

**APPROVED  
MINUTES OF THE  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
TUESDAY, FEBRUARY 21, 2012 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for February 21, 2012 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:**

*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; Randy Gust, Fire Chief; Mike Hedlund, Police Chief; Scott Huizenga, City Administrator; Jim Richter, EDHA Director; and Jason Stordahl, Interim 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.*

**Presentation to Marilyn Larson for her service to the City of East Grand Forks**

Mayor Stauss presented Ms Larson a plaque for her years of service on the EDHA Board.

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of February 7, 2012.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 14, 2012.

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

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

*Voting Nay: None.*

**SCHEDULED BID LETTINGS:**

3. Consider adopting Resolution No. 12-02-22 a Resolution accepting and awarding the bid for improvements on 13<sup>th</sup> Avenue NE for 2011 Assessment Job No. 2 –Utility Construction to Ryan Contracting for a bid price of \$308,960.20 and 2011 Assessment Job No. 3 – Curb, Gutter, and Paving to Opp Construction for a bid price of \$327,521.50 contingent upon EDA approval.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 12-02-22 A RESOLUTION ACCEPTING AND AWARDING THE BID FOR IMPROVEMENTS ON 13<sup>TH</sup> AVENUE NE FOR 2011 ASSESSMENT JOB NO. 2 –UTILITY CONSTRUCTION TO RYAN CONTRACTING FOR A BID PRICE OF \$308,960.20 AND 2011 ASSESSMENT JOB NO. 3 – CURB, GUTTER, AND PAVING TO OPP CONSTRUCTION FOR A BID PRICE OF \$327,521.50 CONTINGENT UPON EDA APPROVAL.**

Mr. Boppre announced that he received EDA approval today.

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

*Voting Nay: 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.*

4. Consider adopting Resolution No. 12-02-23 a Resolution accepting a grant award from the Aid to Firefighter Grant Program for equipment purchases.
5. Consider approving the request to declare a 2003 Dew Eze ATM72 Slope Mower as surplus property and trade it in towards a 2012 Dew Eze ATM162 Slope Mower for a bid price of \$114,649.50 to Midwest Specialty Sales, Inc.
6. Consider approving the request for final approval of the Northwest EGF Street Network Study Report.
7. Consider approving the hiring of an Administrative Assistant for the Administration/Finance Office.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH SEVEN (7) AS SUBMITTED.**

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

*Voting Nay: None.*

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:**

8. Regular meeting minutes of the Water, Light, Power and Building Commission for January 19, 2012.

**COMMUNICATIONS: NONE.**

**OLD BUSINESS:**

9. Consider approving the Intergovernmental Agreement between the City of East Grand Forks and Huntsville Township regarding the street improvements to 14<sup>th</sup> Avenue SE, Hartsville Road.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND HUNTSVILLE TOWNSHIP REGARDING THE STREET IMPROVEMENTS TO 14<sup>TH</sup> AVENUE SE, HARTSVILLE ROAD.**

Council Member Leigh stated that he will vote “no” since this is not a complete agreement. He stated that the maintenance and heavy traffic issues have not been address. Council Member Leigh also felt that the annexation clause should be eliminated.

Council Member Pokrzywinski stated that a “No Truck Traffic” sign could be placed and he felt that this is the best agreement possible. Council Member Tweten announced that this is a carryover problem from Sienna and by paving this project, it will retain property values. Council Member DeMers stated that it has been a long process and this agreement is not perfect. He informed City Council that he doesn’t know if the Township will even agree to this agreement. Council Member Vonasek agreed that the contract is not perfect but the project is going to cost even more if the City waits. Council Member Gregoire stated that this is a tough decision and thought that the truck traffic sign should go up or consider the half street as an alternate.

Mr. Huizenga will send the proposed agreement to the township.

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

*Voting Nay: Buckalew and Leigh.*

**NEW BUSINESS:**

10. Consider adopting Resolution No. 12-02-24 a Resolution receiving report and calling hearing on improvement for Auditor’s Plat of Outlots 17 through 64, Auditor’s Plat of Outlets 65 through 94, Replat of Outlot 22, Gateway East Addition, and Gateway East 2<sup>nd</sup> Resubdivision to be held on March 20, 2012.

**A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 12-02-24 A RESOLUTION RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT FOR AUDITOR'S PLAT OF OUTLOTS 17 THROUGH 64, AUDITOR'S PLAT OF OUTLETS 65 THROUGH 94, REPLAT OF OUTLOT 22, GATEWAY EAST ADDITION, AND GATEWAY EAST 2<sup>ND</sup> RESUBDIVISION TO BE HELD ON MARCH 20, 2012.**

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

*Voting Nay: None.*

11. Consider adopting Resolution No. 12-02-25 a Resolution supporting the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Program.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 12-02-25 A RESOLUTION SUPPORTING THE GRANT APPLICATION MADE TO THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE FEDERAL RECREATIONAL TRAIL PROGRAM.**

Mr. Huizenga announced that the City is acting as the sponsor only.

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

*Voting Nay: None.*

#### **CLAIMS:**

12. Consider adopting Resolution No. 12-02-26 a Resolution authorizing the City of East Grand Forks to approve purchases from Bert's Truck Equipment the goods referenced in check numbers 12013 for a total of \$977.82 whereas Council Member Gregoire is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 12-02-26 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERT'S TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBERS 12013 FOR A TOTAL OF \$977.82 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Gregoire.*

13. Consider adopting Resolution No. 12-02-27 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 12049 for a total of \$505.69 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 12-02-27 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 12049 FOR A TOTAL OF \$505.69 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

*Voting Aye: Pokrzywinski, DeMers, Vonasek, Tweten, Gregoire, and Leigh.*  
*Voting Nay: None.*  
*Abstain: Buckalew.*

14. 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: Pokrzywinski, DeMers, Vonasek, Buckalew, Tweten, Gregoire, and Leigh.*  
*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Council Member DeMers announced that a sign may be needed in the Industrial Park so trucks can make the corners.

Council Member Tweten stated that he provided a map on the redistricting.

Council President Buckalew thanked Ms Larson for all her work and years of service.

Mr. Boppre informed City Council that the Utility Meeting is starting the process to vacate 2<sup>nd</sup>.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE FEBRUARY 21, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:25 P.M.**

*Voting Aye: Pokrzywinski, DeMers, Vonasek, Buckalew, Tweten, Gregoire, and Leigh.*  
*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer