



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

CITY COUNCIL MEETING AGENDA
Monday, February 24, 2025
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, February 24, 2025 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

PROCLAMATIONS/PRESENTATIONS:

1. Grand Rapids Fire Department - Pinning Ceremony for Safety Officer Will Richter

POSITIVE HAPPENINGS IN THE CITY:

PUBLIC FORUM:

COUNCIL REPORTS:

APPROVAL OF MINUTES:

2. Approve minutes for Monday, February 10, 2025 Council meeting and Closed meeting summary.

VERIFIED CLAIMS:

3. Approve the verified claims for the period February 4, 2025 to February 18, 2025 in the amount of \$1,177,785.32.

CONSENT AGENDA:

4. Consider approving 2025 pay scales for non-represented employees and authorizing the advertising of the open Finance Director position.
5. Consider adopting a resolution to authorize an operating transfer from the Special Revenue Fund-Civic Center Fund to the Debt Service Fund-GO Refunding Bonds, Series 2024A.
6. Consider adopting a resolution approving budgeted transfers from the General Fund to Special Revenue Funds-Domestic Animal Control Facility and Central School.
7. Consider adopting a resolution to authorize an operating transfer from the General Fund to the Airport Operations and the Airport Capital Project Fund.

- [8.](#) Consider adopting a resolution approving transfer from the Debt Service Fund-GO Refunding Series 2024A to Capital Project Fund-Yanmar Arena Capital Improvement Project.
- [9.](#) Consider entering a Memorandum of Understanding with First Call for Help of Itasca County
- [10.](#) Consider entering into a cooperative construction agreement with Itasca County for 7th Avenue SE
- [11.](#) Consider the appointment of Jaime Turnbull to the position of Custodian with the Grand Rapids Fire Department.
- [12.](#) Consider appointing Madison Janecke to the position of Seasonal Assistant Golf Professional at Pokegama Golf Course.

SET REGULAR AGENDA:

CITY COUNCIL:

- [13.](#) Consider appointments to Boards & Commissions.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 10, 2025 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: Kimberly Gibeau, City Clerk



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CITY COUNCIL CLOSED MEETING SUMMARY
Monday, February 10, 2025
4:00 PM

Mayor Connelly called the meeting to order at 4:00 PM.

PRESENT: Mayor Tasha Connelly, Councilor Molly MacGregor, Councilor Tom Sutherland, Councilor Rick Blake, Councilor Dan Mertes

STAFF: Tom Pagel, Chad Sterle, Dan Swenson, Kimberly Gibeau

Mayor Connelly noted the purpose of the closed session and called for a motion to close the meeting.

Motion made by Councilor Blake, Second by Councilor Sutherland to close the meeting. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

1. Pursuant to Minn. Stat. 13D.05, subd 3(c), conduct a closed meeting to discuss purchase or sale of real or personal property identified as 91-017-2202, 91-018-1100 and 91-018-1200.

Discussed property, current use and purpose.

City Clerk Gibeau left the meeting at 4:13 PM and Human Resources Officer Chery Pierzina joined the meeting at 4:15 PM.

2. Pursuant to MN Statute 13D.03 conduct a Closed Meetings for Labor Negotiations Strategy.

Conducted discussion regarding upcoming labor negotiations for union contracts.

Motion made by Councilor MacGregor, Second by Councilor Blake to close the closed meeting. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

There being no further business, the meeting adjourned at 4:57 PM.

Respectfully submitted:

Kimberly Gibeau
 Kimberly Gibeau, City Clerk



CITY OF
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CITY COUNCIL MEETING MINUTES
Monday, February 10, 2025
5:00 PM

Mayor Connelly called the meeting to order at 5:03 PM.

PRESENT: Mayor Tasha Connelly, Councilor Molly MacGregor, Councilor Tom Sutherland, Councilor Rick Blake, Councilor Dan Mertes

STAFF: Tom Pagel, Will Richter, Chad Sterle, Andy Morgan, Rob Mattei, Laura Pfeifer, Matt Wegwerth, Dan Swenson, Kevin Ott, Chery Pierzina

PUBLIC FORUM:

Beth George, 333 NE 8th St, addressing addition of Grand Rapids Rockfest to the City Community Festival event.

COUNCIL REPORTS:

Councilor Blake provided recap of IEDC event and testifying before the Senate Legacy Committee regarding the Central School.

Councilor MacGregor met with the new director of ARDC; update on human rights commission activities.

Mayor Connelly noted a Councilmember was need to conduct Golf Board interviews. Councilor Sutherland volunteered. Also of note is the upcoming City Government Academy beginning April 2nd.

POSITIVE HAPPENINGS IN THE CITY:

Mayor Connelly noted the grand opening of L&M Distribution Center on Airport Road and the arrest of individual scamming members of our community.

APPROVAL OF MINUTES:

1. Approve Council Minutes for Monday, January 27, 2025 Worksession and Regular meetings.

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

VERIFIED CLAIMS:

2. Approve the verified claims for the period January 22, 2025 to February 3, 2025 in the total amount of \$1,382,542.45.

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

CONSENT AGENDA:

Mr. Pagel addresses public hearing comments relative to item #16, Community Festivals.

3. Consider accepting the resignation from Anthony Clifton from his position as Custodian with the Grand Rapids Fire Department; and authorize Human Resources to begin the process of filling the internal Custodian vacancy.
4. Consider awarding the 2025 miscellaneous concrete quote to TNT Construction Group.
5. Consider awarding the 2025 stump grinding quote to 218 Tree Service
6. Consider adopting a resolution approving 2024 budget amendments for the Rental Inspector/Fire Fighter salary adjustments.
7. Consider approving sale of retired squad car to City of Coleraine.
8. Consider Approving Wells Fargo Bank Pledge Agreement & Authorization List and Fedwire Securities Joint Custody Service FedMail Request Form.
9. Consider entering into agreement with Paul Bunyan Communications
10. Consider Approving Closure of Golf Course Sweep Account at Grand Rapids State Bank.
11. Consider approving the purchase of a Gravely Mower from L&M Supply
12. Consider purchasing a columbarium from Eickhof Columbaria
13. Consider approving the first amendment to a land lease at the GPZ Airport with L3Harris Technologies
14. Consider awarding a contract to TNT Construction Group for the 2025 storm pond maintenance project
15. Consider approving a Lease Agreement with the Northeast Higher Education District for use of the City's athletic fields.
16. Consider amending official list of designated Community Festivals for the City of Grand Rapids
17. Consider accepting a proposal for engineering services related to the Highway 169 South Lighting Project, Phase 3
18. Consider approval of Pierringer Release with Jonathan Edward Treece.

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

SET REGULAR AGENDA:

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

COMMUNITY DEVELOPMENT:

19. Consider adopting a resolution approving a Development Assistance Agreement with KTJ 435, LLC and providing the form, terms, covenants and directions for the issuance of a TIF revenue note in connection therewith.

Mr. Mattei presents proposed apartment project. This is a \$33M project, with various funding sources.

Motion made by Councilor Blake, Second by Councilor MacGregor to **adopt Resolution 25-11**, approving development agreement with KTJ 435 and providing the form, terms, covenants and directions for the issuance of a TIF revenue note as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

20. Consider a professional services agreement with Voyageur Cannabis for the preparation of a municipal dispensary application

Mr. Mattei reviewed previous discussion by Council regarding possible Municipal Cannabis retail dispensary and the best way to move forward if desired. Licensing is still in early stages, with Municipalities authorized to submit applications beginning February 18th. Voyageur Cannabis would operate a municipal dispensary as a concessionaire.

Motion made by Councilor Blake, Second by Councilor Sutherland to approve agreement with Voyageur Cannabis as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:00 PM)

21. Conduct a Public Hearing to consider the adoption of an Ordinance amending a Division 12 (Floodplain Restrictions) within Chapter 30 Land Development Regulations.

Mayor Connelly noted the reason for the public hearing. Clerk Gibeau stated that all required notices had been made and no correspondence was received in the Clerks office.

Mr. Swenson provided background on proposed text amendment to City Municipal code.

Motion made by Councilor MacGregor, Second by Councilor Blake to open the public hearing. Voting Yea: Councilor MacGregor, Councilor Blake, Councilor Mertes, Councilor Sutherland, Mayor Connelly

No one from the public wished to address the Council, therefore the following motion was made.

Motion made by Councilor Sutherland, Seconded by Councilor Blake to close the public hearing. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

COMMUNITY DEVELOPMENT:

22. Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, amending Division 12 (Floodplain Restrictions) within Chapter 30 Land Development Regulations.

Motion made by Councilor Blake, Second by Councilor Mertes to **adopt City Ordinance 25-02-01**, Floodplain Text Amendment and authorized publication in summary form. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:00 PM)

23. Conduct a public hearing to consider vacating a platted utility easement (Airport South Industrial Park – Phase I)

Mayor Connelly noted the reason for the public hearing. Clerk Gibeau stated that all required notices had been made and no correspondence was received in the Clerks office.

Mr. Swenson provided background on vacation request made regarding platted utility easement on Airport South Industrial Park - Phase 1.

Motion made by Councilor Mertes, Second by Councilor MacGregor to open the public hearing. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

No one from the public wished to address the Council, therefore the following motion was made.

Motion made by Councilor MacGregor, Second by Councilor Sutherland to close the public hearing. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

COMMUNITY DEVELOPMENT:

24. Consider the adoption of a resolution either approving or denying the platted utility easement (Airport South Industrial Park – Phase 1)

Motion made by Councilor MacGregor, Second by Councilor Mertes to **adopt Resolution 25-12**, vacating utility easement as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:00 PM)

25. Conducting a public hearing relating to the issuance of street reconstruction bonds.

Mayor Connelly noted the reason for the public hearing. Clerk Gibeau stated that all required notices had been made and no correspondence was received in the Clerks office.

Rebecca Kurtz, Ehlers, presented background information.

Motion made by Councilor Blake, Second by Councilor MacGregor to open the public hearing. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

No one from the public wished to address the Council, therefore the following motion was made.

Motion made by Councilor MacGregor, Second by Councilor Mertes to close the public hearing. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

FINANCE:

26. Consider approving a resolution approving a street reconstruction plan and authorizing the issuance of general obligation street reconstruction bonds.

Motion made by Councilor MacGregor, Second by Councilor Blake to **adopt Resolution 25-13**, approving street reconstruction plan and authorized issuance of general obligation street reconstruction bonds as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

27. Consider approving a resolution providing for the issuance and sale of general obligation bonds, Series 2025A in the proposed aggregate principal amount of \$5,180,000.

Motion made by Councilor Mertes, Second by Councilor Sutherland to **adopt Resolution 25-14**, issuance and sale of general obligation bonds as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

ADJOURNMENT:

There being no further business, the meeting adjourned at 5:54 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk

DATE: 02/21/2025
 TIME: 08:44:40
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/24/2025

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0715808	GOVCONNECTION INC	11,943.82
1915248	SHI INTERNATIONAL CORP	4,281.00
2018225	TREASURE BAY PRINTING	43.00
2309432	WILD HORSES MN LLC	1,500.00
TOTAL CITY WIDE		17,767.82
SPECIAL PROJECTS-NON BUDGETED		
1105530	KENNEDY & GRAVEN CHARTERED	1,188.50
TOTAL SPECIAL PROJECTS-NON BUDGETED		1,188.50
ADMINISTRATION		
1301020	MADDEN GALANTER HANSEN, LLP	1,390.00
1309090	SUPERONE FOODS NORTH	24.40
1405520	NEOGOV	2,120.00
TOTAL ADMINISTRATION		3,534.40
BUILDING SAFETY DIVISION		
0118100	VESTIS GROUP INC	73.29
0401804	DAVIS OIL INC	56.94
0920060	ITASCA COUNTY TREASURER	74.28
1601753	PAULS LOCKS AND KEYS LLC	36.00
1801555	RAPID PEST CONTROL INC	72.00
TOTAL BUILDING SAFETY DIVISION		312.51
COMMUNITY DEVELOPMENT		
0401804	DAVIS OIL INC	171.61
1601753	PAULS LOCKS AND KEYS LLC	9.00
TOTAL COMMUNITY DEVELOPMENT		180.61
COUNCIL/COMMISSION/BOARDS		
0920060	ITASCA COUNTY TREASURER	1,077.59
TOTAL COUNCIL/COMMISSION/BOARDS		1,077.59
FIRE		

DATE: 02/21/2025
 TIME: 08:44:40
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 02/24/2025

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FIRE		
0118100	VESTIS GROUP INC	58.81
0301685	CARQUEST AUTO PARTS	2.65
0401804	DAVIS OIL INC	59.19
0513231	EMERGENCY APPARATUS	1,276.55
0517750	EQUIPMENT MANAGEMENT COMPANY	505.00
0920060	ITASCA COUNTY TREASURER	62.36
TOTAL FIRE		1,964.56
INFORMATION TECHNOLOGY		
0805450	FORTRA LLC	500.54
1915248	SHI INTERNATIONAL CORP	787.20
TOTAL INFORMATION TECHNOLOGY		1,287.74
PUBLIC WORKS		
0103325	ACHESON TIRE INC	60.00
0301685	CARQUEST AUTO PARTS	575.30
0315455	COLE HARDWARE INC	44.75
0315501	COMPASS MINERALS AMERICA, INC.	5,465.77
0401420	DAKOTA FLUID POWER, INC	286.30
0401804	DAVIS OIL INC	3,268.15
0601690	FASTENAL COMPANY	645.19
0800040	H & L MESABI	504.00
0920060	ITASCA COUNTY TREASURER	293.94
1118340	KRIS ENGINEERING INC	1,430.00
1303039	MCCOY CONSTRUCTION & FORESTRY	110.00
1315690	MORTON SALT	4,550.99
1415484	NORTHERN LIGHTS TRUCK	35.40
1415544	NORTHLAND PORTABLES	255.00
1421155	NUCH'S IN THE CORNER	130.00
1421700	NUSS TRUCK GROUP INC	602.76
1621125	PUBLIC UTILITIES COMMISSION	116,229.00
1900225	SEH	3,180.00
1920070	STATE CHEMICAL MFG COMPANY	287.93
2015825	MONROE TOWMASTER LLC	732.50
TOTAL PUBLIC WORKS		138,686.98
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	146.02
0401804	DAVIS OIL INC	118.60
1920070	STATE CHEMICAL MFG COMPANY	344.45

DATE: 02/21/2025
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 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 02/24/2025

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FLEET MAINTENANCE		
TOTAL FLEET MAINTENANCE		609.07
POLICE		
0100031	A&B MISHAPS	547.92
0103325	ACHESON TIRE INC	763.56
0124550	AXON ENTERPRISE INC	29,569.91
0301685	CARQUEST AUTO PARTS	13.25
0421480	DTM FLEET SERVICE LLC	450.00
0601346	FAIRVIEW HEALTH SERVICES	847.00
0920060	ITASCA COUNTY TREASURER	1,164.31
1500500	OMG NATIONAL	634.25
1920233	STREICHER'S INC	1,140.92
2018225	TREASURE BAY PRINTING	39.00
T001546	MAGIBOARDS USA	1,240.21
TOTAL POLICE		36,410.33
CENTRAL SCHOOL		
2018680	TRU NORTH ELECTRIC LLC	683.97
TOTAL		683.97
AIRPORT		
0401804	DAVIS OIL INC	337.55
0504825	EDWARDS OIL INC	1,333.47
0920060	ITASCA COUNTY TREASURER	65.14
TOTAL		1,736.16
CIVIC CENTER		
GENERAL ADMINISTRATION		
0221650	BURGGRAF'S ACE HARDWARE	127.96
0315495	COMMERCIAL REFRIGERATION	1,758.00
0701650	GARTNER REFRIGERATION CO	4,285.80
TOTAL GENERAL ADMINISTRATION		6,171.76
CEMETERY		

DATE: 02/21/2025
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 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 02/24/2025

VENDOR #	NAME	AMOUNT DUE
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	89.99
2501525	YANMAR COMPACT EQUIPMENT NORTH	387.22
	TOTAL	477.21
DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	108.63
	TOTAL	108.63
GENERAL CAPITAL IMPRV PROJECTS		
1516610	OPPIDAN INVESTMENT COMPANY	66,435.00
	TOTAL	66,435.00
MAY MOBILITY		
1612745	PLUM CATALYST LLC	110,000.00
	TOTAL MAY MOBILITY	110,000.00
ERP-JOINT/EQUIP CERTFICATE		
1518125	ORACLE AMERICA INC	19,851.48
	TOTAL ERP-JOINT/EQUIP CERTFICATE	19,851.48
MUNICIPAL ST AID MAINTENANCE		
7TH AVE SE OVERLAY		
1900225	SEH	5,670.00
	TOTAL 7TH AVE SE OVERLAY	5,670.00
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-POLICE		
0218118	STEVEN ELDOR BREITBARTH	320.00
1321527	MUNICIPAL EMERGENCY SERVICES	30,033.25
1920150	STATT LLC	975.00
	TOTAL CAPITAL OUTLAY-POLICE	31,328.25

DATE: 02/21/2025
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 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 02/24/2025

VENDOR #	NAME	AMOUNT DUE

AIRPORT CAPITAL IMPRV PROJECTS		
	TAXIWAY A RECONSTRUCTION	
1900225	SEH	32,565.00
	TOTAL TAXIWAY A RECONSTRUCTION	32,565.00
2024 INFRASTRUCTURE BONDS		
	CP2010-1 3RD AVE NE RECON	
1900225	SEH	4,587.30
	TOTAL CP2010-1 3RD AVE NE RECON	4,587.30
2026 INFRASTRUCTURE BONDS		
	2024-1 SYLVAN BAY-PHASE 2	
1900225	SEH	44,179.03
	TOTAL 2024-1 SYLVAN BAY-PHASE 2	44,179.03
STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	236.89
0301705	CASPER CONSTRUCTION INC	375.00
0401804	DAVIS OIL INC	1,306.05
0920060	ITASCA COUNTY TREASURER	235.14
1621125	PUBLIC UTILITIES COMMISSION	9,200.00
2009725	TITAN MACHINERY INC	1,924.50
	TOTAL	13,277.58
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$540,091.48
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	4,104.29
0113105	AMAZON CAPITAL SERVICES	35.31
0212126	RICK BLAKE	635.74
0305530	CENTURYLINK QC	259.00
0309600	CIRCLE K/HOLIDAY	3,494.81
0405310	DOMINIC DEGUISEPPPI	46.00
0409655	TIMOTHY DIRKES	92.00
0514730	ENTERPRISE FM TRUST	30,755.75
0718015	GRAND RAPIDS CITY PAYROLL	324,833.43
0718070	GRAND RAPIDS STATE BANK	1,137.40
0900060	ICTV	20,541.50
0920055	ITASCA COUNTY RECORDER	20.00
0920059	ITASCA COUNTY SHERIFFS DEPT	1,586.95

DATE: 02/21/2025
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 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 02/24/2025

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1105225	CITY OF KEEWATIN	337.06
1215250	LOFFLER COMPANIES INC	668.15
1301145	MARCO TECHNOLOGIES, LLC	128.31
1301146	MARCO TECHNOLOGIES, LLC	299.96
1309110	MN DEPT OF ADMINISTRATION	250.00
1309193	MN FIRE SERV CERTIFICATION BRD	599.00
1309332	MN STATE RETIREMENT SYSTEM	2,070.00
1405435	JEREMY NELSON	92.00
1415026	MICHELLE NORRIS	60.00
1415545	NORTHLAND LAWN & SPORT, LLC	68,570.58
1516220	OPERATING ENGINEERS LOCAL #49	134,374.00
1605734	JON PETERSON	165.56
1621130	P.U.C.	10,971.65
2209665	VISA	4,443.16
2209705	VISIT GRAND RAPIDS INC	23,007.98
2301700	WM CORPORATE SERVICES, INC	3,211.45
T001527	SCOTTY PUGLISI	2.80
T001548	JONATHON EDWARDS TREECE	900.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$637,693.84

TOTAL ALL DEPARTMENTS \$1,177,785.32



CITY OF
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REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24, 2025

AGENDA ITEM: Consider approving 2025 pay scales for non-represented employees and authorizing the advertising of the open Finance Director position.

PREPARED BY: Tom Pagel, City Administrator

BACKGROUND:

The Administration Department has completed a wage study for non-represented employee positions in the city. The attached spreadsheet identifies the recommended 2025 pay scales for these positions.

REQUESTED COUNCIL ACTION:

Make a motion approving 2025 pay scales for non-represented employees and authorizing the advertising of the open Finance Director position.

Non-Represented Employees

APPENDIX B

Position	Existing		Existing	Recomm.	2025 Grand Rapids	
	2024 Grand Rapids				2025 Grand Rapids	
	Wage Scale		Grade	Grade	Wage Scale	
	Low	High			Low	High
Golf Maintenance	21.64	27.51	6	6	22.04	29.46
Hospital Security	23.68	30.10	7	7	24.15	32.19
Hospital Security Lead	25.90	32.91	8	8	26.42	35.23
Rental Inspector	25.90	32.91	8	10	28.43	40.69
Building Inspector	29.65	37.68	10	10	28.43	40.69
Network Technician	29.65	37.68	10	10	28.43	40.69
Assistant Library Director	31.73	40.32	11	11	32.34	43.16
Library Director	36.33	46.16	13	13	35.95	48.72
Golf Director	36.33	46.16	13	13	35.95	48.72
Assistant IT Director	31.73	40.32	11	13	35.95	48.72
Assistant Finance Director	36.33	46.16	13	13	35.95	48.72
Street Superintendent	36.33	46.16	13	13	35.95	48.72
Building Official	36.33	46.16	13	13	35.95	48.72
Parks & Recreation Director	36.33	46.16	13	13	35.95	48.72
Ass. Comm. Dev.	38.87	49.39	14	13	35.95	48.72
IT Director	38.87	49.39	14	14	39.86	52.27
Human Resource Officer	38.87	49.39	14	14	39.86	52.27
Police Captain	41.59	52.85	15	16	42.85	58.71
Fire Chief	41.59	52.85	15	16	42.85	58.71
Comm. Dev. Director	41.59	52.85	15	16	42.85	58.71
Finance Director	41.59	52.85	15	17	46.56	65.84
Public Works Director/Engineer	44.50	56.55	16	17	46.56	65.84
City Attorney	44.50	56.55	16	17	46.56	65.84
Police Chief	44.50	56.55	16	17	46.56	65.84
City Administrator	50.95	64.75	18	18	56.91	76.76



CITY OF
GRAND RAPIDS
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REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24, 2025

AGENDA ITEM: Consider adopting a resolution to authorize an operating transfer from the Special Revenue Fund-Civic Center Fund to the Debt Service Fund-GO Refunding Bonds, Series 2024A.

PREPARED BY: Laura Pfeifer

BACKGROUND:

On December 5, 2022, the Grand Rapids City Council approved awarding \$10,000,000 Taxable GO Temporary Bonds, Series 2022A for the Yanmar Arena Capital Improvement Project. When Series 2022A was refunded with General Obligation Refunding Series 2024A on September 18, 2024 interest of \$158,333.33 was paid out of the Debt Service Fund. State bonding allows for debt service payments from ice fees from the Special Revenue Fund-Yanmar Arena to cover these payments.

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution to authorize an operating transfer from the Special Revenue Fund-Yanmar Arena Fund to the Debt Service Fund-GO Refunding Bonds, Series 2024A in the amount of \$158,333.33 for the bond interest payment as of December 31, 2024.

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

RESOLUTION NO. 25-

A RESOLUTION TO AUTHORIZE THE FOLLOWING OPERATING TRANSFER FROM THE SPECIAL REVENUE FUND-YANMAR ARENA TO THE DEBT SERVICE FUND-GO REFUNDING BONDS, SERIES 2024A IN THE AMOUNT OF \$158,333.33 FOR THE BOND INTEREST PAYMENT ON SEPTEMBER 18, 2024

WHEREAS, on December 5, 2022, the Grand Rapids City Council approved to award the \$10,000,000 Taxable GO Temporary Bonds, Series 2022A for the Yanmar Arena Capital Improvement Project, and

WHEREAS, on September 18, 2024 GO Refunding Bonds Series 2024A paid Taxable GO Temporary Bond Series 2022A in full along with interest of \$158,333.33 and

WHEREAS, State bonding allows for debt payments from ice fees from the Special Revenue Fund-Yanmar Arena, and

WHEREAS, the Interest payment was paid out of the Debt Service Fund, and are now requesting to transfer from the Special Revenue Fund-Yanmar Arena as follows;

\$158,333.33 from the Special Revenue Fund-Yanmar Arena to the Debt Service Fund-GO Refunding Bonds, Series 2024A

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes the following operating transfer from the Civic Center Fund to the GO Refunding Bonds in the amount of \$158,333.33 for the bond interest payment as of December 31, 2024.

Adopted this 24th day of February 2025.

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: February 24 ,2025

AGENDA ITEM: Consider adopting a resolution approving budgeted transfers from the General Fund to Special Revenue Funds-Domestic Animal Control Facility and Central School.

PREPARED BY: Laura Pfeifer

BACKGROUND:

The city adopted the 2024 budget on December 18, 2023. The budget included an operating transfer in the amount of \$37,950 from the General Fund to the Special Revenue Fund-Domestic Animal Control Facility. Our actual revenues were less than budgeted, so the operating transfer is \$40,130. The budget also included an operating transfer in the amount of \$64,650 from the General Fund to the Special Revenue Fund-Central School. The actual revenue for Central School is less than budgeted so the required operating transfer is \$72,675.

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution approving budgeted transfers from the General Fund to Special Revenue Funds-Domestic Animal Control Facility in the amount of \$40,130 and transfer from the General Fund to the Special Revenue Fund-Central School in the amount of \$72,675 as of December 31, 2024.

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

RESOLUTION NO. 25-

A RESOLUTION AUTHORIZING THE FOLLOWING BUDGETED OPERATING TRANSFERS FROM THE GENERAL FUND TO THE SPECIAL REVENUE FUND- DOMESTIC ANIMAL CONTROL FACILITY IN THE AMOUNT OF \$40,130 AND A TRANSFER FROM THE GENERAL FUND TO SPECIAL REVENUE FUND-CENTRAL SCHOOL IN THE AMOUNT OF \$72,675 AS OF DECEMBER 31, 2024

WHEREAS, on December 18, 2023, the Grand Rapids City Council approved the 2024 budget that included the following transfers:

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes the following budgeted operating transfers as of December 31, 2024:

- \$40,130 from the General Fund to the Special Revenue Fund- Domestic Animal Control Facility, and
- \$72,675 from the General Fund to the Special Revenue Fund-Central School

Adopted this 24th day of February 2025.

Tasha Connelly, 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
IT'S IN MINNESOTA'S NATURE

REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24, 2025

AGENDA ITEM: Consider adopting a resolution to authorize an operating transfer from the General Fund to the Airport Operations and the Airport Capital Project Fund.

PREPARED BY: Laura Pfeifer

BACKGROUND:

Late in 2024 airport operations bought a Diamond 22' Triple Flail Mower with a cost of \$93,108 covered 70% by a state airport grant, leaving 15% covered by the County and 15% covered by the City. Airport capital projects included final work on the North Taxilane Reconstruction, South Area Taxilane Crack Sealing and a Planning Study all primarily covered by FAA and State grants leaving small residual costs for the County and City.

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution to authorize an operating transfer from the general fund of \$29,658 for airport operations of \$13,966 and airport capital of \$15,692.

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

RESOLUTION NO. 25-

A RESOLUTION AUTHORIZING THE FOLLOWING OPERATING TRANSFERS FROM THE GENERAL FUND TO THE SPECIAL REVENUE FUND-AIRPORT OPERATIONS IN THE AMOUNT OF \$13,966 AND A TRANSFER FROM THE GENERAL FUND TO AIRPORT CAPITAL FUND IN THE AMOUNT OF \$15,692 AS OF DECEMBER 31, 2024

WHEREAS, airport equipment and airport capital projects have been previous approved by the Grand Rapids City Council and Itasca County:

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes the following operating transfers as of December 31, 2024 for the City share of project costs:

- \$13,966 from the General Fund to the Special Revenue Fund- Airport Operations, and
- \$15,692 from the General Fund to the Airport Capital Fund

Adopted this 24th day of February 2025.

Tasha Connelly, 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
IT'S IN MINNESOTA'S NATURE

REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24 ,2025

AGENDA ITEM: Consider adopting a resolution approving transfer from the Debt Service Fund-GO Refunding Series 2024A to Capital Project Fund-Yanmar Arena Capital Improvement Project.

PREPARED BY: Laura Pfeifer

BACKGROUND:

The Yanmar Arena Capital Improvement Project funded with Taxable General Obligation Temporary Bonds Series 2022A in the amount of \$10,000,000 which included \$395,000 self-contribution, along with funding from State Bonding of \$5,000,000, and a IRRR Grant of \$500,000 to is now complete.

Bond Series 2022A were refinanced with General Obligation Refunding Series 2024A in an amount of \$8,380,000 using local sales tax collected to buy down debt, earning a bond premium of \$609,916 to replace above Series 2022A.

Yanmar Arena Capital Project cost totaled \$15,736,202 plus bond closing costs leaving a cash shortfall of \$567,719.41, which includes \$395,000 self-contribution and cost overages of \$172,719.41.

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution approving transfer from the Debt Service Fund-GO Refunding Series 2024A to Capital Project Fund-Yanmar Arena Capital Improvement Project as of December 31, 2024 in the amount of \$567,719.41.

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

RESOLUTION NO. 25-

A RESOLUTION AUTHORIZING AN OPERATING TRANSFER FROM THE DEBT SERVICE FUND-GENERAL OBLIGATION REFUNDING SERIES 2024A TO THE CAPITAL PROJECT FUND-YANMAR ARENA CAPITAL IMPROVEMENTS PROJECT IN THE AMOUNT OF \$567,719.41 AS OF DECEMBER 31, 2024

WHEREAS, in 2022 the City solicited bids for the Yanmar Arena Capital Improvements Project for west venue roof replacement, ice plant replacement, other new capital equipment and building, utility and grounds improvements with projected costs of \$15,500,000 and

WHEREAS, on December 22, 2022 the City issued Taxable General Obligation Temporary Bonds Series 2022A in the amount of \$10,000,000 which included \$395,000 self-contribution, along with funding from State Bonding of \$5,000,000, and a IRRR Grant of \$500,000 to fund above capital needs and

WHEREAS, on September 18, 2024 the City issued General Obligation Refunding Series 2024A in an amount of \$8,380,000 using local sales tax collected to buy down debt, earning a bond premium of \$609,916 to replace above Series 2022A and

WHEREAS, total Yanmar Arena Capital Project cost totaled \$15,736,202 plus bond closing costs leaving a cash shortfall of \$567,719.41, which includes \$395,000 self-contribution and cost overages of \$172,719.41 and

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes the following operating transfer from the Debt Service Fund-General Obligation Refunding Series 2024A to the Capital Project Fund-Yanmar Arena Capital Improvement Project in the amount of \$567,719.41 as of December 31, 2024.

Adopted this 24th day of February 2025.

Tasha Connelly, 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
 IT'S IN MINNESOTA'S NATURE

REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24, 2025

AGENDA ITEM: Consider entering a Memorandum of Understanding with First Call for Help of Itasca County

PREPARED BY: Chief Andy Morgan

BACKGROUND:

Grand Rapids Police Department has always closely relied on First Call for Help (FCFH) of Itasca County. First Call for Help is a non-profit organization who provides Crisis Suicide Line Services, Mobile Crisis Response Services and Information and Referral Services to greater Itasca County.

Approximately two months ago FCFH approached Grand Rapids Police Department Leadership in search of an alternative, temporary site if their current site were to be compromised due to an unforeseen weather / environmental emergency. FCFH detailed specific needs and desires to ensure their public crisis services would not be interrupted during a temporary relocation.

A site visit of Yanmar Community Conference Room was scheduled and attended by FCFH, GRPD, Civic Center and Information Technology Leadership. The conference room was found to satisfy all the needs of FCFH in an emergency. Attending City leadership agreed that simple and quick accommodations could be made to ensure the space was appropriate.

The following MOU was created and reviewed by previously identified City Leaders, City Administrator and City Attorney.

REQUESTED COUNCIL ACTION:

Make a motion to enter Memorandum of Understanding with First Call for Help of Itasca County.

MOU BETWEEN FIRST CALL FOR HELP CRISIS CENTER AND THE CITY OF GRAND RAPIDS

January 24, 2025 –

This Memorandum of Understanding (MOU) outlines the working relationship between First Call for Help Crisis Center and the City of Grand Rapids.

The First Call for Help provides free, confidential and non-judgmental active listening; information, resources, and referral; and crisis assessment, intervention, and stabilization services 24 hours a day, 365 days a year to the residents and agencies of Greater Minnesota

The following information is provided to both parties for coordination purposes:

Responsibilities of the City of Grand Rapids (CGR) under this MOU:

- CGR will provide adequate space within the community meeting room at Yanmar Arena as temporary relocation of the FCFH agency operations in the event of a natural disaster or emergency event that renders the FCFH call center inoperable within the current facility.
- CGR will ensure 24/7 access to the secured designated space by FCFH staff presenting with FCFH Badge ID.
- CGR will provide adequate high speed internet access within the facility at the expense of FCFH.

Evacuation Site Address: 1401 NW 3rd Ave, Grand Rapids

Evacuation Site Representative: Dale Anderson 218-259-4485

Evacuation Site Contact Number: 218-326-2500

Grand Rapid Police Chief: Andy Morgan 218-360-0128

Responsibilities of the First Call for Help (FCFH) under this MOU:

- FCFH will provide all equipment necessary to ensure continued operations of FCFH.
- FCFH will provide an Insurance Certificate to City of Grand Rapids covering the facility equipment, First Call Staff/Contractors, and Cyber Protection, for this MOU.
- FCFH will ensure all staff utilizing emergency relocation space have been cleared by the DHS Netstudy criminal background study.

- FCFH will ensure all staff relocated during this emergency MOU will be supervised directly 24/7 during the duration of the relocation.
- FCFH will begin immediate and intentional action to find a permanent placement location for the FCFH agency.

FCFH Program Representative: _____

FCFH Program Rep Contact Number: _____

This MOU shall take effect upon the date signed by both parties and shall be reviewed annually. Either party shall be allowed to terminate this MOU by submitting a written letter to the other party.

First Call for Help Representative Name/Title
Cre Larson, Executive Director FCFH

First Call for Help Representative Signature & Date

City of Grand Rapids Name/Title

City of Grand Rapids Signature & Date



First Call for Help of Itasca County is a non-profit organization, in our 50th year of service, located in the heart of Grand Rapids who provides Crisis Suicide Line Services, Mobile Crisis Response Services and Information and Referral Services to greater Itasca County. Our facility has increased its service delivery area to now serve all 87 counties in MN with at least two services related to MH Crisis and Resourcing for unmet needs. We currently employ 116 staff and 47 contractors who ensure our services are operational 24/7/365. We pride ourselves on utilizing the local workforce assets and providing quality, life-saving supports to those in need. First Call for Help is also a part of the Itasca County Emergency preparedness partnership network by lending our call center to EP needs for our community, is part of First Net, in addition, to building space if needed. FCFH is currently a Red Cross Emergency Services site for Itasca County as well as an EP partner that is called to service by John Linder when the need arises.

Relocation Needs: if an emergency arises and we are forced to relocate our center operations, we would need the following accommodations: Immediate access to Large workspace Area with tables and chairs to accommodate 50 individuals. Locked security, High Speed Internet, Adequate Parking, Power/Electricity. Available 24/7.

Costs: We have insurance coverage that allows for payment of space costs during this emergency relocation plan.

Timeline: 30 day relocation space availability, which would allow us to locate another permanent structure to resume operations.

Respectfully Submitted,

Cre Larson,
Executive Director, First Call for Help



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24, 2025

AGENDA ITEM: Consider entering into a cooperative construction agreement with Itasca County for 7th Avenue SE

PREPARED BY: Matt Wegwerth

BACKGROUND:

The City and Itasca County each have been working on plans for pavement rehabilitation of 7th Avenue SE (Airport Road). In an effort to coordinate projects and maximize cost savings, both entities have agreed to combine projects and bid together. The City will be the lead entity, coordinating and organizing the bidding and managing the construction administration. The attached agreement outlines roles and responsibilities.

The County will fund their portion and the City's share will be covered by Municipal State Aid funds.

REQUESTED COUNCIL ACTION:

Make a motion entering into a cooperative construction agreement with Itasca County for the 7th Avenue SE pavement rehabilitation project.

**CITY OF GRAND RAPIDS
And
ITASCA COUNTY
COOPERATIVE
CONSTRUCTION AGREEMENT**

State Aid Highway Number: 7th Avenue SE /
Airport Road
State Aid Project (SAP): 129-119-001 / 031-696-001
Grand Rapids Proj. Number: CP 2025-1
Itasca County Proj. Number: _____

This Agreement is between the City of Grand Rapids acting through its City Council (“City”) and Itasca County acting through its Board of Commissioners ("County").

Recitals

1. Improvements to 7th Avenue SE and CSAH 96, also known as Airport Road, will address deteriorating bituminous pavements; and
2. Both City and County plan to complete pavement rehabilitation projects during the 2025 construction season along said roadway; and
3. In the interest of coordinating projects, both entities agree to coordinate bidding and construction; and
4. Each entity will complete plans and specifications and perform in-field construction administration; and
5. Each entity will fund their own construction; and
6. City will perform bidding, award and construction pay estimates; and
7. Minnesota Statutes § 162.17, authorizes the County and City to make arrangements with and cooperate with any county and city authority for the purposes of constructing, maintaining and improving CSAH’s and City streets.

Agreement

1. Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits

- 1.1. **Effective date:** This Agreement will be effective on the date the City obtains all signatures required.
- 1.2. **Expiration date:** This Agreement will expire when all obligations have been satisfactorily fulfilled.
- 1.3. **Survival of terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 9. Liability; Worker Compensation Claims; 11. State Audits; 12. Government Data Practices; 13. Governing Law; Jurisdiction; Venue; and 15. Force Majeure. The terms and conditions set forth in Article 3. Maintenance Responsibilities will survive the expiration of this Agreement but may be terminated by another Agreement between the parties.
- 1.4. **Plans, Specifications, Special Provisions:** Plans, specifications and special provisions designated by each entity, when completed, will be on file in the office of the City Engineer, and incorporated into this Agreement by reference. ("Project Plans")

1.5. **Exhibits:** Schedule "I" (Cost participation and funding breakdown) is on file in the office of the City Engineer and incorporated into this Agreement by reference.

2. Contract Award and Construction

2.1. **Plans and Specifications:** The City and County will prepare plans and specifications for each project. County will provide City with a .pdf set of plans/specifications and an excel spreadsheet of estimated quantities

2.2. **Bids and Contract Award:** The City will assemble the bid package and will advertise for bids and award a construction contract to the lowest responsible bidder according to the Project Plans.

2.3. **Bid Documents furnished by City:** The City is responsible for all bid documents necessary to advertise, bid and construct the project.

2.4. **Rejection of Bids:** The City may reject and the County may require the city to reject bids for the construction contract. The party rejecting or requiring the rejection of bids must provide the other party written notice of that rejection or requirement for rejection no later than 30 days after opening bids. Upon the rejection of all bids, a party may request, in writing, that the bidding process be repeated. Upon the other party's written approval of such request, the City will repeat the bidding process in a reasonable period of time.

2.5. **Direction, Supervision and Inspection of Construction:**

A. **Supervision and Inspection by the Parties:** The City and County will direct and supervise all construction activities performed under the construction contract and perform all construction engineering and inspection functions in connection with the contract construction pertaining to each party's jurisdiction. All contract construction will be performed according to the Project Plans by the City and County.

B. The County Engineer's authorized representative will inform the City Engineer of any proposed addenda, change orders and supplemental agreements to the construction contract that will affect the County participation covered under this Agreement and get concurrence from the County Engineer's authorized representative prior to approval of the addenda, change orders and supplemental agreements.

C. The County Engineer's authorized representative will inform the City Engineer's authorized representative of all construction quantities to be paid on a schedule to be determined prior to the start of construction.

2.6. **Inspection by Parties:** The City and County will perform independent inspection as shown on the plans submitted by each party. Each party will have the exclusive right to determine whether the contractor has satisfactorily performed the construction covered under this Agreement.

2.7. **Satisfactory Completion of Contract:** The City will perform all other acts and functions necessary to cause the construction contract to be completed in a satisfactory manner.

2.8. **Compliance with Laws, Ordinances, Regulations:** The City will comply and cause its contractor to comply with all Federal, State and Local laws, and all applicable ordinances and regulations.

A. The City and County will work together to obtain all necessary permits to complete the improvements.

3. Maintenance Responsibilities

3.1. Party Responsibilities:

- A. Parties will be responsible for maintenance of the roadway located within each entities jurisdiction

4. Basis of Funding

- 4.1. **SCHEDULE "I"**: SCHEDULE "I" includes all anticipated City and County participation construction items and the design and construction engineering cost share covered under this Agreement and is based on bid unit prices.

5. Project Costs

- 5.1. **County Costs**: \$241,588.60 is the County's estimated share of the costs of the contract construction labeled as SAP 031-696-001 (County) as shown in SCHEDULE "I".
- 5.2. **City Costs**: \$323,869.80 is the City's estimated share of the costs of the contract construction labeled as SAP 129-119-011 (City) and shown in SCHEDULE "I".
- 5.3. **Conditions of Payment by the City**: The City will invoice County for all costs incurred to date for items covered by City. County will pay the City within 30 days of receipt of the invoice.

6. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

6.1. The GR's Authorized Representative will be:

Name/Title: Matt Wegwerth, City Engineer (or successor)
 Address: 420 North Pokegama Avenue, Grand Rapids, MN 55744
 Telephone: (218) 326-7625
 E-Mail: mwegwerth@grandrapidsmn.gov

6.2. The County's Authorized Representative will be:

Name/Title: Karin Grandia, County Highway Engineer (or successor)
 Address: 123 4th Street NE, Grand Rapids, MN 55744
 Telephone: (218) 327-2853
 E-Mail: Karin.Grandia@co.itasca.mn.us

7. Assignment; Amendments; Waiver; Contract Complete

- 7.1. **Assignment**: Neither party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

- 7.2. **Amendments:** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 7.3. **Waiver:** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 7.4. **Contract Complete:** This Agreement contains all prior negotiations and agreements between the County and City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability; Worker Compensation Claims; Insurance

- 8.1. Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes Chapter 466 and other applicable law govern liability of the County and City. Notwithstanding the foregoing, The City and the County shall each at their own sole cost and expense defend, indemnify, save and hold harmless the other and all of its agents, officers and employees of and from all claims, demands, proceedings, actions or cause of action of whatsoever nature or character arising out of or by reason of contract construction, construction engineering and/or maintenance covered under this agreement, including an action or claim which alleges negligence of the One Party, its agents, officers and employees.
- 8.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.
- 8.3. To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, Subd. 1a, provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

9. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

10. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the City's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

11. Government Data Practices

The City and County, must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the City and County under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the City and County.

12. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Itasca County, Minnesota.

13. Termination.

13.1. *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties.

14. Force Majeure

Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

CITY OF GRAND RAPIDS

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

Approved:

By: _____
(Mayor of Grand Rapids)

Date: _____

By: _____
(City Clerk)

Date: _____

By: _____
(City Administrator)

Date: _____

ITASCA COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

Approved:

By: _____
(County Board Chair)

Date: _____

By: _____
(Clerk to the County Board)

Date: _____

By: _____
(County Engineer)

Date: _____

SCHEDULE "I"

					SAP 129-119-011 (CITY)				SAP 031-696-001 (COUNTY)		
					7TH AVE SE (FROM 11TH STREET SE TO 17TH STREET SE)				CSAH 96 (FROM GRAND RAPIDS CITY LIMITS TO CSAH 64)		
ITEM NO.	DESCRIPTION	UNITS	EST		EST TOTAL PRICE	BASE BID ROADWAY		ADD ALTERNATE		BASE BID ROADWAY	
			UNIT PRICE	TOTAL QUANTITY		QUANTITY	PRICE	QUANTITY	PRICE	QUANTITY	PRICE
2011.601	CONSTRUCTION SURVEYING	LUMP SUM	\$3,500.00	1	\$3,500.00	0.9	\$3,150.00	0.1	\$350.00		
2021.501	MOBILIZATION	LUMP SUM	\$70,000.00	1	\$70,000.00	0.9	\$63,000.00	0.1	\$7,000.00		
2021.501	MOBILIZATION	LUMP SUM	\$25,000.00	1	\$25,000.00					1	\$25,000.00
2104.502	REMOVE CASTING	EACH	\$300.00	2	\$600.00			2	\$600.00		
2104.502	SALVAGE CASTING	EACH	\$550.00	7	\$3,850.00			7	\$3,850.00		
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$3.50	876	\$3,066.00	500	\$1,750.00	376	\$1,316.00		
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$35.00	274	\$9,590.00	220	\$7,700.00	54	\$1,890.00		
2118.509	AGGREGATE SURFACING CLASS 1	TON	\$35.00	87	\$3,045.00					87	\$3,045.00
2231.509	BITUMINOUS PATCHING MIXTURE	TON	\$70.00	521	\$36,470.00					521	\$36,470.00
2231.604	BITUMINOUS PATCH SPECIAL 1	SQ YD	\$90.00	54	\$4,860.00			54	\$4,860.00		
2231.604	BITUMINOUS PATCH SPECIAL 2	SQ YD	\$80.00	100	\$8,000.00	100	\$8,000.00				
2232.504	MILL BITUMINOUS SURFACE (2") (P)	SQ YD	\$3.00	10839	\$32,517.00	10839	\$32,517.00				
2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	\$2.50	18210	\$45,525.00					18210	\$45,525.00
2360.509	TYPE SP 9.5 WEARING COURSE MIX (3,B)	TON	\$94.00	1309	\$123,046.00	1309	\$123,046.00				
2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$70.00	1563	\$109,410.00					1563	\$109,410.00
2504.602	ADJUST VALVE BOX	EACH	\$550.00	10	\$5,500.00			10	\$5,500.00		
2506.502	CASTING ASSEMBLY	EACH	\$1,250.00	2	\$2,500.00			2	\$2,500.00		
2506.502	INSTALL CASTING	EACH	\$700.00	7	\$4,900.00			7	\$4,900.00		
2506.502	SEAL MANHOLE	EACH	\$525.00	9	\$4,725.00			9	\$4,725.00		
2506.602	CASTING ASSEMBLY SPECIAL	EACH	\$200.00	1	\$200.00	1	\$200.00				
2506.602	GROUT CATCH BASIN OR MANHOLE	EACH	\$500.00	9	\$4,500.00	9	\$4,500.00				
2540.602	RELOCATE MAIL BOX SUPPORT	EACH	\$115.00	22	\$2,530.00					22	\$2,530.00
2563.601	TRAFFIC CONTROL	LUMP SUM	\$15,000.00	1	\$15,000.00	0.9	\$13,500.00	0.1	\$1,500.00		
2563.601	TRAFFIC CONTROL	LUMP SUM	\$5,000.00	1	\$5,000.00					1	\$5,000.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	\$250.00	24	\$6,000.00	24	\$6,000.00				
2574.507	COMMON TOPSOIL BORROW	CU YD	\$60.00	16	\$960.00					16	\$960.00
2575.605	TURF ESTABLISHMENT	ACRE	\$10,000.00	0.19	\$1,900.00					0.19	\$1,900.00
2580.503	INTERM PAVEMENT MARKING	LIN FT	\$0.45	656	\$295.20					656	\$295.20
2582.503	4" BROKEN LINE MULTICOMP GR IN (WR)	LIN FT	\$1.05	4168	\$4,376.40	4168	\$4,376.40				
2582.503	4" DBLE SOLID LINE MULTI COMP GR IN (WR)	LIN FT	\$2.05	36	\$73.80	36	\$73.80				
2582.503	4" DOUBLE SOLID LINE MULTI-COMPONENT	LIN FT	\$0.90	6507	\$5,856.30					6507	\$5,856.30
2582.503	4" SOLID LINE MULTI-COMP GR IN (WR)	LIN FT	\$1.40	8359	\$11,702.60	8359	\$11,702.60				
2582.503	4" SOLID LINE MULTI-COMPONENT	LIN FT	\$0.45	12438	\$5,597.10					12438	\$5,597.10
2582.518	PAVT MSSG MULTI COMP GR IN (WR)	SQ FT	\$15.50	346	\$5,363.00	346	\$5,363.00				
TOTAL PRICE					\$665,458.40		\$284,878.80		\$38,991.00		\$241,588.60
CITY PORTION					\$323,869.80						
COUNTY PORTION					\$241,588.60						



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24, 2025

AGENDA ITEM: Consider the Appointment of Jaime Turnbull to the position of Custodian with the Grand Rapids Fire Department.

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

The position of Custodian for the GRFD has been posted internally. The Fire Department received three applications and interviews were held on February 19th.

The interview committee is recommending the appointment of Jaime Turnbull to the position of Custodian with the Grand Rapids Fire Department, effective March 1, 2025, with a monthly salary of \$334.235.

REQUESTED COUNCIL ACTION:

Make a motion to appoint Jaime Turnbull to the position of Custodian with the Grand Rapids Fire Department, effective March 1, 2025, with a monthly salary of \$334.235.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24, 2025

AGENDA ITEM: Consider appointing Madison Janecke to the position of Seasonal Assistant Golf Professional at Pokegama Golf Course.

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

In February 2024, City Council authorized the posting for an open position of Seasonal Assistant Golf Professional at Pokegama Golf Course. The position was previously titled Lead Cashier. Last February, the job description was updated, however, there was no change in the wage. Consequently, we did not receive any applications for this position.

This past fall, City Council increased the 2025 wage range for this position to \$28.32 per hour to \$30.16 per hour, based on experience. The position was reposted.

Recently, interviews for the position of Seasonal Assistant Golf Professional were conducted. We received four (4) applications and interviewed all four (4) applicants. The hiring committee, consisting of Director of Golf Tom Beaudry, Assistant Superintendent Cody Alleman, and myself, recommend hiring Madison Janecke for the position of Seasonal Assistant Golf Professional, with a tentative start date of March 3, 2025, working 40 hours per week, with an hourly wage of \$28.32 per hour. The anticipated end date for this seasonal employment is October 31, 2025.

This salary is included in the 2025 budget.

REQUESTED COUNCIL ACTION:

Make a motion to appoint Madison Janecke to the position of Seasonal Assistant Golf Professional, with a tentative start date of March 3, 2025, working 40 hours per week, with an hourly wage of \$28.32 per hour, and an anticipated end date for this seasonal employment to be no later than October 31, 2025.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: February 24, 2025

AGENDA ITEM: Consider appointments to Boards & Commissions.

PREPARED BY: Kimberly Gibeau

BACKGROUND:

The following boards and commissions have member terms expiring as of March 1, 2025. Below is a list of those boards/commissions and the individuals interested in re-appointment.

- Golf Board: John Ryan
- GREDA: Wayne Bruns and Sholom Blake
- Human Rights Comm.: Doug Learmont and Ronald Grossman
- Planning Comm.: Betsy Johnson
- Public Utilities Comm.: Rick Smith

REQUESTED COUNCIL ACTION:

Make a motion to appoint members to Boards & Commissions.