

**APPROVED  
MINUTES OF THE  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
TUESDAY, JUNE 7, 2011 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for June 7, 2011 was called to order by Council President Buckalew 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, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.*

**STAFF PRESENT:**

*Dave Aker, Parks & Recreation Superintendent; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, Planning & Zoning; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Teri Kouba, Planning & Zoning; Jim Richter, EDHA Director; 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.” If you would like to address the City Council, please come up to the podium to do so.*

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of May 17, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 24, 2011.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE ITEMS ONE (1) AND TWO (2) AS SUBMITTED.**

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

*Voting Nay: None.*

**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 choose.*

3. Consider adopting Resolution No. 11-06-46 a Resolution to authorize a two year tax abatement for newly constructed homes ready for occupancy in 2011.
4. Consider approving the request to repave Hill Street under the train trestle and mill in place the road from the Sacred Heart ball fields and maintain as a graveled road.
5. Consider approving the request to purchase a low floor bus for the Fixed Route in East Grand Forks through the Minnesota State Bid process.
6. Consider approving the request to submit the Safe Routes to School application for 2012-2013 Infrastructure Funding.
7. Consider approving the quote to Madsen Specialties for \$17,961 for the repair and resurface O'Leary Tennis Courts.
8. Consider approving the application for a special event license for the Fun Run/Walk to be held July 9 from 8:30 a.m. to 11:30 a.m., in the Greenway.
9. Consider approving the application for a special event license for The Chamber, for the CATS Incredible to be held July 29 through July 31, 2011, in LaFave Park. Setup will begin Wednesday July 28, in the Park.
10. Consider approving the temporary liquor license application for the American Legion Post 157, for The Chamber After Business Hours event at Hugo's #5 on June 16, 2011.
11. Consider approving the temporary liquor license application for the Eagles Dacotah Aerie 350, for Catfish Days on July 29, 2011 through July 31, 2011.
12. Consider approving the temporary liquor license application for the Valley Golf Association, for a wedding at 2120 11<sup>th</sup> Ave. NW, East Grand Forks, MN 56721 on July 1, 2011.
13. Consider approving the following "Off Sale" Non-Intoxicating Malt Liquor License Applicant Renewal:

- a. East Side Travel Plaza located at 607 Gateway Drive, East Grand Forks, MN 56721.
14. Consider approving the following “Off Sale” Weekday Liquor License Applicant Renewals:
    - a. Duke’s Liquors located at 1502 Central Ave. NE, East Grand Forks, MN 56721.
    - b. Pop’s Liquor located at 122 4<sup>th</sup> St. NE, East Grand Forks, MN 56721.
    - c. Hugo’s Wine & Spirits at 310 14<sup>th</sup> St. NE, East Grand Forks, MN 56721.
  15. Consider approving the following “On Sale” Wine and “On Sale” Non-Intoxicating” Liquor License Applicant Renewals:
    - a. LBDMEGF, LLC, Little Bangkok located at 302 DeMers Avenue, East Grand Forks, MN 56721.
  16. Consider approving the following “On Sale Weekday & Sunday” Liquor License Applicant Renewals:
    - a. American Legion located at 1009 Central Ave. NW, East Grand Forks, MN 56721.
    - b. Applebee’s Neighborhood Grill & Bar located at 415 2<sup>nd</sup> St. NW, East Grand Forks, MN 56721.
    - c. Blue Moose Bar & Grill located at 507 2<sup>nd</sup> St. NW, East Grand Forks, MN 56721.
    - d. Boardwalk Bar & Grill located at 415 2<sup>nd</sup> St. NW Suite C, East Grand Forks, MN 56721.
    - e. Eagles located at 227 10<sup>th</sup> St. NW, East Grand Forks, MN 56721.
    - f. Liberty Lanes located at 1500 5<sup>th</sup> Ave. NE, East Grand Forks, MN 56721.
    - g. Mamma Marias Italian Restaurant, Inc. located at 211 DeMers Avenue, East Grand Forks, MN 56721.
    - h. Mike’s Pizza & Pub located at 411 2<sup>nd</sup> St. NW, East Grand Forks, MN 56721.
    - i. Valley Golf Course located at 2407 River Road NW East Grand Forks, MN 56721.
    - j. Veterans of Foreign Wars Post 3817 located at 312 Demers Ave., East Grand Forks, MN 56721.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH SIXTEEN (16) AS SUBMITTED.**

Council Member Tweten suggested the City Attorney look at the dram shop requirements for the licenses.

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

*Voting Nay: None.*

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:**

17. Regular meeting minutes of the Water, Light, Power and Building Commission for May 5, 2011.

**COMMUNICATIONS: NONE.**

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

18. Consider approving the Memorandum of Understanding between Law Enforcement Labor Services, In., Local No. 152 (LELS) and the City of East Grand Forks.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN LAW ENFORCEMENT LABOR SERVICES, IN., LOCAL NO. 152 (LELS) AND THE CITY OF EAST GRAND FORKS.**

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

*Voting Nay: None.*

19. Consider adopting Resolution No. 11-06-47 a Resolution approving the Cooperative Construction Agreement No. 98713 between the State of Minnesota Department of Transportation and City of East Grand Forks in the amount of \$120,000.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 11-06-47 A RESOLUTION APPROVING THE COOPERATIVE CONSTRUCTION AGREEMENT NO. 98713 BETWEEN THE STATE OF MINNESOTA DEPARTMENT OF TRANSPORTATION AND CITY OF EAST GRAND FORKS IN THE AMOUNT OF \$120,000.**

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

*Voting Nay: None.*

20. Consider adopting Resolution No. 11-06-49 a Resolution to authorize Randy Gust or Erin Johnson to sign any and all grants or required documentation from the Division of Homeland Security and Emergency Management.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-06-49 A RESOLUTION TO AUTHORIZE RANDY GUST OR ERIN JOHNSON TO SIGN ANY AND ALL GRANTS OR REQUIRED DOCUMENTATION FROM THE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT.**

Council Member DeMers asked if the City Administrator should be signing these documents. Mr. Huizenga stated that Chief Gust and Ms Johnson are the two working on the grant and it just makes things easier.

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

*Voting Nay: None.*

#### **CLAIMS:**

21. Consider adopting Resolution No. 11-06-48 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 9726 for a total of \$3,198.84 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-06-48 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 9726 FOR A TOTAL OF \$3,198.84 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

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

Acme Electric Companies	Ear Plugs/Safety Glasses	\$75.63
Ad Monkey's	Refund Baseball Sponsorship	\$90.00
Adapco	Mosquito Chemicals	\$8,112.50
Advanced Business Methods Inc	Copier	\$630.09
Albrecht Manufacturing	Mounting Brackets To Fit ACS	\$200.84
All Pro Embroidery	Crest Logos	\$60.00
Alltel	Cell Phone	\$351.39
Amazon.com	Books	\$85.50
American Tire Service	6 Tires/Repair Flat	\$76.41
Ameripride Linen & Apparel Services	Cleaning Supplies/Services	\$247.82
Aschco Exteriors Inc	Reimb Double Payment On Building Permit	\$80.00
B&M Recognition	Plaques	\$56.91
Bailey Nurseries Inc	Trees	\$2,006.57
Baker & Taylor Co	Books	\$431.06
Blue Cross Blue Shield of ND	EDHA Group Insurance	\$6,483.10
Bobcat of Grand Forks	Cabin Air Filters #144	\$645.03
Brady Martz & Associates	2010 Audit Services	\$8,977.00
Broad Reach	Books	\$120.70
Brodart Co	Books	\$226.75
Butler Machinery Co	O-Ring #155/Oil Pressure Sensor #155	\$142.60
Bydal Designs	Signs	\$246.88
C&H Distributors LLC	Cig Butt Receptacle	\$112.33
	Cement Slabs For Upright Markers/Sunshine	
Cariveau Concrete Construction	Terrace Repairs	\$2,457.50
Carquest Auto Parts	Fuel Filters #337	\$64.72
Cash Donald Scott	April 2011 Dial A Ride	\$3,253.25
Cole Papers Inc	Supplies/Vacuum Repair	\$468.88
Complete Pest Control Inc	Pest spraying/Gohpers On Levees/Qtrly Inspection	\$3,289.61
Contemporary Drama Service	Program Supplies	\$47.24
Country Inn & Suites Elk River	Lodging/Robertson & Reznicek/Shotgun Training	\$82.29
Country Inn St.Paul East	Lodging/Reznicek/Use Of Force	\$824.80

Cummins NPower LLC	Battery Replaced At K10	\$278.49
Demco Educational Corp	Processing Material/Supplies	\$303.41
Diamond Cleaning Supply Richard Papenfuss	Degreaser/Truck Wash Soap	\$211.51
	Repair Fan Motor In WW Lift/Generator	
	Extension/Repair Fan Motors SW Lifts/Repairs	
Eagle Electric	Sunshine & RW	\$4,505.54
EGF Police Petty Cash	Reimb/Compliance Checks	\$7.00
Emphasys Computer Solutions	Software Maint/July 2010	\$3,666.52
Enright Scott	Sidewalk Reimb	\$580.00
Explorer Post #38	Squad Car Cleaning	\$40.00
Exponent	Notice To Destroy Grass/Weeds	\$62.93
Forum	12 Month Newspaper Renewal	\$220.00
Fredlund William and Molly	Landscaping Incentive Reimb	\$500.00
FS Engineering	Professional Services	\$71,941.01
G&K Services	Mats	\$247.74
Gaffaney's	Office Supplies/Ink Cart/Paper Supplies	\$282.97
Gaffaneys	Tax Due On Invoice	\$1.69
Gale	Books	\$163.76
Garden Hut Inc	Indicator Lights For Inv	\$38.00
Gary & Lisa Christianson & Wells Fargo Bank	New Construction Loan	\$5,000.00
	Field Marker Chalk/Pants/Baseballs/Tees/Softball	
Gerrells Sport Center	T-Shirts	\$1,221.99
GF Herald	Marvel Grant Advertisement	\$185.00
	Lodging Tax/April 043011/Plaza Motel & E.Grand	
GGF Convention & Visitors Bureau	Inn	\$780.96
Glass Pro's Inc	Repair Vandalism	\$88.00
GLSports Inc	Caps For Cal Ripken	\$995.54
Gopher State Lawn Sprinklers	Sprinkler Maint Contract	\$540.00
Grand Forks Environmental Lab	Water Sample	\$26.00
Grenier John	Reimb Meals/Mileage MRWR Seminar	\$175.70
Hajicek Rick	Cleaning 5/09/11 - 5/20/11	\$285.00
Hajicek Rod	Phone Accessories	\$96.03
Halbrook Lynn M.	Presentation/Marvel Grant	\$300.00
Hardware Hank	Misc Maint Supplies	\$3,198.84
Hawkins Chemical	Chlorine	\$1,802.98
Heartland Paper	Misc Supplies	\$1,071.67
Helgeson Charlotte	Reimb/Nook/Nook Cover/Clocl Part	\$328.89
Hoekstra Mike	Presentation Session/Marvel Grant	\$500.00
Holiday Credit Office	Fuel	\$319.94
	Hyd Cylinder Depth Stops #196/Mower Blade	
Home of Economy	Adapter	\$45.33
Hugo's	Food/Supplies	\$189.41
Inspec	Library Roof Repairs/4/1/11-4/30/11	\$7,778.29

Integra Telecom	LD Phone	\$92.10
Integrated Process Solutions Inc	WW & SW Telemetry Upgrade & Programming	\$7,040.25
Interstate Traffic Signs	Traffic Engineering During Flood	\$7,214.06
John Hopkins White Pages Library	WP 2011 Lib Ed Vol 1&2	\$189.90
Jolanda Streifel	Nametags	\$10.68
Jones Melanie	Presentation/Marvel Grant	\$500.00
K&K Trucking Inc	Gravel	\$1,960.00
Kellermeyer Building Service	Cleaning Services/RW Center	\$1,923.75
Kelley Blue Book	Books	\$70.00
Knudson Terry	Reimb/Wellness Program Purchases	\$2,373.41
Leisureland RV	5000 Watt Generator	\$565.00
Liberty Business Systems	Copier Maint	\$73.59
Librarians' Choice	Books	\$86.28
	Instrument Dash Cluster #45/Left Interior Door	
Lithia Payment Processing	Handle #614	\$352.37
Lorene Keehr	Replace Lettering	\$130.38
Lumber Mart	Wood Shims For Floodwall/Lumber	\$44.15
Manias Michelle	Reimb Meals/Phlobatomy School/Dakota Co	\$86.00
Marco	Copier Maint	\$20.00
Marco Inc	Copier Maint	\$294.31
MCFOA	Membership Fees/S.Huizenga & M.French	\$70.00
Micro-Marketing LLC	DVDs	\$299.26
Midland Atlas Co LLC	Atlases	\$150.00
Minitex	Security Strips	\$511.00
Minnesota/Wisconsin Playground	Swing Seats	\$764.72
MN Commissioner of Transport	Traffic Signal Maint	\$1,870.41
MN Fire Service Certification Board	Certifacation Dues	\$140.00
Monson Allen	Sidewalk Reimb	\$710.00
Neil Law Firm PC	Legal Fees/Title/Search	\$315.00
	Starter #304/Turn Signal Switch/Ignition Key &	
O'Reilly Auto Parts	Tumble	\$221.50
Olson Randy	Work Boot Reimb	\$75.00
Penworthy Company	Books	\$141.40
Premium Waters Inc	Water Service	\$6.50
Pumpkin Books	Books	\$254.69
Qualificatrion Targets Inc	Crystal Targets	\$67.60
Quill Corp	Office Supplies	\$693.24
Qwest	Phone Service	\$1,097.29
RDO Powerplan OIB	Steering Wheel Tilt Shock Kit	\$389.76
Red River Snowmobile Club	Trails Maint	\$4,703.48
Rescuepax	Rescue Training	\$4,000.00
Revolutions Power Sports	Battery #140	\$46.96
Reznicek Anthony	Reimb Meals/Use of Force Training/St.Paul	\$627.00

Right Choice Electric Inc	Repair Electric Gate	\$362.84
RJ Zavoral & Sons	Road Closure At 1st & 3rd	\$12,989.00
RMB Environmental Lab Inc	Predischarge Sample/ Secondary Pond Discharge	\$363.00
Roto Rooter	Pump Two Toilets	\$200.00
Schrage Aeiiso	Reimb Uniform/Dress Gloves	\$15.99
Sigma Controls Inc	Transducer For #3 WW Lift	\$1,137.33
Smart Apple Media	Books	\$154.65
Spray Advantage	Water Fill Hose Female Couple	\$19.17
Stennes Granite	8 O/C	\$3,800.00
Strauss Paul	Sidewalk Reimb	\$325.00
Streichers	Vest/Robertson	\$749.99
Sunshine Terrace	Laundry Money	\$300.00
Surplus Center	Lock Nuts & Bolts For #196	\$11.21
Thomas Bouregy & Co	Books	\$139.50
True Temp	Apt 302 Replace Bad Zone Valve/Repairs TNT	
Unseth Dennis	Outfitters	\$164.70
USPS Postmaster	Reimb Sidewalk	\$350.00
Valley Truck	Postage/ 4 Months	\$340.00
	Repair ABS Brake System #155	\$222.29
	Low Water Cut Off Repaired/Gas Leak	
	Repair/Campground Work/Toilet Repairs/Cleaning	
Vilandre Heating & A/C	Exhaust/Boiler Repairs	\$2,074.46
W.D. Larson Companies LTD Inc	A/C Switch #614	\$96.35
Wagner Max	Reimb/Work Boots	\$75.00
Wagner's Landscaping	Tree	\$50.00
Warner Dennis	Presentation/Marvel Grant	\$500.00
Water & Light Department	Monthly Services	\$56,450.11
Weber James	Reimb Station Supplies	\$48.98
Wizard's Enterprises Inc.	Custodial Services	\$490.00
Wonder Weavers Storytellers LLC	Storytelling Program/Craft Project	\$500.00
Xcel Energy	Monthly Services	\$5,517.67
Zee Medical Service	First Aid Kit Refill	\$86.37
	Total	<u>\$275,642.19</u>

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

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Mayor Stauss suggested that larger flowers should be planted in the flower gardens and pots around the City.

Council Member DeMers discussed the conference call with the Coalition of Greater Minnesota Cities regarding the Government shut down. They discussed strategy options and they will continue with lobbying efforts. Council Member DeMers suggested creating an impact list with LGA cuts.

Council Member Vonasek thanked everyone for the guidance that he has received so far as a new Council Member.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE JUNE 7, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:20 P.M.**

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

*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer