

**APPROVED  
MINUTES OF THE  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
TUESDAY, AUGUST 16, 2011 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for August 16, 2011 was called to order by Council President Buckalew at 5:00 P.M.*

**CALL OF ROLL:**

*On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.*

**STAFF PRESENT:**

*Dave Aker, Parks & Recreation Superintendent; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Teri Kouba, Transit; Jerry Lucke, Finance Director; 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.*

Mr. Froemke and Mr. Collinson, American Crystal Union Representatives, asked City Council for a letter to both parties, American Crystal Sugar and the Union, to come to the table to negotiate. City Council encourages both parties to come to an agreement as American Crystal Sugar is an important industry. City Council will suspend rules.

**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.

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

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

*Voting Nay: None.*

*Absent: Leigh.*

**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.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT 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.**

Mr. Bail announced that this project was \$64,000 over the estimate to the City. He stated that Mr. Tasa got the City an additional \$75,000 toward the project.

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

*Voting Nay: None.*

*Absent: Leigh.*

**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.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL**

**MEMBER DEMERS, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH FIVE (5) AS SUBMITTED.**

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

*Voting Nay: None.*

*Absent: Leigh.*

**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.

Mr. Lucke thanked the City Council and staff. Council Members thanked Mr. Lucke for stepping in and for always keeping the door open.

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

8. Consider adopting Resolution No. 11-08-68 a Resolution establishing the Municipal State Aid Highways adding 15<sup>th</sup> Street NE.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-08-68 A RESOLUTION ESTABLISHING THE MUNICIPAL STATE AID HIGHWAYS ADDING 15<sup>TH</sup> STREET NE.**

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

*Voting Nay: None.*

9. Consider adopting Resolution No. 11-08-69 a Resolution amending the Figure Skating fees for the 2011-2012 skating season.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-08-69 A RESOLUTION AMENDING THE FIGURE SKATING FEES FOR THE 2011-2012 SKATING SEASON.**

Mr. Aker announced that he added a fee for tots syncro and basic boys.

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

*Voting Nay: None.*

10. Consider approving the quote from Morgan Printing for \$20,275.50 to print, bind, and deliver 1250 copies of the East Grand Forks 125<sup>th</sup> Anniversary book Everyone Has a Story...Everyone is a Story.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE QUOTE FROM MORGAN PRINTING FOR \$20,275.50 TO PRINT, BIND, AND DELIVER 1250 COPIES OF THE EAST GRAND FORKS 125<sup>TH</sup> ANNIVERSARY BOOK EVERYONE HAS A STORY...EVERYONE IS A STORY.**

Discussion occurred regarding the status of the book and how many copies are needed.

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

*Voting Nay: None.*

11. Consider approving the quote from Electric Pump for an estimated cost of \$39,308.00 for repairs to lift station #1.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE QUOTE FROM ELECTRIC PUMP FOR AN ESTIMATED COST OF \$39,308.00 FOR REPAIRS TO LIFT STATION #1.**

Council Member Tweten asked the condition of the other pumps. Mr. Wachter stated that they pull 3-4 pumps each year and he gave a brief update on the remaining pumps. He stated that it is a 6 week process for repairs.

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

*Voting Nay: None.*

12. Consider adopting Ordinance No. 2 - 4th Series, an Ordinance of the City of East Grand Forks, Minnesota, amending City Code Section, Table 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. (1<sup>ST</sup> Reading)

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT ORDINANCE NO. 2 - 4TH SERIES, AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE SECTION, TABLE 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. (1<sup>ST</sup> READING)**

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

*Voting Nay: None.*

13. Consider approving the appointment of Karla J. Anderson to the position of Finance Director at a starting salary of \$71,691.15 (Step 3) beginning August 22, 2011.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE APPOINTMENT OF KARLA J. ANDERSON TO THE POSITION OF FINANCE DIRECTOR AT A STARTING SALARY OF \$71,691.15 (STEP 3) BEGINNING AUGUST 22, 2011.**

Mr. Huizenga gave an updated on the hiring process.

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

*Voting Nay: None.*

**CLAIMS:**

14. 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.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, 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: Leigh, Pokrzywinski, DeMers, Vonasek, Buckalew, and Tweten.*

*Voting Nay: None.*

*Abstain: Gregoire.*

15. 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.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT 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.**

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

*Voting Nay: None.*

*Abstain: Buckalew.*

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

3D Specialties	Telespar/Safety Glasses	\$819.52
4Imprint	Promotional Supplies	\$576.55

Acme Electric Companies	18 Volt Milwaukee Drill/Hoe/Blades/Trimmers	\$1,522.86
Advanced Business Methods Inc	Copier Contract	\$152.53
All Seasons Garden Center	Perennials	\$179.28
American Tire Service	Service Call #113 Damaged Tire/Flat Rpr/Tire Mounted	\$210.60
Ameripride Linen & Apparel Services	Linen Service	\$519.92
Aqua Water Solutions	5 Gallon Water & Deposit	\$91.35
Aquatic Technology Inc	Life Guard Chair Seat	\$138.62
Bagstad Bruce	Refund Columbarium	\$800.00
Barnes Distribution	Shop Supply	\$299.31
Batteries Plus	Battery	\$3.84
Becker Arena Products Inc	Poly sheets	\$495.03
Bert's Truck Equipment	Hyd Filter Head #136	\$18.62
Border States Electric Supply	Midget Fuse/Octron/Credit	\$92.96
Brite-Way Window Cleaning	July Window Cleaning/Riverwalk Center	\$60.00
Business Essentials	Supplies	\$143.61
Bydal Designs	Signs	\$141.07
C&R Laundry & Cleaners	Police Dept Dry Cleaning/Investigations/Patrol/FD	\$258.38
Canon Financial Services	Copier Maint	\$167.10
Carquest Auto Parts	Steering Hose #136	\$52.38
Cash Donald Scott	Dial-A-Ride July 2011	\$2,319.53
Central Landscape Supply	Rodent Guard	\$142.14
Chemsearch	Case Of Maxilube Grease	\$475.72
Clarke Mosquito Control Products	Insect Chemicals	\$271.06
Coalition of Greater MN Cities	Labor & Employee Relations Seminar	\$165.00
Cold Spring Granite Company	Marker (Hearn)	\$250.09
D&D Heating & Sheet Metal	AC Repair	\$83.29
Dakota Fence	Chaninlink Fence Installation	\$2,914.00
Dakota Fire Protection Inc	Annual Sprinkler & Backflow Inspection	\$310.00
Dakota TV & Appliance	Intall Cold Control/Service Call	\$191.76
David & Jennifer Hurst & GF Abstract	Lot Incentive/Hurst	\$5,000.00
DeMers Marc	CGMC Conference Expense Reimb/DeMers	\$255.74
Dietzler Lota	Fridge	\$150.00
DK Sports Products	Scoreboard Cable/Wire	\$360.00
EGF City Petty Cash Ckng	Reimb Petty Cash	\$2,585.73
EGF Police Petty Cash	Postage/Return Duty Vests	\$20.98
Essery Chad	Landscape Incentive	\$500.00
Exponent	12AJ1 PH Club Acres Addition	\$125.86
Farmers Elevator Co of Alvarado	Weed Blast	\$422.73
Flaherty & Hood PA	Labor Consultation Services	\$49.66
Forks Equipment	Weed Eater String Cutting Head	\$32.01
Fred Pryor Seminars/Career Track Returns	Seminar/Dale Gulbranson	\$99.00
G&K Services	Mats	\$243.09
Galstad Jensen & McCann PA	Galstad Fees	\$10,273.25

Garden Hut Inc	Oil Seals/V-Belts/Fuel Filters/Trimmer Line	\$1,941.55
Gerrells Sport Center	Baseballs/Line Up Books/Base Plugs	\$227.54
GF City Utility Billing	Landfill	\$13,140.45
GF Herald	EGF Pride	\$1,470.00
GF Welding & Machine	Bushings For #139/Weld T-Braces	\$208.97
Grand Cities Towing	Towing	\$60.00
Grand Forks Regional Airport Authority	GFRAA Terminal Grand Opening Dinner/Lynn Stauss	\$40.00
Greenberg Roofing	VFW Roof Repair	\$593.91
Grinde Josh & Nicole	New Construction Loan	\$5,000.00
Hajicek Rick	Cleaning 7/25-7/29	\$142.50
Hardware Hank	Rope/Fertilizer/Oil/Nursery Items/Misc supplies	\$1,497.60
Hawkins Chemical	O-Rings/Gaskets/Chlorine Cylinder	\$771.32
Heartland Paper	Cleaner/Kleenex/Tissue/Trailhead supplies	\$816.66
Hitch N Go	Equipment Snatch Block/Wheel Chucks	\$96.97
Home of Economy	Carburetor Parts/Tie-Down Ratchet	\$239.95
Hugo's	Food/Supplies	\$103.71
Huizenga Scott	CGMC Expense Reimb/DeMers Hotel	\$690.86
K&K Trucking Inc	Gravel / Sand	\$5,017.60
Kellermeyer Building Service	Monthly Services	\$1,603.13
Knopp Adam	Mileage Reimb to Fargo	\$79.92
Larson Paul	Cement Work/Re-Issue Ck 4583	\$111.00
Lithia Payment Processing	Fan Relay Module/Radiator Fan Assy/Water Pump	\$608.82
Lukkason Michael	Mendota Heights & St. Paul Expense Reimb	\$826.41
Lukkason Robert	St. Paul Expense Reimb	\$144.00
Lumber Mart	Screws/Caulk	\$41.58
M&W Services	Lawn Care/Mowing/Weed Control	\$833.54
Marco	Copier Maint/Fees	\$329.91
McDonald's of EGF	Prisoner Meals	\$54.80
McFarlane	HVAC Renovations	\$45,600.00
Menards	Chairs/Clips	\$162.93
MESERB Treasurer Keith Nelson	MESERB Membership Assesment	\$1,927.31
Metropolitan Planning Organization	Local Share/June 2011/Transit & Planning Services	\$8,420.61
MN Ice Arena Mgr's Association	Arena Manager Conference	\$250.00
MN Public Facilities Authority	Transportation & Clean Water Revolving Loan Fund	\$352,928.32
Myers Melanee	Landscaping Incentive	\$218.53
Newman Signs	Sign Rental/Cabelas	\$1,580.00
Norland Alissa	Reimburse Towing/Norland	\$120.00
Northern Safety Tech	Vertex Strobe Lights/Mount Kits/Map Light	\$282.64
Northland Custom Exteriors Inc	Tape & Texture Ceiling & Walls	\$920.00
O'Reilly Auto Parts	Inventory & Shop Tools	\$885.23
Odland Fitzgerald Reynolds & Harbott PLLP	First Appearances	\$60.00
Orchard Roger	8001 Gallons/Unleaded fuel/Oil	\$32,235.14
Paul Grzadzieleski	Stump Removal	\$100.00

PDQ Sanitary Services	Portable Toilet Rental	\$310.00
Peterson Veterinarian Clinic P.C.	July 2011 Pound Report	\$652.62
Pickard Nick	Mendota Height & St. Paul Expense Reimb	\$663.04
Prairie Wind BG Inc	Fuel Conditioner For Unleaded/Diesel Fuel Conditioner	\$794.08
Praxair Distribution	Cutting Torch Lighting Bug Lighter/Cylinder Rental	\$51.19
Premium Waters Inc	Water Service	\$67.62
Quill Corp	Office Supplies/Clasp Envelopes	\$191.99
Radio Shack Corporation	LED Indicator Lights & Wire	\$14.03
Railroad Mgmt Co III LLC	Sewer Pipeline Crossing/Rent	\$109.81
RDO Powerplan OIB	Mower Blades #196/Font Axle/Starter	\$2,381.93
RMB Environmental Lab Inc	Drain Tile Sample Secondary	\$33.00
Roto Rooter	Sanitary Swr Cleaning	\$14,335.00
Rydell Chevrolet	Credit/Door Pins & Bushing	\$185.52
Sandford Clinic Fargo Region	Lab/Ron Bubendorf/Robin Solem	\$42.00
SGC Horizon LLC	11CP2 Sidewalk Ped Ramp Imp	\$439.25
Simonson Lumber & Hardware	Split Rail Fence	\$266.70
Stennes Granite	Grave Digging (Stauss & Dietrich)	\$950.00
Stern Jerald & Laura	Landscaping Incentive	\$500.00
Strandell Warren	Book Project/Layout & Design	\$1,000.00
Sun Dot Communications	ADSL/CH/DSL/Sr. Center	\$126.99
SunSource	Seal Kit #139	\$149.20
The Retrofit Companies Inc	Electronic & Hazardous Waste	\$6,229.44
Tiger Direct.com	Camera For Yard Waste Site	\$37.87
Titan Access Account	Metric Bolts #171	\$5.30
Tristeel Manufacturing	Bearing & Pillow Blocks	\$149.86
Try-County Refrigeration	Service AC	\$260.00
US Foodservice Inc TM	Food	\$125.20
Valley Truck	Turn Signal Lights/Fuel Filters/Oil Filters	\$282.45
Vilandre Heating & A/C	Vacuum/Breakers	\$347.56
Waste Mgmt	Monthly Services	\$36,744.33
Water & Light Department	Monthly Services	\$42,204.92
Water Environment Federation	WEF Membership	\$108.00
WDAZ TV	Campground Promo	\$1,149.00
Winnelson	Kitchen Faucet	\$80.16
Xerox Corporation	Base Charge For June	\$61.06
Zavoral Paul	Replace Apron & Culvert	\$1,461.88
	Total	\$628,878.58

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

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

*Voting Nay: None.*

**SUSPENSION OF RULES:**

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO SUSPEND RULES AND TO SUPPORT THE MAYOR AND CITY COUNCIL DRAFT A NEUTRAL LETTER TO BOTH PARTIES (AMERICAN CRYSTAL SUGAR & THE UNION) TO COME TO THE TABLE TO NEGOTIATE.**

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Mayor Stauss stated that Heritage Days is this upcoming weekend. He announced that on September 8<sup>th</sup>, 2011, Jesse James and his posse is coming to town to rob the local banks for the 125<sup>th</sup> Anniversary of the City of East Grand Forks.

City Council and Mr. Huizenga welcomed Ms Anderson.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE AUGUST 16, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:47 P.M.**

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

*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer

**APPROVED  
MINUTES OF THE  
OF THE  
EAST GRAND FORKS  
CITY COUNCI  
TUESDAY, AUGUST 16, 2011 – 5:00 PM**

**CALL TO ORDER:**

*The Closed Meeting of the East Grand Forks City Council for August 16, 2011 was called to order by Council President Buckalew at 5:50 P.M.*

**CALL OF ROLL:**

*On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.*

**STAFF PRESENT:**

*Michelle French, Executive Assistant; Scott Huizenga, City Administrator*

**DETERMINATION OF A QUORUM:**

*The Council President Determined a Quorum was present*

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**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE AUGUST 16, 2011 CLOSED MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:24 P.M.**

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

*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer