46.00
1920240	STERLE LAW OFFICE	2,470.00
TOTAL ENGINEERING		6,283.38
FINANCE		
0315537	CONNECTING POINT TECHNOLOGIES	35.16
0718060	GRAND RAPIDS NEWSPAPERS INC	300.40
1309178	MINNESOTA GFOA	120.00
1415377	NORTHERN BUSINESS PRODUCTS INC	496.54
1920240	STERLE LAW OFFICE	32.50
2100267	US BANK - CREDIT INQUIRIES	25.00
TOTAL FINANCE		1,009.60
FIRE		
0103325	ACHESON TIRE COMPANY INC	350.00
0118625	ARROW EMBROIDERY	213.75
0121721	AUTO VALUE - GRAND RAPIDS	43.68
0221650	BURGGRAF'S ACE HARDWARE INC	114.00
0312110	CLAREY'S SAFETY EQUIPMENT INC	158.79
0312750	CLUSIAU SALES	288.56
0401804	DAVIS OIL	155.84
0805350	HEIMAN INC	146.50
0920060	ITASCA COUNTY TREASURER	90.97
0920450	ITL PATCH COMPANY, INC	193.28
1200500	L&M SUPPLY	96.40
1309118	MINNESOTA CHAPTER I.A.A.I.	25.00
1315730	MOTOROLA INC	237.21
1913550	SMOKE EATER	224.00
2300600	W.P. & R.S. MARS COMPANY	13.87
2309545	WINGS & WILLOWS	53.44
TOTAL FIRE		2,405.29
INFORMATION TECHNOLOGY		
0300200	CDW GOVERNMENT INC	5,039.02
1309098	MINNESOTA DEPT OF ADMN	277.48
1909730	SITE IMPROVE INC	1,433.43
TOTAL INFORMATION TECHNOLOGY		6,749.93

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DEPARTMENT SUMMARY REPORT

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
0121721	AUTO VALUE - GRAND RAPIDS	625.37
0221650	BURGGRAF'S ACE HARDWARE INC	16.02
0301400	CAKE KINGDOM	28.99
0301655	CARGILL INCORPORATED	6,049.50
0301685	CARQUEST AUTO PARTS	214.83
0301705	CASPER CONSTRUCTION INC	680.00
0315455	COLE HARDWARE INC	260.09
0321125	CUB FOODS STORE# 9036	81.59
0401804	DAVIS OIL	3,504.08
0415550	DOOR SERVICE INC	187.50
0514802	ENVIROTECH SERVICES INC	5,381.65
0718060	GRAND RAPIDS NEWSPAPERS INC	535.40
0718105	GRAYBAR ELECTRIC COMPANY INC	217.61
0800040	H & L MESABI	1,570.26
0801535	HAMMERLUND CONSTRUCTION INC	2,584.00
0801836	HAWKINSON SAND & GRAVEL	1,269.79
0920060	ITASCA COUNTY TREASURER	1,233.91
1301213	DAN MARTIN	494.31
1415030	NORD AUTO PARTS	114.52
1415640	NORTRAX EQUIPMENT COMPANY	2,771.09
1421155	NUCH'S IN THE CORNER	223.79
1503150	OCCUPATIONAL DEVELOPMENT CTR	1,891.69
1615650	PORTABLE JOHN	307.80
1621125	PUBLIC UTILITIES COMMISSION	6,176.98
1800654	R&R LANDSCAPING	412.50
1920555	STOKES PRINTING COMPANY	173.68
TOTAL PUBLIC WORKS		37,006.95
FLEET MAINTENANCE		
0100046	ASV, INC.	62.40
0114203	ANDERSON LUBRICANTS INC	506.11
0121721	AUTO VALUE - GRAND RAPIDS	328.03
0301685	CARQUEST AUTO PARTS	245.93
0301705	CASPER CONSTRUCTION INC	270.75
0315455	COLE HARDWARE INC	220.42
0315537	CONNECTING POINT TECHNOLOGIES	85.49
1415030	NORD AUTO PARTS	73.88
1415640	NORTRAX EQUIPMENT COMPANY	49.65
1801615	RAPIDS WELDING SUPPLY INC	189.88
2609350	ZIEGLER INC	2,748.87
TOTAL FLEET MAINTENANCE		4,781.41



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VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
POLICE		
0116610	APPLIED CONCEPTS INC	140.62
0121721	AUTO VALUE - GRAND RAPIDS	105.09
0301685	CARQUEST AUTO PARTS	369.04
0315455	COLE HARDWARE INC	10.33
0315508	COMPUTER ENTERPRISES	54.38
0315537	CONNECTING POINT TECHNOLOGIES	131.32
0409501	DIMICH LAW OFFICE	6,250.00
0701480	GALLS, AN ARAMARK COMPANY	102.05
0718010	CITY OF GRAND RAPIDS	38.93
0904225	IDEAL IMPRESSIONS	355.66
0920060	ITASCA COUNTY TREASURER	4,254.19
1109725	KITZVILLE BODY SHOP	267.19
1309098	MINNESOTA DEPT OF ADMN	65.00
1415377	NORTHERN BUSINESS PRODUCTS INC	-83.08
1415580	NORTHSIDE LUMBER COMPANY	99.77
1801570	RAPIDS AUTO WASH	31.50
1801580	RAPIDS BODY SHOP	673.29
1920233	STREICHER'S INC	1,884.31
2000400	T J TOWING	213.76
TOTAL POLICE		14,963.35
RECREATION		
0920068	ITASCA DRIFTSKIPPERS	2,000.00
1415377	NORTHERN BUSINESS PRODUCTS INC	72.68
1605665	PERSONNEL DYNAMICS, LLC	1,411.80
TOTAL RECREATION		3,484.48
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	110.08
0114300	ANGEL OF HOPE	197.56
0205153	BECKER ARENA PRODUCTS INC	1,443.97
0221650	BURGGRAF'S ACE HARDWARE INC	80.56
0312109	CLAFTON SALES - CLAFTON SKATE	216.00
0315334	COHASSET PTC	199.38
0315453	COLE-PARMER INSTRUMENT CO	324.24
0501656	EARTHGRAINS - FERGUS FALLS	111.87
0920059	ITASCA COUNTY SHERIFFS DEPT	10.00
1105640	KERNEL CONCESSION SUPPLY	311.00
1205725	LET'S PLAY HOCKEY/SOFTBALL	472.64
1301168	MARKETPLACE FOODS	135.64
1415377	NORTHERN BUSINESS PRODUCTS INC	116.94

## CITY COUNCIL BILL LIST - FEBRUARY 14, 2011

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INVOICES DUE ON/BEFORE 02/14/11

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
1415655	NORVEND INC	66.00
1605611	PEPSI-COLA	2,183.24
1801610	RAPIDS PLUMBING & HEATING INC	562.50
1901500	SAMMY'S PIZZA	137.50
1901535	SANDSTROM COMPANY INC	5,133.00
1908099	SHARP GUY SHARPENING	160.00
1909510	SIM SUPPLY INC	1,104.23
1915755	SOUTHWEST PTC	188.50
2116600	UPPER LAKE FOODS INC	1,123.26
2209421	VIKING ELECTRIC SUPPLY INC	199.73
TOTAL GENERAL ADMINISTRATION		14,587.84
STATE HAZ-MAT RESPONSE TEAM		
1415030	NORD AUTO PARTS	32.78
TOTAL		32.78
ST HAZ-MAT TERRORISM GRANT		
0920059	ITASCA COUNTY SHERIFFS DEPT	45,364.20
TOTAL ST HAZ-MAT TERRORISM GRANT		45,364.20
POLICE DESIGNATED FORFEITURES		
1920233	STREICHER'S INC	17,454.49
TOTAL		17,454.49
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	46.73
0401804	DAVIS OIL	1,187.27
0920060	ITASCA COUNTY TREASURER	76.61
1415590	NORTHWEST GAS	3,568.75
TOTAL		4,879.36
DOMESTIC ANIMAL CONTROL FAC		

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VENDOR #	NAME	AMOUNT DUE
-----		
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	14.55
0920060	ITASCA COUNTY TREASURER	143.68
TOTAL		158.23
TIF 1-6 OLD HOSP HSING PAYGO		
1105530	KENNEDY & GRAVEN	54.00
TOTAL		54.00
TIF 1-5 BLK BEAR HOMES		
1105530	KENNEDY & GRAVEN	52.50
TOTAL		52.50
GENERAL CAPITAL IMPRV PROJECTS		
0618900	FRYBERGER, BUCHANAN, SMITH &	50.88
TOTAL		50.88
PARK ACQUISITION & DEVELOPMENT		
PARK IMPROVEMENTS		
1809517	RINK EQUIPMENT RESOURCE	12,000.00
TOTAL PARK IMPROVEMENTS		12,000.00
2010 INFRASTRUCTURE BONDS		
2004-2B MULTI USE TRAIL		
1309360	MN DEPT OF TRANSPORTATION	46.43
TOTAL 2004-2B MULTI USE TRAIL		46.43
19TH AVE NW RAIL XING IMPROV		
2010-03 19TH AVE NW		
1920240	STERLE LAW OFFICE	585.00
TOTAL 2010-03 19TH AVE NW		585.00



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INVOICES DUE ON/BEFORE 02/14/11

VENDOR #	NAME	AMOUNT DUE
-----		
2011	INFRASTRUCTURE BONDS	
	2004-3 SE 4TH STREET	
0218115	BRAUN INTERTEC CORPORATION	1,416.00
	TOTAL 2004-3 SE 4TH STREET	1,416.00
STORM WATER UTILITY		
0301705	CASPER CONSTRUCTION INC	1,657.50
0401804	DAVIS OIL	1,991.31
0519650	ESRI INC	3,556.90
0920060	ITASCA COUNTY TREASURER	564.79
1621125	PUBLIC UTILITIES COMMISSION	1,500.00
	TOTAL	9,270.50
LODGING TAX		
1920240	STERLE LAW OFFICE	395.00
	TOTAL	395.00
	TOTAL UN-PAID TO BE APPROVED	192,853.84
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	6,020.00
0114217	MARCIA ANDERSON	39.50
0200024	BP/AMOCO	34.28
0212750	BLUE CROSS & BLUE SHIELD OF MN	31,984.00
0212751	BLUE CROSS BLUE SHIELD	972.00
0218755	CHARLES BRUEMMER	233.10
0301685	CARQUEST AUTO PARTS	1,089.00
0405200	CITY OF DEER RIVER	123.38
0405305	LYNN DEGRIO	30.00
0405447	DELTA DENTAL OF MINNESOTA	2,201.15
0504610	RON EDMINSTER	124.44
0605191	FIDELITY SECURITY LIFE INS CO	86.81
0709456	SHAWN J GILLEN	950.00
0715561	MATTHEW GOOKINS	30.00
0715818	GOVERNMENT TRAINING SERVICES	400.00
0717989	GRAND PLAZA HOUSING	1,924.13
0717996	GRAND ITASCA CLINIC	209.38
0717997	GRAND ITASCA HOSPITAL	141.44
0718015	GRAND RAPIDS CITY PAYROLL	432,914.00
0718070	GRAND RAPIDS STATE BANK	156.51
0809303	HIGHWAY TECHNOLOGIES INC	279.60

## CITY COUNCIL BILL LIST - FEBRUARY 14, 2011

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INVOICES DUE ON/BEFORE 02/14/11

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0809445	CITY OF HILL CITY	152.02
0900060	ICTV	6,821.38
0920014	ITASCA CHIROPRACTIC CENTER	12.30
0920055	ITASCA COUNTY RECORDER	46.00
1201402	LAKE COUNTRY POWER	42.66
1205090	LEAGUE OF MINNESOTA CITIES	60.00
1209516	LINCOLN NATIONAL LIFE	710.06
1300140	MINNESOTA PIE	125.00
1301250	ROBERT MATTEI	147.00
1309079	S.MILLER - PETTY CASH FUND	35.00
1309150	MN CHIEFS OF POLICE ASSOC.	380.00
1309173	MINNESOTA DEPT OF HEALTH	150.00
1309199	MINNESOTA ENERGY RESOURCES	11,579.67
1309261	MPFF PAC FUND	200.00
1309291	MN POLLUTION CONTROL AGENCY	310.00
1309332	MN STATE RETIREMENT SYSTEM	3,203.34
1309357	STATE OF MINNESOTA	30.00
1315295	CHAD MOEN	30.00
1325445	RANDY MYHRER	109.88
1415479	NORTHERN DRUG SCREENING INC	73.00
1503151	OCCUPATION DEVELOPMENT CENTER	11.25
1516220	OPERATING ENGINEERS LOCAL #49	25,364.00
1518550	MATTHEW O'ROURKE	90.00
1609557	PIONEER MUTUAL LIFE INS CO	256.87
1621125	PUBLIC UTILITIES COMMISSION	910.13
1621130	P.U.C.	7,328.36
1723221	QWEST	7.25
1805295	REGENCE BLUE CROSS BLUE SHIELD	160.00
1809149	MICHAEL RICE	118.83
1901338	ST. LUKES HOSPITAL	556.37
1901339	ST. LUKES HOSPITAL	900.88
1901359	ST. MARYS MEDICAL CENTER	8.89
1901820	WILLIAM SAW	30.00
1921620	SUPERIOR USA BENEFITS CORP	315.00
2114360	UNITED PARCEL SERVICE	130.89
2205637	VERIZON WIRELESS	1,836.07
2209665	VISA	1,709.47
2209705	VISIT GRAND RAPIDS	18,033.62
2301700	WASTE MANAGEMENT	868.60
2305447	WELLS FARGO BANK NA	400.00
2308227	GARY WHEELLOCK, DC	16.95
T000689	DL SEAMLESS	65.00
TOTAL PRIOR APPROVAL		563,278.46
TOTAL ALL DEPARTMENTS		756,132.30