

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, APRIL 17, 2012 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for April 17, 2012 was called to order by Council President Buckalew at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks & Recreation Superintendent; Brad Bail, 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; Teri Kouba, MPO; 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 3, 2012.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 10, 2012.

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

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

Voting Nay: None.

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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER LEIGH, TO OPEN THE PUBLIC HEARING.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO CLOSE THE PUBLIC HEARING AND 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..

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

Voting Nay: Buckalew and Leigh.

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.

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

Mr. Kolstoe, 1225 9th Ave. SE stated that he has been waiting for 10 years for paving, please consider moving forward with this project. Mr. Anderson, 1224 10th Ave. SE, stated that they are in City limits and its time that this street is paved. Council Member DeMers agreed that these residents live in the City and deserves to have City services.

Mr. Huizenga asked that this public hearing is adjourned until May 1, 2012 at 5:00 pm. He stated that the official newspaper did not publish this public hearing notice twice as required. He informed residents that their comments were heard and it's entirely up to them if they wanted to attend the meeting on May 1st.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER LEIGH, TO CLOSE THE PUBLIC HEARING AND ADJOURN UNTIL MAY 1, 2012.

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

Voting Nay: None.

5. Public Hearing to gather comments on the Transit Development Plan.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO OPEN THE PUBLIC HEARING.

Council Member Pokrzywinski stated that instead of flagged stops, there will be scheduled stops to help increase the usage.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO CLOSE THE PUBLIC HEARING

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

Voting Nay: 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.

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.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE CONSENT MOTIONS NUMBER SIX (6) THROUGH EIGHT (8) AS SUBMITTED.

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

Voting Nay: None.

**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.

Mr. Huizenga introduced Ms Nelson and welcomed her to the Administration/Finance Office.

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.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO AUTHORIZE 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.

Council Member Pokrzywinski stated that the Library Board is on record to do just the small roof. Ms Helgeson stated that members are in favor of the entire project. Mayor Stauss stated that the City makes sure architects and contractors do a job right before paying. Ms Helgeson announced that Kraus-Anderson is the construction manager and the Library will be going out for bids. Council President Buckalew stated that we need to spend money like it our own.

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

Voting Nay: Buckalew and Gregoire.

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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE REZONING OF LOTS 2-7 BLOCK 1 AND LOTS 2-6 BLOCK 2 COULEE VIEW ADDITION FROM R-1 TO PUD.

Ms Ellis stated that this area was originally platted as an RI with the 30 foot setback. The PUD Plan was created to have a minimum 20 foot setback with single family homes with a two vehicle parking requirement.

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

Voting Nay: None.

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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT 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.

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

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.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT 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.

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

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

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

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

COUNCIL/STAFF REPORTS:

Mayor Stauss inquired about Spring Cleanup. Mr. Stordahl announced that Spring Cleanup will be May 7 through May 11th with hazardous waste on May 12th.

Council Vice-President Gregoire thanked the W&L crew for the nice job on tree trimming.

Council Member Pokrzywinski reminded everyone of the Heritage Fundraiser on Friday.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE APRIL 17, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:30 P.M.

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

Scott Huizenga, City Administrator/Clerk-Treasurer