

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
MAY 15, 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 May 1, 2012.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 8, 2012.

SCHEDULED BID LETTINGS:

3. Consider adopting Resolution No. 12-05-49 a Resolution accepting and awarding the bid for improvements for 2012 City Project No. 3 – SRTS Sidewalk Improvements for a bid price of \$190,441.95.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

4. Consider adopting Resolution No. 12-05-50 a Resolution declaring that the City of East Grand Forks acts as the legal sponsor for an application for the FY 2012/2013 funding to the State of Minnesota Department of Natural Resources for the trail maintenance of snowmobile trails managed by the Red River Snowmobile Club.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

5. Regular meeting minutes of the Resurrection Cemetery Commission Meeting for April 25, 2012.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

6. Consider approving the variance for Eastside Express.
7. Consider adopting Resolution 12-05-51 a Resolution to approve the filing of plans and specifications and ordering advertisement for bids for 2012 City Project No. 6 – Pool Repairs.
8. Consider adopting Resolution No. 12-05-52 a Resolution a Resolution accepting the donation of a snowmobile valued at \$2,300 to assist the City in with traffic safety and enforcement, as allowed by law.

CLAIMS:

9. Consider adopting Resolution No. 12-05-53 a Resolution authorizing the City of East Grand Forks to approve purchases from Bert's Truck Equipment the goods referenced in check numbers 12719 for a total of \$61.61 whereas Council Member Gregoire is personally interested financially in the contract.
10. Consider adopting Resolution No. 12-05-54 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 12759 for a total of \$450.44 whereas Council Member Buckalew is personally interested financially in the contract.
11. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings:

Work Session – May 22, 2012 – 5:00 PM – Training Room
Regular Meeting – June 5, 2012 – 5:00 PM – Council Chambers
Work Session – June 12, 2012 – 5:00 PM – Training Room
Regular Meeting – June 19, 2012 – 5:00 PM – Council Chambers

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, MAY 1, 2012 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for May 1, 2012 was called to order by Council President Buckalew at 5:00P.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, 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 April 17, 2012.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 24, 2012.

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

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

Voting Nay: None.

Absent: Tweten.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

- 3. 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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, 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. 12-04-42 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.

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

Voting Nay: None.

Absent: Tweten.

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 19, 2012.
- 5. Regular meeting minutes of the Water, Light, Power and Building Commission for April 5, 2012.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

- 6. Consider adopting Resolution 12-05-46 a Resolution to increase the speed limit of 23rd Street NW to 35 miles per hour from River Road to TH220.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION 12-05-46 A RESOLUTION TO INCREASE THE SPEED LIMIT OF 23RD STREET NW TO 35 MILES PER HOUR FROM RIVER ROAD TO TH220.

Council Vice President Gregoire stated that he is not in favor of the speed limit increase, therefore, he will vote no.

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

- 7. Consider adopting Resolution 12-05-47 a Resolution to approve the filing of plans and specifications and ordering advertisement for bids for 2012 Assessment Job No. 1 – 15th Street NE – Paving.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION 12-05-47 A RESOLUTION TO APPROVE THE FILING OF PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2012 ASSESSMENT JOB NO. 1 – 15TH STREET NE – PAVING.

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

CLAIMS:

- 8. Consider adopting Resolution No. 12-05-48 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 12654 for a total of \$521.41 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 12-05-48 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 12654 FOR A TOTAL OF \$521.41 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

- 9. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

Absent: Tweten.

COUNCIL/STAFF REPORTS:

Council Member Leigh asked Mr. Stordahl when they will begin spraying for dandelions.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER VONASEK, TO ADJOURN THE MAY 1, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:07 P.M.

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

Voting Nay: None.

Absent: Tweten.

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, MAY 8, 2012 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for May 8, 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, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Dan Boyce, Water & Light Manager; Michelle French, Executive Assistant; 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

1. 2012 City Project No. 6 – Pool Repairs – Greg Boppre/Council Vice-President Gregoire

The EAPC, Joe Sando, Architect, discussed the proposed renovations with possible alternates. He stated that the estimate shows an increase of \$59,000 over budget since the November 2011 estimates. Mr. Sando stated that part of the increase is due to the Minnesota Department of Health Compliance costs. Other additions include family restrooms.

Discussion occurred regarding the roof, fence, and pump house. City Council suggested including a pool cover to help with energy savings. This item will be included as an alternate.

Council Member Leigh inquired about the difference between construction administration and administration costs. Mr. Boppre stated that the administration cost is the Administration/Finance Office and the construction administration costs is FS Engineering costs.

Mr. Boppre would like to file plans and specs at the next City Council meeting.

2. 2012 City Project No. 3 – SRTS Sidewalk Improvements – Greg Boppre

Mr. Boppre stated he received four bids with R.J. Zavorals as the low bidder. He announced that the funding source is Safe Routes to School and the City will pay for the soft costs. This item will be referred to City Council for action.

3. Cemetery Commission Update – Council Vice-President Gregoire

Council Member Gregorie gave a brief update on the Cemetery Commission’s April 25, 2012 meeting.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE MAY 8, 2012 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:52 P.M.

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

Voting Nay: None.

Absent: Tweten.

Scott Huizenga, City Administrator/Clerk-Treasurer

RESOLUTION NO. 12 – 05 - 49

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

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

WHEREAS, pursuant to an advertisement for bids for the improvement of 2012 City Project No. 3 – SRTS Sidewalk Improvements, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

AND WHEREAS, it appears that R.J. Zavoral and Sons, is the lowest responsible bidder at a bid price of \$190,441.95,

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with R.J. Zavoral and Sons in the name of the City of East Grand Forks for the improvement of 2012 City Project No. 3 – SRTS Sidewalk Improvements according to the plans and specifications therefore approved by the City Council and on file in the administration office.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
3. The revenues in the following accounts of the City Projects Fund are increased by the following amounts:

415-33-000-33499	State Aids and Grants	\$190,442
415-39-000-39201	Transfer In	\$54,950

4. The expenses in of the following accounts of the City Projects Fund are hereby increased by the following amounts:
- | | | |
|------------------|---------------|-----------|
| 415-43-147-43030 | Engineering | \$41,898 |
| 415-43-147-45300 | Construction | \$199,442 |
| 415-43-147-44300 | Miscellaneous | \$13,053 |

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

The President declared the resolution passed.

Passed: May 15, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 15th of May, 2012.

Mayor

Request for Council Action

Date: February 6, 2012

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

Cc: File

From: Greg Boppre, P.E.

RE: Bid results – 2012 City Project No. 3 – SRTS Sidewalk Improvements

Background:

The City received four(4) bids for the above referenced project(one was not read, as it did not conform to the documents). The low bidder is R.J. Zavoral and Sons, with a bid price of \$190,441.95, our estimate was \$202,000.00.

PROJECT COSTS

Construction	\$190,441.95
Engineering	
Plans/Specifications	\$22,853.03
Staking/Inspection	\$19,044.20
Administration	\$3,000.00
Legal	\$500.00
Contingencies	<u>\$9,552.10</u>
TOTAL	\$245,391.28

FUNDING

MnDOT(SRTS)	\$190,441.95
Local	<u>\$54,949.33</u>
TOTAL	\$245,391.28

Recommendation:

Award the bids contingent upon MnDOT approval.

Enclosures:

Bid Tabulations

2012 CITY PROJECT NO. 3
SAFE ROUTES TO SCHOOL
SIDEWALK IMPROVEMENTS
S.P. 119-591-004
SRTS 6012 (0140)
EAST GRAND FORKS, MN

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	RJ ZAVORAL			TONY ANDERSON CONST			H&S CONSTRUCTION			OPP CONSTRUCTION		
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL		
2101.502	Clearing	2	Tree	\$200.00	\$400.00	\$300.00	\$600.00	\$1,000.00	\$2,000.00	\$800.00	\$1,600.00				
2101.507	Grubbing	2	Tree	\$200.00	\$400.00	\$200.00	\$400.00	\$1,000.00	\$2,000.00	\$400.00	\$800.00				
2101.610	Tree Trimming	30	Hour	\$30.00	\$900.00	\$60.00	\$1,800.00	\$50.00	\$1,500.00	\$58.00	\$1,740.00				
2104.501	Remove Curb and Gutter	137	Linear Foot	\$12.00	\$1,644.00	\$14.00	\$1,918.00	\$20.00	\$2,740.00	\$17.00	\$2,329.00				
2104.503	Remove Sidewalk	136	Square Foot	\$3.50	\$476.00	\$1.50	\$204.00	\$15.00	\$2,040.00	\$3.00	\$408.00				
2104.505	Remove Pavement	71	Square Yard	\$18.00	\$1,278.00	\$18.00	\$1,278.00	\$30.00	\$2,130.00	\$24.00	\$1,704.00				
2104.509	Remove Sign	5	Each	\$29.00	\$145.00	\$75.00	\$375.00	\$50.00	\$250.00	\$30.00	\$150.00				
2104.523	Salvage Sign	9	Each	\$29.00	\$261.00	\$113.00	\$1,017.00	\$50.00	\$450.00	\$30.00	\$270.00				
2105.501	Common Excavation (P)	452	Cubic Yard	\$92.50	\$41,810.00	\$12.00	\$5,424.00	\$45.00	\$20,340.00	\$32.00	\$14,464.00				
2105.525	Topsoil Borrow (LV)	150	Cubic Yard	\$20.00	\$3,000.00	\$30.00	\$4,500.00	\$50.00	\$7,500.00	\$26.00	\$3,900.00				
2211.503	Aggregate Base (CV) Class 5	164	Cubic Yard	\$39.00	\$6,396.00	\$52.00	\$8,528.00	\$45.00	\$7,380.00	\$39.70	\$6,510.80				
2506.602	Adjust Frame & Ring Casting	5	Each	\$500.00	\$2,500.00	\$350.00	\$1,750.00	\$500.00	\$2,500.00	\$350.00	\$1,750.00				
2506.602	Reconstruct Drainage Structure	1	Each	\$2,900.00	\$2,900.00	\$3,500.00	\$3,500.00	\$7,500.00	\$7,500.00	\$4,600.00	\$4,600.00				
2521.501	4" Concrete Walk	18,394	Square Foot	\$4.25	\$78,174.50	\$7.00	\$128,758.00	\$5.50	\$101,167.00	\$6.70	\$123,239.80				
2531.501	Concrete Curb and Gutter Design B624	137	Linear Foot	\$17.65	\$2,418.05	\$38.00	\$5,206.00	\$30.00	\$4,110.00	\$45.00	\$6,165.00				
2531.618	Truncated Domes	86	Square Yard	\$42.60	\$3,663.60	\$70.00	\$6,020.00	\$4.00	\$4,644.00	\$81.00	\$6,966.00				
2563.601	Traffic Control	90	Square Foot	\$47.40	\$4,266.00	\$53.00	\$4,770.00	\$50.00	\$4,500.00	\$57.00	\$5,130.00				
2564.536	Install Sign Panel	1	Lump Sum	\$12,365.00	\$12,365.00	\$3,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$9,400.00	\$9,400.00				
2564.602	F & I Sign Panel Type C	9	Each	\$116.00	\$1,044.00	\$350.00	\$3,150.00	\$200.00	\$1,800.00	\$110.00	\$990.00				
2564.602	F & I Sign Panel Type Special	5	Each	\$255.00	\$1,275.00	\$500.00	\$2,500.00	\$300.00	\$1,500.00	\$240.00	\$1,200.00				
2573.530	Storm Drain Inlet Protection	2	Each	\$2,949.00	\$5,898.00	\$2,800.00	\$5,600.00	\$3,000.00	\$6,000.00	\$2,800.00	\$5,600.00				
2575.604	Seeding	10	Each	\$185.00	\$1,850.00	\$400.00	\$4,000.00	\$100.00	\$1,000.00	\$100.00	\$1,000.00				
2582.502	24" Stop Line White-Epoxy	4380	Square Yard	\$2.50	\$10,950.00	\$2.00	\$8,760.00	\$2.00	\$8,760.00	\$2.30	\$10,074.00				
2582.503	Crosswalk Marking-Epoxy	78	Linear Foot	\$9.30	\$725.40	\$8.85	\$690.30	\$10.00	\$780.00	\$9.00	\$702.00				
		576	Square Foot	\$9.90	\$5,702.40	\$9.40	\$5,414.40	\$20.00	\$11,520.00	\$10.00	\$5,760.00				
TOTAL					\$190,441.95		\$209,162.70		\$210,111.00		\$216,452.60				

All Contractors wishing to submit a bid MUST BE registered with FS Engineering to be able to bid on this project. If bidder has pulled plans from any place other than QuestCDN website or FS Engineering, Contractor MUST CALL FS Engineering (218-773-1185) AND remit \$20 in order to be added to planholders list. If planholder is not on FS Engineering bid list, the bid WILL NOT BE VALID and therefore not considered in the bidding process.

RESOLUTION NO. 12 – 05 - 50

A RESOLUTION DECLARING THAT THE CITY OF EAST GRAND FORKS ACT AS THE LEGAL SPONSOR FOR AN APPLICATION FOR THE FY 2012/2013 FUNDING TO THE STATE OF MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE TRAIL MAINTENANCE OF SNOWMOBILE TRAILS MANAGED BY THE RED RIVER SNOWMOBILE CLUB.

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

BE IT RESOLVED, that City of East Grand Forks will act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance of snowmobile/ski trails managed by the Red River Snowmobile Club.

BE IT FURTHER RESOLVED, that upon approval of its application by the state, the City of East Grand Forks may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that City Administrator/Clerk-Treasurer, is hereby authorized to serve as the fiscal agent for the above referenced project.

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

The President declared the resolution passed.

Passed: May 15, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 15th of May, 2012.

Mayor

Resurrection Cemetery Commission Meeting
 April 25, 2012
 12:00 Noon
 City Hall – Conference Room

MINUTES

The East Grand Forks Resurrection Cemetery Commission met Wednesday, April 25, 2012 at City Hall at 12:00 pm. Commissioner Tucker called the meeting to order at 12:30 p.m.

Present were: Commissioner Dave Tucker, Commissioner George Wogaman, Commissioner Julie Marek, Alderman Wayne Gregoire and Executive Secretary Dave Aker. Guests were Brian Larson, Phil Amundson, Dan Dahl and Randy Thorson.

Alderman Gregoire made a motion to accept the minutes for October 21, 2011, motion was second by Commissioner Wogaman; motion passed.

Executive Secretary Aker reviewed the financial minutes for October, November, December, the Annual for 2011, January, February, and March of 2012. Commissioner Wogaman motioned that we accept the financial minutes with the idea of sending a register letter to those people that have notes that are passed due and letters to those that just have notes due; Commissioner Marek seconded the motion and motion passed.

OLD BUSINESS:

Secretary Aker said certified letters were sent out to all the people that are past due and owe on their note. We had some people pay up, others called and the rest had no response. The commissioner board directed Secretary Aker to send another certified letter to the people that have not responded and tell them they have 30 days to call the Park and Recreation office or they would lose their lot and any money they had done on the lots.

Discussion on winter burial's new price of \$1,250.00 for the burial in the winter and \$50 for clearing an opening for winter. Discussion included the high price to what are the reasons for the high price. Dan Dahl explained that there have been only two markers broken over a long period of time, there is more vases broken and they cost \$300. Alderman Gregoire thought that when we had the Granite Company there they could not come to an agreement on the cost or who would pay for anything when it was broke. Phil Amundson said that people are able to do what they can, if they can afford winter burial they will and if they can't they won't. People spend a lot of money to get to funerals and they can only afford to come once. Then there are people that live around here that can wait. It was brought up by Chairman Dave Tucker that Minnesota has to have winter burials and Phil said if the weather allows them to have burial, otherwise it is the cemetery's choice. Secretary Aker proposed a \$900 fee for digging and a \$100 fee for clearing snow, the total cost for winter burial would be \$1,000. The Commission tables the cost of winter burial until the next meeting and we are going to ask the Granite Company to show up.

Secretary Aker talked about ½ lots at the cemetery and said that Grand Forks doesn't do half lots. If they are going to bury more than one person in a grave the cost is \$1,000 for the first burial and \$400 for the second one. They only allow one marker for two people on the grave and they range in size from 24" x 12", 24" x 28" and 28" x 30". Mr. Amundson said they have to have at least a 28" x 16" marker, and we have to decide if that is the size of the marker or concrete around the marker. Commissioner Wogoman made a motion to sell ½ lots; Alderman Gregoire seconded the

motion; Chairman Tucker brought up we need to do some research on the ½ lots and should table it to the next meeting. Commissioner Wogoman and Alderman both took back there motion and it was tabled.

Secretary Aker brought up the bids we have for cemetery slabs. We have a bid of \$2736 for the concrete work and \$1500 for leveling the ground. The bid for the sprinkler system was not in and we should deal with that when it comes in. Secretary Aker said we have \$5,000 in the budget and did not know for sure the price for sprinklers. Alderman Gregoire motioned in build the slabs and have the land leveled; seconded by Commissioner Marek; motion carried.

Chairman Tucker brought up the front end loader that Brian Larson was hoping to buy. Larson brought a bid in from Acme Tools for \$10,795.00 and had pictures of the tractor. He asked for the tractor and said the reason why he needed the tractor was because of all the markers he has to fix. Secretary Aker said he would have to get it approved by City Council for them to buy it. Commissioner Marek motioned that we buy the front end loader; Commissioner Wogoman second the motion; motion carried.

NEW BUSINESS:

The Commission talked about Memorial Day and the flags that are to be put up. Alderman Gregoire said that he was going to put the flags up, they previously had been put up by his son.

Secretary Aker handed out handbooks of the cemetery to the Commissioners to read through and see if we have to make any changes in it.

Commissioner Wogoman made a motion to adjourn the meeting and to set the next meeting sometime in July; Alderman Gregoire seconded it; Motion passed.

Meeting was adjourned!

Request for Council Action

Date: May 15, 2012
To: East Grand Forks City Council and Mayor Lynn Stauss
From: Nancy Ellis, Senior Planner
RE: Approval of a Variance for Eastside Express

PLANNING COMMISSION RECOMMENDATION

Planning Commission recommends approval of a variance for Jeff Baldock and Scott Baldock to exceed the 85% impervious coverage to build an addition at East Side Express

GENERAL INFORMATION

APPLICANTS/PROPERTY OWNERS: Jeff Baldock and Scott Baldock - Eastside Express

REQUESTED ACTION: Applicant is requesting approval for a variance from:

- 1) Sect 10.15 Subd. 4C - Highway Commercial District Performance Standards which states that the Impervious Coverage of a C-2 Lot cannot exceed eighty-five (85) percent of the lot. The Baldocks currently exceed the 85% coverage requirement with buildings and pavement/parking areas, in fact they are currently over 95% in impervious coverage. They would like to variance from the requirement to construct an addition on to the existing building and over existing pavement that is currently on site.

SITE ZONING/LAND USE: The site is currently zoned C-2 Highway Commercial.

SURROUNDING ZONING/LAND USE:

North: R-2 zoning, single family homes

West: C-2 zoning, single family home

South: C-2 zoning, commercial buildings and Railroad

East: C-2 zoning, commercial buildings

LOCATION: See attached map



VARIANCE PROCEDURES

The code allows for variances in instances where the strict enforcement of the code would cause **undue hardship** because of circumstances unique to the individual property under consideration only when it is demonstrated that such action will be in keeping with the spirit and intent of this chapter. The Planning Commission should make its recommendation based on the following criteria and evaluations.

1. Granting the variance is not in conflict with the Comprehensive Plan.
2. Exceptional or extraordinary circumstances apply to the property which do not apply to other properties in the same area and which result from lot size or shape, topography or other circumstances over which the owners have no control.

3. Following the literal interpretation of Ch.10 regulations would deprive the owner rights commonly enjoyed by other properties in the same area
4. The special conditions or circumstances were not created by the applicant.
5. Granting the variance would confer a special privilege that is denied to owners of other property in the area.
6. The variance request is the minimum variance, which would alleviate the hardship.
7. Economic considerations alone shall not constitute a hardship, if a reasonable use of the property otherwise exists under the provisions of this Chapter.

STAFF RECOMMENDATION

I reviewed their file from when they applied for a Special Use Permit to open and construct the business. They received approval to build in 1999 and submitted an IDP (Integrated Development Plan). This allows the developer to propose setbacks, impervious coverage and other items that are not meeting the exact zoning standard. According to their IDP site plan, they requested the ability to have 100% impervious coverage.

In 2003, the IDP standard was removed from the Zoning Ordinance and we now require up to 85% impervious coverage. However, based on this request and their previous approval; I recommend approving this variance.

RESOLUTION NO. 12 – 05 - 51

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS**

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

WHEREAS, pursuant to a resolution passed by the Council on May 15, 2012 the City Engineer has prepared plans and specifications for the improvement of 2012 City Project No. 6 – Pool Repairs has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper and in Construction Bulletin an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be considered by the Council at 5:00 p.m. on June 19, 2012 in the Council Chambers of the East Grand Forks City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier’s check, bid bond or certified check payable to the City of East Grand Forks for five percent of the amount of such bid.

Voting Aye:
Voting Nay: None.
Absent:

The President declared the resolution passed.

Passed: May 15, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 15th of May, 2012.

Mayor

Request for Council Action

Date: May 3, 2012

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

Cc: File

From: Greg Boppre, P.E.

RE: Plans/Specifications – 2012 City Project No. 6 – Pool Repairs

Background:

We would like to file the plans and specifications for the 2012 City Project No.6 Pool Repairs at the Tuesday, May 15 City Council meeting and the team will bring the final plans to the Work Session on May 8th. The following is the revised proposed budget for the project, the construction number has increased by \$61,939.00, but until we actually receive bids, it is an estimate:

Construction	\$1,319,080.00(EAPC Document, see attached)
Plans/Specifications	\$118,717.20
Construction Administration	\$65,954.00
Contingencies	\$131,080.00
Administration	<u>\$13,190.80</u>
TOTAL PROJECT COST	\$1,648,022.00

Recommendation:

Authorization to file plans and specifications

Enclosures:

EAPC Cost Estimate

City of East Grand Forks, MN Pool Renovation – Updated Cost Estimates EAPC Project 20114141

We have created two reports addressing mandatory and elective work efforts and their associated costs.

The first report, titled “Required Upgrades”, lists the mandatory work required by the Minnesota Department of Health that must be completed in order to reopen the pool for the summer of 2012.

The second report, titled “Recommended Upgrades”, lists the elective work that should be considered to renovate and modernize the pool facility.

Following the Cost Summary are individual work efforts and costs.

EAPC recommends that a priority list be developed by the City and EAPC staff to create a project that meets your long term goals and that are within your fiscal capabilities.

Required Upgrades

- 1. Minnesota Department of Health Compliance Costs \$ 30,000.00

Recommended Upgrades

	<u>November 2011</u>	<u>April 2012</u>
1. Swimming Pool	\$ 616,070.00	\$ 589,973.00
2. Wading Pool.....	\$ 47,250.00	\$ 84,620.00
3. Pump House	\$ 228,686.00	\$ 206,736.00
4. Bath House	<u>\$ 356,135.00</u>	<u>\$ 437,751.00</u>
Estimated Total Construction Costs	\$ 1,257,141.00	\$ 1,319,080.00

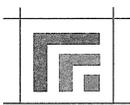


General Cost Detail

REQUIRED GENERAL CONSTRUCTION UPGRADES

The EGF Parks and Recreation Department will address and complete the General Construction items identified in the Minnesota Department of Health 9/20/11 Inspection report. Items identified in the report include:

1. Post trained operator certificate
2. Post the current license allowing the pool to operate
3. Post the pool user capacity in the pool area.
4. Secure the ladders so they are tight.
5. Repair the chemical disinfectant feeder
6. Remove logos from the pool bottom and paint with approved finish
7. Provide a stripe on the bottom and walls of the pool where the depth changes from 5 ft to 12 ft.
8. Add more 'No Diving' decals to the pool at maximum 25 ft. intervals
9. Provide a stripe on the leading edge of the stairs
10. Provide handrails on the steps in the main pool.
11. Post rules and warnings at the entrance to the flume slide.
12. Install a float line rope with buoys that define the flume slide area
13. Provide a new ladder within the new float line.



RECOMMENDED GENERAL CONSTRUCTION UPGRADES

November 2011 April 2012

A. Swimming Pool

1. Replace the existing skimmers with a stainless steel perimeter recirculation system. This includes removal and replacement of concrete wall and pool edge. Piping is listed separately in the Mechanical report.

Stainless Steel Perimeter Recirculation System	\$ 188,000.00	\$ 186,000.00
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2. The existing pool surface is cracked and most likely leaks water. We recommend installing a new PVC Pool Liner System to prevent leaking.

PVC Pool Lining System.....	\$ 50,000.00	\$ 45,000.00
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3. Main drains and piping replacement. This item is the cost to remove and replace the pool concrete and associated excavation and backfilling.

Piping is listed under the Mechanical Report.

Main Drain Replacement	\$ 15,300.00	\$ 15,300.00
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4. Concrete Pool Deck Slabs

Remove and replace concrete deck slabs. Cost to replace deck drains is listed in the Mechanical report.

Deck Slabs	\$ 160,000.00	\$ 149,469.00
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5. Replace Diving Boards
6. Signage Allowance
7. Replace Pool Ladders
8. Replace Lifeguard Chairs
9. Remove and Replace Sidewalk



RECOMMENDED GENERAL CONSTRUCTION UPGRADES

	<u>November 2011</u>	<u>April 2012</u>
10. Replace chain link fencing with new 4' high fence\$ 24,000.00 between wading and main pool. Also at water slide.	\$ 24,000.00	\$ 6,045.00
11. Concrete Entrance Steps.....\$	0.00	\$ 9,000.00
12. Remove & Reinstall Water Slide.....\$	0.00	\$ 5,000.00
13. Upgrade Water Slide Guardrails.....\$	0.00	\$ 3,000.00
14. Sandblast and Paint Water Slide Structure.....\$	<u>0.00</u>	<u>\$ 7,000.00</u>
Subtotal	\$ 486,900.00	\$ 432,114.00
 B. Wading Pool		
1. Replace Main Drains. This cost is for concrete removal and replacement and associated earthwork to replace the Wading Pool Main Drains.		
Main Drain Replacement	\$ 12,500.00	\$ 12,500.00
2. Surface Painting of Wading Pool	\$ 3,500.00	\$ 3,500.00
3. Zero Depth Entrance and Patch Sidewalls.....\$	0.00	\$ 10,000.00
 C. Pump House		
1. New Chemical Storage Room.....\$	15,000.00	\$ 15,000.00
2. Replace Doors.....\$	2,500.00	\$ 2,500.00
3. Replace Roof.....\$	5,000.00	\$ 5,000.00
 D. Bath House		
1. Reroofing	\$ 50,000.00	\$ 50,000.00
2. General Renovation to include	<u>\$ 175,000.00</u>	<u>\$ 235,822.00</u>
Subtotal	\$ 263,500.00	\$ 334,322.00
 SUMMARY: General Construction Recommended Upgrades.....	 \$ 750,400.00	 \$ 766,436.00



Mechanical Cost Detail

REQUIRED MECHANICAL UPGRADES

November 2011 April 2012

A. Swimming Pool

1. Per MN Statute 144.1222 Subd. 1c: New unblockable drain covers are required at each of the 3 existing 18"x18" drains with a minimum of 144 sq.in. of surface area each. [See Photo M1]

New Swimming Pool Unblockable Drain Covers.....\$ 1,500.00

2. Per MN Statute 144.1222 Subd. 1c; and Per 4717.2580 Subp. 1,2: The flume slide pump suction intake is required to have a screen meeting the ATPSA (Anti-entrapment Act). [See Photo M2]

New Flume Slide Suction Intake.....\$ 1,000.00

B. Wading Pool

1. Per MN Statute 144.1222 Subd. 1c: A new unblockable drain cover is required at the existing 18"x18" drain with a minimum of 144 sq.in. of surface area each.

New Wading Pool Unblockable Drain Covers\$ 500.00

C. Pump House

1. Per 4717.2570 Subp. 4: A new flow indicator is required with a capacity of 1,500 gpm for the swimming pool recirculation near the pool pump. [See Photo M3]

New Swimming Pool Flow Indicator.....\$ 3,000.00

2. Per 4717.2570 Subp. 6: A new thermometer is required on the pool return line near the pool pump for the swimming pool. [See Photo M3]

New Swimming Pool Thermometer.....\$ 500.00



REQUIRED MECHANICAL UPGRADES

	<u>November 2011</u>	<u>April 2012</u>
3. Per 4717.2150 Subp 2: A new a 1-1/2" RPZ-BFP is required inside the pump house near the main water service for the wading pool cold water supply. [See Photo M4]		
New Wading Pool Backflow Preventer.....	\$ 2,500.00	_____
Subtotal	\$ 9,000.00	\$ 9,000.00

RECOMMENDED MECHANICAL UPGRADES

D. Swimming Pool

1. The original swimming pool return piping has been sleeved with smaller piping. Replace both the return and skimmer piping with new piping when gutter is replaced.		
New Swimming Pool Gutter Piping	\$ 68,920.00	
2. The existing swimming pool deck drains are cracked, crooked, and many are higher than the surrounding deck itself. Replace these drains and the associated piping. This should also include replacement of the CW hose bib in the deck for wash down.		
New Swimming Pool Deck Drains and Piping	\$ 34,650.00	
3. The original swimming pool main drains at the bottom of the diving bay should be reviewed and potentially replaced before any pool liner or resurfacing occurs. This will require excavation and repiping all the way back to the Pump House.		
New Swimming Pool Main Drains and Piping	\$ 25,600.00	_____
Subtotal	\$ 129,170.00	\$ 157,859.00

E. Wading Pool

1. The original wading pool has only one main drain. It should have a second drain per MN Rules 4717.2580 Subp. 1E along with replacing the existing drain before any pool liner or resurfacing occurs. This will require excavation and repiping all the way back to the pump.		
New Wading Pool Main Drains and Piping.....	\$ 10,000.00	



RECOMMENDED MECHANICAL UPGRADES

November 2011 April 2012

2. The existing wading pool does not have any skimmers. The wading pool is 1,540sf. A skimmer is required for each 400 sf. per MN Rules 4717.2595 Subp. 1. A minimum of 3 skimmers are required.

New Wading Pool Skimmers and Piping.....\$ 7,250.00

3. The existing wading pool pump is not on site at this time. Actual capacity is not known. Recommend reviewing pump capacity of insure pump can provide required 90 GPM in order to provide proper recirculation rate of one complete water change in 2 hours per MN Rules 4717.2560 Subp. 2. For purposes of this report, the pump is assumed adequate at this time.

Review Wading Pool Pump Capacity.....\$ 0.00

4. The existing wading pool pump is located outside the main pump house. Recommend locating this pump inside the pump house, space permitting.

Relocate Wading Pool Pump.....\$ 5,000.00

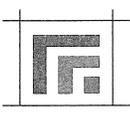
5. The current wading pool water treatment is provided by manually dropping tablets. This lends itself to human error and potential issues with young swimmers. Recommend providing automatic water treatment for the wading pool per MN Rules 4717.2610. This could potentially be connected to the main swimming pool treatment system.

New Wading Pool Water Treatment System.....\$ 5,000.00

6. The current wading pool is not heated potentially turning away young swimmers and other family members. Recommend providing heat to the wading pool. This could potential be connected to the main swimming pool heating system.

New Wading Pool Heat Connection.....\$ 4,000.00

Subtotal\$ 31,250.00 \$ 58,620.00



RECOMMENDED MECHANICAL UPGRADES

November 2011 April 2012

F. Pump House

1. The existing pool pump is inoperable and currently is offsite at a vendor waiting for refurbishment direction. It is understood that approximately \$10,000 in refurbishment cost is required in order to repair the old pump. Original drawings indicate this pump to be 25HP, 942 GPM, 220v/3ph. A new pump(s) would be more efficient. New VFD(s) could also be provided to provide a soft start and reduce the electrical demand charges. This work would require substantial repiping in the pump house. [See Photo M3]

New Swimming Pool Pump(s)\$ 65,000.00

2. The original swimming pool filtration system consisted of 4 large filters with a total capacity of 942 GPM. Currently, only 1 of these filters exists. This leaves the current filtration capacity of 235 GPM. 900 GPM is required per MN Rules 4717.2560 Subp. 1 and 4717.2850. Three exterior fiberglass filters could be provided in the same location as the original filters. Replace existing filter with new fiberglass sand filled filters and repipe. [See Photo M5]

New Swimming Pool Filtration System\$ 51,000.00

3. The original swimming pool chemical treatment system consists of high pressure chlorine gas. This method is dangerous and obsolete. A simpler means of using liquid chlorine and Acid feeder systems is now much more common and used successfully in other local pools. This would consist of poly tanks, automatic sensors and chemical feeder pumps. Recommend replacing the chemical treatment system with one per MN Rules 4717.2610 and 4717.2650. This system could potentially also serve the wading pool. [See Photo M6]

New Chemical Treatment System\$ 15,000.00

4. The existing 80% efficient pool heater appears to still be operational despite being approximately 20 years old. If substantial renovations occur, it is recommended to replace this with a new heater that could be more efficient. [See Photo M4]

New Pool Heater\$ 46,600.00



RECOMMENDED MECHANICAL UPGRADES

November 2011 April 2012

- 5. The existing 4" domestic cold water service is cast iron. If substantial renovations occur, recommend replacing the line to avoid potential water issues. [See Photo M4]

New 4" Domestic Water Service	\$ 25,000.00	_____
Subtotal	\$ 202,600.00	\$ 173,150.00

G. Bath House

- 1. The existing bath house fixtures are old. If substantial renovations occur, recommend replacing all the fixtures and provide proper amount of fixtures and ADA fixtures per MN Rules 4717.3650. At this same time the domestic water heating system could also be upgraded. [See Photo M7 and M8]

New Bathhouse Plumbing Fixtures	\$ 75,250.00	_____
Subtotal	\$ 75,250.00	\$ 86,275.00

SUMMARY: Mechanical Construction Recommended Upgrades..\$ 438,270.00 \$ 475,904.00



Electrical Cost Detail

REQUIRED ELECTRICAL UPGRADES

There were no electrical deficiencies noted in the Minnesota Department of Health September 20, 2011 public pool and spa inspection report. There will be some electrical associated with the mechanical work cited. This work should be minimal and will be included in the mechanical estimates.

Although no electrical work is required, there are a number of items that should be considered. Some of the existing electrical equipment was part of the original construction and is obsolete. Some of the equipment is not energy efficient.

Suggested changes are as follows:

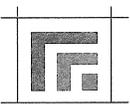
RECOMMENDED ELECTRICAL UPGRADES

	<u>November 2011</u>	<u>April 2012</u>
A. Bath House		
<p>1. Replace the existing electrical service and panel. The existing main disconnect, wire way, security lighting disconnect and time clock are old, obsolete, and rusty. This is the original equipment installed in 1963.</p>		
Provide New Electrical Service Estimate	\$ 14,100.00	\$ 11,200.00
<p>2. Replace the existing bath house lights. The existing lights use T12 fluorescent lamps, which are not energy efficient. These lamps are obsolete and will not be available much longer. The new T8 and T5 fluorescent lamps provide more lumens per watt and have a longer lamp life. Thus, lowering maintenance and energy costs. The existing fixtures are 4'-0" two fluorescent lamp strip lights with metal housings. Plastic tubes have been installed over the lamps to meet code. These tubes shorten lamp life.</p>		
<p>Replace the existing light fixtures with new 4'-0" fixtures with impact resistant fiber glass housing, impact resistant acrylic lens and energy efficient T8 fluorescent lamps. Replace on a one-for-one basis.</p>		
Provide New Light Fixtures in Bath House.....	\$ 11,825.00	\$ 14,100.00



RECOMMENDED ELECTRICAL UPGRADES

	<u>November 2011</u>	<u>April 2012</u>
3. Replace the existing sound system. The existing system is old, obsolete, and does not work properly. Replace the main console, amplifier, remote station speaker, microphone jacks and cabling.		
Provide New Sound System	\$ 8,360.00	\$ 8,550.00
4. Demolition	\$ 0.00	\$ 4,100.00
5. Power Wiring	\$ 0.00	\$ 5,150.00
6. Replace the existing 250 watt mercury vapor light fixtures with new 250 watt metal halide fixture. New fixtures are more efficient and have a longer lamp life. [See Photo E-2]		
Repaint existing poles.		
Provide New Exterior Post Top Light Fixtures.....	<u>\$ 21,600.00</u>	<u>\$ 22,554.00</u>
Subtotal	\$ 55,885.00	\$ 65,654.00
B. Pump House		
1. Replace electrical service	\$ 0.00	\$ 7,050.00
2. Provide New Lighting.....	\$ 3,036.00	\$ 3,036.00
3. Replace the 10'-0" baseboard electric heater with self-contained thermostat. The existing heater is rusted beyond repair.		
Replace Baseboard Heater	\$ 550.00	\$ 550.00
4. Demolition	<u>\$ 0.00</u>	<u>\$ 450.00</u>
Subtotal	\$ 3,586.00	\$ 11,086.00
SUMMARY: Electrical Construction Recommended Upgrades	\$ 59,471.00	\$ 76,740.00



EGF Pool Renovation Alternate Bid - Cost Estimates

1. Aquatic Fountain at Wading Pool	\$ 22,000.00
2. Concession Area	\$ 23,000.00
3. Cabana Shelters	\$ 26,000.00
4. Aluminum Picket Fence.....	\$ 120,000.00

RESOLUTION NO. 12 – 05 - 52

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

WHEREAS, The City of East Grand Forks is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, the Office of Traffic Safety of the State of Minnesota is making a donation of a Traffic Radar Device valued at \$2,300.00 to assist the city with traffic safety and enforcement, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

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

1. The donation described above is accepted and shall be used for traffic safety and enforcement for the City of East Grand Forks.
2. The city administrator is hereby directed to issue a receipt to the Office of Traffic Safety acknowledging the city’s receipt of the donor’s donation.

Voting Aye:
Voting Nay: None.

The President declared the resolution passed.

Passed: May 15, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 15th of May, 2012.

Mayor

Request for Council Action

Date: May 7, 2012

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

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Presentation of Traffic Radar Device to EGFPD

Background:

The East Grand Forks Police Department takes part in the Safe & Sober Program through the MN Office of Traffic Safety. The Office of Traffic Safety is giving the EGFPD a new Stalker Radar unit to be used in one of our squad cars. Mr. Tom Kumrow of the Office of Traffic Safety would like to present the radar unit to the department at the next City Council Meeting (May 15, 2012).

Recommendation:

Accept the radar unit.

Attachments:

RESOLUTION NO. 12 – 05 – 53

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>
04/23/12	51883	Tow Ring for SW Generator	61.61

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 \$61.61 on check number 12719 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 May 15, 2012.

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

The President declared the resolution passed.

Passed: May 15, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 15th of May, 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>
04/23/12	51883	Tow Ring for SW Generator	61.61

- 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 May 15, 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 – 05 – 54

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 12759 for a total of \$450.44.

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 \$450.44 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 May 15, 2012.

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

The President declared the resolution passed.

Passed: May 15, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 15th of May, 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 12759 for a total of \$450.44.
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 May 15, 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: 5/10/2012 - 8:53 AM



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
12710	05/15/2012	ACM001	Acme Electric Companies	48.02	0
12711	05/15/2012	ADV001	Advanced Business Methods Inc	517.34	0
12712	05/15/2012	AGA001	Agassiz Audubon Society	229.50	0
12713	05/15/2012	AME002	American Tire Service	94.69	0
12714	05/15/2012	AME005	Ameripride Linen & Apparel Services	151.65	0
12715	05/15/2012	AQU001	Aqua Water Solutions	102.20	0
12716	05/15/2012	AUT002	Automated Financial Services	236.00	0
12717	05/15/2012	BAK001	Baker & Taylor Co	259.07	0
12718	05/15/2012	BAR007	Baron's Upholstery	300.00	0
12719	05/15/2012	BER001	Bert's Truck Equipment	61.61	0
12720	05/15/2012	BRA005	Braun Intertec Corporation	4,595.00	0
12721	05/15/2012	BRI003	Brite-Way Window Cleaning	60.00	0
12722	05/15/2012	BRO002	Brodart Co	418.57	0
12723	05/15/2012	C&R001	C&R Laundry & Cleaners	254.81	0
12724	05/15/2012	CLA001	Claitor's Law Book & Publishers	56.53	0
12725	05/15/2012	COU009	Kathy Coudle-King	200.00	0
12726	05/15/2012	COU001	Country Inn & Suites St. Cloud East	77.54	0
12727	05/15/2012	CUS003	Custom Pools	1,856.00	0
12728	05/15/2012	CUS002	Custom Stripes Inc	249.02	0
12729	05/15/2012	DAK004	Dakota Supply Group	172.30	0
12730	05/15/2012	DAK006	Dakota TV & Appliance	261.37	0
12731	05/15/2012	DIV001	Diverse Media Inc	67.80	0
12732	05/15/2012	DCS001	Donald Coulter	175.00	0
12733	05/15/2012	EAP001	EAPC Architects Engineers	1,485.00	0
12734	05/15/2012	EAS006	East Side Sharpening	10.00	0
12735	05/15/2012	ECO001	Economy Plumbing	894.30	0
12736	05/15/2012	ENV002	Environmental Equipment	54.83	0
12737	05/15/2012	EXP003	Explorer Post #38	50.00	0
12738	05/15/2012	EXP002	Exponent	350.81	0
12739	05/15/2012	FIL001	Filter Care	115.06	0
12740	05/15/2012	FIR003	Fire Safety USA	685.00	0
12741	05/15/2012	FOR001	Forks Freightliner	23.36	0
12742	05/15/2012	FOR004	Forx Radiator	822.97	0
12743	05/15/2012	FLO001	FS Engineering	12,853.03	0
12744	05/15/2012	G&K001	G&K Services	161.79	0
12745	05/15/2012	GAL001	Gale	46.78	0
12746	05/15/2012	GAL003	Galstad Jensen & McCann PA	8,794.25	0
12747	05/15/2012	GAR001	Garden Hut Inc	3,504.29	0
12748	05/15/2012	GFC001	GF City Utility Billing	14,321.80	0
12749	05/15/2012	GFE001	GF Excavating	350.00	0
12750	05/15/2012	GFF001	GF Fire Equipment	5,997.45	0
12751	05/15/2012	GFH002	GF Herald	454.46	0
12752	05/15/2012	GFT002	GF Thur-O-Clean	350.00	0
12753	05/15/2012	GOP002	Gopher State Lawn Sprinklers	240.00	0
12754	05/15/2012	GRA004	Grand Cities Towing	100.00	0
12755	05/15/2012	GRA009	Grand Forks Environmental Lab	40.00	0
12756	05/15/2012	GRA006	Grand View Lodge on Gull Lake	479.22	0
12757	05/15/2012	GRO003	Grove Club	450.00	0
12758	05/15/2012	HAJ002	Rick Hajicek	142.50	0
12759	05/15/2012	HAR001	Hardware Hank	450.44	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
12760	05/15/2012	HAR007	Harriston-Mayo, LLC	150,000.00	0
12761	05/15/2012	HAR003	Hart's Auto Supply	531.16	0
12762	05/15/2012	HEA001	Heartland Paper	397.70	0
12763	05/15/2012	HEI001	Heiman Fire Equipment Inc	15.80	0
12764	05/15/2012	HEY001	Dewayne J Heyd	1,950.00	0
12765	05/15/2012	HIS001	History Education	209.95	0
12766	05/15/2012	HOL015	Holiday Inn Alexandria	253.80	0
12767	05/15/2012	HOU003	House Of Vacuums	102.46	0
12768	05/15/2012	HUG001	Hugo's	291.13	0
12769	05/15/2012	ICM002	ICMA	727.43	0
12770	05/15/2012	INP002	In Prints Screen Printing	104.00	0
12771	05/15/2012	INT003	Integra Telecom	81.07	0
12772	05/15/2012	DAY001	Jolanda Streifel	24.00	0
12773	05/15/2012	KEL001	Kellermeier Building Service	1,603.13	0
12774	05/15/2012	KNU001	Knutson Printing Company	484.36	0
12775	05/15/2012	LEA005	Kelly & Shannon Leach	500.00	0
12776	05/15/2012	LEA002	League of MN Cities	8,706.00	0
12777	05/15/2012	LIB001	Liberty Business Systems	73.59	0
12778	05/15/2012	LIT001	Lithia Payment Processing	538.39	0
12779	05/15/2012	LOO001	Lookout Book	153.60	0
12780	05/15/2012	LUM001	Lumber Mart	51.39	0
12781	05/15/2012	LUN001	Luneth Plumbing & Heating	136.08	0
12782	05/15/2012	MAR004	Marco	90.27	0
12783	05/15/2012	MEN001	Menards	151.23	0
12784	05/15/2012	MPO001	Metropolitan Planning Organization	20,643.77	0
12785	05/15/2012	MIC001	Micro-Marketing LLC	29.99	0
12786	05/15/2012	MID007	Midwest Refrigeration Inc	656.92	0
12787	05/15/2012	MIK001	Mike's Pizza	83.42	0
12788	05/15/2012	MND003	MN Dept of Labor & Industry	100.00	0
12789	05/15/2012	NEW001	Newman Signs	3,041.35	0
12790	05/15/2012	NOR023	Norlab, Inc	213.00	0
12791	05/15/2012	NOR022	Northern Heights Rock Gym	200.00	0
12792	05/15/2012	OFO001	O' For Heaven's Cakes N' More	200.00	0
12793	05/15/2012	ORE001	O'Reilly Auto Parts	62.87	0
12794	05/15/2012	POL009	Polk County DAC	68.19	0
12795	05/15/2012	POL004	Polk County Recorder	52.00	0
12796	05/15/2012	PRA001	Praxair Distribution	24.45	0
12797	05/15/2012	PRE001	Premium Waters Inc	105.24	0
12798	05/15/2012	PSD001	PS Door Services	1,270.00	0
12799	05/15/2012	PUM001	Pumpkin Books	111.40	0
12800	05/15/2012	QUI001	Quill Corp	285.37	0
12801	05/15/2012	RED001	Red River Snowmobile Club	4,685.63	0
12802	05/15/2012	RIC005	John & Edie Richards	428.33	0
12803	05/15/2012	RMB001	RMB Environmental Lab Inc	89.00	0
12804	05/15/2012	RYD001	Rydell Chevrolet	440.28	0
12805	05/15/2012	SAM002	Sam's Club	30.54	0
12806	05/15/2012	SGC001	SGC Horizon LLC	857.50	0
12807	05/15/2012	SKI001	Skinner Roofing	533.00	0
12808	05/15/2012	STE001	Stennes Granite	1,900.00	0
12809	05/15/2012	STU001	Stuart's Towing	53.44	0
12810	05/15/2012	SUN002	Sun Dot Communications	138.49	0
12811	05/15/2012	TEC001	Tecta America	471.32	0
12812	05/15/2012	THE002	The Tint Shop	30.00	0
12813	05/15/2012	TRY001	Try-County Refrigeration	191.00	0
12814	05/15/2012	UNI013	University Station	19.54	0
12815	05/15/2012	USB003	US Bearings & Drives	193.18	0
12816	05/15/2012	VAL502	Valley Truck	192.05	0
12817	05/15/2012	VIK002	Viking Industrial Center	303.51	0
12818	05/15/2012	VIL001	Vilandre Heating & A/C	2,153.14	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
12819	05/15/2012	WAS001	Waste Mgmt	34,995.70	0
12820	05/15/2012	WAT001	Water & Light Department	31,917.50	0
12821	05/15/2012	WDA001	WDAZ TV	171.00	0
12822	05/15/2012	WON001	Wonder Weavers Storytellers LLC	525.00	0
12823	05/15/2012	HIG001	Paul Zavoral	128.25	0
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Check Total:				338,443.27	
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