

**APPROVED**  
**MINUTES OF CITY COUNCIL**  
**CITY OF EAST GRAND FORKS**  
**AUGUST 21, 2012**  
**5:00 P.M.**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for August 21, 2012 was called to order by Council President Buckalew at 5:00 P.M.*

**CALL OF ROLL:**

*On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokryzwinski, 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; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Gary Larson, Interim Fire Chief; Megan Nelson, Administrative Assistant; 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:**

**PRESENTATION OF AWARD:** Acknowledging the efforts of Albert Avila and thanking him for helping keep our city a cleaner place with the Cleaner City Award. Mayor Lynn Stauss presented this award to Albert's sisters.

**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."*

Dale Helms, resident of 613 2<sup>nd</sup> Ave NE, approached the council, handed out a newspaper and magazine about the 125<sup>th</sup> Anniversary Celebration and told them how upset he was with their absence during the celebration.

CITY COUNCIL MEETING  
**APPROVAL OF MINUTES:**

August 21, 2012

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

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

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

**SCHEDULED PUBLIC HEARINGS: NONE**

**SCHEDULED BID LETTINGS: 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.

3. Consider approving the Gaming Permit for the Red River Valley Pheasants Forever Organization for a raffle.
4. Consider approving the following “On Sale Weekday & Sunday” Liquor License Applicant El Azteca East Grand Forks located at 112 14<sup>th</sup> St NE East Grand Forks, MN 56721
5. Consider approving the hiring of a City Clerk for the Administration/Finance Office.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE ITEMS THREE (3) AND FOUR (4).**

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

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE ITEM FIVE (5) HIRING A CITY CLERK FOR THE ADMINISTRATION/FINANCE OFFICE.**

Mayor Stauss asked how much more this is going to cost the city. Mr. Huizenga explained that this position initially could cost the city less since the person they hire might have fewer years of experience. The Executive Assistant position was handling many of the responsibilities that a City Clerk would handle so the job description is being reworded to update the position pending the approval of the Civil Service Commission.

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

*Voting Nay: Tweten*

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

6. Regular meeting minutes of the Water, Light, Power and Building Commission Meeting for July 19, 2012.

**COMMUNICATIONS:**

7. Dave Fenton has successfully completed his probationary period as a Truck Driver for the Public Works Department.

**OLD BUSINESS:**

8. Reconsider adopting Resolution No. 12-08-84 to reaffirm the proposed Waste Water Interconnect Project in the Facility Plan to the Minnesota Pollution Control Agency and to direct the City Administrator and staff to update projections and to negotiate agreements for the Waste Water Interconnect Project.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 12-08-84 TO REAFFIRM THE PROPOSED WASTE WATER INTERCONNECT PROJECT IN THE FACILITY PLAN TO THE MINNESOTA POLLUTION CONTROL AGENCY AND TO DIRECT THE CITY ADMINISTRATOR AND STAFF TO UPDATE PROJECTIONS AND TO NEGOTIATE AGREEMENTS FOR THE WASTE WATER INTERCONNECT PROJECT.**

Mayor Stauss began the discussion with his explanation of vetoing this resolution. Not enough questions have been answered and the council needs to do what is best for the taxpayers. Council Member Vonasek also stated he didn't think the council should move forward. Council Member Pokrzywinski added the council was once in 100% agreement, now they are in a stalemate. He continued with stating if the council didn't act soon they might miss out on state aid for the project. Council Member Leigh added that he thinks more questions need to be answered before moving forward.

*Voting Aye: Buckalew, Gregoire, Pokrzywinski, and DeMers*

*Voting Nay: Vonasek, Tweten, and Leigh*

Motion died.

**NEW BUSINESS:**

9. Consider approving the request of the Public Works Department to approve Asphalt Over lay job to Minn-Dak Asphalt on 5<sup>th</sup> St NE from 3<sup>rd</sup> Ave NE to 5<sup>th</sup> Ave NE for \$14,310.00.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE THE REQUEST OF THE PUBLIC WORKS DEPARTMENT**

**TO APPROVE ASPHALT OVER LAY JOB TO MINN-DAK ASPHALT ON 5<sup>TH</sup> ST NE FROM 3<sup>RD</sup> AVE TO 5<sup>TH</sup> AVE NE FOR \$14,310.00.**

Public Works Director Jason Stordahl explained how the streets in this area got in this condition and how this improvement would be a relatively inexpensive fix that could last for years compared to other ways the streets could be fixed.

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

*Voting Nay: None*

10. Consider approving the request by the East Grand Forks Fire Department to declare the 1982 Sutphen Aerial as surplus property.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE REQUEST OF THE EAST GRAND FORKS FIRE DEPARTMENT TO DECLARE THE 1982 SUTPHEN AERIAL AS SURPLUS PROPERTY.**

Interim Fire Chief Gary Larson explained to the council that since the Fire Department purchased the new truck they are in no longer need of this one. They would like to dispose of the truck since there is no space for it indoors. There have been a few phone calls about it but no one seems very interested. He was given a quote from a scrap yard that it might be worth \$8,000.00 in scrap metal. Council Member Leigh suggested that maybe it should be donated to Northland Technical College. The City Administrator and the Interim Fire Chief will decide how to dispose of the truck.

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

*Voting Nay: None*

11. Consider approving the agreement with the Grand Forks Air Force Base Fire Department for Mutual Aid in Fire Protection and Hazardous Materials Incident Response.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE AGREEMENT WITH THE GRAND FORKS AIR FORCE BASE FIRE DEPARTMENT FOR MUTUAL AID IN FIRE PROTECTION AND HAZARDOUS MATERIALS INCIDENT RESPONSE.**

The City Attorney had looked over the agreement and thinks it is satisfactory.

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

*Voting Nay: None*

12. Consider adopting Resolution No. 12-08-87 that would support the Greater Minnesota Regional Parks and Trails Coalition.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 12-08-87 THAT WOULD SUPPORT THE GREATER MINNESOTA REGIONAL PARKS AND TRAILS COALITION.**

Parks & Recreation Superintendent Dave Aker gave a brief explanation of how funds are divided in Minnesota when it comes to the different parks and where they are located. Supporting the Greater Minnesota Regional Parks and Trails Coalition would help try and secure more funding for parks like the Red River State Recreational Area we have in our city.

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

*Voting Nay: None*

13. Consider approving the request for Temporary Right to Construct to the Minnesota Department of Transportation (MnDOT) for ADA curb and sidewalk construction on DeMers Ave and 4<sup>th</sup> Street NW

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE REQUEST FOR TEMPORARY RIGHT TO CONSTRUCT TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT) FOR ADA CURB AND SIDEWALK CONSTRUCTION ON DEMERS AVE AND 4<sup>TH</sup> STREET NW.**

City Administrator Scott Huizenga informed the council that the MnDOT needs to come in and reconstruct areas of our sidewalks downtown so they are in compliance with ADA regulations that have been federally mandated. The MnDOT will be paying for this project but they will have to take out some of the brick work that has been done.

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

*Voting Nay: None*

**CLAIMS:**

14. Consider adopting Resolution No. 12-08-88 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 13624 for a total of \$1,078.21 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 12-08-88 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 13624 FOR A TOTAL OF \$1,078.21 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None*

*Abstain: Buckalew*

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

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER**

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

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

*Voting Nay: None*

**OTHER:**

16. 2013 Preliminary Budget

Scott Huizenga informed the council of how the budget currently looks. With a brief overview the budget is balanced without a levy increase but they need to keep in mind the different projects that could take place as well as labor negotiations that are coming up. A preliminary budget needs to be passed by September 15, 2012.

**COUNCIL/STAFF REPORTS:**

Mayor Stauss told the council he should have his financial report about the 125<sup>th</sup> Anniversary Celebration by the next meeting.

Council Member Vonasek thanked the mayor and everyone who helped for doing such a good job putting on the 125<sup>th</sup> Anniversary Celebration.

Council Member Buckalew said his family that was in town from out of state was very impressed with all of the activities during the celebration. He also wanted to thank the city staff for doing such a good job.

Council Member Tweten thanked the Mayor for doing an outstanding job on the celebration. There were great events and huge turnouts and a big thank you to the Shriners who contributed to our celebration.

Council Member Leigh took offense to the comments made by Mr. Helms at the beginning of the meeting. He informed Mr. Helms that he also helped with organizing of events and did attend some of the events but wasn't able to make it to all of them.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE AUGUST 21, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:51 P.M.**

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

*Voting Nay: None*

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Scott Huizenga, City Administrator/Clerk-Treasurer