

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, NOVEMBER 15, 2011 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for November 15, 2011 was called to order by Council President Buckalew at 5:00 P.M.

CALL OF ROLL:

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

STAFF PRESENT:

Karla Anderson, Finance Director; Brad Bail, City Engineer; Andy Boen, Police Officer; Dan Boyce, Water & Light Manager; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Rod Hajicek, Lieutenant; Mike Hedlund, Police Chief; Scott Huizenga, City Administrator; Jim Richter, EDHA Director; and John Wachter, Public Works Superintendent.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of November 1, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of November 8, 2011.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

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

3. Consider approving the Memorandum of Understanding between AFSCME Local 3452 and the City regarding change in health insurance.
4. Consider approving the Memorandum of Understanding between International Association of Fire Fighters Local 3423 and the City regarding change in health insurance.
5. Consider approving the Memorandum of Understanding between Law Enforcement Labor Services Police Department Local No. 152 and the City regarding change in health insurance.
6. Consider approving the Memorandum of Understanding between Teamsters Local 120 Affiliated with International Brotherhood of Teamsters and the City regarding change in health insurance.
7. Consider approving the Memorandum of Understanding between Teamsters Local 120 Affiliated with International Brotherhood of Teamsters Water & Light and the City regarding change in health insurance.
8. Consider adopting Resolution No. 11-11-109 a Resolution to contract with Medica for health insurance.
9. Consider approving the Lutheran Social Services (LSS) Senior Nutrition Program Site Use Agreement for the East Grand Forks Senior Center and authorize the City Administrator/Clerk-Treasurer to sign on behalf of the City.
10. Consider adopting Resolution No. 11-11-110 a Resolution approving the Agency Delegated Contracting Process Agreement No. 99888 between the State of Minnesota Department of Transportation and City of East Grand Forks.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH TEN (10) AS SUBMITTED.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

- 11. Regular meeting minutes of the Water, Light, Power and Building Commission for October 20, 2011.
- 12. Regular meeting minutes of the Water, Light, Power and Building Commission for November 3, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

- 13. Consider approving the request to hire Catherine Johnson, Park Manager, effective December 1, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE THE REQUEST TO HIRE CATHERINE JOHNSON, PARK MANAGER, EFFECTIVE DECEMBER 1, 2011.

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

Voting Nay: None.

- 14. Consider adopting Resolution No. 11-11-111 a Resolution to publish the request for proposals and market the property as proposed.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-11-111 A RESOLUTION TO PUBLISH THE REQUEST FOR PROPOSALS AND MARKET THE PROPERTY AS PROPOSED.

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

Voting Nay: None.

- 15. Consider adopting Resolution No. 11-11-112 a Resolution to approve Ideal Aerosmith in applying for a loan from the Northwest Regional Enterprise Fund, Inc. of the Northwest Regional Development Commission.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 11-11-112 A RESOLUTION TO APPROVE IDEAL AREOSMITH IN APPLYING FOR A LOAN FROM THE NORTHWEST REGIONAL ENTERPRISE FUND, INC. OF THE NORTHWEST REGIONAL DEVELOPMENT COMMISSION.

Council Member DeMers asked what the loan was for. Mr. Richter stated that Ideal Aerosmith was just refinancing.

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

Voting Nay: None.

16. Consider adopting Resolution No. 11-11-113 a Resolution to approve advancing State Aid Funds for 15th St. NE.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-11-113 A RESOLUTION TO APPROVE ADVANCING STATE AID FUNDS FOR 15TH ST. NE.

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

Voting Nay: None.

CLAIMS:

17. Consider adopting Resolution No. 11-11-114 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 11309 for a total of \$975.04 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 11-11-114 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 11309 FOR A TOTAL OF \$975.04 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

18. Consider adopting Resolution No. 11-11-115 a Resolution accepting the donation of a snowmobile valued at \$10,530 to assist the City in search and rescue operation or other purposes as allowed by law.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-11-115 A RESOLUTION ACCEPTING THE DONATION OF A SNOWMOBILE VALUED AT \$10,530 TO ASSIST THE CITY IN SEARCH AND RESCUE OPERATION OR OTHER PURPOSES AS ALLOWED BY LAW.

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

Voting Nay: None.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Tweten stated that Senator Klobuchar did an excellent job on Saturday.

Council President Buckalew welcomed Catherine Johnson to the Red River State Recreation Area.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE NOVEMBER 15, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:08 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer