



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

CITY COUNCIL MEETING AGENDA
Monday, September 09, 2024
5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids City Council will be held on Monday, September 9th, 2024 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

POSITIVE HAPPENINGS IN THE CITY:

PUBLIC FORUM:

COUNCIL REPORTS:

APPROVAL OF MINUTES:

1. Consider approval of minutes from the August 26th, 2024 regular meeting.

VERIFIED CLAIMS:

2. Approve the verified claims for the period August 20, 2024 to September 3, 2024 in the total amount of \$1,703,759.75.

CONSENT AGENDA:

3. Consider accepting the resignation of Kerry Clausen from the Police Community Advisory Board
4. Consider accepting the resignation of Amanda Lussier from the Human Rights Commission
5. Consider purchasing rubber flooring from Arena Warehouse to be installed at Yanmar Arena.
6. Consider approval of a new contract between the City of Grand Rapids and Tom Pagel, City Administrator
7. Consider approving change order for Yanmar Arena Project
8. Consider authorizing quote and awarding a contract for the roof repair at Central School.

SET REGULAR AGENDA:

ADMINISTRATION:

9. Consider accepting the resignation from Sean Smallen from his position as Patrol Officer with the GRPD and authorize Human Resources to post, interview and hire for the open position of Police Officer

POLICE:

10. Consider approving donation from Itasca County K-9 Fundraiser
11. Consider adopting a resolution accepting a donation from the local American Legion, Eagles, Eagles Auxiliary, VFW Auxiliary.
12. Consider adopting a resolution accepting the donations from McDonalds, Culvers, and Barnabas 22 LLC that supported 2024 Area Safety Camp hosted by Grand Rapids Police Department.
13. Consider adopting a resolution accepting donation from Sydney Gray.
14. Consider approving the purchase of five (5) PepperBall VKS Bundles and associated accessories not to exceed \$11,000 and authorizing the police department to sell / transfer five (5) 12ga less-lethal shotguns.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 23, AT 5:00 PM

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

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 all City 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.

ATTEST: Aurimy Groom, Administrative Assistant



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CITY COUNCIL MEETING MINUTES
Monday, August 26, 2024
5:00 PM

Mayor Connelly called the meeting to order at 5:01 PM.

PRESENT: Mayor Tasha Connelly, Councilor Dale Adams, Councilor Molly MacGregor, Councilor Rick Blake. **ABSENT:** Councilor Tom Sutherland

STAFF: Tom Pagel, Chad Sterle, Travis Cole, Kevin Ott, Chery Pierzina, Barb Baird, Laura Pfeifer, Jeremy Nelson, Andy Morgan, Sean Smullen, Heath Smith, Sam Hussman

POSITIVE HAPPENINGS IN THE CITY:

Mayor Connelly provided an overview of 2024 Safety Camp and thanked all those who participated.

PUBLIC FORUM:

No one from the public wished to speak.

COUNCIL REPORTS:

None.

APPROVAL OF MINUTES:

1. Approve Council minutes for Monday, August 12, 2024 Worksession and Regular meetings and summary for Monday, August 12, 2024 Closed meeting.

Motion made by Councilor Adams, Second by Councilor MacGregor to approve Council minutes as presented. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

VERIFIED CLAIMS:

2. Approve the verified claims for the period August 6, 2024 to August 19, 2024 in the total amount of \$997,797.87.

Motion made by Councilor MacGregor, Second by Councilor Blake to approve the verified claims as presented. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

CONSENT AGENDA:

3. Consider approving the School Resource Officer Agreement for the 2024-2025 school year with Independent School District #318
4. Consider approving the final pay estimate and change order 1 for the Hwy 169 Lighting Project, Phase 2.
5. Consider revisions to Pay Range for PT, Seasonal, and Temporary Employees.
6. Consider Transfer for Civic Center Employees and Rehiring Seasonal PT Employee.
7. Consider approving revised Human Resources Officer job description with an effective date of October 1, 2024; and approve the revised job descriptions for Security Officer, as well as Lead Hospital Security Officer, effective date August 26, 2024, for both positions.
8. Consider revised definition of Immediate Family in Personnel Policies
9. Consider approving change order for Yanmar Arena Project
10. Consider approving proposal from ICS for construction management services related to acoustical improvements at Yanmar Arena
11. Consider adopting a resolution accepting a \$1,048.37 additional training reimbursement from the Minnesota Board of Firefighter Training and Education for the Grand Rapids Fire Department.

Adopted Resolution 24-74

Motion made by Councilor Blake, Second by Councilor Adams to approve the Consent agenda as presented. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

SET REGULAR AGENDA:

Motion made by Councilor Adams, Second by Councilor MacGregor to approve the Regular agenda as presented. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

ADMINISTRATION:

12. Consider an agreement with Greg Mueller for the creation of a sculpture at Crystal Lake Park located on the east shore of Crystal Lake

It is noted that the attached contract has a project completion date of July 2024 and the correct date is July 2025. This date will be correct in the contract prior to execution.

Motion made by Councilor Blake, Second by Councilor MacGregor to approve agreement with Greg Mueller, with correction to project completion date as noted. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

13. Consider appointment of Sarah P. Phillips to the position of Police Officer with the Grand Rapids Police Department.

Motion made by Councilor MacGregor, Second by Councilor Adams to appoint Sarah Phillips to the position of Police Officer. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

14. Present Life Saving Awards to Sergeant Heath Smith, Officer Sean Smallen and Officer Sam Hussman

Captain Ott presented background information and presented the life saving awards to Police Department personnel.

15. Consider retirement of Lead Hospital Security Officer Gary DeGrio and authorize Human Resources to begin the process of advertising and hiring for the open position of Lead Hospital Security Officer

Motion made by Councilor Adams, Second by Councilor Blake to accept the notice of retirement from Gary DeGrio and authorize staff to move forward with filling the position. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

16. Consider accepting the resignation from August Stovall from his position as full-time Security Officer and authorize Human Resources to begin the process of advertising and hiring for the open position of full-time Security Officer.

Motion made by Councilor MacGregor, Second by Councilor Blake to accept the resignation of August Stovall and authorized staff to move forward with filling the position. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

17. Consider authorizing Human Resources to advertise for part-time Hospital Security Officers and to begin the process of interviewing and hiring for part-time Hospital Security Officers.

Motion made by Councilor Blake, Second by Councilor MacGregor authorizing staff to move forward with the process of filling vacancies for part-time Hospital Security. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

FINANCE:

18. Consider adopting a resolution awarding the sale of the \$8,380,000 General Obligation Refunding Bonds, Series 2024A.

Rebecca Kurtz, Ehlers, presented proposed bond sale, noting that eleven bids were received and the updated amount of \$7,725,000.

Motion made by Councilor MacGregor, Second by Councilor Adams to **adopt Resolution 24-75**, awarding sale, updated amount of \$7,725,000 General Obligation Refunding Bonds, Series

2024A. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

19. Consider adopting a resolution awarding the sale of the \$1,055,000 General Obligation Equipment Certificates, Series 2024B.

Rebecca Kurtz again presents bids, noting change in bond amount.

Motion made by Councilor Adams, Second by Councilor Blake to **adopt Resolution 24-76**, awarding sale, updated amount of \$975,000 General Obligation Equipment Certificates, Series 2024B. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

FIRE:

20. Consider allowing the Grand Rapids Fire Department to upgrade gear room ventilation and purchase and install a SCBA Decon washer.

Motion made by Councilor MacGregor, Second by Councilor Blake authorizing upgrade to gear room ventilation and purchase/installation of SCBA Decon washer. Voting Yea: Mayor Connelly, Councilor Adams, Councilor MacGregor, Councilor Blake

There being no further business, the meeting adjourned at 5:42 PM.

Respectfully submitted,

Kimberly Gibeau, City Clerk

DATE: 09/05/2024
 TIME: 09:35:44
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 09/09/2024

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0715808	GOVCONNECTION INC	2,314.57
1915248	SHI INTERNATIONAL CORP	184.40
TOTAL CITY WIDE		2,498.97
SPECIAL PROJECTS-NON BUDGETED		
1105530	KENNEDY & GRAVEN, CHARTERED	605.00
TOTAL SPECIAL PROJECTS-NON BUDGETED		605.00
ADMINISTRATION		
1215630	LOREN SOLBERG CONSULTING, LLC	1,600.00
TOTAL ADMINISTRATION		1,600.00
BUILDING SAFETY DIVISION		
0100010	5 STAR PEST CONTROL &	685.00
0118100	VESTIS GROUP, INC	73.29
0315455	COLE HARDWARE INC	8.99
0701650	GARTNER REFRIGERATION CO	30.39
1901535	SANDSTROM'S INC	131.69
TOTAL BUILDING SAFETY DIVISION		929.36
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS HERALD REVIEW	143.75
TOTAL COMMUNITY DEVELOPMENT		143.75
FIRE		
0100010	5 STAR PEST CONTROL &	300.00
0118100	VESTIS GROUP, INC	15.16
1200500	L&M SUPPLY	947.27
1815700	ROSENBAUER MINNESOTA LLC	876.48
TOTAL FIRE		2,138.91
PUBLIC WORKS		
0103325	ACHESON TIRE INC	60.00
0121721	AUTO VALUE - GRAND RAPIDS	467.98

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/09/2024

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
0201650	BARGEN INC	37,501.00
0221650	BURGGRAF'S ACE HARDWARE	173.85
0301685	CARQUEST AUTO PARTS	180.74
0315455	COLE HARDWARE INC	108.98
0401420	DAKOTA FLUID POWER, INC	43.42
0501650	EARL F ANDERSEN	2,868.20
1200500	L&M SUPPLY	161.19
1303039	MCCOY CONSTRUCTION & FORESTRY	1,518.91
1415545	NORTHLAND LAWN & SPORT, LLC	490.64
1801899	RAY'S SPORT & CYCLE	56.09
1901535	SANDSTROM'S INC	61.47
1909700	SIR LINES-A-LOT, LLC	21,495.83
1911545	SKOGLUND ELECTRIC LLC	1,530.35
2018560	TROUT ENTERPRISES INC	506.60
TOTAL PUBLIC WORKS		67,225.25
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	98.15
0601690	FASTENAL COMPANY	116.58
0914200	INDUSTRIAL LUBRICANT COMPANY	232.28
1109500	KIMBALL MIDWEST	237.92
TOTAL FLEET MAINTENANCE		684.93
POLICE		
0121721	AUTO VALUE - GRAND RAPIDS	215.99
0205725	BETZ EXTINGUISHER COMPANY	40.00
0221650	BURGGRAF'S ACE HARDWARE	34.96
0301685	CARQUEST AUTO PARTS	41.34
0409501	JOHN P. DIMICH	4,583.33
1200500	L&M SUPPLY	33.98
1415030	NAPA SUPPLY OF GRAND RAPIDS	900.00
1618125	PRAXAIR DISTRIBUTION INC	22.80
1920233	STREICHER'S INC	2,021.84
TOTAL POLICE		7,894.24
RECREATION		
1421155	NUCH'S IN THE CORNER	26.00
TOTAL RECREATION		26.00

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 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/09/2024

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
0118100	VESTIS GROUP, INC	64.09
0218745	ASHLEY BRUBAKER	252.97
1901535	SANDSTROM'S INC	56.36
TOTAL		373.42
AIRPORT		
0504825	EDWARDS OIL INC	779.98
0918550	IRON OAKES FENCE, LLC	150.00
1801555	RAPID PEST CONTROL INC	340.00
2018680	TRU NORTH ELECTRIC LLC	673.45
TOTAL		1,943.43
CEMETERY		
1415590	NORTHWEST GAS	699.90
TOTAL		699.90
DOMESTIC ANIMAL CONTROL FAC		
0118100	VESTIS GROUP, INC	30.00
TOTAL		30.00
TIF 1-8 LAKEWOOD APTS		
1105530	KENNEDY & GRAVEN, CHARTERED	47.00
TOTAL		47.00
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-BLDG SFTY		
1015210	JOES GARAGE ON 169	569.25
TOTAL CAPITAL OUTLAY-BLDG SFTY		569.25
CAPITAL OUTLAY-POLICE		

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INVOICES DUE ON/BEFORE 09/09/2024

VENDOR #	NAME	AMOUNT DUE
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-POLICE		
1001530	JANSSEN FABRICATING ENTRP LLC	3,500.00
1920150	STATT LLC	975.00
TOTAL CAPITAL OUTLAY-POLICE		4,475.00
YANMAR ARENA CAPITAL IMP PJT		
IRA CIVIC CENTER RENOVATION		
0900054	ICS CONSULTING LLC	14,748.00
TOTAL IRA CIVIC CENTER RENOVATION		14,748.00
2022 INFRASTRUCTURE/ARPA		
ISD#318 ADM BLDG REDEVELOPMENT		
1105530	KENNEDY & GRAVEN, CHARTERED	411.25
TOTAL ISD#318 ADM BLDG REDEVELOPMENT		411.25
2024 INFRASTRUCTURE BONDS		
CP2010-1 3RD AVE NE RECON		
0218115	BRAUN INTERTEC CORPORATION	2,462.50
1900225	SEH	56,550.00
2000522	TNT CONSTRUCTION GROUP, LLC	690,137.83
TOTAL CP2010-1 3RD AVE NE RECON		749,150.33
PIR-PERMANENT IMPRV REVOLV FND		
HWY 169 S STREET LIGHTING		
1405530	NEO ELECTRICAL SOLUTIONS LLC	121,102.91
TOTAL HWY 169 S STREET LIGHTING		121,102.91
STORM WATER UTILITY		
1309495	MINUTEMAN PRESS	592.06
TOTAL		592.06
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$977,888.96
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0104095	DALE ADAMS	79.06

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INVOICES DUE ON/BEFORE 09/09/2024

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0113105	AMAZON CAPITAL SERVICES	57.26
0305530	CENTURYLINK QC	50.62
0309600	CIRCLE K/HOLIDAY	69.39
0718015	GRAND RAPIDS CITY PAYROLL	671,283.60
0815440	HOLIDAY STATIONSTORES LLC	198.00
0815500	HOME DEPOT CREDIT SERVICES	130.50
0900060	ICTV	7,726.56
0920055	ITASCA COUNTY RECORDER	184.00
1301100	MOLLY MACGREGOR	878.50
1305046	MEDIACOM LLC	176.90
1305725	METROPOLITAN LIFE INSURANCE CO	2,177.28
1309199	MINNESOTA ENERGY RESOURCES	694.74
1321750	MUTUAL OF OMAHA	474.58
1415545	NORTHLAND LAWN & SPORT, LLC	9,564.60
1520720	KEVIN OTT	588.51
1601305	THOMAS J. PAGEL	1,126.94
1601750	PAUL BUNYAN COMMUNICATIONS	1,663.18
2000100	TASC	35.55
2305825	WEX INC	3,211.02
T001222	GREG MUELLER	25,000.00
T001456	JBS HOLDINGS LLC	500.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$725,870.79
TOTAL ALL DEPARTMENTS		\$1,703,759.75



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REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider accepting the resignation of Kerry Clausen from the Police Community Advisory Board

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Kerry Clausen has submitted her resignation from the PCA Board, effective immediately. This resignation leaves a vacancy with an unexpired term through December 31, 2025. The official resignation is attached for your review.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation of Kerry Clausen from the PCA Board and authorize staff to begin the process of filling the vacancy.

July 18, 2024

To: Andy Morgan, Chief of Police
Steve Connolly, Chairperson of PCAB
Grand Rapids Minnesota City Council

I am writing today, to inform you that I am resigning my position as a member of the Police Community Advisory Board (PCAB). I feel the direction this board is going no longer aligns with my beliefs and feeling as to what is best for the City of Grand Rapids. I will continue to back law enforcement and support whatever I feel is good and productive for our community.

Thank you for the opportunity to serve our community.

Sincerely,



Kerry Roy Clausen

City Council of Grand Rapids
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REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider accepting the resignation of Amanda Lussier from the Human Rights Commission

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Amanda Lussier has submitted her resignation from the Human Rights Commission, effective immediately. This resignation leaves a vacancy with an unexpired term through March 1, 2025. The official resignation is attached for your review.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation of Amanda Lussier from the Human Rights Commission and authorize staff to begin the process of filling the vacancy.

From: Amanda Lussier <amanda@thepinesmn.com>

Sent: Tuesday, August 27, 2024 1:38 PM

To: Cynthia Lyman <clyman@grandrapidsmn.gov>; ericksonangella@gmail.com

Subject: Re: Human Rights Commission Attendance

Hi Cyndi and Angie,

Unfortunately I will not be able to attend tomorrow's meeting.

At this point of missing consecutive meetings, I feel it is time to put in my resignation. I've loved working with you and the commissioners over the years, and hope there will be opportunities for me to volunteer in the future! Please let me know if you need anything from me.

Thanks for all you do! Hope we'll cross paths again!

All the best,
Amanda Lussier



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REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider purchasing rubber flooring from Arena Warehouse to be installed at Yanmar Arena.

PREPARED BY: Dale Anderson, Director of Parks & Recreation

BACKGROUND:

With GRAHA refrigerating Miner's Pavilion, we feel it will be beneficial to extend the rubber flooring in the tunnel and north lobby to allow skate traffic to access the warming shack. GRAHA agreed to pay for the installation if the city purchased the flooring. I did not receive other quotes as Arena Warehouse was the low quote when we installed the adjacent rubber last fall, and we want this to match. This is being funded with the contingency budget from the Civic Center remodel project.

REQUESTED COUNCIL ACTION:

Make a motion to purchase rubber flooring from Arena Warehouse for \$9,552.32 to be installed at Yanmar Arena.



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REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider approval of a new contract between the City of Grand Rapids and Tom Pagel, City Administrator

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

The City Council has been negotiating a new contract with Tom Pagel for City Administration services.

Tom Pagel has been involved with the City for the past 36 years. From 1988 to 2002, Tom worked as a consulting engineer for the City of Grand Rapids. Tom worked as the City Engineer from June 2002 through March 2013. In March 2013, Tom started working for the City as the City Administrator. Tom has institutional knowledge, passion for community, collaboration, and creativity. Some of Tom’s accomplishments include:

Upgrade of 7 th Avenue SE – 80%+ Fed. Funded	Railroad Quiet Zone – No more train horns in City
Completion of South Collector Box	New Fire Hall – In under one year!
49ers Health Insurance – Save \$100k+ annually	Upgrade of Civic Center
Yanmar Naming Rights	GR Riverfest
GoMarti – Autonomous Vehicle – No City Taxes	Pedestrian Bridge over Mississippi River
Trail system throughout the City	Soil Corrections on Block 20 near library
Land swap with ISD 318 – East Elementary site	Northland Counseling Expansion
Creation of Storm Water Utility – MPCA compliance	Day time fire response

Rental Inspection	Collaborations with YMCA – Rec. programing, pickleball, outdoor rink, senior center.
Hospital Security	Library Heat Exchanger – UPM waste
Elimination of concessions at Yanmar Arena	Completion of Miner Pavilion in under one year!
Reorganization of Police Department	New Clubhouse at golf course
Library Design/Construction	Lots of Streets
CURRENT INITIATIVES	
Central School Renovations	Legion Park Master Plan
Cannabis Dispensary	Rapids Rockfest
Labor Negotiations	WWTP Redevelopment
ISD 318 Admin Building Redevelopment	

Other accomplishments not identified is the tens of millions of dollars in grant funding that he has secured for the City. There are very few areas of the physical city and history that Tom is not familiar with. This provides value to the City.

Salary information from comparable cities was also reviewed. Recognizing Tom’s knowledge, experience, education, and dedication to the City, the contract proposal is more than justified.

The proposed contract is attached for review.

REQUESTED COUNCIL ACTION:

Make a motion to approve the employment contract with Tom Pagel, City Administrator effective September 9, 2024.

EMPLOYMENT CONTRACT AGREEMENT

AGREEMENT made this 9th day of September 2024, by and between the City of Grand Rapids, a Minnesota corporation (“Employer” or “City”), and Thomas J. Pagel (“Employee”). The Parties agree as follows:

1. **POSITION.** Employee agrees to serve as City Administrator in accordance with state statutes and City ordinances and policies and to perform such other legally permissible and proper duties and functions as the City Council shall from time-to-time assign.
2. **TERM.** This Agreement shall remain in full force and effect from September 9, 2024, and continue through January 3, 2029, unless terminated by the Employer or Employee as provided in paragraph 15 of this Agreement. This agreement will continue in perpetuity unless a new contract is mutually negotiated by the parties or terminated as specified below.
3. **SALARY.** Effective September 9, 2024, Employer shall pay Employee an annual salary of \$155,000. Employer agrees to increase Employee’s compensation each year by an amount which is no greater than the increase granted to the Employer’s other full-time, non-union employees. The amount of the increase to the base salary shall be based upon an evaluation of the Employee by the Employer and Department Heads. This Agreement shall be amended automatically to reflect any salary adjustments that are provided or required by the Employer’s compensation policies.
4. **PERFORMANCE EVALUATION.** Employee shall be given an annual performance review. The process, form, criteria, and format for the evaluation will be mutually agreed upon by the Employer and Employee. The process at a minimum will include the opportunity for both parties to: (a) prepare a written evaluation, (b) meet and discuss the evaluation, and (c) present a written summary of the evaluation results. In addition, the evaluation shall take into account a minimum of three and not more than five goals for the calendar year. The goals will be mutually agreed upon in writing by no later than April 1st of each year for use in evaluating the Administrator’s performance in the subsequent 12 months. The final written evaluation should be completed and delivered to the Employee within thirty (30) days of the evaluation meeting.
5. **PENSION PLAN.** Employer shall contribute to PERA as required by State law for Employee or an alternate pension plan as authorized by State law, if selected by Employee. Employer shall also contribute to any other benefit plans consistent with the benefits provided to other full-time, non-union employees of the Employer.
6. **FLEXIBLE TIME OFF.** The Employee will remain on the City’s second tier of the City’s flexible time off (FTO) policy for accruing FTO as provided in the City’s personnel policies. Accrual of FTO will commence on the Employees first day of employment. All of the employee’s requests to use FTO must be submitted to the Mayor, as well as the Human Resource Officer.

7. **HOLIDAYS.** Employer shall provide Employee the same holidays as enjoyed by other full-time, non-union employees.

8. **GENERAL INSURANCE.** If the Employee were to opt into the City's insurance pool, Employer shall provide and pay the premiums for group hospital, medical, dental for Employee and his dependents, equal to that which is provided to all other employees. The Employer will also provide life insurance benefits to the Employee in an amount of \$250,000.

Effective September 1, 2024, if Employee were to opt out of the City's insurance pool and receive medical coverage elsewhere, the City will provide the Employee with one-hundred percent (100%) of the premium cost of a health insurance plan, through the Operating Engineers Local No. 49 Health and Welfare Fund, in lieu of receiving a fully paid health insurance plan, consistent with the benefits provided to other full-time, non-union employees of the Employer. It should be noted that these funds cannot be deposited in a post-employment Health Care Savings Plan. These funds shall be paid to Employee as a stipend for his use and the same would be a taxable event for Employee.

9. **DUES AND SUBSCRIPTIONS.** Employer shall continue to budget and pay the professional dues and subscriptions for Employee which are necessary for Employee's continued participation in national, regional, state, and local associations necessary and desirable for Employee's continued professional participation, growth, and advancement. Dues and subscriptions include but are not limited to the International City/county Management Association (ICMA) and the Minnesota City/County Management Association (MCMA). Employer shall also pay all costs associated with maintaining the Employee's professional engineer's license.

10. **PROFESSIONAL DEVELOPMENT.** Employer shall continue to budget and pay the travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other committees thereof which Employees serves as a member. Professional development includes but is not limited to the International City/County Management Association annual conference, Minnesota City Management Association annual conference, and the League of Minnesota Cities annual conference. Employee shall use good judgment in Employee's outside activities so Employee will not neglect Employee's primary duties to the Employer.

11. **GENERAL EXPENSES.** Employer shall reimburse Employee miscellaneous job-related expenses which it is anticipated Employee will incur from time to time, when provided appropriate documentation.

12. **HOURS OF WORK.** Employee will generally be available during regular business hours. It is understood that the position of City Administrator requires attendance at evening and weekend meetings as necessary. In recognition of these work demands, the Employee shall be allowed to use reasonable flexibility in setting his office schedule and have the ability to work up to 20 days remotely with permission of the Mayor on an annual basis per calendar year.

13. **OUTSIDE ACTIVITIES.** The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Employer and the community, the Employee may elect to accept limited teaching or consulting opportunities, subject to a review by the City Attorney to determine if any conflict of interest or other ethical violation exists, with the understanding that such arrangements shall not constitute interference with nor a conflict of interest with his responsibilities under this Agreement, nor shall such arrangements conflict with a regularly scheduled council meeting. The employee shall also inform the Mayor of his intent to seek such outside consulting and teaching opportunities.

14. **INDEMNIFICATION.** Employer shall defend and indemnify Employee pursuant to Minnesota Statutes, Chapter 466.07 and Chapter 465.76. In addition, Employer shall defend, hold harmless, and indemnify Employee from all torts; civil damages, penalties, and fines; violations of statutes, laws, rules, and ordinances, provided the Employee was acting in good faith in the performance of the duties of the position. Nothing in this paragraph shall be deemed to be a waiver by the City of any limitations on liability set forth in Minnesota Statutes, Chapter 466.

15. **TERMINATION GUIDELINES/BENEFITS.** Either party may terminate this agreement by giving the other party 120 (one-hundred twenty) days written notice. If Employee voluntarily resigns Employee's position with Employer, Employee agrees to give the Employer one-hundred twenty (120) days advance notice. If Employee voluntarily resigns Employee's position with Employer, there shall be no termination pay due to Employee.

If the Employer does elect to terminate the Employee's employment (unless for cause), the Employer must pay the Employee 6 (six) months of his salary (in accordance with *Minn. Stat. 465.722*), and five years of health insurance through the Operating Engineers Local 49 Health & Welfare Fund, effective the date of termination.

Employee shall also be entitled to all other accrual payouts, such as flexible time off (FTO), consistent with the benefits granted to other full-time, non-union employees.

16. **GENERAL CONDITIONS OF EMPLOYMENT.** Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, subject only to the provisions of this Agreement and statutory requirements. Furthermore, nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employee to resign at any time from Employee's position with Employer, subject only to the provisions of this Agreement.

17. **CHOICE OF LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

18. **COUNTERPARTS.** This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

19. **MERGER.** This Agreement supersedes all prior oral or written communications between the parties.

20. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the parties with respect to the employment relationship between the City and the Administrator, replaces all prior agreements or understandings, and the parties agree that there were no inducements or representations leading to the execution of this Agreement except as herein contained.

21. **SEVERABILITY.** In case any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired thereby.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed and executed on its behalf of its Mayor and Employee has signed this Agreement, in duplicate, the day and year first written above.

EMPLOYER: CITY OF GRAND RAPIDS

EMPLOYEE: THOMAS J. PAGEL

Tasha Connelly, Mayor

Thomas J. Pagel

Date: _____

Date: _____

ATTEST:

Kimberly Johnson-Gibeau, City Clerk



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider approving change order for Yanmar Arena Project

PREPARED BY: Glen Hodgson

BACKGROUND:

One change order related to the Yanmar Arena project is presented for Council approval.

Change Order 15 for Work Scope 7 (Mechanical) with Rapids Plumbing and Heating:

- Provides for labor and materials necessary to adjust heat and ventilation registers in the east lobby to accommodate the new ceiling.
- Increases the Rapids Plumbing contract by \$761.75.

Sufficient funds remain in the project contingency to cover this increase.

REQUESTED COUNCIL ACTION:

Make a motion approving this change order.



ICS
104 Park Ave N, Suite 201
Park Rapids, Minnesota 56470
Phone: (763) 354-2670

Project: S19041C - IRA Civic Center- Grand Rapids
1401 NW 3rd Ave
Grand Rapids, Minnesota 55744

Contract Change Order #015: CE #121 - Rapids P&H CO - Relocation of Registers

CONTRACT COMPANY:	Rapids Plumbing and Heating 25767 US Hwy 2 Grand Rapids, Minnesota 55744	CONTRACT FOR:	SC-S19041C-007:WS 07 - Mechanical - Rapids P & H
DATE CREATED:	9/05/2024	CREATED BY:	Austin May (ICS - Park Rapids, MN)
CONTRACT STATUS:	Pending - In Review	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	Existing Condition
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$761.75

DESCRIPTION:
CE #121 - Rapids P&H CO - Relocation of Registers
This CO is for the existing registers that needed to be relocated for the existing ceiling replacement scope in the East Lobby.

ATTACHMENTS:
[RAPIDS.pdf](#)

CHANGE ORDER LINE ITEMS:
CCO #015

#	Cost Code	Description	Type	Amount
1	5--5.07 - Work Scope 07	Rapids P&H CO - Relocation of Registers	Other	\$ 761.75
Subtotal:				\$761.75
Grand Total:				\$761.75

The original (Contract Sum)	\$ 836,440.00
Net change by previously authorized Change Orders	\$ 220,920.92
The contract sum prior to this Change Order was	\$ 1,057,360.92
The contract sum would be changed by this Change Order in the amount of	\$ 761.75
The new contract sum including this Change Order will be	\$ 1,058,122.67
The contract time will not be changed by this Change Order by 0 days	

ICS
104 Park Ave N, Suite 201
Park Rapids, Minnesota 56470

Rapids Plumbing and Heating
25767 US Hwy 2
Grand Rapids Minnesota 55744

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota 55744

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota 55744

SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____

RAPIDS

Plumbing & Heating, Inc.

Mechanical Contractors

Relocation of Registers

Date: August 22, 2024

To: CMTA

Rapids Plumbing and Heating, Inc. has provided additional labor and material for the relocation of registers at the IRA Civic Center.

Cost Breakdown:

Material:	\$200.00
Tax:	\$16.75
10% OH&P:	\$20.00
Labor:	\$525.00
Total Price:	\$761.75

Joel S. Zimmer



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider authorizing quote and awarding a contract for the roof repair at Central School.

PREPARED BY: Jon Peterson

BACKGROUND:

City staff recently solicited quotes from three contractors to replace all missing and damaged shingles on the Central School roof. Due to the complexity and site conditions of Central School roof, only one contractor provided a quote. City staff is recommending accepting and awarding a contract to Miller's Roofing for the roof repair. This project is bid using time and materials with a cost not to exceed \$10,000.00.

REQUESTED COUNCIL ACTION:

Make a motion to authorize the quote and award a contract to Miller's Roofing for the repair of all missing and damaged shingles.

* No Permit Required



LIC# BC704141

Miller's Roofing & Siding LLC

PROPOSAL

Item 8.



Minnesota LICENSE# BC704141



218-969-0606

PROPOSAL SUBMITTED TO Old Central School	Attn! John P.	JOB ADDRESS 10 NW 5th St.
PHONE NUMBER(S) 218-398-5072		Grand Rapids, MN 55744
EMAIL		MAILING ADDRESS 420 N Pokegama Ave
DATE OF PLANS - Weather permitting Fall of 2024		Grand Rapids, MN 55744

* Repair + Replace loose and missing shingles on the entire roof (missing shingles in several locations throughout the roof).

* This job will be completed on a Time + Material bases with a not to exceed cost of \$10,000.00. If more work has to be done still we will write up another contract. The cost is based on 3 guys for 11 man hrs each plus materials.

*ALL MATERIALS ARE OWNED BY AUSTIN'S MILLER'S ROOFING & SIDING, LLC.
*15% SURCHARGE IF CONTRACT IS CANCELED AFTER THREE BUSINESS DAYS.
*WARRANTIES ARE VOIDED ON ALL REPAIR WORK.

P.S. Damaged sheeting will not exceed \$ 100.00 per square foot overcharge. Date: 8/20/24
PAYMENT DUE WITHIN 30 DAYS OF COMPLETION. SERVICE CHARGE TO BE ASSESSED THEREAFTER AT 1.5% PER MONTH, ADDED TO ALL ACCOUNTS NOT PAID BY EACH STATEMENT DATE. AFTER 90 DAYS OF THE COMPLETION DATE, A LIEN WILL BE TAKEN ON THE PROPERTY UNTIL PAID IN FULL.

We Propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of:
Five thousand and 00/100 dollars (\$ 5,000.00).

Payment to be made as follows:
\$5,000.00 upon completion + Additional Time and material
+ Any Additional Time + material.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.

Authorized Signature Austin Miller 9/5/24

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

Signature

Signature

Date of acceptance:



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider accepting the resignation from Sean Smallen from his position as Patrol Officer with the GRPD and authorize Human Resources to post, interview and hire for the open position of Police Officer

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

Sean Smallen is resigning from his position as Patrol Officer with the City of Grand Rapids Police Department. His last day of employment will be September 28, 2024.

Sean was hired in May 2023. In his resignation letter, Sean indicated he was thankful for great leadership during his time with the City. It has been a pleasure to have Officer Smallen as part of the team with the GRPD. Sean has done a terrific job working for the GRPD and we wish him all the best.

Due to this resignation, GRPD has an open full-time Patrol Officer position. We are requesting authorization for Human Resources to begin the process of posting, interviewing, and hiring for the open position of Patrol Officer, by using the applications received from our recent Patrol Officer posting.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation from Sean Smallen from his position as Patrol Officer with the Grand Rapids Police Department effective September 28, 2024, and authorize Human Resources to use the applications received from our recent Patrol Officer posting to fill this vacancy and begin interviewing and hiring for this position.

9/4/24

Grand Rapids Police Department
420 North Pokegama Ave
Grand Rapids, MN 55744
ATTN: Chief Andy Morgan, Captain Kevin Ott, & Captain Jeremy Nelson

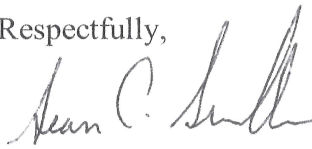
Dear Chief Morgan, Captain Ott, and Captain Nelson,

I have served the city, community, and Police Department with dedication since May 2023. My time with the city and department has been great and I sincerely appreciate the opportunities I have been given. I would also like to take a moment to thank you all, and the patrol supervisors for the great leadership during my tenure.

With that said, I have accepted a formal and final offer from the Lakeville Police Department. Please accept this letter as formal notice of resignation from my position as Police Officer with the City of Grand Rapids. This resignation will be effective 9/28/24 (comp time taken 9/23, 9/24, 9/27, & 9/28). My last working shift will be 9/17/24 (night shift).

Again, it has been a pleasure being a part of the Grand Rapids Police Department.

Respectfully,



Sean C. Smallen



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider approving donation from Itasca County K-9 Fundraiser

PREPARED BY: Captain Jeremy Nelson

BACKGROUND:

The Itasca County Sheriff's Office K-9 Unit has put on an annual K-9 Fundraiser for many years to raise money to help fund the K-9 Unit. The Itasca County Sheriff's Office currently has 5 K-9's in their department.

In 2024, the Itasca County Sheriff's Office invited the Grand Rapids Police Department K-9 Unit to be part of the fundraiser. K-9 Murphy and Officer Edmundson participated in helping organize and run the event, which was held on March 10th, 2024, at the Eagles Club in Grand Rapids.

The event raised over \$30,000 in donations, silent auction items, raffles, and food sales.

The proceeds were divided amongst the 6 K-9's. Officer Edmundson and Murphy received a check for \$5000.00.

This money will be placed into the K-9 account that is used to purchase equipment for Murphy and will also be used to help fund the replacement of Murphy when the time comes.

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution for the police department to accept \$5000.00 from Itasca County Sheriff's Office from the Itasca County K-9 Fundraiser.

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

RESOLUTION NO. 24-

A RESOLUTION ACCEPTING A DONATION OF \$5,000 FROM 2024 K9 FUNDRAISER EVENT TO THE GRAND RAPIDS POLICE DEPARTMENT’S K-9 PROGRAM

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 Police Department K-9 program received \$5,000 from Itasca County Sheriff’s Department from 2024 Spring K9 Fundraiser proceeds.

Adopted this 9th day of September, 2024

Tasha Connelly, Mayor

Attest:

Kimberly Gibeau, City Clerk



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider adopting a resolution accepting a donation from the local American Legion, Eagles, Eagles Auxiliary, VFW Auxiliary.

PREPARED BY: Chief Andy Morgan

BACKGROUND:

The Grand Rapids Police Department is committed to keeping each full-time licensed police officer at an EMR status (emergency medical responder). This is not required by our licensing authority (Police Officers Standard and Training) but maintaining this EMR status provides us with advanced training allowing our officers to respond to an array of medical emergencies.

Sadly, assaults on law enforcement are not uncommon. An IFAK (Individual First Aid Kit) is a medical kit designed to address major trauma, typically associated with assault. IFAK kits allow law enforcement to quickly deploy emergency medical care to address serious injury.

Attached you will find a donation request. The below community partners graciously donated funds to ensure that police staff are well equipped.

- American Legion post #60 has graciously donated \$1,000.
- Fraternal Order of Eagles has graciously donated \$1,500.
- Fraternal Order of Eagles Auxiliary has graciously donated \$1,500.
- VFW Post 1720 Auxiliary has graciously donated \$700.

We certainly appreciate continued support from all.

Requested council action:

Make a motion adopting a resolution accepting a donation from the local American Legion, Eagles, Eagles Auxiliary, VFW Auxiliary.

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

RESOLUTION NO. 24-

A RESOLUTION ACCEPTING A DONATION OF \$1,000 FROM THE AMERICAN LEGION POST #60, \$1,500 FROM THE FRATERNAL ORDER OF EAGLES, \$1,500 FROM THE FRATERNAL ORDER OF EAGLES AUXILIARY, AND \$700 FROM THE VFW POST 1720 AUXILIARY.

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:

- American Legion post #60 has graciously donated \$1,000.
- Fraternal Order of Eagles has graciously donated \$1,500.
- Fraternal Order of Eagles Auxiliary has graciously donated \$1,500.
- VFW Post 1720 Auxiliary has graciously donated \$700.

Adopted this 26th day of August, 2024

Tasha Connelly, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider adopting a resolution accepting the donations from McDonalds, Culvers, and Barnabas 22 LLC that supported 2024 Area Safety Camp hosted by Grand Rapids Police Department.

PREPARED BY: Chief Andy Morgan

BACKGROUND:

Grand Rapids Police Department has organized a free Area Youth Safety Camp numerous times in the past. This year's event was held on August 22, at the Yanmar Arena and was a wonderful day. Nearly eighty (80) area youth participated and heard important safety messages from a number of area service providers (see attached Safety Camp Flyer).

As always GRPD is blessed to have great community partners, continuously committed to donating, making this event possible.

- McDonalds donated burgers
- Culvers donated frozen custard
- Barnabas 22 LLC donated fifty (\$50) dollars.

We ask that the Council accept and recognize the above donations and the collaboration between the service providers that made this event a great success.

Requested council action:

Make a motion to adopt a resolution accepting donations from McDonalds, Culvers, Barnabas 22 LLC that supported 2024 Area Safety Camp.

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

RESOLUTION NO. 24-

A RESOLUTION ACCEPTING DONATIONS ESTIMATED AT \$600.00 FROM MCDONALDS, \$600 FROM CULVERS AND \$50 FROM BARNABAS 22 LLC TO THE GRAND RAPIDS POLICE DEPARTMENT IN SUPPORT OF 2024 YOUTH SAFETY CAMP

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:

- McDonalds donated an estimated \$600 of cheese burgers
- Culvers donated an estimated \$600 of custard
- Barnabas 22 LLC donated \$50

Adopted this 9th day of September, 2024

Tasha Connelly, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024
AGENDA ITEM: Consider adopting a resolution
PREPARED BY: Chief Andy Morgan

BACKGROUND:

Grand Rapids Police Department frequently receives greeting cards and letters where individuals express gratitude for the service provided by our folks. Most of these are a result of a particular interaction the police department had with the sender. Occasionally, we receive random communications that were not a result of a police interaction.

On August 28, 2024 Grand Rapids Police Department received such a letter from Sydney Gray. Within the envelop was a heartfelt letter expressing appreciation along with a \$25 written to GRPD (see Gray letter within attached material).

We ask that the Council make a motion to adopt a resolution accepting a \$25 donation from the Sydney Gray. Funds will be utilized at our next community event.

Requested council action:

Make a motion to adopt a resolution accepting a \$25 donation to the GRPD from Sydney Gray.

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

RESOLUTION NO. 24-

A RESOLUTION ACCEPTING A DONATION OF \$25 FROM SYDNEY GRAY TO THE GRAND RAPIDS POLICE DEPARTMENTS

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:

- Sydney Gray has donated \$25. Funds will be dedicated to GRPD’s next community event.

Adopted this 9th day of September, 2024


Tasha Connelly, Mayor

Attest:

Kimberly 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.

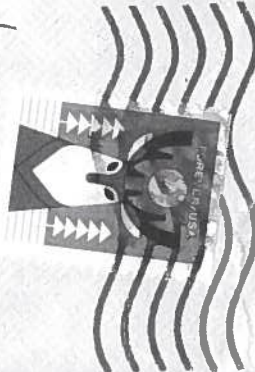
RECEIVED
AUG 26 2024
DNR NE REGION
BUSINESS OFFICE
55744-55955


Sydney Gray
1801 Islevew Rd
Grand Rapids, MN 55744

SAINT PAUL MN 550
22 AUG 2024 PM 6 L

Grand Rapids Police Department
Grand Rapids, MN

55744



Thank you for all you do for our community. Enclosed is a check to use where it is needed - even "a few pounds of coffee" or "a treat" Sincerely,

Syd Gray
Islevew Rd
GR, MN

SYDNEY GRAY
HOME ACCOUNT
PH. 218-326-1980
1801 ISLEVIEW RD.
GRAND RAPIDS, MN 55744

75-1117/912 19152
DATE Aug 19, 2024

PAY TO THE ORDER OF Grand Rapids Police Dept \$ 25.00
Twenty five and 00/100 DOLLARS

GRAND RAPIDS STATE BANK
PO Box 409 | 218.326.9114 | www.grsb.com

THE GRAND ACCOUNT
Sydney Gray

MEMO For The Dept

⑆091211170⑆ 2939679⑈ 9152

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: September 9, 2024

AGENDA ITEM: Consider approving the purchase of five (5) PepperBall VKS Bundles and associated accessories not to exceed \$11,000 and authorizing the police department to sell / transfer five (5) 12ga less-lethal shotguns.

PREPARED BY: Chief Andy Morgan

BACKGROUND:

Grand Rapids Police Department responds to over 10,000 calls for service per years. The necessity for Grand Rapids Police department, and the overall profession, to evolve is constant. Searching for new tools and techniques to better deliver this police service is something that this department is committed to.

The police department has been equipped with “less-lethal” shotguns for years. These firearms shoot a beanbag-like projectile from a 12ga shotgun. The concept is simple and relies on the projectile impacting the intended target. If mistakes are made, this tool are considered “lethal”.

Police leadership contacted a company called PepperBall. PepperBall designs, manufactures and sells a “non-lethal” alternative. The PepperBall VKS Pro has the appearance of a standard paintball gun. It is bright yellow and expels a projectile that is designed to burst upon impact. The bursting projectile then disperses a large cloud of organic irritant (PAVA) that allows law enforcement to address the situation more safely.

Grand Rapids Police hosted a local product demonstration on August 26, 2024. The versatility and effectiveness of these PepperBall products were impressive. The ability to deploy a non-lethal tool, gain compliance and accomplish law enforcement goals, with no lasting effects makes this tool a must have for Grand Rapids Police Department.

The launchers and projectiles are proprietary and cannot be interchanged between comparable platforms.

PepperBall offers a \$100 buy-back for each less-lethal shotguns. We have identified the following five (5) 12ga shotguns that we would be including in the transaction. None are considered to have a \$100 value.

1. Mossberg B64851
2. Mossberg 047270
3. Mossberg MV13614A
4. Winchester L8066312
5. Remington R564683

PepperBall is believed to be a 20-year industry leader. Police leadership is confident that adding five (5) PepperBall VKS bundles will give us the tools techniques to advance our delivered police service to this community. This is a non-budgeted item and would be satisfied by utilizing funds from the asset forfeiture account. See attached quote.

REQUESTED COUNCIL ACTION:

the purchase of five (5) PepperBall VKS Bundles and associated accessories not to exceed \$11,000 and authorizing the police department to sell / transfer five (5) 12ga less-lethal shotguns.



Quotation

A Division of United Tactical Systems, LLC
28101 Ballard Drive, Unit F
Lake Forest, IL 60045
260-478-2500

Sales Order Number: 0081090
Sales Order Date: 8/29/2024
Page: 1

B Grand Rapids Police Department 0006111
I 420 N. Pokegama Avenue
L Grand Rapids, MN 55744
L USA
L ATTN: 218-326-3464
 jnelson@ci.grand-rapids.mn.us

S Grand Rapids Police Department
H Attn: Captain Jeremy Nelson
I 420 N. Pokegama Avenue
P Grand Rapids, MN 55744
 USA

Pmt Terms: Net 30 **Taxable:** N **Purchase Order:** Quote 082924
Salesperson: ODL **Ship Via:** FED EX GROUND
Expire Date: 9/29/2024 **FOB:**

Line #	Ordered	Part Number	Description	Price	UM	Ext Price
1	2	742-03-0001	PepperBall® VKS-SBL™ - Yellow With mechanical folding sights and case.	1,935.00	\$	3,870.00USD
2	1	920-01-0001	PepperBall® VKS PRO™ Maintenance Kit Included in the bundle.	0.00	\$	0.00USD
3	1	378-01-0002	PepperBall® SCUBA Air Fill Kit SCUBA tank, air fill adapter, and whip Included in the bundle.	0.00	\$	0.00USD
4	4	141-07-0050	PepperBall® 50ct INERT™ VXR™ Included in the bundle.	0.00	\$	0.00USD
5	2	149-01-0050	PepperBall® VXR LIVE MAXX 50 Count Powder Projectile Included in the bundle.	0.00	\$	0.00USD



Quotation

A Division of United Tactical Systems, LLC
 28101 Ballard Drive, Unit F
 Lake Forest, IL 60045
 260-478-2500

Sales Order Number: 0081090
 Sales Order Date: 8/29/2024
 Page: 2

B Grand Rapids Police Department 0006111
 420 N. Pokegama Avenue
I Grand Rapids, MN 55744
L USA
 218-326-3464
L ATTN: jnelson@ci.grand-rapids.mn.us

S Grand Rapids Police Department
 Attn: Captain Jeremy Nelson
H 420 N. Pokegama Avenue
I Grand Rapids, MN 55744
P USA

Pmt Terms: Net 30 **Taxable:** N **Purchase Order:** Quote 082924
Salesperson: ODL **Ship Via:** FED EX GROUND
Expire Date: 9/29/2024 **FOB:**

Line #	Ordered	Part Number	Description	Price	UM	Ext Price
6	2	742-03-0001	PepperBall® VKS-SBL™ - Yellow With mechanical folding sights and case.	1,935.00	\$	3,870.00USD
7	4	141-07-0050	PepperBall® 50ct INERT™ VXR™ Included in the bundle.	0.00	\$	0.00USD
8	4	149-01-0050	PepperBall® VXR LIVE MAXX 50 Count Powder Projectile Included in the bundle.	0.00	\$	0.00USD
1 free training seat included in each of these bundles (2 seats total) and free shipping included.						
10	1	742-03-0001	PepperBall® VKS-SBL™ - Yellow	1,381.00	\$	1,381.00USD
11	1	VKS-HP-KIT	PepperBall® VKS Hopper Adapter Kit	20.00	\$	20.00USD
12	4	141-07-0050	PepperBall® 50ct INERT™ VXR™	60.00	\$	240.00USD



Quotation

A Division of United Tactical Systems, LLC
28101 Ballard Drive, Unit F
Lake Forest, IL 60045
260-478-2500

Sales Order Number: 0081090
Sales Order Date: 8/29/2024
Page: 3

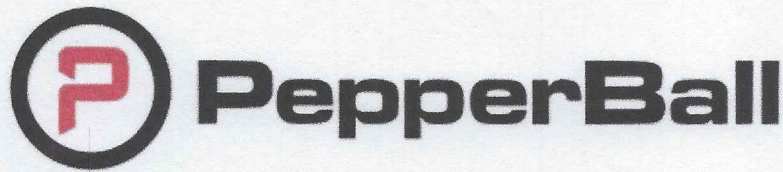
B Grand Rapids Police Department 0006111
I 420 N. Pokegama Avenue
L Grand Rapids, MN 55744
L USA
L ATTN: 218-326-3464
jnelson@ci.grand-rapids.mn.us

S Grand Rapids Police Department
H Attn: Captain Jeremy Nelson
I 420 N. Pokegama Avenue
P Grand Rapids, MN 55744
USA

Pmt Terms: Net 30 **Taxable:** N **Purchase Order:** Quote 082924
Salesperson: ODL **Ship Via:** FED EX GROUND
Expire Date: 9/29/2024 **FOB:**

Line #	Ordered	Part Number	Description	Price	UM	Ext Price
13	20	712-01-2003	PepperBall® BLAST-GB™ LIVE-X™ 1 Pack	45.00	\$	900.00USD
14	20	191-01-1001	BLAST™ Inert Refill Single Pack	10.00	\$	200.00USD

Net Order: \$ 10,481.00
Less Discount: \$ 500.00
Freight: \$ 40.00
Sales Tax: \$ 0.00
Order Total: \$ 10,021.00 USD



TRADE UP PROGRAM

All returns **MUST** have an RMA number written on the outside of the box (s)
OR THE RETURN WILL NOT BE ACCEPTED.

AGENCY: Grand Rapids Police (MN) RMA #: T-090324

AUTHORIZED AGENCY CONTACT: Capt. Jeremy Nelson

PHONE # 218-326-3464 EMAIL: jnelson@ci.grand-rapids.mn.us

AGENCY SHIP TO ADDRESS:

Grand Rapids Police
 420 No. Pokegama Av.
 Grand Rapids, MN 55744

Agency to destroy launchers listed below at their facility? YES NO

Launcher Serial Numbers	Upgrade Launcher Selection
B6485 (Mossberg)	VK-SBL
047270 (Mossberg)	VK-SBL
MV13614A (Mossberg)	VK-SBL
L8066312 (Winchester)	VK-SBL
RS64683Y (Remington)	VK-SBL

SHIP LAUNCHERS TO:

PEPPERBALL

c/o Trade In Program

2717 West Ferguson Road
 Fort Wayne, IN 46809

PLEASE FAX COMPLETED FORM TO:

(858) 638-0781

BE SURE TO ALSO

INCLUDE A COPY WITH YOUR SHIPMENT
FOR PROPER PROCESSING



28101 Ballard Drive, Suite F, Lake Forest, IL 60045
 Ph: 858-638-0236 * Toll Free: 877-887-3773 * Fax 858-638-0781
www.pepperball.com