

**APPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
Tuesday, October 6, 2009 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for October 6, 2009 was called to order by Council President Dick Grassel at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Council President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire, and Mike Pokrzywinski.

STAFF PRESENT:

Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Mike Hedlund, Police Chief; John Wachter, Public Works Superintendent; Randy Gust, Fire Chief; Dave Aker, Parks & Rec Superintendent; Dan Boyce, Water & Light Manager; Nancy Ellis, Senior Planner; Charlotte Helgeson, Library Director; and Jim Richter, EDHA Director.

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.”

Minnesota Community Pride Competition Award – Presented by the Community Marketing Committee

Mr. Richter and Ms Bruhn presented an award to the City Council for the 25th Anniversary Minnesota Community Pride Competition Helping Minnesota connect, create, and thrive. This award was for population of 5,000 to 10,000 residents for overall community and economic development achievement.

Mr. Richter also presented a check for \$750 to put towards signs in the community to help direct people to public buildings and parks.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of September 15, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF SEPTEMBER 15, 2009.

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

Voting Nay: None.

Absent: Leigh.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of September 22, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE “WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF SEPTEMBER 22, 2009.

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

Voting Nay: None.

Absent: Leigh.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

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

Council Member DeMers asked that item #4 be pulled for discussion. Council Member Pokrzywinski asked that item #3 be pulled as well.

3. Consider approving the quote for a ¾ ton pickup for the VFW Arena to Hatton Ford for \$22,800.71.

Council Member Pokrzywinski would like this vehicle purchase to be put on hold until after budget discussion; with the Mayor proposing a 5% levy tax increase, the Council needs to look at cuts. Council President Grassel stated that this would come out of the 2009 budget.

Council Member DeMers announced that the Request for Council Action includes a tommy lift and plow. He asked if the Council is also approving that purchase. Mr. Huizenga stated that in a sense yes, however, it falls under the purchasing policy. Mr. Aker stated that the current lift and plow is broke. Council Vice President Tweten stated that all Council Members are cautious of the budget but we can’t defer everything. Snow removal is very important in this community.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE QUOTE FOR A ¾ TON PICKUP FOR THE VFW ARENA TO HATTON FORD FOR \$22,800.71.

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

4. Consider approving the Winter Parks & Recreation Programs Salaries for 2009 as recommended.

Council Member DeMers stated that he is aware of the minimum wage increase to \$7.25; however, he cannot approve raises for seasonal employees since the full-time employees will have compensation cuts. Council Vice President Tweten informed Council that many of these people don't get compensated for travel and missing out of family time. Council Member Buckalew announced that training gets expensive, if you are a second or third year coach or rink attendant and you are responsible and doing a great job, you need to be compensated for it.

Mr. Aker announced that most positions did stay the same wage. Council President Grassel stated that coaches do pitch in and help the kids out. Discussion occurred regarding the various levels of

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE WINTER PARKS & RECREATION PROGRAMS SALARIES FOR 2009 AS RECOMMENDED.

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

5. Consider approving the easement between the City of East Grand Forks and Halstad Telephone Company.

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

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

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

- 6. The minutes of the Water, Light, Power and Building Commission for August 20, 2009.
- 7. The minutes of the Water, Light, Power and Building Commission for September 3, 2009.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

8. Consider approving the change order request for “2009 City Project No. 1 – 23rd Street NW” in the amount of \$83,710.50.

Mr. Boppre announced that the Council received the 1st Proposal at the work session upon Council Member Leigh’s request. Council Member DeMers asked for a revision to fill in the ditch (2nd Proposal). Mr. Boppre stated that the Council has four options. Approval Proposal #1, Approval Proposal #2, Deny Project, or wait until the spring to bid with Phase 2. The City Council decided to hold off on the project.

CLAIMS:

9. Consider adopting Resolution No. 09-10-65 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 4282 for a total of \$714.47 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-10-65 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 4282 FOR A TOTAL OF \$714.47 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Absent: Leigh.

Abstain: Buckalew.

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

Acme Electric Companies	Bulbs/Maglite/Aluminglass Pole/Tools/Equip	\$505.88
Agri-Valley Grand Forks Petroleum	Unleaded Fuel/7501 Gallons	\$16,127.15
Aker Dave	Meal & Mileage Reimn/	\$1,027.44
All Seasons Garden Center	Trees	\$157.47
Alltel	Cell Phone	\$397.87
Altru Health System	Legal Blood Draw/T.Thoreson	\$37.25
American Tire Service	Flat Repair/Dismount & Mount #327	\$43.00
Ameripride Linen & Apparel Services	Towel/Mats/Mops/10 Boxes Gloves	\$488.23
Anderson Eugene	Refund Sec Deposit	\$260.00
Apollo Electric Inc	Repair Fountain/Reinstall Fountain Lights	\$584.32
Atlantic Safety Product	Gloves	\$105.80
Batteries Plus	Batteries For Actuators/Trans Switch	\$48.41
Blue Cross Blue Shield of ND	EDHA Insurance 10/1/09 -11/1/09	\$4,977.20
Border States Electric Supply	Bulbs	\$298.00
Brady Martz & Associates	Submission Of Audited Fin Statements EDHA	\$1,000.00

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Breezy Point Resort	Lodging/R.Gust/AMEN Conf	\$540.00
Brite-Way Window Cleaning	Aug Service RW Center	\$50.00
Bruce Jay	Clean Demers Building	\$60.00
Bushee Jennifer	Reimb Permit Tech Fall Seminar Fee	\$70.00
Canon Financial Services	Copier Fees	\$167.10
Cariveau Steve	Landscaping Incentive Reimb	\$500.00
Cassanelle Michael	Landscaping Incentive Reimb	\$500.00
CDW Government Inc	City Sanitary Sewer Telemetry Project	\$3,313.44
Clear Channel Communications	June-August Broadcasting Fees	\$585.00
Cole Papers Inc	Supplies /Soap Dispenser	\$555.87
Commercial Printing	Business Cards/EDHA	\$69.47
Complete Pest Control Inc	Insect/Pest Control	\$1,373.42
Craguns	Seminar Stay - Dillen Nelson	\$317.43
Credit Acceptance Corporation	Loan#5729802/Seized Merc Mystique/	\$688.00
Crookston City	PD Auction/Narcotics & Other Crimes Vehicles	\$2,327.50
Cummins NPower LLC	Inv Parts # 614 & #125	\$248.26
Dacotah Paper Co	Station Supplies/Spray/Toilet Tissue	\$360.72
Dakota TV & Appliance	Pressure Switch	\$168.01
Daydreams Specialities	Plaque	\$25.00
Diamond Cleaning Supply Richard Papenfuss	Sanitizer/Delimer/Cups	\$482.64
Docu Shred Inc	Shredding	\$48.76
Dragich Mark	Reimb Misc Hardware/Postage/Meal	\$33.82
Eagle Electric	Fix Light Fixtures /Scoreboard/#6 Lift	\$5,646.88
Environmental Equipment	Torque Motor #114	\$965.55
Explorer Post #38	Squad Cleaning	\$100.00
Exponent	Public Forums/Budget/Tree & Stump Removal/Pig Roast	\$221.00
Farmers Elevator Co of Alvarado	Curtail/Makaze	\$593.12
Filter Care	Inv Parts	\$72.48
Floan Sanders	Prof Services 8/17/09 - 9/19/09	\$67,207.73
Forx Radiator	Inv Patrs #125 & Labor/Inv Parts #146	\$1,226.98
G&K Services	Mats	\$168.45
Gaffaneys	Supplies	\$411.98
Galstad Jensen & Olson PA	Legal Services	\$12,791.38
Garden Hut Inc	Inventory/Maint Supplies	\$2,985.53
GF Fire Equipment	Recharge Extinguishers	\$29.00
GF Welding & Machine	Inv Parts #196/O Ring/Weld Posts & Panel/Floodwall Supplies	\$465.12
Glass Pro's Inc	Replace Motor Operator/Broken	\$834.00
Grand Cities Towing	Towing	\$210.00
Grove Motor Sports	Starter Drive #436	\$169.91
Gust Randy	Reimb/Station Supplies/Mileage	\$295.74
H&S Construction	Curb & Gutter Repair	\$7,505.00
Hajicek Rick	Cleaning	\$399.00
Hansen April	Meal Reimb/Spanish Training Camp Dodge	\$96.00
Hardware Hank	Maint Supplies	\$714.47

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Heartland Paper	Supplies	\$456.58
Hedlund Mike	Reimb Awards For PD Ceremonies	\$90.87
Henke - Alamo Group Company	Plow Parts #174	\$1,891.09
Hoas Arlene	Security Deposit	\$115.24
Holiday Credit Office	Police Dept & EDHA Fuel	\$105.94
Hugo's	Paper Towels/Trash Bags/Spray	\$31.55
Huizenga Scott	Reimb Comp Performance Book	\$118.44
Industrial Chem Labs & Services Inc	Root Begone	\$122.13
Integra Telecom	Long Distance Service	\$175.24
Int'l Public Management Association for HR	FD/PD Civil Service Exams	\$1,082.50
Inventory Trading Company	Uniforms/Admin	\$183.75
Jack R Anderson & Sons Painting	Paint Street Lights	\$4,000.00
Kellermeyer Building Service	Cleaning Services	\$2,351.25
Kinsey Warner/ Sam Lucier/Choice Financial	Deferred Loan Repayment Agreement	\$5,000.00
Klegstad Landscaping	Tree Trimming	\$3,600.00
Kossow Linda	Cleaning #201	\$60.00
Lab Safety Supply	Earplugs Express w/ Chord	\$102.81
Laker Chemical	EZ Dose It Bacteria Bugs/Grease Control/Weed Killer	\$1,212.50
Laser Systems	Ink	\$174.98
League of MN Cities	Work Comp & Municipality Ins 4th Qtr	\$83,049.71
Lithia Payment Processing	Door Handle #547/Ign Parts #541	\$317.24
Locators & Supplies Inc	Green 7'2" Utility Marker	\$423.44
Lucke Gerald	Reimb MN GFOA Conf Exp/J.Lucke	\$447.92
Lynne Gladwin	Reimb Supplies	\$34.32
M&W Services	Weed Control/Lawn Care	\$639.49
MacQueen Equipment	Inv Parts #194	\$691.18
Manias Michelle	Gas & Meal Reimb/Spanish Trainging Camp Dodge IA	\$116.01
Marco - Fargo Inc	Copier	\$279.54
McDonald's of EGF	Prisoner Meals 7/21/09 - 9/13/09	\$61.50
MCPA	Conference/Everett	\$200.00
Menards	Maint Supplies	\$80.86
Metropolitan Planning Organization	Planning & Transit Hours August 2009/Local Share	\$4,254.55
Microtel Inn & Suites	Hotel Room/D.Szczepanski	\$294.45
Midcontinent Communications	Cable Service Sr Center	\$783.01
Midcontinent Communications	Broadcast Fees	\$2,466.00
Midwest Specialty Sales Inc	Inv #136 & #139	\$803.05
Mike's Pizza	Food & Beverages	\$68.66
MN Dept of Revenue	Sales & Use Tax	\$399.00
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MN Multi Housing Association	Landlord/Tenant Law Conf/L.Kossow	\$158.00
MN Municipal Utilities Assoc	4th Qtr Safety Management	\$3,543.75
MN Pollution Contrl Agency	Wastewater Op Exam - D.Nelson	\$312.00
MN State Treasurer - Treasury Division	09 PD Auction/Narcotic Vehicles	\$613.70
MTI Distributing Company	Toro Parts	\$203.14

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Northern Plumbing Supply	Plumbing Supplies RW Center	\$20.28
Northland Custom Woodworking	Maint Work RW Center	\$250.00
O'Reilly Auto Parts	Inv Parts/Seal Beams/Air Filters	\$109.48
Odland Fitzgerald Reynolds & Harbott PLLP	First Appearances 9/18 - 9/22	\$304.00
Opp Construction	Prof Services	\$61,818.50
Orchard Oil Company	Hyd Oil #114	\$181.74
Otis Elevator Company	Elevator Contract/Sunshine Terrace/10/1/09 - 9/30/10	\$2,678.63
Pamida	Paper Towels	\$9.99
Paras Contracting	09 AJ3 Est2 11th Ave Concrete Paving	\$89,067.42
PDQ Sanitary Services	Porta Potty Rental	\$206.00
Pearson Brian & Myrna	Sidewalk Replacement	\$900.00
Polk County Attorney-Widseth	PD Car Auction/ DUI Seizure Vehicles/Narcotics Vehicles	\$1,428.70
Praxair Distribution	Cylinder Rental/Work Gloves	\$196.48
Premium Waters Inc	Water Service	\$35.12
Quill Corp	Calendar/Binder Clips/Office Supplies	\$766.74
Qwest	Phone Services	\$2,109.51
RDO Equipment Co	Inv Parts #196	\$60.13
Reed Business Information	09 CP1 Bid Ad	\$578.10
RJ Zavoral & Sons	Asphalt on 10th St NE/Campground Improvements	\$40,357.20
RMB Environmental Lab Inc	4Hr Composite	\$43.00
Roto Rooter	Jet Clean San Sewer/E Of Byland Rd	\$9,887.75
Ruttger's Sugar Lake Lodge	Lodging/Brian Larson/Dave Aker/Gary Hadden	\$648.42
Rydell Chevrolet	Inv PArts #942	\$1.32
Simonson Lumber & Hardware	Netting	\$97.90
Skala Larry	Tree Removal	\$1,162.50
Spruce Valley Corporation	09 AJ1 Est4 Utilitis & St Const 17th Ave SE/09 CP1	\$551,646.43
Stauss Lynn	League of MN Cities Meeting/L.Stauss	\$67.65
Steve Sondreal Construction	Sidewalk Replacement/1219 4th Ave NW	\$1,330.00
Stordahl Kenley	Mowing/Trimming City Lots North of Co 19	\$2,400.00
Strata Corp	09 CP3 Est 1	\$41,593.50
Streichers	Uniforms-Patrol	\$1,320.24
Sun Dot Communications	DSL Internet Services	\$11.50
Supply Distribution Center	Toner Cartridge	\$489.85
Taggart Excavation and Septic Service	08 AJ2 Est9 Utilities & St Const NCTC	\$30,522.52
The Chamber of EGF/GF	Canada/USA Summit/B.Wilfahrt	\$148.16
Titan Machinery	Inv Parts #171	\$40.46
Tony Dorn Inc	Copies	\$26.72
Trefla Phylis	Lanscaping Incentive Reimb	\$500.00
True Temp	Motormate Universal Capacitor/Rpl Indoor Blower Motor	\$761.58
Twin Forks Chapter Sweet Adelines	Entertainment	\$125.00
Valley Truck	Battery Switch/Filters Inv/Circuit Breakers	\$419.07
Vizenor Shane	Reimb Ref Fees	\$90.00
Wagner Construction	08 CP1 Est 13 Wastewater Improvements	\$256,899.65
Waste Mgmt	Greensite/Riverwalk	\$1,110.96

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Water & Light Department	Montly Service	\$22,277.23
WDAZ TV	Campground Promo	\$985.00
Widseth Smith Nolting & Associates	TIF 1-2 / Prof Services 7/26/09 - 8/22/09	\$979.50
Xcel Energy	Montly Service	\$1,297.06
Xerox Corporation	Base Charge/Excess Print Charge	\$63.52
Zavoral Paul	Black Dirt/Clay For Waters Edge 3rd	\$596.88
Zee Medical Service	First Aid Kit Refill	\$47.14
		<u>\$1,391,435.70</u>

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

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

Voting Nay: None.

Absent: Leigh.

COUNCIL/STAFF REPORTS:

Council Member DeMers thanked those who came to the Public Forum regarding the budget.

Council Vice President Tweten announced that Northland Community and Technical College (NCTC) will be holding a ribbon cutting ceremony from 1 p.m. to 4 p.m. on Friday, October 9th.

Council Member Pokrzywinski stated that he supports NCTC. He also announced that the budget process is starting and the Mayor feels that 5% levy increase is adequate; therefore, the Council needs to look at cuts.

Mr. Gust asked if a Council Member would be able to turn the keys over for the donated fire truck to NCTC officially on Friday at the ceremony.

Mr. Boyce stated that the Water & Light Department is holding an open house all week from 12:00 p.m. to 5:00 p.m. to celebrate the 100 years of utility service.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE OCTOBER 6, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:43 P.M.

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

Voting Nay: None.

Absent: Leigh.

Scott Huizenga, City Administrator/Clerk-Treasurer