

GRAND RAPIDS CITY COUNCIL MINUTES  
TUESDAY, NOVEMBER 13, 2007 - 5:00 P.M.  
CITY HALL COUNCIL CHAMBERS  
420 NORTH POKEGAMA AVENUE, GRAND RAPIDS, MINNESOTA

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids City Council was held on Tuesday, November 13, 2007 at 5:00 p.m. in the Grand Rapids Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:** On a Call of Roll, the following members were present: Mayor Jim Millis, Councilmembers: Larry Schlauderaff, Dale Adams, Dan Erkkila, and Gary McInerney. Absent: None.

Others Present: City Attorney Chad Sterle, City Administrator Shawn Gillen, City staff: Lynn DeGrio, Dale Rosier, Tom Pagel, Rob Mattei, Jeff Davies, Jeff Carlson, Leigh Serfling, Shirley Miller.

**PRESENTATIONS/PROCLAMATIONS:**

Mayor Millis administered the Oath of Office to Officer Jeff Carlson.

**PUBLIC FORUM:** None.

**COUNCIL REPORTS:**

- Councilman Adams updated the Council and the public on the 169 Range crossroad improvement project.
- Councilman Erkkila asked the public for their input on the survey for the “Community Branding Initiative” for the Grand Rapids area, noting their input is vital in helping the community understand what makes the Grand Rapids area appealing to visitors, businesses and residents.
- Mayor Millis stated Grand Rapids has been nominated as one of five cities to be the State Capital of the Day as part of the Minnesota Statehood Sesquicentennial event, and encouraged the public to cast their vote on line.

**APPROVAL OF MINUTES:**

**MOTION BY COUNCILMAN McINERNEY, SECOND BY COUNCILMAN ADAMS, TO APPROVE THE COUNCIL MINUTES OF OCTOBER 22, 2007 AT 3:30 AND 5:00 AS PRESENTED. The following voted in favor thereof: McInerney, Adams, Erkkila, Schlauderaff, Millis. Opposed: None, passed unanimously.**

**CONSENT AGENDA:**

**MOTION BY COUNCILMAN ERKKILA, SECOND BY COUNCILMAN ADAMS,  
TO APPROVE CONSENT AGENDA ITEMS 1-7 AS PRESENTED.**

1. Approve the hiring of Erik Hovet and Jack Moore as part-time concession workers at the IRA Civic Center/Grand Rapids Sports Complex at a starting wage of \$6.25 per hour. Their employment will begin on November 13, 2007.
2. Adopt resolution No. 07-111 – approving the plans and specifications and advertising for bids on CP 2007-12, IEDC Spec Building.
3. Approve Change Order #3 with Hammerlund Construction for services related to CP 2001-6, 21<sup>st</sup> Street SE, in an amount of \$16,183.06.
4. Adopt Res. 07-112 – a resolution declaring the cost to be reassessed for CP 2004-1, Airport South Industrial Park Improvements.
5. Adopt Res. 07-113 – establishing a public hearing for CP 2004-1, Airport South Industrial Park, on Monday, December 10, 2007 at 6:00 p.m. in the Council Chambers.
6. Adopt Res. 07-114 – approving an operating transfer from the General Fund to the Park Acquisition and Development Fund in the amount of \$7,500 for the fishing pier adjacent to the Grand Rapids Public Library.
7. Approving the hiring of temporary employee with the Grand Rapids Park and Recreation Department.

**The following voted in favor thereof: McInerney, Adams, Erkkila, Schlauderaff, Millis. Opposed: None, passed.**

**SETTING OF REGULAR AGENDA:** The Council approved the regular agenda as presented.

**ACKNOWLEDGE BOARD AND COMMISSION MINUTES:**

The Council acknowledged the receipt of the Housing and Redevelopment Authority September 19, 2007 minutes.

**DEPARTMENT HEAD REPORTS:**

Bob Cahill, Golf Course Manager, provided his semi-annual department head report to the Council highlighting the following:

- Rounds of Golf
- Course Condition – preparation for winter.
- Financial Report
- 2007 Events
- Junior golf events
- Golf Course forums

**COMMUNITY DEVELOPMENT DEPARTMENT:**

10. Consider authorizing Community Development Director, Rob Mattei, to travel out of state to attend the Pioneering Health Communities Conference on December 5<sup>th</sup> through December 7<sup>th</sup>.

**MOTION BY COUNCILMAN MCINERNEY, SECOND BY COUNCILMAN ERKKILA, TO AUTHORIZE COMMUNITY DEVELOPMENT DIRECTOR, ROB MATTEI TO TRAVEL OUT OF STATE TO ATTEND THE PIONEER HEALTH COMMUNITIES CONFERENCE ON DECEMBER 5<sup>TH</sup> THROUGH DECEMBER 7<sup>TH</sup>. The following voted in favor thereof: Adams, Erkkila, Schlauderaff, McInerney, Millis. Opposed: None, passed unanimously.**

**ENGINEERING DEPARTMENT:**

11. Consider approving an agreement between the City of Grand Rapids and Itasca Economic Development Corporation (IEDC) for City services related to CP 2007-12, IEDC Spec Building.

**MOTION BY COUNCILMAN SCHLAUDERAFF, SECOND BY COUNCILMAN McINERNEY, TO APPROVE AN AGREEMENT BETWEEN THE CITY OF GRAND RAPIDS AND ITASCA ECONOMIC DEVELOPMENT CORPORATION (IEDC) FOR CITY SERVICES RELATED TO CP 2007-12, IEDC SPEC BUILDING. The following roll call vote was taken: Aye: Erkkila, Schlauderaff, McInerney, Adams, Millis. Nay: None, passed.**

12. Consider accepting Hammerlund Constructions bid for removal of a house, demolition of basement, demolition of a garage, and abandonment of water and sanitary services located at 11 SW 4<sup>th</sup> Street in an amount of \$1.00.

**MOTION BY COUNCILMAN ERKKILA, SECOND BY COUNCILMAN ADAMS, TO ACCEPT HAMMERLUND CONSTRUCTION'S BID FOR REMOVAL OF HOUSE, DEMOLITION OF BASEMENT, DEMOLITION OF A GARAGE, AND ABANDONMENT OF WATER AND SANITARY SERVICES LOCATED AT 11 SW 4<sup>TH</sup> STREET IN THE AMOUNT OF \$1.00. The following roll call vote was taken: Aye: Schlauderaff, McInerney, Adams, Erkkila, Millis. Nay: None, motion passed.**

13. Consider approving a purchase agreement between the City of Grand Rapids and John and Charlene Swann related to CP 2003-6, Railroad Crossing Closures/Improvements in an amount of \$1,050,000 which includes relocation expenses.

**MOTION BY COUNCILMAN ERKKILA, SECOND BY COUNCILMAN McINERNEY, TO APPROVE A PURCHASE AGREEMENT BETWEEN THE CITY OF GRAND RAPIDS AND JOHN AND CHARLENE SWANN RELATED TO CP 2003-6, RAILROAD CROSSING CLOSURES/IMPROVEMENTS IN AN AMOUNT OF \$1,050,000 AS PRESENTED. The following roll call vote was taken: Aye: McInerney, Adams, Erkkila, Schlauderaff, Millis. Nay: None, motion passed.**

14. Consider submitting a grant request to the Iron Range Resources Commercial Community Redevelopment Grant program, in an amount of \$150,000.00, for the demolition of commercial buildings related to CP 2003-6, Railroad Crossing Closure/Improvements.

**MOTION BY COUNCILMAN ADAMS, SECOND BY COUNCILMAN SCHLAUDERAFF, TO AUTHORIZE SUBMITTING A GRANT REQUEST TO THE IRON RANGE RESOURCES COMMERCIAL COMMUNITY REDEVELOPMENT GRANT PROGRAM, IN AN AMOUNT OF \$150,000, FOR THE DEMOLITION OF COMMERCIAL BUILDINGS RELATED TO CP 2003-6, RAILROAD CROSSING CLOSURE/IMPROVEMENTS. The following roll call vote was taken: Aye: Adams, Erkkila, Schlauderaff, McInerney, Millis. Nay: None, motion passed.**

**FINANCE DEPARTMENT:**

15. Consider authorizing Assistant Finance Director, Barbara Baird, to travel out of state to attend Municipal Software Incorporated's Annual Users Group meeting on December 4, 2007.

**MOTION BY COUNCILMAN ERKKILA, SECOND BY COUNCILMAN ADAMS, TO AUTHORIZE THE OUT OF STATE TRAVEL FOR BARBARA BAIRD TO ATTEND THE MUNICIPAL SOFTWARE INCORPORATED'S ANNUAL USERS GROUP MEETING ON DECEMBER 4, 2007. The following roll call vote was taken: Aye: Erkkila, Schlauderaff, McInerney, Adams, Millis. Nay: None, motion passed.**

16. Consider approving an amendment to the Purchasing Policy to include the addition of 9a Training, Travel and Reimbursement Requests for Department Heads.

**MOTION BY COUNCILMAN McINERNEY, SECOND BY COUNCILMAN ERKKILA, TO APPROVE AN AMENDMENT TO THE PURCHASING POLICY TO INCLUDE THE ADDITION OF 9A TRAINING, TRAVEL AND REIMBURSEMENT REQUESTS FOR DEPARTMENT HEADS. The following roll call vote was taken: Aye: Schlauderaff, McInerney, Adams, Erkkila, Millis. Nay: None, motion passed.**

**PUBLIC WORKS DEPARTMENT:**

17. Consider approving the sixth and final payment for the Domestic Animal Control Facility Project to Hawk Construction, Inc., for the amount of \$3,000.00 and authorize signatures.

**MOTION BY COUNCILMAN McINERNEY, SECOND BY COUNCILMAN SCHLAUDERAFF, TO APPROVE THE SIXTH AND FINAL PAYMENT FOR THE DOMESTIC ANIMAL CONTROL FACILITY PROJECT TO HAWK CONSTRUCTION, INC., FOR THE AMOUNT OF \$3,000.00 AND AUTHORIZE SIGNATURES. The following roll call vote was taken: Aye: McInerney, Adams, Erkkila, Schlauderaff, Millis. Nay: None, motion passed.**

**LIBRARY:**

18. Consider authorizing the City to enter into a contract with Sarah Maunu Bignall as outlined in the attached contract, on behalf of the Grand Rapids Area Library.

**MOTION BY COUNCILMAN ERKKILA, SECOND BY COUNCILMAN ADAMS, TO ENTER INTO A CONTRACT WITH SARAH MAUNU BIGNALL AS PRESENTED. The following voted in favor thereof: Adams, Erkkila, Schlauderaff, McInerney, Millis. Opposed: None, motion passed.**

**ADMINISTRATION:**

19. Consider appointment to the Grand Rapids Economic Development Authority.

Mayor Millis stated he would recommend that the City Council move to appoint Joe Chandler to the vacant position with the Economic Development Authority.

**MOTION BY COUNCILMAN McINERNEY, SECOND BY COUNCILMAN ERKKILA, TO APPOINT JOE CHANDLER TO THE ECONOMIC DEVELOPMENT AUTHORITY TO FILL AN UNEXPIRED TERM, SAID TERM TO EXPIRE 3-1-2013. The following roll call vote was taken: Aye: Erkkila, Schlauderaff, McInerney, Adams, Millis. Nay: None, motion passed.**

20. Consider resignation of Dale Rosier from the Fire Chief position with the Grand Rapids Fire Department effective midnight December 31, 2007 and authorize filling the vacancy.

**MOTION BY COUNCILMAN McINERNEY, SECOND BY COUNCILMAN SCHLAUDERAFF, TO ACCEPT WITH REGRETS, THE RESIGNATION OF DALE ROSIER FROM THE FIRE CHIEF POSITION WITH THE GRAND RAPIDS FIRE DEPARTMENT EFFECTIVE MIDNIGHT DECEMBER 31, 2007 AND AUTHORIZE FILLING THE VACANCY. The following voted in favor thereof: McInerney, Adams, Erkkila, Schlauderaff, Millis. Opposed: None, motion passed.**

**VERIFIED CLAIMS:**

**MOTION BY COUNCILMAN SCHLAUDERAFF, SECOND BY COUNCILMAN ADAMS, TO APPROVE THE VERIFIED CLAIMS FOR THE PERIOD 10-16-07 THROUGH NOVEMBER 5, 2007 IN THE TOTAL AMOUNT OF \$1,419,435.65 AS PRESENTED:**

A-1 CONCRETE & MASONRY	1,000.00	ANDERSON GLASS	224.69
ASV, INC.	132.03	APPLIED CONCEPTS INC	1,871.00
ABSOLUTELY CUTOM	360.00	ARROW EMBROIDERY	500.01
ACHESON TIRE COMPANY INC	394.15	AUTO VALUE -GRAND RAPIDS	303.43
ALEX AIR APPARATUS INC	465.41	AUTOMOTIVE ELECTRIC SERVICE	18.90
AMERICAN BANK	705,000.00	BECKER ARENA PRODUCTS INC	656.90
AMERIPRIDE LINEN & APPAREL	331.08	BLACK BEAR HOMES INC	18,000.00

BLANDIN FOUNDATION	3,773.02	INFINITY SPORTS	663.31
BRAUN INTERTEC CORPORATION	4,284.50	INTERNATIONAL CODE COUNCIL	110.99
BRIER CLOTHING	63.00	ITASCA COUNTY FARM SERVICE	91.59
BROADWING TELECOMMUNICATIONS	6.45	ITASCA COUNTY RECORDER	276.00
BURGGRAF'S ACE HARDWARE INC	915.05	ITASCA COUNTY TREASURER	4,210.19
CARLTON SAW & KNIFE INC	130.00	ITASCA UTILITIES INC	639.00
CARQUEST AUTO PARTS	157.83	J.J. KELLER & ASSOC INC	267.45
CELLULAR ONE	115.10	JIM'S TOWING SERVICE	53.25
CHAMPLIN PLANNING PRESS INC	120.00	K-MART CORPORATION	492.39
CLAFTON SALES -CLAFTON SKATE	63.90	LAKE COUNTRY POWER	38.90
CLAREY'S SAFETY EQUIP INC	722.63	LAWSON PRODUCTS INC	460.52
COHASSET MILL & LUMBER INC	56.02	MIKE LECLAIRE	21.27
COLE HARDWARE INC	314.29	LEEF SERVICE	78.84
COONS AGGREGATE SUPPLY	587.09	MACQUEEN EQUIPMENT INC	1,074.07
D.C.R. COMMUNICATIONS INC	30.00	PAUL MADISON	28.68
TIMOTHY DAHLHEIMER	3,200.00	MEDICA	228.00
KIMBERLY DAMIANI	70.00	MINNESOTA DEPT OF ADMN	277.81
DAVIS PETROLEUM INC	1,365.05	MINNESOTA ENERGY RESOURCES	4,511.23
LYNN DEGRIO	165.55	MN DEPT OF NAT RESOURCES	20,000.00
DIMICH & STERLE	9,547.55	MN STATE RETIREMENT SYS	12,826.72
DISCOUNT SURPLUS &	57.50	MN SHOOTING SPORTS	300.00
DISPLAY SALES	292.88	MN UNEMPLOYMENT COMP FD	616.54
DIVERSIFIED INSPECTIONS	1,266.84	MINUTEMAN PRESS	37.67
EARL F. ANDERSEN & ASSOC	144.66	MONTAVON MOTORS	1,333.04
EARTHGRAINS -FERGUS FALLS	32.28	ANDY MORGAN	100.69
RON EDMINSTER	127.56	NORD AUTO PARTS	91.04
EMERGENCY APPARATUS	44.02	NORTH COUNTRY BUSINESS PROD	37.84
ERICKSON'S ITASCA LUMBER INC	60.12	NORTH COUNTRY VET CLINIC	36.75
EXXON MOBIL FLEET SERVICES	1,508.81	NORTHERN BUSINESS PROD	1,096.71
FASTENAL COMPANY	143.52	NORTHERN DRUG SCREENING	48.00
FERRELLGAS	595.82	NORTHERN LIGHTS TRUCK	938.08
FIRE ENGINEERING	29.95	NORTHSIDE LUMBER COMPANY	91.87
STEVEN FLAHERTY	333.12	NORVEND INC	66.00
GALL'S INC	475.38	NUCH'S IN THE CORNER	16.00
GENERAL PET SUPPLY	50.00	OFFICE DEPOT	309.34
SHAWN GILLEN	44.00	OFFICE NORTH INC	742.18
GRAND ITASCA CLINIC	145.20	OGLE'S FAMILY FOOD-IGA	316.97
GRAND ITASCA HOSPITAL	285.92	SUSAN OLSON	88.51
CITY OF GRAND RAPIDS	1,271.00	WILLIAM OLSON	138.85
GRAND RPIDS CITY PAYROLL	174,565.52	OPERATING ENG LOCAL #49	22,575.00
GRAND RAPIDS HIGH SCHOOL	1,500.00	ORIENTAL TRADING COMPANY INC	76.20
GRAND RAPIDS NEWSPAPERS INC	564.63	ORTHOPAEDIC ASSOC OF DULUTH	380.86
GRAND RAPIDS STATE BANK	315,000.00	MICHELE PALKKI	121.05
GRAPHICS HOUSE SPORTS	90.89	DANIEL PALLIN	35.00
GRAND VIEW STUDIO	240.00	PAVEMENT RESOURCES	5,422.25
KELLY HAIN	35.00	PEPSI-COLA	725.20
MARLYN HALVORSON	78.00	PIONEER MUTUAL LIFE INS CO	986.92
HAWK CONSTRUCTION CO INC	10,437.98	PORTABLE JOHN	719.42
HAWKINSON REDI-MIX	507.20	PRO ACTION EQUIPMENT	69.65
HAWKINSON SAND & GRAVEL	108.20	PUC	6,384.35
HEIMAN INC	112.50	P.U.C.	5,417.49
HERC-U-LIFT	75.08	QWEST	53.10
SARA HOLUM	103.00	RAPID ROOF TRUSS, INC.	1,022.06
ICTV	30,243.61	RAPIDS BODY SHOP	950.30
IKON OFFICE SOLUTION	380.28	RAPIDS ELECTRIC INC	849.83
INDUSTRIAL LUBRICANT CO	108.08	RAPIDS PLUMBING & HEATING	281.00

RAPIDS RENTAL	240.94	TOONSTRA PSYCHOLOGICAL SERV	200.00
RAPIDS WELDING SUPPLY INC	27.83	UNIFORMS UNLIMITED	997.30
RAY JOHNSON STUMP GRINDING	58.00	THE UNIFORM CONNECTION	137.45
DALE ROSIER	333.12	UNITED PARCEL SERVICE	100.43
RURAL CELLULAR CORPORATION	488.27	VFW POST #1720	244.26
SEH-RCM	9,535.00	VISA	129.00
SAMMY'S PIZZA	133.00	WASTE MANAGEMENT	780.15
BARBARA A. SANDERSON	59.33	WELLS FARGO BANK MN, N.A.	350.00
SANDSTROM COMPANY INC	1,040.78	WESCO RECEIVABLE CORP	626.07
SHAW & SHAW	30.00	RYAN WHITING	275.55
SIEMENS BUILDING TECH INC	950.00	WINTER EQUIPMENT CO INC	947.06
SIM SUPPLY INC	405.43	BRYAN ZUEHLKE	280.74
SIRCHIE	71.30	KARL KOLLER	35.00
STOKES PRINTING COMPANY	64.49	DAVID KOODA	35.00
SUPERAMERICA 4758	71.25	A'VIANDS LLC	47.75
TKDA	3,457.62	RACHEL LINDSAY	35.00
TDS Metrocom	1,864.44	GORDON FOTHERGILL	35.00
TOMAHAWK LIVE TRAPLLC	434.94	CARL ERICKSON	35.00

**The following roll call vote was taken: Aye: Schlauderaff, McInerney, Adams, Erkkila, Millis. Nay: None, motion passed.**

#### **RECESS:**

Mayor Millis then recessed the regular meeting of November 13<sup>th</sup> at 5:57 p.m. until the scheduled 6:00 p.m. public hearing.

#### **6:00 P.M. SCHEDULED PUBLIC HEARING:**

22. Conduct a public hearing to consider vacating a portion of the public alley easement described as the North 16' of Lots 4 and 9, Block 37, plat of Grand Rapids First Addition and as described in Itasca County Record #193634.

At 6:00 p.m. Mayor Millis stated this is the time and place according to law to conduct a public hearing to receive input and consider vacating a portion of the public alley easement described as the North 16' of Lots 4 and 9, Block 37, plat of Grand Rapids First Addition and as described in Itasca County Record #193634. Interim City Clerk Alto stated all required notices, according to law, have been met.

Community Development Director Rob Mattei provided background information noting there were no concerns or objections regarding the easement vacation from the staff review committee, and on November 1, 2007 the Planning Commission formally reviewed the proposed vacation and recommended to the City Council approval of the alley easement vacation.

Mayor Millis then opened the meeting for public comments. No one wished to speak and no written documentation was received, therefore the following motion was made.

**MOTION BY COUNCILMAN McINERNEY, SECOND BY COUNCILMAN ADAMS, TO CLOSE THE PUBLIC HEARING FOR COUNCIL DISCUSSION AND**

**ACTION. The following voted in favor thereof: McInerney, Adams, Erkkila, Schlauderaff, Millis. Opposed: None, passed unanimously.**

**RECONVENE REGULAR COUNCIL MEETING:**

Mayor Millis reconvened the regular Council meeting at 6:05 p.m.

23. Consider the adoption of a resolution either approving or denying the vacation of a portion of a public alley easement described as the North 16' of Lots 4 and 9, Block 37, plat of Grand Rapids First Addition and as described in Itasca County Record #193634.

Community Development Director Mattei stated the Planning Commission, on November 1, 2007 formally reviewed the proposed vacation and made the following Findings of Facts:

- The easement is not needed for traffic purposes
- The easement is not needed for pedestrian purposes
- The easement is not needed for utility purposes
- Vacating the easement would put additional land on the tax rolls
- Vacating the easement would facilitate economic development in the City.

Therefore, based on those Findings of Facts, they are recommending that the City Council approve the vacation.

**MOTION BY COUNCILMAN McINERNEY, SECOND BY COUNCILMAN SCHLAUDERAFF, TO ADOPT RESOLUTION 07-115 - A RESOLUTION FOR THE VACATING OF A PORTION OF THE ALLEY EASEMENT GRANTED TO THE CITY THROUGH RECORDED DOCUMENT 193634 THAT IS LOCATED IN BLOCK 37, GRAND RAPIDS FIRST DIVISION, BASED ON THE FOLLOWING FINDINGS OF FACTS:**

- The easement is not needed for traffic purposes
- The easement is not needed for pedestrian purposes
- The easement is not needed for utility purposes
- Vacating the easement would put additional land on the tax rolls
- Vacating the easement would facilitate economic development in the City.

**The following roll call vote was taken: Aye: McInerney, Adams, Erkkila, Schlauderaff, Millis. Nay: None, whereby the resolution was declared duly passed and adopted.**

**ADJOURN:**

There being no further business the regular meeting of November 13, 2007 was adjourned at 6:09 p.m.

Respectfully submitted:

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Karen Alto, Interim City Clerk