

**AGENDA  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, MARCH 1, 2013 - 5:00 P.M.**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF QUORUM:**

**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 February 19, 2013.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 26, 2013.

**SCHEDULED BID LETTINGS:**

3. Consider adopting Resolution No. 13-03-28 accepting and awarding bid for 2013 City Project No. 2 – Water Main and Force Main Improvements to RJ Zavoral and Sons, Inc for a bid price of \$657,916.15.

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA: NONE**

*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.*

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

4. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 7, 2013.
5. Regular meeting minutes of the Planning Commission for December 13, 2012.

**COMMUNICATIONS: NONE**

**OLD BUSINESS:**

6. Consider adopting Ordinance No. 7 4<sup>th</sup> Series revoking in its entirety Title IX, Chapter 99: Background Checks; Municipal Employees and Appointees and replacing it with Chapter 99 Ordinance relating to Criminal History Background for Applicants for City Employment and City Licenses. (2<sup>nd</sup> Reading)
7. Reconsider approving amended Resolution No. 13-01-14 waiving the limit of tort liability without purchasing the extra coverage.

**NEW BUSINESS:**

8. Consider adopting Resolution No. 13-03-29 establishing a fire escrow account.

**CLAIMS:**

9. Consider adopting Resolution No. 13-03-30 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 15211 for a total of \$553.45 whereas Council Member Buckalew is personally interested financially in the contract.
10. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

**ADJOURN:**

Upcoming Meetings:

- Waste Water Public Forum – March 4, 2013 – 7:00 PM – Council Chambers
- Regular Meeting – March 5, 2013 – 5:00 PM – Council Chambers
- Work Session – March 12, 2013 – 5:00 PM – Training Room
- Regular Council Meeting – March 19, 2013 – 5:00 PM Council Chambers
- Legislative Conference – March 21, 2013 – St. Paul – Crown Plaza
- Work Session – March 26, 2013 – 5:00 PM – Training Room

**UNAPPROVED MINUTES  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, FEBRUARY 19, 2013 - 5:00 P.M.**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for February 19, 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, and Chad Grassel.*

*Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; 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 “Special Meeting/Waste Water Public Forum” for the East Grand Forks, Minnesota City Council of February 4, 2013.
2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of February 7, 2013.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 12, 2013.

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

*Voting Aye: Grassel, Vetter, Vonasek, Buckalew, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Absent: Olstad*

**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 application for a Special Event for the Grand Cities Art Fest on June 8, 2013 from 8:00 a.m. to 8:00 p.m. and June 9, 2013 from 8:00 a.m. to 8:00 p.m. and waive the Transient Merchant License Fee.
5. Consider approving the temporary liquor license application for the Sacred Heart Church & School for April 13, 2013 and contract with Liberty Lanes for liquor services.
6. Consider approving the application for a Special Event and liquor agreement for the wedding reception and dance of Dustin Dinnler and Stacey Heggen at the Civic Center.
7. Consider approving the request to declare surplus property of the 2009 Ford Crown Victoria to trade and purchase a 2013 Ford Police Interceptor SUV from Nelson Motors for \$23,921.82 and for additional equipment and installation of equipment from Code 4 Services for \$6,746.91 for a total of \$30,668.73.
8. Consider approving the request to declare the list of firearms surplus property and allow the East Grand Forks Police Department to trade them in towards the purchase of equipment and supplies for the police department.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT ITEMS FOUR (4) THROUGH EIGHT (8) AS SUBMITTED.**

Council member Tweten told the council he thinks renting out the Civic Center for receptions should only be done sparingly. He doesn't want to take away business from places in town. Vice-President Leigh agreed with Council member Tweten and that council should have a discussion about renting out the arenas for events like this. Mr. Huizenga informed the council this topic is going to be brought up at the next work session.

*Voting Aye: Grassel, Vetter, Vonasek, Buckalew, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Absent: Olstad*

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

9. Regular meeting minutes of the Water, Light, Power, and Building Commission for January 17, 2013.

**COMMUNICATIONS: NONE**

**OLD BUSINESS:**

10. Consider adopting Ordinance No. 6 4<sup>th</sup> Series amending City Code Title XV Land Usage by adding Chapter 154 entitled “Illicit Discharge and Connection Ordinance” and by adopting by reference City Code Chapter 10 and Section 10.99 which, among other things, contain penalty provisions. (2<sup>nd</sup> Reading)

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT ORDINANCE NO. 6 4<sup>th</sup> SERIES AMENDING CITY CODE TITLE XV LAND USAGE BY ADDING CHAPTER 154 ENTITLED “ILLICIT DISCHARGE AND CONNECTION ORDINANCE” AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS. (2<sup>nd</sup> Reading)**

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

*Voting Nay: None.*

*Absent: Olstad*

11. Reconsider approving amended Resolution No. 13-01-14 waiving the limit of tort liability without purchasing the extra coverage.

Council President Buckalew informed the council this item will have to be tabled until all of the members that voted on this item the first time are present before this issue can be addressed again.

**NEW BUSINESS:**

12. Consider adopting Resolution No. 13-02-23 ordering improvement and preparation of plans and specifications for 2013 City Project No. 3 – Police Building Improvements.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-02-23 ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS FOR 2013 CITY PROJECT NO. 3 – POLICE BUILDING IMPROVMENTS.**

Council member Tweten expressed his concerns about this project. He did agree the Police Department building needs to be fixed. Council Vice-President Leigh commented how this project had been discussed and budgeted for during the budget meetings last fall. He said how he is worried about the health and safety of the employees in this building and asked to have a mold test done before any work starts so everything is done right. Council member Vonasek withdrew his second of the motion. The motion failed to pass without a second.

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

**GRASSEL, TO TABLE THE ORDERING OF PLANS AND SPECIFICATIONS FOR 2013 CITY PROJECT NO. 3 – POLICE BUILDING IMPROVEMENTS PENDING THE RESULTS OF THE MOLD INSPECTION.**

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

*Voting Nay: None.*

*Absent: Olstad*

13. Consider approving a Special Use Permit for the Water and Light Department to rehabilitate the Central Substation and install a new transformer, switches, power, switchgear building, and security fencing.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE A SPECIAL USE PERMIT FOR THE WATER AND LIGHT DEPARTMENT TO REHABILITATE THE CENTRAL SUBSTATION AND INSTALL A NEW TRANSFORMER, SWITCHES, POWER, SWITCHGEAR BUILDING, AND SECURITY FENCING.**

Ms. Ellis explained to the council why a special use permit is required for this project. She does not foresee any special requirements the city would need to impose on the Water and Light Department since security, noise level, etc are already being addressed. Mr. Boyce informed the council what the project consists of and showed pictures of what it will be like when the project is completed. Discussion followed about what landscaping will take place once the project is complete, possible improvements to roads in the area, and the time line of the project.

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

*Voting Nay: None.*

*Absent: Olstad*

14. Consider approving Ordinance No. 7 4<sup>th</sup> Series revoking in its entirety Title IX, Chapter 99: Background Checks; Municipal Employees and Appointees and replacing it with Chapter 99 Ordinance relating to Criminal History Background for Applicants for City Employment and City Licenses. (1<sup>st</sup> Reading)

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ORDINANCE NO. 7 4<sup>th</sup> SERIES REVOKING IN ITS ENTIRETY TITLE IX, CHAPTER 99: BACKGROUND CHECKS; MUNICIPAL EMPLOYEES AND APPOINTEES AND REPLACING IT WITH CHAPTER 99 ORDINANCE RELATING TO CRIMINAL HISTORY BACKGROUND FOR APPLICANTS FOR CITY EMPLOYMENT AND CITY LICENSES. (1<sup>st</sup> READING)**

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

*Voting Nay: None.*

*Absent: Olstad*

15. Consider approving the hiring of a police officer from the hiring register currently being developed.

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

**GRASSEL, TO APPROVE THE HIRING OF A POLICE OFFICER FROM THE HIRING REGISTER CURRENTLY BEING DEVELOPED.**

*Voting Aye: Grassel, Vetter, Vonasek, Buckalew, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Absent: Olstad*

16. Consider approving the recruitment and hiring of a park maintenance worker.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE RECRUITMENT AND HIRING OF A PARK MAINTENANCE WORKER.**

*Voting Aye: Grassel, Vetter, Vonasek, Buckalew, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Absent: Olstad*

17. Consider adopting Resolution No. 13-02-24 authorizing the continuation of the new construction incentive tax rebate program through 2015.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-02-24 AUTHORIZING THE CONTINUATION OF THE NEW CONSTRUCTION INCENTIVE TAX REBATE PROGRAM THROUGH 2015.**

*Voting Aye: Grassel, Vetter, Vonasek, Buckalew, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Absent: Olstad*

**CLAIMS:**

18. Consider adopting Resolution No. 13-02-25 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 15097 for a total of \$433.00 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER VONASEK, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 13-02-25 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 15097 FOR A TOTAL OF \$433.00 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

*Voting Aye: Grassel, Vetter, Vonasek, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Abstain: Buckalew*  
*Absent: Olstad*

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

*Voting Aye: Grassel, Vetter, Vonasek, Buckalew, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Absent: Olstad*

**SUSPENSION OF RULES:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO SUSPEND RULES.**

*Voting Aye: Grassel, Vetter, Vonasek, Buckalew, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Absent: Olstad*

20. Acknowledge the hiring of Lynda Katka as the new Accounting Technician in the Administration Office.

Mr. Huizenga informed the council that Lynda Katka was hired as the new accounting technician. The Administration Office is now fully staffed and we are glad to have her.

21. Consider adopting Resolution No. 13-02-26 approving the appointment of Tim Loven to the Civil Service Commission.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 13-02-26 APPROVING THE APPOINTMENT OF TIM LOVEN TO THE CIVIL SERVICE COMMISSION.**

*Voting Aye: Grassel, Vetter, Vonasek, Buckalew, Tweten, and Leigh.*  
*Voting Nay: None.*  
*Absent: Olstad*

22. Consider adopting Resolution No. 13-02-27 accepting donations for the East Grand Forks Police Department's Bike Patrol Program.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-02-27 ACCEPTING DONATIONS FOR THE EAST GRAND FORKS POLICE DEPARTMENT'S BIKE PATROL PROGRAM.**

Council member Tweten said he has no objections for the police department to get bikes and if they need them they should go purchase them. Vice-President Leigh expressed his concern about the possibility of slower response times to emergencies with an officer on a bike. Chief Hedlund told the council the

department is still in the beginning stages of setting up this program so there are issues that will need to be worked out. He continued explaining the situations when an officer could be on a bike. Council member Vetter felt that having bikes might actually help response times because using the bike would help the officer get back to their vehicle faster compared to being on foot. It was also discussed how officers on bikes will be more visible and interact more with the public.

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

*Voting Nay: None.*

*Absent: Olstad*

#### **COUNCIL/STAFF REPORTS:**

Council Member Vetter welcomed Lynda to the city.

Council Member Vonasek welcomed Lynda to the city.

Council Member Buckalew welcomed Lynda to the city and extended thanks to Jason and his crew for getting the streets cleaned so quickly after the blizzard.

Council Member Tweten welcomed Lynda to the city and congratulated Jason and his crew on how quickly they were able to get the snow cleared off the streets.

Council Member Leigh said hi again to Ms. Katka.

Council Member Grassel welcomed Lynda to the city.

Mr. Huizenga reminded the council about the meeting on Thursday morning with the MPCA in Detroit Lakes and the Intergovernmental Retreat on Friday at the Boardwalk Bar & Grill.

#### **ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE FEBRUARY 19, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:45 P.M.**

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

*Voting Nay: None.*

*Absent: Olstad*

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Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES  
OF THE CITY  
COUNCIL WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, FEBRUARY 26, 2013 - 5:00 P.M.**

**CALL TO ORDER:**

*The Work Session of the East Grand Forks City Council for February 26, 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, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; 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 A QUORUM:**

**1. Bid Results 2013 City Project No. 2 – Greg Boppre**

Mr. Boppre informed the council that there were three bids submitted for this project and what each bid was. He then turned it over to Mr. Emery who gave a summary of what each proposal consisted of, the estimated costs of each proposal, and the proposed costs which came in higher than expected. Discussion followed on why there weren't more bidders, how costs have gone up, and how long the project will take.

**2. Pool Study and Options – Scott Huizenga & Dave Aker**

Mr. Huizenga explained to the council he had prepared cost estimates for each of the different options that Ballard King and Associates had proposed and how each could potentially affect taxes. Mr. Jeff King was included in this discussion by way of a conference call. Council member Leigh asked how much it would cost just to change the liner of the pool and how long a new liner would last. He told the council that before he could make a choice on what option to go with he would need to know that cost. Mr. Ballard said he would ask his team since he wasn't sure himself. Mr. Huizenga asked if the proposed costs included the soft costs or just construction costs. Mr. Ballard said he would check on that also. Discussion followed among the council considering if they should have the community vote on an option. Council members remarked that many residents have expressed the need a pool for our community. It was suggested by Council member Vetter to see what the cost would be to include a wellness center on the same site as the pool. That way there would be more to offer for the high cost of fixing the pool with the facility being used all year compared to only the pool being used a couple months out of the year. More discussion followed.

### **3. Park and Recreation Rentals – Dave Aker**

Mr. Aker explained to the council the current rental price list for the arenas and what the arenas could be rented out for. Council member Leigh suggested the rates be more uniformed than they currently are. It was also suggested that wedding receptions and dances should be kept in the private sector. Council member Grassel asked what the costs are for the city to have the Civic Center operating and if the rent would cover the operating costs. After more discussion it was decided that the rates will be reviewed and brought back for the council to approve.

### **4. Amendment to Snow Emergency Ordinance – Jason Stordahl**

Mr. Stordahl informed the council he had a meeting with Ms. Ellis and Mr. Hedlund about the city's current snow ordinance. It was suggested to change the amount of snow for a snow emergency from two to four inches. Another suggestion to amend this ordinance is to include that if conditions warrant, a snow emergency may be declared by the Public Works Director or Chief of Police with the condition that violators may be ticketed and towed if their vehicle is not moved. Some council members asked to see if there was a way to notify the public when vehicles need to be moved off of the streets. This might help prevent residents from getting tickets.

### **5. EDHA Board Update – Mark Olstad & Chad Grassel**

Council member Olstad informed the council that the EDHA board is currently working on renewing leases at the Riverwalk Centre. He also commented how educational the tour was at Northern Valley Machine the EDHA board was invited to take. Mr. Olstad also told the council the city has been approved for SBDC assistance to help keep affordable senior housing, Domino's is moving into the Movie Gallery building, the MPO will be conducting a rail study for the area, and around 30% of the units have been leased in the Minnesota New Heights Building. It was asked that if anyone had ideas for the commercial spaces please let EDHA or the developer know what they might be.

### **6. Library Board Update – Henry Tweten**

Council member Tweten told the council what a good job Charlotte, the library director, and her board are doing with the library. Both Charlotte and Council member Tweten informed the council of activities happening at the library, how the circulation of materials continues to remain high, how usage from the children's age group has risen, how North Dakotans come over to utilize the Campbell Library, and how the best way to find out about the library is to make a visit.

### **ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADJOURN THE FEBRUARY 26, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:55 P.M.**

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

*Voting Nay: None*

## RESOLUTION NO. 13-03-28

### ACCEPTING AND AWARDED BID FOR 2013 CITY PROJECT NO. 2 – WATER MAIN AND FORCE MAIN IMPROVEMENTS, AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE RELATED DOCUMENTS, AND APPROPRIATING PROJECT BUDGET FOR 2013 CITY PROJECT NO. 2.

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, introduced the following resolution and moved its adoption:

WHEREAS, pursuant to an advertisement for bids for the improvement of 2013 City Project No. 2 –Water Main and Force Main Improvements bids were received, opened and tabulated according to law, and

WHEREAS, it appears that RJ Zavoral and Sons, Inc. is the lowest responsible bidder at a bid price of \$657,916.15 for 2013 City Project No. 2 –Water Main and Force Main Improvements.

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with RJ Zavoral & Sons, Inc. in the name of the City of East Grand Forks for the improvement of 2013 City Project No. 2 – Water Main and Force Main Improvements according to the plans and specifications therefore approved by the City Council and on file in the administration office.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
3. The expense in the following account of the Waste Water Fund is appropriated from the Unappropriated Fund Balance of the Waste Water Fund

605-49-300-47200	Transfer to City Projects Fund	\$361,744
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4. The revenue in the following account of the City Projects is increased by the following amount:

415-39-000-39201	Transfer In (Waste Water Fund)	\$361,744
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5. The expenses in the following accounts of the City Projects Fund are increased by the following amounts:

415-43-150-43030	Engineering (13CP02)	\$39,877
415-43-150-45300	Construction (13CP02)	\$284,838
415-43-150-44300	Miscellaneous (13CP02)	\$37,029

*Voting Aye:*

*Voting Nay:*

The President declared the resolution passed.

Passed: March 5, 2013

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 5<sup>th</sup> of March, 2013

\_\_\_\_\_  
Mayor

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held February 7, 2013 at 5:00 P.M.

Present: Brickson, Quirk, Tweten

Absent: Ogden

It was moved by Commissioner Tweten second by Commissioner Quirk that the minutes of the previous meeting of January 17, 2013 be approved as read.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Tweten to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$273,885.39.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

Commissioner Ogden now entered the meeting.

It was moved by Commissioner Ogden second by Commissioner Quirk to approve a resolution to oppose any effort to eliminate or limit the federal tax exemption on interest earned from municipal bonds.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden second by Commissioner Quirk to adjourn to the next regular meeting on February 21, 2013 at 5:00 P.M.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

Lori Maloney  
Sec'y

**EAST GRAND FORKS  
PLANNING COMMISSION MINUTES  
Thursday, December 13, 2012 – 12:00 Noon  
East Grand Forks City Hall Training Room**

**CALL TO ORDER**

Chairman Christianson called the December 13<sup>th</sup>, 2012, meeting of the East Grand Forks Planning Commission to order at 12:10 p.m.

**CALL OF ROLL**

On a Call Of Roll the following members were present: Chairman Christianson, Vice-Chair McWalter, Commissioners DeMers, Powers, Bail, Erickson, and Nelson (came at 12:12 p.m.)

Absent were: None

Guest(s) present were: Scott Huizenga, City Administrator

Staff present was: Nancy Ellis, GF/EGF MPO Senior Planner; and Megan Nelson, Executive Assistant.

**DETERMINATION OF A QUORUM**

A quorum was present.

**COMMUNICATION**

None.

**APPROVAL OF MINUTES**

Matter Of Approval Of The November 15th, 2012, Minutes Of The East Grand Forks Planning Commission

***A MOTION WAS MADE BY COMMISSIONER DEMERS, SECONDED BY COMMISSIONER POWERS, TO APPROVE THE MINUTES OF THE NOVEMBER 15th, 2012, MEETING OF THE EAST GRAND FORKS PLANNING COMMISSION, AS SUBMITTED.***

***Voting Aye: Bail, Christianson, DeMers, Erickson, McWalter, Nelson, and Powers.  
Voting Nay: None.***

**OLD BUSINESS**

- 1) Matter Of The Request From Zavoral and Sons Inc for Final Plat Approval of Zavoral's Industrial 1<sup>st</sup> Addition

Ellis stated that this is a public hearing.

**A MOTION WAS MADE BY COMMISSIONER DEMERS, SECONDED BY COMMISSIONER POWERS, TO OPEN THE PUBLIC HEARING.**

**Voting Aye: Bail, Christianson, DeMers, Erickson, McWalter, Nelson, and Powers.  
Voting Nay: None.**

There was no discussion.

**A MOTION WAS MADE BY COMMISSIONER DEMERS, SECONDED BY COMMISSIONER BAIL, TO CLOSE THE PUBLIC HEARING.**

**Voting Aye: Bail, Christianson, DeMers, Erickson, McWalter, Nelson, and Powers.  
Voting Nay: None.**

Ellis stated the annexation process has continued with first reading of the ordinance taking place on December 4<sup>th</sup> at the city council meeting. With no major changes to the plat since the preliminary hearing Ellis notified Zavorals there was no reason for them to attend the meeting today. The legal description has changed on the plat so it is now correct. The only other change is that plat line now extends to the center line of 10<sup>th</sup> St NE so that it will now be dedicated as public right-of-way.

DeMers asked why just that half of the road was dedicated, was the other side still part of the township? Ellis explained that this road is still within city limits. When it was annexed into city limits it wasn't formally dedicated as city public right-of-way so this will dedicate this part of the road. As time goes on 10th St NE will eventually all be dedicated as city public right-of-way instead of township public right-of-way within city limits.

**A MOTION WAS MADE BY COMMISSIONER POWERS, SECONDED BY COMMISSIONER MCWALTER, TO APPROVE THE FINAL PLAT FOR ZAVORAL'S INDUSTRIAL 1<sup>ST</sup> ADDITION.**

**Voting Aye: Bail, Christianson, DeMers, Erickson, McWalter, Nelson, and Powers.  
Voting Nay: None.**

**NEW BUSINESS**

NONE

**OTHER BUSINESS**

2) Online planning course to reduce the City's Insurance

Ellis reminded of the commissioners of the online class they had taken recently. She explained they needed to complete a survey on the League of Minnesota Cities website so the city will have a reduction in liability insurance of almost \$4,000.00. This survey needs to be completed by the city planner, the chairman of the commission, at least half of the planning commission board, and a quorum of the city council members. This survey needs to be completed by the end of December and given to Ellis so she can contact the League with the information so they can make the reduction.

There were some questions about the city hiring a full time city planner and discussion ensued. The commissioners that are leaving said their thank you's for the experience and their goodbyes.

**ADJOURNMENT**

***A MOTION WAS MADE BY COMMISSIONER DEMERS, SECONDED BY COMMISSIONER NELSON, TO ADJOURN THE DECEMBER 13<sup>th</sup>, 2012, MEETING OF THE EAST GRAND FORKS PLANNING COMMISSION AT 1:00 P.M.***

***Voting Aye: Bail, Christianson, DeMers, Erickson, McWalter, Nelson, and Powers.  
Voting Nay: None.***

Respectfully submitted by,

Megan Nelson  
Executive Assistant

ORDINANCE NO. 7 4th SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, REVOKING IN ITS ENTIRETY TITLE IX, CHAPTER 99: BACKGROUND CHECKS; MUNICIPAL EMPLOYEES AND APPOINTEES AND REPLACING IT WITH CHAPTER 99 ORDINANCE RELATING TO CRIMINAL HISTORY BACKGROUND FOR APPLICANTS FOR CITY EMPLOYMENT AND CITY LICENSES;

AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 10.99 WHICH, AMONGST OTHER THINGS CONTAINS PENALTY PROVISIONS.

**THE CITY OF EAST GRAND FORKS ORDAINS AS FOLLOWS:**

Section 1. That the East Grand Forks City Code shall be amended by replacing the current Title IX, Chapter 99 and adding a new Chapter 99, as follows:

**CHAPTER 99**

**CRIMINAL HISTORY BACKGROUND FOR APPLICANTS FOR CITY EMPLOYMENT AND CITY LICENSES**

SECTION 99.01:

**APPLICANTS FOR CITY EMPLOYMENT**

**PURPOSE:** The purpose and intent of this section is to establish regulations that will allow law enforcement access to Minnesota’s Computerized Criminal History information for specified non-criminal purposes of employment background checks for the positions described in Section 99.02.

SECTION 99.02

**CRIMINAL HISTORY EMPLOYMENT BACKGROUND INVESTIGATIONS:** The East Grand Forks Police Department is hereby required, as the exclusive entity within the City, to do a criminal history background investigation on the applicants for the following positions within the city, unless the city’s hiring authority concludes that a background investigation is not needed:

Employment positions “all regular part-time or full-time employees of the City of East Grand Forks and other positions that work with children or vulnerable adults”

In conducting the criminal history background investigation in order to screen employment applicants, the Police Department is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehensions Computerized Criminal History information system in accordance with BCA policy. Any data that is accessed and acquired shall be maintained at the Police Department under the care and custody of the chief law enforcement official (Chief of Police) or his or her designee. A summary of the results of the Computerized Criminal History data may be released by the Police Department to the hiring authority, including

the City Council, the City Administrator, or other city staff involved in the hiring process.

Before the investigation is undertaken, the applicant must authorize the Police Department by written consent to undertake the investigation. The written consent must fully comply with the provisions of Minn. Stat. Chap. 13 regarding the collection, maintenance and use of the information. Except for the positions set forth in Minnesota Statutes Section 364.09, the city will not reject an applicant for employment on the basis of the applicant's prior conviction unless the crime is directly related to the position of employment sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. If the City rejects the applicant's request on this basis, the City shall notify the applicant in writing of the following:

- A. The grounds and reasons for the denial.
- B. The applicant complaint and grievance procedure set forth in Minnesota Statutes Section 364.06.
- C. The earliest date the applicant may reapply for employment.
- D. That all competent evidence of rehabilitation will be considered upon reapplication.

#### SECTION: 99.03

##### **APPLICANTS FOR CITY LICENSES**

**PURPOSE:** The purpose and intent of this section is to establish regulations that will allow law enforcement access to Minnesota's Computerized Criminal History information for specified non-criminal purposes of licensing background checks.

#### SECTION 99.04

**CRIMINAL HISTORY LICENSE BACKGROUND INVESTIGATIONS:** The East Grand Forks Police Department is hereby required, as the exclusive entity within the City, to do a criminal history background investigation on the applicants for the licenses required in the within the city as set forth in Tile XI BUSINESS REGULATIONS.

In conducting the criminal history background investigation in order to screen license applicants, the Police Department is authorized to access data maintained in the Minnesota Bureau of Criminal Apprehensions Computerized Criminal History information system in accordance with BCA policy. Any data that is accessed and acquired shall be maintained at the Police Department under the care and custody of the chief law enforcement official or his or her designee. A summary of the results of the Computerized Criminal History data may be released by the Police Department to the licensing authority, including the City Council, the City Administrator, or other city staff involved the license approval process.

Before the investigation is undertaken, the applicant must authorize the Police Department by written consent to undertake the investigation. The written consent must fully comply with the provisions of Minn. Stat. Chap. 13 regarding the collection, maintenance and use of the information. Except for the positions set forth in Minnesota Statutes Section 364.09, the city will not reject an applicant for a license on the basis of the applicant's prior conviction unless the crime is directly related to the license sought and the conviction is for a felony, gross misdemeanor, or misdemeanor with a jail sentence. If the City rejects the applicant's request on this basis, the City shall notify the applicant in writing of the following:

- A. The grounds and reasons for the denial.
- B. The applicant complaint and grievance procedure set forth in Minnesota Statutes Section 364.06.
- C. The earliest date the applicant may reapply for the license.
- D. That all competent evidence of rehabilitation will be considered upon reapplication.

**Section 2.** City Code Title 1 General Provisions, Chapter 10 entitled General Provisions are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

**Section 3.** This ordinance shall take effect and be in force after its passage, publication and then beginning on \_\_\_\_\_. It shall be given the Number \_\_\_\_\_, 4th Series.

VOTING AYE: \_\_\_\_\_  
VOTING NAY: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

The President declared the Ordinance passed.

ATTEST:

PASSED: \_\_\_\_\_, 2013

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing Ordinance this \_\_\_\_ day \_\_\_\_\_, 2013.

\_\_\_\_\_  
Mayor

Adopted by the City Council this \_\_\_\_ day of \_\_\_\_\_ 2013.

**RESOLUTION NO. 13-01-14**

Council Member Tweten, supported by Council Member Vonasek, introduced the following resolution and moved its adoption:

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that "C&H Insurance" has been designated as the insurance agency to handle City Policy for 2013 and The City chooses to "Waive" the monetary limits on tort liability without purchasing excess liability coverage.

*Voting Aye:*

*Voting Nay:*

The President declared the resolution passed.

Passed: February 19, 2013

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 19<sup>th</sup> of February 19, 2013.

\_\_\_\_\_  
Mayor

**RESOLUTION NO. 13 – 03-29**

**RESOLUTION ESTABLISHING FIRE ESCROW ACCOUNT**

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, introduced the following resolution and moved its adoption:

Whereas, the City of East Grand Forks has concerns over the public danger and nuisance created by the failure to repair damage following a fire; and

Whereas, the Minnesota Statute 65A.50 provides a mechanism to prevent such failures; and

Whereas, the City Council of the City of East Grand Forks has determined that it is in the best interests of the City of East Grand Forks to make use of such procedure.

Therefore, it is hereby resolved by the City Council of the City of East Grand Forks as follows:

1. That the City of East Grand Forks hereby elects to uniformly apply the provisions of Minnesota Statutes 65A.50 to all property located within the City of East Grand Forks.
2. The City shall establish a trust or escrow account to be used as prescribed in Minnesota Statutes 65A.50.
3. The City Administrator shall notify the Minnesota Commissioner of Insurance that the City has established such a fund, intends to apply Minnesota Statute 65A.50 to all property within the City and request that the City of East Grand Forks be added to the list of cities subject to the provisions of Minnesota Statute 65A.50

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: March 5, 2013

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
Vice-President of Council

I hereby approve the foregoing resolution this 5th day of March, 2013.

\_\_\_\_\_  
Mayor

## MEMO

To: Scott Huizenga

From: Ron Galstad

Re: Fire Loss Escrow Account

Inquiry: **WHETHER USING THE FIRE LOSS ESCROW ACCOUNT CAN AFFECT A LOSS INSURED'S CREDIT**

I have done legal research on this subject and there are no cases on point when it comes to affecting a loss insured's credit rating. However, the statute itself Minnesota Statute 65A.50 has precautionary measure built into the law to help prevent an adverse effect on the loss insured and at the same time protecting the City from the stand point of public safety and from incurring the clean-up costs should the loss insured collect insurance proceeds and then walk away.

First only 25% of the funds are escrowed and notice is provided to any mortgage or lien holder.

Next the escrow procedure provides that the City through the chief fire official or other authorized representative files an affidavit stating that the damaged structure violates existing health and safety standards.

Upon final settlement the funds would be deposited in a separate interest bearing account and if the mortgage is in default the funds would be returned to the mortgage company upon written request. If not, upon reasonable proof by the insured that the structure will be or is removed and/or repaired the money will be released to either the insured after completion or directly to the contractor hired to perform the work.

Other precautionary measures include escrowed proceeds do not include personal property loss payments (furniture etc.), nor is this escrow loss account applicable to final settlements of damaged properties of less than 50% of the insured real property.

Though under some circumstances it is possible that the retention of the final settlement could cause a financial burden on the loss insured it would appear that under most loss scenarios the money will be used to pay off the liens on the premises, be provided to the contractor to remove or repair the property or would be returned to the loss insured upon completion of the repairs and it is unlikely that it would negatively affect the credit rating of the loss insured.

Ron Galstad, City Attorney

**RESOLUTION NO. 13 – 03 - 30**

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, introduced the following resolution and moved its adoption:

**RESOLUTION RATIFYING CONTRACTS**

WHEREAS, the City of East Grand Forks purchased from Hardware Hank the goods referenced in check number 15211 for a total of \$553.45.

WHEREAS, Craig Buckalew, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$433.00 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on March 5, 2013.

*Voting Aye:*  
*Voting Nay:*  
*Abstain:*

The President declared the resolution passed.

Passed: March 5, 2013

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 5th of March, 2013.

\_\_\_\_\_  
Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA )  
COUNTY OF POLK ) ss  
CITY OF EAST GRAND FORKS )

I, Craig Buckalew, being duly sworn states the following:

1. I am 3<sup>rd</sup> Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 15211 for a total of \$553.45.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on March 5, 2013.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Official)

# Accounts Payable

## Check Register Totals Only



# City of East Grand Forks

P. O. Box 373  
 East Grand Forks, MN 56721  
 (218) 773-2483

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User: mnelson  
 Printed: 3/1/2013 - 3:10 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
15171	03/05/2013	ACM001	Acme Electric Companies	28.27	0
15172	03/05/2013	ADV001	Advanced Business Methods Inc	259.23	0
15173	03/05/2013	AGA001	Agassiz Audubon Society, Inc	100.00	0
15174	03/05/2013	ALT001	Altru Health System	80.00	0
15175	03/05/2013	AME005	Ameripride Linen & Apparel Services	428.26	0
15176	03/05/2013	ANY001	Anytime Plumbing	102.50	0
15177	03/05/2013	BAK001	Baker & Taylor Co	274.03	0
15178	03/05/2013	BAR005	Barnes Distribution	198.19	0
15179	03/05/2013	BEA007	Chad Beauchamp	44.00	0
15180	03/05/2013	BEC001	Becker Arena Products Inc	2,048.19	0
15181	03/05/2013	BLU001	Blue Cross Blue Shield of ND	6,510.00	0
15182	03/05/2013	BOR001	Border States Electric Supply	92.33	0
15183	03/05/2013	BRA005	Braun Intertec Corporation	6,760.55	0
15184	03/05/2013	BRO002	Brodart Co	187.59	0
15185	03/05/2013	BYD001	Bydal Designs	213.75	0
15186	03/05/2013	CAR504	Cardmember Service	1,029.98	0
15187	03/05/2013	CAR005	Carson Industries Inc	99.95	0
15188	03/05/2013	CEN002	CENGAGE Learning	59.96	0
15189	03/05/2013	CEN006	Century Link	1,020.65	0
15190	03/05/2013	COA001	Coalition of Greater MN Cities	260.00	0
15191	03/05/2013	COL002	Cole Papers Inc	677.33	0
15192	03/05/2013	COM015	Comfort Suites Rapid River Lodge	221.78	0
15193	03/05/2013	EAS006	Dale Gulbranson	80.00	0
15194	03/05/2013	DIA001	Richard Papenfuss Diamond Cleaning	212.04	0
15195	03/05/2013	ESR001	Environmental Systems Research Institu	1,362.66	0
15196	03/05/2013	EXP002	Exponent	32.00	0
15197	03/05/2013	FER001	Ferrellgas	171.71	0
15198	03/05/2013	FPI001	Five Points Investments LLC & First S	375,000.00	0
15199	03/05/2013	FLA001	Flaherty & Hood PA	3,892.87	0
15200	03/05/2013	FOR009	Forx Builders Association	350.00	0
15201	03/05/2013	G&K001	G&K Services	203.14	0
15202	03/05/2013	GAF002	Gaffaney's	260.00	0
15203	03/05/2013	GAL001	Gale	118.25	0
15204	03/05/2013	GAR001	Garden Hut Inc	326.99	0
15205	03/05/2013	GAR003	Gardner Publishing	204.09	0
15206	03/05/2013	GEO001	George's Quick Printing	182.77	0
15207	03/05/2013	GGF001	GGF Convention & Visitors Bureau	989.96	0
15208	03/05/2013	GRA004	Grand Cities Towing	200.00	0
15209	03/05/2013	GRO004	Groeneveld	154.16	0
15210	03/05/2013	HAJ002	Rick Hajicek	285.00	0
15211	03/05/2013	HAR001	Hardware Hank	553.45	0
15212	03/05/2013	HEA001	Heartland Paper	332.21	0
15213	03/05/2013	HIT001	Hitch N Go	129.00	0
15214	03/05/2013	HOL002	Holiday Credit Office	715.41	0
15215	03/05/2013	INP002	In Prints Screen Printing	230.00	0
15216	03/05/2013	INT003	Integra Telecom	79.88	0
15217	03/05/2013	INT009	International Public Management Assc	270.00	0
15218	03/05/2013	IXS001	IXsystems Inc	1,295.00	0
15219	03/05/2013	JET001	Jet Way Multiple Services Inc	2,959.00	0
15220	03/05/2013	KEE002	Keeps Inc	69.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
15221	03/05/2013	KEL001	Kellermeyer Building Service	106.88	0
15222	03/05/2013	LEA001	League of MN Cities	1,950.00	0
15223	03/05/2013	LIT001	Lithia Payment Processing	1,525.97	0
15224	03/05/2013	MBC001	M-B Companies Inc	433.85	0
15225	03/05/2013	MAR004	Marco	170.71	0
15226	03/05/2013	MAR001	Marco Inc	547.49	0
15227	03/05/2013	MCD001	McDonald's of EGF	31.53	0
15228	03/05/2013	MCF001	McFarlane	2,796.95	0
15229	03/05/2013	MEN001	Menards	87.55	0
15230	03/05/2013	MPO001	Metropolitan Planning Organization	13,535.71	0
15231	03/05/2013	MIC001	Micro-Marketing LLC	31.46	0
15232	03/05/2013	MID001	MidAmerica Books	770.11	0
15233	03/05/2013	MIK001	Mike's Pizza	43.44	0
15234	03/05/2013	MIT001	Mitch Yoney Snow Removal	1,120.00	0
15235	03/05/2013	MND006	VOID****VOID****VOID*** MN I	1,063.00	0
15236	03/05/2013	MND013	MN Dept of Transportation	436.72	0
15237	03/05/2013	MNF001	MN Fire Service Certification Board	75.00	0
15238	03/05/2013	MNM002	MN Municipal Utilities Assoc	713.00	0
15239	03/05/2013	MNN002	MN NAHRO	375.00	0
15240	03/05/2013	MUI001	Jenna Mae Muiderman	100.00	0
15241	03/05/2013	NOR010	North Central Rental & Leasing	5,216.57	0
15242	03/05/2013	NOR003	Northern Lights Figure Skating	663.00	0
15243	03/05/2013	NOR005	Northern Safety Tech	89.88	0
15244	03/05/2013	ORE001	O'Reilly Auto Parts	102.17	0
15245	03/05/2013	ODL001	Odland Fitzgerald Reynolds & Harbot	1,011.25	0
15246	03/05/2013	OLD001	Old Dominion Brush	376.82	0
15247	03/05/2013	ORC002	Roger Orchard	1,324.50	0
15248	03/05/2013	PET001	Peterson Veterinarian Clinic P.C.	91.91	0
15249	03/05/2013	PRA003	Prairie Wind BG Inc	881.67	0
15250	03/05/2013	PRA001	Praxair Distribution	25.92	0
15251	03/05/2013	PRE001	Premium Waters Inc	30.37	0
15252	03/05/2013	PRO003	Pro-Tech Security Sales	1,092.00	0
15253	03/05/2013	PUM001	Pumpkin Books	83.15	0
15254	03/05/2013	QUI001	Quill Corp	91.11	0
15255	03/05/2013	RDO001	RDO Powerplan OIB	118.13	0
15256	03/05/2013	RYD001	Rydell Chevrolet	98.03	0
15257	03/05/2013	SAN004	Eric Sand	5,000.00	0
15258	03/05/2013	SCH002	Scholastic Library Publishers	152.10	0
15259	03/05/2013	SEW002	Sew Fine MN	40.61	0
15260	03/05/2013	SHO005	Shopko Store	24.55	0
15261	03/05/2013	SPR001	Springsted	16,596.48	0
15262	03/05/2013	STE001	Stennes Granite	725.00	0
15263	03/05/2013	STU001	Stuart's Towing	80.00	0
15264	03/05/2013	SYS001	Systems & Services, Inc. (SASI)	516.69	0
15265	03/05/2013	TRI001	Tristeel Manufacturing	14.91	0
15266	03/05/2013	TRU001	True Temp	1,071.05	0
15267	03/05/2013	UNI005	Uniforms Unlimited Inc.	110.19	0
15268	03/05/2013	UPS001	UPS	8.78	0
15269	03/05/2013	UPS002	UPS Store	43.79	0
15270	03/05/2013	VAL001	Valley Petroleum Equipment	5,673.68	0
15271	03/05/2013	VAL002	Valley Truck	516.16	0
15272	03/05/2013	WAL003	Wall Street Journal	448.40	0
15273	03/05/2013	WAT001	Water & Light Department	48,098.27	0
15274	03/05/2013	WID001	Widseth Smith Nolting & Associates	12,543.00	0
15275	03/05/2013	WIL002	Wilbur-Ellis	4.81	0
15276	03/05/2013	WIZ001	Wizard's Enterprises Inc.	490.00	0
15277	03/05/2013	XCE001	Xcel Energy	19,839.33	0
15278	03/05/2013	ZAK001	Jared Zak	5,000.00	0
15279	03/05/2013	ZEE001	Zee Medical Service	46.60	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
15280	03/05/2013	ZIE001	Ziegler	1,397.35	0
				<u>567,007.73</u>	
Check Total:				<u>567,007.73</u>	