CITY OF PARK RAPIDS
CITY COUNCIL MEETING
OCTOBER 22, 2024 6:00 PM
PARK RAPIDS CITY HALL COUNCIL CHAMBERS
PARK RAPIDS, MINNESOTA

1. CALL TO ORDER: The October 22nd, 2024, Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Vice Mayor Liz Stone, and the Pledge of Allegiance was recited.

2. ROLL CALL: Present: Vice Mayor Liz Stone, Councilmembers Joe Christensen, Tim Little, and Bob Wills. Absent: None. Staff Present: City Administrator Angel Weasner, City Clerk Berit Score, Police Officer Austin Rittgers, Liquor Store Manager Scott Olson, and City Planner Ben Oleson via Zoom. Others Present: Nancy Newman, and Robin Fish from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Christensen, seconded by Little, and unanimously carried to approve the agenda as presented.

4. APPROVAL OF MINUTES:

4.1. City Council Regular Meeting Minutes – October 8th, 2024: A motion was made by Little, seconded by Christensen, and unanimously carried to approve the October 8th, 2024, City Council Regular Meeting minutes as presented.

4.2. City Council Work Session Meeting Minutes –September 24th, 2024: A motion was made by Wills, seconded by Christensen, and unanimously carried to approve the September 24th, 2024, City Council Work Session Meeting minutes as presented.

5. FINANCE:

5.1. Payables and Prepaids: A motion was made by Christensen, seconded by Little, and unanimously carried to approve the payables in the amount of $395,014.46 and prepaids in the amount of $164,858.18.

6. CONSENT AGENDA: A motion was made by Wills, seconded by Little, and unanimously carried to approve the consent agenda as presented.

*6.1. Resolution #2024-132 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit to Hubbard First Response & Rescue .....

*6.2. Resolution #2024-133 Approve Final Payment to Kuechle Underground, Inc. for the Fair Avenue Reconstruction Project in the City of Park Rapids .....

*6.3. Final Reading of Ordinance No. 628 to Amend the Park Rapids City Code to Enable Enforcement of the City Code by Civil Action .....

*6.4. Final Reading of Ordinance No. 629 to Amend the Park Rapids City Code §36.06 Employee/Contracted Services Compensation.....

*6.5. Approve Public Facilities Use Permit to Hammer Fit Gym to Hold a 5k Run/Walk on May 24th, 2025.....

*6.6. Donations to the City of Park Rapids as of October 22nd, 2024.....

*6.7. Approve Payment in the Amount of $5,780.40 to David Drown Associates, Inc.....

*6.8. Approve Payment in the Amount of $5,200.00 to Haga Kommer.....

*6.9. Approve Payment in the Amount of $19,200.00 to Innovative Sign & Graffix LLC.....

*6.10. Approve Payment in the Amount of $2,750.00 to Service Master Professional Services.....

*6.11. Approve Payment in the Amount of $5,000.00 to White Cap, L.P.....

END OF CONSENT AGENDA

7. COMMENTS FROM CITIZENS:

8. PLANNING:

8.1. First Reading of Ordinance No. 630 to Amend Chapter 151: Zoning, of the Park Rapids City Code.....

Discussion:
Ben Oleson stated this would amend the City Code in terms of the agriculture district to allow for self storage and mini storage type units to be allowed in that district as a conditional use. The recommendation from the Planning Commission was to approve.

A motion was made by Christensen, seconded by Wills, and unanimously carried to approve the first reading of Ordinance No. 630.

9. GENERAL BUSINESS:

9.1. Resolution #2024-134 Approve and Authorize City Officials to Execute the Contract for Custodial Services for the City of Park Rapids.....

Discussion:
Weasner stated the City put out an RFP for services twice and received three proposals. The Finance Committee reviewed the proposals and recommends Warnick's Janitorial Services.

A motion was made by Little, seconded by Christensen, and unanimously carried to approve Resolution #2024-134.

9.2. Resolution #2024-135 Authorize City Officials to Execute the State of Minnesota State Airports Fund Grant Agreement .....

Discussion:
Weasner stated the City recently received the FAA grant for $199,000 for the snow removal equipment. We are also received some money from the MNDOT aeronautics division and we just need to sign the grant so we may receive the additional funds.

A motion was made by Little, seconded by Wills, and unanimously carried to approve Resolution #2024-135.

10. CITY ADMINISTRATOR COMMENTS:

Angel Weasner stated election day is two weeks from today. Polls will be open from 7 a.m. to 8 p.m. here at City Hall. Our facility needs plan is coming along. Hopefully it will be completed in the next week or two. Hubbard County is working on a comprehensive safety action plan. There will be a link on the City website and hopefully on the City Facebook page so you can look at what the Highway Department is looking at doing. They are looking for comments.

11. DEPARTMENT HEAD UPDATES:

Scott Olson stated we're up 7.4% in October. We had our annual inspection for our automatic doors. They are nearing 4 million cycles. They're all in working order, but in 2025 we're budgeted to replace those doors. We're not following a national trend where beer sales are significantly down. We traditionally haven't been a big beer selling store. Spirits purchases seem to be up.

12. MINUTES/REPORTS/INFORMATION:

12.1. Planning Commission Special Meeting Minutes – October 10th, 2024 .....

12.2. Charter Communications Memo – October 7th, 2024 .....

12.3. Finance Committee Meeting Minutes – August 6th, 2024 .....

12.4. Parks and Beautification Board Meeting Minutes – September 9th, 2024.....

13. COMMENTS FROM COUNCIL:

Bob Wills stated we're moving ahead on the Beach House. We're going to look at designs soon.

Joe Christensen stated Planning Commission was eventful, with nothing having been done in the end.

14. ADJOURNMENT: A motion was made by Christensen, seconded by Wills, and unanimously carried to adjourn the meeting at 6:12 p.m.

[seal]

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Vice Mayor Liz Stone

ATTEST:

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Berit Score
City Clerk