

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
DECEMBER 20, 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.”

Presentation to John Wachter for his service to 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 December 6, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of December 13, 2011.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

3. Public hearing to consider adopting Ordinance No. 3, 4th Series, an Ordinance of the City of East Grand Forks, Minnesota, amending City Code Title XV entitled “Land Usage” by amending Chapter 151 “Subdivision Regulation” with the addition of Sections 151.030 “Development Agreement” and 151.121 “Improvement Financing”. Section 151.120 “Required Improvement” is also amended with the addition of the underlined portions.

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 approving the bid from Minco Technology Center for five (5) Panasonic Toughbook 31 Mobile Data Computers in the amount of \$20,000.59.

5. Consider adopting Resolution No. 11-12-124 a Resolution adjusting the winter interment fee to \$1,250 with the additional \$50 for snow removal for the Resurrection Cemetery.
6. Consider adopting Resolution No. 11-12-125 a Resolution approving the filing of plans and specifications and ordering the advertisement for bids for 2011 Assessment Job No. 2 & 3 – Utilities and Street Construction – Industrial Park Second Addition.
7. Consider approving the promotion of Dillon Nelson to Wastewater Operator effective January 2, 2012.
8. Consider approving the promotion of Dale Gulbranson to Parks Foreman effective January 2, 2012.

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:
NONE.**

COMMUNICATIONS:

9. Acknowledging the resignation of John Wachter effective January 6, 2012.

OLD BUSINESS: NONE.

NEW BUSINESS:

10. Consider adopting Resolution No. 11-12-126 a Resolution adjusting the waste water rates beginning April 1, 2012.
11. Consider adopting Resolution No. 11-12-127 a Resolution to rescind the Transportation Enhancement award of \$90,000 back to the State of Minnesota Department of Transportation ATP District 2 and not construct the above referenced project.
12. Consider adopting Resolution No. 11-12-128 a Resolution to accept responsibility as the sponsoring agency for the Transportation Enhancement Proposed Project for 2014-2015.
13. Consider adopting Resolution No. 11-12-129 a Resolution to construct a sidewalk along Hwy 220 from 14th St. NE and 20th St. NE using FTA operating funds.
14. Consider adopting Ordinance No. 3, 4th Series, an Ordinance of the City of East Grand Forks, Minnesota, amending City Code Title XV entitled “Land Usage” by amending Chapter 151 “Subdivision Regulation” with the addition of Sections 151.030 “Development Agreement” and 151.121 “Improvement Financing”. Section 151.120 “Required Improvement” is also amended with the addition of the underlined portions. (1st Reading)
15. Consider approving the transfer of liquor license of Applebee’s to Thai Orchid, LLC dba Drunken Noodle pending background check.

CLAIMS:

16. Consider adopting Resolution No. 11-12-130 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 11613 for a total of \$1,448.32 whereas Council Member Buckalew is personally interested financially in the contract.
17. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, DECEMBER 6, 2011 – 7:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for December 6, 2011 was called to order by Council Vice-President Gregoire at 7:00 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 (7:04 pm), 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; Nancy Ellis, Planning & Zoning; 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:

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.

A&H Vending – Thank You to the Police Department – Jim and Bridget Carlson, owners, thanked the East Grand Forks Police Department for their wonderful job on the investigation on the burglary.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of November 15, 2011.

- 2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of November 22, 2011.

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

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

Voting Nay: None.

Absent: Buckalew.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

- 3. Public hearing to consider adopting Ordinance No. 3, 4th Series, an Ordinance of the City of East Grand Forks, Minnesota, amending City Code Title XV entitled “Land Usage” by amending Chapter 151 “Subdivision Regulation” with the addition of Sections 151.030 “Development Agreement” and 151.121 “Improvement Financing”. Section 151.120 “Required Improvement” is also amended with the addition of the underlined portions.

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

Ms Ellis stated that she sent out a copy of all documents to the local developers and would like to continue the public hearing on December 20th due to the time change of this meeting.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO CONTINUE THE PUBLIC HEARING TO DECEMBER 20TH AT 5:00 PM.

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.

- 4. Consider approving the request to declare two police vehicles as surplus property.
- 5. Consider approving the quote for rubber tile from Becker Arena Products, Inc. in the amount of \$20,124.35 for the VFW and Civic Center Arena.
- 6. Consider approving the Liability Coverage Waiver Form from the League of Minnesota Cities Insurance Trust.

7. Consider approving the Fund Balance Policy.
8. Consider approving the Investment Policy.
9. Consider approving the Purchase and Sale Agreement and the Minnesota Municipal Power Agency (MMPA) Hometown Wind Project Wind Energy Easement Agreement.
10. Consider adopting Resolution No. 11-12-116 a Resolution approving the Off-Site Gambling Permit for the East Grand Forks Blue Line Club.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH TEN (10) 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:

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

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

12. Consider adopting Resolution No. 11-12-117 a Resolution approving the Assessment Policy.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-12-117 A RESOLUTION APPROVING THE ASSESSMENT POLICY.

Mr. Huizenga clarified that this resolution would charge 30% to the property owners on a State Aid Route for reconstruction.

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

Voting Nay: None.

Absent: Buckalew.

13. Consider adopting Resolution No. 11-12-118 a Resolution approving the 2011 Tax Levy, Collectable in 2012.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-12-118 A RESOLUTION APPROVING THE 2011 TAX LEVY, COLLECTABLE IN 2012.

Council Member DeMers stated that the levy is held flat at 0% over the last year. City Council thanked all department heads and staff on the excellent job on the budget.

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

Voting Nay: None.

Absent: Buckalew.

14. Consider adopting Resolution No. 11-12-119 a Resolution approving the 2012 Budget and to authorize specific financial related activities.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-12-119 A RESOLUTION APPROVING THE 2012 BUDGET AND TO AUTHORIZE SPECIFIC FINANCIAL RELATED ACTIVITIES.

Mr. Huizenga stated that he added \$600,000 fund balance for levee related items.

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

Voting Nay: None.

Absent: Buckalew.

15. Consider adopting Resolution No. 11-12-120 a Resolution approving the \$.75 increase in the street light fee beginning January 1, 2012.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 11-12-120 A RESOLUTION APPROVING THE \$.75 INCREASE IN THE STREET LIGHT FEE BEGINNING JANUARY 1, 2012.

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

Voting Nay: None.

Absent: Buckalew.

16. Consider adopting Resolution No. 11-12-121 a Resolution approving the \$1.00 increase in the storm water fee beginning January 1, 2012.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 11-12-121 A RESOLUTION APPROVING THE \$1.00 INCREASE IN THE STORM WATER FEE BEGINNING JANUARY 1, 2012.

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

Voting Nay: None.

Absent: Buckalew.

CLAIMS:

17. Consider adopting Resolution No. 11-12-122 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 11461 for a total of \$1,990.13 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-12-122 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 11461 FOR A TOTAL OF \$1,990.13 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.

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

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, 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:

Mayor Stauss announced that Representative Zeller will be at the VFW on Thursday at 5:00 pm.

Council Member Pokrzywinski thanked the City staff on the excellent job on the Christmas lights.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE DECEMBER 6, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 7:26 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, DECEMBER 13, 2011 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for December 13, 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 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; Nancy Ellis, Planning & Zoning; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Teri Kouba, Transit; Jim Richter, EDHA Director; and John Wachter, Public Works Superintendent.

DETERMINATION OF A QUORUM

1. Swimming Pool Report – Greg Boppre

Wayne Dietrich gave a brief report on the pool assessment performed by EAPC. The report identified two dual tracks of improvements, Minnesota Department of Health and upgrades to renovate or modernize the pool. Discussion occurred regarding funding. Council Member Leigh asked if water loss was as high as first reported. Council Member DeMers noted at even a million-gallon loss translates to only \$5000 in additional operating expense. Council members discussed financing options. Mr. Huizenga noted that the two financing options are General Obligation bonds and the Building Maintenance Fund. Voters must approve General Obligation bonds by referendum. The Council suggested that the Council President form a committee to further study the issue.

2. 2011 Assessment Job No. 2/3 – Utilities & Street Construction – Industrial Park 2nd Addition – Greg Boppre.

Mr. Boppre announced that the City has received approval to advertise for the 2011 Assessment Job No. 2 and 3 projects. He explained the project briefly and recommended filing plans and specification, get authorization to advertise and set bid date. This item will be referred to City Council for action.

3. 2012 TE Sidewalk Project – 10th Street NW – Greg Boppre

Mr. Boppre gave a brief background based on discussion at a previous work session. He stated that Proposal No. 1 – Shared Travel Lane fit the criteria based on the MnDOT Bikeway Facility Design Manual. He stated that parking will need to be removed in certain areas. He stated that Proposal No. 2 – Street Removal included the removal of the existing street to accommodate the 10' multi-use trail. He stated that the off ramp would need to be closed. Mr. Boppre recommended Proposal No. 1 to be the most feasible option. Mr. Huizenga noted that the proposed project is vastly different than previous plans due to changes in the configuration of 5th Avenue Northwest.

4. TE Proposal and Use of Transit Funds – Nancy Ellis

Ms Ellis presented the 2014-2015 Transportation Enhancement proposal to construct a sidewalk on the north side of 20th St. NE from Hwy 220 to 5th Ave. NE. . She stated that the City must match \$55,263 this includes 20% of the construction costs plus soft costs. Ms. Ellis also recommended the use of transit capital funds for the east side of Central Avenue (Highway 220) from 14th Street to 20th Street as discussed at the previous work session. This will be referred to City Council for action.

5. Transit Development Plan Presentation to Council – Teri Kouba

Ms Kouba gave an update on the Transportation Plan. No action required.

6. Waste Water Rate Increase – Karla Anderson

Ms Anderson presented a recommendation as directed by the City Council to increase waste water rates with the intent of creating a reserve fund for a future treatment project. The recommendation of the Waste Water Task Force is to increase the rate as of April 1, 2012. The rate would generate a revenue increase of approximately 25% to the sewer fund. An average household user would see rates increase by approximately \$5 per month, and other users also would see proportional rate increases. The increase would generate approximately \$250,000 more per year to be used for the Waste Water Phase II treatment project. This item will be referred to Council for action.

7. Outlet Gate at the Kennedy Bridge – John Wachter

Mr. Wachter gave an overview of the Highway 2 underpass at River Road. He stated that the road in this area begins to take on water at approximately 34.5' through the catch basins. He informed Council of the isolation valve west of the intersection that can close off the storm system from reverse river flows. The City storm water team along with I.C.S made repairs to the valve that should allow the underpass to remain open up to 40'.

8. Winter Burial Increase – Dave Aker

Mr. Aker recommended increasing the winter interments at the Resurrection Cemetery from \$750 to \$1250 to cover the costs. The Cemetery Commission would also like to have a fee of \$50 for the staking

and clearing of snow for the funeral. The costs would not go into effect until there is two inches of snow on the ground. This item will be referred to Council for action.

9. Mobile Data Computers for Squad Cars – Chief Hedlund

Chief Hedlund provided a bid from Minco Technology Center for five Panasonic Toughbook 31 Mobile Data computers for the cost of \$20,000.59. \$20,000 was budgeted in 2011. This item will be referred to Council for action.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE DECEMBER 13, 2011 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 7:10 P.M.

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

Voting Nay: None.

Absent: DeMers and Tweten.

Scott Huizenga, City Administrator/Clerk-Treasurer

ORDINANCE NO. 3 4TH SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE TITLE XV ENTITLED "LAND USAGE" BY AMENDING CHAPTER 151 "SUBDIVISION REGULATION" WITH THE ADDITION OF SECTIONS 151.030 "DEVELOPMENT AGREEMENT" AND 151.121 "IMPROVEMENT FINANCING". SECTION 151.120 "REQUIRED IMPROVEMENTS" IS ALSO AMENDED WITH THE ADDITION OF THE UNDERLINED PORTIONS.

THE CITY OF EAST GRAND FORKS ORDAINS:

Section 1. That Chapter 151 entitled "Subdivision Regulations" shall have the following additions:

Section 151.030 Development Agreement

Before a final plat may be approved by the city council, the owners of the development shall execute and submit to the council an agreement, subject to review and approval by the City Attorney, which shall be binding on the owners and their heirs, personal representatives and assigns, that no private construction on said land will occur except with approval of the city engineer, until all improvements required under this chapter have been petitioned for arranged for, or have been constructed. The developers agreement embodies the modifications and conditions of approval of the plat, and contains such other terms and conditions as the City may require to impose, enforce and make effective such modifications and conditions. The development agreement shall be recorded if requested by the City, at the expense of applicant.

Section 151.121 Improvement Financing

All utilities and streets shall be financed by one of the following methods. Regardless of the method used, all utilities and streets shall be installed according to city construction specifications and shall be approved by the city engineer prior to commencement of any construction activity. All public improvements shall be subject to review and approval by the city engineer. Improvement financing shall as follows:

1. Provided by the City of East Grand Forks through a special assessment at the developer's request;
2. Developer obtained financing; or
3. Under special circumstances the developer may request alternate payment arrangements.

Section 1. That Chapter 151 entitled "Subdivision Regulations" shall have the following modification, adding the underlined portions:

Section 151.120 Required Improvements, Streets, Street Paving, and Sidewalks.

All the streets shall be provided in accordance with engineering specifications established by the Council. Street paving shall be installed on a schedule as outlined in the development agreement, with non-binding, good-faith cost estimates provided for each lot. Sidewalks shall be

installed per 151.106(12). Street paving and sidewalks shall be installed within three (3) years of City Council approval of the Development Agreement.

Section 3. City Code Title I, Chapter 10 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 4. This ordinance shall take effect and be in force from and after its passage and publication and be given the Number 31_, 3rd Series.

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

The President declared the Ordinance passed.

ATTEST:

PASSED: December ____, 2011

City Administrator

President of Council

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

Mayor

Request for Council Action

Date: December 7, 2011

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

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Request for Approval to Purchase Five Mobile Data Computers for the Squad Cars

Background: The East Grand Forks Police Department uses Mobile Data Computers in the squad cars for a wide variety of tasks. The officers are able to run criminal history checks, motor vehicle registrations checks, driver's license checks and obtain other state information. Our Dispatcher is also able to send the officers information that is sensitive and that we do not want being said on the radio due to citizens having scanners. We are moving toward having electronic citations and expanding our report writing capabilities amongst a variety of other uses. The computers that have been used in the past have typically been standard laptop computers that have been converted for in-car use. Unfortunately those computers are not designed for the natural wear and tear that an in-car system receives, especially in our climate. Our most recent MDC purchase involved refurbished Panasonic Toughbooks. These computers have been a significant step up but they are refurbished, not new, units and they are starting to break down and repairs are typically cost prohibitive when they are even possible. The EGFPD had \$20,000.00 budgeted for replacement MDC's in both 2009 and in 2010 but that funding was cut due to the State LGA cuts. We were able to get by with the refurbished units but purchasing those units from another budget category shortchanged the equipment purchases that we would have been able to make had we not had to buy the refurbished units. The 2011 East Grand Forks Police Department budget does include \$20,000 for the purchase of new MDC's this year.

Recommendation: Approve the purchase of five (5) Panasonic Toughbook 31 Mobile Data Computers for the cost of \$20,000.59 per the attached quote from Minco Technology Center. This bid is lower than the MN State Bid Price. I have worked with Kris Kovar and Corey Thompson, the IT specialists for the City of East Grand Forks and they checked with some of their regular suppliers who were unable to beat this price. These units come with a no fault three year warranty that covers any and all damage. They also come with a standard equipment failure warranty for years four and five after which we would be due replacements through our planned capital replacement schedule.

Enclosures: Bid from Minco Technology Center for Five (5) Panasonic Toughbook 31 Mobile Data Computers.

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QUOTE

Computers - Servers - Phone Systems - Premise Wiring - Point of Sale - Printers
 Microsoft - Intel - Toshiba - Hewlett Packard - Konica Minolta - Seagate - 3COM - Apple



MINCO TECHNOLOGY CENTER
 #3333 WEST DIVISION ST.
 SUITE #107
 ST. CLOUD, MN 56301
 PHONE 320-258-5105
 FAX 320-258-5119

TO: Chief Mike Hedlund E. Grand Forks Police Department

DATE 12/7/2011
 EXPIRATION DATE _____
 QUOTE NUMBER _____

SALES PERSON	Title	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
J Draper	Corp. Sales Rep.					

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
				\$ -
5.00	CF-31Q1AAX1M	Fully Ruggedized Panasonic Toughbook	\$ 3,011.00	\$ 15,055.00
		Windows 7 Professional		\$ -
		Intel Core i3-2310M 2.10GHz Processor		\$ -
		13.1" XGA Touchscreen LCD		\$ -
		320GB Shock-Mounted HDD		\$ -
		2GB Memory		\$ -
		Wi-Fi, Bluetooth, Single Pass Thru		\$ -
		Backlit Emissive Keyboard		\$ -
		Panasonic Standard 3 Year Warranty		\$ -
				\$ -
				\$ -
5.00		Lind Auto Adapter for CF-31	\$ 129.00	\$ 645.00
				\$ -
		Options		\$ -
5.00		2GB Memory Modules (Will bring total memory to 4GB)	\$ 45.00	\$ 225.00
1.00		XP Recovery Disk (Necessary if XP Professional is needed)	\$ 49.00	\$ 49.00
5.00		Panasonic Protection Plus 3 Year No Fault Warranty	\$ 249.00	\$ 1,245.00
5.00		Panasonic 4th and 5th Year Warranty	\$ 299.00	\$ 1,495.00
				\$ -
				\$ -

SUBTOTAL	\$ 18,714.00
SALES TAX	1,286.59
TOTAL	\$ 20,000.59

This is a quotation on the goods named, subject to the conditions noted below:
 Labor time and costs are estimates only; actual labor time may vary. Due to market volatility, quoted material prices are subject to change without notification. **A down payment of 50% is applicable upon bid acceptance.** Payment Terms are Cash, Check, Credit Card or Accounts Receivable (only with approved credit application on file). Trip charges will be applied to final invoices for all on site visits. Delinquent Accounts will be charged Finance Charges of 18% APR. A 20% restocking fee is applicable on all returned merchandise. Special Conditions apply to Special Order merchandise. Any changes or additions to the quote or project will be billable to the customer. Sales tax is an estimate only as taxes rates vary by billing codes. By signing below you are agreeing to the time and material estimate and accept the terms stated.

To accept this quotation, sign here and return:



Request for Council Action

Date: December 7, 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: Winter burial increase

Background:

Winter interments at the Resurrection Cemetery have become quite expensive for both Stennes Granite, who digs the grave, and Parks and Recreation for staking the grave and clearing snow off. The current cost for a winter interment is \$750.00 and the Cemetery Commission would like to raise it to \$1,250.00 it would cover the cost of damages to other headstones and finding the lot. We would also like to have a fee of \$50.00 for the staking and clearing of snow for the funeral. The costs would not go into effect until there is two inches of snow on the ground. The commission would like to send out the increase by January 1, 2012.

Recommendation: Increase the winter interment and have a fee for staking and snow removal. This would help pay for damages to other headstones that are damaged by Stennes Granite or the Park and Recreation for clearing off snow.

Enclosures: None

RESOLUTION NO. 11 - 12 - 124

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

WHEREAS, the current winter interment is \$750.00; and

WHEREAS, the Cemetery Commission would like to increase the rate to \$1,250.00 to cover the cost of damages to other headstones and finding the lot; and

WHEREAS, the Cemetery Commission would also like to add a fee of \$50.00 for the staking and clearing of snow for the funeral; and

WHEREAS, the costs would not go into effect until there is at least two inches of snow on the ground;

BE IT RESOLVED, by the City Council of the City of East Grand Forks, Minnesota, that the winter interment fee is hereby adjusted to \$1,250.00 with the additional \$50.00 for snow removal will be effective beginning January 1, 2012.

Voting Aye:

Voting Nay: None.

Absent:

The President declared the resolution passed.

Passed: December 20, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th day of December, 2011.

Mayor

RESOLUTION NO. 11 – 12 - 125

RESOLUTION APPROVING THE FILING OF PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

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

WHEREAS, the city engineer (consulting engineer retained for the purpose) has prepared plans and specifications for the improvement of 2011 Assessment Job No.2/3 – Utilities and Street Construction – Industrial Park Second Addition and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 14 days. The advertisement shall specify the work to be considered by the council of the East Grand Forks City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier’s check, bid bond or certified check payable to the City of East Grand Forks for five percent of the amount of such bid.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: December 20, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th of December, 2011.

Mayor

Request for Council Action

Date: December 5, 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: EDA Project – 2011 Assessment Job No. 2/3 – Utilities and Street Construction – Industrial Park Second Addition

Background:

The City has finally received approval to advertise the above mentioned projects(see attached letter). It has been almost a year since the Council has seen these projects, therefore the following is a summary:

PROJECT COST(see attached EDA BUDGET and cost estimates)

Construction	\$680,000.00
Engineering, Legal, Admin, Contingencies	\$170,000.00
TOTAL	\$850,000.00

FUNDING

EDA	\$425,000.00
MN DEED	\$250,000.00
Assessments to property	\$175,000.00
TOTAL	\$850,000.00

As stated in the report of feasibility(see attached), the utilities and the crushed concrete will be installed in 2012 and the final concrete pavement surface will be installed in 2013. However, we will be bidding both of these projects at the same time, because EDA will not reimburse the City until they know the entire budget. The proposed assessment rates are as follow:

Watermain	\$8.55/FT
Sanitary Sewer	\$10.05/FT
Storm Sewer	\$.0124/SF
Paving	\$55.22/FT

Also, this EDA project will create and/or save 114 permanent jobs, according to the submittal.

Recommendation:

File plans and specifications, get authorization to advertise and set bid date

Enclosures:

December 16, 2010 RCA

Report of Feasibility

Assessment Roll

Cost Estimates

EDA Budget

EDA Approval letter

Request for Council Action

Date: December 16, 2010

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

Cc: File

From: Greg Boppre, P.E.

RE: Report of Feasibility – 2011 Assessment Job No. 2/3 – Utilities and Street Construction - Industrial Park Second Addition

Background:

The City has received a \$425,000 EDA grant and a \$250,000 DEED grant for utilities and street construction in the Industrial Park Second Addition. The total estimated project cost is \$850,000, which leaves \$175,000 to be assessed to the benefiting properties along 13th Ave NE. Therefore, we have completed the report of feasibility (see attached)

Recommendation:

Approve the report of feasibility, authorize the preparation of plans and specifications and set a date for public hearing.

Enclosures:

Report of Feasibility

H:\Dump\Greg\docs\council11AJ2&3feasibility.doc



December 10, 2010

Honorable Mayor and City Council
City of East Grand Forks
PO Box 373
East Grand Forks, MN 56721

RE: Report of Feasibility
Estimate of Cost and
Area Proposed to be Assessed:
13th Ave NE
Industrial Park

Dear Members of the Council:

We have as directed by Council, made an investigation as to the feasibility of constructing watermain, sanitary sewer, storm sewer and paving, to serve the properties along 13th Avenue NE from frontage road to 10th Street NE. (See attached map)

We have identified the project need as follows:

The City has received an Economic Development Administration (EDA) grant in the amount of \$425,000.00 and a Department of Employment and Economic Development (DEED) grant in the amount of \$250,000.00. The total estimated project cost is \$850,000.00, which leaves \$175,000.00 to be assessed to the benefiting properties along 13th Avenue NE.

The construction of the 8" PVC watermain 8" PVC sanitary sewer and the 12" RCP storm sewer will serve industrial lots along 13th Avenue NE. These lots would then be benefited by the proposed watermain, sanitary sewer and storm sewer improvements.

The sewage collection system is designed upon the following:

Laterals and Sub-mains - 400 gallons per capita per day.
Mains, Trunks and Outfall - 250 gallons per capita per day.

WATERMAIN

Watermain will be connected between from the existing watermain on 10th Street NE and the frontage road. (See attached map)

The estimated project cost for the watermain is approximately \$93,608.00 and the amount to be assessed is \$19,275.00, which results in an estimated assessment rate of \$8.55 per foot.

SANITARY SEWER

The sanitary sewer will be extended from manhole in the intersection of 10th Street NE and 13th Avenue NE and extended north along 13th Avenue NE for approximately 1100 feet. (See attached map)

The estimated project cost is approximately \$110,000.00 and the amount to be assessed is \$22,649.00 of which results in an estimated assessment rate of \$10.05 per foot.

STORM SEWER

The storm sewer will be extended both from the existing storm sewer along 10th Street NE and also the frontage road. (See attached map)

The estimated project cost is approximately \$42,000.00, of which \$8,650.00 will be assessed, resulting in an assessment rate of \$0.0124 per square foot.

PAVEMENT

The proposed paving on 13th Avenue NE from 10th Street NE to the frontage road will be a 41 foot section and the estimated project cost would be \$604,388.00, of which \$124,443.00 will be assessed, resulting in an assessment rate of \$55.22 per foot.

As with all proposed paving and utility projects we would propose the utilities, curb and gutter and crushed concrete be installed in 2011 and the final concrete pavement surface be installed in 2012. This results in a better construction project for the area to go throughout at least one (1) freeze/thaw cycle.

It has been our experience that the nature of our soil in the City is such that is literally impossible to achieve a stablized condition over trench areas or where fill has been placed over existing ground and compacted, we therefore anticipate some further consolidation of soil to take place in forthcoming years even though subgrade preparations will be uniform beneath the pavement. To completely eliminate the problems of settlement would make the cost of the project prohibitive.

AREAS PROPOSED TO BE ASSESSED

Industrial Park Second Addition

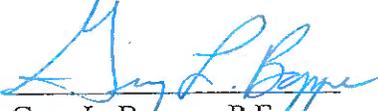
Lots 1-10 Block 1

Lots 1-10 Block 2

We feel the project as described are feasible.

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

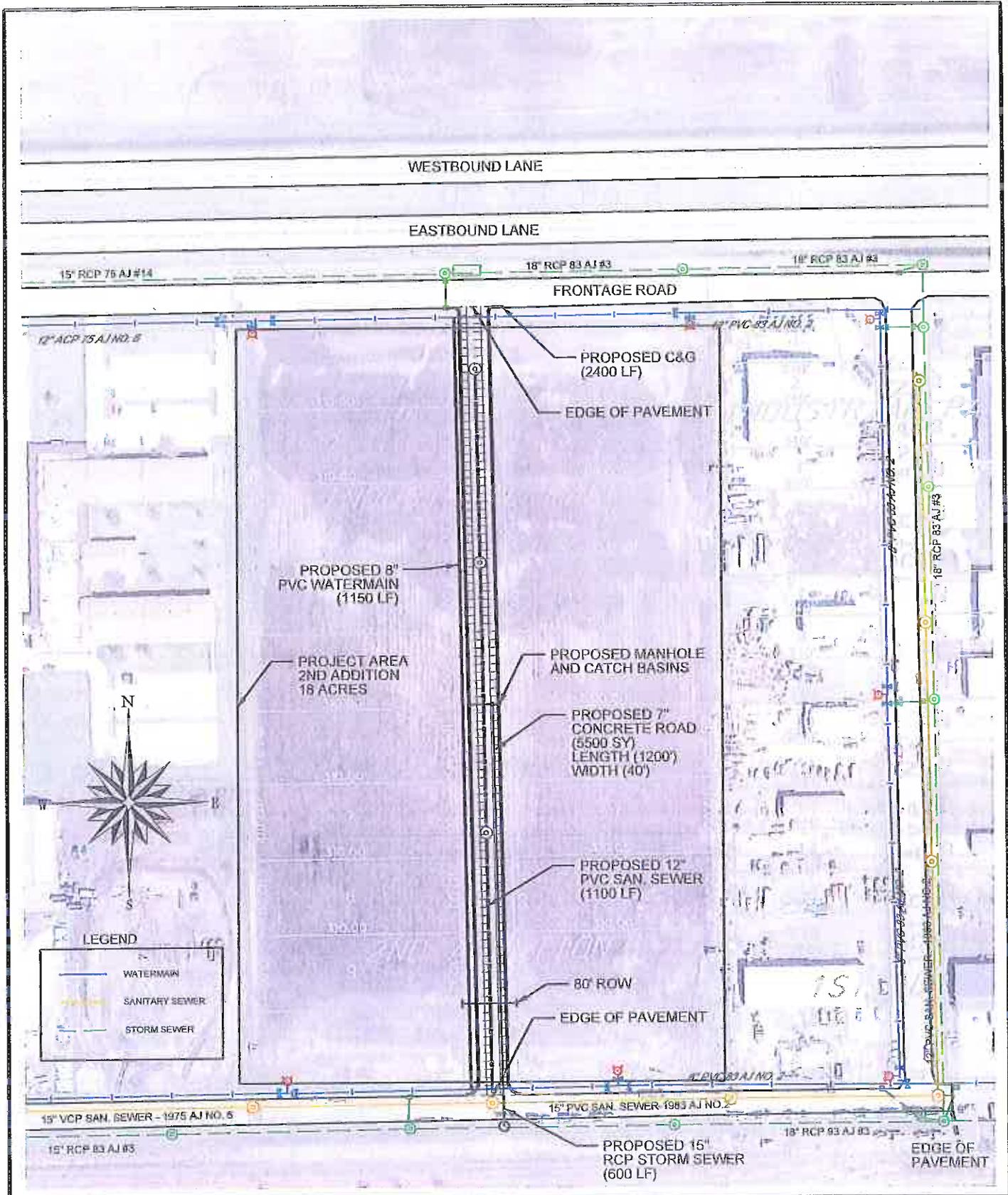
Respectfully yours,
FS Engineering



Greg L. Boppre, P.E.

GLB:kkc

CC: Scott Huizenga, City Administrator



DRAWN BY: JS
 DATE: 11/22/2010
 DGN: 09_ind_park_2nd_proposal.dgn
 MODEL NAME: utility plan

PROJECT:
 letter.dgn

2011 Utility Construction
 Industrial Park
 East Grand Forks, MN

SHEET:
 1

ENGINEERS ESTIMATE

**2011 ASSESSMENT JOB NO. 2
UTILITIES AND STREET CONSTRUCTION
EAST GRAND FORKS**

BASE BID:

ITEM NO.	DESCRIPTION	QUANTITY		UNIT PRICE	TOTAL
01570	Traffic Control	1	LS	\$500.00	\$500.00
01570	Type III Permanent Barricades	6	EA	\$500.00	\$3,000.00
02100	Storm Drain Inlet Protection	8	EA	\$100.00	\$800.00
02110	Topsoil Stripping (P)	3360	CY	\$6.00	\$20,160.00
02110	Remove Concrete Pavement	498	SY	\$6.00	\$2,988.00
02110	Remove Casting	2	EA	\$100.00	\$200.00
02110	Remove Concrete Curb & Gutter	186	LF	\$10.00	\$1,860.00
02210	Aggregate Pipe Foundation (LV)	100	CY	\$20.00	\$2,000.00
02231	Common Excavation (P)	2230	CY	\$6.00	\$13,380.00
02231	Subgrade Preparation	5913	SY	\$2.50	\$14,782.50
02231	Compaction Tests	25	EA	\$100.00	\$2,500.00
02231	Aggregate Base Course, Type G (CV)	1762	CY	\$22.00	\$38,764.00
02231	4" Perforated Drantile	2259	LF	\$4.00	\$9,036.00
02607	Construct Sanitary Manhole	22.1	LF	\$275.00	\$6,077.50
02607	Construct Storm Manhole (48")	29.7	LF	\$300.00	\$8,910.00
02607	Casting Assembly, Type B	4	EA	\$1,200.00	\$4,800.00
02607	Casting Assembly, Type C	3	EA	\$1,200.00	\$3,600.00
02667	6" PVC Watermain	10	LF	\$50.00	\$500.00
02667	8" PVC Watermain	1141	LF	\$36.00	\$41,076.00
02667	12"x8" Tapping Tee and Valve	1	EA	\$3,000.00	\$3,000.00
02667	8" Gate Valve & Box	5	EA	\$1,500.00	\$7,500.00
02667	6" Fire Hydrant (9.0' Bury)	1	EA	\$3,000.00	\$3,000.00
02667	6" Fire Hydrant (10.0' Bury)	1	EA	\$3,200.00	\$3,200.00
02667	Ductile Iron Fittings	308	LBS	\$3.50	\$1,078.00
02667	8" Transition Coupling	1	EA	\$250.00	\$250.00
02722	12" RC Storm Sewer	63	LF	\$40.00	\$2,520.00
02722	15" RC Storm Sewer	99	LF	\$45.00	\$4,455.00
02722	18" RC Storm Sewer	737	LF	\$50.00	\$36,850.00
02722	Catch Basin	5	EA	\$1,000.00	\$5,000.00
02722	Catch Basin Casting Assembly	5	EA	\$1,200.00	\$6,000.00
02732	8" PVC Sanitary Sewer (0'-10')	1090	LF	\$30.00	\$32,700.00
02732	6" Sewer Lead	680	LF	\$25.00	\$17,000.00
02732	8" x 6" Sewer Wye	17	EA	\$200.00	\$3,400.00
02732	12"x 2" Pipe Insulation	50	LF	\$35.00	\$1,750.00
02732	6"x 2" Pipe Insulation	300	LF	\$20.00	\$6,000.00
02732	Sewer Televising	1090	LF	\$2.00	\$2,180.00
02936	Turf Establishment	5862	SY	\$3.00	\$17,586.00
TOTAL BASE BID:					\$328,403.00

ADD ALTERNATE:

ITEM NO.	DESCRIPTION	QUANTITY		UNIT PRICE	TOTAL
02231	Geogrid	5586	SY	\$4.00	\$22,344.00
TOTAL BASE BID PLUS ALTERNATE BID:					\$350,747.00
ENGINEERING, ADMINISTRATION, LEGAL & CONTINGENCIES					\$87,686.75
TOTAL PROJECT COST					\$438,433.75

ENGINEERS ESTIMATE

**2011 ASSESSMENT JOB NO. 3
UTILITIES AND STREET CONSTRUCTION
EAST GRAND FORKS**

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
2104.523	Salvage Temporary Barricades	6 EA	\$250.00	\$1,500.00
2105.525	Topsoil Borrow (LV)	300 CY	\$15.00	\$4,500.00
2211.607	Crushed Concrete (LV)	137 CY	\$30.00	\$4,110.00
2301.529	Reinforcement Bars (Epoxy Coated)	2586 LBS	\$3.50	\$9,051.00
2301.604	Concrete Pavement 7.0"	5177 SY	\$48.00	\$248,496.00
2506.522	Adjust Frame & Ring Casting	10 EA	\$500.00	\$5,000.00
2531.501	Concrete Curb & Gutter, Design B624	2405 LF	\$20.00	\$48,100.00
2563.601	Traffic Control	1 LS	\$1,500.00	\$1,500.00
2564.602	F & I Sign Panel Type C	4 EA	\$350.00	\$1,400.00
2573.530	Storm Drain Inlet Protection	8 EA	\$100.00	\$800.00
2575.604	Seeding	1780 SY	\$3.00	\$5,340.00
TOTAL				\$329,797.00
ENGINEERING, ADMINISTRATION, LEGAL AND CONTINGENCIES				\$82,449.25
TOTAL PROJECT COST				\$412,246.25

2011 Assessment Job. No. 7 - Utilities & Street Construction
 EAST GRAND FORKS, MINNESOTA

Utilities & Street Construction	
Construction Cost	\$175,000.00
Plans & Specifications	\$0.00
Staking & Inspection	\$0.00
Administration	\$0.00
Assessment Roll	\$0.00
TOTAL	\$175,000.00

FRONT FOOTAGES	
INDUSTRIAL PARK 2ND ADDITION	2265.72
TOTAL	2265.72

ASSESSMENT RATE \$77.23814 per Front Foot

TOTAL AMOUNT TO BE ASSESSED \$175,000.00

2011 Assessment Job. No. ? - Utilities & Street Construction

PARCEL No.	OWNER	DESCRIPTION	Utilities, Street, and Paving		TOTAL ASSESSMENT BEFORE INTEREST
			FRONT FOOTAGE	\$ FRONT BENEFIT	
				\$77,238.14	
	INDUSTRIAL PARK 2ND ADDITION				
R 83.04277.00	EGF ECONOMIC DEV AUTHORITY	Lot-001 Block-001	126.26	\$9,752.09	\$9,752.09
R 83.04278.00	EGF ECONOMIC DEV AUTHORITY	Lot-002 Block-001	111.00	\$8,573.43	\$8,573.43
R 83.04279.00	EGF ECONOMIC DEV AUTHORITY	Lot-003 Block-001	111.00	\$8,573.43	\$8,573.43
R 83.04280.00	EGF ECONOMIC DEV AUTHORITY	Lot-004 Block-001	111.00	\$8,573.43	\$8,573.43
R 83.04281.00	EGF ECONOMIC DEV AUTHORITY	Lot-005 Block-001	112.00	\$8,650.67	\$8,650.67
R 83.04282.00	EGF ECONOMIC DEV AUTHORITY	Lot-006 Block-001	108.74	\$8,398.89	\$8,398.89
R 83.04283.00	EGF ECONOMIC DEV AUTHORITY	Lot-007 Block-001	112.00	\$8,650.67	\$8,650.67
R 83.04284.00	EGF ECONOMIC DEV AUTHORITY	Lot-008 Block-001	112.00	\$8,650.67	\$8,650.67
R 83.04285.00	PLAYHART PROPERTIES, LLC	Lot-009 Block-001	112.00	\$8,650.67	\$8,650.67
R 83.04286.00	PLAYHART PROPERTIES, LLC	Lot-010 Block-001	116.86	\$9,026.05	\$9,026.05
R 83.04287.00	EGF ECONOMIC DEV AUTHORITY	Lot-001 Block-002	126.26	\$9,752.09	\$9,752.09
R 83.04288.00	EGF ECONOMIC DEV AUTHORITY	Lot-002 Block-002	111.00	\$8,573.43	\$8,573.43
R 83.04289.00	EGF ECONOMIC DEV AUTHORITY	Lot-003 Block-002	111.00	\$8,573.43	\$8,573.43
R 83.04290.00	EGF ECONOMIC DEV AUTHORITY	Lot-004 Block-002	111.00	\$8,573.43	\$8,573.43
R 83.04291.00	EGF ECONOMIC DEV AUTHORITY	Lot-005 Block-002	112.00	\$8,650.67	\$8,650.67
R 83.04292.00	EGF ECONOMIC DEV AUTHORITY	Lot-006 Block-002	108.74	\$8,398.89	\$8,398.89
R 83.04293.00	EGF ECONOMIC DEV AUTHORITY	Lot-007 Block-002	112.00	\$8,650.67	\$8,650.67
R 83.04294.00	EGF ECONOMIC DEV AUTHORITY	Lot-008 Block-002	112.00	\$8,650.67	\$8,650.67
R 83.04295.00	R J ZAVORAL & SONS INC	Lot-009 Block-002	112.00	\$8,650.67	\$8,650.67
R 83.04296.00	R J ZAVORAL & SONS INC	Lot-010 Block-002	116.86	\$9,026.05	\$9,026.05
	SUBTOTAL INDUSTRIAL PARK 2ND ADDITION		2,265.72	175,000.00	175,000.00
	GRAND TOTAL		2,265.72	175,000.00	175,000.00

U. S. DEPARTMENT OF COMMERCE
Economic Development Administration
PUBLIC WORKS PROJECT COST CLASSIFICATIONS/
ECONOMIC ADJUSTMENT ASSISTANCE CONSTRUCTION COMPONENTS

EDA AWARD No. 06-01-05577

State MN

COUNTY Polk

<u>COST CLASSIFICATION</u>	<u>PROPOSED</u>	<u>APPROVED</u>
Administration and legal expenses	\$ 32,900	\$ 32,900
Land, structures, rights-of-way, appraisals, etc.		
Relocation expenses and payments	100	100
Architectural and engineering fees	68,000	68,000
Other architectural and engineering fees	2,000	2,000
Project inspection fees	33,000	34,000
Site Work		
Demolition and removal		
Construction	680,000	680,000
Equipment		
Miscellaneous		
Contingencies	34,000	33,000
TOTAL PROJECT COSTS	\$ 850,000	\$ 850,000

Remarks:

Relocation expenses and payments of \$100 are included as a placeholder of costs to perform the Section M.4 Title Requirements. Project Inspection Fees: Added a fair and reasonable \$1,000 for audit expenses. Contingencies: Adjusted to a fair and reasonable limit.

OCT 03 2011



U.S. DEPARTMENT OF COMMERCE
Economic Development Administration
CHICAGO REGIONAL OFFICE
111 N. CANAL ST., SUITE 855
CHICAGO, ILLINOIS 60606-7208

Lynn Stauss, Mayor
City of East Grand Forks
600 DeMers Avenue
East Grand Forks, MN 56721-1840

George Wogaman, President
East Grand Forks Economic Development Authority
600 DeMers Avenue
East Grand Forks, MN 56721-1840

Subject: EDA Project No. 06-01-05577
RE: Authorization to Advertise for Bids

Dear Mayor Stauss and President Wogaman:

We have received a bid package containing plans, specifications, proposed bid documents, and other documentation per the requirement of the EDA Award Special Conditions No. 6 (title certificate), No. 17 (Lead Agent Agreement), upon review we have determined that the documents submitted are in general conformance with the EDA grant requirements. Therefore, we hereby concur with the bid package which can now be released for advertisement subject to the following:

1. The project must be formally advertised to request sealed bids in compliance with the competitive procurement requirements as stated in 15CFR, Part 24.36. The frequency of advertisement should be in compliance with the State and Local guidelines and requirements. The Recipient shall not place unreasonable restrictions on the bidders that could reduce or limit competition in the bidding process.
2. The bid package must incorporate Davis Bacon wage rates. These wage rates can be accessed through the following link: <http://www.wdol.gov/> **Please be advised that the status of these wage rates must be checked 10 days prior to the date of opening bids either at the link provided above or by calling this office. If the referenced wage rates are revised, the same must be incorporated in the bid package through proper addenda procedure and a copy must be provided to EDA for record.**
3. The advertisement process and the timing for awarding of contract must be such that the construction of the project can be completed in compliance with the schedule as stated in Special Condition No. 2 of the Grant Award.
4. Based on the information provided in the documents submitted, it is our

Page 2
Dear Mayor Stauss and President Wogaman
East Grand Forks, MN
EDA Project No. 06-01-05577

understanding that;

- a. The construction work to be accomplished under the EDA eligible project scope for the development of a City-owned industrial park and all related work will be awarded in one contract. The bid form does not include any ineligible construction work or the alternates. Any necessary changes in the construction work after the award of contract must be submitted to EDA through change orders and/or grant amendment process. If the EDA determines that the changes proposed through a change orders or other documentation are outside the scope of the project, and if the City has already undertaken such work prior to that decision, the City will be responsible for all related cost of such work.
- b. Prior to awarding of construction contracts for the EDA Project, the Recipient shall provide evidence satisfactory to the Government that it has obtained a Section 404 permit for this Project from the U.S. Army Corps of Engineers or that a permit is not required. The Recipient shall comply with any conditions of said permit. Refer to EDA Award Special Conditions No. 15.

If you are not in agreement with any of the above conditions please contact this office immediately to resolve your concerns before proceeding with the advertisement process.

The procurement procedure must be in compliance with the requirements of 15 Code of Federal Regulation, Part 14.44. The information to be furnished to bidders shall include EDA approved plans, specifications, applicable addenda to plans and specifications and Equal Employment Opportunity and Davis Bacon Wage Rate requirements.

It should be understood that the EDA review/approval of plans, specifications and related documents is to assure compliance with the terms of the EDA Award and does not imply or attest to the accuracy or completeness of design, dimensions, details, proper selection of materials, or compliance with required codes or ordinances. This responsibility rests with the Recipient of Grant Award.

In order to guide the recipients of EDA Awards through advertisement, contract award, construction and disbursement processes, a comprehensive guide entitled, "*Summary of EDA Construction Standards*" is posted on EDA's website at <http://www.eda.gov/> under Funding Opportunities/Post Award Requirements.

If there are questions regarding the contents of this letter, please contact Mr. Jerry Figliulo at (312) 353-8143, Ext. 148.

Sincerely,



Donald Kathan
Area Director

Request for Council Action

Date: 12/20/11

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: Dillon Nelson, Wastewater Operator

Approve hire of Mr. Dillon Nelson as the new Wastewater Operator effective January 2, 2012. Dillon will be filling the position left vacant after Mr. John Grenier's retirement.

Request for Council Action

Date: 12/20/11

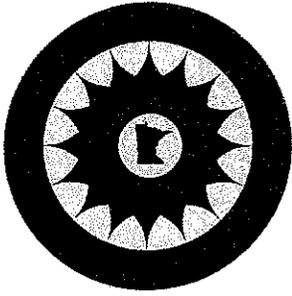
To: East Grand Forks City Council, Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Greg Leigh, Mike Pokrzywinski, Henry Tweten, and Ron Vonasek.

Cc: File

From: Dave Aker

RE: Dale Gulbranson

Approve the promotion of Dale Gulbranson as the new Parks Foreman effective January 2, 2012. Dale will be filling the position left vacant after Jim Neil's retirement.



City of East Grand Forks

9

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

Public Works Department · 1001 2nd St NE · East Grand Forks, MN 56721

November 1, 2011

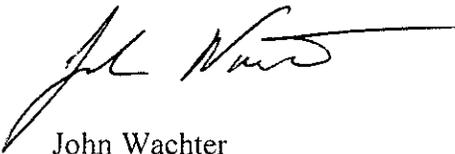
Scott Huizenga
City Administrator
City of East Grand Forks
1001 2nd St NE
East Grand Forks, MN 56721

Mr. Huizenga,

Please accept this as my formal notice of resignation as the Public Works Superintendent, City of East Grand Forks. My final day of work will be tentatively January 6, 2012.

I have appreciated the opportunities I have been given here, and wish the city much success in the future. If there is any way I can help with transition please feel free to ask.

Sincerely,



John Wachter

cc: East Grand Forks City Council

RESOLUTION NO. 11 - 12 - 126**RESOLUTION ADJUSTING WASTE WATER RATES**

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

WHEREAS, the City Council of the City of East Grand Forks last adjusted the waste water rates on January 1, 2009, and eliminated the commercial usage break on January 1, 2010 ; and

WHEREAS, the City Council of the City of East Grand Forks has discussed wastewater improvements and in preparation for future wastewater projects;

WHEREAS, the proposed adjustment of the waste water rate schedule would increase revenue by approximately \$250,000 per year that could be reserved for the Waste Water Phase II treatment project;

BE IT RESOLVED by the City Council of the City of East Grand Forks, Minnesota that the following monthly sewage rates/adjustments are hereby adopted and ordered implemented April 1, 2012:

1. Adjust the Residential Meter Capacity Base Rate from \$10 to \$12.
2. Adjust the Apartment unit rate to from \$10 to \$12.
3. Adjust the Residential Usage rate from 50% of the water usage to 65%.
4. Adjust the Commercial Usage rate from 75% of the water usage to 95%.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: December 20, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th day of December, 2011.

Mayor

Request for Council Action

Date: December 7, 2011

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

Cc: File

From: Karla Anderson, Finance Director

RE: Waste Water Rate Increase

Background and Supporting Documentation of request:

The City is projecting that there will be a substantial investment in Waste Water II treatment project in the future. The recommendation of the Waste Water task force is to increase the rate as of April 1, 2012. This rate is approximately a 25% increase to both the residential and commercial rate. This rate increase will generate approximately \$250,000 more of revenue yearly that could be reserved for the Waste Water Phase II treatment project.

City of East Grand Forks, Minnesota
12/6/2011
Schedule of Operating Income (Loss) and Cash Flow

	Actual 2009	Actual 2010	Budget 2011	Budget 2012	Estimate 2013	Estimate 2014	Estimate 2015	Estimate 2016	Estimate 2017	Estimate 2018
Operating Revenues:										
Sewerage Charges	\$965,217	\$986,414	\$951,000	\$1,207,878	\$1,279,672	\$1,301,071	\$1,323,114	\$1,440,210	\$1,463,593	\$1,487,678
Other Revenue	39,141	36,759	31,000	52,426	62,626	74,175	86,084	38,364	35,753	33,050
Total Operating Revenues	1,004,358	1,023,173	982,000	1,260,304	1,342,298	1,375,246	1,409,196	1,478,574	1,499,346	1,520,728
Operating Expenses:										
Cost of Sales	350,758	321,029	487,626	404,464	416,598	429,096	441,969	455,228	468,885	482,952
Administration	53,390	82,005	86,411	79,833	82,228	84,695	87,236	89,853	92,549	95,325
Depreciation	261,582	288,147	329,000	329,000	329,000	329,000	329,000	592,303	592,303	592,303
Phosphorus expense								300,000	309,000	318,270
Total Operating Expenses	665,730	691,181	903,037	813,297	827,826	842,791	1,121,508	1,437,384	1,462,737	1,488,850
Operating Income (Loss)	338,628	331,992	78,963	447,007	514,472	532,455	287,688	41,190	36,609	31,878
Cash Flow:										
Operating income (loss)	338,628	331,992	78,963	447,007	514,472	532,455	287,688	41,190	36,609	31,878
Add:										
Depreciation	261,391	288,147	329,000	329,000	329,000	329,000	329,000	592,303	592,303	592,303
Debt issuance								10,165,139		
Subtract:										
Capital Outlay-debt	(60,598)	(322,073)	(266,000)	(266,000)	(266,000)	(266,000)	(266,000)	(764,053)	(764,053)	(764,053)
Capital Outlay-cash	(589,421)	(298,068)	(141,983)	(510,007)	(577,472)	(595,455)	(2,368,009)	(138,550)	(135,141)	(139,873)
Debt payment										
Net cash flow	952,756	952,756	2,329,314	2,471,277	2,981,284	3,558,756	4,154,210	1,768,201	1,637,641	1,502,499
Beginning cash										
Ending cash		\$ 2,329,314	\$ 2,471,277	\$ 2,981,284	\$ 3,558,756	\$ 4,154,210	\$ 4,768,201	\$ 6,536,401	\$ 8,174,042	\$ 9,676,541
Fund Balance 35%		\$ 316,063	\$ 284,564	\$ 289,739	\$ 294,977	\$ 392,528	\$ 593,084	\$ 511,958	\$	\$ 524,097
NONOPERATING REVENUES (EXPENSES):										
Interest Revenue	36,150	34,881	28,000	49,426	59,626	71,175	83,084	36,364	32,753	30,050
Miscellaneous	2,991	2,078	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Loss on Disposal of Asset										
Total Nonoperating Revenues (Expenses)	39,141	36,759	31,000	52,426	62,626	74,175	86,084	38,364	35,753	33,050

Wastewater Rate Summary
12/06/11

Stand Alone

Actual	Actual	Budget	Budget	Estimate						
2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019

A. Meter Charge (service)

Current monthly rate	\$10.00	\$10.00	\$10.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$14.00	\$14.00	\$14.00
Estimated annual revenue	\$335,833	\$332,215	\$356,064	\$427,277	\$427,277	\$427,277	\$427,277	\$427,277	\$498,490	\$498,490	\$498,490	\$498,490
Increase generated income	\$18,394	-\$3,618	\$23,849	\$71,213	\$0	\$0	\$0	\$0	\$71,213	\$0	\$0	\$0

B. Residential Usage Charge (commodity)

Rate as percent of water rate	50%	50%	50%	65%	65%	65%	65%	65%	65%	65%	65%	65%
Current charge	\$2.38	\$2.43	\$2.48	\$3.22	\$3.31	\$3.41	\$3.52	\$3.62	\$3.73	\$3.84	\$3.95	\$4.06
Estimate annual revenue	\$275,514	\$275,514	\$282,013	\$345,457	\$376,371	\$387,662	\$399,292	\$411,271	\$423,609	\$436,317	\$449,490	\$463,177
Increase of water rate	\$0	\$0	-\$13,501	\$84,453	\$29,904	\$11,291	\$11,630	\$11,979	\$12,338	\$12,708	\$13,077	\$13,447

C. Apartment Charge

Current monthly rate	\$10.00	\$10.00	\$10.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$14.00	\$14.00	\$14.00	\$14.00
Estimated annual revenue	\$117,498	\$119,926	\$100,004	\$139,104	\$139,104	\$139,104	\$139,104	\$139,104	\$162,288	\$162,288	\$162,288	\$162,288
Increase generated	\$0	\$2,433	-\$13,922	\$39,100	\$0	\$0	\$0	\$0	\$23,184	\$0	\$0	\$0

D. Commercial Usage Charge (commodity)

Percentage of water rate:	75%	75%	75%	95%	95%	95%	95%	95%	95%	95%	95%	95%
Current charge	\$3.33	\$3.64	\$3.71	\$4.70	\$4.84	\$4.99	\$5.14	\$5.29	\$5.45	\$5.62	\$5.79	\$5.96
Estimate annual revenue	\$242,577	\$264,758	\$232,919	\$295,030	\$336,920	\$347,028	\$357,438	\$367,162	\$379,206	\$390,583	\$402,288	\$414,376
Increase of water rate	\$0	\$22,382	-\$31,841	\$62,112	\$41,890	\$10,108	\$10,411	\$10,723	\$11,045	\$11,376	\$11,708	\$12,040

Estimated Annual Revenue	\$965,217	\$986,414	\$951,000	\$1,207,878	\$1,279,672	\$1,301,071	\$1,323,111	\$1,440,210	\$1,463,593	\$1,487,678	\$1,512,477	\$1,537,977
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Homeowner pay monthly on gallons:

4,000	\$20	\$20	\$20	\$25	\$25	\$26	\$26	\$26	\$28	\$28	\$29	\$29
6,000	\$24	\$25	\$25	\$31	\$32	\$32	\$33	\$33	\$36	\$36	\$36	\$37
8,000	\$29	\$29	\$30	\$38	\$39	\$39	\$40	\$40	\$43	\$43	\$44	\$45
10,000	\$34	\$34	\$35	\$44	\$45	\$46	\$47	\$47	\$50	\$50	\$51	\$52

Current rate:	first 100,000	\$2.38	\$975,816	\$968,707	\$1,079,439	\$1,243,775	\$1,290,371	\$1,312,091	\$1,381,661	\$1,451,902	\$1,475,635	\$1,500,000
	thereafter	\$1.00										
Estimate annual revenue:		\$141,467										

Res consumption 2010
Comm consumption 2010

1,136,140	1,056,640	1,076,820	1,135,691	1,135,691	1,135,691	1,135,691	1,135,691	1,135,691	1,135,691	1,135,691	1,135,691	1,135,691
727,860	627,390	627,390	695,602	695,602	695,602	695,602	695,602	695,602	695,602	695,602	695,602	695,602

RESOLUTION NO. 11 – 12 – 127

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

WHEREAS, the City of East Grand Forks applied for and received \$90,000 in Transportation Enhancement funds from the Minnesota Department of Transportation ATP District 2 to construct a trail from the bike underpass on 10th St. NW, along 8th Ave NW and connect with the Greenway Trail system on 12th St. NW.

WHEREAS, the City of East Grand Forks was going to build this trail in conjunction with a full intersection at 5th Ave NW, which closed the off-ramp to traffic and allowed the to build the trail in the closed off-ramp.

WHEREAS, the City of East Grand Forks is no longer constructing a full intersection at 5th Ave NW nor are the closing the off-ramp allowing the trail to be built.

NOW, THEREFORE, BE IT RESOLVED, the City of East Grand Forks agrees to rescind the Transportation Enhancement award of \$90,000 back to the State of Minnesota Department of Transportation ATP District 2 and NOT construct the above referenced project.

Voting Aye:
Voting Nay:
Absent:

Passed: December 20, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th day of December, 2011.

Mayor

Request for Council Action

Date: December 2, 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: 2012 TE Sidewalk Project – 10th Street NW

Background:

At the previous Work Session, the Council asked to investigate the possibility of two(2) separate proposals, the first proposal would be to strip the existing street and the second proposal would be to remove some of the existing street and install the multi-use trail in its place.

PROPOSAL NO. 1 – SHARED TRAVEL LANE

According to the MnDOT Bikeway Facility Design Manual, “A shared travel lane may be an appropriate bikeway on some low-speed, low volume streets or roads”, which 10th Street NW fits both of those.(see attached manual). Therefore, the attached map identifies the shared travel lane and its effect on the street. In order to accomplish this, the City would have to remove parking from the south side of the street and from the north side, for the westerly half of the block. The pedestrians would use the existing 5’ sidewalk on the north side of the street and the bicyclists would use the street until they reach the west side of 8th Avenue NW and proceed northerly to the Greenway Trail system.

I have also discussed this project with Mr. Lou Tasa, DSAE and it was his idea to put the multi-use trail on the street.

PROJECT COST

Construction	\$169,237.50
Engineering, Legal, Admin, Contingencies	\$33,847.50
TOTAL	\$169,237.50(see attached)

PROJECT FUNDING

MnDOT	\$90,000.00
City of East Grand Forks	\$79,237.50
TOTAL	\$169,237.50

PROPOSAL NO. 2 – STREET REMOVAL

This second proposal includes the removal of the existing street to accommodate the 10' multi-use trail. However, for this proposal to work, the off ramp needs to be closed because there is not enough room for the multi-use trail, between the street and the berm. However, if the City chose to close the off ramp, here are the estimates:

PROJECT COST

Construction	\$266,000.00
Engineering, Legal, Admin, Contingencies	<u>\$66,500.00</u>
TOTAL	\$332,500.00(see attached)

PROJECT FUNDING

MnDOT	\$90,000.00
City of East Grand Forks	<u>\$242,500.00</u>
TOTAL	\$332,500.00

Recommendation:

Proposal No. 1 is the most feasible, therefore our recommendation is to construct Proposal No. 1.

Enclosures:

Estimates/drawings for each proposal

Copies of pages from the MnDOT Bikeway Facility Design Manual

SIDEWALK CONSTRUCTION
10th Street NW and 8th Ave NW
EAST GRAND FORKS

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2021.501	Mobilization	LS	1	\$5,000.00	\$5,000.00
2104.501	Remove Curb and Gutter	LF	200	\$10.00	\$2,000.00
2104.505	Remove Concrete Pavement	SY	50	\$5.00	\$250.00
2104.509	Remove Sign Panel Type C	EA	10	\$150.00	\$1,500.00
2104.509	Remove Casting	EA	2	\$250.00	\$500.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	200	\$7.00	\$1,400.00
2104.523	Salvage Sign	EA	10	\$125.00	\$1,250.00
2105.501	Common Excavation (P)	CY	350	\$10.00	\$3,500.00
2105.525	Topsoil Borrow (LV)	CY	100	\$25.00	\$2,500.00
2211.607	Aggregate Base, Class 5	CY	200	\$30.00	\$6,000.00
2301.604	Concrete Pavement 7.0"	SY	50	\$75.00	\$3,750.00
2506.522	Adjust Frame and Ring Casting	EA	2	\$1,000.00	\$2,000.00
2521.501	4" Concrete Walk	SF	10,000	\$6.00	\$60,000.00
2531.501	Concrete Curb and Gutter, Design B624	LF	200	\$25.00	\$5,000.00
2531.618	Truncated Domes	SF	120	\$60.00	\$7,200.00
2563.601	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2564.536	Install Sign Panel	EA	10	\$500.00	\$5,000.00
2564.602	F&I Sign Panel Type C	EA	12	\$500.00	\$6,000.00
2573.530	Storm Drain inlet Protection	EA	7	\$100.00	\$700.00
2575.501	Seeding	SY	600	\$2.00	\$1,200.00
2582.502	4" Solid Line White - Epoxy	LF	1,000	\$5.00	\$5,000.00
2582.502	24" Stop Line White - Epoxy	LF	80	\$8.00	\$640.00
2582.503	Cross-walk Marking - Epoxy	LS	1	\$10,000.00	\$10,000.00
TOTAL CONSTRUCTION COST					\$135,390.00
EALC					\$33,847.50
TOTAL					\$169,237.50

STREET RECONSTRUCTION
10th Street NW and 8th Ave NW - ALTERNATE
EAST GRAND FORKS

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2021.501	Mobilization	LS	1	\$5,000.00	\$5,000.00
2104.501	Remove Curb and Gutter	LF	1,100	\$5.00	\$5,500.00
2104.505	Remove Concrete Pavement	SY	900	\$5.00	\$4,500.00
2104.509	Remove Sign Panel Type C	EA	8	\$150.00	\$1,200.00
2104.509	Remove Casting	EA	2	\$250.00	\$500.00
2104.523	Salvage Sign	EA	10	\$125.00	\$1,250.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	1,000	\$7.00	\$7,000.00
2105.501	Common Excavation (P)	CY	450	\$6.00	\$2,700.00
2105.525	Topsoil Borrow (LV)	CY	100	\$15.00	\$1,500.00
2211.607	Aggregate Base	CY	325	\$30.00	\$9,750.00
2301.604	Concrete Pavement 7.0"	SY	100	\$75.00	\$7,500.00
2506.522	Adjust Frame and Ring Casting	EA	2	\$1,000.00	\$2,000.00
2521.501	4" Concrete Walk	SF	19,500	\$8.00	\$156,000.00
2531.501	Concrete Curb and Gutter, Design B624	LF	1,100	\$25.00	\$27,500.00
2531.618	Truncated Domes	SF	120	\$60.00	\$7,200.00
2563.601	Traffic Control	LS	1	\$10,000.00	\$10,000.00
2564.536	Install Sign Panel	EA	10	\$500.00	\$5,000.00
2564.602	F&I Sign Panel Type C	EA	12	\$500.00	\$6,000.00
2573.530	Storm Drain inlet Protection	EA	7	\$100.00	\$700.00
2575.501	Seeding	SY	600	\$2.00	\$1,200.00
2582.502	4" Solid Line White - Epoxy	LF	1,000	\$4.00	\$4,000.00
2582.502	24" Stop Line White - Epoxy	LF	80	\$8.00	\$640.00
2582.503	Cross-walk Marking - Epoxy	LS	1	\$10,000.00	\$10,000.00
TOTAL CONSTRUCTION COST					\$266,000.00
EALC					\$66,500.00
TOTAL					\$332,500.00

The following four basic types of on-road bikeways are discussed in this chapter:

Bicycle Lane (Bike Lane):

A bike lane is a portion of the roadway or shoulder designated for exclusive or preferential use by people using bicycles. Bicycle lanes are distinguished from the portion of the roadway or shoulder used for motor vehicle traffic by striping, marking, or other similar techniques.

Paved Shoulder:

The shoulder is the edge or border of a roadway that is contiguous with, and on the same level as, the regularly traveled lanes. Bicyclists require a paved surface for operation. Any unpaved shoulder width does not accommodate bicycles. The width of a shoulder bikeway and separation from the travel lane depend primarily on roadway motor vehicle speed and traffic volume.

Shared Lane:

On any roadway where a bicycle may legally be operated, bicycles may need to share a travel lane with motor vehicles if the road does not have a bike lane, a paved shoulder or a separate shared-use path. A shared travel lane may be an appropriate bikeway on some low-speed, low-volume streets or roads. Where a shared lane is intended to be part of a bike route, it should be signed as a bikeway to direct bicyclists and inform motorists. Standard travel lanes are typically 3.3 – 3.6 m (**11 – 12 ft**) wide, but may vary.

Wide Outside Lane:

A wide outside lane (the right-most through traffic lane) is shared by bicyclists and motorists but designed with extra width to accommodate bicycles. A wide outside lane should be no less than 4.2 m (**14 ft**) and no more than 4.8 m (**16 ft**) wide.

4-2.0 Selecting a Bikeway Design

For new designs as well as retrofitting, there are a few key factors that are used to determine appropriate bikeway design.

For a given type of roadway cross section, motor vehicle speed and average daily traffic volume are the first factors to look at in the process of selecting a bikeway design treatment. However, bikeway design is influenced by other geometric and operational factors including the following:

- On-street parking
- Intersections and driveways
- Right-of-way constraints
- Vehicle turn lane configuration
- Number of traffic lanes
- Topography, grades, sight distances and sight lines
- Traffic composition, especially volume of large trucks

Motor Vehicle ADT (2 Lane)		<500	500-1,000	1,000-2,000	2,000-5,000	5,000-10,000	>10,000
Motor Vehicle ADT (4 Lane)		N/A	N/A	2,000-4,000	4,000-10,000	10,000-20,000	>20,000
Motor Vehicle Speed	25 mph	SL	WOL	WOL	WOL	BL = 5 ft	Not Applicable
	30 mph	SL with sign	WOL	BL = 5 ft	BL = 5 ft	BL = 6 ft	BL = 6 ft
	35 - 40 mph	WOL	BL = 5 ft	BL = 5 ft	BL = 6 ft	BL = 6 ft	BL = 6 ft or PS = 8 ft
	45 mph and greater	BL = 5 ft	BL = 5 ft	BL = 6 ft	BL = 6 ft	BL = 6 ft or PS = 8 ft	SUP or PS = 10 ft
BL = Bicycle Lane, SL = Shared Lane, WOL = Wide Outside Lane, SUP = Shared-Use Path, PS = Paved Shoulder							

Motor Vehicle ADT (2 Lane)		<500	500-1,000	1,000-2,000	2,000-5,000	5,000-10,000	>10,000
Motor Vehicle ADT (4 Lane)		N/A	N/A	2,000-4,000	4,000-10,000	10,000-20,000	>20,000
Motor Vehicle Speed	25 mph	PS = 4 ft* or SL	PS = 4 ft* or SL	PS = 4 ft* or WOL	PS = 4 ft*	PS = 4 ft*	Not Applicable
	30 mph	PS = 4 ft* or SL	PS = 4 ft* or WOL	PS = 4 ft*	PS = 4 ft*	PS = 6 ft	PS = 6 ft
	35 - 40 mph	PS = 4 ft* or SL	PS = 4 ft* or WOL	PS = 6 ft	PS = 6 ft	PS = 6 ft	PS = 8 ft
	45 mph and greater	PS = 4 ft*	PS = 4 ft*	PS = 6 ft	PS = 8 ft	PS = 8 ft	SUP or PS = 10 ft
* See discussion in Section 4-3.1 regarding rumble strips on 4-foot shoulders. PS = Paved Shoulder, SL = Shared Lane, SUP = Shared-Use Path, WOL = Wide Outside Lane							

Refer to Section 4-2.1 for additional geometric and operation factors.

4-3.7 Shared Lanes

Shared lanes are streets and highways with no special provision on the roadway for bicyclists, as shown in Figure 4-22. Shared lanes often feature 3.6 m (**12 ft**) lane widths or less with no shoulders, allowing cars to pass bicyclists only by crossing the centerline or moving into another traffic lane. In residential areas with low motor vehicle traffic volumes and posted speeds of less than or equal to 48 km/h (**30 mph**), shared lanes are normally adequate for bicyclists to use. With higher speeds and traffic volumes, shared lanes become less attractive to basic bicyclists.

Shared lanes are not typically signed as bicycle routes. Signage may be needed when specific destinations or potential alternate routes for bicyclists need to be shown, or on roads that bridge a gap between two designated bike routes. Application of *MN MUTCD* Series R7 and/or R8 "No Parking" signage may also be appropriate. Figure 4-23 illustrates shared lanes on three typical roadway types. Figure 4-24 illustrates a shared lane on an urban (curb and gutter) cross section roadway with no on-street parking.



Figure 4-22:
Non-Marked Shared Lane

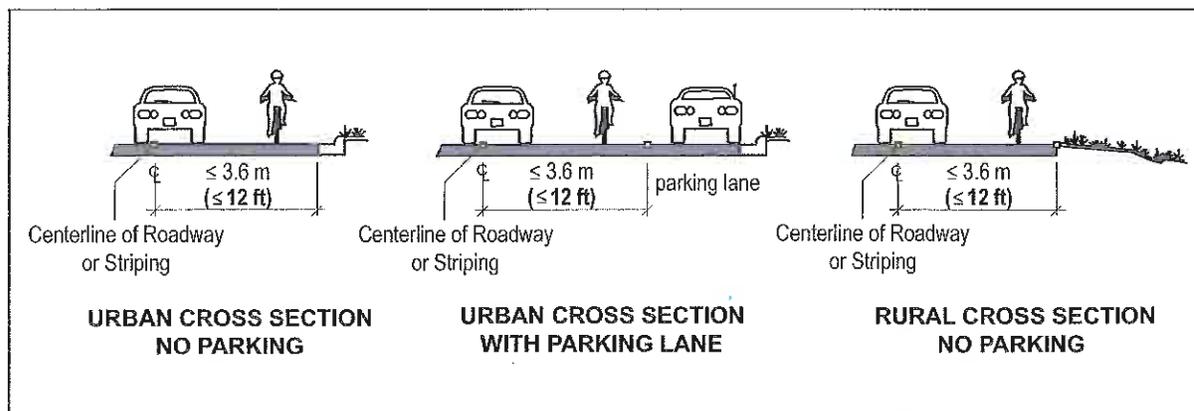


Figure 4-23:
Typical Roadways with Shared Lanes



KEY

- SHARED USE PATH (10')
- NEW CURB & GUTTER
- TURF ESTABLISHMENT
- PEDESTRIAN CROSSWALK MARKING SIGN

DATE	12/20/11	PROJECT NO.	10th Street NW (Option B)
BY	MEB	SCALE	AS SHOWN
CHECKED BY	CLB	PROJECT LOCATION	6th Ave NW to 12th Street NW East Grand Forks, Minnesota
DATE		PROJECT NO.	
BY		SCALE	
CHECKED BY		PROJECT LOCATION	

I hereby certify that the work shown on this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer and am not the holder of a license in another state.

License No. _____ State of Minnesota
 License No. _____ State of Minnesota

DRAWING NUMBER: **P3B**
 4500 75th Ave NW
 East Grand Forks, Minnesota
 East Grand Forks, Minnesota

PROJECT NO.	10th Street NW (Option B)
DATE	12/20/11
BY	MEB
CHECKED BY	CLB
SCALE	AS SHOWN
PROJECT LOCATION	6th Ave NW to 12th Street NW East Grand Forks, Minnesota

RESOLUTION NO. 11 - 12 - 128**RESOLUTION ACCEPTING RESPONSIBILITY AS THE SPONSORING AGENCY**

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

BE IT RESOLVED, that (sponsoring agency) City of East Grand Forks act as sponsoring agency for a Transportation Enhancements project identified as sidewalk along 20th St. NE and 5th Ave. NE and acknowledges herewith that it is willing to be the project sponsor; knowing full well that such sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED, that Greg Boppre, City Engineer, is hereby authorized to act as agent on behalf of this applicant.

Agreement to Maintain Facility

WHEREAS, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way acquired without prior approval from the FHWA; and

WHEREAS, the Transportation enhancement projects receive federal funding from the reauthorization of the Surface Transportation Program (STP) of the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991; and

WHEREAS, the Minnesota Department of Transportation (Mn/DOT) has determined that for projects implemented with transportation enhancement funds, this requirement should be applied to the project sponsor; and

WHEREAS, the City of East Grand Forks is the project sponsor for the transportation enhancement project identified as sidewalk along 20th St. NE and 5th Ave. NE.

THEREFORE BE IT RESOLVED THAT, the Project Sponsor hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation enhancement project.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: December 20, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th day of December, 2011.

Mayor

Work Session Item

Date: December 13, 2011

To: East Grand Forks City Council and Mayor Lynn Stauss

Cc: File

From: Nancy Ellis, GF/EGF MPO Senior Planner

RE: 2014-2015 TE Proposal and use of transit funds

Recommendation:

Consider using transit funding for a 6' sidewalk in the MnDOT R-O-W (east side of Hwy 220) from 14th St. NE to 20th St. NE. Also, consideration of proposed 2014-2015 TE project to construct a sidewalk on the north side of 20th St. NE from Hwy 220 to 5th Ave NE and then travel south on the east side of 5th Ave NE from 20th St. NE to 15th St. NE.

Request:

Transit funds available for project

At the last work session I had presented the TE proposal of a 8' multipurpose path on the west side of 5th Ave NE (funding and construction in either 2014 or 2015). However at the meeting, I was asked to consider instead submitting an application to continue the 8' multipurpose path within the east R-O-W of Hwy 220 up to the College. This was the proposal you wanted the City to pursue first.

Part of my reasoning for not pursuing this path was the redundancy of this project to a project we will construct and build with TE funding in 2013. We are building a multipurpose path on the west side of 220 in the R-O-W from the Central/220 intersection to 23rd St. NW. The ATP will see that we have already addressed bike/ped travel along this corridor and may not fund a similar path on the east side. However, we do have another option to fund the continuation of this path and still apply for a ped facility along 5th Ave NE with TE funding. I will explain below.

At a past work session, it was discussed that there is transit money available to use for capital projects, specifically sidewalk projects along or near transit routes, within the City of East Grand Forks. A path or sidewalk within the east Hwy 220 R-O-W would qualify for these transit monies.

Therefore, the MPO is proposing to use the transit funds we have available to build a 6' sidewalk in the east Hwy 220 R-O-W from the end of the path on 14th St NE to the north side of 20th St. NE, connecting the new path to the College. With this project we are able to use the transit funds for 80% of the total cost ~ this includes soft costs. I have attached a cost estimate and a drawing for you to review.

TOTAL PROJECT COST INCLUDING SOFT COSTS:	\$276,315.00
80% OF ESTIMATE ELIGIBLE FOR FUNDING:	\$221,052
AMOUNT THE CITY MUST MATCH:	\$55,263

We currently have \$254,560 in Federal Transit dollars available for the project. This will leave some funding for other possible transit related items, shelters or connections to other facilities.

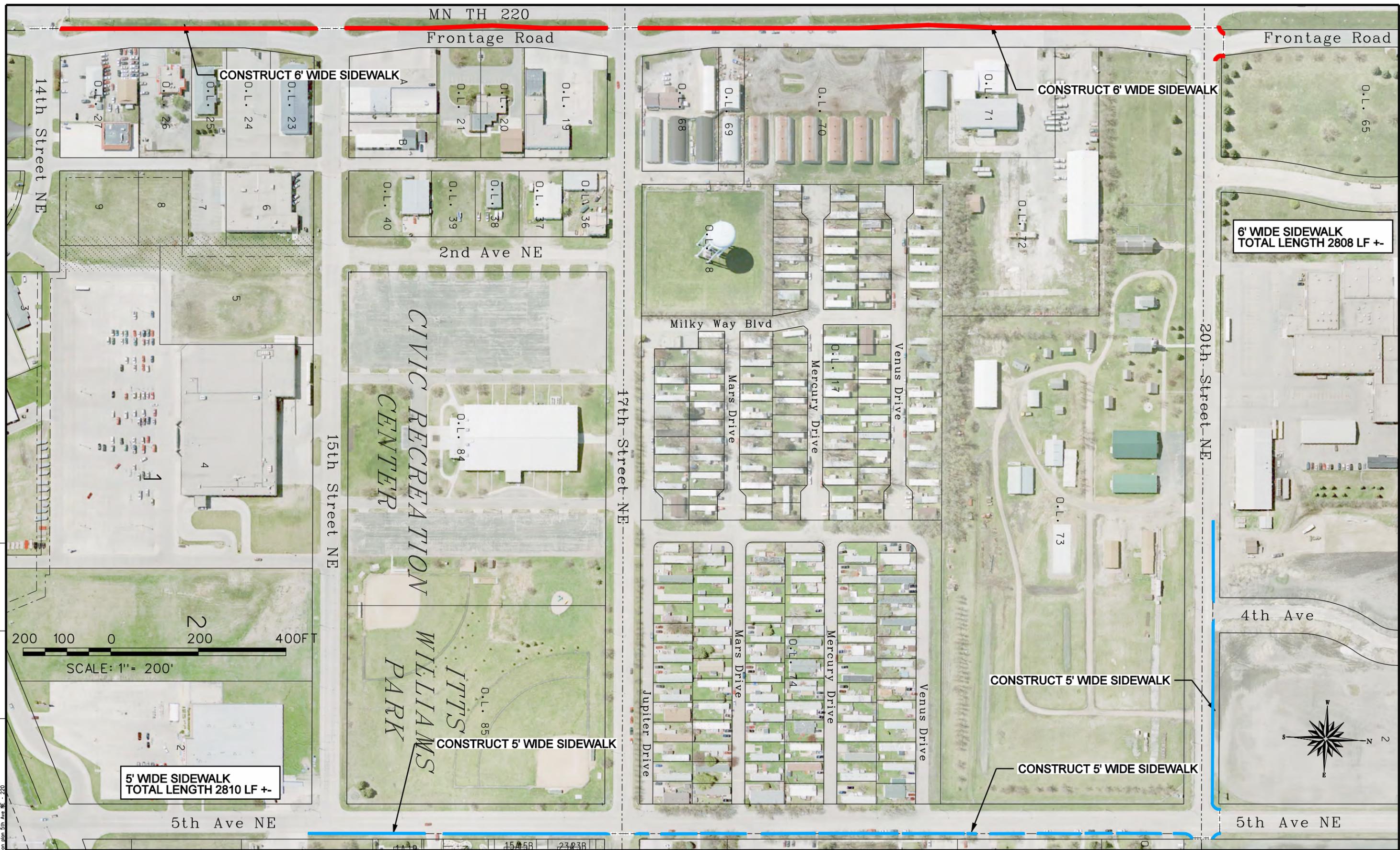
Proposed TE Project

If you decide to use the transit funds for this proposal; we can then as a City, submit the TE proposal I presented on November 15 with a few changes. We are proposing that we ask for a sidewalk along the north side of 20th St. NE from Hwy 220 to 5th Ave NE that then turns and heads down the east side of 5th Ave NE from 20th St. NE to just past 15th St. NE. This will not be the 8' path as it was first proposed nor will it run down the west side (Itts Williams/mobile park side). The east side is easier to construct and we do not remove numerous trees located between the mobile home park and street. It will, however, provide a great connection to the proposed transit project -to the College - to the Apartments - to a potential new sidewalk along 15th St. NE - and back to the possible new sidewalk built with the transit funds. A cost estimate and drawing are included for this proposal as well. Please remember that soft costs cannot be included in the TE funding amount and we can only request 80% of the construction costs. The City must cover the 20% match plus the soft costs.

TOTAL PROJECT COST INCLUDING SOFT COSTS:	\$289,055
CONSTRUCTION COSTS (TE ELIGIBLE):	\$222,350
80% OF CONSTRUCTION COST ~ ELIGIBLE FOR FUNDING:	\$177,880
AMOUNT THE CITY MUST MATCH PLUS SOFT COSTS:	\$111,175

**SIDEWALK CONSTRUCTION
20th Street NE and 5th Ave NE
EAST GRAND FORKS**

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2021.501	Mobilization	LS	1	\$5,000.00	\$5,000.00
2104.501	Remove Curb and Gutter	LF	200	\$10.00	\$2,000.00
2104.505	Remove Concrete Pavement	SY	100	\$5.00	\$500.00
2104.505	Remove Concrete Driveway Pavement	SY	300	\$6.00	\$1,800.00
2104.509	Remove Sign Panel Type C	EA	10	\$150.00	\$1,500.00
2104.509	Remove Casting	EA	4	\$250.00	\$1,000.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	200	\$7.00	\$1,400.00
2104.523	Salvage Sign	EA	10	\$125.00	\$1,250.00
2105.501	Common Excavation (P)	CY	450	\$10.00	\$4,500.00
2105.525	Topsoil Borrow (LV)	CY	100	\$25.00	\$2,500.00
2211.607	Aggregate Base, Class 5	CY	300	\$30.00	\$9,000.00
2301.604	Concrete Pavement 7.0"	SY	100	\$75.00	\$7,500.00
2504.602	Adjust Gate Valve & Box	EA	4	\$300.00	\$1,200.00
2506.522	Adjust Frame and Ring Casting	EA	3	\$1,000.00	\$3,000.00
2521.501	4" Concrete Walk	SF	14,000	\$8.00	\$112,000.00
2531.501	Concrete Curb and Gutter, Design B624	LF	200	\$25.00	\$5,000.00
2531.507	6" Concrete Driveway Pavement	SY	300	\$50.00	\$15,000.00
2531.618	Truncated Domes	SF	120	\$60.00	\$7,200.00
2563.601	Traffic Control	LS	1	\$10,000.00	\$10,000.00
2564.536	Install Sign Panel	EA	10	\$500.00	\$5,000.00
2564.602	F&I Sign Panel Type C	EA	12	\$500.00	\$6,000.00
2571.610	Tree Pruning	HR	60	\$80.00	\$4,800.00
2573.530	Storm Drain inlet Protection	EA	12	\$100.00	\$1,200.00
2575.501	Seeding	SY	2000	\$2.00	\$4,000.00
2582.502	Cross-walk Marking - Epoxy	LS	1	\$10,000.00	\$10,000.00
TOTAL CONSTRUCTION COST					\$222,350.00
EALC					\$66,705.00
TOTAL					\$289,055.00



CONSTRUCT 6' WIDE SIDEWALK

CONSTRUCT 6' WIDE SIDEWALK

6' WIDE SIDEWALK
TOTAL LENGTH 2808 LF +/-

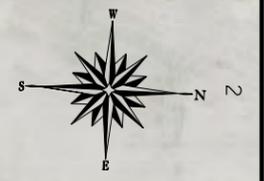
5' WIDE SIDEWALK
TOTAL LENGTH 2810 LF +/-

CONSTRUCT 5' WIDE SIDEWALK

CONSTRUCT 5' WIDE SIDEWALK

CONSTRUCT 5' WIDE SIDEWALK

DATE	AS-BUILT BY
DATE	FELDBOOK
DATE	STAMPING BY
DATE	FELDBOOK
DATE	ORIGINAL SURVEY BY
DATE	FELDBOOK



DESIGNED BY	DATE	12/05/11	
DRAWN BY	FILE NAME	12 TE SW 5th ave ne.dgn	
CHECKED BY	SCALE	AS SHOWN	
NO.	DATE	BY	DESCRIPTION OF REVISIONS

Proposed Sidewalks - 14th Street NE to 20th Street NE
East Grand Forks, Minnesota
5th Avenue NE / TH 220

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: _____ Lic. No. _____

(218) 773-1185
 FAX: (218) 773-3348
 1600 Central Ave. NE
 East Grand Forks, Minnesota
 www.fs-mn.com
 Copyright © 2010 FS Engineering

Engineering
 Consulting Engineers & Land Surveyors

DRAWING NUMBER
P1-P2

N:\EGF\proposals-exhibits\12_TE_SW_5th_ave_ne.dgn
 12/5/2011

RESOLUTION NO. 11 – 12 – 129

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

WHEREAS, the Federal Transit Administration uses a formula for urban transit agencies to use funding for capital projects such as sidewalks;

WHEREAS, there are funds available for the City of East Grand Forks to use their remaining FTA funds for a sidewalk along a transit route;

WHEREAS, the City of East Grand Forks would like to construct a sidewalk along Hwy 220 from 14th St. NE and 20th St. NE using FTA operating funds;

THEREFORE BE IT RESOLVED, the City of East Grand Forks approves the use of FTA funds for this sidewalk project.

Voting Aye:

Voting Nay:

Absent:

Passed: December 20, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th day of December, 2011.

Mayor

Request for Council Action

Date: December 20, 2011
To: East Grand Forks City Council and Mayor Lynn Stauss
Cc: File
From: Earl Haugen, Executive Director
RE: Use of Federal 5307 Funds for Sidewalks

Recommended Motion: Approve use of FTA funds for sidewalk project.

BACKGROUND: 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 City Council has already authorized committed some FTA funds towards sidewalks. This requested action would commit the remaining FTA funds and all FTA funds to the proposed sidewalk along the eastside of Central Avenue.

FINDINGS AND ANALYSIS:

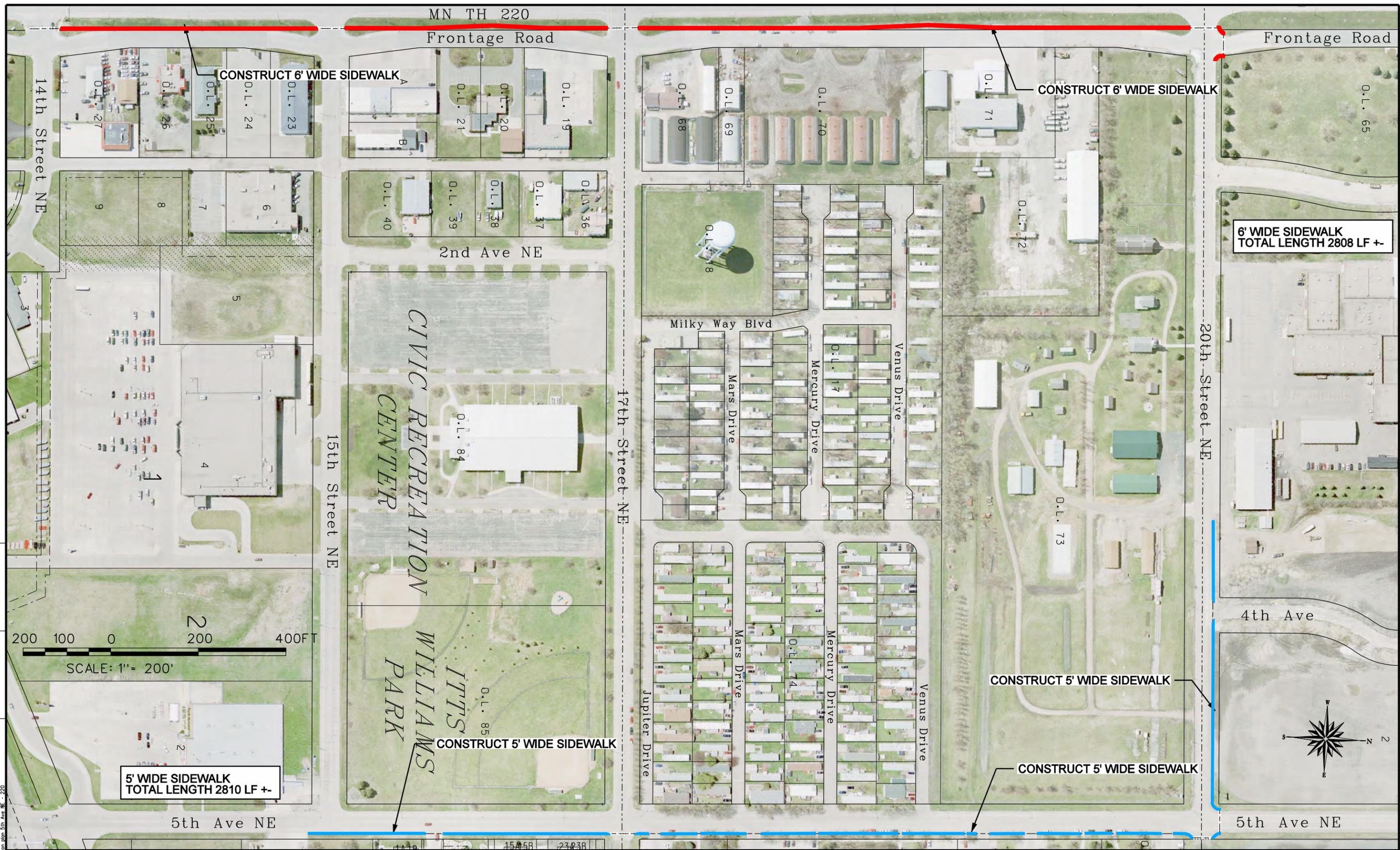
- Staff recommends a combination of spending federal funds on operating costs and for sidewalks along transit routes.

SUPPORT MATERIALS:

- Map and Cost Estimate for Sidewalk along Central Ave.

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			
			\$0.00	\$104,502.00	All on a grant for Operating for 2009 & 2010*	
2008	2011	\$113,437.00	\$113,437.00			
			\$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			
			\$0.00	\$120,644.00	Operating for 2012 & 2013**	
2010	2013	\$140,103.00	\$140,103.00			
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	
Total			\$272,000	
Federal (80%)			\$217,600.0	
Local (20%)			\$54,400.0	



CONSTRUCT 6' WIDE SIDEWALK

CONSTRUCT 6' WIDE SIDEWALK

6' WIDE SIDEWALK
TOTAL LENGTH 2808 LF +/-

5' WIDE SIDEWALK
TOTAL LENGTH 2810 LF +/-

CONSTRUCT 5' WIDE SIDEWALK

CONSTRUCT 5' WIDE SIDEWALK

CONSTRUCT 5' WIDE SIDEWALK

DATE	AS-BUILT BY
DATE	FELDBOOK
DATE	STAMPING BY
DATE	FELDBOOK
DATE	ORIGINAL SURVEY BY
DATE	FELDBOOK

SCALE: 1" = 200'

200 100 0 200 400FT

NO.	DATE	BY	DESCRIPTION OF REVISIONS

DESIGNED BY	DATE	FILE NAME
DRAWN BY	12/05/11	12 TE SW 5th ave ne.dgn
CHECKED BY	MBA	SCALE
		AS SHOWN

Proposed Sidewalks - 14th Street NE to 20th Street NE
East Grand Forks, Minnesota
5th Avenue NE / TH 220

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: _____ Lic. No. _____

	(218) 773-1185 FAX: (218) 773-3348 1600 Central Ave. NE East Grand Forks, Minnesota www.fs-mn.com	DRAWING NUMBER
	Copyright © 2010 FS Engineering	P1-P2

Model: construction plan 5th Ave NE - 220
 12/5/2011

SIDEWALK CONSTRUCTION
TH220 - 14th Street NE to 20th Street NE
EAST GRAND FORKS

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2021.501	Mobilization	LS	1	\$5,000.00	\$5,000.00
2104.501	Remove Curb and Gutter	LF	160	\$10.00	\$1,600.00
2104.505	Remove Concrete Pavement	SY	80	\$5.00	\$400.00
2104.509	Remove Sign Panel Type C	EA	6	\$150.00	\$900.00
2104.509	Remove Casting	EA	2	\$250.00	\$500.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	200	\$7.00	\$1,400.00
2104.523	Salvage Sign	EA	6	\$125.00	\$750.00
2105.501	Common Excavation (P)	CY	800	\$10.00	\$8,000.00
2105.525	Topsoil Borrow (LV)	CY	100	\$25.00	\$2,500.00
2211.607	Aggregate Base, Class 5	CY	350	\$30.00	\$10,500.00
2301.604	Concrete Pavement 7.0"	SY	80	\$75.00	\$6,000.00
2504.602	Adjust Gate Valve & Box	EA	4	\$300.00	\$1,200.00
2506.522	Adjust Frame and Ring Casting	EA	3	\$1,000.00	\$3,000.00
2521.501	4" Concrete Walk	SF	15,750	\$8.00	\$126,000.00
2531.501	Concrete Curb and Gutter, Design B624	LF	160	\$25.00	\$4,000.00
2531.618	Truncated Domes	SF	120	\$60.00	\$7,200.00
2563.601	Traffic Control	LS	1	\$10,000.00	\$10,000.00
2564.536	Install Sign Panel	EA	6	\$500.00	\$3,000.00
2564.602	F&I Sign Panel Type C	EA	12	\$500.00	\$6,000.00
2573.530	Storm Drain inlet Protection	EA	6	\$100.00	\$600.00
2575.501	Seeding	SY	2000	\$2.00	\$4,000.00
2582.502	Cross-walk Marking - Epoxy	LS	1	\$10,000.00	\$10,000.00
TOTAL CONSTRUCTION COST					\$212,550.00
EALC					\$63,765.00
TOTAL					\$276,315.00

ORDINANCE NO. 3 4TH SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE TITLE XV ENTITLED "LAND USAGE" BY AMENDING CHAPTER 151 "SUBDIVISION REGULATION" WITH THE ADDITION OF SECTIONS 151.030 "DEVELOPMENT AGREEMENT" AND 151.121 "IMPROVEMENT FINANCING". SECTION 151.120 "REQUIRED IMPROVEMENTS" IS ALSO AMENDED WITH THE ADDITION OF THE UNDERLINED PORTIONS.

THE CITY OF EAST GRAND FORKS ORDAINS:

Section 1. That Chapter 151 entitled "Subdivision Regulations" shall have the following additions:

Section 151.030 Development Agreement

Before a final plat may be approved by the city council, the owners of the development shall execute and submit to the council an agreement, subject to review and approval by the City Attorney, which shall be binding on the owners and their heirs, personal representatives and assigns, that no private construction on said land will occur except with approval of the city engineer, until all improvements required under this chapter have been petitioned for arranged for, or have been constructed. The developers agreement embodies the modifications and conditions of approval of the plat, and contains such other terms and conditions as the City may require to impose, enforce and make effective such modifications and conditions. The development agreement shall be recorded if requested by the City, at the expense of applicant.

Section 151.121 Improvement Financing

All utilities and streets shall be financed by one of the following methods. Regardless of the method used, all utilities and streets shall be installed according to city construction specifications and shall be approved by the city engineer prior to commencement of any construction activity. All public improvements shall be subject to review and approval by the city engineer. Improvement financing shall as follows:

1. Provided by the City of East Grand Forks through a special assessment at the developer's request;
2. Developer obtained financing; or
3. Under special circumstances the developer may request alternate payment arrangements.

Section 1. That Chapter 151 entitled "Subdivision Regulations" shall have the following modification, adding the underlined portions:

Section 151.120 Required Improvements, Streets, Street Paving, and Sidewalks.

All the streets shall be provided in accordance with engineering specifications established by the Council. Street paving shall be installed on a schedule as outlined in the development agreement, with non-binding, good-faith cost estimates provided for each lot. Sidewalks shall be

installed per 151.106(12). Street paving and sidewalks shall be installed within three (3) years of City Council approval of the Development Agreement.

Section 3. City Code Title I, Chapter 10 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 4. This ordinance shall take effect and be in force from and after its passage and publication and be given the Number 31_, 3rd Series.

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

The President declared the Ordinance passed.

ATTEST:

PASSED: December ____, 2011

City Administrator

President of Council

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

Mayor

**GENERAL INFORMATION SHEET
REQUIRED TO ACCOMPANY ANNUAL BEER AND LIQUOR APPLICATIONS**

1. Name of applicant: THAI ORCHID LLC

2. Is applicant an **individual**, **partnership** or **corporation** (Circle one)
If individual, go to question 7 and continue. If partnership, go to question 6 and continue.
If corporation, start at question 3 and continue.

3. Name of Officers David Scheer President
Thamrong Dechswuth Vice-Pres

Secretary

4. Names of Directors

5. Names of stockholders and number of shares held by each:

Name	Number of Shares
<u>Thamrong Dechswuth</u>	<u>517.</u>
<u>David Scheer</u>	<u>497.</u>

6. Names of Partners: _____

7. Name and address of manager/agent: (must be a resident of city)

8. Seating capacity for serving meals at tables related to the Sunday On Sale liquor license:
130

9. Are there any delinquent taxes or charges owed to the City on the premises where licenses are to be issued: Yes _____ No X

10. Are there any individuals who are involved with the licenses requested under the age of 21 or not citizens of the United States? Yes X No ~~_____~~

Thamrong Dechswuth (E-2 Visa)
12/13/2011

Signatures of authorized individual Date

FED ID# 26-3451268 MN ID# 2336272



Department of Public Safety
Alcohol & Gambling Enforcement Division
444 Cedar Street, Suite 133
St. Paul, MN 55101
Phone: 651-296-6159 TDD: 651-282-6555

CARD NUMBER

(Office Use Only)

APPLICATION FOR RETAILER'S (BUYER) CARD FOR LIQUOR OR WINE
FEE \$20.00

ISSUING AUTHORITY	TYPE CODE	BUYER'S CARD EXPIRES	INDEN. NO.
PRINT NAME OF LICENSEE (AS SHOWN ON LICENSE) Thai Orchid LLC		BUSINESS NAME (DBA) Drunken Noodle	
BUSINESS ADDRESS 415 2 nd St. NW E. Grand Forks, MN 56721		COUNTY Polk	BUSINESS PHONE
CITY, STATE, ZIP CODE East Grand Forks, MN 56721		AUTHORIZED SIGNATURE 	



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
 444 Cedar Street, Suite 222, St. Paul, MN 55101-5133
 Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:

- 1) City issued on sale intoxicating and Sunday liquor licenses
- 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License East Grand Forks License Period From: 12/20/11 To: 6/30/12

Circle One: New License License Transfer Grand Apple East Inc. Suspension Revocation Cancel _____
(former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating Sunday Liquor 3.2% On sale 3.2% Off Sale

Fee(s): On Sale License fee: \$ _____ Sunday License fee: \$ _____ 3.2% On Sale fee: \$ _____ 3.2% Off Sale fee: \$ _____

Licensee Name: Thai Orchid LLC DOB _____ Social Security # _____
(corporation, partnership, LLC, or Individual)

Business Trade Name Drunken Noodle Business Address 415 2nd St. SW City East Grand Forks

Zip Code 56721 County Polk Business Phone 218-399-2100 Home Phone Cell- 701-219-1423

Home Address _____ City _____ Licensee's MN Tax ID # 2336272

Licensee's Federal Tax ID # 26-3451264
(To apply call IRS 800-829-4933)

(To Apply call 651-296-6181)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
<u>Thamrong Dechawath</u>	<u>12/12/1973</u>	[REDACTED]	<u>2914 S. Dwy Dr S. Fargo, ND 58103</u>
<u>David Scheer</u>	<u>10/10/1940</u>	[REDACTED]	<u>1459 4 St. S Fargo, ND 58103</u>
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address
Partner/Officer Name (First Middle Last)	DOB	Social Security #	Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Warner and Company Policy # WC 794805

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county.

City Clerk or County Auditor Signature _____ Date _____
(title)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at www.dps.state.mn.us.

PROOF OF WORKERS' COMPENSATION INSURANCE COVERAGE

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

Insurance Company Name: Warner and Company
(Not the insurance agent)

Policy Number or Self-Insurance Permit Number: WC 794805

Dates of Coverage: 3/11/2011

(or)

I am not required to have workers' compensation liability coverage because:

I have no employees covered by the law.

Other (specify) _____

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.



THAIORC-01

BECA

CERTIFICATE OF LIABILITY INSURANCEDATE (MM/DD/YYYY)
12/8/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Warner and Company PO Box 1470 Fargo, ND 58107	(701) 237-6414	CONTACT NAME: Caroline Bense	
		PHONE (A/C, No, Ext): (701) 237-6414 107	FAX (A/C, No): (701) 239-0009
		E-MAIL ADDRESS: cbense@warnerandcompany.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Harleysville Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

INSURED
Thai Orchid, LLC
623 NP Ave N
Fargo, ND 58102

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC79480J	3/11/2011	3/11/2012	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability			GL71899G	7/1/2011	7/1/2012	Per Occurrence \$1,000,000
A	Liquor Liability			GL71899G	7/1/2011	7/1/2012	Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Re: **Drunken Noodle**
415 2nd St NW, East Grand Forks, MN

CERTIFICATE HOLDER**CANCELLATION**

City of East Grand Forks
600 DeMers Avenue
East Grand Forks, MN 56721-

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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RESOLUTION NO. 11 – 12 – 130

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 11613 for a total of \$1,448.32.

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 \$1,448.32 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 December 20, 2011.

Voting Aye:

Voting Nay: None.

Abstain: Buckalew.

The President declared the resolution passed.

Passed: December 20, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th of December, 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 11613 for a total of \$1,448.32.
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 December 20, 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: Cgreicar

Printed: 12/16/2011 - 1:16 PM

**City of East Grand Forks**

P.O. Box 373

East Grand Forks, MN 56721

218-773-2483

Check	Date	Vendor #	Vendor Name	Amount
ACH	12/20/2011		Minnesota Dept of Employment	\$97.84
11553	12/20/2011	ADV001	Advanced Business Methods Inc	\$246.82
11554	12/20/2011	ALB001	Albrecht Manufacturing	\$16.20
11555	12/20/2011	AME002	American Tire Service	\$35.00
11556	12/20/2011	AME008	American Tire Service Inc	\$2,542.20
11557	12/20/2011	AME017	AmericInn Grimes	\$728.00
11558	12/20/2011	AME005	Ameripride Linen & Apparel Services	\$496.92
11559	12/20/2011	AND001	Anderson Mike	\$279.25
11560	12/20/2011	AQU001	Aqua Water Solutions	\$35.10
11561	12/20/2011	BAR006	Bartlette Steve	\$90.00
11562	12/20/2011	BAT001	Batteries Plus	\$87.55
11563	12/20/2011	BEA003	Beaton Scott	\$1,110.30
11564	12/20/2011	BEA006	Beauchamp Justin & Lisa	\$2,142.35
11565	12/20/2011	BEC001	Becker Arena Products Inc	\$372.16
11566	12/20/2011	BER006	Berg Jessi & Ryan	\$1,551.39
11567	12/20/2011	BIE001	Bies Jason & Robyn	\$1,239.53
11568	12/20/2011	BOR001	Border States Electric Supply	\$41.55
11569	12/20/2011	BRI003	Brite-Way Window Cleaning	\$60.00
11570	12/20/2011	C&R001	C&R Laundry & Cleaners	\$607.41
11571	12/20/2011	CAN001	Canon Financial Services	\$167.10
11572	12/20/2011	CAR009	Cariveau Galen & Joellen	\$2,703.91
11573	12/20/2011	CAR010	Cariveau Steven & Susan	\$2,273.59
11574	12/20/2011	GFT003	Cash Donald Scott	\$2,023.78
11575	12/20/2011	CAS005	Cassanelli Melissa & Michael	\$2,099.44
11576	12/20/2011	CEN006	Century Link	\$1,007.18
11577	12/20/2011	CIV002	Civic Plus	\$3,183.00
11578	12/20/2011	CMI001	CMI Inc	\$104.83
11579	12/20/2011	COA001	Coalition of Greater MN Cities	\$375.00
11580	12/20/2011	COL004	Cold Spring Granite Company	\$455.29
11581	12/20/2011	COL002	Cole Papers Inc	\$201.83
11582	12/20/2011	CUS002	Custom Stripes Inc	\$40.62
11583	12/20/2011	DAY002	Daydream Specialties	\$48.04
11584	12/20/2011	DEC002	Decorating Concepts & Design	\$246.00
11585	12/20/2011	DEM003	DeMers Steve	\$236.50
11586	12/20/2011	EAG001	Eagle Electric	\$289.85
11587	12/20/2011	EGE002	Egeland Bobbie	\$34.00

11588	12/20/2011	EME001	Emergency Apparatus Maintenance Inc	\$1,635.50
11589	12/20/2011	EME003	Emerson Music and Sound	\$149.63
11590	12/20/2011	EXP003	Explorer Post #38	\$50.00
11591	12/20/2011	EXP002	Exponent	\$273.00
11592	12/20/2011	FER001	Ferrellgas	\$374.05
11593	12/20/2011	FIN003	Finest Auto Trim Inc.	\$155.76
11594	12/20/2011	FLA003	Fladhammer Ben	\$1,868.74
11595	12/20/2011	FLA001	Flaherty & Hood PA	\$25.78
11596	12/20/2011	FRI001	Frisch Michael & Karen	\$1,887.66
11597	12/20/2011	G&K001	G&K Services	\$148.10
11598	12/20/2011	GAF002	Gaffaney's	\$12.28
11599	12/20/2011	GAL003	Galstad Jensen & McCann PA	\$8,254.00
11600	12/20/2011	GEO003	George Travor	\$144.00
11601	12/20/2011	GER001	Gerrells Sport Center	\$245.53
11602	12/20/2011	GFC001	GF City Utility Billing	\$14,252.25
11603	12/20/2011	GFH002	GF Herald	\$200.95
11604	12/20/2011	GFT002	GF Thur-O-Clean	\$587.81
11605	12/20/2011	GRA003	Grassel Cody	\$90.00
11606	12/20/2011	GRE013	Greater MN Regional Parks and Trails Coalition Inc	\$150.00
11607	12/20/2011	H&S001	H&S Construction	\$1,750.00
11608	12/20/2011	HAD002	Hadden Garry	\$67.00
11609	12/20/2011	HAJ002	Hajicek Rick	\$427.50
11610	12/20/2011	HAN005	Hansen April	\$236.50
11611	12/20/2011	HAN006	Hanson Kevin	\$84.00
11612	12/20/2011	HAN001	Hanson Leisa	\$68.00
11613	12/20/2011	HAR001	Hardware Hank	\$1,448.32
11614	12/20/2011	HAS002	Hastings Mark & Andrea	\$2,683.89
11615	12/20/2011	HEA001	Heartland Paper	\$134.42
11616	12/20/2011	HER001	Hermes Dana & Janelle	\$1,911.99
11617	12/20/2011	HIL002	Hilton Garden Inn	\$412.47
11618	12/20/2011	HJE003	Hjelle Jerod	\$195.00
11619	12/20/2011	HOL002	Holiday Credit Office	\$322.76
11620	12/20/2011	HOL007	Holkesvig Jay and Angela	\$3,657.13
11621	12/20/2011	HOM001	Home of Economy	\$160.11
11622	12/20/2011	HUG001	Hugo's	\$68.12
11623	12/20/2011	INT008	International Public Management Association for HR	\$195.00
11624	12/20/2011	INT008	Intoximeters Inc	\$64.13
11625	12/20/2011	INV001	Inventory Trading Company	\$206.50
11626	12/20/2011	JPC001	J. P. Cooke Company	\$41.14
11627	12/20/2011	RUD005	Jan & Laurel Rude & American Federal - Crookston	\$5,000.00
11628	12/20/2011	JET001	Jet Way Multiple Services Inc	\$3,090.90
11629	12/20/2011	JOH001	Johnson Tim	\$84.00
11630	12/20/2011	JOR001	Jordheim Scott	\$48.00
11631	12/20/2011	KEI001	Keith's Security World	\$79.79
11632	12/20/2011	KEL001	Kellermeyer Building Service	\$1,603.13
11633	12/20/2011	KNA003	Knauf Morgan	\$1,739.00
11634	12/20/2011	KOS001	Kossow Linda	\$304.14

11635	12/20/2011	LAS001	Laser Systems	\$264.98
11636	12/20/2011	LEA002	League of MN Cities	\$1,185.00
11637	12/20/2011	LIT001	Lithia Payment Processing	\$60.42
11638	12/20/2011	LOC001	Locators & Supplies Inc	\$740.07
11639	12/20/2011	LUK003	Lukach Matthew	\$2,289.96
11640	12/20/2011	LUM001	Lumber Mart	\$1,127.55
11641	12/20/2011	MAC005	Mack Beau & Tracey	\$1,551.39
11642	12/20/2011	MAN001	Manias Michelle	\$236.50
11643	12/20/2011	MAR004	Marco	\$55.00
11644	12/20/2011	MCD001	McDonald's of EGF	\$34.65
11645	12/20/2011	MEN001	Menards	\$341.28
11646	12/20/2011	MID003	Midcontinent Communications	\$2,488.53
11647	12/20/2011	MNC004	MN Chief of Police Association	\$485.00
11648	12/20/2011	MMA001	MN Mayors Association	\$20.00
11649	12/20/2011	MNR002	MN Rural Water Association	\$350.00
11650	12/20/2011	MNS003	MN State Treasurer - Treasury Division	\$57.09
11651	12/20/2011	MYE001	Myers Melanee	\$1,989.85
11652	12/20/2011	NEL004	Nelson Dillon	\$84.00
11653	12/20/2011	NEW001	Newman Signs	\$879.00
11654	12/20/2011	MWN001	NW MN Household Hazardous Waste Mgmt	\$1,246.72
11655	12/20/2011	ORE001	O'Reilly Auto Parts	\$1,029.73
11656	12/20/2011	OLDL001	Odland Fitzgerald Reynolds & Harbott PLLP	\$729.00
11657	12/20/2011	OLS001	Olson Chris	\$48.00
11658	12/20/2011	OPP001	Opp Construction	\$1,800.00
11659	12/20/2011	OVE001	Overhead Door Co	\$544.50
11660	12/20/2011	PAM001	Pamida	\$49.01
11661	12/20/2011	PET001	Peterson Veterinarian Clinic P.C.	\$538.88
11662	12/20/2011	PLA001	Play by Design	\$5,276.00
11663	12/20/2011	POL001	Polk County Attorney-Widseth	\$324.08
11664	12/20/2011	POL002	Polk County Auditor Treasurer	\$79,814.00
11665	12/20/2011	POL009	Polk County DAC	\$12.04
11666	12/20/2011	POL007	Polk County Environmental Services	\$6,288.00
11667	12/20/2011	POO0001	Poolman Mark & Leanne	\$3,607.19
11668	12/20/2011	POR003	Porter Kevin & Aundrea	\$2,208.91
11669	12/20/2011	PRE001	Premium Waters Inc	\$105.74
11670	12/20/2011	QUI001	Quill Corp	\$349.03
11671	12/20/2011	RAY003	Ray Shanon & Amy	\$2,286.81
11672	12/20/2011	REL001	Reliable Office Supplies	\$279.58
11673	12/20/2011	RIC001	Richter James	\$871.45
11674	12/20/2011	RIS003	Ristau Casey	\$24.00
11675	12/20/2011	ZAV001	RJ Zavoral & Sons	\$2,500.00
11676	12/20/2011	ROB005	Robertson Dennis	\$124.27
11677	12/20/2011	RYA002	Ryan Hilary & Cathy	\$2,159.60
11678	12/20/2011	RYD001	Rydell Chevrolet	\$141.64
11679	12/20/2011	SCH015	Schafer Mark	\$147.00
11680	12/20/2011	SCH020	Schryver Chris & Janelle	\$2,971.93
11681	12/20/2011	SIM001	Simonson Station Stores	\$148.75

11682	12/20/2011	SKO001	Skow Natalie & Mark	\$1,734.73
11683	12/20/2011	SMI003	Smidt Greg & Shannon	\$2,959.77
11684	12/20/2011	SOL003	Solem Robin	\$84.00
11685	12/20/2011	STE001	Stennes Granite	\$950.00
11686	12/20/2011	STO001	Stone's Mobile Radio Inc	\$130.24
11687	12/20/2011	STO006	Stordahl Jason	\$84.00
11688	12/20/2011	STR001	Strandell Warren	\$3,000.00
11689	12/20/2011	SUN002	Sun Dot Communications	\$126.99
11690	12/20/2011	SUN001	Sunshine Terrace	\$137.00
11691	12/20/2011	RIC002	Swangler Richard	\$133.45
11692	12/20/2011	TAB001	Tab Products Co	\$58.75
11693	12/20/2011	CHA001	The Chamber of EGF/GF	\$200.00
11694	12/20/2011	THO004	Thorson John & Sandra	\$2,682.83
11695	12/20/2011	TIG001	Tiger Direct.com	\$242.93
11696	12/20/2011	TIM001	Tim Shea's Nursery & Landscaping	\$4,000.00
11697	12/20/2011	TRE007	Trelfa Phyllis	\$1,817.99
11698	12/20/2011	TRE008	Trenbeath Brady & Jayme	\$2,250.08
11699	12/20/2011	TRU001	True Temp	\$1,116.75
11700	12/20/2011	UNI010	United States Plastic Corp.	\$1,640.54
11701	12/20/2011	VAL002	Valley Truck	\$168.80
11702	12/20/2011	VER001	Verizon Wireless	\$475.19
11703	12/20/2011	VON002	Vonasek Terry	\$84.00
11704	12/20/2011	WAS001	Waste Mgmt	\$30,772.35
11705	12/20/2011	WAT001	Water & Light Department	\$152,738.68
11706	12/20/2011	WWW001	WW Wallwork	\$7.93
11707	12/20/2011	XER001	Xerox Corporation	\$21.79
11708	12/20/2011	HIG001	Zavoral Paul	\$5,400.00
			Total	\$426,742.43