

**APPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL**

Tuesday, November 17, 2009 – 5:00 PM

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for November 17, 2009 was called to order by Council President Dick Grassel 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 Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Mike Hedlund, Police Chief; Randy Gust, Fire Chief; Charlotte Helgeson, Library Director; Nancy Ellis, Planning & Zoning; John Wachter, Public Works Superintendent; Dave Aker, Parks & Recreation Superintendent; and Jim Richter, EDHA Director.

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.

Mr. Shields, Grand Forks/East Grand Forks Salvation Army Public Relations Officer, requested approval to hang a banner on the bridge from November 20 through December 24. Grand Forks will only place a banner for one day which will be November 20th for the kick-off event. Council Member Leigh stated that he is in favor of helping the Salvation Army as long as it doesn't interfere with anything else that normally gets put on the bridge. City Council approved the request.

Mr. Shields invited City Council and staff to attend the Kettle Kick-Off on Friday, November 20, 2009 at noon on the corner of 4th and DeMers in Grand Forks.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of November 3, 2009.
2. Consider approving the minutes of the “Special Council Meeting & Work Session” for the East Grand Forks, Minnesota City Council of November 10, 2009.

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

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

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 approving the quote to Vermeer for the Vermeer BC1000XL Wood Chipper for a total price of \$27,320.46.
4. Consider approving the quote to purchase a snow box/dump box from Bert’s Truck Equipment, Inc. for a total price \$16,599.40.
5. Consider approving the Solid Waste Disposal and Management Agreement for a five year term (January 1, 2010 through December 31, 2014) between the City of Grand Forks and the City of East Grand Forks.
6. Consider approving the 2010 audit agreement between Brady, Martz & Associates, P.C. and the City of East Grand Forks.
7. Consider adopting Resolution No. 09-11-76 a Resolution to authorize the following budget transfers for 2009.
8. Consider adopting Resolution No. 09-11-77 a Resolution to amend budget expenditures to be funded by grants, donations and other general fund revenues.
9. Consider approving the Transient Merchant License for TAP Enterprises, Inc for a tool and general merchandise sale on Friday, December 4, 2009 at the American Legion #157 pending County approval.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH NINE (9) AS SUBMITTED.

Voting Aye: Grassel, Buckalew, Tweten, Leigh, Pokrzywinski, and DeMers.

Voting Nay: None.

Abstain: Gregoire.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

10. The minutes of the Water, Light, Power and Building Commission for October 15, 2009.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

11. Consider adopting Resolution No. 09-11-78 a Resolution to approve the assistance and resources to support the Community Emergency Response Team Program (CERT) in East Grand Forks.

Mr. Huizenga, City Administrator and President of the Lions Club, stated that the East Grand Forks Lions Club would like a resolution of support for the CERT (Community Emergency Response Team) program that authorizes the City to assist the program, within existing budget constraints, to get the program off the ground. Mr. Huizenga gave a brief history on the CERT program.

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-11-78 A RESOLUTION TO APPROVE THE ASSISTANCE AND RESOURCES TO SUPPORT THE COMMUNITY EMERGENCY RESPONSE TEAM PROGRAM (CERT) IN EAST GRAND FORKS.

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

Voting Nay: None.

CLAIMS:

12. Consider adopting Resolution No. 09-11-79 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 4693 for a total of \$318.39 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 09-11-79 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 4693 FOR A TOTAL OF \$318.39 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

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

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| Acme Electric Companies | Gloves/Blade For SW Saw | \$182.38 |
| Advanced Business Methods Inc | Copier Contract | \$195.79 |
| Albrecht Manufacturing | Repair Push Plow #174 | \$2,758.46 |
| American Tire Service | Tire Repair #545 & #114 | \$387.33 |
| Ameripride Linen & Apparel Services | Custodial Services | \$397.55 |
| Aqua Water Solutions | Water Service | \$37.10 |
| Arp Donna & Lonnie | Haybales For Trailheads | \$75.00 |
| Batteries Plus | Batteries | \$61.47 |
| Brite-Way Window Cleaning | Oct Service | \$50.00 |
| Bruce Jay | Cleaning Demers Building 5 Day 5 Hours | \$75.00 |
| Bushee Jennifer | Reimb Mileage/Mounds View/Fall Seminar | \$348.78 |
| C&R Laundry & Cleaners | Laundry PD/FD/Park & Rec | \$416.10 |
| Cariveau Concrete Construction | Sidewalk Replacement/Joe Saucedo/821 1st Ave NE | \$2,868.75 |
| Christopher & MaryJane Schroeder/ Alerus Financial | Deffered Loan Repayment | \$5,000.00 |
| Cole Papers Inc | Gloves | \$68.19 |
| Country Inn St.Paul East | Chris Olson/Lodging School | \$74.99 |
| Dakota TV & Appliance | Frigidaire Refrigerator/Fan Motor & Labor | \$700.81 |
| Dave's Snow Removal | Nov 2009 Snow Removal | \$180.00 |
| Degeiness Chad | Reimb Coaches Clinic/Level III | \$50.00 |
| Deterding David | Reimb Coaches Clinic Level I | \$30.00 |
| Diamond Cleaning Supply Richard Papenfuss | Lysol Disinfectant | \$72.48 |
| District 16 Hockey | Disctriect 16 League Fees | \$550.00 |
| Ditch Witch of MN Inc | Drive Belts #746 | \$91.60 |
| East Side Express | Pizza For Board Meal | \$51.09 |
| Explorer Post #38 | Squad Cleaning | \$50.00 |
| Exponent | Assmt Hearings/PD Auction/FD Interviews/Fall Home Impr/EDHA Subcr | \$913.33 |
| Filter Care | Washed Air Filter | \$161.99 |
| Forks Freightliner | Oil Filters | \$207.03 |
| Forx Radiator | Radiator Repair #614/Oil Pain Repair # 153 | \$222.95 |
| G&K Services | Mats | \$218.08 |
| Gaffaneys | Folders/Office Supplies | \$67.58 |
| Galstad Jensen & Olson PA | Prof Services | \$9,469.00 |
| Gerrells Sport Center | Pitching Machine | \$811.30 |
| GF City Utility Billing | Landfill Oct 09 | \$15,147.85 |
| GF Herald | Monthly Dinner & Dance Sr Center/Bazaar Sr Center | \$110.18 |

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| GF Thur-O-Clean | Oct 2009 Carpet Cleaning | \$90.00 |
| GF Welding & Machine | Expanded Metal/ Hook & Eye Turnbkle | \$313.52 |
| Grand Cities Towing | Towing | \$90.00 |
| Gust Randy | Bulb For Projector | \$179.95 |
| Hajicek Rick | Cleaning 10/12/09 - 10/30/09 | \$399.00 |
| Hajicek Rod | Reimb Meal Expenses | \$30.00 |
| Hardware Hank | Maint Supplies | \$318.39 |
| Harris Bank | Payoff Honda Ridgeline Vin 2HJYK165X8H519629 | \$5,133.46 |
| Hart's Auto Supply | Brake Parts | \$621.12 |
| Hearn Jason | Reimb Ref Fees & MN Hockey | \$90.00 |
| Heartland Paper | Tissue Paper/Kleenex/Cleaner/Bags | \$368.46 |
| Hugo's | Supplies | \$13.66 |
| Integra Telecom | LD Phone | \$163.28 |
| Intoximeters | PBT Mouthpieces | \$42.75 |
| Kellermeyer Building Service | Monthly Services | \$3,099.38 |
| Laser Systems | Ink Cartridge | \$210.77 |
| Liberty Business Systems | Maint Agreement Copier | \$399.23 |
| Lunski Plumbing Inc | Water Leak/Fix Ball Valve/Pipe & R2 Valve | \$1,654.41 |
| MacQueen Equipment | Inv #614 & #120 | \$3,331.91 |
| McDonald's of EGF | Prisoner Meals | \$52.80 |
| Merkens Seth | Reimb Meal Exp Crookston | \$8.25 |
| Midcontinent Communications | Cable Services Sr Center & Sunshine Terrace | \$783.01 |
| MN Hockey | 4 Players | \$40.00 |
| Newman Signs | Sign Rental | \$2,370.00 |
| O'Reilly Auto Parts | Nitrile Gloves/Gasket Oil Pan/Antifreeze/Filters | \$268.64 |
| Olson Chris | Reimb Meal Expenses | \$76.50 |
| Orchard Oil Company | 5W 40 Engine Oil | \$4,584.95 |
| Oreck Direct LLC | Vacuum | \$199.95 |
| Party America Corp Offices | Party Supplies | \$22.45 |
| Paul Grazadzieleski | Clean Stump Holes/Fill w/ Dirt | \$510.00 |
| Peterson Veterinarian Clinic P.C. | Oct 09 Pound Report | \$342.61 |
| Praxair Distribution | Oxygen 4' Cylinder | \$25.32 |
| Premium Waters Inc | Water Service | \$136.12 |
| Quill Corp | Office Supplies | \$237.42 |
| RDO Powerplan OIB | Hyd Hose # 174 | \$90.24 |
| Resharpit Inc | Blade Sharpening | \$64.00 |
| RJ Zavoral & Sons | Excavate & Replace Valve Stem Riser/Flood | \$975.00 |
| RMB Environmental Lab Inc | Sec Pond Discharge | \$155.00 |
| Roto Rooter | Pumping Vault Toilet | \$200.00 |
| Rydell Chevrolet | Power Window Switch/Resistor | \$142.47 |
| Tim Shea | Reimb Hockey Clinic | \$40.00 |
| Simonson Station Stores | Car Wash | \$3.83 |
| Smitty's Transmission | Transmission Repair #542 | \$553.35 |

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| Spencer Fred | Reimb Coach Fees Level I | \$30.00 |
| Stennes Granite | O/C 3 Graves | \$1,425.00 |
| Sun Dot Communications | DSL Internet | \$138.49 |
| Swang Mike | Reimb Travel Exp/Meal/Mileage/Duluth/TZD Conf | \$121.00 |
| Tiger Direct.com | New Computers | \$3,686.40 |
| Titan Access Account | Batteries #171 | \$169.98 |
| Tony Dorn Inc | Copies | \$246.26 |
| US Hockey | Hockey Insurance | \$270.00 |
| Valley Petroleum Equipment | Repair Pump & New Pump | \$1,355.27 |
| Waste Mgmt | Prof Services | \$43,532.67 |
| Water & Light Department | Monthly Services | \$37,067.10 |
| Waterous Company | Valve Repair Kit For 404 | \$166.38 |
| WDAZ TV | Advertising | \$400.00 |
| Whalen Mark | Reimb Meal Exp/Court Crookston | \$8.25 |
| Xerox Corporation | Base Chg Oct 09 | \$21.79 |
| Ziegler | Cutting Edges | \$10,582.67 |
| | | <u>\$169,754.62</u> |

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss stated that Council President Grassel, Mr. Huizenga, and himself will be attending the Coalition of Greater Minnesota Cities Fall Conference in Alexandria. Mayor Stauss encouraged City Council to attend the Salvation Army Kick-Off event on Friday.

Council President Grassel announced that the MPO will be hosting an open house on the quiet zone on Thursday evening from 7:00 p.m. to 8:30 p.m. with a presentation at 7:30 p.m. in the Grand Forks City Council Chambers.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE NOVEMBER 17, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:19 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer