

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, FEBRUARY 28, 2012 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for February 28, 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 Vice-President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek (5:04 pm), Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Brad Bail, City Engineer; 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; Earl Haugen, MPO; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Teri Kouba; Planning & Zoning; Jim Richter, EDHA Director; and Jason Stordahl, Interim Public Works Superintendent.

DETERMINATION OF A QUORUM

1. 17th Street NE – Greg Boppre

Mr. Boppre announced that MnDot may receive additional Federal Funds and the City has been asked if they would like to advance the funds to reconstruct 17th Street NE in 2012. He stated that the 2014 Sub-Target project was to be 5th Ave NW, which the City no longer wants to be completed. The City will need to amend the 2012-2015 TIP to include 17th Street NE. Discussion occurred regarding the timeline of the project and funding. This item will be referred to Council for action.

2. ICON Pavement Management – Greg Boppre

Mr. Boppre announced that the previous Public Works Superintendent asked FS Engineering to provide a proposal for inputting data into the ICON Pavement Management software. The Public Works Department had budgeted \$50,000 in 2012. Mr. Boppre and Mr. Bail gave a brief presentation on the software.

Mayor Stauss and Council Member Leigh felt that this software is not necessary since we all drive the streets and can prioritize the projects. Council Member Leigh asked who was going to update the data and maintain the data. Mr. Boppre stated that it would be a collaborative effort between FS Engineering and the Public Works Department. Discussion occurred regarding the capabilities of the software and maintenance costs. Council Member Pokrzywinski suggested settling the funding source for reconstruction before proceeding with the software.

3. Transit Development Plan Update – Teri Kouba

Ms Kouba announced that every five years the MPO updates the Transit Development Plan as part of the Long Range Transportation Plan. She announced that after the public meetings and steering committee meetings, the major finding has been the issue of on-time performance. To resolve this issue, the committee has discussed a designated stop system instead of a flag stop system.

4. Records Management System Upgrade – Chief Hedlund

Chief Hedlund informed City Council that the current Records Management System SMART has went out of business and would like to switch to TAC10. This would be a web-based upgrade that is available for the current system. This would allow information sharing between agencies much simpler and since it's is web-based, the officers could access the data from locations other than the building. He recommended approving the purchase of this system for the price of \$9,463.

5. Petition for Paving – Greenway Blvd and 13th St SE – Council Member DeMers

Council Member DeMers stated that the City received a petition for Greenway Boulevard and 13th Street SE. He stated that he received 35% of the signatures. Mr. Peabody announced that he did not see the petition and he owns the majority of the lots. He discussed the costs of the project. Mr. Huizenga announced that the 35% is based on footage, not lots. Discussion continued.

6. Planning Commission Update – Council Member DeMers

Council Member DeMers gave a brief update on the Planning and Zoning Commission. He announced that they meet 6-8 times a year. He informed City Council that they created a Development Ordinance, accessory and sidewalk ordinance, 2040 Land Use Plan, and NW Street Network Study. Council Member DeMers stated that they are currently working on the 2040 Long Range Transportation Plan for streets and highways, ward redistricting, website updates and improvements, education and adaptation to variance requirements, sustainable planning methods, and pending new development.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE FEBRUARY 28, 2012 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:57 P.M.

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

Voting Nay: None.