

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, NOVEMBER 1, 2011 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for November 1, 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; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Michelle French, Executive Assistant; Mike Hedlund, Police Chief; 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.

Chief Hedlund introduced Ben Deckert and Jacob Thompson as the new Patrol Officers for the City of East Grand Forks.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of October 18, 2011.

2. Consider approving the minutes of the “Budget Work Session” for the East Grand Forks, Minnesota City Council of October 19, 2011.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of October 25, 2011.
4. Consider approving the minutes of the “Budget Work Session” for the East Grand Forks, Minnesota City Council of October 26, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS ONE (1) THROUGH FOUR (4) AS SUBMITTED.

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

5. Public Hearing to consider adopting Resolution number 11-11-102 approving the adoption of assessment roll #320 for 2010 Assessment Job No.2 – Storm Sewer Improvements – North Star Terrace for a total assessment amount of \$227,487.34.

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

Mr. Boppre stated that the City received a letter from the property owner waiving the public hearing.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER LEIGH, TO CLOSE THE PUBLIC HEARING AND ADOPT RESOLUTION NUMBER 11-11-102 APPROVING THE ADOPTION OF ASSESSMENT ROLL #320 FOR 2010 ASSESSMENT JOB NO.2 – STORM SEWER IMPROVEMENTS – NORTH STAR TERRACE FOR A TOTAL ASSESSMENT AMOUNT OF \$227,487.34.

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

Voting Nay: 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.

6. Consider adopting Resolution No. 11-11-103 a Resolution authorizing the City Council to order that the following costs, with interest charged at 10% per year beginning on January 1, 2012 for mowing grass on the listed properties be certified to the County Auditor for collection with the 2012 real estate taxes.

7. Consider adopting Resolution No. 11-11-104 a Resolution authorizing the City Council to order that the stated costs beginning on January 1, 2012 for sidewalk replacement on the listed properties be certified to the County Auditor for collection with the 2012 real estate taxes.
8. Consider adopting Resolution No. 11-11-105 a Resolution authorizing the City Council to order that the following costs beginning on January 1, 2012 for delinquent utilities on the listed properties be certified to the County Auditor for collection with the 2012 real estate taxes.
9. Consider adopting Resolution No. 11-11-106 a Resolution approving the proposal from Springsted, Inc. to conduct a complete update to the classification and compensation plan.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE CONSENT MOTIONS NUMBER SIX (6) THROUGH NINE (9) AS SUBMITTED.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

10. Regular meeting minutes of the Water, Light, Power and Building Commission for September 15, 2011.
11. Regular meeting minutes of the Water, Light, Power and Building Commission for October 6, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS:

12. Reconsider adopting Resolution No. 11-10-99 a Resolution supporting the proposed Cost of Service Analysis (COSA) and authorize the City Attorney to incorporate the COSA into a proposed Waste Water Interconnect Intergovernmental Agreement.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER _____, TO RECONSIDER ADOPTION OF RESOLUTION NO. 11-10-99 A RESOLUTION SUPPORTING THE PROPOSED COST OF SERVICE ANALYSIS (COSA) AND AUTHORIZE THE CITY ATTORNEY TO INCORPORATE THE COSA INTO A PROPOSED WASTE WATER INTERCONNECT INTERGOVERNMENTAL AGREEMENT.

Motion failed for lack of a second.

NEW BUSINESS:

13. Consider adopting Resolution No. 11-11-107 a Resolution to submit a technical assistance grant application to Minnesota Clean Energy Resource Teams (CERTs).

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-11-107 A RESOLUTION TO SUBMIT A

TECHNICAL ASSISTANCE GRANT APPLICATION TO MINNESOTA CLEAN ENERGY RESOURCE TEAMS (CERTS).

Mr. Huizenga stated that the proposal is for \$12,600. The grant would cover \$10,000 leaving the City contribution of \$2,600 if awarded.

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

Voting Nay: None.

14. Consider approving the quote from Eagle Electric in the amount of \$24,688 for updating the existing lighting in the VFW Arena.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE THE QUOTE FROM EAGLE ELECTRIC IN THE AMOUNT OF \$24,688 FOR UPDATING THE EXISTING LIGHTING IN THE VFW ARENA.

Mr. Huizenga stated that we are just approving the contract to Eagle, the project was already budgeted.

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

Voting Nay: None.

CLAIMS:

15. Consider adopting Resolution No. 11-11-108 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 11164 for a total of \$1,138.56 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. 11-11-108 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 11164 FOR A TOTAL OF \$1,138.56 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Tweten provided a handout on water usage for the past 10 years. Mr. Boyce announced that Water & Light is currently working with an engineering consultant on creating a conservation rate by 2013.

Mayor Stauss, Council Member Tweten, and Council President Buckalew attended the Steamboats on the Red. Council President Buckalew stated that there will be a viewing on November 8th at 7 pm on Prairie Public Television.

Council Member Gregoire reminded City Council of the Northland Community Technical College luncheon at 11:30 am.

Council Member Leigh inquired about the landscaping incentive. Mr. Richter stated that this is only for new construction.

Mr. Huizenga stated that the work session on November 8th will be held at 4:00 pm in the Council Chambers due to the Election. He requested a suspension of rules for the proposed lease agreement for RJ Zavoral.

Mr. Wachter announced that he has officially turned in his resignation with an ending date of January 6, 2012.

SUSPENSION OF RULES:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO SUSPEND RULES.

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

Voting Nay: None.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE THE AMERICAN CRYSTAL SUGAR COMPANY BY-PRODUCTS DISPOSAL AGREEMENT AND LEASE BETWEEN THE CITY OF EAST GRAND FORKS AND RJ ZAVORAL AND SONS, INC.

Potential odor concerns were discussed and the acreage.

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

Voting Nay: None.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE NOVEMBER 1, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:26 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer