

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
AUGUST 16, 2011
5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

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 may be 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 2, 2011.
2. Consider approving the minutes of the "Work Session" for the East Grand Forks, Minnesota City Council of August 9, 2011.

SCHEDULED BID LETTINGS:

3. Consider adopting Resolution No. 11-08-64 a Resolution accepting and awarding the bid for improvement of 2011 City Project No. 2 – Transportation Enhancement Sidewalk Project to Tony Anderson Construction for a total amount of \$348,748.84.

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.

4. Consider adopting Resolution No. 11-08-66 a Resolution to enter an agreement with the State of Minnesota from January 1, 2012 to December 31, 2012 to provide 15% of the total operating costs for the paratransit service and up to 20% of the total capital costs.
5. Consider adopting Resolution No. 11-08-67 a Resolution to enter an agreement with the State of Minnesota from January 1, 2012 to December 31, 2012 to provide 20% of the total operating costs for the fixed route transit service and up to 20% of the total capital costs.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

6. Regular meeting minutes of the Water, Light, Power and Building Commission for July 21, 2011.

COMMUNICATIONS:

7. Acknowledging the retirement of Jerry Lucke effective August 19, 2011 and “Thank” him for his years of dedicated service to the City of East Grand Forks.

OLD BUSINESS: NONE.

NEW BUSINESS:

8. Consider adopting Resolution No. 11-08-68 a Resolution establishing the Municipal State Aid Highways adding 15th Street SE.
9. Consider adopting Resolution No. 11-08-69 a Resolution amending the Figure Skating fees for the 2011-2012 skating season.
10. Consider approving the quote from Morgan Printing for \$20,275.50 to print, bind, and deliver 1250 copies of the East Grand Forks 125th Anniversary book Everyone Has a Story...Everyone is a Story.
11. Consider approving the quote from Electric Pump for an estimated cost of \$39,308.00 for repairs to lift station #1.
12. Consider adopting Ordinance No. 2 - 4th Series, an Ordinance of the City of East Grand Forks, Minnesota, amending City Code Section, Tabel of Special Ordinances, Table 1. Entitled “Franchise” by extending the term of the franchise to the East Grand Forks Water and Light Department pursuant to City Code Title V, Chapter 50, Section 50.04 entitled “Electric Energy Franchise” to December 31, 2015; and by adopting by reference City Code Chapter 1. and Section 10.99 which among other things, contain penalty provisions. (1st Reading)

CLAIMS:

13. Consider adopting Resolution No. 11-08-70 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 10398 for a total of \$18.62 whereas Council Member Gregoire is personally interested financially in the contract.
14. Consider adopting Resolution No. 11-08-71 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 10440 for a total of \$1497.60 whereas Council Member Buckalew is personally interested financially in the contract.
15. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

**AGENDA
CITY COUNCIL
CLOSED MEETING
CITY OF EAST GRAND FORKS
AUGUST 16, 2011
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. Closed session for City Administrator Scott Huizenga's Employee Evaluation. Closed session is to be performed according to the exception to the open meeting law pursuant to Minnesota Statute 13D.05, Subd. 3.

ADJOURN

Upcoming Meetings

Work Session – August 23, 2011 – 5:00 PM – Training Room
Work Session – August 30, 2011 – 5:00 PM – Training Room (If Needed)
Regular Meeting – September 6, 2011 – 5:00 PM – Council Chambers

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, AUGUST 2, 2011 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for August 2, 2011 was called to order by Council Vice-President Gregoire 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: 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; Randy Gust, Fire 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 19, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF JULY 19, 2011.

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

SCHEDULED BID LETTINGS:

2. Consider adopting Resolution No. 11-08-63 a Resolution accepting and awarding the bid for improvement of 2010 City Project No. 5 – Bikepath Improvements to R.J. Zavoral and Sons for a bid price of \$197,734.80.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-08-63 A RESOLUTION ACCEPTING AND AWARDING THE BID FOR IMPROVEMENT OF 2010 CITY PROJECT NO. 5 – BIKEPATH IMPROVEMENTS TO R.J. ZAVORAL AND SONS FOR A BID PRICE OF \$197,734.80.

Council Member Leigh stated that he will continue to vote no on this project because it is higher costs that what was expected and we need to be more careful in the future. Mr. Bail stated that Mr. Wachter and R.J. Zavoral and Sons is looking at ways to reduce costs.

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

3. Consider adopting Resolution No. 11-08-64 a Resolution accepting and awarding the bid for improvement of 2011 City Project No. 2 – Transportation Enhancement Sidewalk Project to Tony Anderson Construction for a bid price of \$348,748.84.

Mr. Bail announced that the bids came in significantly higher than expected and MnDot has been contacted to see if they can provide further funding. Mr. Bail suggested tabling this item.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO SUSPEND INDEFINITELY RESOLUTION NO. 11-08-64 A RESOLUTION ACCEPTING AND AWARDING THE BID FOR IMPROVEMENT OF 2011 CITY PROJECT NO. 2 – TRANSPORTATION ENHANCEMENT SIDEWALK PROJECT TO TONY ANDERSON CONSTRUCTION FOR A BID PRICE OF \$348,748.84.

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

SCHEDULED PUBLIC HEARINGS:

4. Public Hearing for “2012 Assessment Job No. 1 – Street Reconstruction” – Club Acres Addition.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO OPEN THE PUBLIC HEARING.

Council Member Leigh stated that the City received a petition to not do the work so he felt that this is a non issue. Council Member DeMers asked the residents if they petitioned against the project because of the cost or if there is no need. A resident stated that there was no need for reconstruction.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO CLOSE THE PUBLIC HEARING AND SUSPEND INDEFINITELY.

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

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.

5. Consider approving the Parade Permit for the Heritage Foundation on August 20, 2011 from 9:30 a.m. to 11:00 a.m. pending MnDot approval.
6. Consider approving the Parade Permit for the Greater Grand Forks Jaycees on September 24, 2011 from 10:30 a.m. to 1:00 p.m. pending MnDot approval.
7. Consider approving the application for an Exempt Gambling Permit for a raffle for the ALS Association, Minnesota Chapter to be held January 21, 2012 at the Eagles Club, 227 10th St. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
8. Consider approving the request by the East Grand Forks Police Department to declare eighteen vehicles as surplus property.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTIONS NUMBER FIVE (5) THROUGH EIGHT (8) AS SUBMITTED.

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

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

9. Regular meeting minutes of the Water, Light, Power and Building Commission for July 7, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

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 Forks City Code. (2nd Reading).

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, 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. (2ND READING).

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

Voting Nay: None.

Absent: Buckalew.

11. Consider approving the proposal for Concept and Construction Facilitation Services for the repair and construction of Sherlock Forest Playground in East Grand Forks to Play by Design for \$38,100 plus reimbursables.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWISNKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE PROPOSAL FOR CONCEPT AND CONSTRUCTION FACILITATION SERVICES FOR THE REPAIR AND CONSTRUCTION OF SHERLOCK FOREST PLAYGROUND IN EAST GRAND FORKS TO PLAY BY DESIGN FOR \$38,100 PLUS REIMBURSABLES.

Council Member Tweten asked if the proposal has been approved by the City Attorney. Mr. Galstad stated that he reviewed all items in the packet. Mr. Huizenga stated that Play By Design will be the consultant for the project. The City sent out a Request for Proposal which was not required by state law and Play By Design was the only proposal received.

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

Voting Nay: None.

Absent: Buckalew.

CLAIMS:

12. Consider adopting Resolution No. 11-08-65 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 10303 for a total of \$522.71 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWISNKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-08-65 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 10303 FOR A TOTAL OF \$522.71 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Absent: Buckalew.

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

Minnesota Dept of Employment	Unemployment Insurance Due/Rolando Rivera/Heidi Peterka	\$602.28
Acme Electric Companies	Safety Glasses, gloves, mosquito spray	\$207.42
Advanced Business Methods Inc	Copier lease	\$222.96
Aker Dave	MRPA Conf Reg	\$475.00
Albrecht Manufacturing	Repair Steering Pivot Shaft	\$123.45
All Seasons Garden Center	Supplies	\$83.92
American Tire Service	Tire Mount, Flat Rprs, Installed Tire on Rim	\$46.60
American Tire Service Inc	Tires #400	\$669.99
Ameripride Linen & Apparel Services	Cleaning Services/Supplies	\$342.21
AT&T Mobility	Jun-11	\$287.77
Baker & Taylor Co	Books	\$195.62
Barnes Distribution	Shop Supplies, Inventory Parts	\$593.97
Blue Cross Blue Shield of ND	EDHA Insurance	\$6,483.10
BNSF Railway Company	10 CP3 RR Crossing/Central Ave	\$2,162.99
Border States Electric Supply	Ground Lugs	\$10.02
Border States Trophy & Awards	Ribbons/Medals	\$569.30
Brodart Co	Books	\$332.96
Bruer Zach	Reimb Boots	\$75.00
Bud & Ralph's Appliance Service Inc	Igniter For Stove	\$39.67
Cash Donald Scott	Dial-A-Ride June 2011	\$2,627.96
Cole Papers Inc	Cleaning supplies	\$692.86
Complete Pest Control Inc	Pest Control	\$160.32
Cummings Bill	Sidewalk Reimb	\$185.50
Department of Public Safety	CJDN Connect	\$1,530.00
Diamond Cleaning Supply Richard Papenfuss	Tissue	\$83.60
Ellingson Curtis	Sidewalk Reimb	\$125.50
Explorer Post #38	Squad Car Cleaning	\$50.00
Exponent	Financial Summary Announcement, 10CP5, 11CP2	\$1,173.14
Farmers Elevator Co of Alvarado	Weed Blast	\$422.73
Fastenal Company	Nuts & Bolts #196, Screws	\$68.88
Filter Care	Washed Filters Inventory	\$185.54
Flaherty & Hood PA	Prof Srv/PD Holiday/RRSRA	\$544.22
Forx Radiator	A/C Condenser/Transmission	\$189.00
FS Engineering	Monthly Services	\$31,566.50
G&K Services	Mats	\$160.37

Gajeski Casey	Reimb Baseball Coaching Class	\$24.95
Gale	Books	\$70.18
Garden Hut Inc	Toro Mower Parts Inventory/Spindle Shaft/Steering Spindle Bushings	\$684.49
George's Quick Printing	Business Cards For Haj	\$58.79
Gerrells Sport Center	Clicker/Air Pump	\$13.88
GF Welding & Machine	Brackets, Woodruff Key, Bolts, PTO Drive Shaft & End Yoke, U-Joint	\$399.61
GGF Convention & Visitors Bureau	Grand Inn Lodging Tax	\$577.42
GLSports Inc	Caps	\$226.58
Gopher State Lawn Sprinklers	1" Diaphragm/1" EZ-Flo Valve	\$166.82
H&S Construction	Street Rprs	\$29,592.00
Hager Darrin	Reimb Baseball Coaching Class	\$24.95
Hajicek Rick	Cleaning 7/4 - 7/22	\$427.50
Hanson Kevin	Safety Glasses Reimb	\$100.00
Hardware Hank	Spray Paint/Ear Plugs/Level/Concrete Mike/Soil/Misc items	\$522.71
Hart Tony	Rocky Alpha Force Zip	\$80.74
Hawkins Chemical	Chlorine #150	\$1,482.89
Helgeson Charlotte	Supplies	\$121.57
Holiday Credit Office	Fuel	\$96.60
Horizon Commercial Pool Supply	O Ring Cap	\$34.34
Hough Inc	10AJ2 Est2 Northstar Terrace	\$119,679.99
Hugo's	Plastic Cups/Summer Program Snacks	\$65.63
Huizenga Scott	MMCI Expense Reimb	\$1,130.35
Integra Telecom	LD Phone	\$78.99
Interact Public Safety Systems	Mobile Cop	\$2,587.50
Johnson Shane	Sidewalk Reimb	\$495.00
League of MN Cities	Workers Comp Retro Pay 2010/Claim#11072142	\$2,777.18
Liberty Business Systems	Kyocera Lease	\$73.59
Lithia Payment Processing	Blower Motor	\$57.27
Lukkason Michael	Reimb Baseball Coaching Class	\$24.95
Lumber Mart	Lumber/Posts/Concrete Mix	\$524.73
Lunseth Plumbing & Heating	Pool Work	\$38.60
M&W Services	Weed Spraying/Mowing	\$2,209.64
Marco	Copier Maintenance	\$48.82
Marco Inc	Copier Mtce	\$294.31
Menards	Brush/Paint Cup	\$50.76
Midcontinent Communications	Cable Services	\$934.64
Midwest Specialty Sales Inc	Inventory & Parts For #136 & #139 Filters	\$1,502.55
Mike's Pizza	Meals	\$41.87
Minn-Dak Asphalt Inc	Asphalt Repairs	\$35,625.00
MN Dept of Revenue VOID****VOID	Sale & Use Tax 2011	\$1,671.00
Moen Terry	Cemetery Lot Reimb Maxine Moen	\$250.00

Moon Deb	Reimb Mileage Jan-June 2011	\$38.21
Newman Signs	Signs	\$1,891.69
NorthStar Telcom	Cell Phone Holders	\$64.02
Odland Fitzgerald Reynolds & Harbott PLLP	First Apperaances	\$347.50
Old Dominion Brush	Mirrors #112	\$122.89
Opp Construction	Paint Striping Crosswalks & Parking Lots	\$4,446.50
Opstad Linda	Landscaping Reimb	\$434.90
Overhead Door Co	Repair And Adjusted Overhead A	\$75.00
PDQ Sanitary Services	Portable Toilet Rental	\$280.00
Polk County Highway Department	Liquid Calcium Chloride	\$4,342.00
Popular Subscription Service	Magazine subscriptions	\$806.29
Premium Waters Inc	Water Service	\$25.50
Quill Corp	Office Supplies	\$329.72
Qwest	Monthly Phone Service	\$969.44
Ray Shanon	Landscaping Reimb	\$403.88
Richter James	Reimb Mileage Jan-June 2011/Board Mtg Meal Reimb 7-12-11	\$190.63
RMB Environmental Lab Inc	Secondary Pond Discharge	\$150.00
Rosenbauer Firefighting Technology	General Safety Equipmen parts	\$244.33
SGC Horizon LLC	Publishing 10CP5 & 11CP2	\$651.00
Simonson Lumber & Hardware	Mortar Patch/Grout	\$81.14
Spray Advantage	Banjo Couplers, Hose, Fittings,Supplies for Pump	\$173.10
Sterling Carpet One	Repair Glass Door	\$364.35
Stone's Mobile Radio Inc	Repair pager	\$104.62
Stordahl Kenley	Mowing & Trimming	\$3,000.00
Strata Corp	10CP1 Est 8 - New Final Bill	\$16,706.62
Stuart's Towing	Towing #547	\$53.44
TAC 10 Inc.	Software Maintenance Con	\$4,327.00
Thomas Bouregy & Co	Books	\$139.50
Tiger Direct.com	Keyboard/EDHA Software	\$2,552.66
Titan Access Account	Recalibrated Engine	\$122.03
Tristeel Manufacturing	Bulk PTO Tubing & Shaft For #194	\$188.78
True Temp	Sunshine Terrace & Mikes Pizza Rprs	\$798.25
Try-County Refrigeration	Air Conditioner Repair At Par	\$242.50
US Bearings & Drives	Seals, Bearings	\$708.88
Valley Petroleum Equipment	Thermal Printer Paper/Graco Air Hose Reel	\$497.67
Valley Truck	Rear Brake Parts #157 & Oil Filters Inventory 4100D Toros	\$498.49
Vilandre Heating & A/C	City Hall & Mikes Pizza Rpr	\$386.61
Water & Light Department	Phone Services/IT Services/Monthly Utility Service	\$25,237.21
Weber James	Supplies	\$38.20
Wilbur-Ellis	Weed Killer	\$131.85
Wizard's Enterprises Inc.	Custodial Services	\$490.00
Xcel Energy	Montly Services	\$3,685.61
YMCA Family Center	YMCA Pool Re-Certification CPR	\$95.00

Z Wireless Verizon Wireless	Phone Cases/Car Charger	\$64.02
Zavoral Paul	Clay/Pedestrian Bridge Cleanup/Southend Boat Ramp Cleanup	<u>\$5,080.00</u>
	Total	<u><u>\$339,739.77</u></u>

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

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

COUNCIL/STAFF REPORTS:

Council Member Pokrzywinski stated that he is concerned with the American Crystal Sugar issues and he wished the new owners of Whitey’s good luck.

Council Vice-President Gregoire gave his condolences to the Stauss family on their loss.

Mr. Huizenga announced that he and Council Member DeMers would be at the Coalition meeting from Wednesday to Friday.

Ms Ellis informed City Council on the Northwest East Grand Forks Street Network Study meeting that will be at 6:30 pm to 8 pm at the Campbell Library on Thursday, August 11th. The Steering Committee meeting will also be on August 11th at 2 pm at the City Hall Training Room.

Mr. Aker gave a brief baseball update and announced that the RRSRA playground and kiosk dedication will be on August 13th.

Mr. Gust announced that the river is expected to rise again with the current rainfalls.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE AUGUST 2, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:21 P.M.

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

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, AUGUST 9, 2011 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for August 9, 2011 was called to order by Craig Buckalew, Council President 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 Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; 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

1. 2nd Qtr Analysis – Erin Johnson

Ms Johnson gave a brief presentation on the FY 2011 2nd Quarter Analysis on the general fund and special revenue. Ms Johnson briefly went through the 2nd Quarter and the projection for the entire year, summary of general fund revenues, general fund expenses, and special revenue funds.

2. Municipal State Aid System Revision – 15th St. SE – Greg Boppre

Mr. Boppre stated that the City currently has .33 miles that could be added to the State Aid System. He suggested adding 15th Street NE, from TH220 to 5th Ave. NE which is .33 miles. City Council recommended that this be added to Council for approval.

Council Member Tweten suggested repairing the Civic Center parking lot. Mr. Huizenga stated that Mr. Aker is currently getting quotes. Council Member Pokrzywinski asked if there are any other areas that would qualify to be added to the State Aid Route.

3. Coalition of Greater Minnesota Cities Legislative Update – JD Burton, Attorney, Flaherty & Hood

JD Burton, Attorney from Flaherty & Hood, thanked the City of East Grand Forks for being a member of the Coalition. He provided the Council with a legislative update regarding Local Government Aid (LGA), EDA programs, and transit.

4. Presentation of Friend of the Coalition award to Grand Forks-East Grand Forks Chamber of Commerce - JD Burton and Barry Wilfahrt

JD Burton presented the “Friend of the Coalition” award to the Grand Forks-East Grand Forks Chamber of Commerce. Mr. Wilfahrt thanked Mr. Huizenga for all his involvement.

5. Fixed Route & Paratransit/Senior Rider 2012 Mn/Dot Contract Application & Sidewalk Project – Teri Kouba

Ms Kouba stated that the City has entered into a contract with MnDot every year for the City to provide fixed route and paratransit/senior rider service. The contracts are required to receive state funds to help with the operating budget. The state has not indicated budget impacts but she feels that it will decrease 10%-15%. She suggested increasing the federal budget to off-set any possible State reduction and obligate towards two years of operating to allow budget flexibility. Discussion occurred regarding the capital projects such as improving shelters and extending sidewalks to and from the shelter near Northland Community & Technical College. Discussion occurred regarding other possible projects.

6. 2011-2012 Figure Skating Fees – Dave Aker

Mr. Aker asked City Council to amend the figure skating fees for the 2011-2012 season to help reduce costs and increase participation. Council Member Leigh asked what the projected fee schedule would bring in for revenues. Mr. Huizenga stated that he budgeted about \$20,000. Mayor Stauss, Council Member Leigh, and Council Member Tweten recommended lowering the fees. Council Member DeMers suggested eliminating the fees and increase taxes. Discussion occurred regarding the expenses versus revenues with both hockey and figure skating. Figure skating parents expressed their concern regarding the increase in fees and the lack of ice-time. Mr. Aker will draft a resolution based on the fee discussion.

7. Water & Light Franchise Ordinance – Ron Galstad

Mr. Galstad stated that this is a formality to grant five years to the agreement. He stated that rates are set by resolution. This item will be referred to City Council for action.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE JULY 12, 2011 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:30 P.M.

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

Voting Nay: None.

Absent: Gregoire.

Scott Huizenga, City Administrator/Clerk-Treasurer

RESOLUTION NO. 11 – 08 - 64

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

WHEREAS, pursuant to an advertisement for bids for the improvement of 2011 City Project No. 2 – Transportation Enhancement Sidewalk project, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

AND WHEREAS, it appears that Tony Anderson Construction is the lowest responsible bidder at a bid price of \$348,748.84,

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into the attached contract with Tony Anderson Construction in the name of the City of East Grand Forks for the improvement of 2011 City Project No. 2 – Transportation Enhancement Sidewalk project according to the plans and specifications therefore approved by the City Council and on file in the administration office.

2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

Voting Aye:
Voting Nay: None.
Absent: None.

The President declared the resolution passed.

Passed: August 16, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of August, 2011.

Mayor

Request for Council Action

Date: August 11, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Henry Tweten, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Brad Bail, P.E.

RE: Transportation Enhancement(TE) Sidewalk Project

Background:

The City of East Grand Forks received TE funds to construct sidewalk along Demers Ave and Central Ave(see attached map). The City opened bids for the project

I have also included a breakdown of the costs for the project and the proposed funding.

Recommendation:

Award Contract to Tony Anderson Construction

Enclosures:

Sidewalk drawing

Memo with cost breakdown

Memorandum

To: Honorable Mayor and City Council
From: Brad Bail
cc: Scott Huizenga, Nancy Ellis
Date: Thursday, August 11, 2011
Subject: TE Project

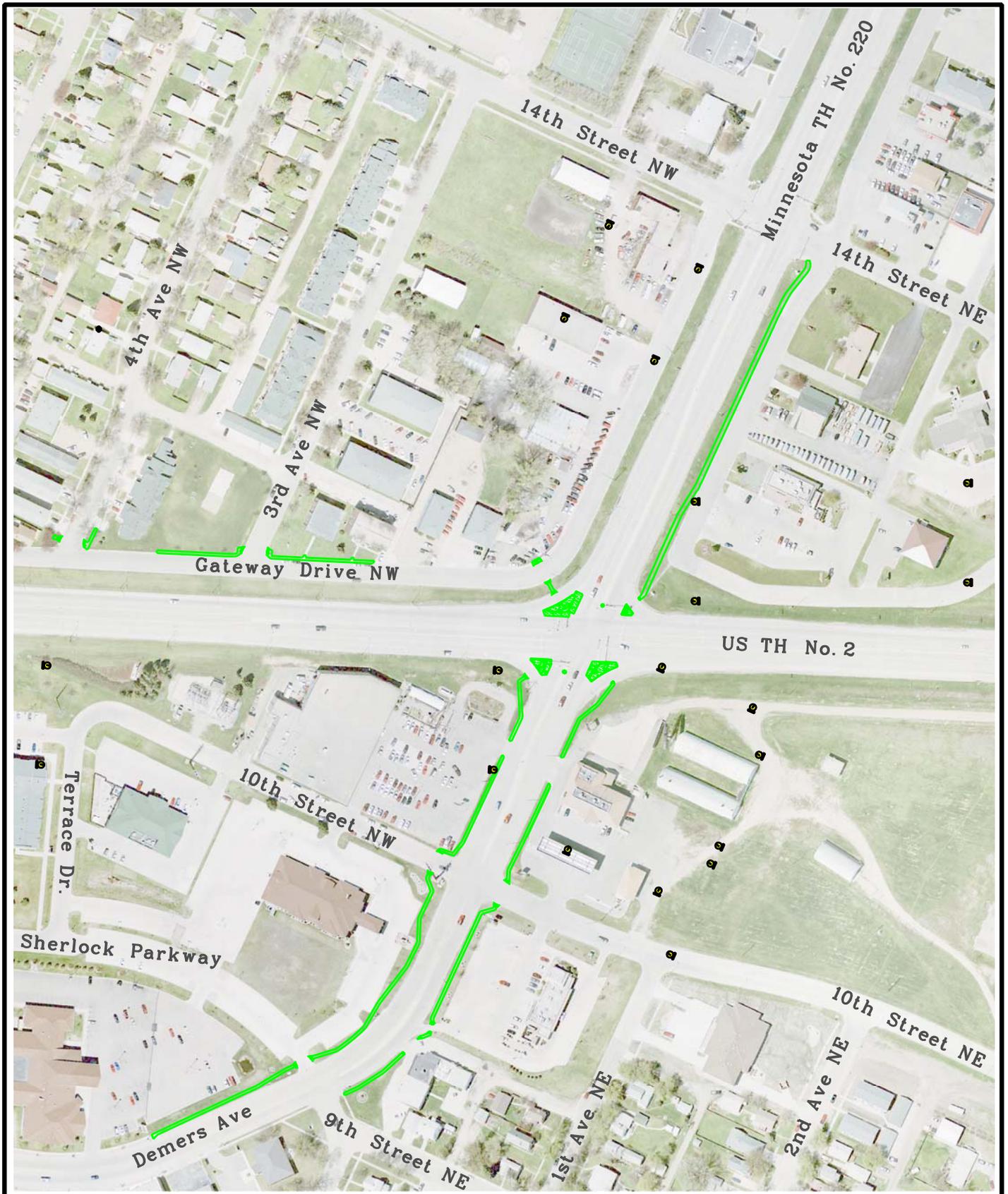
The following is a breakdown of project costs and the proposed funding:

PROJECT COSTS

Construction	\$348,748.84
Engineering, legal, Contingencies (soft costs)	<u>\$87,187.21</u>
TOTAL	\$435,936.05

PROPOSED FUNDING

MNDOT (TE)	\$190,000.00
MNDOT (ADA)	\$148,000.00
TIF	\$50,000.00
Local	<u>\$47,936.05</u>
TOTAL	\$435,936.05



DRAWN BY: JS
 DATE: \$DATE\$
 DGN: \$FILE\$
 MODEL NAME: \$MODELNAME\$

PATH: \$FILE\$

PROJECT:
 2011 City Project No. 2
 Sidewalk and Ped Ramp Improvements
 East Grand Forks, MN

SHEET:
 1 OF 1



Request for Council Action

Date: August 9, 2011
To: East Grand Forks City Council and Mayor Lynn Stauss
Cc: File
From: Earl Haugen, Executive Director
RE: Fixed Route and Paratransit/Senior Rider 2012 MN/DOT Contract Application and Use of Federal 5307 Funds for Sidewalks

Recommended Motion: Approve entering into agreement with MN/DOT for FY2012 Transit Funding. Approve use of federal funds for sidewalk project.

BACKGROUND: The City has entered into a contract with MN/DOT every year that the City of East Grand Forks has provided fixed route and paratransit/senior rider service. These are required contracts to receive state funds to help with operating costs. The contracts will be from January 1, 2012 to December 31, 2012.

The estimated budget for transit in East Grand Forks goes up a small percent every year. The difference this year is the cuts that the State may ask of the transit agencies. Right now they want the agencies to fill out the application according to the cost of service at current levels. Depending on the new State budget constraints we may have to reduce the State portion by 10% to 15%.

East Grand Forks is in the unique position of being considered an urban transit agency by the Federal government. Every year the Federal Transit Administration uses a formula for urban transit agencies to use for capital project and for small urban agencies to use for operating. Given this ability to use Federal funds for Operating costs, we can then use more of these funds than we have in years past to offset the reduction of State funds. There are funds available for East Grand Forks that have not been used yet. The attached table shows the funds we have received and what grants we have spent funds on. Essentially, we have a healthy balance that we need to spend down.

We must use some of these funds towards operating expenses. Since we are not sure of state decrease, we are recommending an increase in our federal funds towards

operating to eliminate the need to increase local funds toward operating. We are also recommending that we obligate federal funds to two years of operating. This allows us to make adjustment the second year depending on what the State does.

We have discussed several other capital projects and believe that using the remaining funds towards moving/improving shelters and extending sidewalks to and from our shelter near the College represents the best project. Another table shows the cost of putting in sidewalks on certain streets as well as the cost for moving/improving and completing ADA updates to shelters already in place.

FINDINGS AND ANALYSIS:

- This is an annual contract with the Minnesota Department of Transportation to receive operating funds for the Fixed Route and Paratransit/Senior Rider service.
- The State has not indicated budget impacts but hints at 10% to 15% decreases.
- We need to obligate our healthy balance of federal funds.
- We will increase our federal budget to off-set any possible state reduction and obligate towards two years of operating to allow budget flexibility.
- Staff recommends moving/improving bus shelters and extending for sidewalks along transit routes in and around the College.

SUPPORT MATERIALS:

- Resolutions
- Progress of Federal Funds Spent table
- Sidewalks to build table.
- Paratransit/Senior Rider (DAR) Budget
- Fixed Route (RR) Budget.

RESOLUTION NO _____

CITY OF EAST GRAND FORKS

Councilmember _____, supported by Councilmember _____, introduced the following resolution and moved its adoption:

BE IT HEREBY RESOLVED, By the City Council of the East Grand Forks, Minnesota, that the City of East Grand Forks enter into an agreement with the State of Minnesota, to provide fixed route transportation services in East Grand Forks, Minnesota for period between January 1, 2012 and December 31, 2012; and

BE IT FURTHER RESOLVED, That the City of East Grand Forks agrees to provide 20% of the total operating costs for the fixed route service and up to 20% of the total capital costs; and

BE IT FURTHER RESOLVED, that authorization to execute the aforementioned Contract and any amendments thereto is hereby given to the Mayor and the Administrator/Clerk Treasurer.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed:

Passed: _____, 2011

ATTEST:

Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this _____ day of _____, 2011.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the _____ day of _____, 2011, as shown by the minutes of said meeting in my possession.

Notary

RESOLUTION NO _____

CITY OF EAST GRAND FORKS

Councilmember _____, supported by Councilmember _____, introduced the following resolution and moved its adoption:

BE IT HEREBY RESOLVED, By the City Council of the East Grand Forks, Minnesota, that the City of East Grand Forks enter into an agreement with the State of Minnesota, to provide paratransit transportation services in East Grand Forks, Minnesota for period between January 1, 2012 and December 31, 2012; and

BE IT FURTHER RESOLVED, That the City of East Grand Forks agrees to provide 15% of the total operating costs for the paratransit service and up to 20% of the total capital costs; and

BE IT FURTHER RESOLVED, that authorization to execute the aforementioned Contract and any amendments thereto is hereby given to the Mayor and the Administrator/Clerk Treasurer.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed:

Passed: _____, 2011

ATTEST:

Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this _____ day of _____, 2011.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the _____ day of _____, 2011, as shown by the minutes of said meeting in my possession.

Notary

Progress of Federal Funds Spent

Year	Spent By	Fed Appropriation	Fed Money to spend	Grant Amount	Notes
2007	2010	\$104,502.00	\$104,502.00		
2008	2011	\$113,437.00	\$113,437.00	\$104,502.00	All on a grant for Operating for 2009 & 2010*
			\$97,939.00	\$15,498.00	Part of the grant for operating for 2009 & 2010
			\$27,939.00	\$70,000.00	Operating for 2011
			\$0.00	\$27,939.00	Operating for 2012 & 2013**
2009	2012	\$120,644.00	\$120,644.00		
2010	2013	\$140,103.00	\$140,103.00	\$120,644.00	Operating for 2012 & 2013**
2011	2014	\$137,440.00	\$277,543.00		

* There is \$15,498 remaining of this grant

** These two total \$148,583 for two years. That give a total of \$74,292 for operating for one year.

Money we need to spend

Sidewalks to build to use the rest of the 5307 Federal Funds

Terrace Drive area	3,050 LF	15,250 SF @ \$10 / SF	\$152,500	Both sides of the road.
20th St. NE & 5th Ave. NE	2,190 LF	10,950 SF @ \$10 / SF	\$109,500	North side & Eastside of the roads.
ADA improvements to Shelters			\$10,000	
Engineering Costs			\$74,500	
Total			\$346,500	

Federal (80%) \$277,200.0

Local (20%) \$69,300.0

Legal Name:		City of East Grand Forks- DAR			
OPERATING BUDGET					
PERSONNEL SERVICES					
		2010 Year End Actual	2011 Projected Year End	2012 Proposed	
1010 Administrative, Management and Supervisory Services					
Description:	This is amount paid to the MPO for administrative costs.				
	1010 Sub Total	\$7,250.80	\$5,020.05	\$5,000.00	
1020 Operator's Wages					
Description:					
	1020 Sub Total	\$0.00	\$0.00	\$0.00	
1030 Vehicle Maintenance Wages					
Description:					
	1030 Sub Total	\$0.00	\$0.00	\$0.00	
1032 Vehicle Repair Wages					
Description:					
	1032 Sub Total	\$0.00	\$0.00	\$0.00	
1040 General Office Support Wages					
Description:					
	1040 Sub Total	\$0.00	\$0.00	\$0.00	
1050 Operations Support Wages					
Description:					
	1050 Sub Total	\$0.00	\$0.00	\$0.00	
1060 Fringe Benefits					
Description:					
	1060 Sub Total	\$0.00	\$0.00	\$0.00	
1000 TOTAL PERSONNEL EXPENSES		\$7,250.80	\$5,020.05	\$5,000.00	
ADD LINES 1010 THROUGH 1060					Category Total
ADMINISTRATIVE CHARGES					
1110 Management Fees					
Description:					
	1110 Sub Total	\$0.00	\$0.00	\$0.00	
1120 Drug and Alcohol Testing and Administration Expenses					
Description:					
	1120 Sub Total	\$0.00	\$0.00	\$0.00	
1130 Advertising, Marketing and Promotional Charges					
Description:					

1410 Public Liability and Property Damage on Vehicles								
Description:								
	1410 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00			
1420 Public Liability and Property Damage on Other than Vehicles								
Description:								
	1420 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00			Category Total
1400 TOTAL INSURANCE CHARGES								
ADD LINES 1410 THROUGH 1420								
TAXES AND FEES								
1510 Vehicle Registration and Permit Fees								
Description:								
	1510 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00			
1520 Federal Fuel, Lubricant Taxes and Excise Taxes on Tires								
Description:								
	1520 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00			
1540 Other Taxes and Fees								
Description:								
	1540 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00			Category Total
1500 TOTAL TAXES AND FEES								
ADD LINES 1510 THROUGH 1540								
1600 TOTAL OPERATING EXPENSES								
ADD LINES 1000, 1100, 1200, 1300, 1400 AND 1500								
		\$45,089.68	\$57,328.24	\$78,500.00				Total
EXPENSE ANALYSIS								
		Percent increase over 2010 year end actual		74.1%				Total
		Percent increase over 2011 projected year end		36.9%				Total

CAPITAL BUDGET		2010 Year End Actual	2011 Projected Year End	2012 Proposed
CAPITAL EXPENSES				
1710 Vehicle				
	Description:			
	1710 Sub Total	\$0.00	\$0.00	\$0.00
1720 Lift				
	Description:			
	1720 Sub Total	\$0.00	\$0.00	\$0.00
1730 Communication Equipment				
	Description:			
	1730 Sub Total	\$0.00	\$0.00	\$0.00
1740 Farebox				
	Description:			
	1740 Sub Total	\$0.00	\$0.00	\$0.00
1750 Other Capital Expenses				
	Description:			
	1750 Sub Total	\$0.00	\$0.00	\$0.00
1760 Facility Purchase and/or Construction Cost				
	Description:			
	1760 Sub Total	\$0.00	\$0.00	\$0.00
1700 TOTAL CAPITAL EXPENSES		\$0.00	\$0.00	\$0.00
ADD LINES 1710 THROUGH 1760				
	Category Total			

REVENUES		2010 Year End Actual	2011 Projected Year End	2012 Proposed
REVENUES FROM OPERATIONS (FARES)				
2010 Farebox Revenues				
1. Cash Fares				
Description: Fares collected by drivers.				
	Cash Sub Total	\$12,043.69	\$13,705.20	\$14,100.00
2. Coupons, Passes and Tokens				
Description:				
	Coupons, Passes, Tokens Sub Total	\$0.00	\$0.00	\$0.00
	TOTAL FAREBOX REVENUES	\$12,043.69	\$13,705.20	\$14,100.00
				Category Total ↘
REVENUES FROM SYSTEM OPERATIONS				
2020 System Operating Revenue				
1. Special Route Guarantees				
Description:				
	Guarantees Sub Total	\$0.00	\$0.00	\$0.00
2. Contract Revenues				
Description:				
	Contract Sub Total	\$0.00	\$0.00	\$0.00
3. Advertising and Concession Revenues				
Description:				
	Advertising Sub Total	\$0.00	\$0.00	\$0.00
4. Vehicle/Facility Leasing Revenues				
Description:				
	Leasing Sub Total	\$0.00	\$0.00	\$0.00
5. Other Revenues				
Description:				
	Other Sub Total	\$0.00	\$0.00	\$0.00
	TOTAL SYSTEM OPERATING REVENUES	\$0.00	\$0.00	\$0.00
				Category Total ↘
2000 TOTAL OPERATING REVENUES				
ADD LINES 2010 THROUGH 2020				
		\$12,043.69	\$13,705.20	\$14,100.00
				Category Total ↘
REVENUE ANALYSIS				
		Percent increase over 2010 year end actual	Percent increase over 2010 year end	17.1%
		Percent increase over 2011 projected year end	Percent increase over 2011 projected year end	2.88%
				Total ↘
				Total ↘

FEDERAL GRANTS		2010 Year End Actual	2011 Projected Year End	2012 Proposed
FEDERAL GRANTS (5307 and 5309 Recipients Only)				
2110 Federal Operating Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2120 Federal Capital Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2130 Federal Capital Grants (5309 Recipients Only)		\$0.00	\$0.00	\$0.00
LOCAL SHARE				
LOCAL FUNDING SOURCES				
Name	Amount	2010 Year End Actual	2011 Projected Year End	2012 Proposed
	\$0.00			
	\$0.00			
	\$0.00			
Total		\$0.00	\$0.00	\$0.00
SPECIAL FUNDING				
3001 (none identified for 2009)				
3000 TOTAL SPECIAL FUNDING				
		\$0.00	\$0.00	\$0.00

SYSTEM STATISTICS		2010 Year End Actual	2011 Projected Year End	2012 Proposed
DEMOGRAPHIC BREAKDOWN - PASSENGER TRIPS				
2510 People with Disabilities		2,641	3,238	2,800
2511 Elderly (60+ years of age)		1,897	1,519	1,900
2512 Adults (18-59 years of age)		0	0	0
2513 Youth (6-17 years of age)		0	0	0
2514 Children (0-5 years of age)		0	0	0
2500 TOTAL NUMBER OF ONE WAY PASSENGER TRIPS		4,538	4,757	4,700
				Category Total ↙
ONE-WAY PASSENGER TRIPS				
2515 Dial-A-Ride		4,538	4,757	4,700
2516 Fixed Route Trips (Sec. 5307 and Mankato Only)		0	0	0
2517 Volunteer Driver Passenger Trips		0	0	0
2518 Route Deviation Passenger Trips		0	0	0
HOURS OF SERVICE				
2521 Fixed Route (sec. 5307 and Mankato Only)		0	0	0
2522 Dial-A-Ride		4,817	4,776	4,888
2524 Route Deviation		0	0	0
2526 Subscription		0	0	0
2528 Special Route Guarantee		0	0	0
2530 TOTAL NUMBER OF BUS SERVICE HOURS		4,817	4,776	4,888
				Category Total ↙
2531 TOTAL NUMBER VOLUNTEER DRIVER HOURS				
		0	0	0
MILES				
2531 Fixed Route (sec. 5307 and Mankato Only)		0	0	0
2532 Dial-A-Ride		18,152	19027	18800
				Category Total ↙

2534 Route Deviation	0	0	0	0
2536 Subscription	0	0	0	0
2538 Special Route Guarantee	0	0	0	0
2540 Total Number of Miles	18,152	19,027	18,800	Category Total
2541 VOLUNTEER DRIVER MILES				Category Total

Legal Name:		City of East Grand Forks- RR			
OPERATING BUDGET					
PERSONNEL SERVICES					
		2010 Year End Actual	2011 Projected Year End	2012 Proposed	
1010 Administrative, Management and Supervisory Services					
Description: Payment to the MPO for administrative services					
	1010 Sub Total	\$7,250.87	\$5,020.12	\$5,000.00	
1020 Operator's Wages					
Description:					
	1020 Sub Total	\$0.00	\$0.00	\$0.00	
1030 Vehicle Maintenance Wages					
Description:					
	1030 Sub Total	\$0.00	\$0.00	\$0.00	
1032 Vehicle Repair Wages					
Description:					
	1032 Sub Total	\$0.00	\$0.00	\$0.00	
1040 General Office Support Wages					
Description:					
	1040 Sub Total	\$0.00	\$0.00	\$0.00	
1050 Operations Support Wages					
Description:					
	1050 Sub Total	\$0.00	\$0.00	\$0.00	
1060 Fringe Benefits					
Description:					
	1060 Sub Total	\$0.00	\$0.00	\$0.00	
1000 TOTAL PERSONNEL EXPENSES		\$7,250.87	\$5,020.12	\$5,000.00	
ADD LINES 1010 THROUGH 1060					Category Total
ADMINISTRATIVE CHARGES					
1110 Management Fees					
Description:					
	1110 Sub Total	\$0.00	\$0.00	\$0.00	
1120 Drug and Alcohol Testing and Administration Expenses					
Description:					
	1120 Sub Total	\$0.00	\$0.00	\$0.00	
1130 Advertising, Marketing and Promotional Charges					
Description:					

		1130 Sub Total	\$0.00	\$0.00	\$0.00
1140 Legal, Auditing and Other Professional Fees					\$0.00
Description:					
1140 Sub Total			\$0.00	\$0.00	\$0.00
1150 Staff Development Costs					
Description: Training to stay current.					
Gross				\$0.00	\$3,000.00
Subtract RTAP Reimbursement				\$0.00	\$0.00
1150 Net			\$0.00	\$0.00	\$3,000.00
1160 Office Supplies					
Description:					
1160 Sub Total			\$0.00	\$0.00	\$0.00
1170 Leases and Rentals - Administrative Facilities					
Description:					
1170 Sub Total			\$0.00	\$0.00	\$0.00
1180 Utilities					
Description:					
1180 Sub Total			\$0.00	\$0.00	\$0.00
1190 Other Direct Administrative Charges					
Description:					
1190 Sub Total			\$0.00	\$0.00	\$0.00
1100 TOTAL ADMINISTRATIVE EXPENSES			\$0.00	\$0.00	\$3,000.00
ADD LINES 1110 THROUGH 1090					
2010 Year End Actual			\$0.00	\$0.00	\$3,000.00
2011 Projected Year End				\$0.00	
2012 Proposed					
Category Total					
VEHICLE CHARGES					
1210 Fuel					
Gas					
Gross			\$0.00	\$0.00	\$0.00
Diesel					
Tax Refund			\$0.00	\$0.00	\$0.00
Alternative					
Net			\$0.00	\$0.00	\$0.00
1220 Maintenance Parts and Material Expenses					
Description:					
1220 Subtotal			\$0.00	\$0.00	\$0.00
1222 Repair Parts and Material Expenses					
Description:					
1222 Subtotal			\$0.00	\$0.00	\$0.00
1230 Contract Maintenance Labor					
Description:					
1230 Subtotal			\$0.00	\$0.00	\$0.00
1232 Contract Maintenance Parts and Material Expenses					
Description:					
1232 Subtotal			\$0.00	\$0.00	\$0.00

Description:	1232 Subtotal	\$0.00	\$0.00	\$0.00	Category Total
1234 Contract Repair Labor					
Description:					
1236 Contract Repair Parts and Material Expenses					
Description:					
1240 Tires					
Description:					
1250 Other Vehicle Charges					
Description:					
1200 TOTAL VEHICLE CHARGES		\$0.00	\$0.00	\$0.00	\$0.00
ADD LINES 1210 THROUGH 1250					
OPERATIONS CHARGES					
1310 Purchase of Service					
Description: Cost according to Cost Allocation agreement.					
1330 Mileage Reimbursement for Passenger Service					
Description:					
1340 Repair and Maintenance of Other Property					
Description:					
1350 Leases and Rentals (Garages, Vehicles, etc.) (list agreement(s) in Tab 9)					
Description:					
1360 Other Operation Charges					
Description:					
1300 TOTAL OPERATIONS CHARGES		\$227,200.00	\$228,996.00	\$253,000.00	\$253,000.00
ADD LINES 1310 THROUGH 1360					
INSURANCE CHARGES					
2010 Year End Actual		\$227,200.00	\$228,996.00	\$253,000.00	\$253,000.00
2011 Projected Year End					
2012 Proposed					

1410 Public Liability and Property Damage on Vehicles							
Description:							
	1410 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
1420 Public Liability and Property Damage on Other than Vehicles							
Description:							
	1420 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Category Total
1400 TOTAL INSURANCE CHARGES		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
ADD LINES 1410 THROUGH 1420							
TAXES AND FEES							
1510 Vehicle Registration and Permit Fees							
Description:							
	1510 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
1520 Federal Fuel, Lubricant Taxes and Excise Taxes on Tires							
Description:							
	1520 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
1540 Other Taxes and Fees							
Description:							
	1540 Sub Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Category Total
1500 TOTAL TAXES AND FEES		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
ADD LINES 1510 THROUGH 1540							
1600 TOTAL OPERATING EXPENSES		\$234,450.87	\$234,016.12	\$261,000.00	\$261,000.00	\$261,000.00	Total
ADD LINES 1000, 1100, 1200, 1300, 1400 AND 1500							
EXPENSE ANALYSIS		Percent increase over 2010 year end actual	Percent increase over 2011 projected year end	11.3%	11.5%		Total
							Total

CAPITAL BUDGET		2010 Year End Actual	2011 Projected Year End	2012 Proposed
CAPITAL EXPENSES				
1710 Vehicle				
	Description:			
	1710 Sub Total	\$0.00	\$0.00	\$0.00
1720 Lift				
	Description:			
	1720 Sub Total	\$0.00	\$0.00	\$0.00
1730 Communication Equipment				
	Description:			
	1730 Sub Total	\$0.00	\$0.00	\$0.00
1740 Farebox				
	Description:			
	1740 Sub Total	\$0.00	\$0.00	\$0.00
1750 Other Capital Expenses				
	Description:			
	1750 Sub Total	\$0.00	\$0.00	\$0.00
1760 Facility Purchase and/or Construction Cost				
	Description:			
	1760 Sub Total	\$0.00	\$0.00	\$0.00
1700 TOTAL CAPITAL EXPENSES		\$0.00	\$0.00	\$0.00
ADD LINES 1710 THROUGH 1760				
				Category Total

REVENUES		2010 Year End Actual	2011 Projected Year End	2012 Proposed
REVENUES FROM OPERATIONS (FARES)				
2010 Farebox Revenues				
1. Cash Fares				
Description:	Cash from box and Advanced Ticket sales			
	Cash Sub Total	\$4,740.00	\$5,245.75	\$5,800.00
2. Coupons, Passes and Tokens				
Description:	Coupons, Passes, Tokens	\$0.00	\$0.00	\$0.00
	Coupons, Passes, Tokens Sub Total	\$0.00	\$0.00	\$0.00
	TOTAL FAREBOX REVENUES	\$4,740.00	\$5,245.75	\$5,800.00
				Category Total ↙
REVENUES FROM SYSTEM OPERATIONS				
2020 System Operating Revenue				
1. Special Route Guarantees				
Description:		\$0.00	\$0.00	\$0.00
	Guarantees Sub Total	\$0.00	\$0.00	\$0.00
2. Contract Revenues				
Description:	Contract with Northland College			
	Contract Sub Total	\$4,500.00	\$5,250.00	\$6,000.00
3. Advertising and Concession Revenues				
Description:		\$0.00	\$0.00	\$0.00
	Advertising Sub Total	\$0.00	\$0.00	\$0.00
4. Vehicle/Facility Leasing Revenues				
Description:		\$0.00	\$0.00	\$0.00
	Leasing Sub Total	\$0.00	\$0.00	\$0.00
5. Other Revenues				
Description:		\$0.00	\$0.00	\$0.00
	Other Sub Total	\$0.00	\$0.00	\$0.00
	TOTAL SYSTEM OPERATING REVENUES	\$4,500.00	\$5,250.00	\$6,000.00
				Category Total ↙
2000 TOTAL OPERATING REVENUES				
ADD LINES 2010 THROUGH 2020				
		\$9,240.00	\$10,495.75	\$11,800.00
				Category Total ↙
REVENUE ANALYSIS				
	Percent increase over 2010 year end actual		27.7%	Total ↙
	Percent increase over 2011 projected year end		12.43%	Total ↙

FEDERAL GRANTS		2010 Year End Actual	2011 Projected Year End	2012 Proposed
FEDERAL GRANTS (5307 and 5309 Recipients Only)				
2110 Federal Operating Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2120 Federal Capital Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2130 Federal Capital Grants (5309 Recipients Only)		\$0.00	\$0.00	\$0.00
LOCAL SHARE				
LOCAL FUNDING SOURCES				
Name	Amount		2011 Projected Year End	2012 Proposed
	\$0.00			
	\$0.00			
	\$0.00			
Total		\$0.00	\$0.00	\$0.00
SPECIAL FUNDING				
3001 (none identified for 2009)				
3000 TOTAL SPECIAL FUNDING				
		\$0.00	\$0.00	\$0.00

SYSTEM STATISTICS		2010 Year End Actual	2011 Projected Year End	2012 Proposed
DEMOGRAPHIC BREAKDOWN - PASSENGER TRIPS				
2510 People with Disabilities		1,461	1,169	1,200
2511 Elderly (60+ years of age)		4,092	3,602	3,500
2512 Adults (18-59 years of age)		19,052	23,405	23,000
2513 Youth (6-17 years of age)		330	163	200
2514 Children (0-5 years of age)		38	110	40
2500 TOTAL NUMBER OF ONE WAY PASSENGER TRIPS		24,973	28,449	27,940
				Category Total ↙
ONE-WAY PASSENGER TRIPS				
2515 Dial-A-Ride		0	0	0
2516 Fixed Route Trips (Sec. 5307 and Mankato Only)		24,973	28,564	27,940
2517 Volunteer Driver Passenger Trips		0	0	0
2518 Route Deviation Passenger Trips		0	0	0
HOURS OF SERVICE				
2521 Fixed Route (sec. 5307 and Mankato Only)		3,485	3,278	3,380
2522 Dial-A-Ride		0	0	0
2524 Route Deviation		0	0	0
2526 Subscription		0	0	0
2528 Special Route Guarantee		0	0	0
2530 TOTAL NUMBER OF BUS SERVICE HOURS		3,485	3,278	3,380
				Category Total ↙
2531 TOTAL NUMBER VOLUNTEER DRIVER HOURS		0	0	0
				Category Total ↙
MILES				
2531 Fixed Route (sec. 5307 and Mankato Only)		54,112	49,629.6	54,436
2532 Dial-A-Ride		0	0	0

PUBLIC TRANSIT OPERATING BUDGET

2534 Route Deviation	0	0	0	0
2536 Subscription	0	0	0	0
2538 Special Route Guarantee	0	0	0	0
2540 Total Number of Miles	54,112	49,630	54,436	Category Total
2541 VOLUNTEER DRIVER MILES				Category Total

RESOLUTION NO. 10 – 08 - 66

Council Member Tweten, supported by Council Member Leigh, introduced the following resolution and moved its adoption:

BE IT HEREBY RESOLVED, By the City Council of the East Grand Forks, Minnesota, that the City of East Grand Forks enter into an agreement with the State of Minnesota, to provide paratransit transportation services in East Grand Forks, Minnesota for period between January 1, 2012 and December 31, 2012; and

BE IT FURTHER RESOLVED, That the City of East Grand Forks agrees to provide 15% of the total operating costs for the paratransit service and up to 20% of the total capital costs; and

BE IT FURTHER RESOLVED, that authorization to execute the aforementioned Contract and any amendments thereto is hereby given to the Mayor and the Administrator/Clerk Treasurer.

Voting Aye:
Voting Nay: None.
Absent: None.

The President declared the resolution passed.

Passed: August 16, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of August, 2011.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the 16th day of August, 2011, as shown by the minutes of said meeting in my possession.

City Administrator/Clerk-Treasurer

RESOLUTION NO. 11 – 08 - 67

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

BE IT HEREBY RESOLVED, By the City Council of the East Grand Forks, Minnesota, that the City of East Grand Forks enter into an agreement with the State of Minnesota, to provide fixed route transportation services in East Grand Forks, Minnesota for period between January 1, 2012 and December 31, 2012; and

BE IT FURTHER RESOLVED, That the City of East Grand Forks agrees to provide 20% of the total operating costs for the fixed route service and up to 20% of the total capital costs; and

BE IT FURTHER RESOLVED, that authorization to execute the aforementioned Contract and any amendments thereto is hereby given to the Mayor and the Administrator/Clerk Treasurer.

Voting Aye:
Voting Nay: None.
Absent: None.

The President declared the resolution passed.

Passed: August 16, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of August, 2011.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the 16th day of August, 2011, as shown by the minutes of said meeting in my possession.

City Administrator/Clerk-Treasurer

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held July 21, 2011 at 5:00 P.M.

Present: Quirk, Ogden, Tweten

Absent: Brickson

It was moved by Commissioner Tweten second by Commissioner Ogden that the minutes of the previous meeting of July 7, 2011 be approved as read.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Ogden to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$501,194.14.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden second by Commissioner Tweten to approve the purchase of a potable water tank mixer from Solar Bee Inc in the amount of \$12,400.00 to be installed at the Point reservoir.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden second by Commissioner Tweten to approve the proposal from Progressive Consulting Engineers to complete the water rate study for a fee of \$19,240.00.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden second by Commissioner Tweten that the meeting be adjourned to August 4, 2011 at 5:00 P.M.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

Lori Maloney
Sec'y

RESOLUTION NO. 11 – 08 – 68

RESOLUTION ESTABLISHNG THE MUNICIPAL STATE AID HIGHWAYS

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

WHEREAS, it appears to the City Council of the City of East Grand Forks that the streets hereinafter described should be designated Municipal State Aid Street under the provisions of Minnesota Law.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of East Grand Forks that the road described as follows, to-wit:

ADD TO SYSTEM:

- a.) 15th Street SE
 - 1) TH220 to 5th Ave. NE 0.33 miles

BE IT RESOLVED, and hereby is established, located, and designated a Municipal State Aid Street of said City, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the City Administrator/Clerk-Treasurer is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration, and that upon his approval of the designation of said road or portion thereof, that same be constructed, improved and maintained as a Municipal State Aid Street of the City of East Grand Forks, to be numbered and known as State Aid.

Voting Aye:
 Voting Nay: None.
 Abstain: None.

The President declared the resolution passed.

Passed: August 16, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of August, 2011.

Mayor

Request for Council Action

Date: July 25, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Henry Tweten, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Greg Boppre, P.E.

RE: Municipal State Aid System Revision – 15th Street SE

Background:

The City of East Grand Forks currently has 0.33 miles that they could add to the State Aid System (see attached 2010 Annual Certification of Miles). Therefore, after reviewing our street system, it would make sense to add 15th street NE, from TH220 to 5th Avenue NE (0.33 miles). As the City Council is aware, this street is in need of total replacement and if it were special assessed, the City would be assessed for approximately 50%.

Therefore, I sent a letter to Lou Tasa, MnDOT (see attached letter), requesting this revision. Mr. Tasa responded as well as the Manager of the Municipal State Aid Needs Unit, Mr. Johnston (see attached emails).

Recommendation:

Approve addition to the MSAS and pass a resolution to be sent to MnDOT

Enclosures:

Copy of letter to Mr. Lou Tasa
2010 Annual Certification of Mileage
Mr. Tasa email
Mr. Johnston email



June 30, 2011

Lou Tasa
District State Aid Engineer
MNDOT
3920 Highway 2 West
Bemidji, MN 56601

RE: MSAS - System Revision
East Grand Forks, MN

Dear Lou:

As per the "System Revision Procedure", the City of East Grand Forks requests the following revision to our Municipal State Aid System:

- A) New designation - 15th Street NE - from frontage road of TH220 to 5th Ave NE (see attached map)

This designation satisfies the criteria of the State Aid Rules 8820.0700 Subp. 3 and 8820.0800 Subp. 1.

If you have any questions, or if additional information is needed, please contact our office.

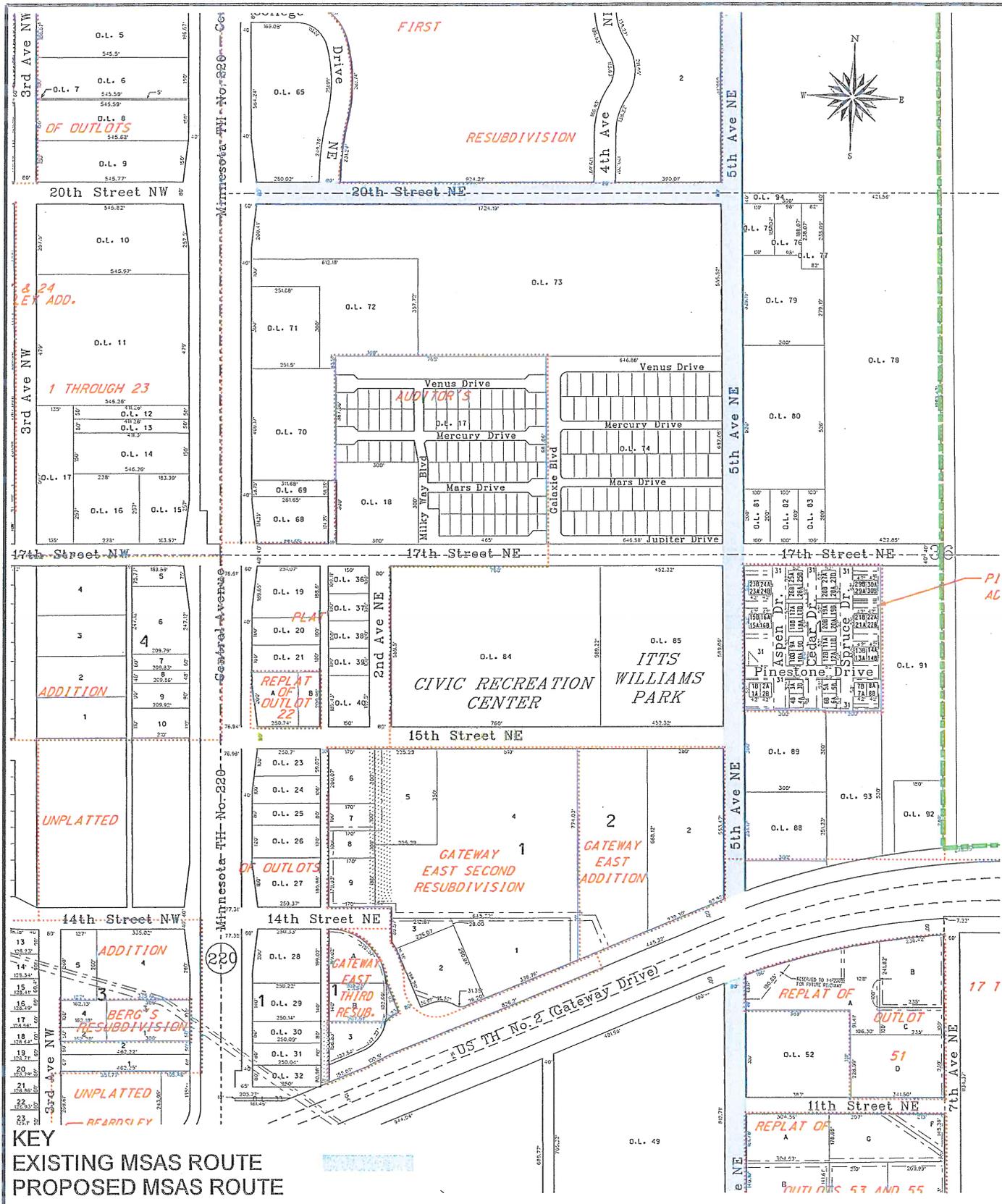
Respectfully yours,
FS Engineering



Greg Boppie, P.E.

GB:kk
Enc.

cc: Scott Huizenga, City Administrator



DRAWN BY: _____
 DATE: 6/30/2011
 DGN: 15th_st_ne_state_aid.dgn
 MODEL NAME: area layout

PROJECT:
 15th Street NE
 East Grand Forks, Minnesota

SHEET:
 1 of 1

2010

ANNUAL CERTIFICATION OF MILEAGE

SEE INSTRUCTIONS INCLUDED IN PACKET
*RECORD REVISIONS ON BACK OF FORM

	Municipal Mileage as of Dec. 31, 2009				Revisions During Current Year (+ or -)				Municipal Mileage as of Dec. 31, 2010			
	Non-Existing	Improved	Unimproved	Total	Non-Existing	Improved	Unimproved	Total	Non-Existing	Improved	Unimproved	Total
	I	III	II	IV	V	VII	VI	VIII	IX	XI	X	XII
MILEAGE NOT CONSIDERED IN THE COMPUTATION OF BASIC MILEAGE												
1. Trunk Highways		4.43		4.43						4.43		4.43
2. Trunk Highways Turnbacks (Designated as MSAS - mileage above 20%)		2.32		2.32						2.32		2.32
3. County State Aid Highways (Exclude mileage designated as MSAS)		0.50		0.50								
4. County State Aid Highway Turnbacks (Designated as MSAS - mileage above 20%)		3.71		3.71						4.21		4.21
5. Total Mileage of Line 1 Thru 4	Previous =	10.96			Adjustment =				Current =	10.96		
BASIC MILEAGE: MILEAGE CONSIDERED IN THE COMPUTATION OF ALLOWABLE MILEAGE												
6. Municipal State Aid Streets (Exclude Trunk and County Highway Turnbacks and Mileage Partly Outside the City Limits)		10.28		10.28						10.28		10.28
7. County Road Turnbacks (Designated as MSAS)												
8. County Roads (Exclude mileage designated as MSAS)												
9. Other Local Roads And Streets - not designated (Include T.H. & CSAH frontage roads)		1.66		44.45					1.66	42.79		44.45
10. Total Improved Basic Mileage (lines 6 + 7 + 8 + 9)	Previous =	53.07			Adjustment =				Current =	53.07		
11. Percentage Limitation Allowed by Statute									X	0.20		
12. MAXIMUM MILEAGE ALLOWED FOR M.S.A.S. DESIGNATIONS (Col XI, Line 10 Times Line 11).										10.61		
13. Total Municipal State Aid Street Designated (Column XII, Line 2 + 4 + 6 + 7).										16.81		
14. Total Miles of T.H. & County Highway Turnbacks designated as MSAS Above 20% (Col. XII Line 2 + 4 + 7).									(-)	6.53		
15. Mileage designated MSAS - not including T.H. and C.R. Turnback mileage (Line 13 minus Line 14).										(-)		10.28
16. MSAS Mileage Partly Outside the City Limits										(-)		
17. Municipal State Aid Street Mileage Under Maximum Allowed. (Line 12 minus line 15 minus Line 16).												0.33

I hereby certify that the total Improved Mileage (Col. XI, Line 5 + 10) in the Municipality of East Grand Forks as of December 31, 2010 is 63.94 Miles.

Signed



Title: City Engineer Date December 6, 2010.

N:\MSAS\EXCEL\MILEAGE CERTIFICATION\2008 CERTIFICATION OF MILEAGE FORM.XLS

From: "Tasa, Luane (DOT)" <luane.tasa@state.mn.us>
To: Greg Boppre <gboppre@fs-mn.com>
Date: 7/21/2011 1:09:29 PM
Subject: FW: Fwd:

Greg: I copied Marshall on this request and I don't have any concerns with designating 15th street as proposed. We will need to know how much mileage is needed as EGF has .33 miles remaining to be designated. If you have the available mileage, you can go ahead and pass a resolution to designate this segment and send me the original with the request and map showing the new segment to be added.

-----Original Message-----

From: Greg Boppre [mailto:gboppre@fs-mn.com]
Sent: Friday, July 08, 2011 9:16 AM
To: Tasa, Luane (DOT)
Cc: John Wachter; Scott Huizenga
Subject: Fwd:

Lou - I did this letter last week, but now with the State shutdown and not sure how long that will last, I thought I would forward this to you and we can discuss it when you get back.

Thanks Greg

>>> "FS Copier" <fscopier@fs-mn.com> 07/08/11 9:01 AM >>>
This E-mail was sent from "RNPE5E23D" (C6055).

Scan Date: 07.08.2011 10:01:00 (-0400)
Queries to: bail@fs-mn.com

CC: "Johnston, Marshall (DOT)" <marshall.johnston@state.mn.us>

From: "Johnston, Marshall (DOT)" <marshall.johnston@state.mn.us>
To: "Tasa, Luane (DOT)" <luane.tasa@state.mn.us>, Greg Boppre <gboppre@fs-mn.com>
Date: 7/21/2011 2:38:36 PM
Subject: RE: Fwd:

Lou,

It looks good to me also. It has good termini.

A couple comments:

They do have 0.33 miles available to designate and I scaled this request at about 0.36 miles.

Also, Greg is probably aware that this request cannot be included in the Needs updates until the 2012 update and the Needs will be included in the January 2013 distribution. But they can spend MSAS funds on it as soon as it is approved.

Marshall

R. Marshall Johnston
 Manager, Municipal State Aid Needs Unit
 State Aid for Local Transportation
 395 John Ireland Blvd. MS 500
 St. Paul, MN 55155
 651.366.3815
 marshall.johnston@state.mn.us

-----Original Message-----

From: Tasa, Luane (DOT)
 Sent: Thursday, July 21, 2011 1:04 PM
 To: Greg Boppre
 Cc: Johnston, Marshall (DOT)
 Subject: FW: Fwd:

Greg: I copied Marshall on this request and I don't have any concerns with designating 15th street as proposed. We will need to know how much mileage is needed as EGF has .33 miles remaining to be designated. If you have the available mileage, you can go ahead and pass a resolution to designate this segment and send me the original with the request and map showing the new segment to be added.

-----Original Message-----

From: Greg Boppre [mailto:gboppre@fs-mn.com]
 Sent: Friday, July 08, 2011 9:16 AM
 To: Tasa, Luane (DOT)
 Cc: John Wachter; Scott Huizenga
 Subject: Fwd:

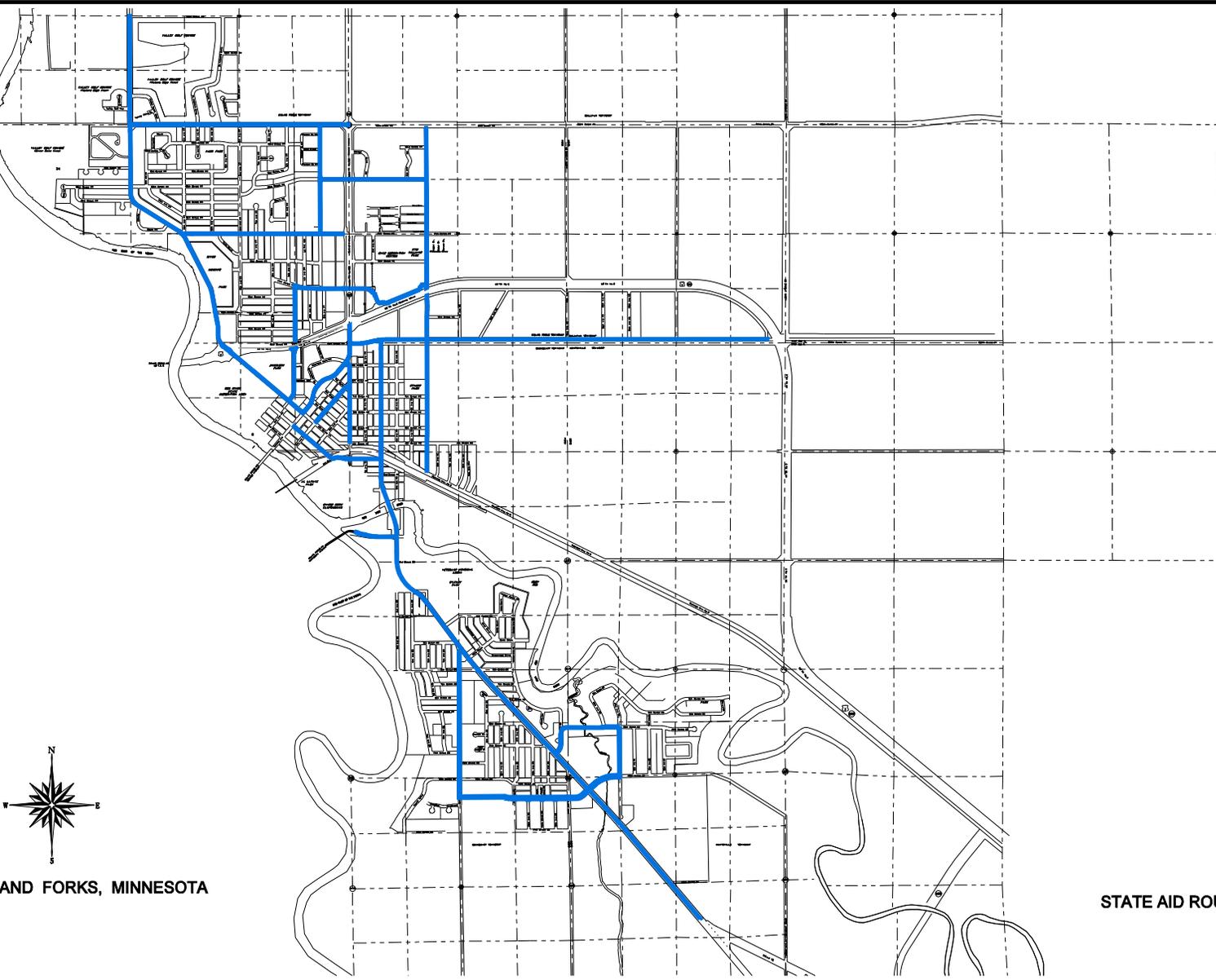
Lou - I did this letter last week, but now with the State shutdown and not sure how long that will last, I thought I would forward this to you and we can discuss it when you get back.

Thanks Greg

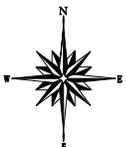
>>> "FS Copier" <fscopier@fs-mn.com> 07/08/11 9:01 AM >>>
 This E-mail was sent from "RNPE5E23D" (C6055).

Scan Date: 07.08.2011 10:01:00 (-0400)
 Queries to: bail@fs-mn.com

ORIGINAL SURVEY BY DATE
 FEEDBACK BY DATE
 FEEDBACK BY DATE
 AS-BUILT BY DATE



EAST GRAND FORKS, MINNESOTA



STATE AID ROUTE



NO.	DATE	BY	DESCRIPTION OF REVISIONS	DESIGNED BY	DATE
1-44-08		RAM	REVIEWED MILEAGE QUANTITIES		JANUARY, 2008
1-44-08		RAM	UPDATED ROUTER	DRAWN BY	FILE NAME
				CHECKED BY	SCALE

MUNICIPAL STATE AID SYSTEM MSAS
EAST GRAND FORKS, MINNESOTA

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.
 Signature: _____ Typed or Printed Name: _____
 Date: _____ I.E. No. _____

Engineering
 (218) 775-1185
 FAX (218) 775-3348
 1600 Central Ave. NE
 East Grand Forks, Minnesota
 www.ies-mn.com
 Copyright © 2010, ES-Engineering

DRAWING NUMBER

DATE OF MAPS STATE MAP.DWG
 8/9/2010

RESOLUTION NO. 11 – 08 - 69

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the City of East Grand Forks, Minnesota, desires to adjust some of the City fees and charges presently in effect;

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the following fees and charges in the right hand column are hereby approved and adopted, to be effective January 1, 2012;

Fee	Current	Proposed
Basics Only	\$110	\$75
Basic Boys	\$0	\$75
Freestyle Only	\$150	\$100
Synchro Only	\$250	\$250
Basics & Synchro	\$250	\$250
Freestyle & Synchro	\$250	\$250
Privates	\$80	\$100
Basics & Tots Synchro	\$0	\$100

Voting Aye:
Voting Nay: None.

The President declared the resolution passed.

Passed: August 16, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th day of August, 2011.

Mayor

Request for Council Action

Date: August 11, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, Henry Tweten, Council Members: Marc Demers, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Dave Aker

RE: Figure skating fees

Background:

The proposed new fees for figure skating:

Basic	\$75
Basic Boys	\$75
Freestyle	\$100
Tots Synchro	\$100
Synchro	\$250
Privates	\$100

Recommendation: The figure skating board and I took the time to sit down and figure the fees out. There is always some people that want the fees to fit in where there child is but this is a fair amount.

Enclosures: NONE

Date 08.01.11

Warren Strandell



East Grand Forks , MN 56721

Dear Warren ,

We are very pleased to submit this estimate on the following specifications and cost of the materials as of the date.

Description - 368pg plus cover hard bound

Copy - MPI will do layout from raw text file

Proofs - Epson Digital Proofs

Size - 8.25" x 10.5"

Stock - text- 60lb white offset
cover- 80lb white litho

Ink - text- black only
cover & fold out- 4 color process

Miscellaneous - Cover will be laminated - FOB East Grand Forks, MN

Prices-

Quantity	1000	1500	2000
Total	\$18,498	\$22,051	\$25,604
Each	\$18.50	\$14,70	\$12.80

We appreciated the opportunity of giving you this estimate and we hope to be able to produce this job for you in the near future.

Sincerely,

John Morgan
john@morganprinting.com

402 Hill Avenue - Grafton, ND 58237 Phone 701-352-0640

Request for Council Action

Date: 8-10-11

To: East Grand Forks City Council, Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Greg Leigh, Mike Pokrzywinski, Henry Tweten, and Ron Vonasek.

Cc: File

From: John Wachter

RE: Lift Station #1 – Critical Repair

During the most recent pump inspections staff and Electric Pump removed the motors from the pumps on lift station #1 (main lift) to inspect the wear rings, volutes, and impellers. The damage found was extensive to all four pumps (see photos).



At this time I need to rebuild all four pumps. This will include all new wear rings, one volute, and four impellers. I would also like to nickel plate one impeller. Nickel plating may decrease the wear and prolong the life of the impeller. The quote is below.

- Flygt 60hp cp3300-804 12" pumps
- 1 volute #1 pump \$8,600.00
 - 4 impellers @ \$6,300.00 each
 - 4 stationary wear rings @ \$400.00 each
 - 4 rotating wear rings @ \$477.00 each
 - Nickel coatings on impellers \$ 2,000.00 each
- Total Estimated cost \$39,308.00

The funds for the project are available in the 605 Fund - Wastewater
 605-49-470-44040 (Lift Station Repairs and Maint) \$24,490.76 available funds.
 60549-480-44040 (Lagoon Repairs and Maint) 26,964.15 available funds.

Recommendation: Authorize Electric Pump to make need repairs to lift station #1.

ORDINANCE NO. 2 - 4th SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE SECTION, TABLE OF SPECIAL ORDINANCES, TABLE I. ENTITLED "FRANCHISE" BY EXTENDING THE TERM OF THE FRANCHISE TO THE EAST GRAND FORKS WATER AND LIGHT DEPARTMENT PURSUANT TO CITY CODE TITLE V, CHAPTER 50, SECTION 50.04 ENTITLED "ELECTRIC ENERGY FRANCHISE" TO DECEMBER 31, 2015; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER I. AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY OF EAST GRAND FORKS ORDAINS:

Section 1. That the table of special ordinances of the City Code is hereby amended to read as follows, to-wit:

Subd. 2. GRANT OF FRANCHISE. The City hereby grants to the Franchisee, for a period extending to December 31, 2015, the right to transmit, furnish, deliver or receive electric energy within the limits of the City as they now exist or as they may be extended or revised in the future. For those purposes, Franchisee may establish the necessary facilities and equipment in and along the streets and public places within the City. The Franchisee may also do reasonable things necessary or customary to accomplish those purposes, subject, however to the further provisions of this franchise.

Section 2. City Code Chapter i entitled "General Provisions Applicable to Entire City Code Including Penalty for Violation" and Section 10.99 entitled "General Penalty" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall take effect and be in force from and after its passage and publication and be given the Number 2 - 4th Series.

VOTING AYE: _____
VOTING NAY: _____
ABSENT: _____

The President declared the Ordinance passed.

ATTEST: _____ PASSED: _____, 2011

City Administrator

President of Council

I hereby approve the foregoing Ordinance this _____ day of _____, 2011.

Mayor

RESOLUTION NO. 11 – 08 – 70

Council Member ____, reported by Council Member ____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased the following goods from Bert’s Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
8/4/11	48361	Hyd Filter Head #136	18.62

WHEREAS, Wayne Gregoire, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$18.62 on check number 10398 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on August 16, 2011.

Voting Aye:
Voting Nay: None.
Abstain: Gregoire.

The President declared the resolution passed.

Passed: August 16, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of August, 2011.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Wayne Gregoire, being duly sworn states the following:

- 1. I am 5th Ward Council Member of the City of East Grand Forks.
- 2. The following goods were furnished to the City of East Grand Forks by Bert’s Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
8/4/11	48361	Hyd Filter Head #136	18.62

- 3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
- 4. Resolution passed by unanimous vote of the council on August 16, 2011.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

RESOLUTION NO. 11 – 08 – 71

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased from Hardware Hank the goods referenced in check number 10440 for a total of \$1497.60.

WHEREAS, Craig Buckalew, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$1497.60 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on August 16, 2011.

Voting Aye:
 Voting Nay: None.
 Absent: None.

The President declared the resolution passed.

Passed: August 16, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of August, 2011.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Craig Buckalew, being duly sworn states the following:

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 10440 for a total of \$1497.60.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on August 16, 2011.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only

User: mfrench
Printed: 8/11/2011 - 2:10 PM



City of East Grand Forks

P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

Check	Date	Vendor No	Vendor Name	Amount	Voucher
10385	08/16/2011	3DS001	3D Specialties	819.52	0
10386	08/16/2011	4IM001	4Imprint	576.55	0
10387	08/16/2011	ACM001	Acme Electric Companies	1,522.86	0
10388	08/16/2011	ADV001	Advanced Business Methods Inc	152.53	0
10389	08/16/2011	ALL003	All Seasons Garden Center	179.28	0
10390	08/16/2011	AME002	American Tire Service	210.60	0
10391	08/16/2011	AME005	Ameripride Linen & Apparel Services	519.92	0
10392	08/16/2011	AQU001	Aqua Water Solutions	91.35	0
10393	08/16/2011	AQU002	Aquatic Technology Inc	138.62	0
10394	08/16/2011	BAG001	Bruce Bagstad	800.00	0
10395	08/16/2011	BAR005	Barnes Distribution	299.31	0
10396	08/16/2011	BAT001	Batteries Plus	3.84	0
10397	08/16/2011	BEC001	Becker Arena Products Inc	495.03	0
10398	08/16/2011	BER001	Bert's Truck Equipment	18.62	0
10399	08/16/2011	BOR001	Border States Electric Supply	92.96	0
10400	08/16/2011	BRI003	Brite-Way Window Cleaning	60.00	0
10401	08/16/2011	BUS002	Business Essentials	143.61	0
10402	08/16/2011	BYD001	Bydal Designs	141.07	0
10403	08/16/2011	C&R001	C&R Laundry & Cleaners	258.38	0
10404	08/16/2011	CAN001	Canon Financial Services	167.10	0
10405	08/16/2011	CAR002	Carquest Auto Parts	52.38	0
10406	08/16/2011	GFT003	Donald Scott Cash	2,319.53	0
10407	08/16/2011	CEN005	Central Landscape Supply	142.14	0
10408	08/16/2011	CHE001	Chemsearch	475.72	0
10409	08/16/2011	CLA004	Clarke Mosquito Control Products	271.06	0
10410	08/16/2011	COA001	Coalition of Greater MN Cities	165.00	0
10411	08/16/2011	COL004	Cold Spring Granite Company	250.09	0
10412	08/16/2011	D&D001	D&D Heating & Sheet Metal	83.29	0
10413	08/16/2011	DAK002	Dakota Fence	2,914.00	0
10414	08/16/2011	DAK011	Dakota Fire Protection Inc	310.00	0
10415	08/16/2011	DAK006	Dakota TV & Appliance	191.76	0
10416	08/16/2011	HUR001	David & Jennifer Hurst & GF Abstrac	5,000.00	0
10417	08/16/2011	DEM002	Marc DeMers	255.74	0
10418	08/16/2011	DIE003	Lota Dietzler	150.00	0
10419	08/16/2011	DKS001	DK Sports Products	360.00	0
10420	08/16/2011	EGF006	EGF City Petty Cash Ckng	2,585.73	0
10421	08/16/2011	EAS009	EGF Police Petty Cash	20.98	0
10422	08/16/2011	ESS003	Chad Essery	500.00	0
10423	08/16/2011	EXP002	Exponent	125.86	0
10424	08/16/2011	FAR003	Farmers Elevator Co of Alvarado	422.73	0
10425	08/16/2011	FLA001	Flaherty & Hood PA	49.66	0
10426	08/16/2011	FOR003	Forks Equipment	32.01	0
10427	08/16/2011	FRE002	Fred Pryor Seminars/Career Track Ret	99.00	0
10428	08/16/2011	G&K001	G&K Services	243.09	0
10429	08/16/2011	GAL003	Galstad Jensen & McCann PA	10,273.25	0
10430	08/16/2011	GAR001	Garden Hut Inc	1,941.55	0
10431	08/16/2011	GER001	Gerrells Sport Center	227.54	0
10432	08/16/2011	GFC001	GF City Utility Billing	13,140.45	0
10433	08/16/2011	GFH002	GF Herald	1,470.00	0
10434	08/16/2011	GFW001	GF Welding & Machine	208.97	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
10435	08/16/2011	GRA004	Grand Cities Towing	60.00	0
10436	08/16/2011	GRA0012	Grand Forks Regional Airport Authori	40.00	0
10437	08/16/2011	GRE011	Greenberg Roofing	593.91	0
10438	08/16/2011	GRI001	Josh & Nicole Grinde	5,000.00	0
10439	08/16/2011	HAI002	Rick Hajicek	142.50	0
10440	08/16/2011	HAR001	Hardware Hank	1,497.60	0
10441	08/16/2011	HAW001	Hawkins Chemical	771.32	0
10442	08/16/2011	HEA001	Heartland Paper	816.66	0
10443	08/16/2011	HIT001	Hitch N Go	96.97	0
10444	08/16/2011	HOM001	Home of Economy	239.95	0
10445	08/16/2011	HUG001	Hugo's	103.71	0
10446	08/16/2011	HUI001	Scott Huizenga	690.86	0
10447	08/16/2011	K&K001	K&K Trucking Inc	5,017.60	0
10448	08/16/2011	KEL001	Kellermeyer Building Service	1,603.13	0
10449	08/16/2011	KNO005	Adam Knopp	79.92	0
10450	08/16/2011	PAU003	Paul Larson	111.00	0
10451	08/16/2011	LIT001	Lithia Payment Processing	608.82	0
10452	08/16/2011	LUK004	Michael Lukkason	826.41	0
10453	08/16/2011	LUK002	Robert Lukkason	144.00	0
10454	08/16/2011	LUM001	Lumber Mart	41.58	0
10455	08/16/2011	M&W001	M&W Services	833.54	0
10456	08/16/2011	MAR004	Marco	329.91	0
10457	08/16/2011	MCD001	McDonald's of EGF	54.80	0
10458	08/16/2011	MCF001	McFarlane	45,600.00	0
10459	08/16/2011	MEN001	Menards	162.93	0
10460	08/16/2011	MES001	MESERB Treasurer Keith Nelson	1,927.31	0
10461	08/16/2011	MPO001	Metropolitan Planning Organization	8,420.61	0
10462	08/16/2011	MNI001	MN Ice Arena Mgr's Association	250.00	0
10463	08/16/2011	MNP004	MN Public Facilities Authority	352,928.32	0
10464	08/16/2011	MYE001	Melanee Myers	218.53	0
10465	08/16/2011	NEW001	Newman Signs	1,580.00	0
10466	08/16/2011	NOR020	Alissa Norland	120.00	0
10467	08/16/2011	NOR005	Northern Safety Tech	282.64	0
10468	08/16/2011	NOR018	Northland Custom Exteriors Inc	920.00	0
10469	08/16/2011	ORE001	O'Reilly Auto Parts	885.23	0
10470	08/16/2011	ODL001	Odland Fitzgerald Reynolds & Harbot	60.00	0
10471	08/16/2011	ORC002	Roger Orchard	32,235.14	0
10472	08/16/2011	PAU004	Paul Grzadzieski	100.00	0
10473	08/16/2011	PDQ001	PDQ Sanitary Services	310.00	0
10474	08/16/2011	PET001	Peterson Veterinarian Clinic P.C.	652.62	0
10475	08/16/2011	PIC001	Nick Pickard	663.04	0
10476	08/16/2011	PRA003	Prairie Wind BG Inc	794.08	0
10477	08/16/2011	PRA001	Praxair Distribution	51.19	0
10478	08/16/2011	PRE001	Premium Waters Inc	67.62	0
10479	08/16/2011	QUI001	Quill Corp	191.99	0
10480	08/16/2011	RAD001	Radio Shack Corporation	14.03	0
10481	08/16/2011	RAI001	Railroad Mgmt Co III LLC	109.81	0
10482	08/16/2011	RDO001	RDO Powerplan OIB	2,381.93	0
10483	08/16/2011	RMB001	RMB Environmental Lab Inc	33.00	0
10484	08/16/2011	ROT001	Roto Rooter	14,335.00	0
10485	08/16/2011	RYD001	Rydell Chevrolet	185.52	0
10486	08/16/2011	MER001	Sandford Clinic Fargo Region	42.00	0
10487	08/16/2011	SGC001	SGC Horizon LLC	439.25	0
10488	08/16/2011	SIM003	Simonson Lumber & Hardware	266.70	0
10489	08/16/2011	STE001	Stennes Granite	950.00	0
10490	08/16/2011	STE012	Jerald & Laura Stern	500.00	0
10491	08/16/2011	STR001	Warren Strandell	1,000.00	0
10492	08/16/2011	SUN002	Sun Dot Communications	126.99	0
10493	08/16/2011	SUN006	SunSource	149.20	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
10494	08/16/2011	RET001	The Retrofit Companies Inc	6,229.44	0
10495	08/16/2011	TIG001	Tiger Direct.com	37.87	0
10496	08/16/2011	TIT002	Titan Access Account	5.30	0
10497	08/16/2011	TRI001	Tristeel Manufacturing	149.86	0
10498	08/16/2011	TRY001	Try-County Refrigeration	260.00	0
10499	08/16/2011	USF002	US Foodservice Inc TM	125.20	0
10500	08/16/2011	VAL002	Valley Truck	282.45	0
10501	08/16/2011	VIL001	Vilandre Heating & A/C	347.56	0
10502	08/16/2011	WAS001	Waste Mgmt	36,744.33	0
10503	08/16/2011	WAT001	Water & Light Department	42,204.92	0
10504	08/16/2011	WAT002	Water Environment Federation	108.00	0
10505	08/16/2011	WDA001	WDAZ TV	1,149.00	0
10506	08/16/2011	WIN001	Winnelson	80.16	0
10507	08/16/2011	XER001	Xerox Corporation	61.06	0
10508	08/16/2011	HIG001	Paul Zavoral	1,461.88	0
				628,878.58	
Check Total:					