

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
APRIL 17, 2012
5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

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.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of April 3, 2012.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 10, 2012.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

3. Public Hearing to adopt Resolution No. 12-04-41 a Resolution ordering improvement and preparation of plans on 2011 Assessment Job No. 1 – Street Paving to serve Greenway Crossing 2nd Resubdivision and unplatted properties.
4. Public Hearing to adopt Resolution No. 12-04-42 a Resolution ordering improvement and preparation of plans on 2012 Assessment Job No. 3 – Street Paving to serve Absey’s 2nd Addition, Absey’s 3rd Addition, Beste’s Addition, and Peabody’s 1st Addition.
5. Public Hearing to gather comments on the Transit Development Plan.

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.

6. Consider approving the quote from Jet-Way Multiple Services, Inc. for sewer cleaning in the amount of \$40,700.00.

7. Consider approving the quote from Custom Pools for pool repairs in the amount of \$20,926.50.
8. Consider adopting Resolution No. 12-04-43 a Resolution to authorize the following budget transfer for 2012.

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:
NONE.**

COMMUNICATIONS:

9. Hiring of Megan Nelson as the new Administrative Assistant in the Administration Office effective April 18, 2012.

OLD BUSINESS: NONE.

NEW BUSINESS:

10. Consider authorizing Kraus-Anderson to move forward with construction activities to re-roof the small roof, re-shingle the large room, and complete interior items at an estimated cost of \$282,186 and approve the prequalification of bidders with City Attorney approval.
11. Consider approving the rezoning of Lots 2-7 Block 1 and Lots 2-6 Block 2 Coulee View Addition from R-1 to PUD.

CLAIMS:

12. Consider adopting Resolution No. 12-04-44 a Resolution authorizing the City of East Grand Forks to approve purchases from Bert's Truck Equipment the goods referenced in check numbers 12499 for a total of \$5.29 whereas Council Member Gregoire is personally interested financially in the contract.
13. Consider adopting Resolution No. 12-04-45 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 12543 for a total of \$481.15 whereas Council Member Buckalew is personally interested financially in the contract.
14. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings:

Work Session – April 24, 2012 – 5:00 PM – Training Room
Regular Meeting – May 1, 2012 – 5:00 PM – Council Chambers
Work Session – May 8, 2012 – 5:00 PM – Training Room
Regular Meeting – May 15, 2012 – 5:00 PM – Council Chambers

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, APRIL 3, 2012 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for April 3, 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: Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members 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; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Jim Richter, EDHA Director; and Jason Stordahl, Public Works Director.

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 March 20, 2012.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 27, 2012.

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

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

Voting Nay: None.

Absent: DeMers.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

3. Public Hearing to adopt Resolution No. 12-04-37 a Resolution approving the City of East Grand Forks precincts and polling locations.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER VONASEK, TO OPEN THE PUBLIC HEARING.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO CLOSE THE PUBLIC HEARING AND ADOPT RESOLUTION NO. 12-04-37 A RESOLUTION APPROVING THE CITY OF EAST GRAND FORKS PRECINCTS AND POLLING LOCATIONS.

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

Voting Nay: None.

Absent: DeMers.

CONSENT AGENDA: NONE.

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.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

4. Regular meeting minutes of the Water, Light, Power and Building Commission for March 1, 2012.

COMMUNICATIONS: NONE.

OLD BUSINESS:

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

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

Mr. Huizenga announced that this motion is to only approve the Intergovernmental Agreement. Council Member Leigh stated that he will vote “no” with the uncertainty of maintenance, annexation clause, and the no truck traffic. Discussion occurred regarding the paving thickness.

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

Voting Nay: Leigh and Buckalew.

Absent: DeMers.

NEW BUSINESS:

6. Consider adopting Resolution No. 12-04-38 a Resolution to set public hearing for proposed improvement “2011 Assessment Job No. 1” – Street Paving for properties along 14th Ave SE, Hartsville Road.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 12-04-38 A RESOLUTION TO SET PUBLIC HEARING FOR PROPOSED IMPROVEMENT “2011 ASSESSMENT JOB NO. 1” – STREET PAVING FOR PROPERTIES ALONG 14TH AVE SE, HARTSVILLE ROAD.

Mr. Huizenga announced that this resolution is to set the public hearing only.

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

Voting Nay: None.

Absent: DeMers.

CLAIMS:

7. Consider adopting Resolution No. 12-04-39 a Resolution authorizing the City of East Grand Forks to approve purchases from Bert’s Truck Equipment the goods referenced in check numbers 12405 for a total of \$24.26 whereas Council Member Gregoire is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 12-04-39 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERT’S TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBERS 12405 FOR A TOTAL OF \$24.26 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Absent: DeMers.

Abstain: Gregoire.

8. Consider adopting Resolution No. 12-04-40 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 12433 for a total of \$205.69 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 12-04-40 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 12433 FOR A TOTAL OF \$205.69 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

9. 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 GREGOIRE, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

COUNCIL/STAFF REPORTS:

Council Member Pokrzywinski announced that it had been almost a year since American Crystal Sugar had updated the citizens on the odor elimination. He would urge American Crystal Sugar to attend a meeting.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VONASEK, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE APRIL 3, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:21 P.M.

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

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, APRIL 10, 2012 – 5:00 PM**

2

CALL TO ORDER

The Work Session of the East Grand Forks City Council for April 10, 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, 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, Public Works Director.

DETERMINATION OF A QUORUM

1. Library Roof Repair – Charlotte Helgeson

Ms Helgeson introduced Mr. Boerboon from Kraus-Anderson. Mr. Boerboon gave a brief recap of the assessment of the Library Roof vapor and airflow issue. Discussion occurred regarding who should stand behind the project. Ms Helgeson announced that the Campbell Library Board recommends instructing Kraus-Anderson to move forward with construction activities to re-roof the small roof for an estimated cost of \$158,565.00. Discussion occurred regarding re-roofing both the small and large roof for \$282,186.00. Mr. Huizenga stated that the City does have CDBG funds remaining that were used to build the library. He stated that these funds are very restricted on what it can be used for. City Council recommends approving the construction for the entire roof.

2. Integrated Library System Replacement – Charlotte Helgeson

Ms Helgeson announced that the Integrated Library System was last updated 12 years ago and is now corrupted. She stated that the Library Board approved the update. Mr. Huizenga stated that the City Council needs to approve a resolution for a budget transfer for \$20,000.

3. 2nd Ave NE Reconstruction – Council Member Tweten

Council Member Tweten stated that the City will be reconstructing 15th St. SE. He felt that 2nd Ave. SE should be reconstructed as well. Mr. Boppre provided two proposals. Proposal number one is to do an inverted alley for approximately \$173,162.50. Proposal number two is to do curb, gutter, and paving for \$171,737.50. This project would be assessed at 100 percent. Council Member Leigh had an understanding to vacate 2nd Ave SE or turn it into a parking lot. Mr. Huizenga stated that it was discussed but never approved. Council Member Leigh stated that there are much more needed projects.

Demers stated that it should have high quality paving if within the City, however, property owners have not petitioned the project. Council President Buckalew asked if an inverted option is the way to go based on the soil in that area. Boppre preferred a crown in the street. Council Member Pokrzywinski suggested waiting till 17th St. SE which will be done in 2014. This item will be discussed at a later date.

Council Member Vonasek suggested fixing the parking lot. Mr. Huizenga stated that this project needs to be bonded and needs a City vote. Mr. Aker spoke with Northland Community and Technical College about truck traffic.

4. 2011 Assessment Job No. 1 - 14th Ave SE – Scott Huizenga

Mr. Huizenga gave a brief recap. He stated that the agenda item will be to construct a full street. Discussion occurred regarding the township funding cap. Mr. Huizenga announced that the City Council can designate a truck route. He stated that the City contribution will be approximately \$150,000. Mr. Huizenga suggested 4.5% interest over 20 years for the assessment. Mr. Boppre stated that he would like to authorize plans and specs at next Council Meeting. Council Member Pokrzywinski asked if the thicker concrete will be assessed over the entire project. Mr. Boppre stated that it would be. Mayor stated that the turn onto Greenway Blvd will have damage if the City continues to allow truck traffic.

5. 2012 Assessment Job No. 3 – Paving – Scott Huizenga

Mr. Huizenga announced that the project scope of this paving project is \$664,000. He stated that he has met with the primary developer and City Council representatives. The recommendation is to use state aid funding of \$366,850 to bring down costs by approximately 55%. Mr. Peabody asked City Council to hold off filing the roll till 2014. Mr. Huizenga stated that this would cost the City approximately \$10,000 to \$15,000 in interest. He also announced that the developer is willing to sign a waiver.

6. Sewer Cleaning – Jason Stordahl

Mr. Stordahl received two bids for sewer cleaning and recommended Jet-Way Multiple Services, Inc. for \$40,700. He announced that the 2011 cost was about \$37,000. This item will be referred to Council for action. Discussion occurred regarding televising while the cleaning. Mr. Stordahl will try to negotiate a lower price to include televising.

7. Swimming Pool Repair – Dave Aker

Mr. Aker provided a bid from Custom Pools for \$20,926.50. He stated that the Minnesota Department of Health approved the proposed repairs. This item will be referred to Council for action.

8. Senior Citizens Board Update – Council Member Tweten

Council Member Tweten gave a brief summary of the daily activities including the number of participants for the Senior Center. He discussed future projects to improve the esthetics of the building. Ted Obregon announced that they have 433 members and the annual meeting will be held on April 25. Membership is \$15 per year. Discussion occurred regarding transportation to and from the Senior Center. Council Member DeMers suggested utilizing other areas within the City.

9. Other

Mayor Stauss announced that Howard Webb passed away and his funeral is on Thursday.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO ADJOURN THE APRIL 10, 2012 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:25 P.M.

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

Voting Nay: None.

Absent: Pokrzywinski.

Scott Huizenga, City Administrator/Clerk-Treasurer

RESOLUTION NO. 12 – 04 - 41

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, a resolution of the city council adopted the 3rd day of April, 2012, fixed a date for a council hearing on the proposed improvement of 2011 Assessment Job No. 1 – Street Paving to serve Greenway Crossing 2nd Resubdivision and unplatted properties;

AND WHEREAS, ten days mailed notice and two weeks published notice of the hearing was given, and the hearing was held thereon on the 17th day of April, 2012, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA:

- 1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
- 2. Such improvement is hereby ordered as proposed in the council resolution adopted 17th day of April, 2012.
- 3. FS Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
- 4. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

Voting Aye:
 Voting Nay: None.
 Absent: None.

The President declared the resolution passed.

Passed: April 17, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of April, 2012.

Mayor

NOTICE OF PUBLIC HEARING

ON PROPOSED IMPROVEMENTS “2011 ASSESSMENT JOB. NO. 1” STREET PAVING

Notice is hereby given that on Tuesday, April 17, 2012 at 5:00 PM, or as soon as possible thereafter, in the Council Chambers of the East Grand Forks City Hall, located at 600 DeMers Avenue NW, the City Council will hold a Public Hearing on proposed paving improvements to serve **Greenway Crossing 2nd Resubdivision and unplatted properties**. A reasonable estimate of the impact of the assessment will be available at the hearing.

The project will be constructed in the following area:

- **Greenway Crossing 2nd Resubdivision**
- **Unplatted Properties**

Total estimated cost of the project is: \$337,252.50

Estimated front benefit assessment rates for the improvements would be: \$238.64/foot

The areas proposed to be assessed for the said improvements are as follows:

Greenway Crossing 2nd Resubdivision

Block 4 Lots 12-22

Unplatted Properties

Section 18 Township 151N Range 49W

By Order of the City Council
Scott Huizenga, City Administrator/Clerk-Treasurer
City of East Grand Forks, Minnesota
(Publish April 4, 2012 & April 11, 2012)

**ESTIMATED 2011 AJ No. 1 - RECONSTRUCTION
EAST GRAND FORKS, MINNESOTA**

Reconstruction Calculations

Construction	\$259,425.00
Plans & Specifications	\$25,942.50
Staking & Inspection	\$15,565.50
Administration	\$7,782.75
Contingencies	\$25,942.50
Assessment roll	\$2,594.25

TOTAL	\$337,252.50
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Front Footage's

GREENWAY CROSSING 2ND RESUB	706.62
Sect-18 Twp-151 Range-049	220.20
UNPLATTED PROPERTIES	486.42

TOTAL	1,413.24
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Front Assessment Rate	\$238.637811 / front foot
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TOTAL PROJECT COSTS TO ASSESSED	\$337,252.50
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**ESTIMATED 2011 AJ No. 1- RECONSTRUCTION
EAST GRAND FORKS, MINNESOTA**

PARCEL No.	OWNER	DESCRIPTION	RECONSTRUCTION		TOTAL ASSESSMENT BEFORE INTEREST
			FRONT FOOTAGE	\$ FRONT BENEFIT	
				\$238.63781	
GREENWAY CROSSING 2ND RESUB					
R 83.04040.00	EAST GRAND DEVELOPERS LLC	Lot-012 Block-004	54.01	\$12,888.83	\$12,888.83
R 83.04041.00	EAST GRAND DEVELOPERS LLC	Lot-013 Block-004	49.01	\$11,695.64	\$11,695.64
R 83.04042.00	JAY & KELLY HOLM / % EAST GRAND DEVELOPERS, I	Lot-014 Block-004	49.01	\$11,695.64	\$11,695.64
R 83.04043.00	RONALD L REPASKY JR	Lot-015 Block-004	49.01	\$11,695.64	\$11,695.64
R 83.04044.00	EAST GRAND DEVELOPERS LLC	Lot-016 Block-004	49.01	\$11,695.64	\$11,695.64
R 83.04045.00	EAST GRAND DEVELOPERS LLC	Lot-017 Block-004	57.82	\$13,798.04	\$13,798.04
R 83.04046.00	MIB POWER MELT INC	Lot-018 Block-004	80.35	\$19,174.55	\$19,174.55
R 83.04047.00	HEIDI A HAMRE	Lot-019 Block-004	78.35	\$18,697.27	\$18,697.27
R 83.04048.00	PEITER H & STEFFANIE HJERTSTEDT	Lot-020 Block-004	78.35	\$18,697.27	\$18,697.27
R 83.04049.00	CROOKSTON BLDG CENTER, INC	Lot-021 Block-004	78.35	\$18,697.27	\$18,697.27
R 83.04050.00	STEVEN GERSZEWSKI	Lot-022 Block-004	83.35	\$19,890.46	\$19,890.46
SUBTOTAL GREENWAY CROSSING 2ND RESUB			706.62	\$168,626.25	\$168,626.25
Sect-18 Twp-151 Range-049					
	CITY OF EAST GRAND FORKS		198.18	\$47,293.24	\$47,293.24
R 83.00113.94	RICHARD E & DIANN M PESCH	7.10 AC TR IN NW COR OF GOVT LOT 1 W OF HWY 220	22.02	\$5,254.80	\$5,254.80
SUBTOTAL Sect-18 Twp-151 Range-049			220.20	\$52,548.04	\$52,548.04
UNPLATTED PROPERTIES					
	CITY OF EAST GRAND FORKS		437.78	\$104,470.86	\$104,470.86
	PROPERTY OUT OF CITY LIMITS	LOT 1	34.02	\$8,118.46	\$8,118.46
	PROPERTY OUT OF CITY LIMITS	LOT 2	14.62	\$3,488.88	\$3,488.88
SUBTOTAL UNPLATTED PROPERTIES			486.42	\$116,078.20	\$116,078.20
GRAND TOTAL 2011 AJ No. 1			1,413.24	\$337,252.49	\$337,252.49

RESOLUTION NO. 12 – 04 - 42**RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS**

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, a resolution of the city council adopted the 20th day of March, 2012, fixed a date for a council hearing on the proposed improvement of 2012 Assessment Job No. 3 – Street Paving to serve Absey's 2nd Addition, Absey's 3rd Addition, Beste's Addition, and Peabody's 1st Addition.

AND WHEREAS, ten days mailed notice and two weeks published notice of the hearing was given, and the hearing was held thereon on the 17th day of April, 2012, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted 17th day of April, 2012.
3. FS Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
4. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

Voting Aye:

Voting Nay: None.

Absent: None.

The President declared the resolution passed.

Passed: April 17, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of April, 2012.

Mayor

NOTICE OF PUBLIC HEARING

ON PROPOSED IMPROVEMENTS “2012 ASSESSMENT JOB. NO. 3” STREET PAVING

Notice is hereby given that on Tuesday, April 17, 2012 at 5:00 PM, or as soon as possible thereafter, in the Council Chambers of the East Grand Forks City Hall, located at 600 DeMers Avenue NW, the City Council will hold a Public Hearing on proposed paving improvements to serve **Absey’s 2nd Addition, Absey’s 3rd Addition, Beste’s Addition, and Peabody’s 1st Addition**. A reasonable estimate of the impact of the assessment will be available at the hearing.

The project will be constructed in the following area:

Absey’s 2nd Addition, Absey’s 3rd Addition, Beste’s Addition, and Peabody’s 1st Addition

Total estimated cost of the project is: \$664,575.00

Estimated front benefit assessment rates for the improvements would be: \$67.91/foot

Estimated end benefit assessment rates for the improvements would be: \$22.64/foot

The areas proposed to be assessed for the said improvements are as follows:

- **Absey’s 2nd Addition**
 - **Lots 7, 8, 15 and 16**
- **Absey’s 3rd Addition**
 - **Lots 5-8, 15 and 16, Block 3**
- **Beste’s Addition**
 - **Lots 6-9, Block 1**
- **Peabody’s 1st Addition**
 - **Lots 1-25, Block 1**
 - **Lots 1-13, Block 2**
- **Replat of Lot 2 and 10, Block 1, Beste’s Addition**
- **Unplatted Property**
 - **Section 12, T 15IN, R 50W**

By Order of the City Council
Scott Huizenga, City Administrator/Clerk-Treasurer
City of East Grand Forks, Minnesota
(Publish April 4, 2012 & April 11, 2012)

Addendum:

The City has proposed to use eligible state aid funding of \$366,850 to reduce the total assessments to property owners for the proposed project. The front benefit and end benefit assessment rates reflect this reduction. The state aid funding as proposed shall be applied proportionally on a linear frontage basis across all benefitting properties in the proposed assessment district so that all properties benefit equally. The draft assessment roll reflects this discount.

Please note that the proposed assessment is based on current estimates only. The final assessment will reflect actual construction prices that can fluctuate depending on upon contractor bid prices to the City. An additional public hearing will be held before the assessment is finalized and adopted.

**ESTIMATED 2012 ASSESSMENT JOB No. 3 - PAVING
EAST GRAND FORKS, MINNESOTA**

Paving

Paving Construction Cost	\$531,660.00
Plans & Specifications	\$53,166.00
Staking & Inspection	\$31,899.60
Assessment Roll	\$5,316.60
Administration	\$15,949.80
Contingencies	\$26,583.00
TOTAL PAVING COST	\$664,575.00
Less State Aid Funds	-\$366,850.00
TOTAL PROJECT COST TO BE ASSESSED	\$297,725.00

Front Footage

ABSEY'S SECOND ADDITION	0.00
ABSEY'S THIRD ADD	0.00
BESTE'S ADDITION	199.28
REPLAT OF LOT 2 & 10, BLK 1 BESTE'S ADDITION	99.64
UNPLATTED PROPERTIES	0.00
Peabody's 1st Addition	3,659.27
TOTAL FRONT FOOTAGE	3,958.19

End Footage

ABSEY'S SECOND ADDITION	351.79
ABSEY'S THIRD ADD	545.40
BESTE'S ADDITION	165.27
REPLAT OF LOT 2 & 10, BLK 1 BESTE'S ADDITION	0.00
UNPLATTED PROPERTIES	124.00
Peabody's 1st Addition	90.89
TOTAL END FOOTAGE	1,277.35

Assessed Front Footage Benefit Rate \$67.912163 **per foot**

Assessed End Footage Benefit Rate \$22.637388 **per foot**

TOTAL AMOUNT TO BE ASSESSED **\$297,725.00**

**ESTIMATED 2012 ASSESSMENT JOB No. 3 - PAVING
EAST GRAND FORKS, MINNESOTA**

PARCEL No.	OWNER	DESCRIPTION	PAVING				TOTAL ASSESSMENT BEFORE INTEREST
			Front FOOTAGE	Front \$ BENEFIT \$67.912163	End Footage	End \$ BENEFIT \$22.637388	
ABSEY'S SECOND ADDITION							
R 83.03338.00	LOWELL A & NANCY L BRANDNER	Lot-007		\$0.00	85.00	\$1,924.18	\$1,924.18
R 83.03339.00	CASEY A & AMANDA M ANDERSON	Lot-008		\$0.00	90.96	\$2,059.10	\$2,059.10
R 83.03346.00	SCOTT A JOHNSON	Lot-015		\$0.00	85.00	\$1,924.18	\$1,924.18
R 83.03347.00	DAVID E & MARY L ANDERSON	Lot-016		\$0.00	90.83	\$2,056.15	\$2,056.15
ABSEY'S SECOND ADDITION SUBTOTAL			0.00	\$0.00	351.79	\$7,963.61	\$7,963.61
ABSEY'S THIRD ADD							
R 83.03376.00	DANIEL LEE FJESTAD	Lot-007 Block-003		\$0.00	85.00	\$1,924.18	\$1,924.18
R 83.03376.01	WILLIAM G & JENNIFER E STOCKER	Lot-006 Block-003		\$0.00	98.00	\$2,218.46	\$2,218.46
R 83.03378.00	CHAD A & RAEANN M BEAUCHAMP	Lot-005 Block-003		\$0.00	95.00	\$2,150.55	\$2,150.55
R 83.03381.00	MICHAEL T & NICOLE J KOLSTOE	Lot-008 Block-003		\$0.00	91.26	\$2,065.77	\$2,065.77
R 83.03388.00	DANIEL ZAVORAL / JODI SPOOR	Lot-015 Block-003		\$0.00	85.00	\$1,924.18	\$1,924.18
R 83.03389.00	JEFF R & LORI A ANDERSON	Lot-016 Block-003		\$0.00	91.14	\$2,063.17	\$2,063.17
ABSEY'S THIRD ADD SUBTOTAL			0.00	\$0.00	545.40	\$12,346.31	\$12,346.31
BESTE'S ADDITION							
R 83.03719.00	STEVEN D & JENNIFER A HOVDE	Lot-006 Block-001		\$0.00	55.09	\$1,247.09	\$1,247.09
R 83.03720.00	TODD R & NICOLE R JACKMAN	Lot-007 Block-001		\$0.00	110.18	\$2,494.19	\$2,494.19
R 83.03721.00	MICHAEL & MELISSA CASSANELLI	Lot-008 Block-001	99.64	\$6,766.76		\$0.00	\$6,766.76
R 83.03722.00	KEYARESH AFSHARI	Lot-009 Block-001	99.64	\$6,766.76		\$0.00	\$6,766.76
BESTE'S ADDITION SUBTOTAL			199.28	\$13,533.52	165.27	\$3,741.28	\$17,274.80
PEABODY'S FIRST ADDITION							
R 83.04238.00	PEABODY ROBERT E & JEANINE H	Lot-001 Block-001	100.00	\$6,791.21		\$0.00	\$6,791.21
R 83.04239.00	PEABODY ROBERT E & JEANINE H	Lot-002 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04240.00	PEABODY ROBERT E & JEANINE H	Lot-003 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04241.00	FROVARP MICHAEL & MICHELE	Lot-004 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04242.00	PEABODY ROBERT E & JEANINE H	Lot-005 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04243.00	PEABODY ROBERT E & JEANINE H	Lot-006 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04244.00	PEABODY ROBERT E & JEANINE H	Lot-007 Block-001	45.30	\$3,076.42		\$0.00	\$3,076.42
R 83.04245.00	FORX BUILDERS ASSOCIATION	Lot-008 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04246.00	PEABODY ROBERT E & JEANINE H	Lot-009 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04247.00	PEABODY ROBERT E & JEANINE H	Lot-010 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04248.00	DANIELSON PAUL & KRISTINE	Lot-011 Block-001	95.06	\$6,455.73		\$0.00	\$6,455.73

R 83.04249.00	PEABODY ROBERT E & JEANINE H	Lot-012 Block-001	212.25	\$14,414.35		\$0.00	\$14,414.35
R 83.04250.00	PEABODY ROBERT E & JEANINE H	Lot-013 Block-001	102.11	\$6,934.50		\$0.00	\$6,934.50
R 83.04251.00	STEENERSON RYAN B & SADIE M	Lot-014 Block-001	97.29	\$6,607.17		\$0.00	\$6,607.17
R 83.04252.00	PEABODY ROBERT E & JEANINE H	Lot-015 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04253.00	PEABODY ROBERT E & JEANINE H	Lot-016 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04254.00	LUKACH MATTHEW S & JENNIFER S	Lot-017 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04255.00	JOHNSON ROBERT W & SANDRA J BERGGREN	Lot-018 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04256.00	NOYES BRIAN & LAURIE	Lot-019 Block-001	45.30	\$3,076.42		\$0.00	\$3,076.42
R 83.04257.00	PEABODY ROBERT E & JEANINE H	Lot-020 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04258.00	HENRICKSON LANCE & MACHELLE	Lot-021 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04259.00	PEABODY ROBERT E & JEANINE H	Lot-022 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04260.00	RAY SHANON R & AMY J	Lot-023 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04261.00	PEABODY ROBERT E & JEANINE H	Lot-024 Block-001	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04262.00	PEABODY ROBERT E & JEANINE H	Lot-025 Block-001	100.00	\$6,791.21		\$0.00	\$6,791.21
R 83.04263.00	PEABODY ROBERT E & JEANINE H	Lot-001 Block-002	100.00	\$6,791.21		\$0.00	\$6,791.21
R 83.04264.00	PEABODY ROBERT E & JEANINE H	Lot-002 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04265.00	PEABODY ROBERT E & JEANINE H	Lot-003 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04266.00	SCHUH TIMOTHY J & KATHERINE W	Lot-004 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04267.00	PEABODY ROBERT E & JEANINE H	Lot-005 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04268.00	STREZISHAR THOMAS J JR & MICHELLE A	Lot-006 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04269.00	PEABODY ROBERT E & JEANINE H	Lot-007 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04270.00	PEABODY ROBERT E & JEANINE H	Lot-008 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04271.00	PEABODY ROBERT E & JEANINE H	Lot-009 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04272.00	ECKES TODD & JANET D	Lot-010 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04273.00	PEABODY ROBERT E & JEANINE H	Lot-011 Block-002	95.00	\$6,451.66		\$0.00	\$6,451.66
R 83.04274.00	PEABODY ROBERT E & JEANINE H	Lot-012 Block-002	97.12	\$6,595.62		\$0.00	\$6,595.62
R 83.04275.00	PEABODY ROBERT E & JEANINE H	Lot-013 Block-002	99.84	\$6,780.34		\$0.00	\$6,780.34
R 83.04276.00	EAST GRAND FORKS CITY	Lot-001 Block-003		\$0.00	90.89	\$2,057.51	\$2,057.51

PEABODY'S FIRST ADDITION SUBTOTAL	3,659.27	\$248,509.00	90.89	\$2,057.51	\$250,566.51
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REPLAT OF LOT 2 & 10, BLK 1 BESTE'S ADDITION

R 83.04298.00	KORY L KNOFF	Lot-00B Block-001	99.64	\$6,766.76		\$0.00	\$6,766.76
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REPLAT OF LOT 2 & 10, BLK 1 BESTE'S ADDITION SUBTOTAL	99.64	\$6,766.76	0.00	\$0.00	\$6,766.76
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UNPLATTED PROPERTIES Sect-12 Twp-151 Range-050

R 83.00113.10	RYAN J & MILISSA M VANEPS	124 FT N & S X 190 FT E & W IN SW COR OF SE4	0.00	\$0.00	124.00	\$2,807.04	\$2,807.04
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UNPLATTED PROPERTIES SUBTOTAL Sect-12 Twp-151 Range-050	0.00	\$0.00	124.00	\$2,807.04	\$2,807.04
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TOTAL PAVING ASSESSMENT	3,958.19	\$268,809.28	1,277.35	\$28,915.75	\$297,725.03
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Public Hearing for Grand Fork-East Grand Forks Transit Development Plan

The Grand Fork-East Grand Forks Metropolitan Planning Organization is conducting a study of the current fixed route and dial-a-ride programs. The purpose of the plan is to review the current services relative to needs, identify how needs may change into the future and identify transit service programs to address the identified needs.

The purpose of this public hearing is to gather final comments on the Transit Development Plan and get final approval of the draft Transit Development Plan.

Meeting Information

**Tuesday, April 17, 2011
East Grand Forks City Council Chambers
600 DeMers Ave
5:00 PM**

For More Information Call:
Teri Kouba, Planner
746-2660
Grand Fork-East Grand Forks MPO

Any individual requiring a special accommodation to allow access or participation at the meeting is asked to notify East Grand Forks City Hall at (218) 773-2483 of his/her needs five (5) days in advance of the meeting. Also, materials can be provided in alternate formats: large print, braille, cassette tape or on computer disk for people with disabilities or with limited English proficiency (LEP) by contacting East Grand Forks City Hall (218) 773-2483 five (5) days prior to the meeting.

Request for Council Action

Date: 4/4/2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Henry Tweten, Council Members: Marc Demers, Henry Tweten, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Jason Stordahl

RE: Wastewater-Line Cleaning

Consider approving the request to approve:

Sewer cleaning for the City of East Grand Forks is done on an annual basis as part of the wastewater preventative maintenance program. It was decided on by City Council last year that we would remain on a scheduled cleaning of 1/5th the city per year. This year we will clean the north east section. The budget reflects \$45,000 for sewer cleaning.

We received two quotes for cleaning:

Jet-Way Multiple Services, Inc. -\$40,700

Veit -\$55,800

Recommendation: Select Jet-Way Multiple Services, Inc. for sewer cleaning.



Specialty Contracting & Waste Management
February 14, 2012

15429 Comet Road
Bomidji, MN 56601

Office 218.243.2440
Fax 218.243.3049

VeitUSA.com

COPY

City of East Grand Forks
1001 2nd St NE
East Grand Forks, MN 56721
Attn: Bert Roberts

Phone: 218-773-2442
Cell: 701-739-1901
Fax: 218-773-5615

PROJECT: Cleaning services of 56,000 Lf of 8" - 27" sanitary sewer in the City of East Grand Forks, MN.

QUOTE:	-On-Site Operations for cleaning	\$300.00 per hour
	-Veit estimates to get 300 Lf per hour (maybe less on larger pipe)	
	-Project total is estimated at 186 hours	\$55,800.00

INCLUDES: -Labor & Equipment for Cleaning operations
-1- jet vac truck, 2-Operator, 1-water truck 4,000 gallons
-Mobilization & per diem

EXCLUDES: -Permits, Fees, and Licenses
-Traffic Control or Special Signage

NOTES: -Owner will assist Veit in locating and exposing manholes for access (if necessary)
-Work will be completed during normal work week hours. Overtime costs will apply.
-Clear and stable access will be provided by owner, as necessary.
-Tentative start date will be scheduled upon receipt of a signed proposal.
-Owner will provide water and disposal site at no cost to Veit & Companies.
-Owner will supply snow removal and warm overnight storage for equipment (if necessary).
-Any delays beyond the control of Veit & Company Inc. will be charged at \$300.00 per hour.
-Owner will provide map of project (if necessary)
-If line is high flow, work should be pre-scheduled for off hours, or arrangements to be made in advance to plug lines.
-Special equipment for off road and easement work will be an additional charge.

Any questions please call 218-243-2440.

Respectfully,
Rikky Fredrickson
Estimator/Project Manager

Acceptance of Proposal: The above prices and conditions are satisfactory and are hereby accepted. Veit is authorized to do the work as specified. Payment will be upon completion.

Authorized Signature: _____ Date: _____

Affirmative Action Equal Opportunity Employer

Contracting
Earthwork
Demolition
Utilities
Foundations
Environmental Remediation
Industrial Cleaning

Waste Management
Roll-off Containers
Construction & Demolition Debris Landfills
Recycling & Transfer Facilities
Waste Hauling

Jet-Way Multiple Services, Inc.

COPY

Estimate

P.O. Box 131
Harwood, ND 58042

Date	Estimate #
2/16/2012	60

Name / Address
City of East Grand Forks 600 DeMers Ave. East Grand Forks, MN 56721

Project

Description	Qty	Rate	Total
Estimate for cleaning approximately 56,000 ft. of sanitary sewer Jet Vac #28	185	145.00	26,825.00
Supervisor Labor	185	40.00	7,400.00
General Labor	185	35.00	6,475.00
Easement work will be an additional charge of \$80 per hour for additional equip. Lift stations cleaning will be charged \$272 per hour for the truck, supervisor and 2 laborers needed to clean lifts.			
Estimate for cleaning of sanitary sewer.	Total		\$40,700.00

Request for Council Action

Date: April 4, 2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Henry Tweten, Council Members: Marc Demers, Wayne Gregoire, Greg Leigh, Mike Pokrzywinski and Ron Vonasek

Cc: File

From: Dave Aker

RE: Swimming Pool

Background:

I have a bid from Custom Pool for repairing the pool this spring which includes a number of things:

- 1) Replace the existing kids pool main drain cover with a 26" x 26" stainless steel cover installed.
 - 2) Remove the existing pipe for the slide. Replace it with a 3" pipe coming from the 8" steel pipe between the circulation pump and the filter connecting it to the slideconnection. This pipe will have a 3" valve for balancing.
 - 3) Install a flow meter on the 8" pipe between the pump and filter.
 - 4) Install a thermometer on the 8" pipe between the pump and filter.
 - 5) Replace the existing 18" x 18" main drain covers with new (VGB compliant) covers in the diving bay. (3 drains)
-

Recommendation: The bid is only for the spring repairs and it is very reasonable. I s would accept the bid from Custom pool.

Enclosures: Information included.

**F
R
O
M**

CUSTOM POOLS
PO BOX 12902
GRAND FORKS, ND 58208
P 701-775-6792
F 701-772-2498
C 218-791-6912
custompools@gra.midco.net

PROPOSAL

Page No. 1

of 1 Pages

PROPOSAL SUBMITTED TO:		DATE
NAME EGF PARK AND RECREATION		3-26-12
STREET 600 DEMARS AVE.		JOB NAME CITY POOL
CITY EGF		STREET
STATE ND 56721	CITY EGF	STATE MN
	PHONE 773-1815	

We hereby submit specifications and estimate for:

1. REPLACE THE EXISTING KIDDIE POOL MAIN DRAIN COVER WITH A 26"X26" STAINLESS STEEL (VGB COMPLIANT) COVER INSTALLED.
2. REMOVE THE EXISTING PIPE (SUCTION AND DISCHARGE) FOR THE SLIDE. REPLACE IT WITH A 3" PIPE COMING FROM THE 8" STEEL PIPE BETWEEN THE CIRCULATION PUMP AND THE FILTER CONNECTING IT TO THE SLIDE CONNECTION. THIS PIPE WILL HAVE THE 3" VALVE FOR BALANCING.
3. INSTALL A FLOW METER ON THE 8" PIPE BETWEEN THE PUMP AND FILTER.
4. INSTALL A THERMOMETER ON THE 8" PIPE BETWEEN THE PUMP AND FILTER.
5. REPLACE THE EXISTING 18"X18" MAIN DRAIN COVERS WITH NEW (VGB COMPLIANT) COVERS IN THE DIVING BAY. (3 DRAINS)

We hereby propose to furnish labor and materials—complete in accordance with the above specifications, for the sum of TWENTY-THOUSAND-NINE-HUNDRED-TWENTY-SIX DOLLARS AND 50 CENTS Dollars (\$20,926.50) with payments to be made as follows:
 20% DOWN, 40% WHEN THE 3" PIPE FOR THE SLIDE IS INSTALLED, 20% WHEN THE KIDDIE POOL MAIN DRAIN COVER IS REPLACED, 20% WHEN THE POOL MAIN DRAIN COVERS, THE FLOW METER, AND THERMOMETER ARE INSTALLED.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance within _____ days and it is void thereafter at the option of the undersigned.

Authorized Signature _____

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

ACCEPTED: _____
 Signature _____

DATE _____
 Signature _____

RESOLUTION NO. 12 - 04 – 43

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

WHEREAS, the Library Board has approved the Integrated Library System replacement to PALS from Minnesota State University, Mankato;

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the Clerk-Treasurer is authorized to make the following transfers for budget year 2012 as set out hereafter:

<u>Reason</u>	<u>Amount</u>	<u>Transfer To</u>	<u>Transfer From</u>
Fund Library PALS Software	\$20,000	101-45502-43360 Other Professional Services	101-49-300-47200 Capital Projects

Voting Aye:
Voting Nay: None.

The President declared the resolution passed.

Passed: April 17, 2012

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 17th day of April, 2012

Mayor

Request for Council Action

Date: April 4, 2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire. Council Members Mike Pokrzywinski, Henry Tweten, Ron Vonasek, Mark DeMers, Greg Leigh.

From: East Grand Forks Library Board/Charlotte D. Helgeson

Re: ILS (Integrated Library System) replacement

The ILS, Library database software's last update, is 12 years old and no longer able to manage the day-to-day requirements of library activities. Follett has purchased the software the Library currently uses and has chosen to upgrade with public schools as their focus. The upgrades do not work for a Public Library.

After the recent brown out, the Library's current software system required four days of the Library Director's time and IT personnel to rebuild. The Library Board and staff have no confidence in its stability to maintain the Library's collection, patron records or daily transactions and reports.

PALS from Minnesota State University, Mankato is the recipient of a IMLS (Institute of Museum and Library Services) grant to assist with the cost of data migration for public libraries into a new automation system which is a large portion of the initial cost. Timing is essential to be part of this grant.

Recommendation: Replace ILS immediately.

Enclosed:

1. Professional Services Agreement with PALS

East Grand Forks Campbell Library & PALS
PROFESSIONAL SERVICES AGREEMENT
For Data Migration, Hosting, Staff Training and Support
Of the Evergreen Library System

This Agreement is made on the ____ day of _____, 2012 between East Grand Forks Campbell Library (hereinafter referred to as "CAMPBELL LIBRARY"), and PALS, a Program of the Minnesota State Colleges and Universities, an institution established under the laws of Minnesota and having its main office at Minnesota State University, Mankato, 3022 Memorial Library, Mankato, Minnesota (hereinafter referred to as "PALS").

WHEREAS, CAMPBELL LIBRARY wishes PALS to perform Data Migration from their existing Follett Spectrum 5.2 Library System, Host and Operate Evergreen on PALS equipment, Provide Training to the Staff of CAMPBELL LIBRARY, and Provide Ongoing Support Services to CAMPBELL LIBRARY, and

WHEREAS, PALS wishes to provide such services.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, CAMPBELL LIBRARY and PALS agree as follows:

A. DEFINITIONS

A.1) "One-time Costs" mean server setup, software setup, data migration, and initial training.

A.2) "Recurring Costs" mean server and software hosting, upgrade training, and support services.

A.3) "Evergreen System" means an integrated, open-source library software system that automates daily library management of materials.

A.4) "RightNow" means an interactive software system that facilitates online communication and support between a service provider and its customers.

A.5) "OPAC" means Online Public Access Catalog and is an online database of materials held by a library or group of libraries

A.6) "Follett Spectrum 5.2 " means a proprietary integrated library system that automates daily library management of materials.

A.7) "MnLINK Gateway" means a statewide virtual library that electronically links major Minnesota libraries using Z39.50 standards.

A.8) "Z39.50 search engine" means a client-server protocol for searching and retrieving information from remote computer databases.

A.9) "SIP2" means an upgrade version of the Standard Interface Protocol for authentication and to interface with third-party applications such as print management that support these standards.

B. DATA MIGRATION

B.1) PALS agrees to convert and load all data provided by CAMPBELL LIBRARY to PALS of the following record types into the Evergreen System:

Bibliographic

Holdings

Items - including the total count of historical circulations, but not dates or patron information associated with historical transactions

Patrons
Current Circulation Transactions
Current Holds
Outstanding Fines

B.2) PALS agrees to provide a Migration Questionnaire form to CAMPBELL LIBRARY within ten (10) days of execution of this Agreement, and CAMPBELL LIBRARY agrees to provide to PALS the completed Migration Questionnaire and formatted data from CAMPBELL LIBRARY's existing vendor in a timely manner as needed by PALS to meet the schedule set forth in Section B.3 herein.

B.3) PALS agrees to provide CAMPBELL LIBRARY training on the data review process, and CAMPBELL LIBRARY agrees to participate in the data review process. PALS agrees to perform test data migrations ("TDM") within thirty (30) days of execution of this Agreement sufficient to determine the compatibility of the data with PALS system.

B.4) Upon CAMPBELL LIBRARY's review and approval of the TDM process, PALS will begin performing production data migration ("PDM"). CAMPBELL LIBRARY will have five (5) days to evaluate the data after completion of the PDM, and CAMPBELL LIBRARY will indicate in writing ACCEPTANCE or REJECTION of the PDM. PDM will be deemed accepted if no acceptance or rejection is received within 5 days after PALS gives written notice to CAMPBELL LIBRARY of completion of the PDM. If the PDM is rejected, reasons for rejection must be stated in writing. PALS will have ten (10) days to correct and resubmit the PDM. If the resubmitted PDM is not corrected to the satisfaction of CAMPBELL LIBRARY, in its sole discretion, this Agreement may be terminated by CAMPBELL LIBRARY.

C. DATA OWNERSHIP AND ACCESS

C.1) CAMPBELL LIBRARY retains all ownership rights to its data in the Evergreen system and shall have read-only access to the Evergreen files and data. At CAMPBELL LIBRARY's request, PALS shall extract the data in a commercially reasonable time, but not later than thirty (30) days after CAMPBELL LIBRARY's request. In such event, PALS shall use the commonly used format as requested by CAMPBELL LIBRARY. CAMPBELL LIBRARY shall pay to PALS a reasonable fee for such extraction services at the customary hourly rate and limited to two month's current hosting and support fee.

C.2) As an entity of the State of Minnesota, PALS is subject to and shall comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

D. HOSTING SERVICES

D.1) PALS agrees to install, configure and operate the Evergreen Library System for CAMPBELL LIBRARY. This work shall include the set up of servers with adequate memory, processors and mass storage to meet the functional needs of CAMPBELL LIBRARY to carry out daily library operations. The work also includes installation of the operating system, system level security, data backup and recovery processes, and the Evergreen application.

D.2) PALS is responsible for installation and maintenance of telecommunications equipment at the Minnesota State University, Mankato Computer Center. This equipment shall meet generally accepted state and national standards so as to promote compatibility and interconnections. CAMPBELL LIBRARY is responsible for obtaining and maintaining telecommunications links to the Internet.

D.3) PALS agrees to maintain current versions and patch levels of the operating system, database and Evergreen application as are consistent with industry standards for security practices and to achieve the operation of the Evergreen system in a manner that meets the needs of CAMPBELL LIBRARY and PALS.

The cost of all upgrades of the operating system, database and Evergreen application are included in the pricing under this Agreement. The parties will discuss the need for upgrades on a quarterly basis, or other mutually agreeable time frame, under this Agreement. If the parties are unable to agree on the timing of upgrades to the operating system, database and Evergreen application, either party may terminate this Agreement as provided in Section J.1) g.), herein.

D.4) CAMPBELL LIBRARY agrees that title to and ownership of all PALS central site computer equipment and software shall remain with PALS.

D. 5) PALS staff will work with CAMPBELL LIBRARY staff to establish desired base line response times for various transactions (OPAC searches, circulation transactions, etc.). If the parties are unable to reach an agreement on such response times, either party may terminate this Agreement as provided in Section J.1) g.). If transactions do not meet the agreed upon response times, PALS will perform systems analysis to isolate and provide a remedy for the problem within thirty (30) days of notice by CAMPBELL LIBRARY to PALS.

D.6) CAMPBELL LIBRARY agrees to promptly notify PALS of problems or issues related to Hosting Services provided.

D.7) In the case of unscheduled downtime of the hosted system, PALS will do its best to resolve the issue and will respond according to the timeline in Section F.5, below.

E. TRAINING

E.1) In addition to the Data Review Training mentioned in Section B.3, PALS will provide CAMPBELL LIBRARY's staff training on a timely basis in the following areas:

- Admin and Reports - One (1) day of at CAMPBELL LIBRARY's site
- Circulation - One (1) day at CAMPBELL LIBRARY's site
- Cataloging and Authorities - One (1) day (web-based)
- OPAC / Reference - Four (4) hours (web-based)

- Follow-up web-based training after CAMPBELL LIBRARY goes live on Evergreen (available for 120 days as needed)
- Web-based upgrade training for new or modified functionality (up to 8 hours per upgrade)
- Training in additional modules, such as Serials and Acquisitions, will be available at an additional cost.

E.2) Documentation in the form of written manuals created for and used in the training will be provided to CAMPBELL LIBRARY by PALS.

F. SUPPORT SERVICES

F.1) PALS agrees to provide support services for the duration of this Agreement. Services include but are not limited to consultation, problem diagnosis, advice on use of the software, reporting bugs to the Evergreen developer community, and other services generally understood to be included in computer and software support services.

F.2) Up to three (3) staff members will be designated by CAMPBELL LIBRARY as contacts to the PALS Customer Support Center ("Designated Staff"), and they will be given accounts on the RightNow incident tracking software. Designated Staff may also report incidents by phone or email. No other staff members will contact PALS directly, except in case of emergency.

F.3) All Support Incidents will be entered into the RightNow incident tracking software either by CAMPBELL LIBRARY's Designated Staff or by the PALS staff.

F.4) PALS Agrees to provide support according to the following schedule:

PALS Customer Support Center hours:	8:00 am to 4:30 pm, Monday through Friday ("Normal Business Hours")
On-call hours:	9:00 am to 5:00 pm, Saturday 1:00 pm to 9:00 pm, Sunday
Knowledge base:	Available 24/7 via the Web

F.5) When a Support Incident is reported to the PALS Customer Support Center, the incident is assigned an urgency level, as follows:

- Level 1: Site Down/Software Not Responding – PALS Staff will respond within one Normal Business Hour after first notice of the problem with confirmation and a plan for how to resolve the problem. Outside of Normal Business Hours, PALS staff will make a best effort to respond as quickly as possible.
- Level 2: Major Functionality Deterioration – PALS Staff will respond within four Normal Business Hours after first notice with confirmation and the status of the problem.
- Level 3: Some Functionality Deterioration – PALS Staff will respond within three business days, defined as Monday through Friday, excluding Federal holidays or other days that the Minnesota State University Mankato campus is closed ("Business Days"), after first notice with confirmation and the status of the problem.
- Level 4: General Questions – PALS Staff will respond within five Business Days after first notice with confirmation and the status of the problem.

F.6) Support Services do not include enhancements or development of additional functionality beyond that provided in the official Evergreen releases, unless they are as a result of ADDITIONAL SERVICES as described in Section I.3 below.

G. LIABILITY

G.1) PALS shall not be liable or responsible for losses caused by interruption of service due to causes beyond its control including but not limited to acts of God, CAMPBELL LIBRARY's equipment failure, power outages, inclement weather, civil unrest, epidemic/pandemic, disaster, civil emergency, and sabotage to the system. Each party will be responsible for its own acts, errors and omissions and any liabilities resulting there from. PALS's liabilities, if any, shall be governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. § 3.736. CAMPBELL LIBRARY's liabilities, if any, shall be governed by the provisions Chapter 466 of Minnesota statutes.

H. PERFORMANCE

H.1) PALS agrees to provide the Evergreen automated library system consisting of OPAC, circulation, cataloging, and such other services and enhancements as shall be added from time to time. Said system shall generally be available to CAMPBELL LIBRARY 24 hours a day, seven days a week, except for needed downtime for maintenance and repair.

H.2) PALS provides the Evergreen software "as is" and does not guarantee or warrant the Evergreen software as to functionality or suitability for use by CAMPBELL LIBRARY.

H.3) PALS shall maintain at a secure site remote from the Minnesota State University, Mankato Computer Center, a complete set of the entire database plus all software necessary to recover the system in the event the current operating software and/or records are destroyed. At no time shall this data for CAMPBELL LIBRARY be more than 30 days old.

I. COSTS FOR SERVICE

- I.1) Costs for service are dependent on the size and complexity of the migration and implementation, provided, however, that such costs shall not exceed the amounts set forth on attached APPENDIX A.
- I.2) Recurring Costs may increase annually, but by no more than 5% each year.
- I.3) CAMPBELL LIBRARY may purchase ADDITIONAL SERVICES such as custom programming, new module or feature development and additional training at its discretion and at a price determined by PALS.
- I.4) CAMPBELL LIBRARY will be invoiced for full amount of the "Server and Evergreen Software installation and configuration" as set forth on attached Appendix A (\$3,000.00) upon signing this Agreement as a down payment. This down payment is nonrefundable.
- I.5) Upon CAMPBELL LIBRARY's acceptance of the TDM process upon its completion, PALS shall invoice CAMPBELL LIBRARY the Data Migration cost as set forth on attached Appendix A (\$7,754.00).
- I.6) Upon CAMPBELL LIBRARY's acceptance of the PDM process, PALS shall invoice CAMPBELL LIBRARY \$3,500,0.00 for year one as set forth on attached Appendix A, and shall invoice the retainage amount of \$5,000.00 (minus any Discounts available under the IMLS Grant Discount Program), after going live.
- I.7) If CAMPBELL LIBRARY accepts the TDM process and accepts the PMD process and system, Recurring Costs will be due on the anniversary of the date of acceptance.
- I.8) Payments are due within 30 days of receipt of invoice. Payments not made within 60 calendar days after receipt of invoice will be increased by 1% per month until paid in full.

J. DURATION OF AGREEMENT

- J.1) This Agreement shall be in force and effect upon signing and shall remain in effect until terminated under the provisions described below.
- a.) The Initial Period of the agreement is for Two (2) years.
- b.) This Agreement may be modified at any time upon the mutual written consent of both PALS and CAMPBELL LIBRARY.
- b.) This Agreement may be terminated at any time upon the mutual written consent of both PALS and CAMPBELL LIBRARY.
- c.) This Agreement *in its entirety* may be terminated at any time by either party with or without cause after the Initial Period, provided that a minimum of one calendar year's prior notice is given to the other party in writing by either CAMPBELL LIBRARY or PALS.
- d) Participation in ADDITIONAL SERVICES, as described in Section I.3 above, may be discontinued by either party, provided that notice is given to the other party in writing by either CAMPBELL LIBRARY or PALS no less than 90 days before the expiration of the contracting period for the service being discontinued.
- e.) Continuation of this Agreement beyond June 30 of any year is contingent upon continued legislative appropriation of funds for the purpose of this Agreement. If these funds are not appropriated, PALS will immediately notify CAMPBELL LIBRARY in writing and this Agreement will terminate on June 30 of that year. Neither PALS nor CAMPBELL LIBRARY shall be assessed any penalty if this Agreement is terminated because of the decision of the legislature not to appropriate funds.
- f.) Continuation of this Agreement beyond December 31 of any year is contingent upon adequate funding, as determined solely by CAMPBELL LIBRARY, from the City of East Grand Forks to CAMPBELL LIBRARY. If such adequate funds are not appropriated, CAMPBELL LIBRARY will immediately notify PALS in writing and this Agreement will terminate on December 31 of that year. Neither CAMPBELL

LIBRARY nor PALS shall be assessed any penalty if this Agreement is terminated because of the decision of the Legislature or the City of East Grand Forks not to appropriate funds.

g.) Failure by either party to perform any duty or obligation under this Agreement shall constitute material breach of this Agreement. If, after written notice of breach by one party to the other, the breach condition is not corrected to the satisfaction of the party giving notice within thirty (30) days of such written notice, this Agreement shall be declared null and void.

K. SUPERSESION AND JURISDICTION

K.1) This Agreement supersedes all prior agreements between the parties related to the topics addressed herein.

K.2) This Agreement and performance hereunder shall be construed in accordance with, and the rights of the signatory parties shall be governed by, the laws of the State of Minnesota, without regard to the conflicts of laws and provisions thereof. Venue of any legal proceedings relating to this Agreement shall be in the State of federal courts located in Ramsey County, Minnesota.

L. AMENDMENTS

Any amendments to this Agreement shall be in writing and shall be executed by duly authorized representatives of CAMPBELL LIBRARY and PALS.

M. ASSIGNMENT

Neither the CAMPBELL LIBRARY nor the PALS shall assign or transfer any rights or obligations under this contract without the prior written approval of the other party.

N. LIMITATION OF WARRANTIES

PALS DISCLAIMS ANY AND ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, WITH REGARD TO THE SERVICES PROVIDED BY PALS, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. NO ACTION, REGARDLESS OF FORM, ARISING OUT OF THIS AGREEMENT MAY BE BROUGHT BY PARTICIPANT MORE THAN TWO YEARS AFTER THE CAUSE OF ACTION ACCRUED.

IN WITNESS WHEREOF, PALS and CAMPBELL LIBRARY hereto cause this Agreement to be executed the day and year first written above.

APPROVED:

By: _____

Title: _____

Date: _____

Director
East Grand Forks Campbell Library

APPROVED:

By: _____

Title: _____

Date: _____

V.P. for Finance and Administration
Minnesota State University, Mankato

APPROVED:

By: _____

Title: _____

Date: _____

Board Chair,
East Grand Forks Campbell Library
or City Officer,
City of East Grand Forks

APPROVED:

By: _____

Title: _____

Date: _____

Executive Director
PALS

Request for Council Action

Date: April 11, 2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire. Council Members Mike Pokrzywinski, Henry Tweten, Ron Vonasek, Mark DeMers, Greg Leigh.

From: East Grand Forks Library Board/Charlotte D. Helgeson

Re: Library Roof Repair

Recommendation: The East Grand Forks Campbell Library Board recommends instructing Kraus-Anderson to move forward with construction activities to re-roof the Small Roof, re-shingle the Large Roof and complete Interior Items at an estimated cost of \$282,186.00.

Enclosed:

1. Conceptual Estimate #1
2. Conceptual Estimate #1: Revision #1



Breaking new ground since 1897

8625 Rendova Street NE
P.O. Box 158
Circle Pines, MN 55014
O 763.786.7711
F 763.786.2650
www.krausanderson.com

April 2, 2012

Mrs. Charlotte Helgeson
Campbell Library
422 Fourth St. NW
East Grand Forks, MN 56721

Re: Campbell Library Conceptual Estimate # 1 &
Construction Management Services - Revised
Dated April 2, 2012

Dear Mrs. Helgeson:

Kraus-Anderson® Construction Company is pleased to present a conceptual estimate #1 and Construction Management Services for the re-roof of Campbell East Grand Forks Library per the Braun Intertec Roof Assessment dated February 9, 2012.

This booklet represents a comprehensive outline of our understanding of work that Campbell Library Board wishes to pursue regarding repairs. We have also included for reference a model indicating the steps required for the repairs on the small roof.

The conceptual budget consists of total work regarding the small roof area (conference room) and a shingle replacement of the larger roof. It is recommended that the large roof receive new shingles allowing both roofs to have one uniformed look and a consistent even warranty. We have been asked to break out the value of the larger roof at this time. Conceptual Pricing would be as follows for work:

- | | |
|--|---------------|
| 1. Small Roof & Large Roof with Interior Items | \$ 282,186.00 |
| 2. Small Roof Only with Interior Options | \$ 158,565.00 |
| 3. Large Roof – To be completed in future | \$ 160,526.00 |

We look forward to the commencement of the construction activities. Please let us know should you require additional information or clarifications during your review.

Thank you again for the opportunity to work with you on this project.

Very Truly Yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY

A handwritten signature in blue ink, appearing to read 'J. Boerboon', is written over the company name.

Jacob S. Boerboon
Project Manager

Enclosures



KRAUS-ANDERSON^{INC.}
CONSTRUCTION COMPANY

Date: 3/21/2012

Owner: City of East Grand Forks
 Project: Campbell EGF Library
 Location: East Grand Forks, MN
 Designer: Braun Intertec

Revision #
 Revision Date:

Project Start: Spring 2012
 Completion: Spring 2012
 Tax Percent:
 % Cost Escalation:

Area: 18,296 SF \$15.42 S.F. Project Manager: Jake Boerboom

	Item Description	Quantity	U of M	Material	Labor	Subcontractor	TOTAL
DIVISION 02 - EXISTING CONDITIONS							
02 4100	Demolition		See Roofing				
DIVISION 05- METALS							
05 1200	Structural Steel		NIC				
DIVISION 06- WOODS, PLASTICS & COMPOSITES							
06 1000	Rough Carpentry	1	ls	\$4,600	\$0	\$7,125	\$11,725
	block roof venting			in above	\$0	in above	\$0
	misc repairs			in above	\$0	in above	\$0
DIVISION 07- THERMAL & MOISTURE PROTECTION							
07 2100	Thermal Insulation			\$0	\$0	\$0	\$0
	provide new 3" spray insulation - 2 layers for small roof	3000	s.f.	\$13,500	\$0	\$18,000	\$31,500
07 5000	Asphalt Shingles						
	small roof only	1009	s.f.	\$0	\$0	\$31,985	\$31,985
	remove shingles			\$0	\$0	in above	\$0
	remove sheathing			\$0	\$0	in above	\$0
	install new sheathing			\$0	\$0	in above	\$0
	ice & water shield on entire conference roof	1009	s.f.	\$0	\$0	in above	\$0
	new shingles			\$0	\$0	in above	\$0
	50 yr shingle warranty			\$0	\$0	in above	\$0
	dumpsters	3	ea.	\$1,200	\$0	\$0	\$1,200
	continuous cleanup	1	ls	\$1,400	\$0	\$1,500	\$2,900
	large roof	17287	s.f.	\$0	\$0	\$93,265	\$93,265
	removal of shingles			\$0	\$0	in above	\$0
	ice & water shield on entire roof			\$0	\$0	in above	\$0
	ridge, valley, rake, eave flashings			\$0	\$0	in above	\$0
	50 yr shingle warranty			\$0	\$0	in above	\$0
	dumpsters	3	ea.	\$1,200	\$0	\$0	\$1,200
	continuous cleanup	1	ls	\$1,400	\$0	\$4,500	\$5,900
07 9200	Joint Sealants		NIC				
DIVISION 08- DOORS AND WINDOWS							
08 5110	Aluminum Windows		NIC				
08 6100	Roof Windows and Skylights		NIC				
DIVISION 09- FINISHES							
09 2200	Gypsum Board Assemblies						
	misc patching on Ceiling	Allowance		\$5,000	\$0	\$8,500	\$13,500
	taping repairs			in above	\$0	in above	\$0
09 5100	Acoustical Ceilings						
	misc ceiling repair	1009	s.f.	\$0	\$0	\$3,027	\$3,027
09 6800	Carpet		NIC				
09 7200	Wall Coverings		NIC				
09 9100	Painting		NIC				
DIVISION 21 - FIRE SUPPRESSION							
21 1000	Water-Bsd Fire Suppress System		NIC				
DIVISION 22 - PLUMBING							
22 1000	Plumbing Piping and Pumps						
	correct pipe hangers	1	ls	\$950	\$0	\$2,000	\$2,950
DIVISION 23 - HEATING, VENTILATION & AIR CONDITIONING (HVAC)							
23 3000	HVAC Air Distribution		NIC				
SUBTOTAL				\$29,250	\$0	\$169,902	\$199,152
PERMITS, INSURANCE, TESTING							
	Builders Risk Insurance					By Owner	\$0
	Sales Tax		In Estimate				\$0
	Permits and Fees		2%				\$3,983
PROJECT CONTINGENCY							
	Design Contingency		0.0%				\$0
	Construction Contingency		10.0%				\$25,733
Special Inspections							
	Construction Management Services/Reimbursable						\$14,620.00
	Construction Management Fee		4.0%				\$27,846
							\$10,853
TOTAL ESTIMATED PROJECT COST							\$282,186

CONCEPTUAL ESTIMATE SUBMITTAL Assumptions and Clarifications

Structural

- A. No Structure is included

Exterior Enclosure

- A. We were asked to provide budget numbers to address caulking replacement that has reached its life expectancy.
 - a. Complete removal of existing sealant around all frames at the exterior & replacement along with installing a bead in all corners where gasket has shrunk at frame to glass.
 - i. **Add to base bid \$ 8,360.00**
 - b. To provide additional miscellaneous caulking on the exterior of the building to the sidewalks we recommend carrying an additional budget.
 - i. **Add to base bid \$ 3,500.00**
- B. The current exterior windows were asked to be looked at for budget purposes to allocate money for the future for replacement. To remove and replace with modern window in same window opening we recommend:
 - a. Budget for window replacement of approximately 41 windows equaling about 1,730 s.f.
 - i. **Add to base bid \$127,050 to about \$148,400.00**

Roofing System/ Interior Construction

- A. Braun Intertec's report addressed areas throughout the library. Kraus-Anderson was asked to look at the roof structures only and have broken them down to two areas.
 - a. Small Roof (Conference Room)
 - i. Provide complete removal of existing roof shingles, sheathing, insulation, vapor barrier.
 - ii. Provide and install per Braun's detail:
 1. 2 layer's of 3" spray foam insulation
 2. New ¾" plywood sheathing
 3. Full coverage of Ice & Water Shield
 4. New Shingles – we have figure 50 yr shingles
 - b. Large Roof (Main Building)
 - i. Provide complete removal of shingles and related items to existing sheathing only.
 - ii. Provide and install:
 1. Full coverage of Ice & Water Shield
 2. New Shingles – we have figure 50 yr shingles
 - c. Provide repairs to the following on the inside of the conference room:
 1. Plumbing hangers – correct and provide proper support so, they are not supported by sheetrock
 2. Misc. Taping and Drywall Patching, all work is to occur above Acoustical Ceiling space.
 3. No repair of painting or carpet has been included.
 4. Ceiling Repair as required from work that is need in above ceiling space.

Mechanical Systems

- A. No Mechanical Systems is included
- B. Mechanical items are being handled directly as a maintenance item.

Fire Protection

- A. No Fire Protection Systems or modification is included

Electrical Systems

- A. No Electrical Systems is included



KRAUS-ANDERSON
CONSTRUCTION COMPANY

Date: 3/21/2012

Revision # 1

Revision Date: 4/2/2012

Owner: City of East Grand Forks
Project: Campbell EGF Library
Location: East Grand Forks, MN
Designer: Braun Intertec

Project Start: Spring 2012
Completion: Spring 2012
Tax Percent:
% Cost Escalation:

Area: 1,009 SF \$157.15 S.F. Project Manager: Jake Boerboon

	Item Description	Quantity	U of M	Material	Labor	Subcontractor	TOTAL
DIVISION 02 - EXISTING CONDITIONS							
02 4100	Demolition	See Roofing					
DIVISION 05- METALS							
05 1200	Structural Steel	NIC					
DIVISION 06- WOODS, PLASTICS & COMPOSITES							
06 1000	Rough Carpentry	1	ls	\$4,600	\$0	\$7,125	\$11,725
	block roof venting			in above	\$0	in above	\$0
	misc repairs			in above	\$0	in above	\$0
DIVISION 07- THERMAL & MOISTURE PROTECTION							
07 2100	Thermal Insulation			\$0	\$0	\$0	\$0
	provide new 3" spray insulation - 2 layers for small roof	3000	s.f.	\$13,500	\$0	\$18,000	\$31,500
07 5000	Asphalt Shingles						
	small roof only	1009	s.f.	\$0	\$0	\$31,985	\$31,985
	remove shingles			\$0	\$0	in above	\$0
	remove sheathing			\$0	\$0	in above	\$0
	install new sheathing			\$0	\$0	in above	\$0
	ice & water shield on entire conference roof	1009	s.f.	\$0	\$0	in above	\$0
	new shingles			\$0	\$0	in above	\$0
	50 yr shingle warranty			\$0	\$0	in above	\$0
	dumpsters	3	ea.	\$1,200	\$0	\$0	\$1,200
	continuous cleanup	1	ls	\$1,400	\$0	\$1,500	\$2,900
07 9200	Joint Sealants	NIC					
DIVISION 08- DOORS AND WINDOWS							
08 5110	Aluminum Windows	NIC					
08 6100	Roof Windows and Skylights	NIC					
DIVISION 09- FINISHES							
09 2200	Gypsum Board Assemblies						
	misc patching on Ceiling	Allowance		\$5,000	\$0	\$8,500	\$13,500
	taping repairs			in above	\$0	in above	\$0
09 5100	Acoustical Ceilings						
	misc ceiling repair	1009	s.f.	\$0	\$0	\$3,027	\$3,027
09 6800	Carpet	NIC					
09 7200	Wall Coverings	NIC					
09 9100	Painting	NIC					
DIVISION 21 - FIRE SUPPRESSION							
21 1000	Water-Bsd Fire Suppress System	NIC					
DIVISION 22 - PLUMBING							
22 1000	Plumbing Piping and Pumps						
	correct pipe hangers	1	ls	\$950	\$0	\$2,000	\$2,950
DIVISION 23 - HEATING, VENTILATION & AIR CONDITIONING (HVAC)							
23 3000	HVAC Air Distribution	NIC					
SUBTOTAL				\$26,650	\$0	\$72,137	\$98,787
PERMITS, INSURANCE, TESTING							
	Builders Risk Insurance			By Owner			\$0
	Sales Tax	In Estimate					\$0
	Permits and Fees	2%					\$1,976
PROJECT CONTINGENCY							
	Design Contingency	0.0%					\$0
	Construction Contingency	10.0%					\$15,495
Special Inspections							
	Construction Management Services/Reimbursable						\$12,710.00
	Construction Management Fee	4.0%					\$23,498
							\$6,099
TOTAL ESTIMATED PROJECT COST							\$158,565



Owner: City of East Grand Forks
 Project: Campbell EGF Library
 Location: East Grand Forks, MN
 Designer: Braun Intertec

Project Start: Spring 2012
 Completion: Spring 2012
 Tax Percent:
 % Cost Escalation:

Area: 1,009 SF \$157.15 S.F. Project Manager: Jake Boerboon

	Item Description	Quantity	U of M	Material	Labor	Subcontractor	TOTAL
07 5000	ALTERNATE # 1 - Main Roof Asphalt Shingles large roof removal of shingles ice & water shield on entire roof ridge, valley, rake, eave flashings 50 yr shingle warranty dumpsters continuous cleanup	17287 3 1	s.f. ea. ls	\$0 \$0 \$0 \$0 \$0 \$1,200 \$1,400	\$0 \$0 \$0 \$0 \$0 \$0 \$0	\$93,265 in above in above in above in above \$0 \$4,500	\$93,265 \$0 \$0 \$0 \$0 \$1,200 \$5,900
SUBTOTAL				\$35,200	\$0	\$183,429	\$100,365
PERMITS, INSURANCE, TESTING							
	Builders Risk Insurance			By Owner			\$0
	Sales Tax	In Estimate					\$0
	Permits and Fees	2%					\$2,007
PROJECT CONTINGENCY							
	Design Contingency	0.0%					\$0
	Construction Contingency	4.0%					\$9,514
Special Inspections							
	Construction Management Services/Reimbursable						\$14,620.00
	Construction Management Fee	4.0%					\$27,846
							\$6,174
TOTAL ESTIMATED PROJECT COST							\$160,526

CONCEPTUAL ESTIMATE SUBMITTAL Assumptions and Clarifications

Structural

- A. No Structure is included

Exterior Enclosure

- A. We were asked to provide budget numbers to address caulking replacement that has reached its life expectancy.
 - a. Complete removal of existing sealant around all frames at the exterior & replacement along with installing a bead in all corners where gasket has shrunk at frame to glass.
 - i. **Add to base bid \$ 8,360.00**
 - b. To provide additional miscellaneous caulking on the exterior of the building to the sidewalks we recommend carrying an additional budget.
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 - a. Budget for window replacement of approximately 41 windows equaling about 1,730 s.f.
 - i. **Add to base bid \$127,050 to about \$148,400.00**

Roofing System/ Interior Construction

- A. Braun Intertec's report addressed areas throughout the library. Kraus-Anderson was asked to look at the roof structures only and have broken them down to two areas.
 - a. Small Roof (Conference Room)
 - i. Provide complete removal of existing roof shingles, sheathing, insulation, vapor barrier.
 - ii. Provide and install per Braun's detail:
 - 1. 2 layer's of 3" spray foam insulation
 - 2. New ¾" plywood sheathing
 - 3. Full coverage of Ice & Water Shield
 - 4. New Shingles – we have figure 50 yr shingles
 - b. Large Roof (Main Building) – **See Alternate**
 - i. Provide complete removal of shingles and related items to existing sheathing only.
 - ii. Provide and install:
 - 1. Full coverage of Ice & Water Shield
 - 2. New Shingles – we have figure 50 yr shingles
 - c. Provide repairs to the following on the inside of the conference room:
 - 1. Plumbing hangers – correct and provide proper support so, they are not supported by sheetrock
 - 2. Misc. Taping and Drywall Patching, all work is to occur above Acoustical Ceiling space.
 - 3. No repair of painting or carpet has been included.
 - 4. Ceiling Repair as required from work that is need in above ceiling space.

Mechanical Systems

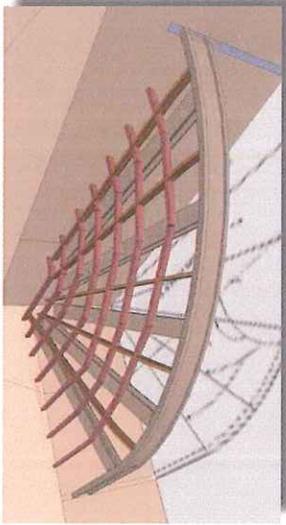
- A. No Mechanical Systems is included
- B. Mechanical items are being handled directly as a maintenance item.

Fire Protection

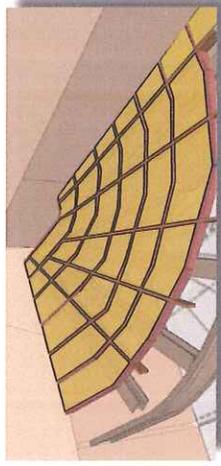
- A. No Fire Protection Systems or modification is included

Electrical Systems

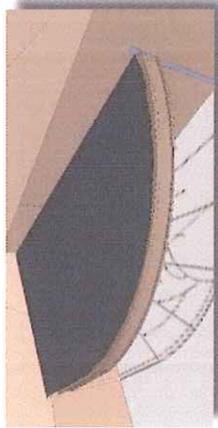
- A. No Electrical Systems is included



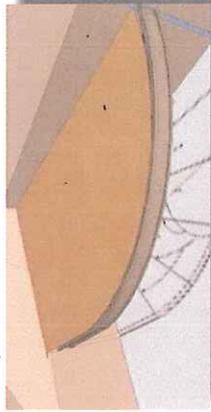
EXISTING STRUCTURE



3. INSTALL NEW INSULATION



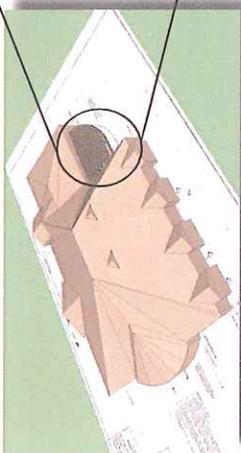
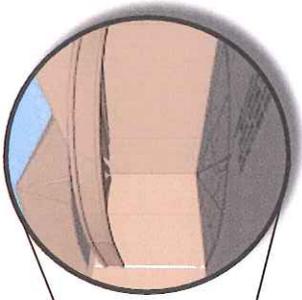
5. INSTALL NEW ICE AND WATER SHIELD



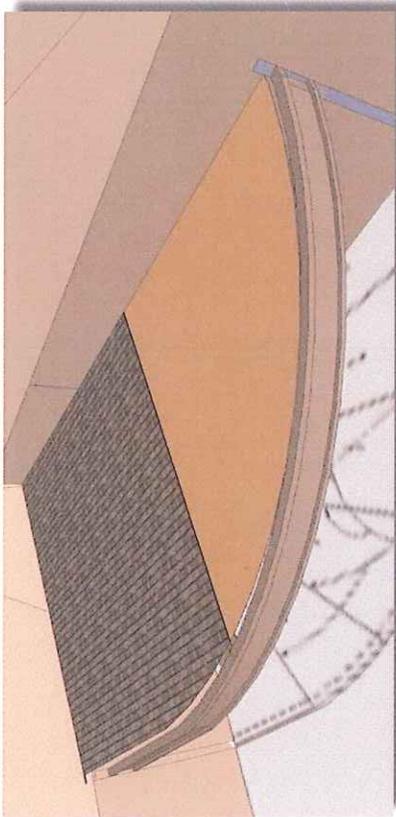
4. INSTALL NEW SHEATHING



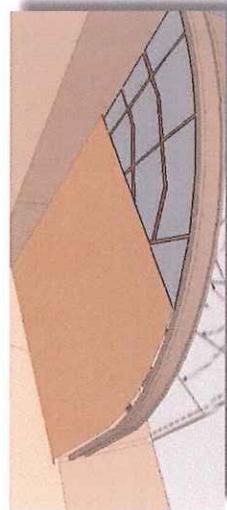
6. INSTALL NEW SHINGLES



CAMPBELL LIBRARY



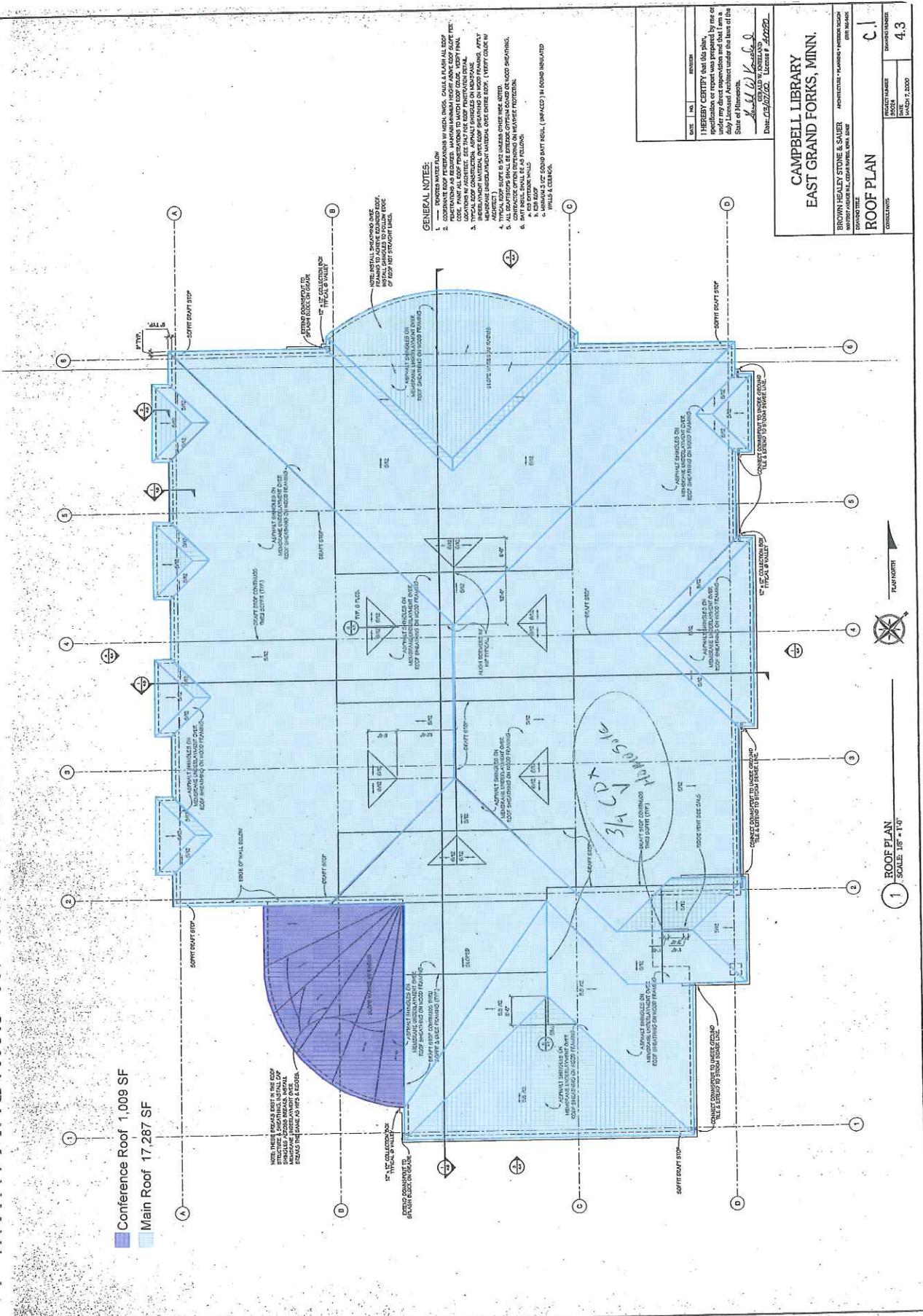
1. TEAR OFF EXISTING SHINGLES.



2. TEAR OFF EXISTING PLYWOOD AND REMOVE EXISTING INSULATION.

CAMPBELL LIBRARY
422 Fourth St. N.W., East Grand Forks, MN 56721

Conference Roof 1,009 SF
Main Roof 17,287 SF



GENERAL NOTES:

- REMOVE EXISTING ROOFING AND FLASHING TO MATCH EXISTING ROOFING.
- COORDINATE ROOF PENETRATIONS WITH MECHANICAL, ELECTRICAL AND PLUMBING ROOF PENETRATIONS. VERIFY ALL ROOF PENETRATIONS TO MATCH EXISTING ROOFING. VERIFY FINAL ROOFING MATERIAL AND FLASHING TO MATCH EXISTING ROOFING.
- INSTALL ROOFING MATERIAL OVER EXISTING ROOFING. VERIFY ROOFING MATERIAL AND FLASHING TO MATCH EXISTING ROOFING. VERIFY ROOFING MATERIAL AND FLASHING TO MATCH EXISTING ROOFING.
- TYPICAL ROOF SLOPE IS 3/12 UNLESS OTHERWISE NOTED. VERIFY ROOF SLOPE AND FLASHING TO MATCH EXISTING ROOFING.
- VERIFY ROOFING MATERIAL AND FLASHING TO MATCH EXISTING ROOFING.
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- VERIFY ROOFING MATERIAL AND FLASHING TO MATCH EXISTING ROOFING.
- VERIFY ROOFING MATERIAL AND FLASHING TO MATCH EXISTING ROOFING.

DATE	NO.	REVISION

I HEREBY CERTIFY that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.

DENNIS J. HANSEN
Professional Engineer License # 22222

CAMPBELL LIBRARY
EAST GRAND FORKS, MINN.

BROWN HEALEY STONE & SAUER
ARCHITECTURAL PLANNING + INTERIOR DESIGN
500 WEST 10TH ST. SUITE 200
GRAND FORKS, ND 58201

PROJECT NUMBER: **C.1**
DRAWING NUMBER: **ROOF PLAN**
DATE: **1/23/2012**
SCALE: **1/8" = 1'-0"**

1 ROOF PLAN
SCALE: 1/8" = 1'-0"

WALL LEGEND

(A)	TYPE 1 BRICK WALL
(B)	BRICK W/ CHALK FACED UP
(C)	BRICK W/ STRETCH BOND UP
(D)	BRICK W/ STRETCH BOND
(E)	8" CMU WALLS
(F)	8" STIP WALLS W/ DE WOOD TRAIL
(G)	8" STIP WALLS W/ DE WOOD TRAIL
(H)	8" STIP WALLS W/ DE WOOD TRAIL
(I)	8" STIP WALLS W/ DE WOOD TRAIL
(J)	8" STIP WALLS W/ DE WOOD TRAIL
(K)	8" STIP WALLS W/ DE WOOD TRAIL
(L)	8" STIP WALLS W/ DE WOOD TRAIL
(M)	8" STIP WALLS W/ DE WOOD TRAIL
(N)	8" STIP WALLS W/ DE WOOD TRAIL
(O)	8" STIP WALLS W/ DE WOOD TRAIL
(P)	8" STIP WALLS W/ DE WOOD TRAIL
(Q)	8" STIP WALLS W/ DE WOOD TRAIL
(R)	8" STIP WALLS W/ DE WOOD TRAIL
(S)	8" STIP WALLS W/ DE WOOD TRAIL
(T)	8" STIP WALLS W/ DE WOOD TRAIL
(U)	8" STIP WALLS W/ DE WOOD TRAIL
(V)	8" STIP WALLS W/ DE WOOD TRAIL
(W)	8" STIP WALLS W/ DE WOOD TRAIL
(X)	8" STIP WALLS W/ DE WOOD TRAIL
(Y)	8" STIP WALLS W/ DE WOOD TRAIL
(Z)	8" STIP WALLS W/ DE WOOD TRAIL

GENERAL NOTES:

1. WALL CONSTRUCTION TO FOLLOW.
2. LIBRARY CEMENTY CONCRETE ON 4" SPACE OVER EXISTING CONCRETE ON WALLS EXCEPT OVER METAL FRAMING IN EAST FOUNDATION - 150'.
3. INTERIOR MASONRY WALLS - FACE BRICK OVER EXISTING WALL SYSTEM. BRICK TO BE 8" STRETCH BOND WITH 1/2" RAINSCREEN & 1/2" AIR SPACE. BRICK TO BE 8" STRETCH BOND WITH 1/2" RAINSCREEN & 1/2" AIR SPACE. BRICK TO BE 8" STRETCH BOND WITH 1/2" RAINSCREEN & 1/2" AIR SPACE.
4. ALL WALLS TO BE 8" THICK UNLESS NOTED OTHERWISE. ALL INTERIOR WALLS TO BE 8" THICK UNLESS NOTED OTHERWISE.
5. ALL WALLS TO BE 8" THICK UNLESS NOTED OTHERWISE. ALL INTERIOR WALLS TO BE 8" THICK UNLESS NOTED OTHERWISE.
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9. ALL WALLS TO BE 8" THICK UNLESS NOTED OTHERWISE. ALL INTERIOR WALLS TO BE 8" THICK UNLESS NOTED OTHERWISE.
10. ALL WALLS TO BE 8" THICK UNLESS NOTED OTHERWISE. ALL INTERIOR WALLS TO BE 8" THICK UNLESS NOTED OTHERWISE.

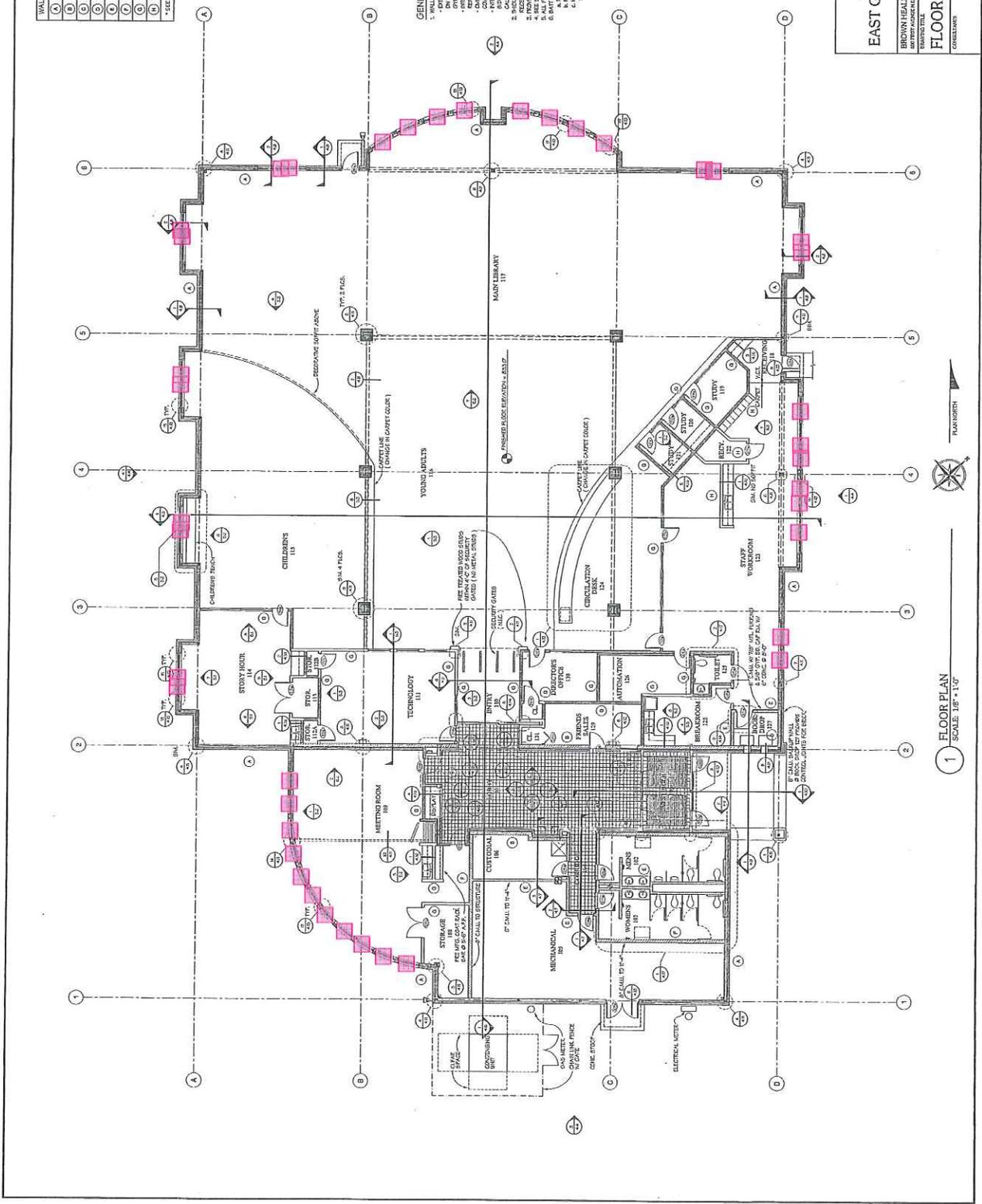
DATE: 1/11/12
 DRAWN BY: K. J. JOHNSON
 CHECKED BY: J. M. JOHNSON
 PROJECT: CAMPBELL LIBRARY
 SHEET: C.1
 DATE: MARCH 11, 2009

**CAMPBELL LIBRARY
 EAST GRAND FORKS, MINNESOTA**

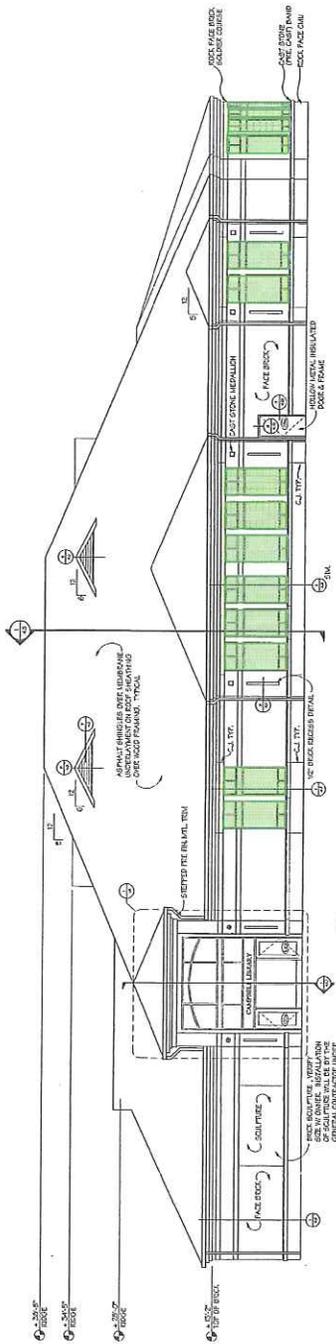
BROWN HEALY STONE & SAUER
 ARCHITECTURE PLANNING + INTERIORS
 1000 UNIVERSITY AVENUE, SUITE 200
 ST. PAUL, MN 55102

FLOOR PLAN

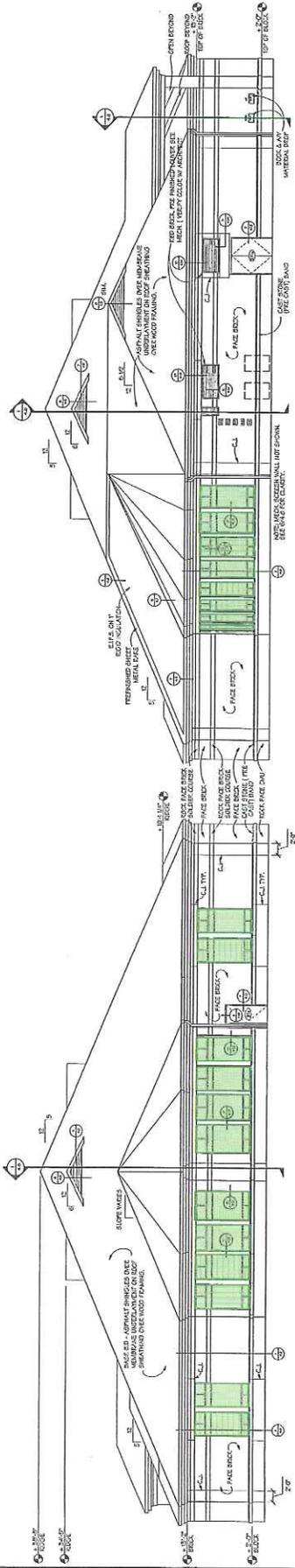
CONTRACT NO. C.1
 SHEET NO. 4.1



1 FLOOR PLAN
 SCALE: 1/8" = 1'-0"

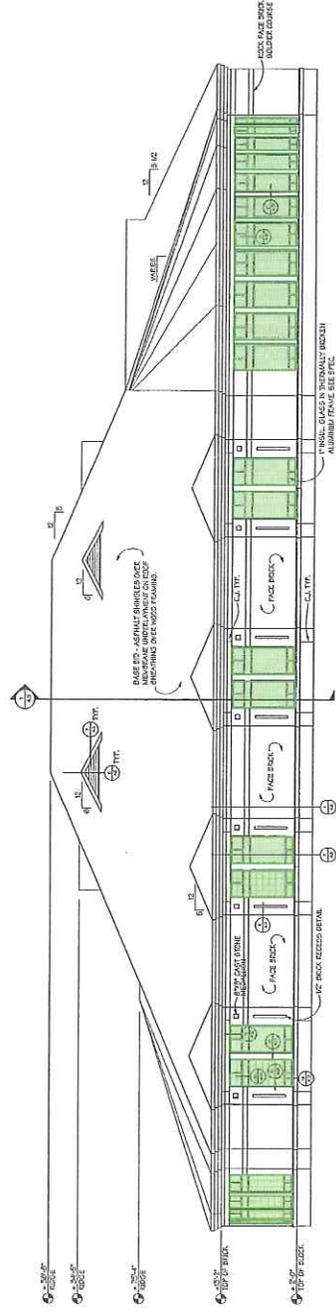


1 EAST ELEVATION
SCALE: 1/8" = 1'-0"



2 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

3 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



4 WEST ELEVATION
SCALE: 1/8" = 1'-0"

GENERAL:
CAST STONE SHALL BE SET
IN PLACE AT CONSTRUCTION OPEN

DATE: 11/11/11
NO: 1100000
BY: HENRY CERITY
CHECKED BY: J. HENRY CERITY
DATE: 11/11/11
PROJECT: CAMPBELL LIBRARY
SHEET: 4.4

CAMPBELL LIBRARY
EAST GRAND FORKS, MINNESOTA

BROWN HEALEY STONE & SAUER ARCHITECTS
1000 UNIVERSITY AVENUE
DULUTH, MN 55812

CONTRACTOR: C.I.
DRAWN BY: J. HENRY CERITY
DATE: 11/11/11
SCALE: 1/8" = 1'-0"

Request for Council Action

Date: April 17, 2012

To: East Grand Forks City Council and Mayor Lynn Stauss

From: Nancy Ellis, Senior Planner

RE: Rezone of Coulee View Addition Block 1 Lots 2-7, Block 2 Lots 2-6 from R-1 to PUD

BACKGROUND AND SUPPORTING DOCUMENTATION OF REQUEST:

Planned Unit Development (PUD) Zoning District allows for variations in development and requirements. Often times, certain subdivisions are zoned PUD to allow for different types of housing (single family, townhomes, 4-plexes) within the one subdivision/plat. PUDs also allow for changes to setbacks, lot sizes, requirements for plantings, fences, sheds, etc....

Because of the quick drop off on the lots in the Coulee View Addition, it has been very difficult to meet the 30' front yard setback. By rezoning to PUD, the setbacks can be adjusted, as well as, other development requirements (plantings, fences, sheds). The City has developed a PUD development plan that will be presented to the Planning Commission. It shows a reduced front yard setback of 20', which is allowed in a PUD district. Staff recommends approval of rezoning.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommends approval of the rezoning of Lots 2-7 Block 1 and Lots 2-6 Block 2 Coulee View Addition from R-1 to PUD.

GENERAL INFORMATION

APPLICANTS/PROPERTY OWNERS: City of East Grand Forks

REQUESTED ACTION: Applicant is requesting approval of rezoning from R-1 to PUD for Lots 2-7 Block 1 and Lots 2-6 Block 2 Coulee View Addition.

SITE ZONING/LAND USE: R-1 is the current zoning, vacant single family lots.

SURROUNDING ZONING/LAND USE:

North: R-1 zoning - Riverview 3rd Addition, single family homes

West: R-1 zoning - Stokes property

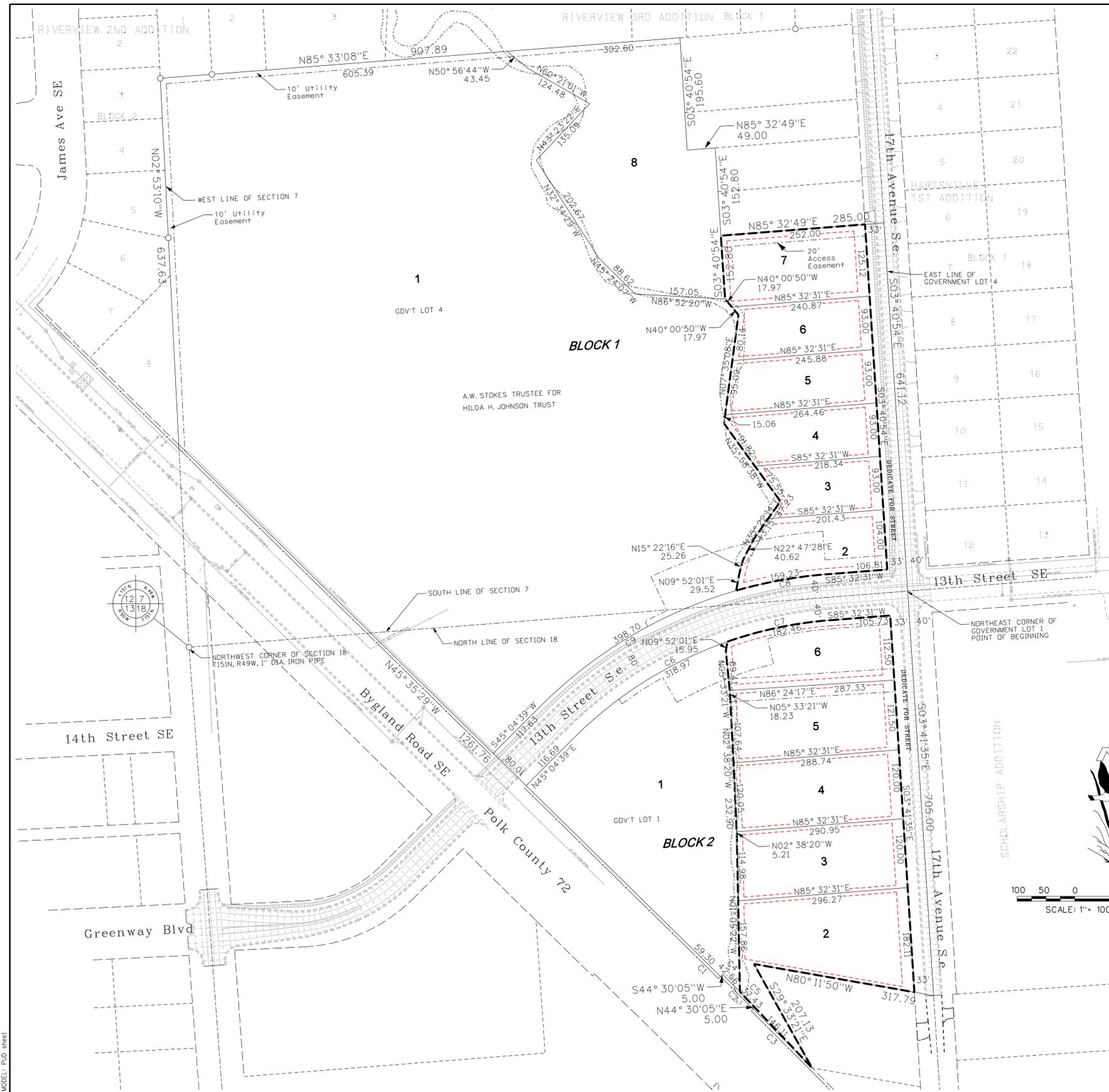
South: R-1 zoning - Single Family Homes and property outside of city limits

East: R-1 zoning - Hartsville 1st Addition, single family home

LOCATION: West of 17th Ave SE, on both sides of 13th Street SE and on the east side of the Coulee.

SUPPORTING MATERIAL

- PUD Development Plan



DEVELOPMENT DATA

	SQUARE FEET	PERCENTAGE
DDP BOUNDARY (BLK 1)	143,831 SQ. FT.	100.0
DDP BOUNDARY (BLK 2)	184,278 SQ. FT.	100.0

RESIDENTIAL - SINGLE FAMILY HOME: TWO (2) OFF-STREET SPACES.
 UNITS 11
 DENSITY (GROSS) 1.0 UNIT PER LOT

NOTES:
 THIS PROJECT SHALL CONFORM TO THE LOCAL CODE, BUILDING CODE, AND FIRE CODE UNLESS SHOWN OTHERWISE HEREON.

THE CITY OF EAST GRAND FORKS, MN, ITS SUCCESSORS AND / OR ASSIGNS, SHALL HAVE THE RIGHT TO KEEP ALL UTILITY EASEMENTS SHOWN HEREON FREE FROM HAZARDS, STRUCTURES, AND OTHER IMPROVEMENTS WHICH MIGHT HINDER THE CITIES ABILITY TO SERVE AND MAINTAIN SUCH UTILITIES.

SOME PORTIONS OF THESE LOTS NEAR THE HARTSVILLE COULEE FALL IN ZONE AE ON THE FIRM MAP REVISED TO REFLECT THE LOMR EFFECTIVE JANUARY 2, 2008, BASE FLOOD ELEVATION 821.00 NGVD 1929 DATUM. THESE PORTIONS ARE THE WITHIN THE COULEE AREA, BELOW THE ELEVATION 821.00 AND DESIGNATED AS WITHIN THE FLOODWAY DISTRICT TO BE USED AS A PONDING AREA DURING FLOOD CONDITIONS. THIS LAND IS SUBJECT TO THE ADOPTED FLOODWAY REGULATIONS IN SECTION 152 OF THE EAST GRAND FORKS CITY CODE. ANY PORTIONS OF THE PLATTED LOTS ABOVE THE ELEVATION 821.00 ARE CONSIDERED OUT OF THE FLOODPLAIN AND SHOULD NOT BE DESIGNATED AS SUCH. HOWEVER, NO BUILDING SHALL HAVE ANY OPENING (THE LOWEST FLOOR ELEVATION INCLUDING FOOTINGS) BELOW AN ELEVATION OF 823.00 (NGVD 1929 DATUM) PER EAST GRAND FORKS CITY CODE SECTION SECTION 152. IN ADDITION, FLOOD INSURANCE IS NOT REQUIRED BUT RECOMMENDED.

THE RIGHT-OF-WAY (R-O-W) FOR BLOCK 1, LOTS 2-7 AND BLOCK 2, LOTS 2-6 DOES NOT MEET THE REQUIRED 40 FEET R-O-W AS STATED IN THE EAST GRAND FORKS CITY CODE SECTION 151 SUBDIVISION R-O-W REGULATIONS. THESE LOTS HAVE BEEN GIVEN A VARIANCE TO MATCH THE EXISTING R-O-W OF 33 FEET TO THE EXISTING LOTS TO THE NORTH OF BLOCK 1, LOTS 2-7 AND THE EXISTING LOTS TO THE SOUTH OF BLOCK 2, LOTS 2-6.

SETBACK RESTRICTIONS

YARD	MINIMUM SETBACK	MINIMUM SETBACK
	LOTS 2,7, BLOCK 1 LOTS 6, BLOCK 2	LOTS 3-6, BLOCK 1 LOTS 2-5, BLOCK 2
FRONT	20'	20'
SIDE	10'	6'
REAR	10'	10'

IMPERVIOUS SURFACE 40% MAXIMUM FOR SINGLE FAMILY

PLANTING SCHEDULE

THE OWNERS OF EACH LOT SHALL BE RESPONSIBLE FOR THEIR OWN MINIMUM LANDSCAPING AND PLANTINGS.

LEGEND

- EXISTING LOT LINE
- PROPOSED LOT LINE
- DEVELOPMENT BOUNDARY
- EASEMENTS
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATERMAIN
- EXISTING CURB & GUTTER
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- PROPOSED WATERMAIN
- DRAINAGE DIRECTION
- BUILDING SETBACK LINE

COULEE VIEW PUD
GENERAL DEVELOPMENT PLAN
SINGLE FAMILY
 Located in
 Lots 2-7, Block 1 & Lots 2-6, Block 2
 Coulee View Addition

RESOLUTION NO. 12 – 04 – 44

Council Member ____, reported by Council Member ____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased the following goods from Bert’s Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
03/27/12	51587	Trailer Plug-In	5.29

WHEREAS, Wayne Gregoire, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$24.26 on check number 12405 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on April 17, 2012.

Voting Aye:
Voting Nay: None.
Absent: None.
Abstain: Gregoire.

The President declared the resolution passed.

Passed: April 17, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of April, 2012.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Wayne Gregoire, being duly sworn states the following:

- 1. I am 5th Ward Council Member of the City of East Grand Forks.
- 2. The following goods were furnished to the City of East Grand Forks by Bert’s Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
03/27/12	51587	Trailer Plug-In	5.29

- 3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
- 4. Resolution passed by unanimous vote of the council on April 17, 2012.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

RESOLUTION NO. 12 – 04 – 45

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased from Hardware Hank the goods referenced in check number 12543 for a total of \$481.15.

WHEREAS, Craig Buckalew, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$205.69 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on April 17, 2012.

Voting Aye:

Voting Nay: None.

Absent: None.

Abstain: Buckalew.

The President declared the resolution passed.

Passed: April 17, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of April, 2012.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Craig Buckalew, being duly sworn states the following:

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 12543 for a total of \$481.15.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on April 17, 2012.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only

User: mfrench
 Printed: 4/12/2012 - 3:38 PM



City of East Grand Forks

P. O. Box 373
 East Grand Forks, MN 56721
 (218) 773-2483

Check	Date	Vendor No	Vendor Name	Amount	Voucher
12488	04/17/2012	ACM001	Acme Electric Companies	563.59	0
12489	04/17/2012	ADV001	Advanced Business Methods Inc	520.23	0
12490	04/17/2012	AME006	AMEM	100.00	0
12491	04/17/2012	AME005	Ameripride Linen & Apparel Services	361.54	0
12492	04/17/2012	AND007	Anderson Bros Body Shop	7,104.25	0
12493	04/17/2012	ANY001	Anytime Plumbing	66.11	0
12494	04/17/2012	BAB002	Babe Ruth League	72.00	0
12495	04/17/2012	BAK001	Baker & Taylor Co	107.65	0
12496	04/17/2012	BAL001	Balco Uniforms Co Inc	1,008.85	0
12497	04/17/2012	BAR005	Barnes Distribution	358.83	0
12498	04/17/2012	BEC001	Becker Arena Products Inc	20,073.26	0
12499	04/17/2012	BER001	Bert's Truck Equipment	5.29	0
12500	04/17/2012	BRA001	Brady Martz & Associates	13,500.00	0
12501	04/17/2012	BRA005	Braun Intertec Corporation	2,085.00	0
12502	04/17/2012	BRI003	Brite-Way Window Cleaning	60.00	0
12503	04/17/2012	BRO002	Brodart Co	253.37	0
12504	04/17/2012	BUD001	Bud & Ralph's Appliance Service Inc	29.48	0
12505	04/17/2012	BCA003	Bureau of Crim Apprehension	1,530.00	0
12506	04/17/2012	C&R001	C&R Laundry & Cleaners	379.35	0
12507	04/17/2012	CAR002	Carquest Auto Parts	66.12	0
12508	04/17/2012	CEN002	CENGAGE Learning	375.37	0
12509	04/17/2012	CLA001	Claitor's Law Book & Publishers	53.65	0
12510	04/17/2012	COL002	Cole Papers Inc	307.58	0
12511	04/17/2012	COM003	Complete Pest Control Inc	2,753.11	0
12512	04/17/2012	CON005	Contemporary Drama Service	27.45	0
12513	04/17/2012	CPL002	CPL SYSTEMS CANADA INC	368.68	0
12514	04/17/2012	CUS002	Custom Stripes Inc	585.00	0
12515	04/17/2012	D&D001	D&D Heating & Sheet Metal	77.00	0
12516	04/17/2012	D&M002	D&M Distributing	378.65	0
12517	04/17/2012	DAK004	Dakota Supply Group	115.16	0
12518	04/17/2012	DAK006	Dakota TV & Appliance	293.26	0
12519	04/17/2012	DIV001	Diverse Media Inc	24.45	0
12520	04/17/2012	EAS005	East Side Express	73.28	0
12521	04/17/2012	EGF005	EGF Firemen's Relief Association	2,000.00	0
12522	04/17/2012	EMP001	Emphasys Computer Solutions	1,250.00	0
12523	04/17/2012	ENV002	Environmental Equipment	673.31	0
12524	04/17/2012	ENV001	Environmental Resource Association	100.05	0
12525	04/17/2012	EXP003	Explorer Post #38	50.00	0
12526	04/17/2012	FER001	Ferrellgas	171.34	0
12527	04/17/2012	FLA002	Flat Plains Services Inc	714.00	0
12528	04/17/2012	FOR009	Forx Builders Association	350.00	0
12529	04/17/2012	FLO001	FS Engineering	4,532.00	0
12530	04/17/2012	G&K001	G&K Services	82.97	0
12531	04/17/2012	GAF002	Gaffaney's	624.26	0
12532	04/17/2012	GAL001	Gale	149.96	0
12533	04/17/2012	GAL003	Galstad Jensen & McCann PA	8,561.00	0
12534	04/17/2012	GAR001	Garden Hut Inc	168.57	0
12535	04/17/2012	GEO001	George's Quick Printing	204.14	0
12536	04/17/2012	GFC001	GF City Utility Billing	14,407.35	0
12537	04/17/2012	GFF001	GF Fire Equipment	95.03	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
12538	04/17/2012	GLA001	Glass Pro's Inc	125.00	0
12539	04/17/2012	GOP002	Gopher State Lawn Sprinklers	300.00	0
12540	04/17/2012	GRA004	Grand Cities Towing	50.00	0
12541	04/17/2012	GTS002	GTS	100.00	0
12542	04/17/2012	HAI002	Rick Hajicek	285.00	0
12543	04/17/2012	HAR001	Hardware Hank	481.15	0
12544	04/17/2012	HEA001	Heartland Paper	133.12	0
12545	04/17/2012	HUG001	Hugo's	67.93	0
12546	04/17/2012	INT003	Integra Telecom	78.43	0
12547	04/17/2012	JPC001	J. P. Cooke Company	6.30	0
12548	04/17/2012	JAC006	Therese Jacobson	73.26	0
12549	04/17/2012	K&K002	K&K Insurance	400.00	0
12550	04/17/2012	K&K001	K&K Trucking Inc	3,269.00	0
12551	04/17/2012	KEE002	Keeps Inc	765.99	0
12552	04/17/2012	KEL001	Kellermeyer Building Service	1,603.13	0
12553	04/17/2012	KNU001	Knutson Printing Company	2,438.63	0
12554	04/17/2012	LAK001	Laker Chemical	5,545.74	0
12555	04/17/2012	LAU001	Christopher David Edward Laue	100.00	0
12556	04/17/2012	LES001	Le St-Germain Suite Hotel	1,084.08	0
12557	04/17/2012	LEA001	League of MN Cities	345.00	0
12558	04/17/2012	MAR004	Marco	168.70	0
12559	04/17/2012	MCF001	McFarlane	102.95	0
12560	04/17/2012	MIC001	Micro-Marketing LLC	145.45	0
12561	04/17/2012	MID001	MidAmerica Books	197.50	0
12562	04/17/2012	MID003	Midcontinent Communications	1,404.59	0
12563	04/17/2012	MND003	MN Dept of Labor & Industry	354.00	0
12564	04/17/2012	MND006	VOID****VOID****VOID*** MN I	232.00	0
12565	04/17/2012	MNI001	MN Ice Arena Mgr's Association	30.00	0
12566	04/17/2012	MNM002	MN Municipal Utilities Assoc	4,356.50	0
12567	04/17/2012	NAT005	National Association of Town Watch	35.00	0
12568	04/17/2012	NEW001	Newman Signs	2,586.13	0
12569	04/17/2012	NOR010	North Central Rental & Leasing	4,746.00	0
12570	04/17/2012	NOR003	Northern Lights Figure Skating	196.66	0
12571	04/17/2012	NOR004	Northern Plumbing Supply	42.74	0
12572	04/17/2012	ORE001	O'Reilly Auto Parts	8.54	0
12573	04/17/2012	OPP001	Opp Construction	230.00	0
12574	04/17/2012	PAM001	Pamida	27.45	0
12575	04/17/2012	PEA001	Peak Performance	138.72	0
12576	04/17/2012	PEN001	Penworthy Company	181.60	0
12577	04/17/2012	PET001	Peterson Veterinarian Clinic P.C.	431.93	0
12578	04/17/2012	PIN004	Pine Valley Eco Products, Inc	199.90	0
12579	04/17/2012	POL002	Polk County Auditor Treasurer	120,799.13	0
12580	04/17/2012	POL009	Polk County DAC	18.06	0
12581	04/17/2012	PRA001	Praxair Distribution	23.32	0
12582	04/17/2012	PRE001	Premium Waters Inc	55.62	0
12583	04/17/2012	PUB002	Public Works PO	436.70	0
12584	04/17/2012	QUI001	Quill Corp	127.67	0
12585	04/17/2012	RAI001	Railroad Mgmt Co III LLC	120.79	0
12586	04/17/2012	REL002	Reliance Telephone System	102.60	0
12587	04/17/2012	RMB001	RMB Environmental Lab Inc	150.00	0
12588	04/17/2012	SAM002	Sam's Club	105.00	0
12589	04/17/2012	SER004	Service Shoe Shop	20.00	0
12590	04/17/2012	SIM003	Simonson Lumber & Hardware	21.30	0
12591	04/17/2012	SIM001	Simonson Station Stores	595.00	0
12592	04/17/2012	SMA001	Smart Apple Media	205.81	0
12593	04/17/2012	STA003	Star Tribune	249.60	0
12594	04/17/2012	STO001	Stone's Mobile Radio Inc	239.90	0
12595	04/17/2012	STU001	Stuart's Towing	100.00	0
12596	04/17/2012	SUN002	Sun Dot Communications	126.99	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
12597	04/17/2012	THO001	Thomas Bouregy & Co	139.50	0
12598	04/17/2012	TIG001	Tiger Direct.com	1,961.39	0
12599	04/17/2012	TRU001	True Temp	1,591.67	0
12600	04/17/2012	VER001	Verizon Wireless	737.19	0
12601	04/17/2012	VIC001	Victory Corps	90.60	0
12602	04/17/2012	WAL003	Wall Street Journal	409.40	0
12603	04/17/2012	WAL007	Wallworks Truck Center	13.96	0
12604	04/17/2012	WAS001	Waste Mgmt	30,719.17	0
12605	04/17/2012	WAT001	Water & Light Department	38,430.32	0
12606	04/17/2012	WOO001	Doug Wood	1,395.83	0
12607	04/17/2012	XER001	Xerox Corporation	51.06	0
				319,917.24	
Check Total:					