

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, JULY 19, 2011 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for July 19, 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 (5:02 pm), Council President Craig Buckalew, Council Vice President Wayne Gregoire (5:01 pm), Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Nancy Ellis, Planning & Zoning; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; 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 July 5, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of July 12, 2011.

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

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

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.

Council Member Gregoire pulled item number six (6).

3. Consider approving the application for an Exempt Gambling Permit for a raffle for the Red River Valley Pheasants Forever to be held March 31, 2012 at the VFW, 312 DeMers Ave., East Grand Forks, MN 56721 and waive the 30-day waiting period.
4. Consider approving the application for a Special Event License for the Bikes & Bites Ride to be held July 28, 2011 from 4:00 p.m. to 8:00 p.m.
5. Consider adopting Resolution No. 11-07-59 a Resolution approving plans and specifications and ordering advertisement for bids for 2011 City Project No. 2 – Transportation Enhancement Sidewalk Project.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH FIVE (5) AS SUBMITTED.

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

Voting Nay: None.

6. Consider adopting Resolution No. 11-07-60 a Resolution receiving report and calling hearing on improvement for Club Acres Addition to be held on August 2, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 11-07-60 A RESOLUTION RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT FOR CLUB ACRES ADDITION TO BE HELD ON AUGUST 2, 2011.

Council Member Tweten suggested asphalt, the City doesn't need to spend more funds on drainage. Mr. Boppre announced that there are no new catch basins, the City could look at drainage as an alternate. Mr. Wachter suggested adding more catch basins to help with drainage based on the resident complaints he has received.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

7. Regular meeting minutes of the Water, Light, Power and Building Commission for June 2, 2011.
8. Regular meeting minutes of the Water, Light, Power and Building Commission for June 16, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

9. Consider approving the variance request from Robert Pulkrabek to place a second freestanding sign on his property at 1500 Central Avenue NE.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE VARIANCE REQUEST FROM ROBERT PULKRABEK TO PLACE A SECOND FREESTANDING SIGN ON HIS PROPERTY AT 1500 CENTRAL AVENUE NE.

Council Member Leigh recommends denial since they are allowed one free standing sign. Ms Ellis announced they are allowed one free standing sign per 300 feet. Council Member DeMers suggested looking at modifying the Ordinance for clarification.

Voting Aye: None.

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

10. Consider adopting Ordinance No. 1 - 4th Series, an Ordinance of the City of East Grand Forks, Minnesota, amending Chapter 150 by adding the Minnesota Electrical Act to the City of East Grand City Code. (1st Reading).

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT ORDINANCE NO. 1 - 4TH SERIES, AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CHAPTER 150 BY ADDING THE MINNESOTA ELECTRICAL ACT TO THE CITY OF EAST GRAND CITY CODE. (1ST READING).

Mr. Galstad announced that the Ordinance has been modified to stay in place for future shutdown.

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

Voting Nay: None.

CLAIMS:

11. Consider adopting Resolution No. 11-07-61 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 10142 for a total of \$80.00 whereas Council Member Gregoire is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 11-07-61 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERTS TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBER 10142 FOR A TOTAL OF \$80.00 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Gregoire.

12. Consider adopting Resolution No. 11-07-62 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 10171 for a total of \$621.21 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-07-62 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 10171 FOR A TOTAL OF \$621.21 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

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

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| Acme Electric Companies | 16' Nylon Swing For Dock | \$183.55 |
| All Pro Embroidery | Embroidery | \$50.00 |
| American Tire Service | Tires Dismounted & Mounted #545 | \$34.50 |
| Ameripride Linen & Apparel Services | Cleaning Supplies/Services | \$156.18 |
| Aqua Water Solutions | 5 Gallon Water & Deposit | \$85.10 |
| Auto Glass & Aftermarket Inc | Stainless Steel Nuf Bars #234 | \$375.00 |
| Bert's Truck Equipment | DOT Bus #315 | \$80.00 |
| Boushee Jeff | Reimb Training/Adjunct Fire Instruction | \$600.00 |
| Brite-Way Window Cleaning | June Window Cleaning/Riverwalk | \$60.00 |
| Bruce Jay | Mileage Reimb/ Jan-Jun 2011 | \$76.50 |
| Bydal Designs | Sign | \$2,169.58 |

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| C&R Laundry & Cleaners | Dry Cleaning | \$313.59 |
| Canon Financial Services | Copier Fees | \$167.10 |
| Cardmember Service | Post Rack Rails | \$131.25 |
| Custom Stripes Inc | Decal #310 & Toro Mowers | \$85.50 |
| Dakota TV & Appliance | Replace Fan Motor/Install Water Valve/Refrigerator | \$1,487.27 |
| Eagle Electric | Replace Mstr Disconnect Pane/Lamps/Outlet For | |
| East Side Express | Scoreclock/Repair Unit Heaters | \$2,548.45 |
| Emphasys Computer Solutions | Board Meeting Meals | \$78.64 |
| Explorer Post #38 | Software Agreement | \$1,917.84 |
| Exponent | Squad Car Cleaning | \$40.00 |
| Farmers Elevator Co of Alvarado | Public Hearing/Patrol Employment Ad | \$138.44 |
| G&K Services | SW Chemicals | \$292.89 |
| Gaffaney's | Mats | \$140.50 |
| Gerrells Sport Center | Ink Cart/Marker/Tape/Supplies | \$94.10 |
| GF City Utility Billing | Chalk/Tennis Balls/Bike Racks/SHIP Grant | \$2,672.40 |
| GF Fire Equipment | Water Test/Landfill | \$14,752.71 |
| GF Herald | Recrimp Hose Ends/Water Fill Hose #112 | \$49.16 |
| GF Welding & Machine | Sr Center Dance/Design A Home | \$475.20 |
| Gopher State Lawn Sprinklers | Iron/Repair Frame On Mower/Shop Supplies/Cut | |
| Government Finance Officers Assoc | Pins | \$156.01 |
| Gust Randy | Sprinkler Repairs/O-Rings/Sprinkler Repairs | \$275.58 |
| H&S Construction | Finance Director Ad | \$150.00 |
| Hajicek Rick | Reimb Training/Adjunct Fire Training | \$450.00 |
| Hamm Gerald | Remove Sidewalk River Road/City Hall & VFW | |
| Hardware Hank | Parking Lots/Repair 3rd Ave | \$24,000.50 |
| Hawkins Chemical | Cleaning 6/27/11 - 7/1/11 | \$142.50 |
| Heartland Paper | Service Saw | \$22.35 |
| Hugo's | Maint Supplies | \$621.21 |
| Huizenga Scott | Chlorine/Compound | \$2,237.80 |
| Integra Telecom | Misc Supplies | \$479.23 |
| Jet Way Multiple Services Inc | Coffee | \$9.49 |
| JobsHQ | Reimb ICMA Conf Reg | \$632.42 |
| Kellermeyer Building Service | LD Phone Service | \$78.43 |
| Knudson Terry | Jet Vac WW Lift Stations | \$9,666.60 |
| Korynta Ryan | Finance Director Ad | \$1,241.80 |
| Kossow Linda | Cleaning Services | \$1,603.13 |
| Lake Agassiz Babe Ruth | Reimb Wellness Supplies | \$654.46 |
| Lukasz Karen | Work Boot Reimb | \$75.00 |
| Lumber Mart | Mileage Reimb/Jan-Jun 2011 | \$57.12 |
| Marco | 2011 Team Fees | \$1,455.00 |
| | Reimb Mileage/Jan-June 2011 | \$74.10 |
| | Wood For Pallet Racks/Treated Plywood | \$388.94 |
| | Copier Maintenance | \$112.31 |

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| McDonald's of EGF | Prisoner Meals | \$57.10 |
| Midcontinent Communications | Telephone/Cable | \$273.81 |
| Midwest Specialty Sales Inc | Hyd Steering Valve & Hyd Level | \$1,965.01 |
| MN Municipal Utilities Assoc | 3rd Qtr Training & Safety | \$3,578.12 |
| MN Pollution Control Agency | WW Treatment Technology D.Nelson/T.Vonasek | \$600.00 |
| Mudpumpers Mudjacking | Mudjacking To Raise Concrete | \$4,000.00 |
| Nelson Bruce | Umpire Fees | \$80.00 |
| Newman Signs | Sign Rental/July 2011 | \$1,580.00 |
| Northland College | Par Sponsor/NCTC Golf Tournament | \$150.00 |
| NW MN Household Hazardous Waste Mgmt | Hazardous Waste Shipment | \$654.41 |
| O'Reilly Auto Parts | Water Pumps/Fuel Filters/Battery/Freon/Inv./Starter | \$1,128.86 |
| Old Dominion Brush | Sweeper Parts #112 | \$363.60 |
| Olson Ellen | Reimb Mileage Jan-Jun 2011 | \$109.09 |
| Orchard Richard | Oil For Air Compressors/Pressure Washer/455D | \$356.75 |
| Pamida | Cust Id/02790021 | \$26.71 |
| Pet Waste Eliminator | Pet Waste Eliminaator | \$200.00 |
| Peterson Veterinarian Clinic P.C. | June 2011 Pound Report | \$678.58 |
| Polk County DAC | Shredding Services | \$46.64 |
| Porta Mix Concrete Inc | Landscape Rock For Fountain/Pea Rock Downtown | \$252.00 |
| Power Equipment Shop | Trimmer Head | \$125.87 |
| Premium Waters Inc | Water Service | \$40.12 |
| Quill Corp | Office Supplies | \$151.21 |
| Railroad Mgmt Co III LLC | Sewer Pipeline Crossing/Rent | \$439.24 |
| RDO Truck Centers | Turn Signal Switch | \$46.48 |
| RMB Environmental Lab Inc | Sec Pond Disc | \$171.00 |
| Roto Rooter | Jet Cleaned Sanitary Sewers/Toilet & Bath Repairs D'Laj | \$4,390.00 |
| Rydell Chevrolet | Driver Door Mirror & Arm/Brake Module #732 | \$1,159.39 |
| Schmaltz Leonard | Reimb Mileage/Jan-June 2011 | \$106.18 |
| SGC Horizon LLC | 2010 CP5 & 2011 CP2 Bid Ad | \$651.00 |
| SimplexGrinnell | Alarm & Detection | \$562.16 |
| Spray Advantage | Bushings/Bypass Valves For Park Pumps | \$86.30 |
| Stennes Granite | 1 o/c | \$475.00 |
| Stone's Mobile Radio Inc | Radio Console & Handheld Radio Repair | \$257.96 |
| Sun Dot Communications | ADSL & DSL | \$126.99 |
| Tiger Direct.com | Laptop/Outdoor Camera | \$803.27 |
| University Of Minnesota | Tree Inspector Recertification | \$60.00 |
| US Bank | Interest Payments GO Bonds | \$194,405.00 |
| Valley Truck | Clearance Lights & S/T/T L | \$41.91 |
| Verizon Wireless | Cell Phone Service/Wifi Cards | \$758.00 |
| Vilandre Heating & A/C | Replace Pool Heater Switch/Check Drinking Fountain | \$427.78 |
| Vonesh Duane | Sidewalk Reimb | \$580.00 |

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| Waste Mgmt | Monthly Services | \$37,843.14 |
| Water & Light Department | Phone Services/Postage/Monthly Utility Service | \$44,696.69 |
| WDAZ TV | Advertising | \$1,185.00 |
| Zavoral Paul | Boat Ramp Flood Cleanup | \$2,000.00 |
| | Total | \$381,529.80 |

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council President Buckalew suggested looking at other ordinances and policies that would be affected for future state shutdowns.

Mr. Aker announced that RJ Zavorals is working on the demolition of Sherlock Forest Playground.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE JULY 19, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:21 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer