

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, FEBRUARY 14, 2012 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for February 14, 2012 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 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 Jason Stordahl, Interim Public Works Superintendent.

DETERMINATION OF A QUORUM

1. 15th St. NE/2nd Ave. NE – Greg Boppre

Mr. Boppre informed City Council that the City authorized FS Engineering to prepare plans and specifications for the reconstruction of 15th St. NE, using State Aid funds. The City also suggested constructing 2nd Ave. NE. Mr. Boppre announced that based on the City's policy, the reconstruction assessment rate will be 30% and new construction rate will be assessed at 100%.

Council Member Tweten stated that the Civic Center parking lot should be upgraded and the Council assessment policy needs to be revisited again. Council Member DeMers stated that 15th St. NE is a great project and he suggested talking to residents who would be affected on 2nd Ave NE. Council Member Leigh suggested bringing back the State Aid Committee and create a policy. Mr. Zimbleman stated that he does not want to pay for 2nd Ave. NE since all the businesses use the alley for access. Discussion occurred regarding vacating 2nd Ave. NE.

Consensus is to file the report of feasibility and set a public hearing date for reconstruction on 15th St. NE.

2. 11AJ2/11AJ3 – EDA Project 13th Ave. NE - Bid Results – Greg Boppre

Mr. Boppre stated that the City received bids for the 2011 Assessment Job No. 2 – Utility Extensions and 2011 Assessment Job No. 3 – Curb, Gutter, and Paving projects for Industrial Park. The City has received an EDA Grant and a DEED Grant for portions of the project. He announced that the low bidder for 11AJ2 – Utility Extensions was Ryan Contracting for a bid price of \$308,960.20 and the low bidder for 11AJ3 – Curb, Gutter, and Paving was Opp Construction for a bid price of \$327,521.50.

Consensus is to award both projects contingent upon EDA approval.

3. Redistricting – Nancy Ellis

Ms Ellis announced that the 2010 Census information has been released and the City of East Grand Forks must begin its redistricting process. She stated that the Planning Staff prepared a report with four possible new ward maps. Ms Ellis announced that the City has grown about 1,100 people. Ms Ellis recommended ward map three. The City Council will hold a public meeting to inform the residents and obtain public input before final approval.

4. NW Corridor Study – Nancy Ellis

Ms Ellis gave a brief update on the Northwest EGF Street Network Study Report. The short-term recommendations (0-5 years) is to leave the 5th Ave. NW/US2 intersection as is and install interconnect and updated timing plans for the lights and place trailhead or directional signs for the downtown amenities; realign River Road NW and create a typical right-angle stop controlled intersection for River Road/17th St/12th Ave NW intersection; if US2 ramp is closed, place a multipurpose trail in the right-of-way from the underpass to 8th Ave and then follow the dike to reach the trailhead on 12th St. NW or if the ramp is left open, the trail must share the road from the underpass to the ramp/8th Ave intersection.

The long-term recommendations (5-25 years) would be to construct full access intersection at US2/5th Ave NW if traffic volumes, crash rates or signal is warranted; make improvements along Hwy 220 based on the EGF Central Avenue Corridor Study.

This item will be referred to City Council for final approval.

5. Mower – Jason Stordahl

Mr. Stordahl announced that the 2012 Capital Improvement Plan has a purchase for a 13 foot slope mower budgeted for \$110,000. He stated that he went out for bids and received one bid from Midwest Specialty Sales for \$114,649.50. Discussion occurred regarding paying sales tax. This item will be referred to City Council for action.

6. Administrative Assistant Vacancy – Scott Huizenga

Mr. Huizenga announced that he would like to fill an Administrative Assistant position in the Administration/Finance Office and reclassify current positions with a realignment of duties. This item will be referred to Council for action.

7. Library Board Update – Council Member Pokrzywinski

Council Member Pokrzywinski gave a brief history of the Library Board and introduced staff and board members. He announced that there may be a solution on the roof and should receive a cost estimated in the next few weeks. Ms Helgeson provided a copy of the Roof Assessment Report to City Council from Kraus-Anderson Construction that will be discussed at a future Work Session.

Council Member Pokrzywinski announced that they are working on E-books, Integrated Library System upgrade, and looking at grant funding for public art. He also informed City Council that there have been ongoing discussions about cooperating and collaborating with neighboring communities.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE FEBRUARY 14, 2012 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:24 P.M.

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

Voting Nay: None.

Absent: Leigh and Gregoire.

Scott Huizenga, City Administrator/Clerk-Treasurer