

**APPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
Tuesday, August 18, 2009 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for August 18, 2009 was called to order by Council President Dick Grassel at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss (5:03 pm), Council President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Charlotte Helgeson, Library Director; Mike Hedlund, Police Chief; Nancy Ellis, Planning & Zoning; Jim Richter, EDHA Director; Dave Aker, Parks & Recreation Superintendent; Randy Gust, Fire Chief; and John Wachter, Public Works Superintendent.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of August 4, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF AUGUST 4, 2009.

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Voting Aye: Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Tweten.
Voting Nay: None.
Absent: Buckalew.

2. Consider approving the minutes of the “Special Meeting” and “Work Session” for the East Grand Forks, Minnesota City Council of August 11, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE “WORK SESSION” AND “CLOSED MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF AUGUST 11, 2009.

Voting Aye: Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Tweten.
Voting Nay: None.
Absent: Buckalew.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they chose.

Council Member Gregoire asked that item number three be pulled off the agenda.

3. Consider approving a two year contract with CivicPlus Website for a one-time fee of \$13,000 and up to \$3,000 per year ongoing costs and allow the Mayor and City Administrator sign all necessary documents.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE A TWO YEAR CONTRACT WITH CIVICPLUS WEBSITE FOR A ONE-TIME FEE OF \$13,000 AND UP TO \$3,000 PER YEAR ONGOING COSTS AND ALLOW THE MAYOR AND CITY ADMINISTRATOR SIGN ALL NECESSARY DOCUMENTS.

Council Member Gregoire stated that he is not going to support the new website at this time. He understands that it needs updating but he feels that it needs to go through the budget process.

Council Vice President Tweten disagreed with Council Member Gregoire because we need to inform residents and market our community. Council Member Pokrzywinski stated that the City should provide essential services so he still supports the hiring of the Firefighter and Patrol Officer. He informed City Council that he will support the new website as well. This is not a want it’s a need. Council Member Leigh agrees that we need to stick with the budget but he talked to Mr. Huizenga and he assured him that there are funds available for 2009.

Mayor Stauss stated that the website is very much needed and is a one time cost. Council President Grassel supports the website as well. He stated that the current website is difficult to navigate and we need to provide information on our schools, churches, parks, etc.

Voting Aye: Leigh, Pokrzywinski, DeMers, Grassel, and Tweten.

Voting Nay: Gregoire.

Absent: Buckalew.

4. Consider approving a new sanitation charge of \$1.00 each for accepting pallets.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTION NUMBER FOUR (4) AS SUBMITTED.

Voting Aye: Leigh, Pokrzywinski, DeMers, and Grassel.

Voting Nay: Gregoire and Tweten.

Absent: Buckalew.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

5. The minutes of the Water, Light, Power and Building Commission for July 16, 2009.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

6. Consider approving the revised Viking Gas Encroachment Agreement for the “2009 City Project No. 1 – Curb, Gutter, and Paving” – 23rd Street NW project.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE REVISED VIKING GAS ENCROACHMENT AGREEMENT FOR THE “2009 CITY PROJECT NO. 1 – CURB, GUTTER, AND PAVING” – 23RD STREET NW PROJECT.

Voting Aye: Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Tweten.

Voting Nay: None.

Absent: Buckalew.

CLAIMS:

7. Consider adopting Resolution No. 09-08-58 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 3924 for a total of \$717.16 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 09-08-58 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 3924 FOR A TOTAL OF \$717.16 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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Voting Aye: Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Tweten.

Voting Nay: None.

Abstain: Buckalew.

8. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

3D Specialties	Telespar	\$1,890.08
Advanced Business Methods	Contract Copier	\$370.60
Alltel	Cell Phone	\$386.39
American Tire Service	Mower Tires	\$329.60
Ameripride Linen & Apparel Services	Mops/Cleaning Supplies	\$135.04
Bio-Key International	Software Mtce	\$2,585.58
Brians Flooring	Flooring/RW Center	\$95.02
Bydal Designs	Signs	\$192.37
Canon Financial Services	Copier Fees	\$167.10
Carquest Auto Parts	Hyd hose #194	\$17.68
Channing Bete Company	Medical Supplies	\$75.61
Clear Channel Communications	Advertising	\$585.00
Crookston City	July Speed / Safe & Sober	\$1,147.97
Cummins NPower LLC	Check Generator For Leaking Fluid/Carburetor Parts #366	\$474.05
Custom Stripes Inc	Graphics #146	\$160.00
Dacotah Paper Co	Supplies/Towels	\$481.69
Dakota TV & Appliance	Cold Control/Defrost Timer/Blow Dryer	\$315.48
DeMers Marc	Reimb Meal & Mileage/M.Demers/CGMC	\$233.60
Derek Olson & US Bank	Down Payment Assistance Program	\$7,500.00
Diamond Cleaning Supply	General Supplies	\$130.76
Eagle Electric	Rpr Work After Flood Waters/Fountain Work/Power	\$3,106.98
East Side Travel Plaza	Fuel	\$208.00
Economy Plumbing	Plugged Sewer	\$305.00
Electric Pump	#5 Lift Station Pumps 1	\$6,031.17
ESS Brothers & Sons Inc	R-3015 CCB Castings	\$4,722.81
Explorer Post #38	Squad Car Wash	\$40.00
Farmers Elevator Co of Alvarado	Curtail/Weed Blast/ Aqua Net	\$1,166.31
Fidelity National Property & Casualty	Flood Insurance	\$1,849.00
Filter Care	Parts For Stock	\$238.26
Flaherty & Hood PA	Prof Services	\$47.50
Floan Sanders	09 CP3 PB3 17thAve/14thAve Curb Gutter Paving Prep Plans	\$14,780.58
Forx Radiator	Inv Parts # 320	\$87.99
G&K Services	Mats	\$183.16
Gaffaneys	Pens/Supplies/Ink Crtdg/Office Supplies	\$186.24
Galstad Jensen & Olson PA	Legal Expenses	\$9,995.77
Garden Hut Inc	Toro Parts/Spark Plug	\$417.93

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GF City Utility Billing	Landfill July 09	\$11,508.80
GF Herald	EGF Pride/Campground	\$2,409.82
GF Welding & Machine	Alum Square Tube	\$19.92
Glass Pro's Inc	Repair Work On Automatic Doors @ Riverwalk	\$327.00
Gopher State Lawn Sprinklers	Repair Broken Supply Line To East Sprinkler	\$378.21
Grand Forks Police Dept	Polygraph Exam - Re: # 09002453	\$50.00
Grassel Richard	Reimb Meal & Mileage/R.Grassel/CGMC 09	\$270.60
Gregoire Wayne	Reimb Meal & Mileage/W.Gregoire/CGMC	\$244.60
GW & Sons Construction Inc	Repair Damage To Lift 6 / Tree Damage	\$9,875.00
H&S Construction	Street Repair	\$14,839.00
H2O Inc	Supplies For Versa Vac	\$64.35
Hagen Cindy	Landscaping Incentive Reimb	\$500.00
Hajicek Rod	Meal Reimb/Crookston Court	\$8.25
Hardware Hank	Hose Hook	\$717.16
Hawkins Chemical	Chlorine	\$577.13
Heartland Paper	Cleaner/Urinal Block/Tissue/Kleenex	\$271.01
Hugo's	Cleaning Gel/Food Supplies/Misc Supplies	\$136.75
Huizenga Scott	Meal & Mileage Reimb/S.Huizenga/CGMC Summer Conf 09	\$289.20
K&K Trucking Inc	Class 5 Gravel	\$2,280.33
Kar Products	Parts For Stock	\$84.50
Kellermeyer Building Service	Cleaning Service July 09	\$3,088.50
Knutson Printing Company	Regular Envelopes	\$300.00
Lithia Payment Processing	Fan Clutch #320	\$205.97
Lumber Mart	Glue/Knife/Trowel/Lumber/Posts	\$373.09
Lynne Gladwin	Uniform Pants/Gate Hardware	\$101.67
M&W Services	Weed Control Application	\$674.50
Marlan & Diane Netterlund & Bremer Bank	Deffered Loan Repayment	\$5,000.00
Menards	Cleaner/Freshners	\$64.58
Meritcare	Drug Tests	\$231.00
Michael Taylor & Priority Title	Downpayment Assistance Program	\$7,500.00
Midcontinent Communications	Sr Center Cable/Sunshine Terrace Cable	\$783.01
Midcontinent Communications	Broadcast Fees/Television Ad	\$1,980.00
MN County Attorney's Association	Seizure/Forfeit Forms	\$29.40
MN Ice Arena Mgr's Association	09 Fall Conf	\$375.00
Nardini Fire Equipment Co.	Fire Ext Inspection	\$102.93
Newman Signs	8th Ave NW Street Sign/Sign Rental	\$2,497.57
O'Reilly Auto Parts	Fuel Treatment	\$365.49
Pamida	Supplies	\$20.28
PDQ Sanitary Services	Porta Poty Rental	\$407.00
Peterson Veterinarian Clinic P.C.	June 2009 Pound Report	\$402.00
Polk County Highway Department	Liquid Calcium Chloride Application	\$5,217.00
Polk County Recorder	Filing Fee Satisfaction Degerness/UCC Filing Fee	\$66.00
Polk County Sheriff's Office	July Speed/ Safe & Sober	\$627.17
Praxair Distribution	Welding Supplies	\$18.01

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Premium Waters Inc	Water Service	\$73.12
Quill Corp	Office Supplies	\$276.71
Qwest	Phone Service	\$347.18
Rackstad Kathleen	Refund Cemetery Lot	\$500.00
Railroad Mgmt Co III LLC	Pipeline Crossing Rent 11/09 - 10/10	\$90.75
RDO Equipment Co	Clutch Repair	\$3,840.24
Reed Business Information	Bid Advertising	\$1,714.62
Revolution Cycle	Fuel Tank	\$46.94
Revolutions Power Sports	Inv Parts #327	\$67.23
Scheels All Sports	Bats	\$619.13
Simonson Station Stores	July Fuel	\$65.11
Skow Natalie & Mark	Lanscaping Reimb Incentive	\$157.05
Spray Advantage	Supplies For Versa Vac	\$48.70
Spruce Valley Corporation	09 AJ No1 Est 2	\$36,000.00
Stauss Lynn	Mileage Reimb/CGMC Summer Conf 09 Mayor Stauss	\$226.60
Stennes Granite	2 O/C Graves	\$950.00
Stone's Mobile Radio	Radio Repair	\$47.62
Stordahl Kenley	Lot Maint/Mowind & Trimming	\$2,400.00
Strategic Insights Inc	Renew Plan It Software	\$721.41
Sun Dot Communications	DSL Service	\$138.49
Tiger Direct.com	DVD Duplicator	\$251.36
Tony Dorn Inc	Copies	\$109.40
Tristeel Manufacturing	Check Valve Shaft Needs New Key & Set Screw	\$98.16
True Temp	Fan Belt/Condensing Unit/Replace Air Filters/Service Labor	\$407.32
United States Post Office	Postage/1Roll Stamps/3 Months Bulk Mail - Sr. Center	\$284.00
Waste Mgmt	Metal Box/Greensite/Homes/Riverwalk	\$14,304.66
Water & Light Department	Corey/Kris April - June 2009/Water & Light Service	\$52,573.49
WDAZ TV	Campground Ad	\$820.00
William Murray & Community Bank of The RRV	Down Payment Assistant Program	\$7,500.00
Woinarowicz Jared	Mileage & Meal Reimb / State Baseball Tour	\$146.85
	Total	<u>\$260,748.26</u>

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

Voting Aye: Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Tweten.

Voting Nay: None.

Abstain: Buckalew.

COUNCIL/STAFF REPORTS:

Mayor Stauss announced that he had a meeting on East Grand Forks 125th birthday.

Council Member DeMers stated that he is pleased to see the website getting revised.

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Council Vice President Tweten informed City Council that the City needs to transmit information to the people on what we are doing with the taxpayer's money.

Council Member Gregoire stated that he supports staying up to date on technology and communication but he would like to go through the budget process.

Council President Grassel announced that the Red River State Recreation Area has 637 more campers since July 2009 compared to July 2008.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE AUGUST 18, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:29 P.M.

Voting Aye: Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, Buckalew, and Tweten.

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer