

**APPROVED MINUTES  
OF THE CITY COUNCIL MEETING  
CITY OF EAST GRAND FORKS  
NOVEMBER 20, 2012  
5:00 P.M.**

**CALL TO ORDER:**

*The Council Meeting of the East Grand Forks City Council for November 20, 2012 was called to order by Council President Buckalew at 5:17 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 Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.*

**STAFF PRESENT: DO NOT READ**

*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, Fire Chief; Megan Nelson, Administrative Assistant; Jim Richter, EDHA Director; and Jason Stordahl, Public Works Director.*

*Other Staff:* \_\_\_\_\_

**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.”*

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of November 8, 2012.
2. Consider approving the minutes of the “Special Meeting” and the “Work/Budget Session” for the East Grand Forks, Minnesota City Council of November 13, 2012.

3. Consider approving the minutes of the Budget Meeting for the East Grand Fork, Minnesota City Council of November 14, 2012

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE ITEMS ONE (1), THROUGH THREE (3).**

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

*Voting Nay: None.*

**SCHEDULED BID LETTINGS: NONE**

**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 approving the preliminary draft proposal to the Public Transit Fare Structure as proposed by the Metropolitan Planning Organization (MPO).
5. Consider approving the agreement with Widseth, Smith, Nolting for Engineer Services beginning January 2013 through December 2015.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT ITEMS FOUR (4) AND FIVE (5) AS SUBMITTED.**

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

*Voting Nay: None.*

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

6. Regular meeting minutes of the Water, Light, Power and Building Commission Meeting for October 18, 2012.

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

7. Consider approving the Memorandum of Understanding between the City of East Grand Forks and Law Enforcement Labor Services, Inc.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN**

**THE CITY OF EAST GRAND FORKS AND LAW ENFORCEMENT LABOR SERVICES, INC.**

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

*Voting Nay: None.*

8. Consider approving the establishment of I-1 Light Industrial Zoning for the property that is to be annexed located north of 10<sup>th</sup> St NE and east of 15<sup>th</sup> Ave NE.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE THE ESTABLISHMENT OF I-1 LIGHT INDUSTRIAL ZONING FOR THE PROPERTY THAT IS TO BE ANNEXED LOCATED NORTH OF 10<sup>th</sup> ST NE AND EAST OF 15<sup>th</sup> AVE NE.**

Ms. Ellis explained to the council of the request that had been made by RJ Zavoral and Sons Inc. She also informed them why establishing area as a I-1 Industrial Light Zone fits the long range plans for this area.

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

*Voting Nay: None.*

*Abstain: Demers.*

9. Consider approving the preliminary plat for Zavoral's Industrial 1<sup>st</sup> Addition.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE THE PRELIMINARY PLAT FOR ZAVORAL'S INDUSTRIAL 1<sup>st</sup> ADDITION.**

Ms. Ellis told the council this preliminary plat would be of the 5 acres that is to be annexed. There are some changes that need to be made and some of the plat needs to be cleaned up. Council member Buckalew asked there was a developer's agreement. Ms. Ellis informed the council there was and everything is being done up to standards. She asked this preliminary plat to be approved so the process can keep moving forward.

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

*Voting Nay: None.*

*Abstain: DeMers*

**CLAIMS:**

10. Consider adopting Resolution No. 12-11-114 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 14383 for a total of \$488.38 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 12-11-114 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 14383 FOR A TOTAL OF \$488.38 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Buckalew*

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

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Mayor Stauss said he was glad to see the holiday decorations going up, they make the city look nice. He also asked Chief Larson to explain how the new ladder truck had recently been used.

Chief Larson explained how they received a call from Kittson County Sheriff's Department. They needed help at an elevator fire. Using the new ladder truck they were able to put the fire out. There has been lots of appreciation shown to the East Grand Forks Fire Department for their help this year for this event and helping out during the wild fires.

Council Member DeMers wished everyone a Happy Thanksgiving.

Council Member Buckalew also wished everyone a Happy Thanksgiving.

Council Member Tweten asked Mr. Stordahl to update the council of the odor issue.

Mr. Stordahl informed the council of the numerous ways they have tried to solve this odor issue. He has spoken with Frank from Rural Water as well as others to try and find a way to resolve this. They have completed testing and those results will be sent next week. So far a drip system set up at least some of the lift stations is what has been suggested. He also informed the council that since it was a dry year this issue is happening all over the state.

Council Member Leigh thanked Mr. Stordahl for working hard on trying to fix this odor issue.

Mr. Huizenga reported back to the council some of the main points of the coalition meeting in Alexandria which included possible changes to LGA, Economic Development, and the makeup of the state legislature since the election.

Mr. Galstad informed the council he was working on ordinance for illicit discharge into the storm sewer with Jason Stordahl and Steve Emery. It will be ready soon.

Mr. Boppre wished all a Happy Thanksgiving.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE NOVEMBER 20, 2012 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:44 P.M.**

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

*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer