

WEEKLY MEMO

Date: December 8, 2011

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

From: Scott Huizenga

RE: Weekly Update

UPCOMING MEETINGS:

December 13, 2011 – 5:00 pm – Work Session – Training Room

December 20, 2011 – 5:00 pm – Council Meeting – Council Chambers

December 27, 2011 – 5:00 pm – Work Session – Training Room

January 3, 2011 – 5:00 pm – Council Meeting – Council Chambers

WEEKLY UPDATE:

Still time to respond to Citizen Feedback Survey

The City will continue soliciting responses to its citizen feedback survey through December 31. The online survey can be accessed at <http://survey.egf.mn>. The League of Minnesota Cities is administering the survey as part of the state Council on Local Results and Innovation.

Electric Rates

The Water and Light Commission ratified electrical use rates for 2012 at a recent meeting. A cover letter from Dan Boyce, General Manager, and the fee resolutions are attached to this memo. Generally, according to Boyce, “Most [rate] classes saw an adjustment upward of \$0.00152/kwh to reflect increases in average purchased power costs during 2011. A typical household user will see a cost increase of approximately \$2 per month. The rate for city-owned facilities saw the largest percentage rate increases as a result of past adjustments that were too low.

The Water and Light Commission will review a water rate study next week. The Water and Light Commission requested the study in order to look at alternatives in responding to state mandates regarding water conservation. The Water and Light Commission is expected to determine 2012 rates after review the study on Thursday, December 15.

Private use of fire hydrants

The City sometimes receives requests from citizens this time of year to use water from fire hydrants to flood neighborhood ice rinks. While the City maintains several outdoor and indoor ice rinks, the City has employed a good neighbor policy for those who want to enjoy ice time on private land. The Water and Light Department has a policy and fee schedule pertaining to the use of hydrants for private purposes. I have attached the adopted resolutions outlining this policy. Interested residents can contact the Water and Light Department for more information.

DEPARTMENT REPORTS:

Police Department, Mike Hedlund

Code 3 for Christmas

In 2010 the East Grand Forks Police and Fire Departments joined up with local social service agencies to sponsor a toy drive for children of less fortunate families in our community. Community members donated over 400 gifts for children of all ages through this program. These generous donations helped many local families have a much brighter holiday season. This year the departments are once again sponsoring a toy/gift drive with the hope of helping even more families. While any gifts will be welcome, older children are often overlooked in events such as this so community members are encouraged to donate items such as gift cards to stores, restaurants and movie theatres are always great gifts. Cash donations and will be used to purchase gifts for the children identified through social services. In addition to gifts, items such as gift wrap, ribbons and bows are also welcome and needed. We have already received a tremendous response from the community but more donations are needed and welcomed!

Traffic Safety

The lack of snow that we have received so far this winter has resulted in generally very good driving conditions but don't let that lull you into a false sense of confidence. Freezing and thawing cycles often result in frost covered roadways and you may encounter a slippery area when you are not expecting it. Remember to drive safely!

Fraud Alert

The holiday season is one in which many people are feeling generous and attempt to help out others who may not be as fortunate. Unfortunately the holiday season also brings out crooks who seek to take advantage of the generosity of others. Be careful of anyone asking for donations of any kind. Ask for ID and if you have any concerns contact the police department - (218) 773-1104 – so that we can check into the situation for you.

Library, Charlotte Helgeson

Reminder: Santa will be at the library on December 8th at 5 p.m. with goodies and a perfect photo opportunity for children. The model railroaders will be displaying a working railway and the Doll Club's have created another beautiful display for the season.

The Library has been approved for a \$10,000 grant from NW MN Arts Council for programming through the month of August in 2012. With a 10% match, it will help sponsor 2 authors, a writing and publishing workshop, Readers Theatre, Campbell High School Writers and activities during the 125th celebration among other individual activities.

Parks and Recreation, Dave Aker

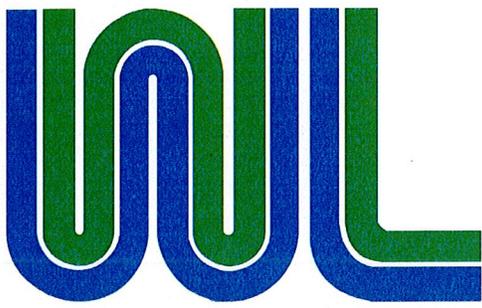
- 1) We have starting putting down water on the outdoor rinks, we will finishing them next week because we are suppose to get warm weather this weekend.
- 2) Meagan Rude was introduced to the Greenway Committee as the intern for Grand Forks and East Grand Forks for updating the Greenway Plan. She will review the six chapters [of the Greenway Plan] and add anything that we have wanted to the plan. She is done March 30, 2012.
- 3) The Civic Center had to get three bearings replace on the cooling fans and one fan. We will replace these one at a time so the cooling fans can still be functioning.

4) I called Greg Dahlin with the TRF DNR on the ownership of the land where the boat landing is. He told me that everything looks good and Kent Score with the DNR Lands and Minerals is looking at the deed. We should hear back from him this spring. [Note: DNR has indicated that funds may be available to construct a new boat landing in the LaFave Park or “Catfish Days” area.

AGENDA ITEMS:

1. Staff from EAPC Architects and FS Engineering will review the feasibility study for swimming pool renovation options. This item is rescheduled from the previous work session.
2. The City Engineer will present 2011 Assessment Job 2 and 3. This project to expand infrastructure at the city industrial park. The City first applied for a grant from the federal Economic Development Administration (EDA) in early 2009. The EDA has authorized the City to advertise for bids after much funding delays at the federal level. Approximately 75 percent of the project is proposed to be funded via grants from the EDA and the state Department of Employment and Economic Development (DEED). The remaining portion will be funded via special assessments. Three businesses will be assessed with the remaining portion assessed to city-owned land.
3. The City Engineer will present options for the 2012 Transportation Enhancement project on 10th Street NW. This project is currently awarded under the assumption that the City will close the frontage road off of Highway 2 that runs parallel to 10th Street NW. The City Council at the last work session indicated its desire to see options with the frontage road open. If the frontage road remains open, existing funds land availability would allow for shared travel lanes on 10th Street NW with a small trail connection from 10th Street NW to 12th Street NW. The city cost would be a little less than \$80,000, most of which is in the 2012 budget. The only option for a full trail connection to 5th Street NW is to close the off ramp at Hwy 2.
4. The City Planner will present funding options for two sidewalk and trail systems. The first is for a path on the east side of Highway 220 from 14th Street to 20th Street. The City Council requested investigation of this option at the last work session. Staff recommends using available federal transit capital appropriations to fund the majority of this project. That allows the City to continue its Transportation Enhancement (TE) application for the second project, which is a sidewalk on 5th Ave NE from 15th Street NE to 20th Street NE. If approved, both sides of Central would be constructed in 2013 (the west side is already funded in the TE program). And, 5th Ave NE would be constructed in 2014 or 2015, if awarded.
5. MPO staff will present the updated Transit Development Plan. The MPO will also hold public hearings at later dates on the plan.
6. The Finance Director will present a proposed rate adjustment as directed by the City Council to establish a reserve fund for a future Waste Water Phase II project. The rate structure would take effect in April, and the average residential increase would be \$5 per month – a \$2 per month on meter charges and \$3 per month on average water use. Commercial rates also would increase based on use.

7. The Public Works Director will discuss repairs to the storm water outlet near the Kennedy Bridge that *may* allow the 4th Street NW/Highway 2 underpass to remain open longer during high water events.
8. Chief Hedlund will request a purchase for Mobile Data Computers. Funds are available in the 2011 Capital Improvements Plan for the purchase.



East Grand Forks Water & Light Department

Business Office • PO Box 322
600 Demers Ave. NW • East Grand Forks, MN 56721

Your Hometown Utility Since 1909

December 7, 2011

To: East Grand Forks City Council
Mr. Scott Huizenga, City Administrator/ Clerk-Treasurer

From: Dan Boyce, General Manager, Water and Light Dept.

Re: Year 2012 Electric Rates

Please be advised that at its November 17, 2011 regular meeting the Water, Light, Power and Building Commission took the following actions regarding electric rates.

2012 Electric rates

The 2012 electric rates were adopted as reflected in the attached rate resolution. Most classes saw an adjustment upward of \$0.00152 per kWh to reflect increases in average purchased power costs during 2011.

Fluctuations in 2012 wholesale power costs from those costs included in the 2012 retail electric rates will be reflected in the 2012 monthly wholesale purchased power cost adjustment applied to the energy used.

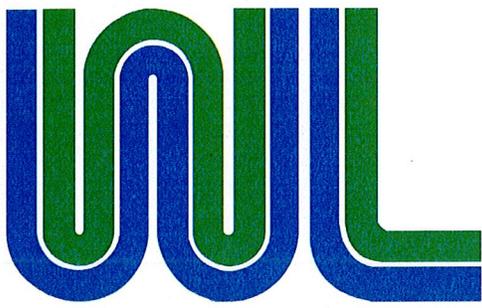
Please contact me if you have questions concerning these rates.

**General
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Dan Boyce
218-773-1163

**Secretary of
Commission**
Lori Maloney
218-773-1163

**Distribution
Superintendent**
Scott Gravseth
218-773-0515

**Water Plant
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218-773-1511



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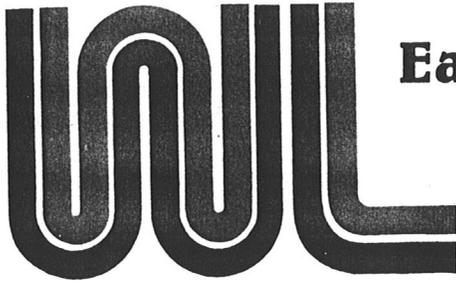
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East Grand Forks Water & Light Dept.

303 - 4th Street NW • P.O. Box 392 • East Grand Forks, MN 56721-0392

Progress through Service

SEC. 12.20, Subd. 8. Opening Hydrants. It is unlawful for any person, other than members of the Fire Department or other person duly authorized by the City, in pursuance of lawful purpose, to open any fire hydrant or attempt to draw water from the same or in any manner interfere therewith. It is also unlawful for any person so authorized to deliver or suffer to be delivered to any other person any hydrant key or wrench, except for the purposes strictly pertaining to their lawful use.

Source: City Code
Effective Date: 9-15-73

SEC. 12.99. VIOLATION A MISDEMEANOR. Every person violates a section, subdivision, paragraph or provision of this Chapter when he performs an act thereby prohibited or declared unlawful, or fails to act when such failure is thereby prohibited or declared unlawful, and upon conviction thereof, shall be punished as for a misdemeanor except as otherwise stated in specific provisions hereof.

Source: City Code
Effective Date: 9-15-73

Commissioner Ogden, supported by Commissioner Beauchamp, introduced the following resolution and moved its adoption:

BE IT RESOLVED by the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota, that the following rate schedule regarding temporary water service from a fire hydrant be established effective immediately:

Charges for a ¼-inch or 1-inch water meter:

Connection fee	\$ 20.00	
Per Day Water Facilities Fee	.50	Monthly maximum \$7.00
Flushing Fee	51.60	
Per 1,000 Gallons of Metered Water	8.00	Per 1,000 Gallons

Charges for a 3-inch water meter:

Connection fee	\$50.00	
Per Day Water Facilities Fee	2.20	Monthly maximum \$67.00
Flushing Fee	51.60	
Per 1,000 Gallons of Metered Water	8.00	Per 1,000 Gallons

BE IT FURTHER RESOLVED that each time a meter is installed on a hydrant, or when a meter is moved from one hydrant to another, that these charges will be assessed, and

BE IT FURTHER RESOLVED that the temporary connection be for 4 days only and run from 11:00 a.m. (Non holiday) Mondays to 1:00 p.m. Fridays from about May 15th through September 15th.

Voting Aye: Quirk, Ogden, Gregoire, Beauchamp

Voting Nay: None

The President declared the resolution passed.

Passed: May 16, 2002

President of Commission

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Mike Quirk
President of Commission

Attest: Bernice Alver
Secretary of Commission

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