

**APPROVED  
MINUTES  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
Tuesday, September 1, 2009 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for September 1, 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, Council President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, 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; Dan Boyce, Water & Light Manager; 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 18, 2009.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF AUGUST 18, 2009.**

**EAST GRAND FORKS CITY COUNCIL**  
**September 1, 2009**

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

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of August 25, 2009.

**A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE “WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF AUGUST 25, 2009.**

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

**SCHEDULED BID LETTINGS:**

3. Consider adopting Resolution No. 09-09-59 a Resolution accepting and awarding bid for improvement for “2009 Assessment Job No. 4 – Street Paving – 20<sup>th</sup> Ave. SE/13<sup>th</sup> St. SE” to Opp Construction for a bid price of \$396,486.60.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-09-59 A RESOLUTION ACCEPTING AND AWARDED BID FOR IMPROVEMENT FOR “2009 ASSESSMENT JOB NO. 4 – STREET PAVING – 20<sup>TH</sup> AVE. SE/13<sup>TH</sup> ST. SE” TO OPP CONSTRUCTION FOR A BID PRICE OF \$396,486.60.**

Mr. Boppre announced that the City had the bid opening at 10:00 a.m. this morning and received four bids. Opp Construction was the lowest bid at \$396,486.60 which will decrease the special assessments by 8%-36%. He stated that this project will be completed in two phases. Phase 1 is the curb, gutter, and sewer on 13<sup>th</sup> St. SE. Phase 2 is to pave 13<sup>th</sup> St. SE and 20<sup>th</sup> Ave. SE.

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

Mr. Galstad asked that #4 be pulled for discussion.

4. Consider approving the application for a special event for a 10 hour Adventure Race from 8:00 a.m. to 8:00 p.m. on September 26, 2009 contingent upon Polk County Sheriff’s Department approval.

Mr. Galstad would like to see the Adventure Race have the City of East Grand Forks listed as additional insurance.

**EAST GRAND FORKS CITY COUNCIL**  
**September 1, 2009**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO TABLE THE APPLICATION FOR A SPECIAL EVENT FOR A 10 HOUR ADVENTURE RACE FROM 8:00 A.M. TO 8:00 P.M. ON SEPTEMBER 26, 2009.**

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

5. Consider approving the application for a Special Event for a block party on 18<sup>th</sup> Avenue SE on September 12, 2009 from 12:00 P.M. to 12:00 A.M.
6. Consider approving the application for a Special Event for a block party on 11<sup>th</sup> Avenue SE on September 12, 2009 from 7:00 P.M. to 11:00 P.M.
7. Consider approving the application for a Parade Permit for the Greater Grand Forks Jaycees (Potato Bowl Parade), on October 10, 2009 from 9:30 A.M. to 1:00 P.M. coming from Grand Forks across the Sorlie Bridge into East Grand Forks ending in the Riverwalk Centre parking lot.
8. Consider approving the application for an Exempt Gambling Permit for a raffle for the Min-Dak Border Chapter of MN Deer Hunters to be held October 29, 2009 at the VFW, 312 DeMers Ave, East Grand Forks, MN 56721 and waive the 30-day waiting period.
9. Consider approving the application for an Exempt Gambling Permit for a raffle for the Red River Valley Pheasants Forever to be held April 10, 2010 at the VFW, 312 DeMers Ave, East Grand Forks, MN 56721 and waive the 30-day waiting period.
10. Consider approving the Minnesota Municipal Utilities Association Service Agreement for the Safety Management Program split 50/50 between the City and Water & Light Department.
11. Consider approving the FY 10 Grant-In-Aid Agreement with the State of Minnesota for Northern Light/Red River Snowmobile Club Trail Maintenance and authorize the Mayor and the City Administrator to sign the agreements on behalf of the City of East Grand Forks.
12. Consider approving the request to set a fee for 4 yard (\$100 per pull), 6 yard (\$125 per pull), and 8 yard (\$150 per pull) containers for residential use for a 60 day maximum.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE CONSENT MOTIONS NUMBER FIVE (5) THROUGH TWELVE (12) AS SUBMITTED.**

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

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

13. The minutes of the Water, Light, Power and Building Commission for August 6, 2009.

**EAST GRAND FORKS CITY COUNCIL**  
**September 1, 2009**

14. The minutes of the East Grand Forks Campbell Library Board Meeting for August 25, 2009.

**COMMUNICATIONS: NONE.**

**OLD BUSINESS: NONE.**

**NEW BUSINESS: NONE.**

**CLAIMS:**

15. Consider adopting Resolution No. 09-09-60 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 4047 for a total of \$1637.53 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. 09-09-60 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 4047 FOR A TOTAL OF \$1637.53 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Buckalew.*

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

3D Specialties	Bandit Material For Signs	\$485.86
Advanced Business Methods	Contract Copier	\$166.20
AMEM	Conf Registration	\$125.00
American Tire Service	Tire Repair #614	\$25.00
American Tire Service Inc	Tires	\$599.04
Ameripride Linen & Apparel Services	Mats/Mops/Towels	\$616.47
Aqua Water Solutions	Cooler Rental Fees	\$66.85
Baker & Taylor Co	Books	\$740.47
Blue Cross Blue Shield of ND	EDHA Insurance	\$4,977.20
Boardwalk Bar & Grill	Meals	\$99.31
Border States Electric Supply	Fuses For Exhaust System/Lights	\$62.05
Brite-Way Window Cleaning	July Service RW Center	\$50.00
Brodart Co	Books	\$454.23
Bruce Jay	Clean Demers Building	\$60.00
Christine Coauette & Community Bank of the RRV	Down Payment Assistance Program	\$7,500.00
Coalition of Greater MN Cities	09 CGMC Summer Conference	\$1,057.00
Cole Papers Inc	Supplies	\$558.99
Comm-Ad Media Corp	Directory Listing	\$598.60
Commercial Maintenance Chemical Corp	Lift Station Degreaser/Granular	\$676.76

**EAST GRAND FORKS CITY COUNCIL**  
**September 1, 2009**

Craguns	Hotel Stay/CGMC Conf	\$965.16
Crookston Daily Times	1 Year Subscription	\$97.00
Cummins NPower LLC	Coolant Leak On Lift Station #7	\$757.02
Custom Stripes Inc	Bathroom Sign	\$25.00
Dakota Supply Group	Fluor Lights	\$137.34
Daydreams Specialities	Trophies	\$32.00
Demco Educational Corp	Processing Supplies	\$216.54
Diamond Cleaning Supply Richard Papenfuss	30 Gallon Round Up	\$240.19
Explorer Post #38	Squad Car Wash	\$50.00
Exponent	08 Annual Disclosure Statement/Summary Financial Report	\$1,114.76
Floan Sanders	Prof Services	\$50,779.31
Forks Freightliner	Nozzle/Switch Low Air Pressure	\$27.99
G&K Services	Mats	\$212.03
Gaffaneys	Office Supplies	\$321.90
Gale	Books	\$23.37
George's Quick Printing	Impound Reports	\$158.18
GGF Convention & Visitors Bureau	June 09 Lodging Tax/ CR # 60779 & 61427	\$119.32
Grand Cities Towing	Towing	\$90.00
Grand Forks City	2nd Qtr Bus Service (April - June 2009)	\$56,300.00
Grand Forks Taxi Company & CCCU	Dial A Ride July 2009	\$1,818.49
Grenier John	Reimb Meal & Mileage/John Grenier/MRWA Meeting	\$154.40
H&S Construction	Street Repairs	\$13,057.00
Hajicek Rick	Cleaning	\$665.00
Hajicek Rod	Meal Reimb	\$8.25
Hardware Hank	Maint Supplies	\$1,637.53
Heartland Paper	Tissue/Forks/Spoons/Cleaner	\$401.67
Helgeson Charlotte	Tourism Wkshop	\$145.00
Hoffman Roby	Security Dep Refund	\$78.87
Holiday Credit Office	Fuel	\$112.88
Home of Economy	Rebuild Pressure Washer Pump #914	\$591.08
Hugo's	Supplies / Acct Ending XXX2483	\$76.24
In Prints Screed Printing	Sweatshirt/Uniforms	\$200.00
John E Reid & Associates Inc	Interview School/Olson	\$420.00
Kar Products	Inv Parts	\$218.69
KTG Labor Consultants	Wage & Hour Seminar	\$115.00
Laker Chemical	Fine Road Patch/Terminator II Weed Killer	\$1,448.16
League of MN Cities	Patrol Subscription	\$297.50
Lindblad Ethel	Security Deposit Return	\$189.53
Lumber Mart	Wood/Screws/Shelving For Shop	\$102.55
Lunseth Plumbing & Heating	Pressure Switch	\$323.07
Lynne Gladwin	New Printer	\$106.74
Mamma Maria's Italian Restaurant		\$46.83
Marco - Fargo Inc	Copier Maint	\$279.54
MCPA	MCPA Membership/Tim Everett	\$45.00

**EAST GRAND FORKS CITY COUNCIL**  
**September 1, 2009**

Menards	Brick/Mulch	\$407.35
Merkens Seth	Meal Reimb/Crookston Court	\$8.25
Metropolitan Planning Organization	Local Share July 2009/Planning & Transit Hours	\$10,039.37
MN Dept of Revenue VOID****VOID****VOID****	Sales & Use Tax July 09	\$1,599.00
MN Pollution Contrl Agency	Wastewater Operator Exam/Bert Roberts	\$32.00
Nelson Dillon	Reimb Mileage & Meal /Wastewater School/D.Nelson	\$283.90
Newman Signs	Action Digital Decal For Back Of Sign	\$94.56
O'Reilly Auto Parts	Flex Hone For Rotators/Inv Parts	\$155.21
Olson Chris	Meal Reimb/Crookston Court Hearing/C.Olson	\$8.25
Opp Construction	Prof Services	\$45,302.07
Orchard Oil Company	Engine Oil 5W20	\$581.93
Pamida	Coffee/Kleenex	\$11.08
Paras Contracting	09 AJ 3 Est1 11th Ave Concrete Paving	\$47,299.82
PDQ Sanitary Services	Repair Service @ 1010 7th St Se	\$1,725.00
Penworthy Company	Books	\$111.46
Polk County Recorder	Satisfaction Chad & Tara Degerness	\$46.00
Quill Corp	Office Supplies	\$316.87
Qwest	Phone	\$1,936.96
Richter James	Hole Sponsorship NCTC Foundation Golf Tour	\$100.00
Riverfork Credit Union	99 Ford Pickup Seized Vehicle	\$1,205.18
RJ Zavoral & Sons	08 CP2 Est3 Campground Improvements/Flood Clean Up & Debris	\$49,932.95
Roto Rooter	Cleaned Lift Station By City Shop & Raskins From 3 Lifts	\$1,200.00
Rydell Chevrolet	Maint Work & Supplies	\$4,299.75
Safety Kleen Corp	Parts Washer Service	\$399.56
Schiller Karen	Softball Fun In The Park Supplies/Reimb State Softball	\$794.93
Sherwin-Williams	Yellow Paint For Downtown	\$140.00
Spruce Valley Corporation	09 AJ 1 Est 3/ 17th Ave Street Construction	\$145,323.67
Stone's Mobile Radio	Update Radios	\$45.00
Strata Corp	Gravel	\$253.71
Szczepanski Darren	Meal Reimb/Drug Intel Class	\$232.75
Taggart Excavation and Septic Service	08 AJ2 Est 8 NCTC Utilites & Street Construction	\$151,544.70
Today's Organized Living LLC	#302	\$93.72
Trembeath Brady	Landscaping Incentive Reimb	\$444.95
Tristeel Manufacturing	Oil Seal	\$135.87
True Temp	Install ceiling exhaust fan/Reprogram Thermostat	\$668.13
Valley Truck	Air Brake Parts #114/Inv Parts #114	\$316.36
Veit & Company Inc	Televising Sewer	\$360.00
Wagner Construction	08 CP1 Est 12 Wastewater Improvements	\$104,946.60
Water & Light Department	Water & Lights	\$18,375.95
World Media	Books	\$100.65
Xcel Energy	Monthly Service	\$1,431.40
Zee Medical Service	First Aid Kit Refill	\$94.35
	Total	\$745,524.42

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

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

**COUNCIL/STAFF REPORTS:**

Council Member Buckalew thanked Mr. Wachter on the mosquito control. It's nice to see residents enjoy the evening. Mr. Wachter announced that they will be ground spraying tonight.

Council Vice-President Tweten announced that there is a dinner on September 20<sup>th</sup> from 11:00 a.m. to 1:00 p.m. at the Senior Center.

Council Member Pokrzywinski informed City Council that he attended the award ceremony of the Police Department. He stated that it was a good turnout and everyone was in favor of hiring another officer.

Council Member Pokrzywinski announced that when he was in Brainerd, they discussed the bonding bill and he would like the City Council to discuss projects.

Council President Grassel commended Chief Hedlund on the ceremony for staff and residents. He suggested that Council Member Pokrzywinski read the League of Minnesota Cities magazine on the bonding bill. Council President Grassel announced that the DNR will have a meeting on September 15<sup>th</sup> in Little Falls regarding City owned parks of 100 acres or more who qualify for grants. He stated that the State Recreation Area does not qualify.

Mr. Huizenga announced that next weeks work session will be held in the Council Chambers to hold a public forum.

Mr. Wachter informed City Council that Fall Cleanup will be held September 28 through October 2. The hazardous waste and electronic drop off will be October 3 from 9 a.m. to 3 p.m. at the Parks Shop.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE SEPTEMBER 1, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:19 P.M.**

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

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Scott Huizenga, City Administrator/Clerk-Treasurer