

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 22, 2013 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for January 22, 2013 was called to order by Council President Craig 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 Greg Leigh, Council Members Clarence Vetter, Ron Vonasek, Henry Tweten, Mark Olstad, and Chad Grassel.

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; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Gary Larson, Fire Chief; Megan Nelson, Executive Assistant; Jim Richter, EDHA Director; and Jason Stordahl, Public Works Director.

DETERMINATION OF 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 “Organizational Meeting” and “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 8, 2013.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 15, 2013.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE ITEM ONE (1) AND TWO (2).

Council member Vetter asked that Item number 6 from the minutes of the regular council meeting on January 8th be corrected so the council members who made the motion and seconded the motion are included. Mr. Huizenga said the correction would be made.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

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.

3. Consider awarding the repair job to Gatewell L-16 to RWI General Contractor for \$13,900.00.
4. Consider adopting Resolution No. 13-01-10 accepting the Staffing for Adequate Fire and Emergency Response (SAFER) Grant award.
5. Consider approving the purchase of five (5) Digital Ally DVM-500+ In-Car Video Systems for the East Grand Forks Police Department marked squad cars for \$19625.00.
6. Consider adopting Resolution No. 13-01-11 ceasing the extension of single policy health care plans to retired employees and dependents.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT ITEMS THREE (3) AND SIX (6) AS SUBMITTED.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

Voting Nay: None.

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

7. Regular meeting minutes of the Water, Light, Power, and Building Commission for December 20, 2012.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE.

NEW BUSINESS:

8. Consider adopting Resolution No. 13-01-12 establishing legislative priorities.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 13-01-12 ESTABLISHING LEGISLATIVE PRIORITIES.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

Voting Nay: None.

9. Consider adopting Resolution No. 13-01-13 approving the filing of plans and specifications and ordering the advertisement for bids for 2013 City Project No. 2 – Water Main and Force Main Improvements.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-01-13 APPROVING THE FILING OF PLANS AND SPECIFICATIONS AND ORDERING THE ADVERTISEMENT FOR BIDS FOR 2013 CITY PROJECT NO. 2 – WATER MAIN AND FORCE MAIN IMPROVEMENTS.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

Voting Nay: None.

10. Consider adopting Resolution No. 13-01-14 waiving the monetary limits on tort liability and will purchase excess liability coverage.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-01-14 WAIVING THE MONETARY LIMITS ON TORT LIABILITY AND WILL PURCHASE EXCESS LIABILITY COVERAGE.

Ms. Anderson explained to the council the three choices and how taking this action would allow the city to purchase more coverage. Council member Leigh questioned what would happen if this coverage was not purchased. Mr. Galstad gave examples of different circumstances where and how this extra coverage would benefit the city. He also explained what could happen if the city did not purchase extra coverage. Council member Tweten spoke of his support for this coverage because of how costly everything has become.

Voting Aye: Tweten, Grassel, Vetter, and Vonasek.

Voting Nay: Buckalew, Olstad, and Leigh.

11. Consider adopting Resolution No. 13-01-15 approving the post-issuance tax compliance procedures for tax-exempt bonds.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-01-15 APPROVING THE POST-ISSUANCE TAX COMPLIANCE PROCEDURES FOR TAX-EXEMPT BONDS.

Ms. Anderson informed the council that this action is recommended by the bond council.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

Voting Nay: None.

12. Consider adopting Resolution No. 13-01-16 designating the council appointments to the East Grand Forks Boards and Commissions for 2013.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 13-01-16 DESIGNATING THE COUNCIL APPOINTMENTS TO THE EAST GRAND FORKS BOARDS AND COMMISSIONS FOR 2013.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

Voting Nay: None.

CLAIMS:

13. Consider adopting Resolution No. 13-01-17 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 14836 for a total of \$1003.64 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 13-01-17 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 14836 FOR A TOTAL OF \$1003.64 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

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 VONASEK, SECONDED BY COUNCIL MEMBER OLSTAD, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

Council member Vetter had a question about one of the checks made out for a very small amount and asked what it was for. Mr. Huizenga said he would look into it and get back to him as soon as he could.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

Voting Nay: None.

SUSPENSION OF RULES:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO SUSPEND RULES FOR HIRING THE NEW CITY PLANNER.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

Voting Nay: None.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE HIRING OF NANCY ELLIS EFFECTIVE ON OR AFTER JANUARY 23, 2013 AT GRADE 18, STEP 3 FOR \$61,257.97.

Mr. Huizenga informed the council interview process for city planner was completed and after interviewing two strong candidates he recommended Nancy Ellis for the position of City Planner.

Voting Aye: Buckalew, Tweten, Olstad, Leigh, Grassel, Vetter, and Vonasek.

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss told the council about Hockey Day that is held once a year in Minnesota. With the support of the council he would like try to and hold this event up in East Grand Forks. He also reminded the council of the strong figure skating program that East Grand Forks has that also needs recognition and support of the community.

Council Member Vetter informed the council the figure skaters from East Grand Forks are headed to Michigan for a competition and wished them good luck. He also asked that the council president and city administrator decide on a day and time for the council to meet for a discussion on waste water.

Council Member Vonasek congratulated Ms. Ellis on her new position.

Council Member Buckalew congratulated Ms. Ellis on her new position. He then asked the council what would work best for them to meet to discuss what the city will be doing with waste water. The council members gave input for what would work for them.

Council Member Tweten commented on how important it is for the community as well as the council to support the local groups that are in the community.

Council Member Olstad congratulated Ms. Ellis and welcomed her aboard.

Council Member Grassel told the council he has been approached many times about the lagoon system by residents so he would like to make sure the word gets out about the waste water meetings

City Administrator/Clerk-Treasurer welcomed Ms. Ellis as the city planner and proposed to change the regular council meeting from February 5th at 5:00 pm to February 7th at 4:00 pm since there will be council members attending Legislative Day at the state capitol. If council members needed this to change they need to email Scott.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE JANUARY 22, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:26 P.M.

Scott Huizenga, City Administrator/Clerk-Treasurer