

**APPROVED
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