



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

CITY COUNCIL MEETING AGENDA
Monday, June 26, 2023
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, June 26, 2023 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

PUBLIC FORUM:

COUNCIL REPORTS:

APPROVAL OF MINUTES:

1. Approve minutes for Monday, June 12, 2023 City Council Worksession and Regular meetings.

VERIFIED CLAIMS:

2. Approve the verified claims for the period June 6, 2023 to June 19, 2023 in the total amount of \$3,497,640.87.

ACKNOWLEDGE MINUTES FOR BOARDS AND COMMISSIONS:

3. Acknowledge minutes for the following Board & Commission meetings:

- ~ Arts & Culture Meeting: February 7th, & April 4th, 2023
- ~ PUC Meetings: January 11th, February 8th, February 22nd, March 8th, March 22nd, & April 26th, 2023
- ~ Civic Center Advisory Board Meeting: May 8th, 2023
- ~ GREDA Meeting: April 13th, 2023
- ~ Planning Commission Meeting: April 6th, 2023
- ~ Human Rights Commission Meeting: April 26th, 2023
- ~ Library Board Meeting: May 10th, 2023
- ~ Golf Board Meeting: May 16th, 2023

CONSENT AGENDA:

4. Consider approval of an agreement with LHB for safety inspections on the Horn Bridge.
5. Consider approving renewal for Office 365 services through Zix.
6. Consider approving the final pay request for CP 2003-18, 21st Street SW Extension in the amount of \$21,767.00 and balancing change order #2.

- [7.](#) Consider accepting the notice of retirement of Juan Lazo from the Grand Rapids Police Reserves.
- [8.](#) Consider approving cost increases for GPZ Garage Door replacement

SET REGULAR AGENDA:

ADMINISTRATION:

- [9.](#) Consider authorizing Human Resources to begin the process of advertising and hiring for the open position of Police Officer

ENGINEERING PUBLIC WORKS:

- [10.](#) Consider adopting a resolution accepting a bench donation in memory of Dee Huffer Warren.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR JULY 10, 2023, 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



CITY OF
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CITY COUNCIL WORKSESSION MINUTES

Monday, June 12, 2023

4:00 PM

Mayor Christy called the meeting to order at 4:01 PM.

PRESENT: Mayor Dale Christy, Councilor Dale Adams, Councilor Tasha Connelly, Councilor Molly MacGregor, Councilor Tom Sutherland

STAFF: Tom Pagel, Chad Sterle

BUSINESS:

1. Coalition of Greater Minnesota Cities 2023 Update - Erik Simonson

Mr. Simonson provides overview of CGMC 2023 legislative priorities including: LGA Increase, Bonding Bill, Lead line inventory & replacement, Funding for cities, etc. as well as outcomes of the legislative session and hopes for the 2024 session. A full report is on file in the Administration department.

REVIEW OF REGULAR AGENDA:

Upon review, no changes or additions are noted.

There being no further business, the meeting adjourned at 4:46 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



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CITY COUNCIL MEETING MINUTES

Monday, June 12, 2023

5:00 PM

Mayor Christy called the meeting to order at 5:00 PM.

PRESENT: Mayor Dale Christy, Councilor Dale Adams, Councilor Tasha Connelly, Councilor Molly MacGregor, Councilor Tom Sutherland

STAFF: Tom Pagel, Chad Sterle, Jeremy Nelson, Tim Dirkes, Chery Pierzina, Kevin Ott, Will Richter, Andy Morgan

PROCLAMATIONS/PRESENTATIONS:

1. Police Captain Jeremy Nelson is sworn into office.
2. Police Sergeant Tim Dirkes is sworn into office.
3. Mayor Christy read the proclamation for Juneteenth 2023 into the record.

PUBLIC FORUM:

No one from the public wished to speak.

COUNCIL REPORTS:

Councilor Adams follows up on RAMS meeting in reference to City of Grand Rapids and Itasca County resolutions of support for splitting lease lands between Cliffs and Mesabi Metallics, which was not successful and how best to move forward.

Councilor Sutherland provides update on Civic Center project, noting there have been minimal change orders and project is currently on schedule.

APPROVAL OF MINUTES:

4. Approve Council minutes for Monday, May 22, 2023 Worksession & Regular meetings, Closed meeting summary for Monday, May 22, 2023, March 6, 2023 Special Worksession and May 30, 2023 Special meeting.

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

VERIFIED CLAIMS:

5. Approve the verified claims for the period May 16, 2023 to June 5, 2023 in the total amount of \$1,782,075.42.

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

ACKNOWLEDGE MINUTES FOR BOARDS AND COMMISSIONS:

6. Acknowledged Minutes for City Boards & Commissions:

~ January 19, 2023 PCA Board meeting
 ~ March 30, 2023 PCA Board meeting

CONSENT AGENDA:

7. Consider approving temporary liquor licenses for MacRostie Art Center events
8. Consider adopting a resolution authorizing the 2023 budgeted operating transfers for Special Revenue Funds-Cemetery and Library.

Adopted Resolution 23-38

9. Consider adopting a resolution appointing Responsible Authority and Compliance Officer for Data Access for the City of Grand Rapids

Adopted Resolution 23-39

10. Consider approving the final pay estimate for CP 2022-4, 7th Avenue SE Overlays in the amount of \$12,128.95 and balancing change order 1.
11. Consider approving Grant Amendment #A01 with MnDOT related to the Grand Rapids Airport.
12. Consider the termination of part-time employee from the Police Department
13. Consider approving Seasonal Golf Employees
14. Consider renewal of annual spring and fall preventative maintenance inspection agreements with Gartner Refrigeration Company for City Hall, Old Central School, Library, Fire Hall, and the Animal Shelter.
15. Consider donating the remaining six (6) Grand Rapids Police Kodak EasyShare Z712 IS digital cameras to the Upward Bound program
16. Consider making a motion to hire staff for Public Works for the 2023 Spring/Summer Maintenance Season.
17. Consider a Art Loan Agreement with Tom Page

18. Consider a resolution requesting State Bond funding for Central School

Adopted Resolution 23-40

19. Consider approving the School Resource Officer Agreement for the 2023-2024 school year with Independent School District #318

20. Consider change orders related to the IRA Civic Center Project

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

SET REGULAR AGENDA:

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

ADMINISTRATION:

21. Consider amending job descriptions and approve MOU modifying Appendix A-1, Classification Changes.

Ms. Pierzina presents updated job descriptions for positions with the Clerical union, noting changes in responsibilities, workload and justification for recommended changes.

Motion made by Councilor Connelly, Second by Councilor Adams to approve amended job descriptions for City Clerk and Payroll Clerk/Human Resources Technician and approve the MOU modifying the collective bargaining agreement with IUOE, Local 49 - Clerical for changes in position classifications. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

GOLF:

22. Consider approving a resolution accepting a donation for the Pokegama Golf Course from the the Don Walter family.

Councilor Adams provided background information regarding donation and thanked the family of Don Walter for their donation.

Motion made by Councilor Adams, Second by Councilor MacGregor to **adopt Resolution 23-41**, accepting donation from the family of Don Walter for the Pokegama Golf Course. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

ADJOURNMENT:

There being no further business, the meeting adjourned at 5:21 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk

DATE: 06/23/2023
 TIME: 10:54:48
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 06/26/2023

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
2609850	ZIX CORP SYSTEMS INC	23,307.06
	TOTAL	23,307.06
CITY WIDE		
0501650	EARL F ANDERSEN	187.95
1721095	QUADIENT, INC	648.00
1915248	SHI INTERNATIONAL CORP	19,620.00
2000522	TNT CONSTRUCTION GROUP, LLC	3,500.00
2609850	ZIX CORP SYSTEMS INC	16,647.94
	TOTAL CITY WIDE	40,603.89
BUILDING SAFETY DIVISION		
0315455	COLE HARDWARE INC	44.98
0920060	ITASCA COUNTY TREASURER	323.49
1801555	RAPID PEST CONTROL INC	66.00
	TOTAL BUILDING SAFETY DIVISION	434.47
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	68.32
	TOTAL COMMUNITY DEVELOPMENT	68.32
FINANCE		
0914540	INNOVATIVE OFFICE SOLUTIONS LL	155.62
	TOTAL FINANCE	155.62
FIRE		
0401804	DAVIS OIL INC	167.03
0513231	EMERGENCY APPARATUS	856.64
0920060	ITASCA COUNTY TREASURER	101.48
1200500	L&M SUPPLY	28.50
1920150	STATT LLC	125.00
	TOTAL FIRE	1,278.65
INFORMATION TECHNOLOGY		

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 06/26/2023

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
INFORMATION TECHNOLOGY		
1309332	MN STATE RETIREMENT SYSTEM	941.55
	TOTAL INFORMATION TECHNOLOGY	941.55
PUBLIC WORKS		
0103325	ACHESON TIRE INC	25.00
0121721	AUTO VALUE - GRAND RAPIDS	32.70
0221650	BURGGRAF'S ACE HARDWARE	169.83
0301685	CARQUEST AUTO PARTS	802.98
0305510	CENTRAL LANDSCAPE SUPPLY INC	893.00
0315455	COLE HARDWARE INC	161.37
0315481	CAR, INC	4,250.00
0401420	DAKOTA FLUID POWER, INC	257.02
0401804	DAVIS OIL INC	555.98
0409730	IIA LIFTING SERVICES INC	552.22
0501650	EARL F ANDERSEN	347.65
0601690	FASTENAL COMPANY	1,896.59
0801820	HAWK CONSTRUCTION INC	4,430.00
0801836	HAWKINSON SAND & GRAVEL	666.02
0920060	ITASCA COUNTY TREASURER	1,398.08
1200500	L&M SUPPLY	564.92
1201730	LATVALA LUMBER COMPANY INC.	241.62
1205110	LEASE LANDSCAPING INC	255.00
1303039	MCCOY CONSTRUCTION & FORESTRY	660.58
1415544	NORTHLAND PORTABLES	1,726.00
1415545	NORTHLAND LAWN & SPORT, LLC	87.90
1520250	GRAND RAPIDS GREEN HOUSE	9,475.43
1621125	PUBLIC UTILITIES COMMISSION	2,000.00
1815720	ROTH RV & MARINE	146.62
1911545	SKOGLUND ELECTRIC LLC	867.50
1920555	STOKES PRINTING & OFFICE	35.55
2000522	TNT CONSTRUCTION GROUP, LLC	2,806.50
2018560	TROUT ENTERPRISES INC	75.00
2209421	VIKING ELECTRIC SUPPLY INC	235.85
2501525	YANMAR COMPACT EQUIPMENT NORTH	144.62
	TOTAL PUBLIC WORKS	35,761.53
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	116.93
0409730	IIA LIFTING SERVICES INC	1,263.52
0601690	FASTENAL COMPANY	25.56
0920060	ITASCA COUNTY TREASURER	74.56
1920555	STOKES PRINTING & OFFICE	104.57

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 06/26/2023

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FLEET MAINTENANCE		
	TOTAL FLEET MAINTENANCE	1,585.14
POLICE		
0103325	ACHESON TIRE INC	626.24
0121721	AUTO VALUE - GRAND RAPIDS	-18.00
0212125	BLAINE AREA PET HOSPITAL	377.86
0301685	CARQUEST AUTO PARTS	8.54
0914540	INNOVATIVE OFFICE SOLUTIONS LL	151.37
0920060	ITASCA COUNTY TREASURER	4,087.83
1909650	SIRCHIE ACQUISITION CO, LLC	10.44
1920233	STREICHER'S INC	850.91
2018225	TREASURE BAY PRINTING	313.00
	TOTAL POLICE	6,408.19
GENERAL FUND-LIQUOR/CHART GAMB		
0718195	GREAT ENGRAVINGS	45.00
	TOTAL	45.00
CENTRAL SCHOOL		
0221525	BUNES SEPTIC SERVICE INC	255.00
0701650	GARTNER REFRIGERATION CO	4,124.00
0718010	CITY OF GRAND RAPIDS	4,500.00
1801555	RAPID PEST CONTROL INC	70.00
1901535	SANDSTROM'S INC	125.57
	TOTAL	9,074.57
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE	26.99
0301685	CARQUEST AUTO PARTS	54.11
0718010	CITY OF GRAND RAPIDS	1,463.30
0914200	INDUSTRIAL LUBRICANT COMPANY	189.80
0920060	ITASCA COUNTY TREASURER	182.16
	TOTAL	1,916.36

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 06/26/2023

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
1421155	NUCH'S IN THE CORNER	24.00
1901535	SANDSTROM'S INC	650.76
TOTAL GENERAL ADMINISTRATION		674.76
STATE HAZ-MAT RESPONSE TEAM		
0601690	FASTENAL COMPANY	191.70
TOTAL		191.70
ST HAZ-MAT TERRORISM GRANT		
0920060	ITASCA COUNTY TREASURER	105.23
TOTAL ST HAZ-MAT TERRORISM GRANT		105.23
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	112.97
0315455	COLE HARDWARE INC	199.94
0920060	ITASCA COUNTY TREASURER	129.40
1200500	L&M SUPPLY	49.47
1301213	MARTIN'S SNOWPLOW & EQUIP	80.97
1911545	SKOGLUND ELECTRIC LLC	281.11
TOTAL		853.86
DOMESTIC ANIMAL CONTROL FAC		
0315455	COLE HARDWARE INC	53.97
0920060	ITASCA COUNTY TREASURER	199.64
TOTAL		253.61
GR/COHASSET IND PK INFRAST		
2000522	TNT CONSTRUCTION GROUP, LLC	90,414.32
TOTAL		90,414.32

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 06/26/2023

VENDOR #	NAME	AMOUNT DUE
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-PUBLIC WORKS		
1015210	JOES GARAGE ON 169	1,836.87
1401725	NATIONAL SIGNAL INC	1,324.29
TOTAL CAPITAL OUTLAY-PUBLIC WORKS		3,161.16
CIVIC CENTER CAPITAL IMP PJT		
IRA CIVIC CENTER RENOVATION		
0218115	BRAUN INTERTEC CORPORATION	4,935.50
0315495	COMMERCIAL REFRIGERATION	206,548.05
0801670	HART ELECTRIC	102,605.00
1801610	RAPIDS PLUMBING & HEATING INC	58,710.00
2000522	TNT CONSTRUCTION GROUP, LLC	1,239,663.58
T001227	LANDWEHR CONSTRUCTION INC	261,155.01
TOTAL IRA CIVIC CENTER RENOVATION		1,873,617.14
2022 INFRASTRUCTURE/ARPA		
FOREST LK UTILITY EXTENSIONS		
0301705	CASPER CONSTRUCTION INC	148,773.84
TOTAL FOREST LK UTILITY EXTENSIONS		148,773.84
21ST STREET IMPROVEMENTS		
2000522	TNT CONSTRUCTION GROUP, LLC	21,767.00
TOTAL 21ST STREET IMPROVEMENTS		21,767.00
2023 INFRASTRUCTURE BONDS		
CP2015-1 SYLVAN BAY OVR/UTIL		
2000522	TNT CONSTRUCTION GROUP, LLC	723,582.44
TOTAL CP2015-1 SYLVAN BAY OVR/UTIL		723,582.44
STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	18.00
0401425	DAKOTA SUPPLY GROUP	278.06
0401804	DAVIS OIL INC	581.28
0514798	ENVIRONMENTAL EQUIPMENT AND	358.18
0801836	HAWKINSON SAND & GRAVEL	193.76
0920060	ITASCA COUNTY TREASURER	419.15

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 06/26/2023

VENDOR #	NAME	AMOUNT DUE
STORM WATER UTILITY		
1105645	COURTNEY K KERNS	720.00
	TOTAL	2,568.43
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$2,987,543.84
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	3,511.38
0104095	DALE ADAMS	77.29
0113105	AMAZON CAPITAL SERVICES	929.34
0205640	LEAGUE OF MN CITIES INS TRUST	1,286.25
0305530	CENTURYLINK QC	259.00
0309600	CIRCLE K/HOLIDAY	635.99
0315543	CONSTELLATION NEWENERGY -GAS	326.77
0504615	JUSTIN EDMUNDSON	444.00
0514730	ENTERPRISE FM TRUST	1,368.93
0605191	FIDELITY SECURITY LIFE	106.54
0718015	GRAND RAPIDS CITY PAYROLL	306,044.27
0718070	GRAND RAPIDS STATE BANK	65.00
1215250	LOFFLER COMPANIES INC	447.80
1301145	MARCO TECHNOLOGIES, LLC	75.50
1301146	MARCO TECHNOLOGIES, LLC	198.55
1305046	MEDIACOM LLC	156.90
1309098	MINNESOTA MN IT SERVICES	453.21
1309332	MN STATE RETIREMENT SYSTEM	3,752.80
1309335	MINNESOTA REVENUE	19,378.00
1321750	MUTUAL OF OMAHA	391.90
1415479	NORTHERN DRUG SCREENING INC	58.00
1516220	OPERATING ENGINEERS LOCAL #49	121,170.00
1621130	P.U.C.	8,399.10
2209665	VISA	15,094.91
2209705	VISIT GRAND RAPIDS INC	18,391.27
2301700	WM CORPORATE SERVICES, INC	3,323.08
2305300	MATTHEW WEGWERTH	491.25
T001449	PARSONS ELECTRIC TOWN & CNTRY	3,260.00
	TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:	\$510,097.03
	TOTAL ALL DEPARTMENTS	\$3,497,640.87



CITY OF
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ARTS & CULTURE COMMISSION
MEETING MINUTES
Tuesday, April 04, 2023
3:45 PM

CALL TO ORDER:

The meeting was called to order by Commission Chair Hedlund at 3:52pm.

ROLL CALL:

PRESENT

- Commissioner Ed Zabinski
- Commissioner Kari Hedlund
- Commissioner Myrna Peterson
- Commissioner Aaron Squadroni

ABSENT

- Commissioner Jennifer Gorman
- Commissioner Amanda Lamppa

ALSO PRESENT:

Emily Carlson, MacRostie Art Center Program Manager

PUBLIC INPUT: (if anyone wishes to address the Commission) None.

SETTING THE AGENDA:

Motion made by Commissioner Peterson, Second by Commissioner Squadroni to approve the Agenda as presented. All in favor, motion passed.

CORRESPONDENCE: None.

APPROVE MINUTES:

1. Approve Minutes from February 7, 2023

Motion made by Commissioner Peterson, Second by Commissioner Squadroni to approve the February 7, 2023 Minutes. All in favor, motion passed.

FINANCIALS:

2. Approve the Financials for February 2023, there has been no change to the Financials for March.

Motion made by Commissioner Squadroni, Second by Commissioner Peterson to approve the unchanged Financials from February 2023 for March 2023. All in favor, motion passed.

BUSINESS:

3. Welcome New Commission Members

At this time there are no new Commission members to welcome. The Commission believes that there may be an application waiting to go to the City Council for approval. City Staff to check with the City Clerk.

4. Review Mayor's Art Award Policy and Score Sheet

Discussion regarding the Mayor's Art Award began with the reason for the Award. The Award was set up with the idea that would recognize businesses or individuals that promoted and highlighted art in the community to make it a well rounded and better place to live.

One of the problems of the award is that it needs more marketing and promotion. It could possibly be showcased at other events such as Tall Timber Days in order to provide a broader cross section of the community.

There would still be time to get some nominees by August if the Commission published in the Herald Review (2X), possibly the Chamber's newsletter and Kaxe. A new description would have to be written up for the City Council to approve of the deadline change. The application/nomination form could be on the City's website. The Commission would need to work with the City Administrator regarding the timeframe change.

5. Riverfest

The discussion about Riverfest focused on the art involvement for the festival goers. Different thoughts on the art ranged from interactive to sidewalk art, but it would need to be low tech and easy to manage. The Commission has five months to plan something and agreed to table this discussion until their next meeting.

UPDATES:

6. Pokegama Band Map

Commissioner Zabinski agreed that the Commission could be useful in some way to Karen Noice's project and he will follow up with Karen and report back to the Commission.

7. RFQ Update for the Neighborhood Art Project

Emily Carlson, Program Manager for the MacRostie Art Center and Neighborhood Art Project Coordinator to the Commission updated the RFQ and distributed it out to the public. It was noted that the project deadline changed to April 21, 2023.

So far there are seven applications, with five pretty solid and three from Minnesota. The selection will then narrow down to three and an additional addendum for the next round for consideration will be sent out.

ANNOUNCEMENTS:

The Arts & Culture Commission may not have a quorum on their next meeting date, May 2nd, 2023, so that meeting will be cancelled. The Commission will hold a special meeting on Tuesday, May 16th at 3:45pm.

SET AGENDA FOR NEXT MEETING:**BUSINESS:**

1. Welcome New Commission Members
2. Review Mayor's Art Award Policy and Score Sheet
3. Riverfest

UPDATES:

4. Pokegama Band Map
5. Neighborhood Art Project Update

ADJOURN:

Motion made by Commissioner Zabinski, Second by Commissioner Peterson to adjourn. All in favor, motion passed.

Respectfully submitted by Cynthia Lyman, Administrative Assistant



CITY OF
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ARTS & CULTURE COMMISSION
MEETING MINUTES
Tuesday, February 07, 2023
3:45 PM

CALL TO ORDER:

The Arts & Culture Meeting was called to order at 3:52pm.

ROLL CALL:

PRESENT

Commissioner Kari Hedlund
Commissioner Myrna Peterson
Commissioner Aaron Squadroni
Commissioner Amanda Lamppa

City Administrator, Tom Pagel

ABSENT

Commissioner Ed Zabinski
Commissioner Jennifer Gorman

PUBLIC INPUT: (if anyone wishes to address the Commission)

None.

SETTING THE AGENDA:

Motion made by Commissioner Peterson, Second by Commissioner Squadroni to add an Agenda Item #8, an Update on the MacRostie Assistants. All in favor, motion passed.

CORRESPONDENCE:

None.

APPROVE MINUTES:

1. Approve Minutes from January 31, 2023

Motion made by Commissioner Peterson and Second by Commissioner Squadroni to approve the Minutes from January 3, 2023. All in favor, motion passed.

FINANCIALS:

2. Approve the Financials for January 31, 2023

Motion made by Commissioner Lamma and Second by Commissioner Peterson to approve the Financials for January 31, 2023. All in favor, motion passed.

BUSINESS:

3. Welcome New Commission Members

The Commissioners welcomed new Commissioner Amanda Lamma. There are still a few vacancies and some potential candidates that the Commission would like see apply to fill the openings.

4. Review Mayor's Art Award Policy and Score Sheet

After a discussion regarding the goal of the Mayor's Art Award, the Commission decided to table this agenda item until the next meeting.

Motion made by Commissioner Squadroni, Second by Commissioner Lamma to table the Mayor's Art Award until the next month's meeting. All in favor, motion carried.

5. Riverfest

Discussion around incorporating art at Riverfest. Something small scale, permanent or changing, interactive, chalk art contest, kits, kid friendly and something anyone attending the festival can participate. Commissioner Squadroni volunteered to come up with some examples of art that can be done at Riverfest.

UPDATES:

6. Pokegama Band Map

Commissioner Zabinski sent an email that he met with the Karen regarding the map of the Native American Routes here in greater Grand Rapids. The map is stored at Itasca County's GIS. He said that the challenge is what should she do with the map. to do with the map, whether to continue. Until there is more information and the Commission can talk to Commissioner Zabinski, they decided to table this item.

Motion made by Commissioner Squadroni, Second by Commissioner Peterson to table this item until further information is presented. All in favor, motion passed.

7. Review the Final RFP for the Neighborhood Art Project

The Commission reviewed the Final RFP documents to go out to artists. The budget will be approximately 50 thousand. Once they are submitted, the Commission will interview them. Commissioner Lamma would like the art project could be illuminated as she said others don't have adequate lighting at night. The Final RFP will go out as soon as it is approved by the Commission. It is noted that Commissioner Squadroni will recuse himself, not being part of the judging, but will still be involved in the process, just abstaining from the voting.

8. City Administrator Tom Pagel will reach out to Katie at the MacRostie to assist with the RFP. It will be a perfect example to use the Project Manager so the project doesn't get stalled.

ANNOUNCEMENTS:

None

SET AGENDA FOR NEXT MEETING:

BUSINESS:

3. Welcome New Commissioner Members
4. Review Mayor's Art Award Policy and Score Sheet
5. Riverfest

UPDATES:

6. Pokegama Band Map
7. Review the Final RFP Update for the Neighborhood Art Project
8. MacRostie Assistant Update

ADJOURN:

Motion made by Commissioner Peterson, Second by Commissioner Squadroni to adjourn at 5:15pm. All in favor, motion passed.

Respectfully submitted by Cynthia Lyman



**GRAND RAPIDS PUBLIC UTILITIES COMMISSION
MEETING MINUTES**

Wednesday, January 11, 2023

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, January 11, 2023 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL:

PRESENT:

President Tom Stanley
Commissioner Rick Smith
Commissioner Dale Adams

ABSENT WITH NOTICE:

Secretary Luke Francisco
Commissioner Nancy Saxhaug

PUBLIC FORUM:

Pete Garsow discussed an issue with a hanging tree, heavy with snow, above a powerline near his house. The Commission thanked him for his input and assured that the problem would be addressed.

APPROVAL OF MINUTES:

1. Consider a motion to approve the minutes of the December 14, 2022 Regular Commission Meeting.

Motion made by Commissioner Adams, Seconded by Commissioner Smith to approve the minutes of the December 14, 2022 Regular Commission Meeting.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Smith, Commissioner Adams

VERIFIED CLAIMS:

2. Consider a motion to approve \$1,726,141.93 of verified claims for December 2022.

Motion made by Commissioner Adams, Seconded by Commissioner Smith to approve \$1,726,141.93 of verified claims for December 2022.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Smith, Commissioner Adams

COMMISSION REPORTS:

Commissioner Adams thanked the Commission for allowing him to serve and hopes to do as well as Commissioner Blake did during his service.

CONSENT AGENDA: Any item on the consent agenda shall be removed for consideration by the request of any one Commission member, Utility Staff, or the public and put on the regular agenda for discussion and consideration.

Motion made by Commissioner Adams, Seconded by Commissioner Smith to approve the consent agenda as read.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Adams, Commissioner Smith

3. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2022.

Approved by consent agenda vote.

4. Consider a motion to ratify the procurement contract with Electric Pump for the rebuilding of the sump pump for the screen house for \$3,643.90.

Approved by consent agenda vote.

5. Consider a motion to ratify the procurement contract with Jamar Company for insulating the oxygen line at the super oxygen site for \$4,030.

Approved by consent agenda vote.

6. Consider a motion to ratify the procurement contract with PSI Engineering for rebuilding a booster pump for water distribution for \$4,254.

Approved by consent agenda vote.

7. Consider a motion to ratify the procurement contract with GPM for parts to rebuild the backwash pump at the water plant for \$2,001.56.

Approved by consent agenda vote.

SETTING OF REGULAR AGENDA: This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

Motion made by Commissioner Smith, Seconded by Commissioner Adams to set the Regular Agenda as presented.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Smith, Commissioner Adams

ADMINISTRATION:

8. Review Administration Department Monthly Report

General Manager Julie Kennedy reviewed the January Administration Department Report with the Commission.

BUSINESS SERVICES DEPARTMENT:

9. Consider a motion to approve the 2023 workers' compensation premium coverage quotation regular premium option from the LMCIT in the amount of \$101,018, authorize the general manager to sign premium documents, and approve the payment of the 2023 insurance premium of \$101,018 to the LMCIT.

Motion made by Commissioner Smith, Seconded by Commissioner Adams approve the 2023 workers' compensation premium coverage quotation regular premium option from the LMCIT in the amount of \$101,018, authorize the General Manager to sign premium documents, and approve the payment of the 2023 insurance premium of \$101,018 to the LMCIT.

The motion carried by the following vote:

Voting Yea: President Stanley, Commissioner Smith, Commissioner Adams

10. Review Business Services Monthly Department Report

Business Services Manager Jean Lane reviewed the January Business Services Department Report with the Commission.

ELECTRIC DEPARTMENT:

11. Review Electric Department Monthly Report

General Manager Julie Kennedy reviewed the January Electric Department Report with the Commission.

WATER AND WASTEWATER DEPARTMENT:

12. Review Water-Wastewater Department Monthly Report

Water/Wastewater Department Manager Steve Mattson reviewed the January Water and Wastewater Department Report with the Commission.

SAFETY REPORT:

13. Review Safety Monthly Report

General Manager Julie Kennedy reviewed the January Safety Report with the Commission.

ADJOURNMENT:

By call of the chair the meeting was declared adjourned at 4:28 PM.

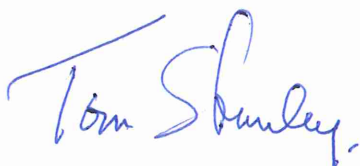
Respectfully submitted: Carrie Jo Kruger, Administrative/HR Assistant.



The next Regular Work Session is scheduled for Wednesday, January 25, 2023 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Meeting of the Commission is scheduled for Wednesday, February 8, 2023 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC's desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, please contact our office at 218-326-7024 and we will provide you with a copy of the policy.





GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, February 08, 2023

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, February 8, 2023 in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota. The meeting was call to order at 4:03 PM.

CALL OF ROLL:

PRESENT

President Tom Stanley
 Secretary Luke Francisco
 Commissioner Nancy Saxhaug
 Commissioner Rick Smith
 Commissioner Dale Adams

Also present: General Manager Julie Kennedy, Business Services Manager Jean Lane, Electric Department Manager Chad Troumbly, Water/Wastewater Department Manager Steve Mattson, Administrative/HR Assistant Carrie Jo Kruger and ICTV Representative Pete Garsow.

PUBLIC FORUM:

None

APPROVAL OF MINUTES:

1. Consider a motion to approve the January 11, 2023 Regular Commission Minutes and the January 25, 2023 Regular Work Session Minutes.

Motion made by Commissioner Smith, Seconded by Commissioner Adams to approve the January 11, 2023 Regular Commission Minutes and the January 25, 2023 Regular Work Session Minutes.

The motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

VERIFIED CLAIMS:

2. Consider a motion to approve \$2,243,538.47 of verified claims for December 2022 and January 2023.

Motion made by Commissioner Saxhaug, Seconded by Secretary Francisco to approve \$2,243,538.47 of verified claims for December 2022 and January 2023.

The motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

COMMISSION REPORTS:

None

CONSENT AGENDA: Any item on the consent agenda shall be removed for consideration by the request of any one Commission member, Utility Staff, or the public and put on the regular agenda for discussion and consideration.

Motion made by Secretary Francisco, Seconded by Commissioner Saxhaug to approve the consent agenda as presented.

The motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

3. Consider a motion to declare a Wastewater Treatment Plant (WWTP) Operator vacancy exists and authorize the internal posting and external advertising, if needed, for the position.

Approved by consent agenda vote.

4. Consider a motion to ratify the procurement contract with Procise Solutions, Inc. for IT professional services in an amount not to exceed \$10,000.00.

Approved by consent agenda vote.

5. Consider a motion to ratify the procurement contract with Midwest Communications for radio ad spots in the amount of \$5,200.

Approved by consent agenda vote.

6. Consider a motion to ratify the procurement contract with Cogsdale for GP Dynamics year end closing assistance services in the amount of \$6,510.00

Approved by consent agenda vote.

7. Consider a motion to ratify the procurement contract with Blake Electric for professional services not to exceed \$19,000 to provide Master Electrician support for electrical work performed by GRPU staff.

Approved by consent agenda vote.

8. Consider a motion to approve the procurement contract with Altec Industries for the purchase of a Model AT41ME Bucket for \$238,071.00 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

9. Consider a motion to ratify the procurement contract with Tech Sales Co for flow meters for the water treatment plant for \$22,029.95.

Approved by consent agenda vote.

10. Consider a motion to approve the procurement contract with Hach Company for three turbidity meters for the water treatment plant for \$26,238 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

11. Consider a motion to ratify the procurement contract with NOS Automation for Alarm Agents for WWT, WW Collection and WTP for \$14,085.20.

Approved by consent agenda vote.

12. Consider a motion to approve the procurement contract with MacQueen Equipment for a jetting camera and crawler for \$55,000 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

13. Consider a motion to approve the procurement contract with Vessco Inc. for two bleach tanks for the secondary plant for \$29,730 and authorize the General Manager to sign the contract.

Approved by consent agenda vote.

SETTING OF REGULAR AGENDA: This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Adams to set the regular agenda as it stands.

The motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

SAFETY REPORT:

14. Review Safety Monthly Report

Commissioner Smith mentioned that the cumulative number for 2022 is wrong. Julie Kennedy will make the correction.

ADMINISTRATION:

15. Consider a motion to confirm filling the Electric Department Manager position with the preferred candidate, Mr. Chad Troumbly.

Motion made by Secretary Francisco, Seconded by Commissioner Adams to confirm filling the Electric Department Manager position with the preferred candidate, Mr. Chad Troumbly.

The motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Adams

Voting Abstaining: Commissioner Smith

16. Consider a motion to adopt Resolution No, 02-08-23-01 Supporting And Authorizing Submission Of An Application To Minnesota Management And Budget Requesting \$2.5M in Funds From The 2023 State Appropriation Funded From State General Bonds For Design And Construction Of The Grand Rapids Public Utilities Water Treatment Plant Renovation Project In Grand Rapids, Minnesota.

Motion made by Commissioner Smith, Seconded by Commissioner Adams to adopt Resolution 02-08-23-01 as written.

The motion carried by the following vote:

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

17. Review Administration Monthly Report

General Manager Julie Kennedy mentioned that a legislative portion will be added to future reports.

BUSINESS SERVICES DEPARTMENT:

18. Review Business Services Monthly Report

Business Services Manager Jean Lane mentioned that Budget/Timeframe items will be added to future reports.

ELECTRIC DEPARTMENT:

19. Review Electric Utility Monthly Report

General Manager Julie Kennedy presented the report. She added that future reports may include more information about wholesale power rates, with and without true up. Chad Troumbly, Electric Department Manager will be presenting future Electric Department reports.

WATER AND WASTEWATER DEPARTMENT:

20. Review Water Utility Monthly Report
21. Review Wastewater Utility Monthly Report
22. W & WW Department Head Presentation

ADJOURNMENT:

By call of the Chair, the meeting was adjourned at 5:19 PM.

The next Special meeting/Work Session is scheduled for Wednesday, February 22, 2023 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Meeting of the Commission is scheduled for Wednesday, March 8, 2023 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC's desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, please contact our office at 218-326-7024 and we will provide you with a copy of the policy.

Respectfully submitted:



Carrie Jo Kruger, Administrative/HR Assistant



GRAND RAPIDS PUBLIC UTILITIES COMMISSION REGULAR WORK SESSION MEETING MINUTES

Wednesday, February 22, 2023

8:00 AM

President Stanley called the meeting to order at 8:00 AM.

PRESENT: President Tom Stanley, Secretary Luke Francisco, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Commissioner Dale Adams

STAFF: Julie Kennedy, Jean Lane, Steve Mattson, Chad Troumbly

BUSINESS:

1. Consider a motion to approve \$1,234,821.24 of verified claims for January and February 2023.

Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve the claims.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams.

2. Ancillary Services and Fees Discussion

Business Services Manager Jean Lane provided background on the ancillary services and fees. Commission and staff discussed. Revised fee schedule to be brought to next Commission meeting for consideration.

3. Commission Agenda and Reporting Discussion

No changes proposed at this time.

There being no further business, the meeting adjourned at 9:23 AM.

Respectfully submitted:

Julie Kennedy

Julie Kennedy, General Manager



GRAND RAPIDS PUBLIC UTILITIES COMMISSION MEETING MINUTES

Wednesday, March 08, 2023

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, March 8, 2023 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota. The meeting was called to order at 4:00 PM.

CALL OF ROLL:

PRESENT: President Tom Stanley, Secretary Luke Francisco, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Commissioner Dale Adams

STAFF: General Manager Julie Kennedy, Water/Wastewater Manager Steve Mattson, Business Services Manager Jean Lane, Electric Manager Chad Troumbly, ICTV representative

PUBLIC FORUM:

None

ORGANIZATIONAL MEETING:

1. Consider the election of the 2023 GRPU Commission Officers of President and Secretary.

President Stanley called for nominations for the office of Grand Rapids Public Utilities President. Motion made by Commissioner Saxhaug, Seconded by Commissioner Adams to nominate Tom Stanley for the office of President. Upon three calls, no other nominations were offered. Motion made by Commissioner Adams, Seconded by Secretary Francisco to close the nominations and elect Tom Stanley for the office of President. Voting Yea: Commissioner Saxhaug, Commissioner Adams, Commissioner Smith, Secretary Francisco, and President Stanley.

President Stanley then called for nominations for the office of Grand Rapids Public Utilities Secretary. Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to nominate Luke Francisco for the office of Secretary. Upon three calls, no other nominations were offered. Motion made by Commissioner Adams, Seconded by Commissioner Smith to close the nominations and elect Luke Francisco for the office of Secretary. Voting Yea: Commissioner Saxhaug, Commissioner Adams, Commissioner Smith, President Stanley, and Secretary Francisco.

APPROVAL OF MINUTES:

2. Consider a motion to approve the minutes of the February 8, 2023 Regular Meeting and the February 22, 2023 Regular Work Session Meeting.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve minutes for the February 8, 2023 GRPUC Regular Meeting and the February 22, 2023 GRPUC Regular Work Session Meeting. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

VERIFIED CLAIMS:

3. Consider a motion to approve \$1,638,049.02 of verified claims for February 2023.

Motion made by Secretary Francisco, Seconded by Commissioner Adams to approve the verified claims as presented. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

COMMISSION REPORTS:

Commissioner Adams reported he is also on the City of Grand Rapids gas board and at a recent work session there was discussion of NW Gas increasing their rates as well as expanding their service territory into the Blackberry area. By contract with the City, the gas rates can increase up to 12% on their asset base. NW Gas has not been making that level of increases and is looking to adjust their rates. More to follow at future meetings.

Commissioner Adams also reported that at an upcoming City Council work session, the City will be looking at alternative methods to collect the money to pay for street improvements. The City no longer issues special assessments and relies on GO bonds to fund street improvements. City staff will be presenting alternative methods in order to reduce administrative and interest costs; one of the methods is a franchise fee that would involve the GRPU electric utility.

CONSENT AGENDA: Any item on the consent agenda shall be removed for consideration by the request of any one Commission member, Utility Staff, or the public and put on the regular agenda for discussion and consideration.

Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug to approve the Consent Agenda as presented. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

4. Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for January 2023.

5. Consider a motion to ratify the procurement contract with Egan Company for the slab heat controller for the CSC building for \$5,069.
6. Consider a motion to approve the procurement contract with Duluth Coating Solutions Inc. for coating floors in the CSC building for \$38,098 and authorize the General Manager to sign the contract.
7. Consider a motion to approve the procurement contract with Schwing Bioset for one screw conveyor section for the sludge screw conveyor for \$36,142.15 and authorize the General Manager to sign the contract.
8. Consider a motion to ratify the procurement contract with Electric Pump for a pump impeller for the super oxygen pump for \$8,841.
9. Consider a motion to ratify the procurement contract with Electric Pump for a pump rebuild kit for the super oxygen pump for \$8,324.
10. Consider a motion to ratify the procurement contract with Quality Flow Systems for lift station 8 control panel for \$20,100.
11. Consider a motion to ratify the procurement contract with Quality Flow Systems for pumps for lift station 8 for \$17,230.
12. Consider a motion to ratify the procurement contract with Quality Flow Systems for lift station 9 control panel for \$19,100.
13. Consider a motion to ratify the procurement contract with Quality Flow Systems for pumps for lift station 9 for \$17,230.

SETTING OF REGULAR AGENDA: This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

Motion made by Commissioner Saxhaug, Seconded by Commissioner Smith to set the regular agenda as presented. Voting Yea: President Stanley, Secretary Francisco, Commissioner

Saxhaug, Commissioner Smith, Commissioner Adams

SAFETY REPORT:

14. Review Safety Monthly Report

ADMINISTRATION:

15. Review Administration Monthly Report

BUSINESS SERVICES DEPARTMENT:

16. Consider a motion to adopt Resolution 03-08-23-02 approving the 2023 Primary Services and Rates for Increased Transformation and Irrigation Water Services and Resolution 03-08-23-03 approving the 2023 Ancillary Services and Fees.

Motion made by Secretary Francisco, Seconded by Commissioner Saxhaug to adopt Resolution 03-08-23-02 approving the 2023 Primary Services and Rates for Increased Transformation and Irrigation Water Services and Resolution 03-08-23-03 approving the 2023 Ancillary Services and Fees. Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

ELECTRIC DEPARTMENT:

17. Review Electric Utility Monthly Report

WATER AND WASTEWATER DEPARTMENT:

18. Review Water Utility Monthly Report
19. Review Wastewater Utility Monthly Report

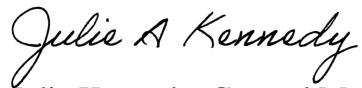
DEPARTMENT HEAD PRESENTATION:

20. Business Services Department Head Presentation

ADJOURNMENT:

There being no further business, the meeting adjourned at 5:20 PM.

Respectfully submitted:



Julie Kennedy, General Manager



**GRAND RAPIDS PUBLIC UTILITIES COMMISSION
SPECIAL**

MEETING MINUTES

Wednesday, March 22, 2023

8:00 AM

President Stanley called the meeting to order at 8:00 AM.

PRESENT: President Tom Stanley, Secretary Luke Francisco, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Commissioner Dale Adams

STAFF: Julie Kennedy, Steve Mattson, Chad Troumbly, Jean Lane

BUSINESS:

1. Consider a motion to approve \$234,898.54 of verified claims for February and March 2023.

Motion made by Commissioner Adams, Seconded by Commissioner Saxhaug.

Voting Yea: President Stanley, Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

2. Governance Discussion

General Manager Kennedy provided information for discussion on the Classification and Compensation Study update, the GRPUC Strategic Plan update, the results of the first year under the new electric wholesale contract, and the possibility of rescheduling the April 12 Regular Commission meeting.

3. Commission Agenda and Reporting Discussion

Commissioners stated they were pleased with the changes staff has been making on the Regular Meeting agenda and report formats. No additional changes were suggested at this time.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:46 AM.

Respectfully submitted:

Julie Kennedy

Julie Kennedy, General Manager



GRAND RAPIDS PUBLIC UTILITIES COMMISSION

MEETING MINUTES

Wednesday, April 26, 2023

8:00 AM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Work Session Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, April 26, 2023 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL:

PRESENT: Secretary Luke Francisco, Commissioner Nancy Saxhaug, Commissioner Rick Smith, Commissioner Dale Adams

ABSENT WITH NOTICE: President Tom Stanley

STAFF PRESENT: General Manager Julie Kennedy, Business Services Manager Jean Lane, Water/Wastewater Manager Steve Mattson, Electric Manager Chad Troumbly

BUSINESS:

1. Consider a motion to approve \$24,521.41 of verified claims for March and April 2023.

Motion made by Commissioner Smith, Seconded by Commissioner Saxhaug to approve the verified claims. Voting Yea: Secretary Francisco, Commissioner Saxhaug, Commissioner Smith, Commissioner Adams

2. Governance Discussion

General Manager Kennedy discussion governance items with the Commission.

3. Water Leak Policy

Staff and Commission introduced discussion on this topic and agreed they'd like more time to discuss it at an upcoming special work session that will be scheduled.

ADJOURNMENT:

There being no further business, the meeting adjourned at 8:50 am.

Respectfully Submitted,

Julie Kennedy, General Manager



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

**CIVIC CENTER ADVISORY BOARD-
 SPECIAL MEETING MINUTES**
Monday, May 08, 2023
6:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, the Civic Center Advisory Board will hold a regular meeting on Monday, May 8, 2023 at 6:00pm at the IRA Civic Center-East Lobby at 1401 NW 3rd Ave, Grand Rapids, Minnesota.

ROLL CALL:

PRESENT:

Council Representative Tom Sutherland
 GRAHA Representative Andrew Haarklau
 Star of the North Representative Shannon Wourms
 At Large Jeremy Carlson
 ISD 318 Mark Schroeder

City Staff Present: City Administrator Tom Pagel and Director of Parks and Recreation, Dale Anderson

PUBLIC FORUM: (if anyone wishes to address the Board): None.

SETTING THE AGENDA: This is the time for a Board Member to request an addition or removal of an item to the agenda.

CORRESPONDENCE: None.

APPROVE MINUTES: Approve March 22, 2023 Minutes

Motion made by Board Member Sutherland, Second by Board Member Wourms to approve the March 22, 2023 Minutes. All in favor, Motion Passed.

REVIEW FINANCIALS: At this time, there is no financial report.

BUSINESS:

2. Bylaw Approval

Motion made by Boardmember Haarklau, Second by Boardmember Carlson to approve the changes to the Civic Center Advisory Board Bylaws. All in favor, Motion Passed.

3. Meeting Schedule Approval

May 3, June 7, July 5, Aug 2, Sept 6, Oct 4, Dec 6 and Mar 6

Discussion on upcoming meeting dates, Director of Parks & Receptions, Dale Anderson mentioned that he will more than likely be absent for the June 7th meeting. The rest of the scheduled meetings will be okay for now.

4. Review Budgets

The Board reviewed the budget. Dale Anderson said that there will be some remodeling done, the downstairs lobby will be freshened up and there is a possibility of reimbursement for the materials spent already.

5. Construction Schedule

The Construction Schedule was discussed. The upper lobby and elevator demo are ahead of schedule and half of the trusses are here. Doing approximately two a week would put it in about June. One truss takes less than a day to put in and TNT is two to three weeks ahead of schedule. The decking has to wait until the trusses and gable walls are up.

6. Revenue/Advertising/Naming

Discussion regarding revenue, advertising and the Naming of the venue. The Board should compile a list and the City Administrator, Tom Pagel will assemble the list. The naming rights usually sell during the final month of the construction.

7. Other

Discussion on the flooring and the use of the tunnel. A large number of mites and mini-mites use that area, benches may make it too tight. Maybe there would be a possibility of a bench in that area along with some heat source such as propane, electric or infrared.

UPDATES:

SET AGENDA FOR NEXT MEETING:

BUSINESS:

- 2) Discuss Meeting Room Rates and Policies
- 3) Review Budget
- 3) Construction Schedule
- 4) Revenue/Advertising/Naming Lists
- 5) Other

UPDATES:

ADJOURN:

ATTEST:



GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

Thursday, April 13, 2023
4:00 PM

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Economic Development Authority will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Thursday, April 13, 2023 at 4:00 PM.

CALL TO ORDER

CALL OF ROLL

PRESENT

Commissioner Mike Korte
President Sholom Blake
Commissioner Tasha Connelly
Commissioner Wayne Bruns

ABSENT

Commissioner Al Hodnik
Commissioner Tom Sutherland

SETTING OF THE REGULAR AGENDA - *This is an opportunity to approve the regular agenda as presented, or to add/delete an agenda item by a majority vote of the Commissioners present .*

APPROVE MINUTES

1. Consider approval of the March 23rd, 2023 regular meeting minutes.

Motion by Commissioner Connelly, second by Commissioner Korte to approve the minutes from the March 9, 2023 regular meeting. The following voted in favor thereof: Bruns, Connelly, Blake, Korte. Opposed: None, motion passed unanimously.

APPROVE CLAIMS

2. Consider approval of claims in the amount of \$21,754.07.

Motion by Commissioner Bruns, second by Commissioner Connelly to approve the claims in the amount of \$21,754.07. The following voted in favor thereof: Korte, Blake, Connelly, Bruns. Opposed: None, motion passed unanimously.

BUSINESS

3. Consider adopting a resolution accepting a grant from the Blandin Foundation for the establishment of the Downtown Mandated Building Improvement Loan Program.

The Blandin Foundation Board recently approved the \$350,000 grant request to be used by GREDA to establish a loan fund for building improvements in the downtown mandated by the State Building Code. The loans would be 10 year forgivable terms up to \$50,000.

Motion by Commissioner Connelly, second by Commissioner Bruns to adopt a resolution accepting a grant from the Blandin Foundation for the establishment of the Downtown Mandated Building Improvement Loan Program. The following voted in favor thereof: Bruns, Connelly, Korte. Opposed: None, Blake abstained, motion passed.

- 4. Consider approval of a proposal from LHB for TIF analysis of the building at 316 N. Pokegama Avenue

A prospective investor is interested in a project that would involve significant renovation of the building located at 316 N Pokegama Avenue. Staff has presented the developer with information on the use of a TIF Redevelopment District and other programs available. In order for TIF to be an option it must be determined if the building meets the minimum statutory standards. LHB has submitted a proposal for this process, the first phase involves an inspection not to exceed \$3,200 if the project does not meet standards they will not proceed with the full scope of services. If the building meets they will proceed with a report for a total fee not to exceed \$5,200.

Motion by Commissioner Connelly, second by Commissioner Korte to approve a proposal from LHB for TIF analysis of the building at 316 N Pokegama Avenue not to exceed \$5,200. The following voted in favor thereof: Korte, Blake, Connelly, Bruns. Opposed: None, motion passed unanimously.

UPDATES

Oppidan- There is a large funding gap on the the apartment project they were looking at doing that can't be filled with TIF or Tax Abatement.

ADJOURN

There being no further business the meeting adjourned at 4:18 p.m.

MEMBERS & TERMS

- Tom Sutherland - 12/31/2023 Council Representative
- Tasha Connelly - 12/31/2023 Council Representative
- Mike Korte - 3/1/24
- Wayne Bruns - 3/1/25
- Sholom Blake - 3/1/25
- Al Hodnik - 3/1/27



CITY OF
GRAND RAPIDS
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PLANNING COMMISSION MEETING MINUTES

Thursday, April 06, 2023

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids Planning Commission will be held on Thursday, April 06, 2023 at 4:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

PRESENT

Commissioner Betsy Johnson
 Commissioner Patrick Goggin
 Commissioner Ted Hubbes
 Commissioner Bill Schnell
 Commissioner Paul Bignall
 Commissioner Rick Blake

ABSENT

Commissioner Mark Gothard

APPROVAL OF MINUTES:

1. Consider approval of the March 2, 2023 regular meeting minutes

Motion by Commissioner Hubbes, second by Commissioner Bignall to approve the minutes from the March 2, 2023 regular meeting. The following voted in favor thereof: Hubbes, Schnell, Goggin, Johnson, Blake, Bignall. Opposed: None, motion passed unanimously.

PUBLIC HEARINGS:

2. Conduct a public hearing to consider the preliminary plat of Forest Lake Addition

A proposed minor subdivision entitled Forest Lake Addition was submitted by the Grand Rapids Economic Development Authority (property owner).

Community Development Director Mattei provided a power point reviewing the proposed subdivision.

Chair Goggin noted correspondence from Scott Thompson who expressed concern for the additional traffic the proposed subdivision may create.

Motion by Commissioner Schnell, second by Commissioner Johnson to open the public hearing. The following voted in favor thereof: Bignall, Blake, Johnson, Goggin, Schnell, Hubbes. Opposed: None, motion passed unanimously.

No one wished to speak.

Motion by Commissioner Johnson, second by Commissioner Bignall to close the public hearing. The following voted in favor thereof: Hubbes, Schnell, Goggin, Johnson, Blake, Bignall. Opposed: None, motion passed unanimously.

Diane Larson from the HRA provided a power point showing the homes they are proposing to build and explained how the land trust works.

The Commissioners reviewed the considerations for the record.

1. Has there been a change in the development policies of the community?
No, there has not been a change in development policies.
2. Was there a mistake in the original zoning ordinance?
No, there is not a mistake in the original zoning ordinance.
3. Is the Zoning Ordinance up to date?
Yes, the Zoning Ordinance is up to date.
4. Is the proposed subdivision compatible with adjacent land uses?
Yes, the adjacent land use is a residential neighborhood.
5. Will the proposed subdivision cause undue traffic congestion?
No, it should be less traffic than the previous use.
6. Will the proposed subdivision affect public utilities?
Yes, easements have been put in place for the new utilities.
7. Will the proposed subdivision be detrimental to public health, morals, or general welfare?
No, it will not.
8. Will the proposed subdivision impede orderly development of other property in the area?
No, it will foster orderly development.
9. Will the proposed subdivision cause a decrease in value of adjacent property?
No, it will increase the value of adjacent property.
10. Will the proposed subdivision increase tax revenues?
Yes, the new development will increase tax revenues.
11. Will the proposed subdivision impose an excessive burden on parks and other public facilities?
No, it will not.

12. Is the proposed subdivision consistent with the Comprehensive Plan?

Yes, it is consistent with the Comprehensive Plan.

Motion by Commissioner Blake, second by Schnell that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the preliminary plat of Forest Lake Addition; with the following condition: review placing a sidewalk on the west side of the development with the City Engineer. The following voted in favor thereof: Bignall, Blake, Johnson, Goggin, Schnell, Hubbes. Opposed: None, motion passed unanimously.

GENERAL BUSINESS:

3. Consider a recommendation to the City Council regarding the rezoning of a 5.1-acre parcel of land, the site of the preliminary plat of Forest Lake Addition, from PU (Public Use) to R-2 (One and Two-Family Residential).

Together with their applying for preliminary plat approval of the proposed Forest Lake Addition, the Grand Rapids Economic Development Authority seeks approval of a Zoning Map Amendment for that same property. The Grand Rapids Economic Development Authority requests the City's consideration of the rezoning of the property from its current PU (Public Use) designation to that of R-2 (One and Two Family Residential). Mr. Mattei provided a power point reviewing the proposed zoning change.

The Commissioners reviewed the considerations for the record.

1. Will the change affect the character of neighborhoods? Why/Why not?
No, it is the same use as the surrounding area.
2. Would the change foster economic growth in the community? Why/Why not?
Yes, it would provide much needed housing and increase use of nearby retail stores.
3. Would the proposed change be in keeping with the spirit and intent of the ordinance?
Why/Why not?
Yes, it is a residential development.
4. Would the change be in the best interest of the general public? Why/Why not?
Yes, it would provide much needed housing.
5. Would the change be consistent with the Comprehensive Plan? Why/Why not?
Yes, it is consistent with the Comprehensive Plan.

Motion by Commissioner Johnson, second by Commissioner Hubbes that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the Zoning Map Amendment, as requested by the Grand Rapids Economic Development Authority, described within the Staff Report and as shown in the maps presented here today, from PU

(Public Use) to R-2 (One and Two-Family Residential). The following voted in favor thereof: Hubbes, Schnell, Goggin, Johnson, Blake, Bignall. Opposed: None, motion passed unanimously.

4. Consider a recommendation to the City Council regarding the vacation of the platted N/S alley in Block 5, Grand Rapids Second Division and two utility easements recorded as Documents 183430 and 375506.

The Grand Rapids Economic Development Authority requests the vacation of the N/S alley in Block 5, Grand Rapids Second Division and two utility easements recorded as document numbers 375506 and 183430 (former Forest Lake School Site). Sufficient easements and right of way are being dedicated within the proposed plat of Forest Lake Addition. Existing easements and alley right of way will no longer be needed and should be vacated to clear title to the property.

The Commissioners reviewed the considerations for the record.

1. Is the right-of-way needed for traffic purposes? Why/Why not?
No, it is not needed for traffic purposes.
2. Is the right-of-way needed for pedestrian purposes? Why/Why not?
No, it is not needed for pedestrian purposes.
3. Is the right-of-way needed for utility purposes? Why/Why not?
Yes, there are new easements in place for utility purposes.
4. Would vacating the right-of-way place additional land on the tax rolls? Why/Why not?
No, it will not place additional land on the tax rolls.
5. Would vacating the right-of-way facilitate economic development in the City? Why/Why not? Yes, it will allow for a new housing development.

PUBLIC INPUT:

Individuals may address the Planning Commission about any non-public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.

MISCELLANEOUS:

REPORTS/ANNOUNCEMENTS/UPDATES:

The Planning Commission should have the final plat at their meeting next month.

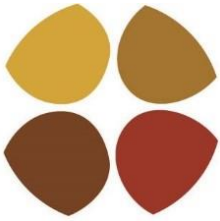
ADJOURNMENT:

There being no further business the meeting adjourned at 4:46 p.m.

NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, MAY 4, 2023 AT 4:00 PM.

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

ATTEST: Aurimy Groom



CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION MEETING MINUTES

Wednesday, April 26, 2023
4:00 PM

MISSION STATEMENT

The Mission of the Grand Rapids Human Rights Commission is to promote a community of harmony and respect for the rights and dignity of all.

CALL TO ORDER: Pursuant to due notice and call thereof, the Human Rights Commission will hold a regular meeting on Wednesday, April 26, 2023 at 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Commission Chair Krumpotich called the meeting to order at 4:07pm.

ROLL CALL:

PRESENT

Commissioner Angella Erickson
Commissioner Bernadine Joselyn
Commissioner Doug Learmont
Commissioner Tasha Connelly
Commissioner Ashley Goodman
Commissioner Edward Krumpotich
Commissioner Amanda Lussier
Commissioner Joan Gunderman

PUBLIC INPUT (if anyone wishes to address the Commission): None.

SETTING THE AGENDA: (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Commission members present.)

Motion made by Commissioner Learmont, Second by Commissioner Erickson to approve the Agenda as presented. All in favor, Motion passed.

PRESENTATION:

1. Monthly Speaker – April None.

APPROVE MINUTES:

2. Approve the March 29, 2023 Minutes
Motion to made by Commissioner Erickson, Second by Chair Krumpotich to approve the amended Minutes that include a change to Commissioner Gunderman's misspelled name. All in favor, Motion passed.

FINANCIALS:

3. Review April Financials: There were no changes to the Financials.
The Commission reviewed that there was no change to the financials since March.

BUSINESS:

4. Workplan Review
A) Current

- B) Quarter 3
- C) Quarter 4

4A) Workplan Discussion regarding Current-upcoming events. At this time, there is no event scheduled for Juneteenth in Grand Rapids, only Chisholm, but Commissioner Gunderman is not sure yet. The Juneteenth Proclamation should go to the City Council on June 12th. It should given to the City Clerk by June 6th to get on the Agenda. Commission Chair Krumpotich requested to know whether there were any plans or ideas for Pride locally.

Motion made by Chair Krumpotich, Second by Commissioner Joselyn to authorize the Community Events Work Group to proceed and implement the plan for public educational activities for Juneteenth 2023 and appropriate up to \$2,000.00 as a budgeted expenditure. All in favor, motion passed.

4B) Workplan Discussion regarding Quarter 3. Commissioners Learmont and Erickson to provide a list of training ideas and this will be on the Agenda next meeting. Also to review the Training Outline Proposal document that Commissioners Joselyn and Learmont prepared last year. This will be an Agenda item next meeting.

Discussion on Education Opportunities focused around how to make information appropriate for Kindergarten through 12th Grades. The work group should have an additional focus as well as their presentation for Human Rights Awareness Day.

There is no protected class for July and it was suggested that the Commission blend ethnicity and national origin for July's meeting. The Programming work group can address this.

4C) Workplan Discussion for Quarter 4. The question was brought up about the Human Rights budget at the state level. Chair Krumpotich stated that the state session is not over at the time of this meeting. The work group will address the Indigenous People's Day co-sponsored activities. There are no changes to Quarter 3 or Quarter 4 at this time.

5. Work Groups:

- A) Community Event Work Group; Joselyn, Lussier, Goodman and Gunderman
- B) Data & Demographics; Erickson, Krumpotich and Learmont
- C) Programming & Presentations; Joselyn, Krumpotich and Erickson

5A) The Community Event Work Group discussed the upcoming Juneteenth. The Commission brainstormed about some smaller ways that they could celebrate Juneteenth in Grand Rapids. Some of the suggestions were; to distribute fliers on the Artwalk, stickers at Brewed Awakenings, check with the Library to host a children's story hour for Juneteenth, have a display at the new Wildflower Bookstore, Hospital and/or the YMCA, stickers at the Farmer's Market and any upcoming activities in June. Another suggestion that was that the Commission should also look at the Community Calendar to see upcoming events in the area.

Commissioner Goodman would like to see Cinco de Mayo, the Mexican Independence Day, on the Calendar of Events for next year.

5B) The Work Group on Data and Demographics has been collecting information, have been working together and had a discussion, but have not met yet. The Work Group will report back to the Commission at the May meeting.

It's looking like an underhighlighted protected class is disabilities. Commissioner Joselyn stated that the GoMarti initiative has increased usage and awareness for disabilities. Commissioner Gunderman thought that for August, the Commission could have

Myrna Peterson as a speaker.

Item 3.

5C) The Programming & Presentation Work Group stated that when they do meet, they will discuss both training and education. Commissioner Learmont stated that its also a good idea to share information on what other groups are doing in the area, for instance, Kootasca has a mental health event on May 10th.

Commissioner Connelly stated that she recently had a dialogue with the Arts & Culture Commission, regarding the Legion Neighborhood Art and partnering with them for events such as Riverfest.

UPDATES:

6. Review Flavors of Our Community

Commissioner Lussier began the review by saying that the Flavors they had were Anishinabe, Asian and Indigenous. Some of the feedback was that folks were upset about the use of “Latinex” as they said it was too contemporary and it lumps all Latinos together. Chair Krumpotich asked how it was received and Commissioner Lussier said that they wanted to bring this issue to their attention. There are many different groups within the main groups and lumping is always difficult.

7. Blandin Foundation

Commissioner Goodman started the conversation stating that the Blandin Foundation restructured their funding process. There were questions regarding changes to their giving. Commissioner Erickson shared the Foundation’s updated Strategic Direction and Theory for Change and how these are forming their giving. The Foundation is still giving, but there are new and recurring grant recipients. She also shared that documents are available for viewing by anyone on their website and social media.

CALLS/COMPLAINTS/INQUIRIES: None.

SET AGENDA FOR NEXT MEETING:

BUSINESS:

4. Review Grand Rapids Virtual Meeting Policy
5. ICTV
6. Training
7. Workplan Review

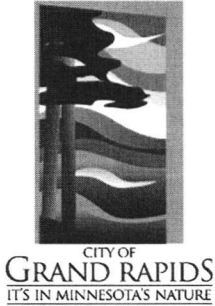
UPDATES:

8. Work Groups
9. Juneteenth
8. Pride Month

ADJOURN:

Motion made by Chair Krumpotich, Second by Commissioner Goodman to adjourn at 5:35. All in favor, Motion passed.

Respectfully submitted by Cynthia Lyman



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, May 10, 2023
5:00 PM

CALL TO ORDER:

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Area Library Board will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Wednesday, May 10, 2023 at 5:00 PM.

Chair Martin called the meeting to order at 5:00 PM.

CALL OF ROLL:

Present: Barr, Dobbs, Kee, Lassen, Martin, Richards, Squadroni, Teigland

Absent: Blocker

APPROVAL OF AGENDA:

Motion to approve: Richards

Secunder: Kee

Result: Passed unanimously

PUBLIC COMMENT (if anyone wishes to address the Board):

None

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 04-12-2023.

Motion to approve April Minutes: Kee

Secunder: Teigland

Result: Passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider payment of Bill List as presented.

Motion to approve payment of Bill List: Richards

Secunder: Dobbs

Result: Passed 8-0 (roll-call)

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approval of Donation Resolution 2023-6.

Motion to approve consent agenda: Richards

Secunder: Lassen

Result: Passed 8-0 (roll-call)

REGULAR AGENDA:

4. Library Facade Repair Project Update

Informational

5. Library Foundation 2023 Potential Projects

Informational

6. Consider authorizing city staff to sign agreement with Marco for printer / copier lease extension.

Motion to authorize city staff to sign agreement with Marco for printer / copier lease extension:
Teigland

Secunder: Barr

Result: Passed 8-0 (roll-call)

UPDATES:

Friends

By Teigland – save the date for annual meeting – 06-06-2023 at 5:30.

Foundation

By Barr – Met 04-20-2023 to discuss 2023 projects. Next meeting September.

STAFF REPORTS:

7. Library Reports and Statistics

Informational

ADJOURNMENT:

Chair Martin adjourned the meeting at 5:32 PM.

NEXT REGULAR MEETING IS SCHEDULED FOR JUNE 14, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 05/04/2023
 TIME: 12:45:57
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 05/10/2023

VENDOR # NAME AMOUNT DUE

PUBLIC LIBRARY

0112700	AL'S RESTORATION LLC	940.00
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	50.13
0201428	BAKER & TAYLOR LLC	4,552.23
0212124	BLACKSTONE PUBLISHING	188.00
0305485	CENGAGE LEARNING INC	77.59
0315455	COLE HARDWARE INC	15.96
0502705	EBS CO SUBSCRIPTION SERVICE	13.20
0718010	CITY OF GRAND RAPIDS	1,700.00
0914325	INGRAM ENTERTAINMENT INC.	82.44
0914540	INNOVATIVE OFFICE SOLUTIONS LL	272.30
0914800	INVEST EARLY PROJECT	400.00
1612225	PLAYAWAY PRODUCTS LLC	999.00
1901535	SANDSTROM'S INC	91.80
2009470	THE TIMBERJAY INC	59.00
2114356	UNIQUE MANAGEMENT SERVICES	139.80
2205680	VERNON LIBRARY SUPPLIES, INC	1,967.57

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$11,637.46

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.40
0113105	AMAZON CAPITAL SERVICES	211.58
0201675	ANDREAS BARNETT	40.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	42,657.18
1301146	MARCO TECHNOLOGIES, LLC	224.72
1305725	METROPOLITAN LIFE INSURANCE CO	76.14
1309199	MINNESOTA ENERGY RESOURCES	75.75
1309335	MINNESOTA REVENUE	36.32
1516220	OPERATING ENGINEERS LOCAL #49	9,612.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.31
1608100	PHAROS SYSTEMS INT'L INC	1,279.00
1612200	GAVIN WILLIAM PLATT	40.00
1621130	P.U.C.	2,629.28
1901795	AMY M SAVELA	125.00
2209665	VISA	801.56
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$58,333.76

TOTAL ALL DEPARTMENTS \$69,971.22

RESOLUTION NO. 2023-6
A RESOLUTION ACCEPTING DONATIONS

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 a two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Grand Rapids Area Library Foundation \$907.39 Online Story Time and Non-fiction collection enhancement

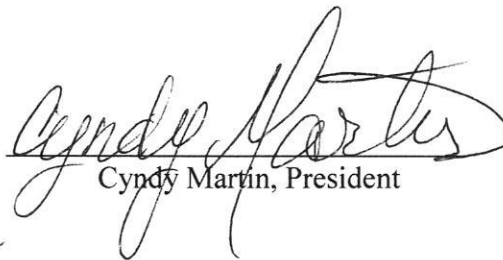
Grand Rapids North Star Women's Club \$59.63 In memory of Mary Jo Wimmer (Library Materials)

Grand Rapids Area Library Friends \$999.00 GRACF Tech Grant (Wonderbooks for the Children's Library)

Adopted this 10th day of May 2023



Deb Kee, Secretary



Cyndy Martin, President



CITY OF
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 IT'S IN MINNESOTA'S NATURE

**POKEGAMA GOLF COURSE BOARD
 MEETING MINUTES**

**Tuesday, May 16, 2023
 7:30 AM**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Pokegama Golf Course Board will be held on Tuesday May 16, 2023 , at 7:30 AM at Pokegama Golf Course, 3910 Golf Course Road, Grand Rapids, Minnesota. Pat Pollard called the meeting to order at 7:30AM.

ROLL CALL: Rick McDonald, Pat Pollard, John Bauer, John Ryan

PUBLIC INPUT: None

SETTING THE AGENDA: (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.) Motion by Rick and Second by John Bauer to approve agenda as set. Motion to approve John Bauer, second Rick M. Approved

APPROVE MINUTES:

1. Approve Golf Board Minutes for April 18, 2023 Golf Board Meeting. John B made a motion to approve the Minutes. Rick M Second. Motion Carried

CLAIMS AND FINANCIAL STATEMENTS:

2. A review of the financials took place. John made a motion to approve the claims in the amount of 67,718,65 Second by Rick. Motion Carried
3. Rick M made a motion to make payment to ISD 318 in the amount of \$9,700 for donations to the Grand Rapids High School Girls and Golf team programs. Second by John Bauer. Motion carried.
4. John Bauer made a motion to pay additional City Sales tax in the amount of \$30.00 on verticut reels purchased by R & R Products. Rick M second. Motion carried.

VISITORS: No visitors

REPORTS: Superintendent Steve Ross reported that the course wintered very well. There we no irrigation breaks due to the minimal frost. The new greens mower is in operation and working well. The Turf Roller has some mechanical issues that will result in having a Toro rep make a trip to our facility.

Bob Cahill reported that Season Pass sales are very strong in all categories. The June report will give us a better idea of near final numbers vs previous years. The golf course has been busy, especially immediately after school with the high school girls, boys, and the middle school golf teams practicing.

The sign up for the summer junior golf programs is also very strong in all categories.

Agenda Addition:

CORRESPONDENCE AND OPEN DISCUSSION: None

ADJOURN: Motion made by Rick M Second by John Bauer. Motion Carried.

Minutes respectfully submitted by Bob Cahill



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: June 26, 2023

AGENDA ITEM: Consider approval of an agreement with LHB for safety inspections on the Horn Bridge.

PREPARED BY: Matt Wegwerth

BACKGROUND:

As part of routine maintenance the Horn Bridge is inspected yearly by LHB. Attached is an updated agreement for this service.

REQUESTED COUNCIL ACTION:

Make a motion to approve an agreement with LHB for safety inspections on the Horn Bridge.



This Agreement, effective June 13, 2023 by and between City of Grand Rapids, 420 North Pokegama Avenue, Grand Rapids, Minnesota 55744, hereinafter referred to as "Client," and LHB, Inc., a Minnesota corporation, 21 West Superior Street, Suite 500, Duluth, Minnesota 55802, hereinafter referred to as "LHB," is in response to the following:

- A. Client desires to have certain services done for it in connection with the Bridge 31514 (Horn Bridge) 2023 Safety Inspection project located in Grand Rapids, Minnesota, hereinafter referred to as the "Project."
- B. LHB is able and willing to perform the services.

In consideration of the mutual covenants and agreements contained herein, Client and LHB hereby agree as follows:

I. SCOPE OF SERVICES

The services to be provided by LHB include an annual routine bridge safety inspection as described in the attached fee estimate.

II. COMPENSATION

Compensation for LHB's Services shall be for a stipulated sum of One Thousand Seven Hundred Seventy-Eight Dollars (\$1,778).

III. REIMBURSABLE EXPENSES

The compensation for services includes payment for all costs and expenses that may be incurred by LHB in the performance of services.

This Agreement, including the following Terms and Conditions, represents the entire Agreement between the parties and supersedes all prior written or oral representations. This Agreement may be amended only by a written instrument executed by both parties.

Client and LHB have caused this Agreement to be executed as of the date first shown above.

LHB, Inc.

Jon W. Siiter

Signature

Jon W. Siiter

Printed Name

Engineering Principal

Title

City of Grand Rapids

Signature

Printed Name

Title

1. General Conditions

The laws of the State of Minnesota shall govern this Agreement. Any provision of this Agreement later held to violate a law or regulation shall be deemed void. All remaining provisions shall continue in force.

LHB shall perform its services consistent with the professional skill and care ordinarily provided by design professionals practicing in the same or similar locality under the same or similar circumstances. LHB shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

The parties acknowledge that additional Project costs may result due to omissions, ambiguities, or inconsistencies in the drawings and specifications prepared by LHB.

LHB shall neither have control over, or charge of, nor be responsible for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work performed by any Contractors for this Project, since these are solely the Contractor's rights and responsibilities.

Any evaluation of Client's budget for the Project, the preliminary estimate of the cost of the Work, and any updated estimates prepared by LHB, represent LHB's professional judgment. It is recognized that LHB does not have control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices, or control over market conditions. Accordingly, LHB does not warrant or represent that bids or negotiated prices will not vary from Client's budget or from any estimate prepared by LHB.

If construction administration services are included, LHB, as a representative of Client, shall visit the site as agreed to by Client and LHB in this Agreement, to become generally familiar with the progress and quality of the Work and to determine if the Work in general is being performed in accordance with the drawings and specifications. LHB shall not be expected, nor required, to perform construction administration services beyond those specifically described in this Agreement and its attachments, nor to make exhaustive or continuous onsite inspections to check the quality or quantity of the Work.

Each party binds themselves and their successors to this Agreement. Neither Client nor LHB shall assign this Agreement without the written consent of the other party. Use of sub-consultants normally contemplated by LHB shall not be considered an assignment for purposes of this Agreement. No one will be a third-party beneficiary to the Agreement.

2. Client Responsibilities

Client shall provide full information on the requirements for the project.

Client shall provide to LHB, in writing, information known regarding existing conditions. The information will include, as appropriate to the Work: plans, topographic surveys, property line surveys, soil data including borings, reports from regulatory agencies, and prior reports and analyses. LHB shall be entitled to rely upon the information provided.

Client warrants to LHB that any documents provided by Client do not infringe upon the intellectual property rights held by another and will indemnify and defend LHB against any claims of infringement.

Client shall designate a representative, if other than the individual who executes this Agreement, who is authorized to act on Client's behalf to provide requested information and to make timely decisions regarding the Project.

All structures are subject to environmental exposures and require regular monitoring and maintenance to prevent deterioration. Such monitoring and maintenance are the sole responsibility of Client. If routine inspections and maintenance of the Project are not properly performed, damage to the structures may occur and LHB cannot be held responsible for any resultant damage.

3. Confidentiality

LHB agrees to keep confidential and not to disclose to any person or entity, other than LHB employees and/or subconsultants retained by LHB for the Project, any data or information furnished by Client that is marked in writing as confidential.

These provisions shall not apply to data or information, in whatever form, that: (1) is in the public domain; (2) is in the possession of LHB prior to this engagement; (3) is independently made available as a matter of right to LHB by a third party without obligation of secrecy; (4) is reasonably necessary for LHB to defend itself from any legal action or claim; (5) is required to be disclosed by statute, code, regulation, subpoena or other process of law.

Notwithstanding other provisions outlined above, Client shall make no request of LHB that, in the reasonable opinion of LHB, would be contrary to LHB's professional responsibilities to protect the public. Client agrees to take no action against or attempt to hold LHB liable in any way for, carrying out what LHB reasonably believes to be its public responsibility.

4. Use of LHB's Documents

The documents prepared by LHB ("Documents"), including Documents in electronic format, are solely for use with respect to this Project. All Documents, including drawings and specifications prepared or furnished by LHB pursuant to this Agreement, are the instruments of service to the Project, and LHB shall retain all common law, statutory and other reserved rights, including copyright. LHB grants Client a nonexclusive license to use the Documents solely for purposes of

constructing, using, maintaining, and altering the Project, so long as Client performs its obligations under this Agreement, including prompt payment of all sums when due. This license will terminate immediately upon a breach of this Agreement by Client.

If LHB's Documents are modified or otherwise altered by Client, a subsequent design professional, or any other party at Client's direction, Client agrees to indemnify, defend and hold LHB harmless for any claims, demands, damages or causes of action to the extent caused by such modification or alteration.

If Client requests Documents in electronic format, they will be limited to those used for bidding. Unless designated as record drawings, Client is responsible to account for any subsequent changes made to the Project during bidding by addendum, during construction by change order, or changes otherwise made by Contractor. Client will indemnify and hold harmless LHB from all claims caused by Client's use of the electronic Documents.

5. Payment Terms

Payments are due upon receipt of LHB's invoice. Amounts unpaid thirty (30) days from the date of LHB's invoice shall bear interest at the rate of eight percent (8%) per annum or 0.67% per month on the unpaid balance.

If it is necessary to enforce collection on any amount past due under this Agreement, Client shall reimburse LHB for all legal and other reasonable costs related thereto, including, but not limited to, attorney's fees, court costs, expert witness fees, professional and administrative time at regular hourly rates, and other collection costs.

6. Change in Work Scope

If a change in the Work is the result of a required item or component of the Project omitted from the Documents, Client shall be responsible for the cost required to add such an item or component to the Project, if such item or component would have been required and included in the original Documents. LHB is not responsible for costs to the Project that provide an upgrade or enhances the value of the Project.

If there is a material change in the circumstances or conditions that affect the scope of Work, compensation, schedule, allocation of risks, or other material terms of this Agreement, LHB shall notify Client and Client and LHB shall promptly, and in good faith, enter into negotiation to address the changed conditions, including equitable adjustment to LHB's compensation. In establishing fees for any additional services to be performed, LHB shall utilize the current rate sheet.

7. Dispute Resolution

Unless the parties mutually agree otherwise, the parties shall endeavor to settle disputes by mediation. A demand for mediation shall be filed, in writing, within a reasonable period of time after a claim, dispute, or other matter in question has arisen. No demand for mediation shall be made after the date when the legal or equitable proceedings, based upon such a claim, dispute, or other matter in question, would have been barred by an applicable statute of limitation.

8. Termination

In the event of substantial failure by one party, through no fault of the terminating party, to perform in accordance with the terms of this Agreement, this Agreement, and the obligation to provide further services under this Agreement, may be terminated by either party upon giving seven (7) calendar days written notice.

In the event of termination not the fault of LHB, LHB shall be compensated for all services performed and reimbursable expenses incurred prior to termination.

9. Consequential Damages

LHB and Client waive consequential damages for claims, disputes, or other matters in question arising out of, or relating to, this Project or Agreement.

10. Limitation of Liability

To the maximum extent permitted by law, Client agrees to limit LHB's liability for Client's damages to the sum of Fifty Thousand Dollars (\$50,000) or LHB's fee, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

11. Energy Tax Deduction 179D

LHB may wish to pursue an energy tax deduction under Section 179D of the Internal Revenue Code for this Project. Such deductions are available to design firms for projects that reduce the overall energy use of a building. If LHB determines that this Project meets the relevant 179D criteria, Client agrees to allocate the tax deduction to LHB by signing an Acknowledgement Form, which is required by the IRS to receive the deduction.

12. Attachments

The following documents are attached and made an integral part of this Agreement.

- a. Fee Estimate Worksheet



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: 06/26/2023

/AGENDA ITEM: Consider approving renewal for Office 365 services through Zix.

P/REPAIRED BY: Erik Scott

BACKGROUND:

In 2022, the City of Grand Rapids transitioned to Office 365 cloud-based email and security services. We have come up on our one-year renewal and must sign another one-year services agreement.

REQUESTED COUNCIL ACTION:

Make a motion to approve renewal of the one-year service agreement, authorize the Mayor to sign necessary documents, and approve payment in the amount of \$39,955.00.

Document No.: Q-99871-20230614-1504

Version #:Q-99871 - 1

**2711 North Haskell Ave, #2200
Dallas, TX 75204
Phone:**

Bill to:
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744
United States

Ship to:
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744
United States

Billing Contact Information
Name: Erik Scott
Phone: (218) 326-7618
Email: escott@ci.grand-rapids.mn.us

Technical Contact Information
Name: Erik Scott
Phone: (218) 326-7618
Email: escott@ci.grand-rapids.mn.us

- Issue Invoice
- Initiate Credit Card Payment

Purchase Order No.:
(If P.O. No. provided, please attach copy of P.O.)

Date: June 14, 2023
Expires On: July 31, 2023
Payment Terms: Net 30
Email Domains: ci.grand-rapids.mn.us

Acct Exec.: Carli Kohler
Order Type: Renewal

Product	Qty / No. of Users	Term (mos.)	Extended Price
Essentials Email Security & Compliance Suite, Annual	137	12	\$7,726.80
Email Continuity, Annual	137	12	\$482.24
Secure Large File Add-on, Annual	137	12	\$1,041.20
Microsoft 365 Backup Bundle, Annual	137	12	\$3,748.32
Office 365 GCC G1	42	12	\$4,213.44
Office 365 GCC G3	95	12	\$22,743.00
Total:			\$39,955.00

Total: \$39,955.00

*****Do not pay, this is not an invoice*****

1 Payment Schedule:

First Year Total	\$39,955.00
Grand Total	\$39,955.00

2 Special Terms:

All amounts are invoiced upon execution of this Services Agreement as described in Item 3, 'Invoicing and Payment'. For clarity, the term of this agreement is 8/1/2023 through 7/31/2024.

3 Invoicing & Payment:

This Services Agreement is entered into between ZixCorp Systems, Inc. for and on behalf of itself and its affiliates, which may provide Services hereunder ("Zix"), and the legal entity set out below. You represent and warrant that you have the authority to bind that entity (henceforth the terms "You" and "Your" throughout shall refer to such entity) to the subscriptions for Zix and third party services set herein (the "Services"). By signing below, acceptance of these terms by email, issuance of a non-cancellable purchase order for the amounts set forth herein, or by your use of the Services, you are entering into a subscription for the Services (including licenses related thereto) indicated on the face of this Services Agreement for the committed term ("Term"). Zix may issue invoices or initiate credit card payments, if applicable, upon the execution of this Services Agreement, and you agree to pay all invoices in U.S. dollars (or other currency specified herein) within the number of days specified under 'Payment Terms' on page 1 of this Services Agreement, or if nothing is specified, thirty (30) days from your receipt of a Zix invoice. Fees for the Services ("Fees") are due for payment at the beginning of each Term, unless otherwise stated on the Services Agreement, with the Term beginning on the thirtieth (30th) day following the date of this Services Agreement or, if earlier on the date the installation is completed and/or the services are initiated and made available to you. Installation and availability will occur and may be billed, on a service-by-service basis.

Zix provides bundled services, and it may reallocate pricing among Services for tax purposes. This means that line items on your invoice may not match this Services Agreement or your purchase order, although the total Fees for the Services will remain the same.

Secure Cloud terms: If you purchase and/or manage Services through the Zix Secure Cloud Portal ("Portal"), any changes to your Services you make are subject to the options and applicable terms and conditions provided in the Portal at such time, including applicable subscription term options (as such may be amended by Zix from time to time). If your Services include any services which are provisioned or managed through the Portal on a monthly subscription, or you subscribe to a Microsoft service in-conjunction with any other Services, you expressly acknowledge and agree that all such Services (including, without limitation, Microsoft Cloud Services) will be subject to automatic renewal at the end of the selected Term without the requirement for any further notice or action. Each such subscription will automatically extend (as binding fixed-term commitments) for subsequent fixed periods matching the Term selected by you for those Services (each, a "renewal period") and no cancellation or refund will be available unless written notice of non-renewal is provided no less than thirty (30) days prior to the end of the current Term. Such notice of non-renewal must be provided to Zix at Zix-customersuccess@opentext.com.

4 Taxes; F.O.B. Upon presentation of invoices by Zix, the Customer agrees to pay any tariffs, duties, or taxes imposed or levied by any government or governmental agency, including without limitation, federal, state, and local sales, imposed use, value-added, and personal property taxes (other than franchise and income taxes imposed on Zix's net income). Products are sent F.O.B. shipping location.

5 SALES AND USE TAX - MARK (X) ONE OF THE FOLLOWING: If no box is checked, sales and use tax will be charged. You will be charged sales and use tax upon invoicing. For tax purposes only, the pricing and discounts outlined on the first page of this Services Agreement may be allocated to the various components of the Zix solution on the invoice. This is done for tax purposes only and does not change the pricing or payment terms of the Agreement.

A. Invoice sales tax to Customer.

B. The customer is a tax-exempt organization (please attach a state tax exemption certificate to the contract). The customer name on the certificate and the services agreement should be the same. No sales and use tax will be included on the invoice.

6 Other than as expressly set out in this Services Agreement, this Services Agreement and your use of the Services are governed by the applicable terms and conditions (for the service(s) you subscribe for) as set forth at <https://www.carbonite.com/legal/products-and-services-terms> (as such may be amended from time to time). In addition, if you subscribe for any Microsoft services you agree and acknowledge that your use thereof is strictly subject to your acceptance of the Microsoft service terms and operating guide which may be found here <https://www.microsoft.com/licensing/docs/customeragreement>. Any different or additional terms on your purchase orders or other documents are expressly rejected and shall not apply to this Services Agreement, or the Services purchased hereunder.

ZixCorp Systems, Inc.	City of Grand Rapids
By:	By:
Printed:	Printed:
Title:	Title:
Date:	Date:



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: June 26, 2023

AGENDA ITEM: Consider approving the final pay request for CP 2003-18, 21st Street SW Extension in the amount of \$21,767.00 and balancing change order #2.

PREPARED BY:

BACKGROUND:

Attached is the final pay request and balancing change order #2. A balancing change order is an accounting device to adjust the contract amount to equal the as built amount. The original contract amount was \$1,943,700.00 and the final contract amount is \$1,947,095.96. Approval of these items will close out the project.

REQUESTED COUNCIL ACTION:

Make a motion to approve the final pay request for CP 2003-18, 21st Street SW Extension in the amount of \$21,767.00 and balancing change order #2.



STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

Rev. February 2018

SP/SAP(s)	SAP 129-155-001	MN Project No.:	NA	Change Order No.	2
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Project Location	21st Street SW Extension From Horseshoe Lake Road to 3rd Avenue SW, Grand Rapids MN				
Local Agency	City of Grand Rapids	Local Project No.	GRANR 161381		
Contractor	TNT Construction Group LLC	Contract No.	CP 2003-18 , SAP 129-155-001		
Address/City/State/Zip	40 County Road 63 Grand Rapids / Grand Rapids / MN / 55744				
Total Change Order Amount \$	\$0.00				

This is a Balancing Change. A Balancing Change Order is an accounting devise used to adjust the Contract Amount to equal the As-Built Amount.

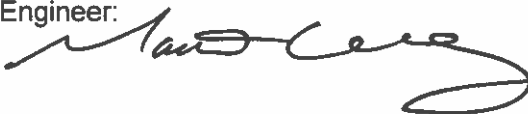
*Contract Amount: Original = \$1,943,700.00, Revised = \$1,947,095.96
Includes \$10,500 deduction for Liquidated Damages*

Estimate Of Cost: *(Include any increases or decreases in contract items, any negotiated or force account items.)*

Item No.	Description	Unit	Unit Price	+ or - Quantity	+ or - Amount \$
Net Change this Change Order					\$0.00

Due to this change, the contract time: *(check one)*

<input type="checkbox"/> Is NOT changed	<input type="checkbox"/> May be revised as provided in MnDOT Specification 1806
Number of Working Days Affected by this Contract Change: 0	Number of Calendar Days Affected by this Contract Change: 0

Approved by Project Engineer:  Date: 6-21-2023
 Print Name: _____ Phone: _____
 Approved by Contractor: _____ Date: _____
 Print Name: _____ Phone: _____

City of Grand Rapids

Contract Number: CP 2003-18 , SAP 129-155-001
 Final Pay Request Number: 14

Project Number	Project Description
GRANR 161381	21st Street SW, MSAS 155

Contractor: TNT Construction Group LLC 40 County Road 63 Grand Rapids, MN 55744	Vendor Number: Up To Date: 06/15/2023
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Contract Amount		Funds Encumbered	
Original Contract	\$1,943,700.00	Original	\$1,943,700.00
Contract Changes	(\$1,500.00)	Additional	N/A
Revised Contract	\$1,942,200.00	Total	\$1,943,700.00

Work Certified To Date	
Base Bid Items	\$1,957,595.96
Contract Changes	(\$10,500.00)
Material On Hand	\$0.00
Total	\$1,947,095.96

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
GRANR 161381	\$21,787.00	\$1,947,095.96	\$0.00	\$1,877,195.74	\$89,900.22	\$1,947,095.96

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$21,787.00	\$1,947,095.96	\$0.00	\$1,877,195.74	\$21,787.00	\$1,947,095.96
Percent Retained: 0%			Percent Complete: 100.25 %		
Amount Paid this Final Pay Request: \$89,900.22					

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By  City Engineer
 Date 6-20-2023

Approved By TNT Construction Group LLC
 Contractor 
 Date 6/15/2023

City of Grand Rapids

Contract Payment Summary					
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request	
1	2022-06-02	\$39,437.98	\$1,971.90		\$37,466.08
2	2022-06-29	\$204,705.51	\$10,235.27		\$194,470.24
3	2022-07-12	\$108,185.42	\$5,409.28		\$102,776.14
4	2022-07-26	\$65,730.29	\$3,286.51		\$62,443.78
5	2022-08-09	\$287,786.60	\$14,388.33		\$273,398.27
6	2022-08-23	\$354,167.81	\$17,708.38		\$336,459.23
7	2022-08-31	\$115,295.76	\$5,764.79		\$109,530.97
8	2022-09-14	\$67,046.02	\$3,352.30		\$63,693.72
9	2022-09-27	\$179,050.40	\$8,952.52		\$170,097.88
10	2022-10-11	\$336,510.00	\$16,825.50		\$319,684.50
11	2022-11-01	\$80,267.41	\$4,013.37		\$76,254.04
12	2022-11-11	\$225.00	(\$45,948.45)		\$46,173.45
13	2023-05-30	\$86,940.96	\$2,173.52		\$84,767.44
14	2023-06-15	\$21,767.00	(\$48,133.22)		\$69,900.22

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Roadway	4	\$111,775.17	\$0.00	\$97,017.55	\$14,757.62	\$111,775.17
Lighting	3	\$72,348.34	\$0.00	\$70,539.63	\$1,808.71	\$72,348.34
Roadway	1	\$1,142,508.80	\$0.00	\$1,104,686.50	\$37,822.30	\$1,142,508.80
Storm	2	\$370,362.02	\$0.00	\$361,102.96	\$9,259.06	\$370,362.02
Sanitary	5	\$104,695.18	\$0.00	\$102,077.81	\$2,617.37	\$104,695.18
Watermain	6	\$145,406.45	\$0.00	\$141,771.29	\$3,635.16	\$145,406.45

Contract Funding Source Summary						
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date	
LIGHTING	Local - Grand Rapids	\$1,808.71	\$72,348.34	\$72,348.34		\$72,348.34
ROADWAY	LRIP	\$37,822.30	\$1,156,959.68	\$1,156,959.68		\$1,142,508.80
ROADWAY	Local - SA	\$14,757.62	\$100,563.10	\$100,563.10		\$111,775.17
SANITARY SEWER	GRPUC - SM	\$2,617.37	\$104,323.79	\$104,323.79		\$104,695.18
STORM SEWER	MSAS - Storm Sewer	\$9,259.06	\$370,362.02	\$370,362.02		\$370,362.02
WATERMAIN	GRPUC - WM	\$3,635.16	\$139,143.07	\$139,143.07		\$145,406.45

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
GRANR 161381	BFN-P / Roadway	\$111,775.17	\$0.00	\$97,017.55	\$14,757.62	\$111,775.17
GRANR 161381	BFP / Lighting	\$72,348.34	\$0.00	\$70,539.63	\$1,808.71	\$72,348.34
GRANR 161381	BFP / Roadway	\$1,142,508.80	\$0.00	\$1,104,686.50	\$37,822.30	\$1,142,508.80
GRANR 161381	BFP / Storm	\$370,362.02	\$0.00	\$361,102.96	\$9,259.06	\$370,362.02
GRANR 161381	LOCAL / Sanitary	\$104,695.18	\$0.00	\$102,077.81	\$2,617.37	\$104,695.18
GRANR 161381	LOCAL / Watermain	\$145,406.45	\$0.00	\$141,771.29	\$3,635.16	\$145,406.45

City of Grand Rapids

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
GRANR 161381	1	2011.601	CONSTRUCTION SURVEYING	LUMP SUM	\$14,000.00	1	0	\$0.00	1	\$14,000.00
GRANR 161381	2	2021.501	MOBILIZATION	LUMP SUM	\$75,777.94	1	0	\$0.00	1	\$75,777.94
GRANR 161381	3	2101.501	CLEARING AND GRUBBING	LUMP SUM	\$1,000.00	1	0	\$0.00	1	\$1,000.00
GRANR 161381	4	2101.505	GRUBBING	ACRE	\$4,500.00	5	0	\$0.00	5	\$22,500.00
GRANR 161381	5	2102.503	PAVEMENT MARKING REMOVAL	LIN FT	\$3.00	48	0	\$0.00	0	\$0.00
GRANR 161381	6	2104.502	REMOVE CASTING	EACH	\$75.00	1	0	\$0.00	1	\$75.00
GRANR 161381	7	2104.502	REMOVE LIGHT FOUNDATION	EACH	\$440.00	1	0	\$0.00	1	\$440.00
GRANR 161381	8	2104.502	REMOVE LIGHTING UNIT	EACH	\$800.00	1	0	\$0.00	1	\$800.00
GRANR 161381	9	2104.502	REMOVE SIGN TYPE SPECIAL	EACH	\$50.00	2	0	\$0.00	2	\$100.00
GRANR 161381	10	2104.502	SALVAGE CASTING	EACH	\$75.00	4	0	\$0.00	4	\$300.00
GRANR 161381	11	2104.502	SALVAGE SIGN TYPE C	EACH	\$50.00	1	0	\$0.00	1	\$50.00
GRANR 161381	12	2104.502	SALVAGE SIGN TYPE SPECIAL	EACH	\$50.00	1	0	\$0.00	1	\$50.00
GRANR 161381	13	2104.503	REMOVE CURB & GUTTER	LIN FT	\$3.00	507	0	\$0.00	507	\$1,521.00
GRANR 161381	14	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	\$15.00	8	0	\$0.00	8	\$120.00
GRANR 161381	15	2104.503	REMOVE UNDERGROUND WIRE	LIN FT	\$7.10	60	0	\$0.00	60	\$428.00
GRANR 161381	16	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	\$2.00	188	0	\$0.00	188	\$378.00
GRANR 161381	17	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$4.00	56	0	\$0.00	56	\$224.00
GRANR 161381	18	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$3.05	2426	0	\$0.00	2426	\$7,399.30
GRANR 161381	19	2104.504	REMOVE CONCRETE PAVEMENT	SQ YD	\$8.25	88	0	\$0.00	88	\$550.00
GRANR 161381	20	2105.607	COMMON EXCAVATION (P) (P)	CU YD	\$5.40	33428	0	\$0.00	33428	\$180,511.20
GRANR 161381	21	2105.607	MUCK EXCAVATION	CU YD	\$7.00	884	0	\$0.00	1643	\$11,501.00
GRANR 161381	22	2105.607	SELECT GRANULAR BORROW (CV)	CU YD	\$1.00	1637	0	\$0.00	1637	\$1,637.00
GRANR 161381	23	2105.607	SUBGRADE EXCAVATION	CU YD	\$1.00	1637	0	\$0.00	1637	\$1,637.00
GRANR 161381	24	2106.607	CRUSHED ROCK	CU YD	\$0.01	123	0	\$0.00	0	\$0.00
GRANR 161381	25	2108.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	\$1.00	3700	0	\$0.00	4367	\$4,367.00
GRANR 161381	26	2112.519	SUBGRADE PREPARATION	RD ST	\$300.00	28.04	0	\$0.00	28.04	\$8,412.00
GRANR 161381	27	2118.507	AGGREGATE SURFACING (CV) CLASS 5	CU YD	\$45.00	44	0	\$0.00	42	\$1,890.00
GRANR 161381	28	2211.507	AGGREGATE BASE (CV) CLASS 5 (P) (P)	CU YD	\$38.00	3273	0	\$0.00	3273	\$117,828.00
GRANR 161381	29	2231.604	BITUMINOUS PATCH SPECIAL	SQ YD	\$75.00	71	0	\$0.00	73.4	\$5,505.00
GRANR 161381	30	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3:C)	TON	\$92.00	1429	0	\$0.00	1354	\$124,568.00
GRANR 161381	31	2360.509	TYPE SP 9.5 WEARING COURSE MIX (3:C)	TON	\$107.00	858	0	\$0.00	833.71	\$89,208.97
GRANR 161381	32	2411.601	MODULAR BLOCK RETAINING WALL SPECIAL 1	LUMP SUM	\$20,500.00	1	0	\$0.00	1	\$20,500.00
GRANR 161381	33	2501.502	15" RC PIPE APRON	EACH	\$2,800.00	1	0	\$0.00	1	\$2,800.00
GRANR 161381	34	2501.502	18" RC PIPE APRON	EACH	\$4,750.00	2	0	\$0.00	2	\$9,500.00
GRANR 161381	35	2501.502	21" RC PIPE APRON	EACH	\$3,450.00	1	0	\$0.00	1	\$3,450.00
GRANR 161381	36	2501.502	24" RC PIPE APRON	EACH	\$7,150.00	2	0	\$0.00	2	\$14,300.00
GRANR 161381	37	2501.602	REMOVE BULKHEAD	EACH	\$400.00	1	0	\$0.00	1	\$400.00
GRANR 161381	38	2502.503	4" PERF PE PIPE DRAIN	LIN FT	\$7.00	300	0	\$0.00	300	\$2,100.00
GRANR 161381	39	2502.602	4" PVC PIPE DRAIN CLEANOUT	EACH	\$600.00	2	0	\$0.00	2	\$1,200.00
GRANR 161381	40	2502.602	6" PVC PIPE DRAIN CLEANOUT	EACH	\$850.00	1	0	\$0.00	1	\$850.00
GRANR 161381	41	2502.604	2" INSULATION	SQ YD	\$22.00	86	0	\$0.00	92	\$2,024.00
GRANR 161381	42	2503.503	18" RC PIPE SEWER DES 3008 CL III	LIN FT	\$79.00	918	0	\$0.00	918	\$72,522.00
GRANR 161381	43	2503.503	18" RC PIPE SEWER DES 3008 CL III	LIN FT	\$85.00	913	0	\$0.00	913	\$77,605.00
GRANR 161381	44	2503.503	21" RC PIPE SEWER DES 3008 CL III	LIN FT	\$135.00	22	0	\$0.00	22	\$2,970.00
GRANR 161381	45	2503.503	24" RC PIPE SEWER DES 3008 CL III	LIN FT	\$100.00	97	0	\$0.00	97	\$9,700.00
GRANR 161381	46	2503.602	8" PIPE PLUG	EACH	\$100.00	1	0	\$0.00	1	\$100.00
GRANR 161381	47	2503.602	8"x4" PVC WYE	EACH	\$490.00	2	0	\$0.00	2	\$980.00
GRANR 161381	48	2503.602	8"x6" PVC WYE	EACH	\$575.00	1	0	\$0.00	1	\$575.00

City of Grand Rapids

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
GRANR 161381	49	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	\$1,750.00	1	0	\$0.00	1	\$1,750.00
GRANR 161381	50	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$1,000.00	1	0	\$0.00	1	\$1,000.00
GRANR 161381	51	2503.603	4" PVC SANITARY SERVICE PIPE	LIN FT	\$40.00	62	0	\$0.00	62	\$2,720.00
GRANR 161381	52	2503.603	6" PVC SANITARY SERVICE PIPE	LIN FT	\$40.00	81	0	\$0.00	81	\$3,240.00
GRANR 161381	53	2503.603	8" PVC PIPE SEWER	LIN FT	\$55.00	953	0	\$0.00	953	\$52,415.00
GRANR 161381	54	2503.603	SANITARY SEWER INSPECTION	LIN FT	\$2.00	953	0	\$0.00	953	\$1,906.00
GRANR 161381	55	2504.601	LOWER WATER MAIN	LUMP SUM	\$16,500.00	1	0	\$0.00	1	\$16,500.00
GRANR 161381	56	2504.602	1" CORPORATION STOP	EACH	\$350.00	2	0	\$0.00	3	\$1,050.00
GRANR 161381	57	2504.602	1" CURB STOP & BOX	EACH	\$600.00	2	0	\$0.00	2	\$1,200.00
GRANR 161381	58	2504.602	6" GATE VALVE & BOX	EACH	\$2,600.00	2	0	\$0.00	2	\$5,200.00
GRANR 161381	59	2504.602	8" GATE VALVE & BOX	EACH	\$3,500.00	2	0	\$0.00	2	\$7,000.00
GRANR 161381	60	2504.602	ADJUST GATE VALVE	EACH	\$325.00	1	0	\$0.00	1	\$325.00
GRANR 161381	61	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$1,750.00	1	0	\$0.00	1	\$1,750.00
GRANR 161381	62	2504.602	HYDRANT	EACH	\$7,260.00	2	0	\$0.00	2	\$14,500.00
GRANR 161381	63	2504.603	1" TYPE K COPPER PIPE	LIN FT	\$41.00	85	0	\$0.00	95	\$3,895.00
GRANR 161381	64	2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$66.00	134	0	\$0.00	136	\$8,976.00
GRANR 161381	65	2504.603	8" PVC WATERMAIN	LIN FT	\$65.00	985	0	\$0.00	985	\$64,025.00
GRANR 161381	66	2504.608	WATER MAIN FITTINGS	POUND	\$17.00	502	0	\$0.00	818	\$13,906.00
GRANR 161381	67	2506.502	CASTING ASSEMBLY	EACH	\$1,000.00	28	0	\$0.00	28	\$28,000.00
GRANR 161381	68	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	\$3,600.00	9	0	\$0.00	9	\$32,400.00
GRANR 161381	69	2506.502	CONST DRAINAGE STRUCTURE DES 60-4020	EACH	\$5,600.00	1	0	\$0.00	1	\$5,600.00
GRANR 161381	70	2506.502	CONST DRAINAGE STRUCTURE DESIGN F	EACH	\$4,725.00	4	0	\$0.00	4	\$18,900.00
GRANR 161381	71	2506.502	CONST DRAINAGE STRUCTURE DESIGN G	EACH	\$2,700.00	10	0	\$0.00	10	\$27,000.00
GRANR 161381	72	2506.502	INSTALL CASTING	EACH	\$500.00	4	0	\$0.00	4	\$2,000.00
GRANR 161381	73	2506.503	CONST DRAINAGE STRUCTURE DESIGN F	LIN FT	\$390.00	14.65	0	\$0.00	14.65	\$5,713.50
GRANR 161381	74	2506.601	INFILTRATION/FILTRATION SYSTEM	LUMP SUM	\$41,000.00	1	0	\$0.00	1	\$41,000.00
GRANR 161381	75	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC 1	EACH	\$16,000.00	3	0	\$0.00	3	\$48,000.00
GRANR 161381	76	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC 2	EACH	\$8,750.00	1	0	\$0.00	1	\$8,750.00
GRANR 161381	77	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC 3	EACH	\$8,750.00	1	0	\$0.00	1	\$8,750.00
GRANR 161381	78	2506.602	SEAL MANHOLE OR CATCH BASIN	EACH	\$225.00	27	0	\$0.00	27	\$6,075.00
GRANR 161381	79	2511.504	GEOTEXTILE FILTER TYPE 4	SQ YD	\$3.50	146.9	0	\$0.00	146.9	\$514.15
GRANR 161381	80	2511.507	RANDOM RIPRAP CL III	CU YD	\$80.00	42.9	0	\$0.00	42.9	\$3,432.00
GRANR 161381	81	2521.518	4" CONCRETE WALK	SQ FT	\$5.90	24012	0	\$0.00	24761	\$146,089.60
GRANR 161381	82	2521.518	4" CONCRETE WALK SPECIAL	SQ FT	\$16.85	86	0	\$0.00	86	\$1,449.10
GRANR 161381	83	2521.518	6" CONCRETE WALK	SQ FT	\$14.00	360	0	\$0.00	360	\$5,040.00
GRANR 161381	84	2531.603	CONCRETE CURB DESIGN V10	LIN FT	\$48.00	306	0	\$0.00	203	\$9,744.00
GRANR 161381	85	2531.503	CONCRETE CURB & GUTTER DESIGN B612	LIN FT	\$25.15	195	0	\$0.00	195	\$4,904.25
GRANR 161381	86	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	\$21.40	5421	0	\$0.00	5397	\$115,495.80
GRANR 161381	87	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$72.90	166	0	\$0.00	166	\$12,101.40
GRANR 161381	88	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$81.30	207	0	\$0.00	207	\$16,829.10
GRANR 161381	89	2531.618	TRUNCATED DOMES	SQ FT	\$85.00	23	0	\$0.00	23	\$1,985.00
GRANR 161381	90	2540.602	METAL BENCH	EACH	\$2,900.00	2	0	\$0.00	2	\$5,800.00
GRANR 161381	91	2545.502	HANDHOLE	EACH	\$2,225.00	1	0	\$0.00	1	\$2,225.00
GRANR 161381	92	2545.502	LIGHT FOUNDATION DESIGN E MODIFIED	EACH	\$1,490.00	9	0	\$0.00	9	\$13,410.00
GRANR 161381	93	2545.502	LIGHTING UNIT TYPE SPECIAL	EACH	\$1,605.00	9	0	\$0.00	9	\$14,445.00
GRANR 161381	94	2545.503	2" NON-METALLIC CONDUIT	LIN FT	\$7.00	2675	0	\$0.00	2675	\$18,725.00
GRANR 161381	95	2545.503	UNDERGROUND WIRE 1/2 8 AWG	LIN FT	\$1.70	11120	0	\$0.00	11120	\$18,904.00
GRANR 161381	96	2557.503	WIRE FENCE DESIGN 46V-9322	LIN FT	\$84.00	320	0	\$0.00	320	\$26,880.00
GRANR 161381	97	2557.603	WOODEN FENCE	LIN FT	\$19.00	1018	0	\$0.00	968	\$18,392.00

City of Grand Rapids

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
GRANR 161381	98	2583.601	TRAFFIC CONTROL	LUMP SUM	\$9,000.00	1	0	\$0.00	1	\$9,000.00
GRANR 161381	99	2584.502	INSTALL SIGN PANEL TYPE C	EACH	\$225.00	1	0	\$0.00	1	\$225.00
GRANR 161381	100	2584.502	INSTALL SIGN PANEL TYPE SPECIAL	EACH	\$300.00	1	0	\$0.00	1	\$300.00
GRANR 161381	101	2584.518	SIGN PANELS TYPE C	SQ FT	\$75.00	28	0	\$0.00	28	\$2,100.00
GRANR 161381	102	2584.518	SIGN PANELS TYPE SPECIAL	SQ FT	\$59.00	14.26	0	\$0.00	4.5	\$265.50
GRANR 161381	103	2571.502	CONIFEROUS TREE 8' HT B&B	EACH	\$650.00	90	0	\$0.00	89	\$57,850.00
GRANR 161381	104	2571.502	DECIDUOUS TREE 1.5' CAL CONT	EACH	\$575.00	42	0	\$0.00	41	\$23,575.00
GRANR 161381	105	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	\$2,500.00	1	0	\$0.00	1	\$2,500.00
GRANR 161381	106	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$125.00	38	0	\$0.00	38	\$4,750.00
GRANR 161381	107	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	\$4.25	1755	0	\$0.00	495	\$2,103.75
GRANR 161381	108	2573.503	SILT FENCE, TYPE MS	LIN FT	\$2.80	5330	0	\$0.00	4278	\$11,978.40
GRANR 161381	109	2573.601	EROSION CONTROL	LUMP SUM	\$3,500.00	1	0	\$0.00	1	\$3,500.00
GRANR 161381	110	2574.505	SOIL BED PREPARATION	ACRE	\$300.00	3.43	0	\$0.00	3.43	\$1,029.00
GRANR 161381	111	2574.507	COMMON TOPSOIL BORROW	CU YD	\$0.01	1384	0	\$0.00	0	\$0.00
GRANR 161381	112	2574.507	FILTER TOPSOIL BORROW	CU YD	\$300.00	7	0	\$0.00	7	\$2,100.00
GRANR 161381	113	2574.508	FERTILIZER TYPE 3	POUND	\$4.00	616	0	\$0.00	616	\$2,464.00
GRANR 161381	114	2574.508	FERTILIZER TYPE 4	POUND	\$4.00	83	0	\$0.00	83	\$328.00
GRANR 161381	115	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SQ YD	\$1.70	16601	0	\$0.00	16601	\$28,221.70
GRANR 161381	116	2575.505	MOWING	ACRE	\$300.00	8.86	2.8	\$780.00	2.8	\$780.00
GRANR 161381	117	2575.505	SEEDING	ACRE	\$800.00	3.43	0	\$0.00	3.43	\$2,744.00
GRANR 161381	118	2575.505	WEED SPRAYING	ACRE	\$400.00	1.74	0	\$0.00	0	\$0.00
GRANR 161381	119	2575.606	WEED SPRAY MIXTURE	GAL	\$100.00	1.74	0	\$0.00	0	\$0.00
GRANR 161381	120	2575.508	MNDOT SEED MIXTURE MNST-12	POUND	\$6.00	540	0	\$0.00	540	\$3,240.00
GRANR 161381	121	2575.508	SEED MIXTURE 33-361	POUND	\$25.00	9	5	\$125.00	9	\$225.00
GRANR 161381	122	2575.508	SEED MIXTURE 34-361	POUND	\$25.00	3	0	\$0.00	0	\$0.00
GRANR 161381	123	2575.523	WATER	MGAL	\$1,200.00	0.75	10	\$12,000.00	21.8	\$26,160.00
GRANR 161381	124	2582.503	4" DBLE SOLID LINE MULTI COMP GR IN (WR)	LIN FT	\$3.00	2695	2694	\$8,082.00	2694	\$8,082.00
GRANR 161381	125	2582.503	4" SOLID LINE MULTI COMP GR IN (WR)	LIN FT	\$8.00	14	0	\$0.00	0	\$0.00
GRANR 161381	126	2582.503	6" SOLID LINE MULTI COMP GR IN (WR)	LIN FT	\$10.00	77	78	\$780.00	78	\$780.00
Base Bid Totals:								\$21,767.00		\$1,957,595.96

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
GRANR 161381		\$21,767.00	\$1,957,595.96

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
GRANR 161381	LD1	127	2021.601 LIQUIDATED DAMAGES (LUMP SUM)	(\$1,500.00)	1	(\$1,500.00)	ITM	0	\$0.00	7	(\$10,500.00)
Contract Change Totals:									\$0.00		(\$10,500.00)

Contract Change Totals			
Number	Description	Effective Date	Amount
1	Liquidated Damages	09/30/2022	(\$1,500.00)

City of Grand Rapids

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance							
Line	Item	Description	Date	Added	Used	Remaining	
42	2503.503	15" RC PIPE SEWER DES 3006 CL III	2022-06-29	40.1722 LIN FT \$3,173.60	40.1722 LIN FT \$3,173.60	0 LIN FT \$0.00	
43	2503.503	18" RC PIPE SEWER DES 3006 CL III	2022-06-29	72.1565 LIN FT \$6,133.30	72.1565 LIN FT \$6,133.30	0 LIN FT \$0.00	
53	2503.603	8" PVC PIPE SEWER	2022-06-29	388.7676 LIN FT \$21,362.21	388.7676 LIN FT \$21,362.21	0 LIN FT \$0.00	
64	2504.603	6" WATERMAIN DUCTILE IRON CL 52	2022-06-29	16.1267 LIN FT \$1,064.03	16.1267 LIN FT \$1,064.03	0 LIN FT \$0.00	
65	2504.603	8" PVC WATERMAIN	2022-06-29	985 LIN FT \$84,025.00	985 LIN FT \$84,025.00	0 LIN FT \$0.00	
67	2506.502	CASTING ASSEMBLY	2022-05-27	9 EACH \$9,000.00	9 EACH \$9,000.00	0 EACH \$0.00	
67	2506.502	CASTING ASSEMBLY	2022-05-27	6 EACH \$6,000.00	6 EACH \$6,000.00	0 EACH \$0.00	
67	2506.502	CASTING ASSEMBLY	2022-05-27	1 EACH \$1,000.00	1 EACH \$1,000.00	0 EACH \$0.00	
67	2506.502	CASTING ASSEMBLY	2022-05-27	2 EACH \$2,000.00	2 EACH \$2,000.00	0 EACH \$0.00	
70	2506.502	CONST DRAINAGE STRUCTURE DESIGN F	2022-06-29	2.9956 EACH \$12,617.90	2.9956 EACH \$12,617.90	0 EACH \$0.00	
71	2506.502	CONST DRAINAGE STRUCTURE DESIGN G	2022-05-27	2 EACH \$2,700.00	2 EACH \$2,700.00	0 EACH \$0.00	
74	2506.601	INFILTRATION/FILTRATION SYSTEM	2022-05-27	0.06678 LUMP SUM \$2,737.98	0.06678 LUMP SUM \$2,737.98	0 LUMP SUM \$0.00	
75	2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC 1	2022-05-27	1 EACH \$16,000.00	1 EACH \$16,000.00	0 EACH \$0.00	
90	2540.602	METAL BENCH	2022-08-09	1.3 EACH \$3,770.00	1.3 EACH \$3,770.00	0 EACH \$0.00	

Contract Total	\$1,947,085.96
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CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

REQUEST FOR COUNCIL ACTION

AGENDA DATE: June 26, 2023

AGENDA ITEM: Consider accepting the notice of retirement of Juan Lazo from the Grand Rapids Police Reserves.

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Juan Lazo began his service on the Grand Rapids Police Reserves at the time of inception in 1983 as one of its original six members. Attached is a letter from Police Chief Andy Morgan, detailing the creation of the Reserve force and Mr. Lazo's commitment to the Community in the capacity of Police Reserve Officer; Council minutes from 1983 documenting the establishment of the Reserve force and Mr. Lazo's letter of resignation.

REQUESTED COUNCIL ACTION:

Make a motion to accept the notice of retirement from Mr. Juan Lazo from the Grand Rapids Police Reserve with appreciation for his service.



June 26, 2023

On April 13, 1983, Grand Rapids Police Chief Harold Snyder approached City Council in hopes of establishing what he identified as a “volunteer, unpaid Reserved Police unit.” Chief Snyder detailed that due to budget restraints the department had become “understaffed and non-essential police services had been cut back.” Chief Snyder asked for six (6) Police Reserved Officers to fill the void, proposed roles, responsibilities, provided success stories from other area communities, and asked for a start-up budget of \$300 per Reserve Officer.

Mayor Vernon Sackett and the council unanimously passed the agenda item, and the official start of Grand Rapids Police Reserve Unit became a reality.

Juan Lazo was one of the original six Grand Rapids Police Reserve Officers in 1983. He was provided a badge number of #352 and has respectfully served this community tirelessly for the past forty years. He has represented this uniform, the department, and the profession with great honor. He has volunteered countless hours as a GRPD Police Reserve Officer helping provide a police presence at community events, high school athletics, police functions and whatever else the department has had a need for.

To dedicate forty years to anything is admirable. To dedicate forty years to a volunteer position shows an amazing passion and commitment. Juan Lazo’s forty-year commitment to this department and to the service we provide to this wonderful community is greatly appreciated. He certainly will be missed.

Thank you for your selfless service, Juan.

Andy Morgan
Grand Rapids Police Chief



CITY OF GRAND RAPIDS POLICE DEPARTMENT

Member
Minnesota
Chiefs of Police
Association

4-13-83

HAROLD L. SNYDER, CHIEF

420 POKEGAMA AVE. NO.

GRAND RAPIDS, MINNESOTA 55744

PHONE: (218) 326-3464

TO: Mayor Vernon Sackett and Members of the City Council

PROPOSAL: To Establish a Volunteer, Unpaid Reserve Police Unit for the City of Grand Rapids

At present the Grand Rapids Police Department is understaffed and as a result non-essential police services have been cut back.

During the past few years Grand Rapids has become more involved with public functions involving large numbers of people, such as: Conventions, Parades, County Fair, Special Promotion Days, etc. At each of these functions it has been difficult to police properly due to the lack of manpower.

I have interviewed several Chiefs from various Minnesota communities who presently have Reserve Departments and each has given me a positive response. All commented on the many unpaid hours of assistance to their Police Department and voluntary service to the community in general.

The functions of a Reserve Officer would include, but not limited to:

- A. Assistance at civic affairs
- B. Security assignments
- C. Crowd Control
- D. Safety education
- E. Assist full-time officers as directed
- F. Ride in squads as ride-a-long
- G. Work part-time for pay at non-city functions if requested

At present I would request six(6) positions to be established with additions as the need directs.

Cost to the City of Grand Rapids:

As this would be a volunteer, Unpaid Reserve Police Unit, all equipment and its use must be monitored at all times, thus equipment should be issued by the City.

2 Shirts(summer-winter)	Approximately	\$50.00
1 Pair of Pants		30.00
1 Hat		20.00
1 Jacket		50.00
1 Tie		5.00
3 Badges(hat, jacket & shirt)		45.00
Leather & Misc.		100.00
		<u>\$300.00</u>

\$300.00 per position(Revenue Sharing Fund) \$1800.00

\$150.00 per position, equipment replacement, 1984 budget \$ 900.00

Should the City Council pass favorably on this proposal, a position profile would be adopted.

*presented to full council 4-13-83
proposed by Huntley, second by Akre
passed
funded from Rev. Sharing for 83*

Harold

Councilman Pollard seconded the foregoing resolution and upon roll call, the following voted in favor thereof: Pollard, Akre, Kastner, Sackett; and the following member voted against same: Huntley; whereby the resolution was declared duly passed and adopted.

The City Engineer reported to the council events that took place during a meeting with the Grand Rapids postmaster, and a representative from the main post office in Duluth regarding the drop boxes. Paul explained the location suggested by the post office representatives, in the alley between the post office and the North Star Clinic. The representatives also suggested that this alley be designated a one way going north. If this proposal was accepted, the drop box located on 5th Street adjacent to the post office would be removed immediately, and the box on the south side of 5th Street would be monitored. If the use of that box is minimal, it would then be removed at a later date. The affected property owners were contacted regarding this proposal. Councilman Akre expressed his opinion that the original plan was still the best plan. Ross Becker, North Star Clinic, said that the new proposed location would cause problems with their emergency entrance, because of the traffic congestion. It was pointed out by the Mayor that this alley was looked at during the early stages of the process, and this alternative was eliminated. Mr. Wilcox, Grand Rapids State Bank, said that he took a survey, and 30% of their drive-in volume uses this exit going south, and that this alley is used extensively. The City Engineer said that if the box was located out in the alley, there is concern regarding traffic and maintenance. He would have to require that a protector be established around the box, and curbing would be the best solution for that. Mr. Wilcox iterated that it would constitute a serious hazard. Councilman Kastner felt that the North Star Clinic would have a serious problem at their emergency entrance. Mr. Tofte said that he agreed that the present location is terrible, and said that he suggested to the post office to locate it on their property, where the present parking lot is located. The City Engineer said that this alternative was suggested to the post office, and they objected to that suggestion. Mayor Sackett said that, because of the discussion, it appears that this solution is not acceptable to everyone concerned except the Post Office. He suggested that the city meet with the post office again. The Council agreed with the Mayor.

Police Chief Harold Snyder had submitted to the council a proposal for the establishment of a Volunteer Police Reserve force. This force would supplement the department in many community activities, such as parades, promotion activity, riding along with officers when short of personnel, traffic control, first aid, etc. He said that they would not be carrying guns, but a uniform will be issued to them and remain the property of the city. Councilman Akre said that the Council's Police Committee met, and thought it was an excellent idea. Chief Snyder said that he has received support from all of the officers for this program. The Chief, Assistant Chief, and one patrolman would select the staff. After initiation, there will also be one member of the volunteer force on the selection committee. It was also pointed out that this has been tried in other communities, and has been very successful.

Motion by Councilman Huntley, seconded by Councilman Akre, that we adopt the proposal for a Volunteer Police Reserve, as presented, to allow the Police Chief to proceed with preparation of written guidelines, policies, interviews and assignments and allow budget requirements be paid from Revenue Sharing funds. Upon roll call, the following voted in favor thereof: Pollard, Huntley, Akre, Kastner, Sackett. Opposed: None. Passed unanimously.

Juan A. Lazo

806 NE 4th Street
Grand Rapids, MN 55744

April 28, 2023

Steven Schaar
Chief of Police
Grand Rapids, Minnesota

Dear Chief Schaar:

As you are aware, I have served in the Grand Rapids Police Reserve Unit since its inception in 1983. I have proudly held the Badge #352.

As the last remaining original member of the Reserve Unit, I have had the honor and privilege to have served under many Chiefs, many members of the Police Department and side by side with many original and current members of the Reserve Unit.

It has been a true honor to serve our community and to have served along side so many dedicated members of the law enforcement community.

The time has come, I believe, to make room for new members. 40 years is a long time, yet it seems like it went so fast.

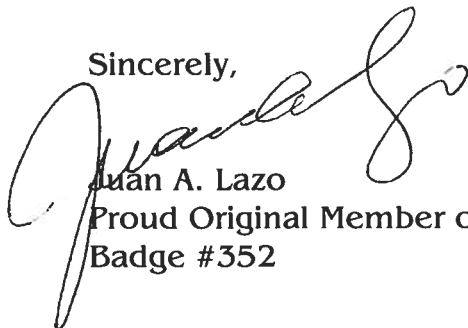
So with the support of my family, and after long consideration, I hereby tender my notice of retirement from the Grand Rapids Police Reserve Unit.

I will consider my last date as April 30, 2023.

Thank you to you and each member of the department that in one way or another have made my experience a great one. Your example of service to the community is a path that I have tried to follow.

Best wishes to all. Reserve Officer 352 is ready for retirement!

Sincerely,



Juan A. Lazo
Proud Original Member of the Grand Rapids Police Reserve Unit.
Badge #352



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: June 26th, 2023

AGENDA ITEM: Consider approving cost increases for GPZ Garage Door replacement

PREPARED BY: Matt Wegwerth

BACKGROUND:

At the November 14, 2022 council meeting, a contract was approved with Peterson Contracting to replace the overhead doors on the maintenance shop at the GPZ Airport. The original contract was \$19,800.00

During installation, it was determined that additional work was necessary on the header and the concrete. The additional costs for these items are \$2,556.95.

REQUESTED COUNCIL ACTION:

Make a motion approving cost increase and payment for GPZ Garage Door replacement in the amount of \$2,556.95



Date	Invoice #
5/31/2023	2023-0531-1

Bill To
City of Grand Rapids

**Remit payment to:
Peterson Contracting
1100 S Pokegama Ave
Grand Rapids, MN 55744**

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Contracted bid for garage door at Grand Rapids Airport maintenance building	19,800.00	19,800.00
	Permit	650.95	650.95
	concrete	780.00	780.00
	Headers	1,126.00	1,126.00
	Payment Rec	-10,000.00	-10,000.00

	Balance Due	\$12,356.95
	Payments/Credits	\$0.00
	Balance Due	\$12,356.95



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: June 26, 2023

AGENDA ITEM: Consider authorizing Human Resources to begin the process of advertising and hiring for the open position of Police Officer

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

Due to a retirement in 2022, as well as the recent promotions within the Police Department, the Police Department has an open full-time Police Officer position. This particular position has been open for quite some time and was budgeted for in the 2023 budget. Filling this position will allow the Police Department to return to staffing levels of 20 sworn licensed officers.

REQUESTED COUNCIL ACTION:

Make a motion to authorize Human Resources to begin the process of advertising and hiring for the open position of Police Officer.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: June 26, 2023

AGENDA ITEM: Consider adopting a resolution accepting a bench donation in memory of Dee Huffer Warren.

PREPARED BY: Matt Wegwerth

BACKGROUND:

Friends of Dee Huffer Warren would like to donate a bench to be placed at Veteran's Park in honor of her memory.

REQUESTED COUNCIL ACTION:

Make a motion to adopt a resolution accepting a bench donation in memory of Dee Huffer Warren.

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

RESOLUTION NO. 23-

A RESOLUTION ACCEPTING A \$2,591.25 DONATION FOR THE INSCRIPTION
AND COST OF ONE PARK BENCH

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:

- A donation in the amount of \$2,591.25 for the cost of a park bench to be placed at Veteran's Park.

Adopted this 26th day of June, 2023.

Dale Christy, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk



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

BENCH DEDICATION ORDER FORM

APPLICANT (Please Print)

Name: Jane Beasley
Address: 8950 Hwy 37
Iron, MN 55751
Phone: 218-744-5904 218-410-2367

DEDICATION PLAQUE 2" x 12" (4 LINES)

(61 Characters per Line – Includes spaces – Includes Upper & Lower case)

Line 1: In Memory of
Line 2: Dee Huffer Warren and her much loved little dog, Shiner
Line 3: Veteran's Park was one of their favorite walking places
Line 4:

DESIRED LOCATION OF BENCH

Would replace existing bench in Veteran's Park that is located just to the left of the entrance to the Bill Powers walking bridge that crosses the river. Concrete base is in place. Bench faces the river, with a picnic area with tables/grills a short walking distance behind the bench.

Signature of Applicant:	Date:
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In Memory of
Dee Huffer Warren and her much loved little dog, Shiner
Veteran's Park was one of their favorite walking places

APPROVED-Exactly as provided on the proof
supplied by Dumor - No Exceptions!!

REJECTED- Clearly mark all changes.
A new proof will be provided by DuMor.

INTERNAL USE ONLY
PL ORDERED:
SO/REP:
ITEM:
QTY:
EST:

BY _____ DATE _____

2" X 12" PLAQUE

PLAQUE NOT TO SCALE



PLAQUE-037706-04
6/09/2023