

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for March 5, 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, Mark Olstad, and Chad Grassel.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Gary Larson, Fire Chief; Megan Nelson, Executive Assistant; and Jim Richter, EDHA 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.”

Jake McConkey and Kristi Okerlund informed the council about the Big Event taking place on April 27th. This is a one day service event where many students and faculty from UND complete projects around the Grand Cities area. To learn more about the Big Event they said to search the UND website under A-Z, go to B and click on Big Event. This is also where people can submit ideas for projects this year. Mayor Stauss said this event has helped clean up our parks in the past and the help is greatly appreciated.

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.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE ITEM ONE (1) THROUGH TWO (2).

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

Voting Nay: None.

Absent: Tweten

SCHEDULED BID LETTINGS:

3. Consider adopting Resolution No. 13-03-28 accepting and awarding the 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.

A MOTION WAS MADE BY COUNCIL MEMBER VONASEK, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-03-28 ACCEPTING AND AWARDDING THE 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.

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

Voting Nay: None.

Absent: Tweten

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 4th 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. (2nd Reading)

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT ORDINANCE NO. 7 4th 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. (2nd READING)

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

Voting Nay: None.

Absent: Tweten

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

Council President Buckalew said this item will have to be tabled until the next meeting. All of the council members who originally voted this item need to be present to reconsider the resolution.

NEW BUSINESS:

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

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 13-03-29 ESTABLISHING A FIRE ESCROW ACCOUNT.

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

Voting Nay: None.

Absent: Tweten

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.

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-03-30 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 15211 FOR A TOTAL OF \$553.45 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTSED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew

Absent: Tweten

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

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER LEIGH, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO

ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

Absent: Tweten

COUNCIL/STAFF REPORTS:

Mayor Stauss thanked Dave Aker and his staff for getting the Civic Center ready for the hockey tournament. He congratulated the boys hockey team and wished them good luck down at the state tournament.

Council Member Vetter told the council he is concerned about the post office in East Grand Forks. They lost the sorting of mail to Grand Forks, the hours open are being cut back, and now there is only one person at the counter instead of two. Service is starting to suffer. He asked that the council show its support for the post office by contacting the legislature so we are able to keep the post office open in East Grand Forks. It was also suggested that the council pass a resolution showing its support for the post office.

Council Member Vonasek thanked Dave and his staff for the good job they did with the hockey tournament and congratulated the boys hockey team on their win.

Council Member Buckalew said he had also noticed the service level decreasing and that he would gladly support an initiative to help the post office. He also thanked Jason and his team out at Public Works for getting the streets cleaned up so quickly again.

Mr. Huizenga informed the council that Senator Stumpf and Representative Kiel have introduced bills in both houses of the state legislature which, if passed, would send the funding for the expansion of utilities in the Red River State Recreational Area.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADJOURN THE MARCH 5, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:12 P.M.

Scott Huizenga, City Administrator/Clerk-Treasurer