

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
JANUARY 20, 2009
5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A 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."

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" for the East Grand Forks, Minnesota City Council of January 6, 2009.
2. Consider approving the minutes of the "Work Session" for the East Grand Forks, Minnesota City Council of January 13, 2009.

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 application for an Exempt Gambling Permit for a raffle for Min-Dak Border Chapter of Minnesota Deer Hunters Association to be held March 14, 2009 at the Eagles Club, 227 10th St. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
4. Consider approving the application for an Exempt Gambling Permit for a raffle for Knights of Columbus 5341 to be held April 1, 2009 at the Sacred Heart Church, 200 3rd St. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
5. Consider approving the following Gas & Oil Installer Licenses pending required bond:
 - a. Bill Hastings Heating & Air Conditioning, 1409 12th Ave. S, Grand Forks, ND 58201.
 - b. Lunseth Plumbing & Heating Co., 1710 N. Washington St., Grand Forks, ND 58203.

6. Consider approving the following Massage Parlor Owner Licenses:
 - a. Maggi Jean Johnson, 1316 S 20th St., Grand Forks, ND 58201.
7. Consider approving the following Master Plumber Licenses pending required bond & license:
 - a. Lunseth Plumbing & Heating Co. – Philip Kraemer, 1710 N. Washington St., Grand Forks, ND 58203.
8. Consider approving the following Vending Wagon License pending approval by the Minnesota Department of Health:
 - a. Blondi's Lemonade/Sonja Miller, 44705 Zellwood Rd, Sauk Centre, MN 56378.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

9. The minutes of the Water, Light, Power and Building Commission for December 4, 2008.
10. The minutes of the Water, Light, Power and Building Commission for December 18, 2008.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

11. Consider approving the request to file plans and specification for “2009 City Project No. 2 – Curb, Gutter, and Paving – 5th Avenue NE from USTH 2 to 15th Street NE.”
12. Consider approving the request to prepare plans and specifications for “2009 City Project No. 3 – Curb, Gutter, and Paving – Cul-De-Sacs along 17th Ave. SE and 14th Ave. SE.”
13. Consider approving the request to vacate 10 feet of a 20 foot pedestrian easement between Lots 6, 7, 19, and 20, Block 1 (10 foot easement per lot would be reduced to a 5 foot easement per lot) and approve the request to vacate the entire 20 foot pedestrian easement between Lots 6 and 7 Block 2 Peabody's First Addition.
14. Consider approving the request to dedicate a 10 foot pedestrian easement between Lots 4 & 5 and Lots 8 & 9, Block 2 Peabody's First Addition (5 foot easement per lot).
15. Consider adoption of Ordinance No. 307 3rd Series and Ordinance an ordinance of the City of East Grand Forks, Minnesota, amending City Code Chapter Two Entitled “Administration” by adding to Section 2.30, Claims and Disbursements a subdivision 5 to grant the City Administrator/Clerk Treasurer and/or other designated officials authority; and by adopting by reference City Code Chapter 1 and Section 2.99 which, among other things, contain penalty provisions. (2nd Reading)
16. Consider adopting Resolution No. 09-01-09 a Resolution delegating authority to pay claims to the positions of City Administrator/Clerk Treasurer and Finance Director and in their absence, to the Deputy Clerk-Treasurer.
17. Consider adopting Resolution No. 09-01-10 a Resolution authorizing the recommended transfers for budget year 2008.

18. Consider adopting Resolution No. 09-01-11 a Resolution enabling elected and/or appointed officials of the City of East Grand Forks to be covered by the Minnesota Workers Compensation Law.

CLAIMS:

19. Consider adopting Resolution No. 09-01-12 a Resolution authorizing the City of East Grand Forks to approve purchases from Bert's Truck for the goods referenced in check number 1993 for a total of \$597.48 whereas Council Member Gregoire is personally interested financially in the contract.

20. Consider adopting Resolution No. 09-01-13 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 2025 for a total of \$229.33 whereas Council Member Buckalew is personally interested financially in the contract.

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

ADJOURN:

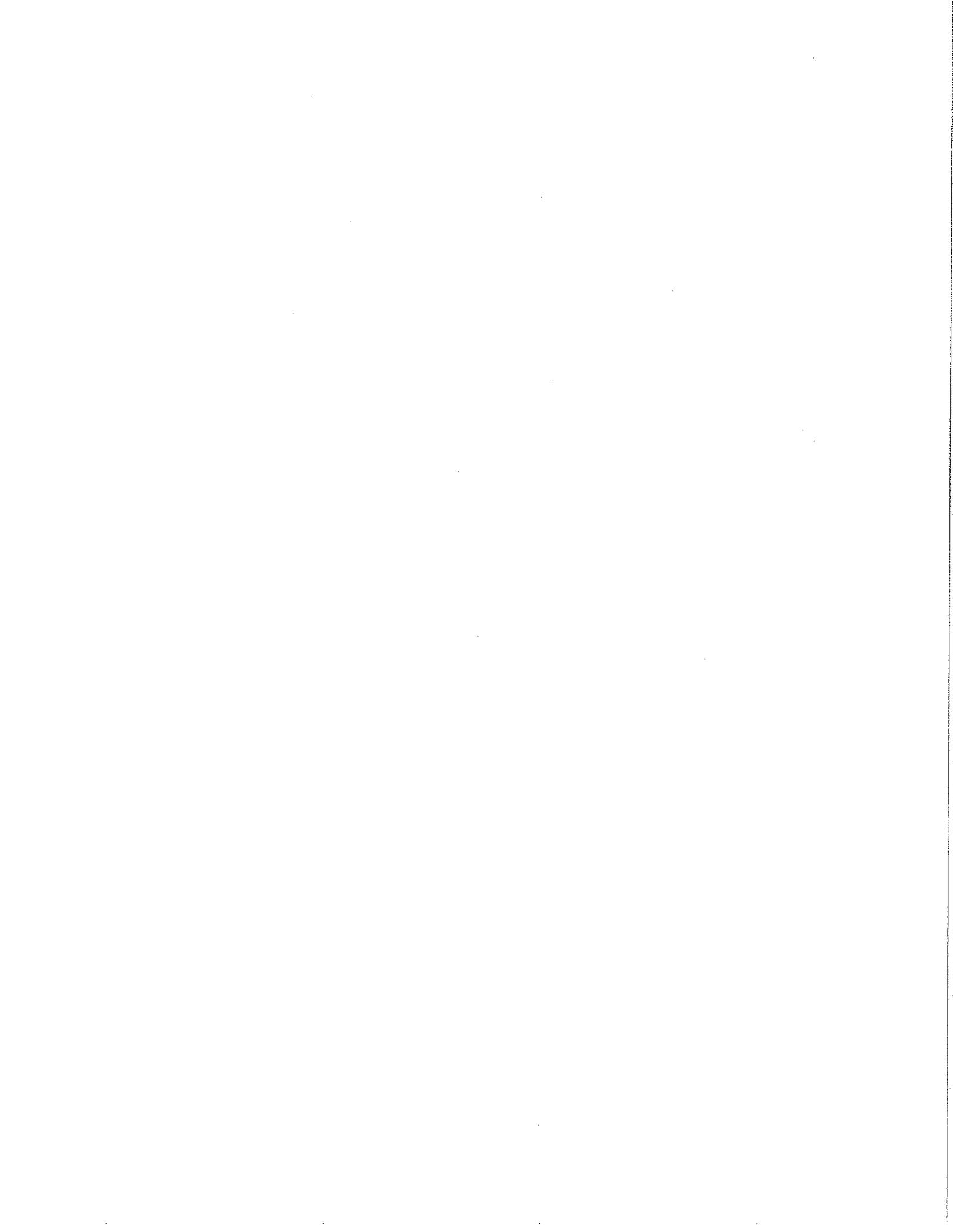
Upcoming Meetings:

Work Session – January 27, 2009 – 5:00 PM – Training Room

Regular Meeting - February 3, 2009 – 5:00 PM – Council Chambers

Work Session – February 10, 2009 – 5:00 PM – Training Room

Regular Meeting – February 17, 2009 – 5:00 PM – Council Chambers



**UNAPPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
Tuesday, January 6, 2009 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for January 6, 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 (5:18), 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; Dave Aker, Parks & Rec Superintendent; John Wachter, Public Works Superintendent; Nancy Ellis, Planning & Zoning; Jerry Lucke, Finance Director; Mike Hedlund, Police Chief; Randy Gust, Fire Chief; Dan Boyce, Water & Light Manager; and Jim Richter, EDHA Director.

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."

ANNUAL BUSINESS:

1. SET TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS

Consider adopting Resolution No. 09-01-01 a Resolution to set time and hour of regular City Council Meetings and Work Sessions.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-01-01 A RESOLUTION TO SET TIME AND

HOOR OF REGULAR CITY COUNCIL MEETINGS AND WORK SESSIONS.

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

2. DESIGNATE OFFICIAL NEWSPAPER

Consider adopting Resolution No. 09-01-02 a Resolution to designate The Exponent as the official newspaper.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 09-01-02 A RESOLUTION TO DESIGNATE THE EXPONENT AS THE OFFICIAL NEWSPAPER.

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

3. DESIGNATE FINANCIAL DEPOSITORIES

Consider adopting Resolution No. 09-01-03 a Resolution to designate the following financial depositories.

- (A) American Federal
- (B) Community Bank
- (C) Smith Barney
- (D) Multi-Bank Securities
- (E) Dain Rausher
- (F) PMA - 4M Fund

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-01-03 A RESOLUTION TO DESIGNATE THE FOLLOWING FINANCIAL DEPOSITORIES.

- (A) AMERICAN FEDERAL**
- (B) COMMUNITY BANK**
- (C) SMITH BARNEY**
- (D) MULTI-BANK SECURITIES**
- (E) DAIN RAUSHER**
- (F) PMA - 4M FUND**

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

Consider adopting Resolution No. 09-01-04 a Resolution authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination and for online banking:

Name and Title Signature

- (A) Lynn Stauss, Mayor

- (B) Scott Huizenga, City Administrator
- (C) Michelle French, Executive Assistant
- (D) Terry Knudson, Accounting Technician
- (E) Jerry Lucke, Finance Director

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-01-04 A RESOLUTION AUTHORIZING PERSONS LISTED BELOW (SUBJECT TO ANY EXPRESSED RESTRICTIONS) IS AUTHORIZED FOR ACH ORIGATION AND FOR ONLINE BANKING:

NAME AND TITLE SIGNATURE

- (A) LYNN STAUSS, MAYOR
- (B) SCOTT HUIZENGA, CITY ADMINISTRATOR
- (C) MICHELLE FRENCH, EXECUTIVE ASSISTANT
- (D) TERRY KNUDSON, ACCOUNTING TECHNICIAN
- (E) JERRY LUCKE, FINANCE DIRECTOR

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

Voting Nay: None.

APPROVAL OF MINUTES:

4. Consider approving the minutes of the "Regular Meeting" for the East Grand Forks, Minnesota City Council of December 16, 2008.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE "REGULAR MEETING" FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF DECEMBER 16, 2008.

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

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 chose.

5. Consider approving the following Gas & Oil Installer Licenses pending required bond:
 - a. Ed Krogfoss, 3720 S 69th St., Grand Forks, ND 58201.
 - b. Try County Refrigeration, Heating, and Cooling, 14423 St Hwy 220, East Grand Forks, MN 56721.
 - c. One Hour Heating & Air Conditioning, 1318 12th Ave. S, Grand Forks, ND 58201.
 - d. Scott Calde, 205 210th St. SW, Fargo, ND 58106-0188

6. Consider approving the following Gas & Oil Installer Licenses pending required bond:
 - a. Quiet Waters Massage, Garrett Hovendick, 305 DeMers Ave., East Grand Forks, MN 56721.
 - b. Jamie Rae Tverberg, 305 DeMers Ave, East Grand Forks, MN 56721.
7. Consider approving the following Master Plumber Licenses pending required bond and license:
 - a. Hussey Plumbing Inc., 1003 9th Ave. SE, East Grand Forks, MN 56721.
 - b. Ed Krogfoss, 3720 S 69th St., Grand Forks, ND 58201.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE CONSENT MOTIONS NUMBER FIVE (5) THROUGH SEVEN (7) AS SUBMITTED.

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

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:
NONE.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

8. Consider adopting Resolution No. 09-01-05 a Resolution approving the 2009 Administrative Service Agreement with Discovery Benefits Inc.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-01-05 A RESOLUTION APPROVING THE 2009 ADMINISTRATIVE SERVICE AGREEMENT WITH DISCOVERY BENEFITS INC.

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

9. Consider adopting Resolution No. 09-01-06 a Resolution supporting maintenance of local title and registration services.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-01-06 A RESOLUTION SUPPORTING MAINTENANCE OF LOCAL TITLE AND REGISTRATION SERVICES.

Council Member Leigh asked if we are encouraging the State. Council Member Buckalew stated that the fees are mandated and we are just bringing Legislatures aware of the issues that need to be corrected.

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

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Voting Nay: None.

Abstain: Buckalew.

10. Consider adoption of Ordinance No. 307 3rd Series and Ordinance an ordinance of the City of East Grand Forks, Minnesota, amending City Code Chapter Two Entitled "Administration" by adding to Section 2.30, Claims and Disbursements a subdivision 5 to grant the City Administrator/Clerk Treasurer and/or other designated officials authority; and by adopting by reference City Code Chapter 1 and Section 2.99 which, among other things, contain penalty provisions. (1st Reading)

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT ORDINANCE NO. 307 3RD SERIES AND ORDINANCE AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE CHAPTER TWO ENTITLED "ADMINISTRATION" BY ADDING TO SECTION 2.30, CLAIMS AND DISBURSEMENTS A SUBDIVISION 5 TO GRANT THE CITY ADMINISTRATOR/CLERK TREASURER AND/OR OTHER DESIGNATED OFFICIALS AUTHORITY; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 2.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS. (1ST READING)

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

Voting Nay: None.

11. Consider adopting Resolution No. 09-01-07 a Resolution to adjust the Civil Service Commission salary from \$600 to \$1,000 beginning January 1, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 09-01-07 A RESOLUTION TO ADJUST THE CIVIL SERVICE COMMISSION SALARY FROM \$600 TO \$1,000 BEGINNING JANUARY 1, 2009.

Council Member Pokrzywinski asked if this was discussed previously. Mr. Huizenga stated it was discussed at the last budget work session in November.

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

Voting Nay: None.

12. Consider approving the following Board & Commission appointments:

CEMETERY COMMISSION –

Reappoint Julie Marek for a 3 year term beginning 1/1/09 through 12/31/11

CIVIL SERVICE BOARD –

Appoint Val Gravseth to replace Rae Potter for a 3 year term beginning 1/1/09 through 12/31/11

ECONOMIC DEVELOPMENT HOUSING AUTHORITY –

Reappoint Nan Larson for a 6 year term beginning 1/1/09 through 12/31/14

LIBRARY BOARD –

Appoint Sharon Budge to replace Marcia Metzger for a 3 year term beginning 1/1/09 through 12/31/11

Reappoint Kay Buckalew for a 3 year term beginning 1/1/09 through 12/31/11

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PLANNING COMMISSION –

Reappoint Brad Bail for a 4 year term beginning 1/1/09 through 12/31/12
Appoint Chad Erickson to replace Terry Hecht for a 4 year term beginning 1/1/09 through 12/31/12
Appoint Mike Powers to replace Sheila Bruhn for a 4 year term beginning 1/1/09 through 12/31/12

SENIOR CITIZEN BOARD –

Appoint Bonnie Slette to replace Betty Floan for a 3 year term beginning 1/1/09 through 12/31/11
Appoint Lora Jean Kleven to replace Lois Lee for a 3 year term beginning 1/1/09 through 12/31/11

WATER, LIGHT, POWER & BUILDING COMMISSION –

Reappoint Mike Quirk for a 3 year term beginning 1/1/09 through 12/31/11

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE FOLLOWING BOARD & COMMISSION APPOINTMENTS:

CEMETERY COMMISSION –

REAPPOINT JULIE MAREK FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11

CIVIL SERVICE BOARD –

APPOINT VAL GRAVSETH TO REPLACE RAE POTTER FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11

ECONOMIC DEVELOPMENT HOUSING AUTHORITY –

REAPPOINT NAN LARSON FOR A 6 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/14

LIBRARY BOARD –

APPOINT SHARON BUDGE TO REPLACE MARCIA METZGER FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11
REAPPOINT KAY BUCKALEW FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11

PLANNING COMMISSION –

REAPPOINT BRAD BAIL FOR A 4 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/12
APPOINT CHAD ERICKSON TO REPLACE TERRY HECHT FOR A 4 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/12
APPOINT MIKE POWERS TO REPLACE SHEILA BRUHN FOR A 4 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/12

SENIOR CITIZEN BOARD –

APPOINT BONNIE SLETTE TO REPLACE BETTY FLOAN FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11
APPOINT LORA JEAN KLEVEN TO REPLACE LOIS LEE FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11

WATER, LIGHT, POWER & BUILDING COMMISSION –

REAPPOINT MIKE QUIRK FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11

Council Member DeMers asked is the EDHA board term is supposed to be 6 years long. Mr. Richter stated it has always been that way and it states 6 years in the Charter. Council Member DeMers also asked if Val Gravseth would have a conflict. Mr. Galstad stated that he will her sign a written disclosure for any Water & Light hiring.

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

CLAIMS:

13. Consider adopting Resolution No. 09-01-08 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 1873 for a total of \$312.64 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-01-08 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 1873 FOR A TOTAL OF \$312.64 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT

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

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

Acme Electric Companies	Shop Tool	\$449.78
Advanced Business Methods	Copier Lease	\$161.51
Aker Dave	2 Meals in Bemindji	\$22.33
Aker Jeremy and Jacklyn	Housing Incentive Program Tax Rebate	\$2,641.87
Aker Knute and Pearl	Housing Incentive Program Tax Rebate	\$2,439.27
Albrecht Manufacturing	Wing Hinge Pins	\$725.00
Allmaras Michael and Marsha	Housing Incentive Program Tax Rebate	\$2,528.01
Alltel	Nov Cell Phone 1201058292-553	\$290.46
Altru Health System	Legal Blood Draw	\$35.00
American Tire Service	Tire Rpr #763	\$96.00
Ameripride Linen & Apparel Services	Rugs for Dec	\$399.32
Anderson Donald and Patty	Housing Incentive Program Tax Rebate	\$2,439.27
Anderson Marjorie	Housing Incentive Program Tax Rebate	\$1,450.32
Baker & Taylor Co	Books	\$66.45
Barbara McLeod and Christy Senechal	Housing Incentive Program Tax Rebate	\$2,096.96
Barnes Distribution	Inventory Parts	\$231.13
Batteries Plus #24	Camcorder Batterie	\$88.57
Baune Seth	Coaches Clinic Reimb	\$70.00
Becker Arena Products Inc	Ice Depth Finder	\$1,403.14
Beiswenger Cynthia	Housing Incentive Program Tax Rebate	\$1,820.27
Bevelacqua Anthony and Stacye	Housing Incentive Program Tax Rebate	\$2,174.96
Blue Cross Blue Shield of ND	Health Insurance Coverage	\$4,482.60
Boespflug Brandon and Katie	Housing Incentive Program Tax Rebate	\$1,758.20
Boushey Jason and Ann	Housing Incentive Program Tax Rebate	\$1,823.03
Bowman Frank and Alisa	Housing Incentive Program Tax Rebate	\$2,303.03
Brady	Martz & Associates	\$6,000.00
Breedlove Freddie and Angela	Housing Incentive Program Tax Rebate	\$2,827.99
Bret and Sarah Danielson and Gerard		
Neil Law	New Construction Loan	\$5,000.00

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Brodart Co	Books	\$357.44
Brown Seth	Ref Reimb, Housing Incentive Program Tax Rebate	\$4,032.86
Bruce Jay	Reimb For Mileage July -Dec 08	\$87.75
Burkel Randy and Amy	Housing Incentive Program Tax Rebate	\$2,331.14
Burriss Jason and Kim	Housing Incentive Program Tax Rebate	\$2,103.84
C&R Laundry & Cleaners	Fire Laundry	\$264.88
Carik Jay and Lynette	Housing Incentive Program Tax Rebate	\$1,919.95
Cariveau Adam	Housing Incentive Program Tax Rebate	\$2,423.50
Carquest Auto Parts	Parts To Rpr Air Hose	\$79.47
Center Point Large Print	2 Books	\$34.42
Chapa Dan and Mary	Housing Incentive Program Tax Rebate	\$2,674.32
Climate Control Inc	Building Services Agreement	\$6,000.00
Coalition of Greater MN Cities	2009 CGMC Dues Assessments	\$11,006.00
Cole Papers Inc	Supplies - Cleaner	\$978.20
Commercial Maintenance Chemical Corp	Lift Station Degreaser	\$1,298.94
Commercial Printing	Postage Due Inv #1855	\$13.11
Complete Pest Control Inc	Insects/Rodents	\$2,567.76
Construction Engineers	Water Leak Investigation	\$280.00
Countrywide Tax Services	Refund Of Incorrect Parcel Payment 83.03158.00	\$31.00
Craig Pietruszewski and Jackie Gaddie	Housing Incentive Program Tax Rebate	\$3,318.89
Cummins NPower LLC	K-10 Lift Station Repair/Maint	\$2,386.40
D&D Heating & Sheet Metal	Roof Top Unit Repairs	\$371.95
Demco Educational Corp	Processing Materials	\$42.45
DeMers Marc	Housing Incentive Program Tax Rebate	\$1,713.17
Diamond Cleaning Supply	Cups	\$163.80
Digital-Ally	Inc	\$147.50
Dorsey & Whitney LLP	Bond Issue Costs Through Nov 08	\$10,000.00
Drummer Darin	Mural At River Walk Center	\$6,431.00
Dudgeon James and Norma	Housing Incentive Program Tax Rebate	\$1,317.06
Dvorak Eric and Sara	Housing Incentive Program Tax Rebate	\$2,070.15
Eagle Electric	Exhaust Fan Repair	\$9,162.18
East Side Auto Service	Install Fuel Pump #763	\$179.64
East Side Travel Plaza	Fule For #163	\$132.20
Eback Troy and Stacy	Housing Incentive Program Tax Rebate	\$1,954.13
Egeland Tracey and James	Housing Incentive Program Tax Rebate	\$2,120.42
Eggebraaten John and Joan	Housing Incentive Program Tax Rebate	\$1,601.03
Ellertson Eric and Jennifer	Housing Incentive Program Tax Rebate	\$2,097.45
Experience Works	Exp. Works Initiative	\$300.00
Explorer Post #38	Car Washes	\$40.00
Feist Mona and Pius	Housing Incentive Program Tax Rebate	\$2,505.89
Ferrellgas	Propaine	\$363.83
Floan Sanders	General Services From 11/17/08 - 12/26/08	\$62,194.04
Folkedahl Bruce and Constance	Housing Incentive Program Tax Rebate	\$4,143.08
Fore Matt	Gas Reimb For Fargo	\$24.27
G&K Services	Rugs	\$451.57
Gaffaneys	Chairmat, Glue	\$125.97
Gahlon Gregory and Kelly	Housing Incentive Program Tax Rebate	\$2,792.44
Gale	Books	\$240.94
Galen and Joellen Cariveau and Community Bank RRV	New Contruction	\$5,000.00

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Garden Hut of Grand Forks	Wiper	\$181.46
GC Distributing Co	Refuse Bags	\$3,711.59
George's Quick Printing	2009 Refuse and Recycling Calendars	\$692.25
Gerald Lucke & Co LTD	.Prof Services 12/1 - 12/30	\$8,400.00
Gerrells Sport Center	Jerseys Bantam B	\$2,600.00
GF Fire Equipment	Fire Extinguisher Maint.	\$440.50
Grand Cities Towing	Towing Expense	\$2,100.00
Grand Forks Police Dept	Share Radio Grant Fire & Police	\$59,346.46
Green Danny	Gas Reimb/Level I	\$161.50
Hajicek Rick	Cleaning	\$247.00
Hanson Jeremy and Rebecca	Housing Incentive Program Tax Rebate	\$1,734.97
Hardware Hank	Supplies	\$312.64
Harsell Dana and Christine	Housing Incentive Program Tax Rebate	\$2,302.74
Hearn Jason	Gas Reimb - Fargo/Moorhead	\$51.30
Heartland Paper	Water Tank	\$206.55
Hedlund Mike	Housing Incentive Program Tax Rebate, Airfare Reimb	\$4,007.70
Hitch N Go	Superwinch Blower	\$750.00
Hoff Colleen	Housing Incentive Program Tax Rebate	\$1,879.92
Home of Economy	De-icer, Float Valve	\$77.15
Hugo's	Plants	\$17.02
Ink Doctor	Printer Ink	\$77.88
Integra Telecom	Phone Dec	\$221.07
Johnathon Bruley and Kristin Reichmann	Housing Incentive Program Tax Rebate	\$1,451.79
Johnson Kenneth and Maryrose	Housing Incentive Program Tax Rebate	\$2,480.17
Johnson Robert	Housing Incentive Program Tax Rebate	\$1,317.06
Johnson Shaun and Carrie	Housing Incentive Program Tax Rebate	\$2,239.29
Jung Beverly	Housing Incentive Program Tax Rebate	\$1,980.40
Kallinen Kevin and Paula-Dee	Housing Incentive Program Tax Rebate	\$3,482.77
Keith's Lock & Key	2 Cylinders For Shop Doors	\$117.34
Kellermeyer Building Service	Cleaning Services In City Hall	\$525.05
Klein Jennifer	Housing Incentive Program Tax Rebate	\$2,162.80
Knutson Denise	Justins Firgure Skating Reimb	\$60.00
Knutson Phillip and Alissa	Housing Incentive Program Tax Rebate	\$2,672.17
Kossow Linda	Mileage Reimb 7/3/08 - 12/18/08	\$84.24
Larson Darin	Reimb for Hockey	\$350.00
League of MN Cities	Insurance Premiums	\$4,375.02
Lithia Payment Processing	Car Services	\$552.27
Lumber Mart	Reimb Building Inspections	\$2,086.36
M&W Services	Plow Snow At Riverwalk Center	\$206.25
Mack Jason and Kristie	Housing Incentive Program Tax Rebate	\$3,521.81
Marco Net	Sharp Staple Cartridge	\$73.21
Mark Cowger Construction	Solar Roof Vents On Library	\$1,662.78
Menards	Wire, Blinds	\$346.20
Menge Warren and Cheryl	Housing Incentive Program Tax Rebate	\$815.06
Merkens Seth	Housing Incentive Program Tax Rebate	\$1,971.43
Metropolitan Planning Organization	MPO Nov 08	\$10,387.01
Micro-Marketing LLC	Books On CD	\$18.95
Midcontinent Communications	Sunshine Terrace Cable	\$696.80
Midcontinent Communications	Television Ad	\$2,088.00
Midwest Refrigeration Inc	Replace Compressor, Freon, Expansion Valve	\$2,355.92

EAST GRAND FORKS CITY COUNCIL
January 6, 2009

Mike's Pizza	Lunch Nancy Ellis	\$53.75
MN Chief of Police Association	Shipping Charges For Donated Computers, 2009 Memb Renewal	\$262.93
MN Ice Arena Mgr's Association	Membership Dues	\$140.00
MN Municipal Utilities Assoc	Safety Comp 1st Qtr Drug & Alcohol Testing	\$3,918.50
MN State Fire Chief Association	MN State Fire Cheif Dues	\$65.00
Moon Deb	Mileage Reimb 7/1/08 - 12/5/08	\$66.23
Murray Megan Leigh	Housing Incentive Program Tax Rebate	\$2,221.15
Navarro Brett and Lisa	Housing Incentive Program Tax Rebate	\$1,782.74
Nelson Dillon	Boots, Meal & Mileage Reimb	\$525.48
Nelson John and Kristi	Housing Incentive Program Tax Rebate	\$3,609.11
Nelson Kim	Mileage Reimb 7/1/08 - 12/18-08	\$98.52
Nelson Business Forms	Parking Tickets	\$1,623.52
Newmech Companies	Oil Filters	\$253.96
North Central Rental & Leasing	Equip Rental From 12/1/08 - 1/6/09	\$2,385.00
Novak Troy and Kelley	Housing Incentive Program Tax Rebate	\$1,846.23
O'Reilly Auto Parts	Inventory & Parts	\$1,292.55
Olson Maryann	Housing Incentive Program Tax Rebate	\$2,398.37
Otis Elevator Company	Service Contract Charges for 10/1/08 - 9/30/09 & 1/1/09 - 12/31/09	\$5,703.75
Pamida	Supplies	\$14.49
Parrill Joshua and Emily	Housing Incentive Program Tax Rebate	\$1,465.23
Peabody Robert and Jeanine	Housing Incentive Program Tax Rebate	\$11,176.30
Peak Performance	Service Contract For IBM	\$72.00
Pederson David	Housing Incentive Program Tax Rebate	\$1,739.83
Peterson Ann	Housing Incentive Program Tax Rebate	\$2,505.89
Praxair Distribution	Tool Part	\$184.29
Premium Waters Inc	Water	\$34.00
Pynn Stephen and Marsha	Housing Incentive Program Tax Rebate	\$2,062.98
Quill Corp	Office Supplies	\$171.29
Radio Shack Corporation	Iventory Parts For Police Cars	\$17.87
Random House Inc	Books On Cassettes	\$280.00
RDO Equipment Co	Inv Parts #108 & #163	\$96.42
Richter James	July-December Reimb & Lunch Reimb	\$363.08
RJ Zavoral & Sons	Curb Repair	\$1,450.00
RMB Environmental Lab Inc	4 Hr Composite Sample	\$43.00
Robinson James and Rose	Housing Incentive Program Tax Rebate	\$1,444.39
Ruben Flores and Jessica Perez	Housing Incentive Program Tax Rebate	\$1,833.71
Rude Dustin and Karina	Housing Incentive Program Tax Rebate	\$1,782.52
Rydell Chevrolet	Mirror (RH #763)	\$113.65
Scherber Nathen	Housing Incentive Program Tax Rebate	\$1,877.06
Schmaltz Leonard	Mileage Reimb 6/11/08 - 12/18/08	\$159.90
Schroeder Connie	Housing Incentive Program Tax Rebate	\$1,325.86
Skyberg Jeffery	Housing Incentive Program Tax Rebate	\$2,356.39
Stadem Dr. Clifford and Gladys	Housing Incentive Program Tax Rebate	\$1,623.04
Standard Register	W 2 Forms	\$289.23
Stennes Granite	3 Graves O/C - Devos, Vanek, & Austin	\$1,875.00
Stordahl Dyann and Kenley	Housing Incentive Program Tax Rebate & Hockey Reimb	\$2,742.99
Straw William	Gas Reimb to Bemidji	\$17.81
Stuart's Towing	1982 1/2 Ton 4x4	\$60.00
Sundby Leslie and Maureen	Housing Incentive Program Tax Rebate	\$1,979.03

EAST GRAND FORKS CITY COUNCIL
January 6, 2009

Surplus Center	Chain & Misc Inventory	\$55.62
Symbol Arts	Award Coins	\$725.30
Telle Dale and Linda	Housing Incentive Program Tax Rebate	\$2,999.84
The Chamber of EGF/GF	Eggstravaganza Tickets	\$100.00
Thompson Kevin and Jana	Housing Incentive Program Tax Rebate	\$2,171.68
Tiger Direct.com	Samsung Monitor	\$254.71
Tinkham Brian and Kim	Housing Incentive Program Tax Rebate	\$1,602.37
Tretter Tyler	Reimbursement Clinic Level 2	\$50.00
True Temp	Shop Supplies, Air Pressure Switch, ST Repairs, Mars Sequencer	\$610.50
Try-County Refrigeration	Service Rooftop Blower	\$601.46
Uniforms Unlimited	Inc.	\$55.95
Unique Snow Removal	2nd Half Of Snow Removal Contract	\$1,127.50
US Bank	Principle and Interest Due on Bonds	\$1,250,436.25
US Foodservice Inc TM	Pig Roast For Senior Center	\$479.58
Valley Truck	Work on Plow, Engine Repair, ABS Light	\$2,868.78
Verizon Wireless	Cell Phone Coverage Nov	\$476.26
Vilandre Heating & A/C	Boiler Rpr	\$435.55
Virnig Glen and Lisa	Housing Incentive Program Tax Rebate	\$2,043.34
Von Ruden Jeffry	Housing Incentive Program Tax Rebate	\$2,140.97
Water & Light Department	Water and Light Nov	\$82,483.40
George Weber	Boots Reimb	\$75.00
Wells Fargo Brokerage Services	Muni Note	\$75,773.56
Wizard's Enterprises Inc	Custodial Services	\$490.00
World Media	Books	\$190.27
Xcel Energy	Electric Services	\$25,520.58
Joseph and Jenna Zavoral	Housing Incentive Program Tax Rebate	\$1,987.80
Lori Zeman Gregoire	Housing Incentive Program Tax Rebate	\$2,265.52
	Total	\$1,874,726.18

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss thank everyone for providing names for the Board and Commission appointments. He also thanked Public Works on the snow removal. He announced that he visited the service groups and they discussed the problems regarding LGA. He shared his new slogan for LGA – "Let's Get Active."

Council Member DeMers stated that this will be an interesting and challenging year and he is glad that the City Council has such a good relationships with the Department Heads.

Council Member Buckalew thanked Public Works on the snow removal and thanked the Police Department for their efforts as well.

EAST GRAND FORKS CITY COUNCIL
January 6, 2009

Council Vice President Tweten suggested that Mr. Huizenga talk to the Department Heads regarding possible retirements to avoid layoffs. He would like to discuss the employment outlooks at an upcoming work session.

Council President Grassel thanked Public Works on the excellent snow removal.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE JANUARY 6, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:36 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
WORK SESSION
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
Tuesday, January 13, 2009 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for January 13, 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 (5:06), Council President Dick Grassel, Council Vice President Henry Tweten, Council Members Marc DeMers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator/Clerk Treasurer; Michelle French, Executive Assistant; Greg Boppre, City Engineer; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Randy Gust, Fire Chief; Dan Boyce, Water & Light Manager; Dave Aker, Parks and Recreation Superintendent; Nancy Ellis, Planning & Zoning; Earl Haugen, Planning & Zoning; John Wachter, Public Works Superintendent; Gary Hultberg, Water Plant Superintendent; and Jim Richter, EDHA Director.

DETERMINATION OF A QUORUM

The Council President Determined a Quorum was present

1. 5th Ave. SE & Bygland Road Intersection – Paul & Carrie Braaten

Council President Grassel stated that he received a call from Mrs. Braaten regarding the intersection of 5th Ave. SE and Bygland Road. She stated that it is difficult to get out due to the heavy traffic. Council President Grassel stated that the intersection has heavy traffic twice a day and not enough to put in stop lights or stop signs.

2. 3rd Street Parking – Sgt Anderson

This item will be tabled.

**EAST GRAND FORKS WORK SESSION
JANUARY 13, 2009**

3. 2009 City Project No. 2 – Curb, Gutter, & Paving – File Plans & Specifications – Greg Boppre

Mr. Boppre stated that this property is adjacent from Pamida and is currently a bus route. Discussion occurred regarding a possible drive thru pharmacy at Pamida. Pamida will need to contact Ms Ellis and Mr. Skyberg regarding the possible construction. Mr. Boppre clarified that this project will be paid through the State Aid Budget. Mr. Boppre stated that the City of East Grand Forks pays 100% of State Aid Streets. Council Member Pokrzywinski would like to discuss this policy at an upcoming work session. The request to file plans and specifications will be moved to City Council for action.

4. 2009 City Project No. 3 – Curb, Gutter, & Paving – Prepare Plans & Specifications – Greg Boppre

Mr. Boppre announced that the City Council has discussed this project multiple times. He would like Council approval to prepare plans and specifications. Mr. Boppre gave a brief background on the project. Discussion occurred regarding funding for this project. Mr. Boppre stated that the City share would be between \$130,000-\$150,000. The City pays 20% plus all of the engineering and administration costs.

5. Waste Management Residential Collection – John Wachter

Mr. Wachter suggested contracting with Waste Management for both garbage and recycling residential collections. He stated that this would save the City \$5,000-\$10,000 not including equipment costs, repairs, maintenance, training, initial setup, workers comp, etc. Council Member Leigh asked why the residential costs are going to increase from \$8.75 to \$12.75. Mr. Wachter stated that the City would still need to pay for tipping fees. Mr. Wachter informed City Council that this would be an amendment to the current contract. Mr. Galstad will review the amended contract prior to City Council approval. Discussion occurred regarding the sizes of the containers, damage to the containers, alley pickup, and moving the containers back on the property within 24 hours. Waste Management representatives stated that education would be provided to the residents. Mr. Huizenga will contact other communities that have this service to determine the pros and cons and report back to the City Council.

6. Water Plant Operator Job Opening – Dan Boyce

Mr. Boyce stated that the Water and Light Department had a Water Plant Operator resign and Mr. Hultberg has rearranged the schedule. Mr. Hultberg stated that over the next couple of years the department will have a couple of retirements. Council Vice President Tweten suggested moving forward on hiring this position. Council President Grassel suggested looking for an internal applicant. This job opening will be advertised within the City.

7. Winter Carnival – Dave Aker

Mr. Aker announced that the Winter Carnival will be February 14 from 7 a.m. to 5 p.m. He briefly went through the events. Council Vice President Tweten suggested that they should provide proof of liability insurance.

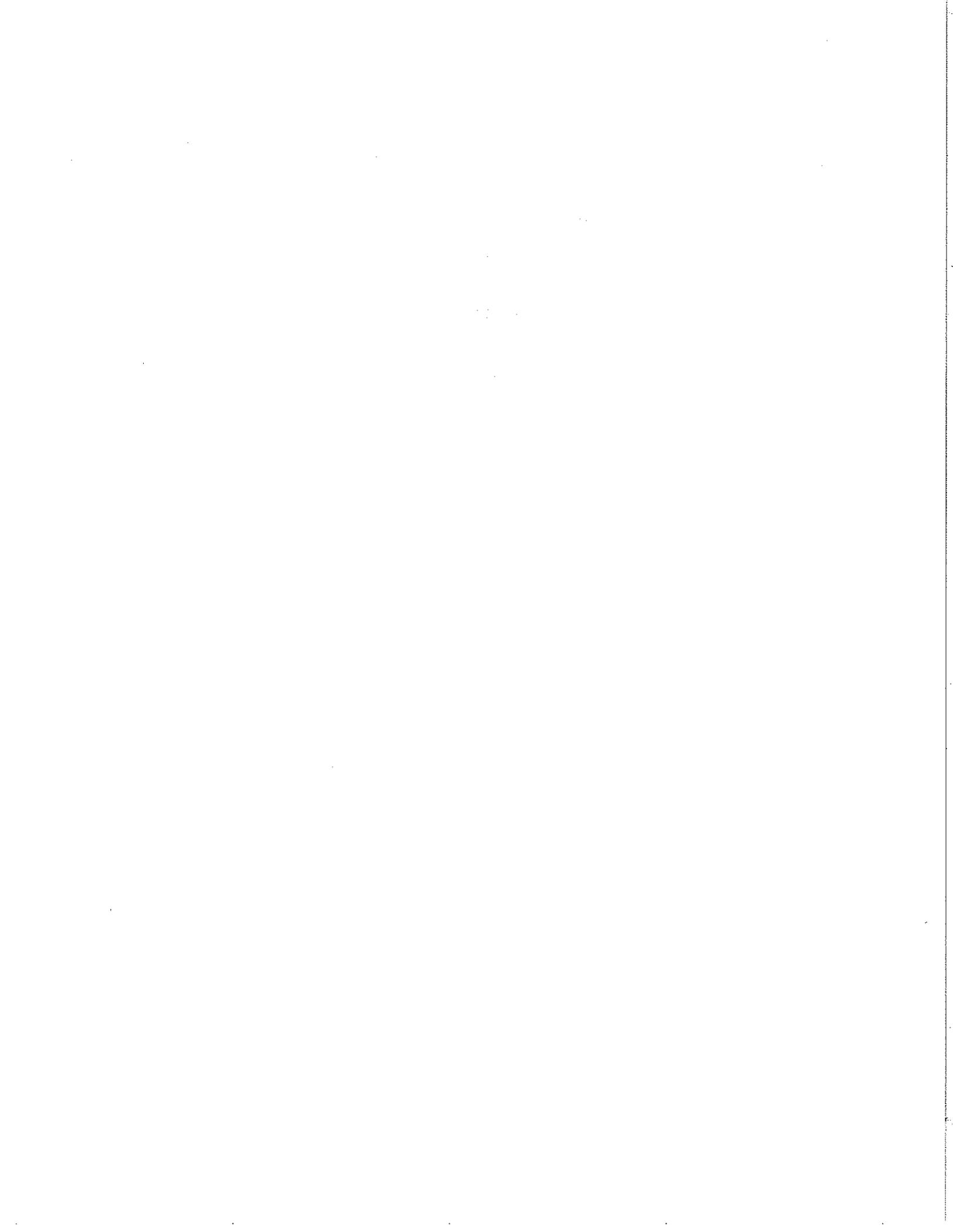
ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE JANUARY 13, 2009 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:31 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer



Minnesota Lawful Gambling LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

**Fee is \$50 for
each event**

For Board Use Only

Check# _____

\$ _____

ORGANIZATION INFORMATION

Organization name Min-Dak Border Chapter of Minnesota Deer Hunters Association	Previous gambling permit number
---	---------------------------------

Type of nonprofit organization. Check (✓) one.

Fraternal Religious Veterans Other nonprofit organization

Mailing address 423 Crestwood Court SE	City East Grand Forks	State/Zip Code MN. 56721	County Polk
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Name of chief executive officer (CEO) Loren Abel	Daytime phone number 218-773-3217
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ATTACH A COPY OF ONE OF THE FOLLOWING FOR PROOF OF NONPROFIT STATUS

★ Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

___ Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.

Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

___ Internal Revenue Service - IRS income tax exemption [501(c)] letter in your organization's name.

Don't have a copy? To obtain a copy of your federal income tax exempt letter, send your federal ID number and the date your organization initially applied for tax exempt status to:
IRS, P.O. Box 2508, Room 4010, Cincinnati, OH 45201

___ Internal Revenue Service - Affiliate of national, statewide, or international parent nonprofit organization (charter)

If your organization falls under a parent organization, attach copies of both of the following:

- IRS letter showing your parent organization is a registered nonprofit 501(c) organization with a group ruling
- the charter or letter from your parent organization recognizing your organization as a subordinate.

Internal Revenue Service - proof previously submitted to Gambling Control Board

If you previously submitted proof of nonprofit status from the Internal Revenue Service, no attachment is required.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)
Eagles Club

Address (do not use PO box) 227-10th St.NW	City East Grand Forks	Zip Code 55721	County Polk
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Date(s) of activity (for raffles, indicate the date of the drawing)
March 14, 2009

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

*Bingo Raffles *Paddlewheels *Pull-Tabs *Tipboards

* **Gambling equipment** for pull-tabs, tipboards, paddlewheels, and bingo (bingo paper, hard cards, and bingo number selection device) must be obtained from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4076.

LG220 Application for Exempt Permit

Organization Name Min DAK Border Church MIDHA

Local Unit of Government Acknowledgment

If the gambling premises is within city limits, the city must sign this application.

On behalf of the city, I acknowledge this application.

Check the action that the city is taking on this application.

- The city approves the application with no waiting period.
- The city approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a first class city).
- The city denies the application.

Print name of city _____

Signature of city personnel receiving application

Title _____

Date ____/____/____

If the gambling premises is located in a township, both the county and township must sign this application.

On behalf of the county, I acknowledge this application.

Check the action that the county is taking on this application.

- The county approves the application with no waiting period.
- The county approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The county denies the application.

Print name of county _____

Signature of county personnel receiving application

Title _____

Date ____/____/____

TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application (Minnesota Statute 349:213, subd. 2).]

Print name of township _____

Signature of township official acknowledging application

Title _____

Date ____/____/____

Chief Executive Officer's Signature

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Gambling Control Board within 30 days of the date of our gambling activity.

Chief executive officer's signature: _____

Name (please print) _____ Date ____/____/____

Mail Application and Attachments

Complete an application for each gambling activity:

- one day of gambling activity
- two or more consecutive days of gambling activity
- each day a raffle drawing is held

Send

- the completed application,
- a copy of your proof of nonprofit status, and
- a \$50 application fee. Make check payable to "State of Minnesota".

To: **Gambling Control Board**
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Minnesota Lawful Gambling LG220 Application for Exempt Permit

Fee \$50

For Board Use Only	
Fee Paid	\$50.00
Check No.	Cash

Organization Information			
Organization name <i>Knights of Columbus 5341</i>	Previous lawful gambling exemption number <i>X5802-07</i>		
Street <i>200 3rd NW</i>	City <i>ECF</i>	State/Zip Code <i>MN</i>	County <i>Polk</i>
Name of chief executive officer (CEO) First name <i>Ron</i>		Last name <i>Wasek</i>	Daytime phone number of CEO <i>701 740-6021</i>
Name of treasurer First name <i>Charlie</i>		Last name <i>Hofstedt</i>	Daytime phone number of treasurer: <i>701 740-9906</i>

Type of Nonprofit Organization
Check the box that best describes your organization: <input type="checkbox"/> Fraternal <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Veteran <input type="checkbox"/> Other nonprofit organization
Check the box that indicates the type of proof your organization attached to this application: <input type="checkbox"/> IRS letter indicating income tax exempt status <input type="checkbox"/> Certificate of Good Standing from the Minnesota Secretary of State's Office <input type="checkbox"/> A charter showing you are an affiliate of a parent nonprofit organization <input checked="" type="checkbox"/> Proof previously submitted and on file with the Gambling Control Board <i>on file</i>

Gambling Premises Information			
Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place) <i>Sacred Heart Church</i>			
Address (do not use PO box) <i>200 3rd NW</i>	City <i>ECF</i>	State/Zip Code <i>MN</i>	County <i>Polk</i>
Date(s) of activity (for raffles, indicate the date of the drawing) <i>April 1</i>			

Check the box or boxes that indicate the type of gambling activity your organization will be conducting: <input type="checkbox"/> *Bingo <input checked="" type="checkbox"/> Raffles (cash prizes may not exceed \$12,000) <input type="checkbox"/> *Paddlewheels <input type="checkbox"/> *Pull-Tabs <input type="checkbox"/> *Tipboards
*Gambling equipment for pull-tabs, tipboards, paddlewheels, and bingo (bingo paper, hard cards, and bingo ball selection device) must be obtained from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors. Or call 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota. You have the right to refuse to supply the information requested; however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you a permit. If you supply the information requested, the Board will be able to process your application.

Your name and your organization's name and address will be public information when received by the Board. All the other information that you provide will be private data about you until the Board issues your permit. When the Board issues your permit, all of the information that you have provided to the Board in the process of applying for your permit will become public. If the Board does not issue you a permit, all the information you have provided in the process of applying for a permit remains private, with the exception of your name and your organization's name and address which will remain public. Private data about you are available only to

the following: Board members, staff of the Board whose work assignment requires that they have access to the information; the Minnesota Department of Public Safety; the Minnesota Attorney General; the Minnesota Commissioners of Administration, Finance, and Revenue; the Minnesota Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies that are specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your consent.

LG220 Application for Exempt Permit

Organization Name Knights of Columbus #5341

Local Unit of Government Acknowledgment

If the gambling premises is within city limits, the city must sign this application.

On behalf of the city, I acknowledge this application.

Check the action that the city is taking on this application.

The city approves the application with no waiting period.

The city approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a first class city).

The city denies the application.

Print name of city _____

(Signature of city personnel receiving application)

Title _____

Date ____/____/____

If the gambling premises is located in a township, both the county and township must sign this application.

On behalf of the county, I acknowledge this application.

Check the action that the county is taking on this application.

The county approves the application with no waiting period.

The county approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days.

The county denies the application.

Print name of county _____

(Signature of county personnel receiving application)

Title _____

Date ____/____/____

TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application (Minnesota Statute 349.213, subd. 2).]

Print name of township _____

(Signature of township official acknowledging application)

Title _____

Date ____/____/____

Chief Executive Officer's Signature

The information provided in this application is complete and accurate to the best of my knowledge.

Chief executive officer's signature *Ron Vasek*

Name (please print) Ron Vasek Date 1 15 09

Mail Application and Attachments

At least 45 days prior to your scheduled activity date send:

- the completed application,
- a copy of your proof of nonprofit status, and
- a \$50 application fee (make check payable to "State of Minnesota").

Application fees are not prorated, refundable, or transferable.

Send to: **Gambling Control Board**
1711 West County Road B, Suite 300 South
Roseville, MN 55113

If your application has not been acknowledged by the local unit of government or has been denied, do not send the application to the Gambling Control Board.

CITY OF EAST GRAND FORKS

5a

APPLICATION FOR RENEWAL OF GAS & OIL INSTALLER LICENSE

Business/Applicant Name Bill Hastings Heating & Air Conditioning
(Business/Contact Name or Applicant Name)

Home Address: 911 19th Ave So Grand Forks, N.D. 58201
(include street address, city, state, and zip code)

Home Phone: 701-772-7627

Business Address: 1409 12th Ave So Grand Forks ND 58201
(include street address, city, state, and zip code)

Business Phone: 701-772-3473

State whether or not applicant has been convicted in the last year of a felony, gross misdemeanor, or misdemeanor including violation of a municipal ordinance but excluding traffic violations. YES or **(NO)** (circle one). If yes, please state the date and place of conviction and the nature of the offense. This question pertains to the individual signing the application.

Date	Place of Conviction	Nature of Offense
_____	_____	_____
_____	_____	_____

*****All Gas & Oil Installer applicants must furnish a copy of the \$25,000 bond from the State of Minnesota. Any applications that do not include a copy of the bond will be returned to the applicant.*****

STATE OF North Dakota)
County of Grand Forks)ss

Wilma F Hastings being first duly sworn, on oath says that he/she is the person who made and signed the foregoing application; that he/she has read said application together with the questions, answers, and statements therein and knows the contents thereof, and that the same are true to his/her own knowledge.

[Signature]
Signature

Subscribed and sworn to before me this 30th day of December 2008.

KATHY JOHNSON
Notary Public, State of North Dakota
My Commission Expires December 3, 2014

[Signature]
Notary Public
My commission expires on:

OFFICE USE ONLY
Receipt # 0034331 Method of Pmt: Cash Check # 23773

PROOF OF WORKERS' COMPENSATION INSURANCE COVERAGE

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

Insurance Company Name: Federated Insurance
(Not the insurance agent)

Policy Number or Self-Insurance Permit Number: 9891-720

Dates of Coverage: March 12-08 March 12-09

(Or)

I am not required to have workers' compensation liability coverage because:

- I have no employees covered by the law.
- All of my employees are North Dakota residents and none will work in Minnesota more than 14 consecutive days as authorized by the North Dakota Workers' Compensation exclusion.
- Other (specify)

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.


(Signature)

\$25,000 BOND REQUIRED
Bond: Yes

CITY OF EAST GRAND FORKS

APPLICATION FOR RENEWAL OF GAS & OIL INSTALLER LICENSE

5b

Business/Applicant Name Lunsoth Plumbing and Heating Co
(Business/Contact Name or Applicant Name)

Home Address: 2696 Fox Farm Road, Grand Forks, ND 58203
(include street address, city, state, and zip code)
Home Phone: 701-775-5832

Business Address: 1710 N. Washington St., Grand Forks, ND 58203
(include street address, city, state, and zip code)
Business Phone: 701-772-6631

State whether or not applicant has been convicted in the last year of a felony, gross misdemeanor, or misdemeanor, including violation of a municipal ordinance but excluding traffic violations. YES or **NO** (circle one). If yes, please state the date and place of conviction and the nature of the offense. This question pertains to the individual signing the application.

Date	Place of Conviction	Nature of Offense
_____	_____	_____
_____	_____	_____

*****All Gas & Oil Installer applicants must furnish a copy of the \$25,000 bond from the State of Minnesota. Any applications that do not include a copy of the bond will be returned to the applicant.*****

STATE OF: ND)
County of: Grand Forks)ss

Philip Kraemer being first duly sworn, on oath says that he/she is the person who made and signed the foregoing application; that he/she has read said application together with the questions, answers, and statements therein and knows the contents thereof, and that the same are true to his/her own knowledge.

Philip Kraemer
Signature

Subscribed and sworn to before me this 29th day of December 2008

SCOTT DENNISON
NOTARY PUBLIC
STATE OF NORTH DAKOTA
My Commission Expires: June 14, 2012

Scott Dennison
Notary Public
My commission expires on: June 14, 2012

OFFICE USE ONLY:
Receipt # 0035140 Method of Pmt: Cash Check # 22878

PROOF OF WORKERS' COMPENSATION INSURANCE COVERAGE

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

Insurance Company Name: Cincinnati Insurance Company
(Not the insurance agent)

Policy Number or Self-Insurance Permit Number: WC1917482

Dates of Coverage: 04/01/2008 to 04/01/2009

(Or)

I am not required to have workers' compensation liability coverage because:

- I have no employees covered by the law.
- All of my employees are North Dakota residents and none will work in Minnesota more than 14 consecutive days as authorized by the North Dakota Workers' Compensation exclusion.
- Other (specify)

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.

Scott Dennis
(Signature)

LICENSE APPLICATION FOR
MESSAGE THERAPY
MESSAGE PARLOR OWNER OR EMPLOYEE

Full Name Maggi Jean Johnson

Address: 1316 S 20th St Grand Forks ND 58201

Date of Birth: 10/29/86 Telephone (701) 898-1307

List prior employers for the three years preceding the date of application:

<u>Name</u>	<u>Address</u>
<u>Super 8</u>	<u>Williston ND</u>
<u>Scenic 23</u>	<u>New Town ND</u>
<u>Special Care Daycare</u>	<u>Williston ND</u>

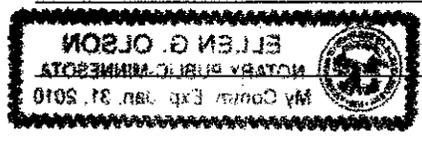
Short resume of prior experience:

I attended Williston State College for Massage Therapy.
I did complete the 2yr program and received
a Associates in Applied Science Degree. I have over 750 hrs
of Massage practice.

State whether or not applicant has ever been convicted of for any offense punishable by more than ninety (90) days imprisonment: Yes _____ No X

If yes, itemize below the date and place of conviction and the nature of the offense.

<u>Date</u>	<u>Place of Conviction</u>	<u>Nature of Offense</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____



OFFICE USE ONLY

Receipt # 36028 Method of Pmt: X Cash Check

Description of formal training or apprenticeship, together with name or names of instructors or masters:

Associates in Applied Science Degree in Massage Therapy.
Hours in Anatomy, Physiology, Kinesiology, Pathology, origin and insertion of muscles. Over 750 hrs of hands on practice with the public

Qualifications:

Attended Williston State College for 2yrs of Massage therapy school. I am going to take my boards for Massage so I will be licensed further down the road.

Dated this 13 day of January, 09.

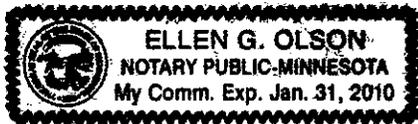
[Signature]
Signature

STATE OF MINNESOTA)
County of Polk)ss

Maagi Johnson being first duly sworn, on oath says that he/she is the person who made and signed the foregoing application; that he/she has read said application together with the questions, answers, and statements therein and knows the contents thereof, and that the same are true to his/her own knowledge.

[Signature]
Signature

Subscribed and sworn to before me this 13th day of January, 2008



[Signature]
Notary Public
My Commission expires on: 1-31-2010

PROOF OF WORKERS' COMPENSATION INSURANCE COVERAGE

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

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Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

Insurance Company Name:

(Not the insurance agent)

Policy Number or Self-Insurance Permit Number:

Dates of Coverage:

(Or)

I am not required to have workers' compensation liability coverage because:

I have no employees covered by the law.

Other (specify)

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.

(Signature)



**CITY OF EAST GRAND FORKS
APPLICATION FOR RENEWAL
OF MASTER PLUMBER LICENSE**

\$25,000 BOND REQUIRED
Bond: Yes

Current Master Plumber
License from the State of
MN: Yes

Business/Applicant
Name Lunseth Plumbing and Heating Co/Philip Kraemer 7
(Business/Contact Name or Applicant Name)

Home
Address: 2696 Fox Farm Road, Grand Forks, ND 58203
(include street address, city, state, and zip code)

Home Phone: 701-775-5832

Business Address: 1710 N. Washington St., Grand Forks, ND 58203
(include street address, city, state, and zip code)

Business Phone: 701-772-6631

State whether or not applicant has been convicted in the last year of a felony, gross misdemeanor, or misdemeanor, including violation of a municipal ordinance but excluding traffic violations. **YES** or **NO** (circle one). If yes, please state the date and place of conviction and the nature of the offense. This question pertains to the individual signing the application.

<u>Date</u>	<u>Place of Conviction</u>	<u>Nature of Offense</u>
_____	_____	_____
_____	_____	_____

If applicable: MN Master Plumber License No. 061165-PM expires 12/31/2009

Philip Kraemer
Signature _____ Date _____

STATE OF ND)
County of Grand Forks)ss

Philip Kraemer being first duly sworn, on oath says that he/she is the person who made and signed the foregoing application; that he/she has read said application together with the questions, answers, and statements therein and knows the contents thereof, and that the same are true to his/her own knowledge.

Philip Kraemer
Signature _____

Subscribed and sworn to before me this 29th day of December, 2008

SCOTT DENNISON
NOTARY PUBLIC
STATE OF NORTH DAKOTA
My Commission Expires: June 14, 2012

Scott Dennison
Notary Public
My commission expires on: June 14, 2012

OFFICE USE ONLY

Receipt # 003514 Method of Pmt: Cash Check # 22878

PROOF OF WORKERS' COMPENSATION INSURANCE COVERAGE

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

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Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

Insurance Company Name: Cincinnati Insurance Company
(Not the insurance agent)

Policy Number or Self-Insurance Permit Number: WC 1917482

Dates of Coverage: 04/01/2008 to 04/01/2009

(Or)

I am not required to have workers' compensation liability coverage because:

- I have no employees covered by the law.
- All of my employees are North Dakota residents and none will work in Minnesota more than 14 consecutive days as authorized by the North Dakota Workers' Compensation exclusion.
- Other (specify)

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.

Scott Deminson
(Signature)

CITY OF EAST GRAND FORKS

8

APPLICATION FOR RENEWAL OF VENDING WAGON LICENSE

*All Businesses/Applicants must be approved by the Minnesota Department of Health prior to a City license.

Business/Applicant Name: Blondi's Lemonade / Sonja Miller
(Business/Contact Name or Applicant Name)

Home Address: 44705 Zellwood Rd South Centre mn 56378
(include street address, city, state, and zip code)

Home Phone: 320-352-3474

Business Address: same
(include street address, city, state, and zip code)

Business Phone: _____

State whether or not applicant has been convicted in the last year of a felony, gross misdemeanor, or misdemeanor, including violation of a municipal ordinance but excluding traffic violations. YES or **NO** (circle one). If yes, please state the date and place of conviction and the nature of the offense. This question pertains to the individual signing the application.

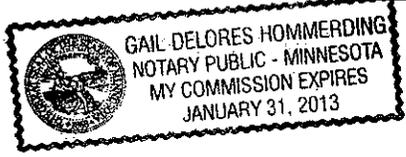
<u>Date</u>	<u>Place of Conviction</u>	<u>Nature of Offense</u>
_____	_____	_____
_____	_____	_____

STATE OF Minnesota)
County of Stearns)ss

Sonja Miller being first duly sworn, on oath says that he/she is the person who made and signed the foregoing application; that he/she has read said application together with the questions, answers, and statements therein and knows the contents thereof, and that the same are true to his/her own knowledge.

Sonja Miller
Signature

Subscribed and sworn to before me this 12th day of January 2009.



Gail Delores Hommerding
Notary Public
My commission expires on: _____

OFFICE USE ONLY:

Receipt # 0036202 Method of Pmt: Cash Check # 1226

PROOF OF WORKERS' COMPENSATION INSURANCE COVERAGE

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

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Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

Insurance Company Name: _____
(Not the insurance agent)

Policy Number or Self-Insurance Permit Number: _____

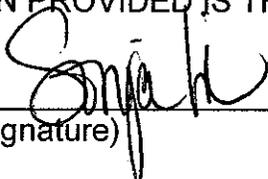
Dates of Coverage: _____

(Or)

I am not required to have workers' compensation liability coverage because:

- I have no employees covered by the law.
- All of my employees are North Dakota residents and none will work in Minnesota more than 14 consecutive days as authorized by the North Dakota Workers' Compensation exclusion.
- Other (specify)

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.



(Signature)

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held December 4, 2008 at 5:00 P.M.

Present: Quirk, Brickson, Tweten

Absent: Ogden

It was moved by Commissioner Tweten second by Commissioner Brickson that the minutes of the previous meeting of November 20, 2008 be approved as read.

Voting Aye: Quirk, Brickson, Tweten

Voting Nay: None

The following bills and payroll were recommended for approval:

CHECK NO	VENDOR	DESCRIPTION	AMOUNT
500677	Dawn Rehn-Sistad	VOID	-377.80
500691	Advanta Bank Corp	Communications; training & school	2,593.95
500692	Acme Electric Companies	Supplies	37.70
500693	Albert Matthew	Overpay final bill	27.53
500694	American Payment Centers	Drop boxes	219.00
500695	Benoit Katie	Overpay final bill	22.57
500696	Border States Electric Supply	Supplies	779.61
500697	Boyce Dan	Expenses	510.04
500698	Business Essentials	Supplies	32.96
500699	Currie Don	Labor / CIP - 1202 12th Ave SE	161.20
500700	Deitz Gary	CIP rebate / 1018 12th Ave SE	500.00
500701	Dept of Energy/WAPA	Energy/demand	151,515.29
500702	EGF City	Transfer; rent	79,033.58
500703	Ellingson Lon	CIP rebate / 1420 5th Ave NW	500.00
500704	Exponent	Printing; publishing	876.10
500705	Fandel Nicole	Overpay final bill	1.39
500706	Floan-Sanders Inc	Professional fees	4,005.25
500707	Forks Freightliner	Supplies	122.33
500708	Freestone Joseph	Overpay final bill	45.38
500709	GA Industries LLC	Supplies	840.74
500710	Galstad Jensen & Olson PA	Legal fees / Oct	1,991.00
500711	Garrison Diversion	Permits & fees	5,000.00
500712	George's Quick Printing	Supplies	154.43
500713	GW & Sons Construction	Professional fees	8,750.00
500714	H2O Inc	Supplies	42.72
500715	Hafften Jacob	Overpay final bill	34.28
500716	Hanson Naomi	CIP rebate / 610 12th St NW	500.00
500717	Hawkins Inc	Wtr treat chemicals	12,592.35
500718	Herrin Ashley	Overpay final bill #5569	372.93
500719	High Voltage Testing & Safety	Safety clothing	1,928.97
500720	Integra Telecom	Long distance charges	14.60
500721	Klopf Theodore	Overpay final bill	4.98
500722	Knutson Ashley	Overpay final bill	17.46
500723	Knutson Melissa	CIP rebate / 1921 14th Ave NW	500.00
500724	Kujawa Nicole	Labor / CIP rebate - 503 1st Ave NE	258.44
500725	Lee Dwain	CIP rebate / 522 20th St NW	500.00
500726	M & W Services Inc	Meter reading / Nov 18 - Dec 2	1,855.15
500727	Marek Michael	CIP rebate / 1129 13th Ave SE	500.00
500728	MN Dept of Health	Permits & fees	46.00
500729	National Drive	Teamster "Drive" / Nov	20.00
500730	NDWPCC	Membership / 2009	10.00
500731	Pitney Bowes Inc	Supplies	99.02
500732	Rehn-Sistad Dawn	CIP rebate / 626 12th St NW	500.00

500733	Riel Lance	Reimb safety boots	92.98
500734	Saylor Jerome	CIP 302/304 DeMers Ave NW	800.00
500735	Thiele Kayla	Overpay final bill	25.81
500736	TigerDirect	Supplies	305.42
500737	Tony Dorn	Maint/copiers	187.60
500738	Tri-Valley	Solar panel project	2,166.91
500739	Ulberg Amber	Overpay final bill	91.61
500740	Verizon Wireless	Communications	199.06
500741	Water & Light Department	Utilities	13,310.40
500742	Zee Medical Service	Supplies	41.48
		Payroll	65,761.89
	TOTAL		<u>294,360.42</u>

It was moved by Commissioner Tweten second by Commissioner Brickson that the bills and payroll be allowed as recommended and the Secretary issue checks for the same.

Voting Aye: Quirk, Brickson, Tweten

Voting Nay: None

Commissioner Ogden now entered the meeting.

It was moved by Commissioner Ogden second by Commissioner Brickson to approve a vacation carry-over cap of 160 hours for all Water & Light Department employees by December 31, 2009; and to allow all employees to sell back any vacation hours in excess of 160 by December 31, 2008.

Voting Aye: Quirk, Ogden, Brickson, Tweten

Voting Nay: None

Commissioner Tweten now left the meeting.

It was moved by Commissioner Brickson second by Commissioner Ogden that the meeting be adjourned to December 18, 2008 at 5:00 P.M. at the Distribution Service Center.

Voting Aye: Quirk, Ogden, Brickson, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held December 18, 2008 at 5:00 P.M.

Present: Quirk, Ogden, Brickson, Tweten

Absent: None

It was moved by Commissioner Brickson second by Commissioner Ogden that the minutes of the previous meeting of December 4, 2008 be approved as read.

Voting Aye: Quirk, Ogden, Brickson, Tweten

Voting Nay: None

The following bills and payroll were recommended for approval:

CHECK NO	VENDOR	DESCRIPTION	AMOUNT
500743	Acme Electric Companies	Supplies	291.37
500744	APPA	Safety manuals	58.50
500745	Ameripride Linen/Apparel	Contracted services	233.72
500746	Anderson David E.	CIP rebate / 1224 11th Ave SE	500.00
500747	Anderson Dean	CIP rebate / 723 1st Ave NE	500.00
500748	Batteries Plus	Supplies	76.02
500749	Benson Nathan	CIP rebate / 2132 12th Ave NW	500.00
500750	Bert's Truck Equipment Inc	Parts	6.66
500751	Blair Josh	CIP rebate / 713 3rd Ave NE	500.00
500752	Border States Electric Supply	Supplies	195.49
500753	Brady, Martz & Associates, P.C.	Professional fees	4,500.00
500754	Commercial Printing	Supplies	45.26
500755	Commissioner of Revenue	Sales, use, grbg surchrg	38,955.00
500756	Digi Key Corp	Supplies	40.46
500757	Eagle Electric	CIP / motion sensors	1,960.00
500758	EGF City	Transfer	360,045.66
500759	Emerson Gary	CIP / 1128 Bygland Rd SE	500.00
500760	FedEx	Freight	154.79
500761	GF City Utility Billing	Water tests	250.00
500762	GF Thur-O-Clean	Janitorial services / Nov	431.33
500763	Gopher State One-Call	Locates / Nov	75.40
500764	Grant Thornton LLP	Software consultant fees / Nov	150.00
500765	Graymont Western Canada Inc	Water treatment chemicals	3,952.50
500766	Green Acres	CIP - Century properties	20,820.96
500767	Hardware Hank	Supplies	604.15
500768	Hawkins Inc	Water treatment chemicals	7,236.36
500769	Hugo's	Supplies	19.39
500770	Hultberg Gary	Reimburse safety boots	100.00
500771	ISD #595	CIP / Lighting projects	124,214.00
500772	Kamrowski Justin	CIP rebate / 2130 7th Ave NW	500.00
500773	KBM Inc	Professional fees	6,056.27
500774	Leighton Broadcasting	Advertising / Nov	520.00
500775	Lumber Mart	Nails	7.28
500776	M & W Services Inc	Meter reading / Dec 3 - 15	1,547.70
500777	Madison National Life	Life insurance	205.55
500778	Matt N J	Collection fees / Nov	201.67
500779	Midcontinent Communications	Advertising / Nov	447.00
500780	Midcontinent Communications	Internet service	798.75
500781	Miskavige David	Overpay final bill #11450	121.42
500782	MMPA	Energy/demand	572,352.87
500783	MN Dept of Commerce	Alt energy charge	2,305.30
500784	Nelson Business Forms	Supplies	4,143.93
500785	Northern Plumbing Supply	Supplies	27.76

500786	Pamida	Supplies	71.31
500787	Peterson Brian	CIP rebate / 510 13th St NW	500.00
500788	Pitney Bowes	Maintenance contract	705.00
500789	Pristine Water Solutions	Water treatment chemicals	19,836.25
500790	Qwest	Communications	379.38
500791	SimplexGrinnell LP	Contracted services	749.76
500792	Tack Erma	Overpay final bill	8.82
500793	Tesoro	Fuel / forklift	35.53
500794	Tri-Valley	CIP projects	23,356.92
500795	Water & Light Department	Utilities	1,117.69
500796	Wiid Shirley	CIP / 1013 18th St NW	500.00
500797	Xcel Energy	Facilities/distribution	5,331.25
		Payroll	116,881.74
	TOTAL		<u>\$1,208,744.43</u>

It was moved by Commissioner Ogden second by Commissioner Brickson that the bills and payroll be allowed as recommended and the Secretary issue checks for the same.

Voting Aye: Quirk, Ogden, Brickson, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Ogden to authorize Mr. Galstad to proceed with legal action to collect damages to a transformer and junction box since the claim was denied by the customer's insurance company.

Voting Aye: Quirk, Ogden, Brickson, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Brickson to authorize the purchase of a water valve maintenance trailer from Fargo Water Equipment at the quoted price of \$43,059.

Voting Aye: Quirk, Ogden, Brickson, Tweten

Voting Nay: None

It was moved by Commissioner Ogden second by Commissioner Brickson to approve the Water & Light Rebate programs for 2009 and beyond until amended or eliminated.

Voting Aye: Quirk, Ogden, Brickson, Tweten

Voting Nay: None

Commissioner Brickson exited the meeting at 6:15 P.M.

It was moved by Commissioner second by Commissioner to approve

Voting Aye: Quirk, Ogden, Brickson, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Ogden that the meeting be adjourned to January 5, 2009 at 5:00 P.M.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Request for Council Action

Date: January 6, 2009

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council Members: Marc Demers, Craig Buckalew, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Greg Boppre, P.E.

RE: File Plans and Specifications - 2009 City Project No. 2 - Curb, Gutter and Paving

Background:

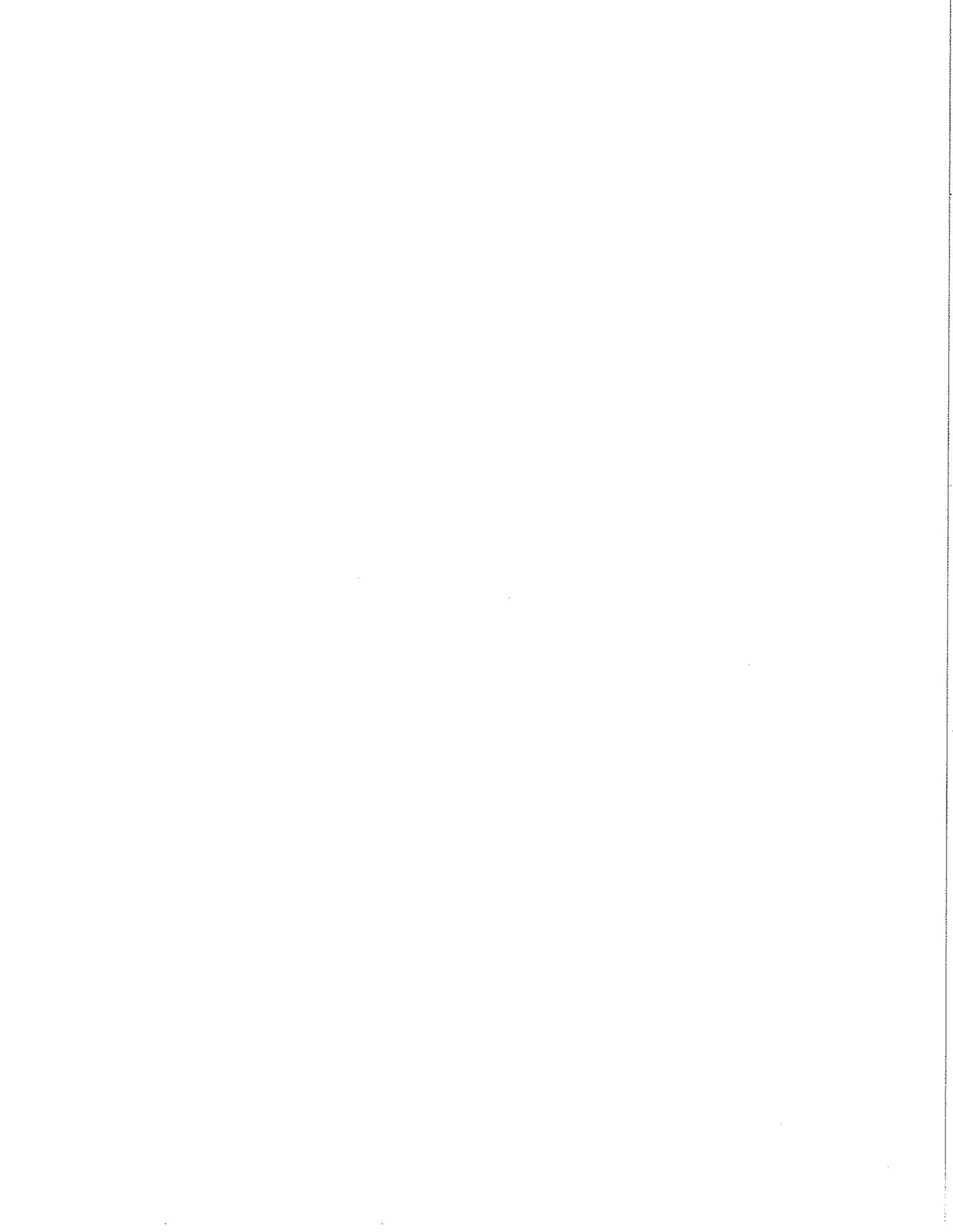
The City Council authorized the repair of 5th Ave NE from USTH 2 to 15th Street NE, using State Aid funds. We have sent the plans into MnDOT and they have been approved.

Recommendation:

Approval to file the plans and specifications, advertise and set bid date for 2009 City Project No. 2 - Curb, Gutter and Paving

Enclosures:

N/A



Request for Council Action

Date: December 4, 2008

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council Members: Marc Demers, Craig Buckalew, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Greg Boppre, P.E.

RE: Plans and Specifications – 2009 City Project No. 3 – Curb, Gutter and Paving

Background:

As per the discussion at the Tuesday, June 10, 2008 Work Session, the City would like to construct the cul-de-sacs along 17th Ave SE and 14th Ave SE.

Also, please see the attached RCA from the above Work Session, that discussed the project and the proposed costs.

Recommendation:

Approval to prepare plans and specifications

Enclosures:

N/A

Request for Council Action

Date: June 4, 2008

To: East Grand Forks City Council, Mayor Lynn Stauss, Councilmembers Dick Grassel, Marc DeMers, Craig Buckalew, Greg Leigh, Henry Tweten, Wayne Gregoire, and Mike Pokrzywinski

Cc: File

From: Greg Boppre, PE

RE: Proposed work for 17th Ave SE and 14th Ave SE

Please see the attached cost breakdown for the proposed work on 17th Avenue SE and 14th Avenue SE. I have included the real estate acquisition cost for the five residents along 17th Ave SE, south of 13th Street SE, for which the city will need right of way to construct the proposed cul-de-sac. I have used an average of \$1.50/SF for the acquisition, because that was the average cost the City paid for the right of way on 140th ST SW (Phase 4, Reach 2, USCOE Flood Control Project).

I have discussed the funding of this project with Jerry Lucke and he has indicated that the City has the necessary funds to complete the entire project.

Also, I have previously mentioned, that the remaining Federal funds are \$279,123, which the City has to match at \$105,765.91, which is almost a 3:1 ratio. Therefore, anytime we can get a 3:1 on our money to improve our system, I would recommend it.

Memorandum

To: *Honorable Mayor and City Council
Members*
From: *Greg Boppre*
cc: *Jerry Skyberg, Jerry Lucke*
Date: *Wednesday June 4, 2008*
Subject: *2006 City Project No.1 - 13th ST SE*

The following is a budget breakdown for the above referenced project:

CURRENT

I. Construction costs	\$746,211.71
Federal share (80%)	\$596,969.37
City share (20%)	\$149,242.34
II. Engineering costs	\$139,235.00
City share	\$139,235.00
TOTAL CITY SHARE	\$288,477.34

FULL PROJECT - If City decides to do cul-de-sacs

I. Construction costs	\$1,095,116.25
Federal share (80%)	\$876,093.00
City share (20%)	\$219,023.25
II. Engineering costs	\$175,220.00
City share	\$175,220.00
TOTAL CITY SHARE	\$394,243.25

ACQUISITION COST - the average cost has been \$1.50/SF

The total square footage is 23,752(see attached), therefore the estimated cost for right of way acquisition would be \$35,628.00.

TOTAL CITY SHARE	\$429,921.25
-------------------------	---------------------

DOC. NO. 5640
DEAN'S
PESCH

5444.49 SF

37

5566.39 SF

DOC. NO. 5640
ROBERT & MARY
PESCH

5749.12 SF

32656 SF

PROPOSED PAVING
(BITUMINOUS)

BYGLAND ROAD

Request for Council Action

Date: January 20, 2009

To: East Grand Forks City Council and Mayor Lynn Stauss

From: Nancy Ellis, Senior Planner

RE: Request to Vacate of portion of a pedestrian easement from 10' per lot to 5' per lot on certain lots in Block 1 Peabody's 1st Addition and the entire 10' easement per lot in Block 2 Peabody's Addition.

BACKGROUND AND SUPPORTING DOCUMENTATION OF REQUEST:

There is a 10 foot easement per lot on those center lots of Peabody's 1st Addition. This 20 foot pedestrian easement down the middle of the plat is needed because of the length of the block and the need for pedestrians and bicyclists to go north or south without having to walk/bike to the end of the block and around. 20 feet allows for a 10' multipurpose trail with 5' buffer on each side. This does, however, prevent any structures (including fences) within 10 feet of the side property line, more than the required 6 foot side yard setback. This pedestrian easement will be located in the center of the subdivision in Block 1 and at two newly dedicated off center locations in Block 2.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommends approval of the Petition to Vacate 10 feet of a 20 foot pedestrian easement between Lots 6, 7, 19 and 20, Block 1 (10 foot easement per lot would be reduced to a 5 foot easement per lot). The Planning Commission also recommends approval to Vacate the entire 20' pedestrian easement between Lots 6 and 7 Block 2 Peabody's First Addition.

GENERAL INFORMATION

APPLICANTS/PROPERTY OWNERS: Bob and Jeanine Peabody and Steven and Susan Cariveau

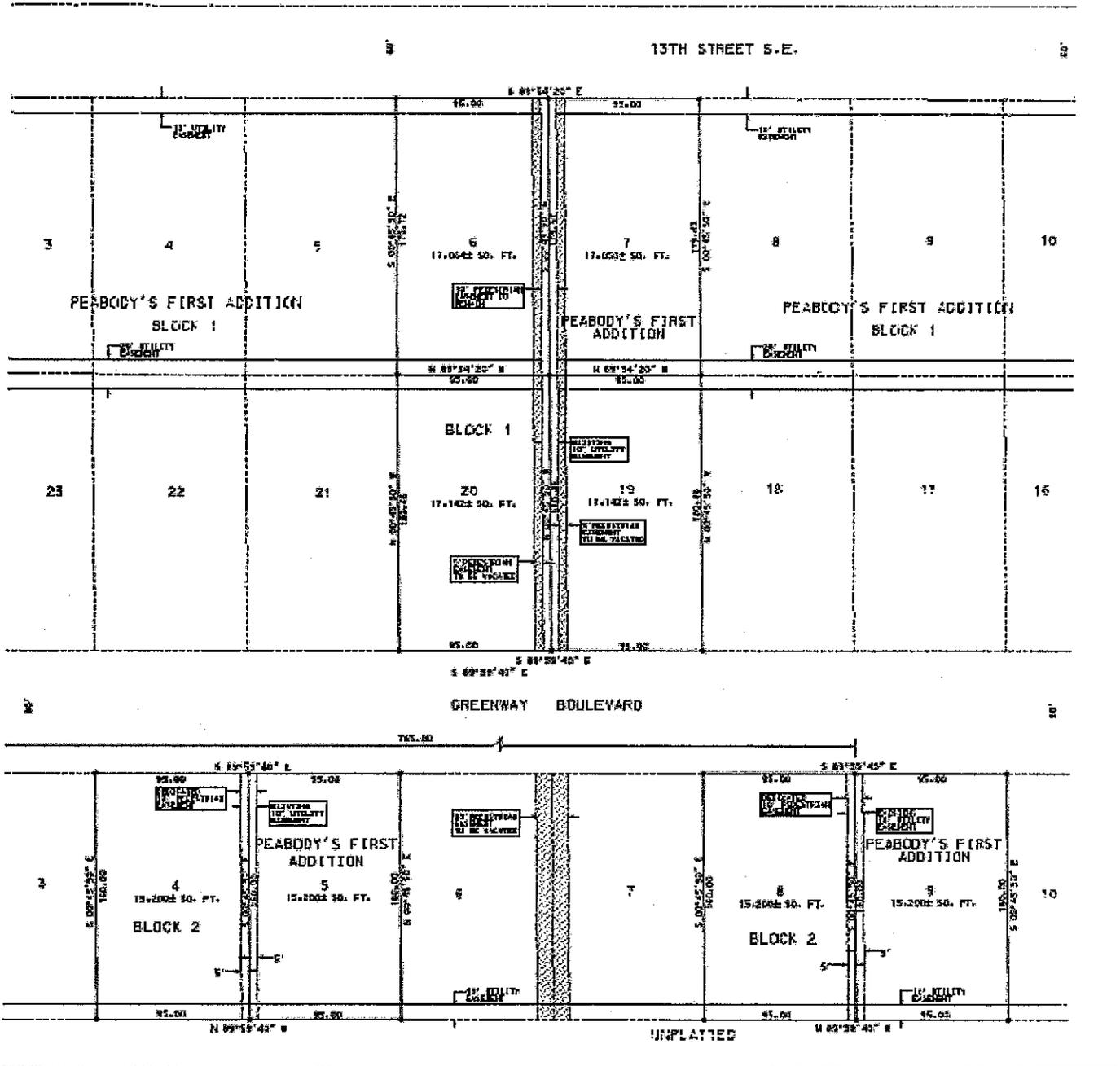
REQUESTED ACTION: Applicant is requesting a reduction (vacation) of pedestrian easements from 10' per lot to 5' per lot on certain lots in Peabody's 1st Addition; the vacation of the entire pedestrian easement in Block 2 and the dedication of a new 10' pedestrian easement between Lots 4 & 5 and Lots 8 & 9 Block 2 Peabody's Addition.

SITE ZONING/LAND USE: R-1 zoning.

SURROUNDING ZONING/LAND USE:

- North: R-1, single family homes
- South: Out of city limits, farmland
- West: PUD zoning, single family homes and townhomes
- East: R-1 zoning, single-family homes

LOCATION: Peabody's First Addition on Greenway Blvd.



SPECIAL INFORMATION

We have recently received a Petition to Vacate a pedestrian easement between Lots 6, 7, 19 and 20 , Block 1 and Lots 6 and 7 Block 2 Peabody's First Addition. This petition was filed by Steve and Susan Cariveau, owners of Lot 6, Block 2; and Robert and Jeanine Peabody, owners of the remaining lots mentioned above. As you recall, they

would like to reduce the pedestrian easement to 10 feet in Block 1 (same location), but vacate the entire easement in Block 2. You voted in the December Planning Commission meeting to reduce the pedestrian easements in both Blocks 1 and 2 from a 20' easement to a 10' easement.

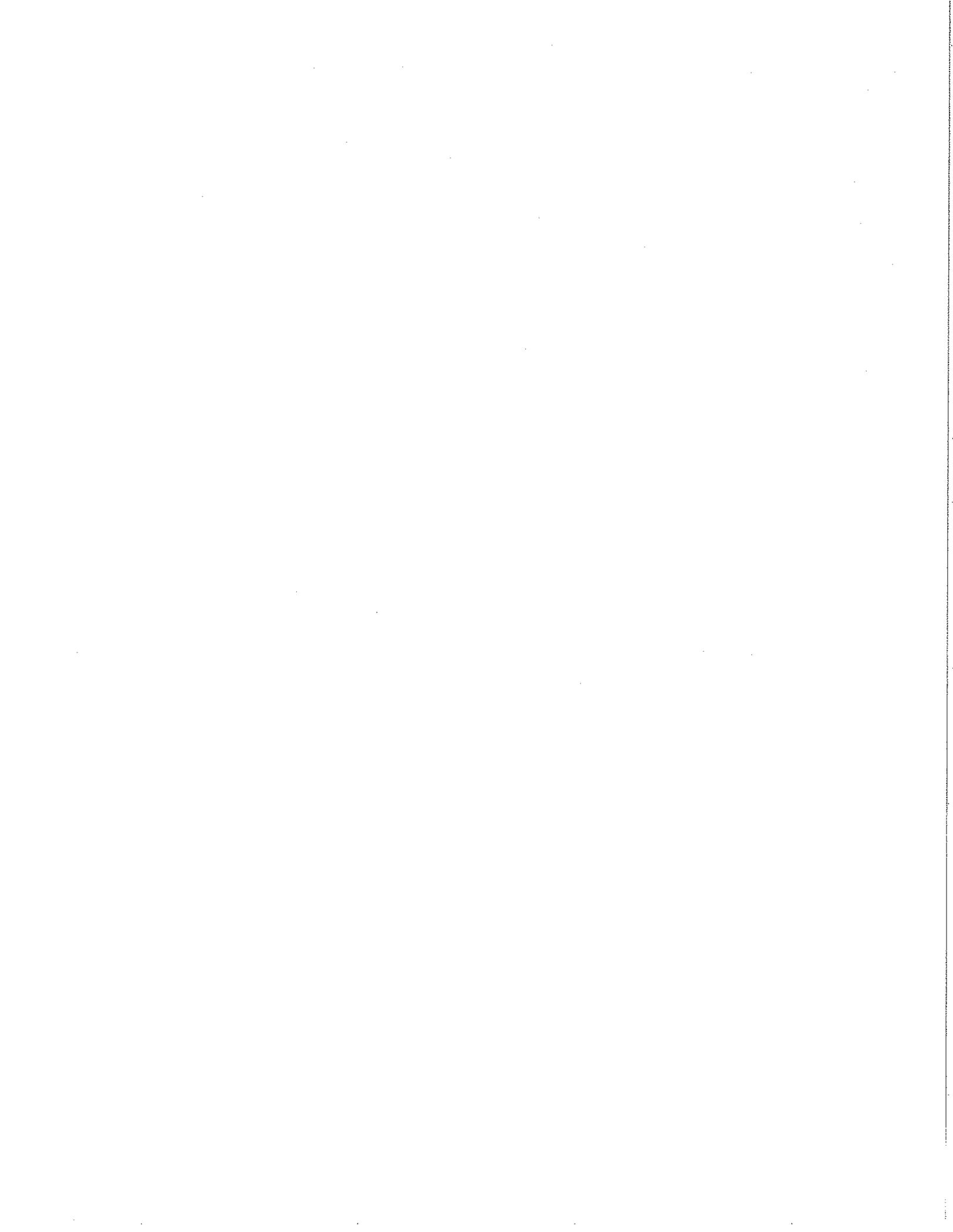
This request was not voted on at the following City Council meeting, as Mr. Peabody requested it be pulled from the agenda. He is proposing a new vacation/dedication scenario for your review. He would like to again reduce the 20' pedestrian easement in Block 1 to 10' pedestrian easement (5' per lot) on Lots 6 and 7 and Lots 19 and 20 Block 1. His new request would be to vacate the entire 20' pedestrian easement between Lots 6 and 7 Block 2 and then dedicate a new 10' pedestrian easement between Lots 8 and 9, Block 2. This new easement would be placed over the existing 10' utility easement. Keep in mind that the City does not allow for any structures within the easement (including fences, sheds, etc.).

It was suggested by this office to either continue with the reduction of the pedestrian easement to 5' per lot on Lots 6 and 7 Block 2 or remove the 10' pedestrian easement on Lot 6 (Mr. Cariveau's lot) and keep the 10' pedestrian easement on Lot 7, Block 2 only. By moving the easement 170' to the east, it does not provide a continuous pedestrian/bike easement and does not meet the intent of the easement. This easement should be provided near the center of a block that is more than 800 lineal feet. On Block 2, the newly dedicated easement is almost 800' (765') from the end of the block and is 170' to the east of the other pedestrian easement.

STAFF RECOMMENDATION

Therefore, staff recommends approval of this vacation petition to reduce each lot pedestrian easement to 5 feet (10 feet total) to City Council OR the vacation of the 10' pedestrian easement on Lot 6, Block 2 only. I would not recommend dedicating a new easement 170' to the east of the pedestrian easement found in Block 1.

Please change the secretary to the newly elected secretary/treasurer, which is voted on at the January 2009 meeting.



Request for Council Action

Date: January 20, 2009

To: East Grand Forks City Council and Mayor Lynn Stauss

From: Nancy Ellis, Senior Planner

RE: Request to Dedicate a 10 foot pedestrian easement, 5' per lot, on Lots 4 & 5 and Lots 8 & 9 in Block 2 Peabody's Addition.

BACKGROUND AND SUPPORTING DOCUMENTATION OF REQUEST:

There is a 10 foot easement per lot on those center lots of Peabody's 1st Addition. This 20 foot pedestrian easement down the middle of the plat is needed because of the length of the block and the need for pedestrians and bicyclists to go north or south without having to walk/bike to the end of the block and around. 20 feet allows for a 10' multipurpose trail with 5' buffer on each side. This does, however, prevent any structures (including fences) within 10 feet of the side property line, more than the required 6 foot side yard setback. This pedestrian easement will be located in the center of the subdivision in Block 1 and at two newly dedicated off center locations in Block 2.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommends approval of the Dedication of a 10 foot pedestrian easement between Lots 4 & 5 and Lots 8 & 9, Block 2 Peabody 1st Addition (5 foot easement per lot). This would replace the vacation of the entire 20' pedestrian easement between Lots 6 and 7 Block 2 Peabody's First Addition.

GENERAL INFORMATION

APPLICANTS/PROPERTY OWNERS: Bob and Jeanine Peabody and Steven and Susan Cariveau

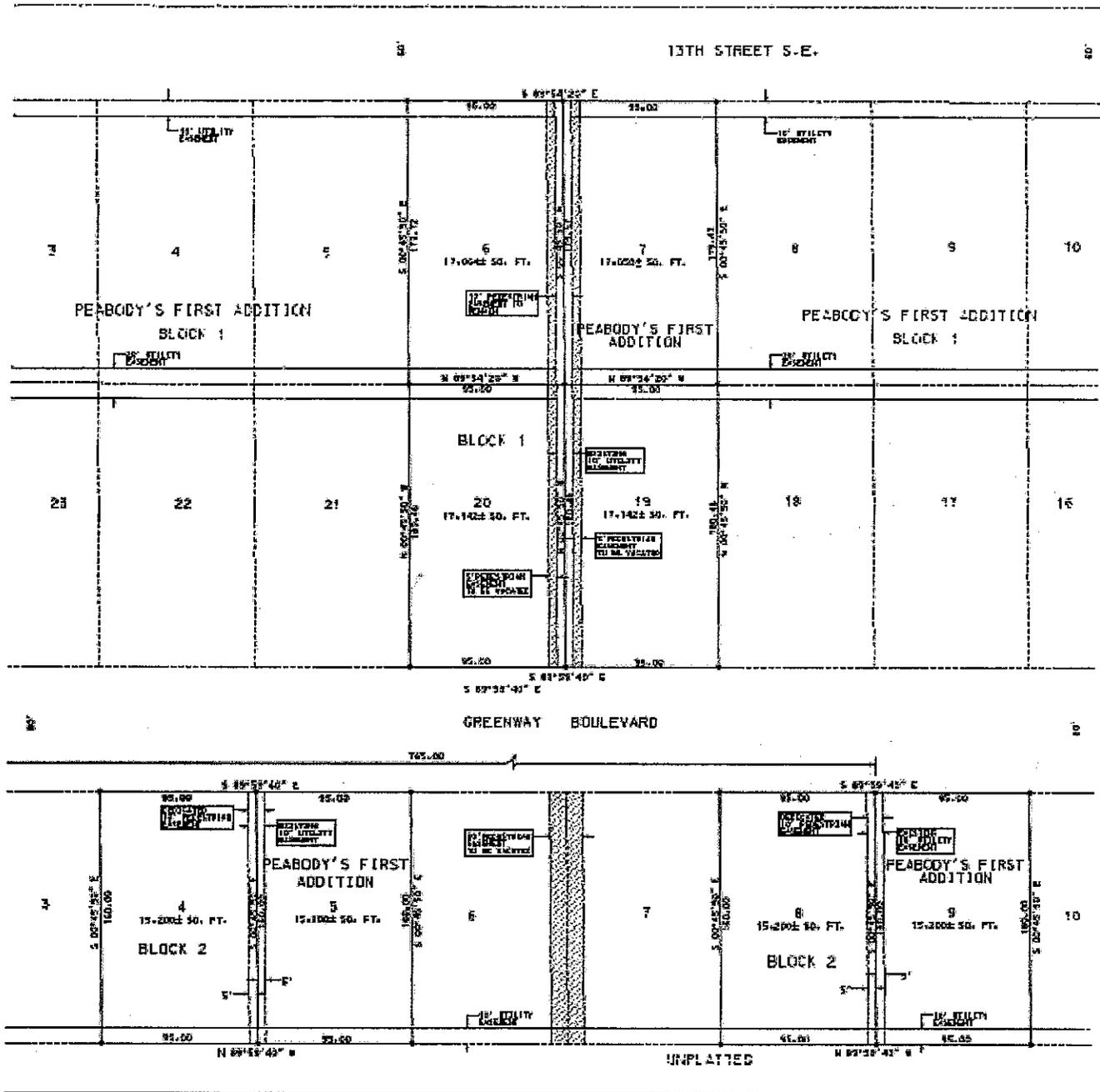
REQUESTED ACTION: Applicant is requesting a reduction (vacation) of pedestrian easements from 10' per lot to 5' per lot on certain lots in Peabody's 1st Addition; the vacation of the entire pedestrian easement in Block 2 and the dedication of a new 10' pedestrian easement between Lots 4 & 5 and Lots 8 & 9 Block 2 Peabody's Addition.

SITE ZONING/LAND USE: R-1 zoning.

SURROUNDING ZONING/LAND USE:

- North: R-1, single family homes
- South: Out of city limits, farmland
- West: PUD zoning, single family homes and townhomes
- East: R-1 zoning, single-family homes

LOCATION: Peabody's First Addition on Greenway Blvd.



SPECIAL INFORMATION

We have recently received a Petition to Vacate a pedestrian easement between Lots 6, 7, 19 and 20 , Block 1 and Lots 6 and 7 Block 2 Peabody's First Addition. This petition was filed by Steve and Susan Cariveau, owners of Lot 6, Block 2; and Robert and Jeanine Peabody, owners of the remaining lots mentioned above. As you recall, they would like to reduce the pedestrian easement to 10 feet in Block 1 (same location), but vacate the entire easement

in Block 2. You voted in the December Planning Commission meeting to reduce the pedestrian easements in both Blocks 1 and 2 from a 20' easement to a 10' easement.

This request was not voted on at the following City Council meeting, as Mr. Peabody requested it be pulled from the agenda. He is proposing a new vacation/dedication scenario for your review. He would like to again reduce the 20' pedestrian easement in Block 1 to 10' pedestrian easement (5' per lot) on Lots 6 and 7 and Lots 19 and 20 Block 1. His new request would be to vacate the entire 20' pedestrian easement between Lots 6 and 7 Block 2 and then dedicate a new 10' pedestrian easement between Lots 8 and 9, Block 2. This new easement would be placed over the existing 10' utility easement. Keep in mind that the City does not allow for any structures within the easement (including fences, sheds, etc.).

It was suggested by this office to either continue with the reduction of the pedestrian easement to 5' per lot on Lots 6 and 7 Block 2 or remove the 10' pedestrian easement on Lot 6 (Mr. Cariveau's lot) and keep the 10' pedestrian easement on Lot 7, Block 2 only. By moving the easement 170' to the east, it does not provide a continuous pedestrian/bike easement and does not meet the intent of the easement. This easement should be provided near the center of a block that is more than 800 lineal feet. On Block 2, the newly dedicated easement is almost 800' (765') from the end of the block and is 170' to the east of the other pedestrian easement.

STAFF RECOMMENDATION

Therefore, staff recommends approval of this vacation petition to reduce each lot pedestrian easement to 5 feet (10 feet total) to City Council OR the vacation of the 10' pedestrian easement on Lot 6, Block 2 only. I would not recommend dedicating a new easement 170' to the east of the pedestrian easement found in Block 1.

Please change the secretary to the newly elected secretary/treasurer, which is voted on at the January 2009 meeting.

ORDINANCE NO. 307 3RD SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE CHAPTER TWO ENTITLED "ADMINISTRATION" BY ADDING TO SECTION 2.30, CLAIMS AND DISBURSEMENTS A SUBDIVISION 5 TO GRANT THE CITY ADMINISTRATOR/CLERKTREASURER AND/OR OTHER DESIGNATED OFFICIALS AUTHORITY ; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 2.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY OF EAST GRAND FORKS ORDAINS:

Section 1. That Section 2.30 of the City Code is hereby amended to read as follows, to-wit:

Subd. 5. Delegation of Authority. The City delegates its authority to pay certain claims against the City, with the exception of litigation claims, to the City Administrator/Clerk-Treasurer; and, in his absence, to the Finance Director and to the Deputy City Clerk-Treasurer. The City shall disburse payments on a regular basis to meet its obligations to vendors as part of the ongoing business of the City. The City is also authorized to make payments to meet its payroll obligations. The delegated payment authority will be reviewed monthly by the City Council and the City Administrator/Clerk treasurer shall provide to the City Council a report of all disbursements for each payment period at the next regularly scheduled council meeting. Payment obligations to vendors must conform to the City Purchasing policy as follows:

- Purchases under \$2000: Department Heads may approve purchases under \$2000.
- Purchases from \$2000 to 10,000: Require Signature of Administrator/Clerk-Treasurer.
- Purchases over \$10,000: Require City Council Approval.
- Purchases between \$10,000 and \$100,000: Require Competitive quotes from at least two vendors and City Council approval.
- Purchases over \$100,000: Require competitive advertised bids and City Council approval.
- Special Assessment Projects over \$50,000: Local improvements projects financed in part or in whole by Special Assessments require advertised bids and City Council approval.
- Requests denied by the Administrator/Clerk-Treasurer can seek city council approval to override.

Section 2. City Code Chapter 1 entitled "Definitions and General Provisions Applicable to Entire City Code Including Penalty for Violation" and Section 2.99 entitled "Violation a Misdemeanor" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall take effect and be in force from and after its passage and publication and be given the Number 307 3rd Series.

VOTING AYE: _____

VOTING NAY: _____

ABSENT: _____

The President declared the Ordinance passed.

ATTEST:

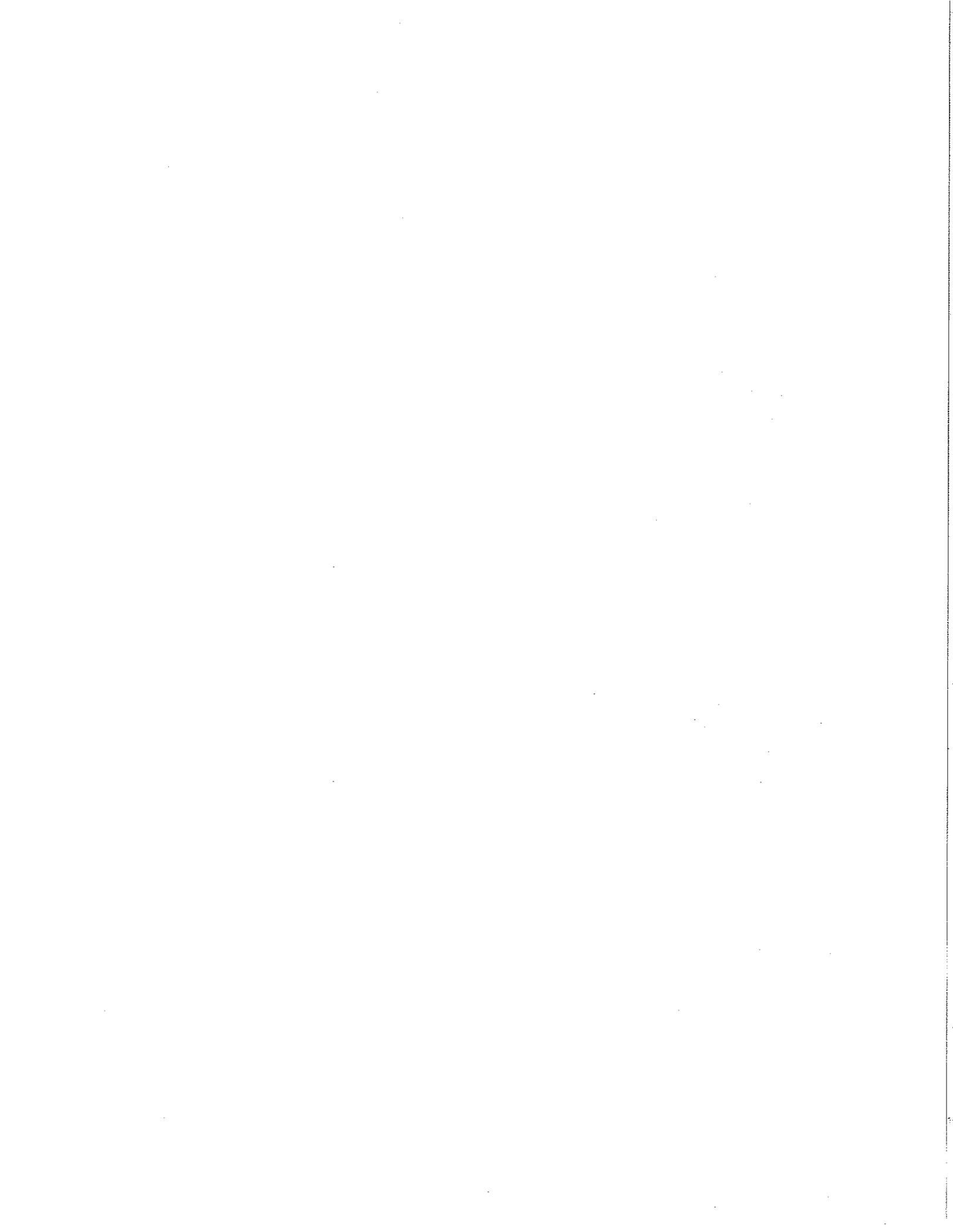
PASSED: _____, 2009

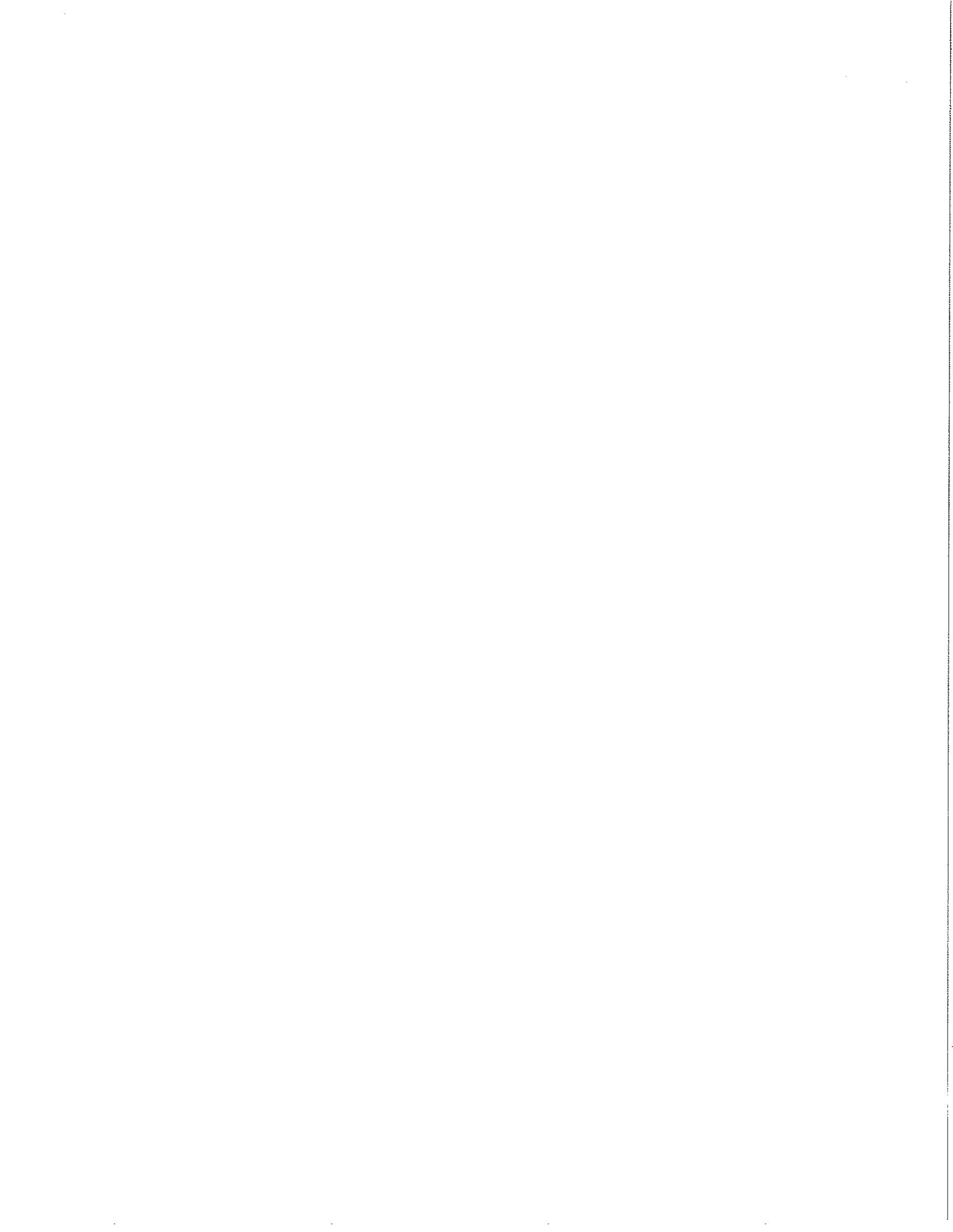
City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing Ordinance this _____ day of , 2009.

Mayor





RESOLUTION NO. 09 – 01 –09

**RESOLUTION DELEGATING AUTHORITY TO PAY CLAIMS
TO THE POSITIONS OF CITY ADMINISTRATOR/CLERK-TREASURER AND FINANCE
DIRECTOR AND IN THEIR ABSENCE, TO THE DEPUTY CLERK-TREASURER**

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

WHEREAS, The City Charter Chapter VI, Taxation and Finances Section 6.01 and Minnesota Statutes Section 412.271 Subdivision 1 provides that the City Council has full authority over the City's financial affairs, including the disbursement of public funds; and

WHEREAS, The City Charter Chapter VI, Taxation and Finances Section 6.10 and Minnesota Statutes Section 412.271 Subdivision 8 allows a City Council to delegate its authority to pay certain claims; and

WHEREAS, the East Grand Forks City Council finds that there are numerous advantages to the City in delegating this authority to administrative officials; and

WHEREAS, the appropriate internal accounting and administrative control procedures related to the payment of claims have been developed; and City's finances are audited and reported annually by an independent certified public accountant; and

WHEREAS, the City Council finds in its' sound judgment that an amendment to the City's purchasing policy is in the public's best interest.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS, that the authority to pay claims, with the exception of litigation claims, is delegated to the position of City Administrator/Clerk-Treasurer; and, in his absence, to the Finance Director and to the Deputy Clerk-Treasurer.

ADDITIONALLY IT IS RESOLVED for purchases of goods, materials and public improvements projects for the daily operations of the City, the following thresholds shall be used to determine approvals and bid requirements.

- Purchases under \$2000: Department Heads may approve purchases under \$2000.
- Purchases from \$2000 to 10,000: Require Signature of City Administrator/Clerk-Treasurer.
- Purchases over \$10,000: Require Prior City Council Approval.
- Purchases between \$10,000 and \$100,000: Require Competitive quotes from at least two vendors and city council approval.
- Purchases over \$100,000: Require competitive advertised bids and city council approval.
- Special Assessment Projects over \$50,000: Local improvements projects financed in part or in whole by Special Assessments require advertised bids and city council approval.
- Requests denied by the Administrator/Clerk-Treasurer can seek city council approval to override.

BE IT FURTHER RESOLVED that an itemized list of all claims paid will be presented to the City Council at the next regular meeting after payment of the claims.

IT IS FURTHER RESOLVED that the City Attorney will draft a proposed amendment to City Ordinance Chapter 2 Administration, Section 2.30 Claims and Disbursements, to delegate the authority to pay claims, with the exception of litigation claims, to the position of City Administrator/Clerk-Treasurer; and, in his absence, to the Finance Director and to the Deputy City Clerk-Treasurer within the parameters listed above.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: January 6, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 6th of January, 2009.

Mayor

RESOLUTION NO. 09 - 01 - 10

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

WHEREAS, the City Council has passed budget resolution 07-12-100 authorizing other transfers occurring in 2008; and

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the Clerk-Treasurer is authorized to make the following transfers for budget year 2008 as set out hereafter:

<u>To:</u>	<u>From:</u>	<u>Amount:</u>
1. 1997 scdp comm. Dev Fund	Dwntwn scdp Fund	50,188
2. 2007 Capital Projects	<i>State Aid Street</i>	80,000
3. 2007 Capital Projects	Revolving Infrastructure	80,000

Voting Aye:
Voting Nay: None.
Absent: None.

The President declared the resolution passed.

Passed: February 20, 2009

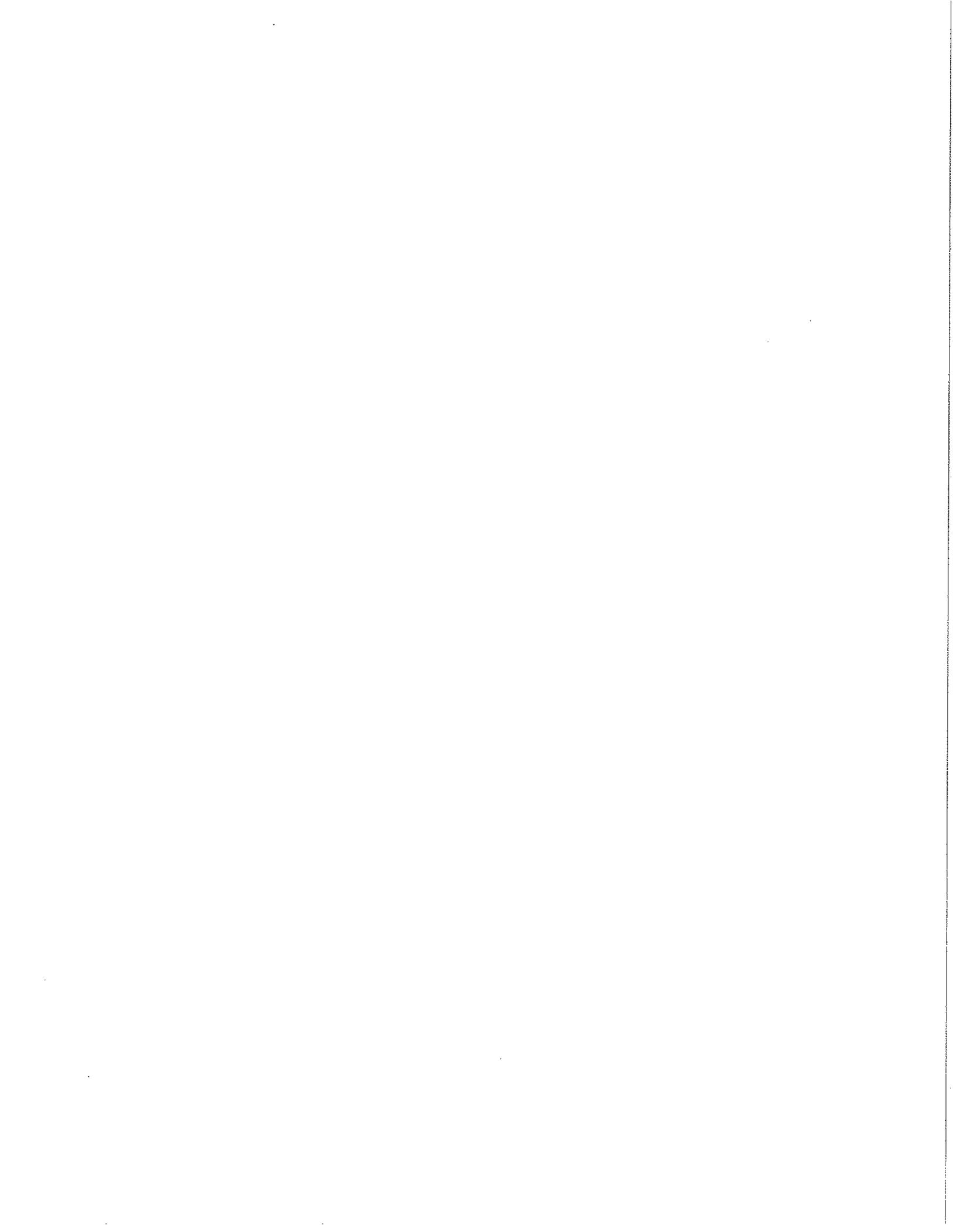
Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 20th day of February, 2009.

Mayor



RESOLUTION NO. 09 – 01 – 11

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

BE IT RESOLVED, by the City Council of the City of East Grand Forks, Minnesota,

Whereas the law enables elected or appointed officials of the City of Eat Grand Forks to be covered by the Minnesota Workers Compensation Law; and

Whereas, the East Grand Forks Mayor and East Grand Forks City Council members' intent is that the Following Board Members be considered employees for the eligibility for Workers Comp coverage purposes.

Now Therefore, be it resolved, that the following number of board members be covered by the Minnesota Workers Compensation Law:

- Cemetery Commission: 3 members
- Civil Service Board: 3 members
- Senior Citizen Board: 7 members
- Library Board: 7 members
- Planning Commission: 8 members
- Water, Light, Power, & Building Commission: 4 members
- Metropolitan Planning Organization: 3 members
- Red Lake River Corridor: 2 members

Voting Aye:
 Voting Nay: None.
 Absent: None.

The President declared the resolution passed.

Passed: January 20, 2009

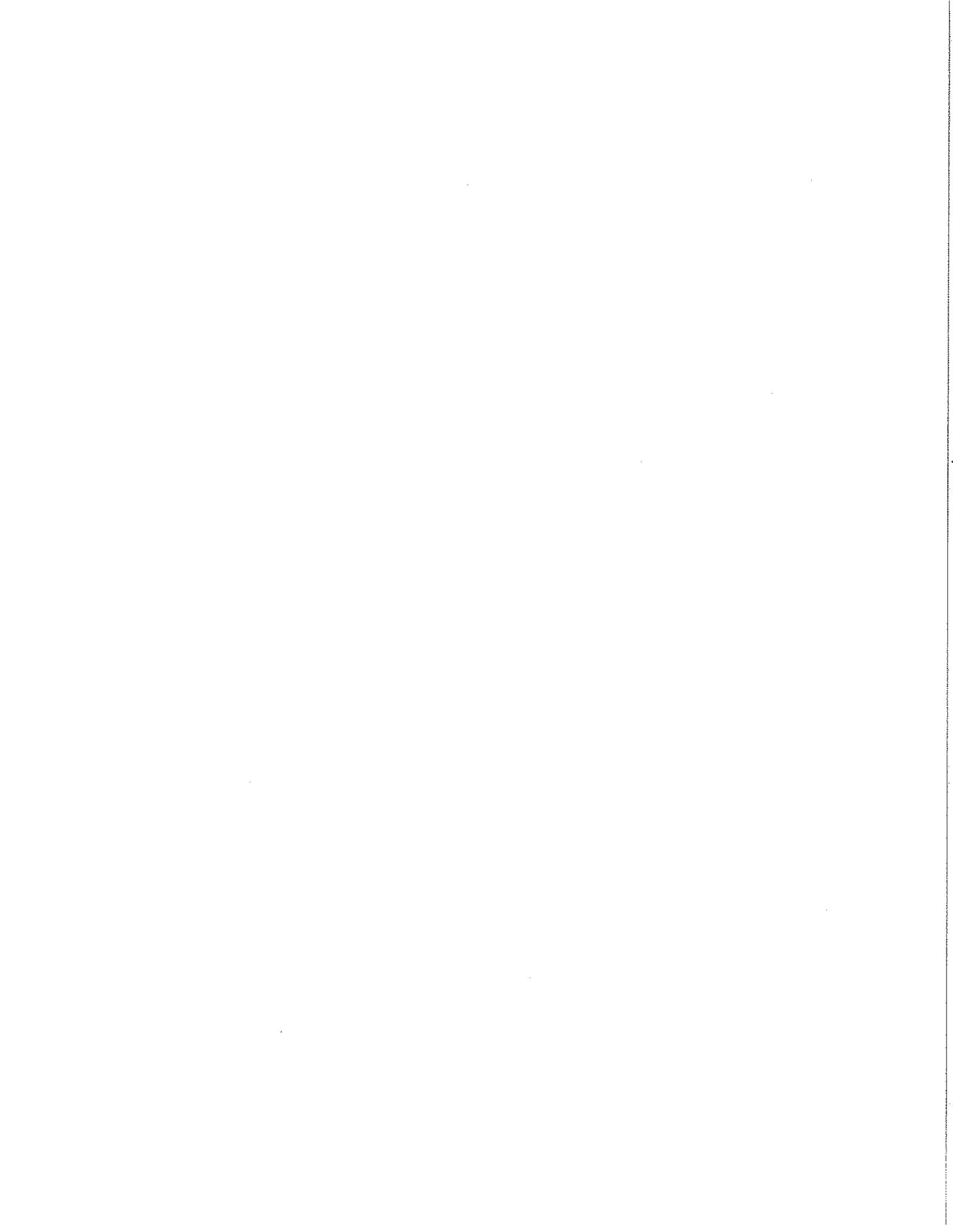
Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th of January, 2009.

Mayor



RESOLUTION NO. 09 – 01 - 12

Council Member _____, reported by Council Member _____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased the following goods from Bert's Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
12/23/08	37193	Plow Repair	\$597.48

WHEREAS, Wayne Gregoire, 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 \$597.48 on check number 1993 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 January 20, 2009

Voting Aye:
Voting Nay: None.
Abstain: Gregoire.
Absent :

The President declared the resolution passed.

Passed: January 20, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th of January, 2009.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

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

I, Wayne Gregoire, being duly sworn states the following:

1. I am 5th Ward Council Member of the City of East Grand Forks.
2. The following goods were furnished to the City of East Grand Forks by Bert's Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
12/23/08	37193	Plow Repair	\$597.48

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 January 20, 2009.

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)

RESOLUTION NO. 09 - 01 - 13

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 2025 for a total of \$229.33

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 \$229.33 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 January 20, 2009.

Voting Aye:
 Voting Nay: None.
 Abstain: Buckalew.
 Absent:

The President declared the resolution passed.

Passed: January 20, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 20th of January, 2009.

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 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 2025 for a total of \$229.33
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 January 20, 2009

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

User: ejohnson
 Printed: 1/14/2009 - 9:08 AM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
1988	01/20/2009	ACM001	Acme Electric Companies	34.21	0
1989	01/20/2009	AGG001	Aggregate Industries	18,946.07	0
1990	01/20/2009	AME002	American Tire Service	109.00	0
1991	01/20/2009	AME005	Ameripride Linen & Apparel Services	218.34	0
1992	01/20/2009	BAR006	Steve Bartlette	90.00	0
1993	01/20/2009	BER001	Bert's Truck Equipment	597.48	0
1994	01/20/2009	BOR001	Border States Industries	143.70	0
1995	01/20/2009	BRI003	Brite-Way Window Cleaning	45.00	0
1996	01/20/2009	BUL002	Building Vision, LLC	6,664.00	0
1997	01/20/2009	BUS002	Business Essentials	40.18	0
1998	01/20/2009	BUS003	Business Solutions Online	864.00	0
1999	01/20/2009	C&R001	C&R Laundry & Cleaners	1,099.11	0
2000	01/20/2009	CAN001	Canon Financial Services	166.58	0
2001	01/20/2009	CEN001	Center Point Large Print	1,488.00	0
2002	01/20/2009	COL002	Cole Papers Inc	276.42	0
2003	01/20/2009	COM002	Commercial Printing	31.10	0
2004	01/20/2009	DAV001	Dave's Snow Removal	180.00	0
2005	01/20/2009	EAS007	East Side Travel Plaza	25.89	0
2006	01/20/2009	EGE002	Bobbie Egeland	53.00	0
2007	01/20/2009	EGF009	EGF Bambino Club	1,180.00	0
2008	01/20/2009	ELL002	Mark Elliott	250.00	0
2009	01/20/2009	EME001	Emergency Apparatus Maintenance In	457.87	0
2010	01/20/2009	EMP001	Emphasys Computer Solutions	541.91	0
2011	01/20/2009	EXP003	Explorer Post #38	90.00	0
2012	01/20/2009	EXP002	Exponent	110.15	0
2013	01/20/2009	FSH001	FSH Communication LLC	63.34	0
2014	01/20/2009	G&K001	G&K Services	74.78	0
2015	01/20/2009	GAL003	Galstad, Jensen, & Olson, PA	13,113.31	0
2016	01/20/2009	GEO001	George's Quick Printing	233.24	0
2017	01/20/2009	GFC001	GF City Utility Billing	11,626.15	0
2018	01/20/2009	GFF001	GF Fire Equipment	4,498.00	0
2019	01/20/2009	GFH002	GF Herald	62.99	0
2020	01/20/2009	GGF001	GGF Convention & Visitors Bureau	454.62	0
2021	01/20/2009	GLA001	Glass Pro's Inc	486.00	0
2022	01/20/2009	GRA005	Grand Forks Taxi Company	2,381.40	0
2023	01/20/2009	GRE008	Danny Green	30.00	0
2024	01/20/2009	HAI002	Rick Hajicek	370.50	0
2025	01/20/2009	HAR001	Hardware Hank	229.33	0
2026	01/20/2009	HEA004	Health Partners	35,836.89	0
2027	01/20/2009	HEA001	Heartland Paper	557.80	0
2028	01/20/2009	HJE001	Garret Hjelle	55.00	0
2029	01/20/2009	HUG001	Hugo's	84.57	0
2030	01/20/2009	JAC002	Todd and Nicole Jackman	2,488.63	0
2031	01/20/2009	JDC001	JDC, LLC	25,690.00	0
2032	01/20/2009	KAL001	Kaler Doeling Law Office	55.60	0
2033	01/20/2009	KEI001	Keith's Lock & Key	65.00	0
2034	01/20/2009	KEL001	Kellermeyer Building Service	1,917.00	0
2035	01/20/2009	KNO001	Kory Knoff	1,734.93	0
2036	01/20/2009	KUL001	Mary Kulas	750.00	0
2037	01/20/2009	LUM001	Lumber Mart	2,272.97	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
2038	01/20/2009	M&W001	M&W Services	1,282.50	0
2039	01/20/2009	MAR001	Marco - Fargo Inc	41.87	0
2040	01/20/2009	MBP001	MBPTA	50.00	0
2041	01/20/2009	MCG001	Edward & Natalie McGinnis	657.43	0
2042	01/20/2009	MEN001	Menards	143.82	0
2043	01/20/2009	MET001	Paul and Robin Metzgar	2,003.66	0
2044	01/20/2009	MID003	Midcontinent Communications	858.76	0
2045	01/20/2009	MIK001	Mike's Pizza	55.92	0
2046	01/20/2009	MCI001	Misty McIntosh and Terry Ziegler	1,309.96	0
2047	01/20/2009	MIT001	Mitch Yoney Snow Removal	1,267.50	0
2048	01/20/2009	MNC003	MN Commissioner of Transport	8,318.36	0
2049	01/20/2009	MND003	MN Dept of Labor & Industry	3,746.40	0
2050	01/20/2009	MNJ001	MN Juvenile Officers	210.00	0
2051	01/20/2009	NEI001	Jim Neil	75.00	0
2052	01/20/2009	NEW001	Newman Signs	2,370.00	0
2053	01/20/2009	ORE001	O'Reilly Auto Parts	64.90	0
2054	01/20/2009	OLS006	Bruce Olson	90.00	0
2055	01/20/2009	OPP001	Opp Construction	4,122.90	0
2056	01/20/2009	PAM001	Pamida	83.87	0
2057	01/20/2009	PAR002	Party America Corp Offices	34.59	0
2058	01/20/2009	PET001	Peterson Veterinarian Clinic P.C.	703.35	0
2059	01/20/2009	PIC002	Tom Piche	42.93	0
2060	01/20/2009	PRA001	Praxair Distribution	16.67	0
2061	01/20/2009	PRE001	Premium Waters Inc	21.59	0
2062	01/20/2009	QUI001	Quill Corp	224.94	0
2063	01/20/2009	QWE001	Qwest	7,393.39	0
2064	01/20/2009	RES001	Resharpit Inc	120.00	0
2065	01/20/2009	RYD001	Rydell Chevrolet	619.84	0
2066	01/20/2009	SCH013	Tyler Scholand	15.66	0
2067	01/20/2009	SCH011	Wayne & Diane Schull	2,001.96	0
2068	01/20/2009	SHE002	Gerald and Penny Shern	2,177.14	0
2069	01/20/2009	SIM001	Simonson Station Stores	32.76	0
2070	01/20/2009	SIM002	SimplexGrinnell	441.20	0
2071	01/20/2009	STE004	Sterling Development Group	34,183.00	0
2072	01/20/2009	STR006	Kary Strandell	41.40	0
2073	01/20/2009	STR005	William Straw	69.25	0
2074	01/20/2009	STU001	Stuart's Towing	950.00	0
2075	01/20/2009	sun002	Sun Dot Communications	138.49	0
2076	01/20/2009	TAS001	Taser International	95.00	0
2077	01/20/2009	TIT002	Titan Access Account	8.67	0
2078	01/20/2009	TON001	Tony Dorn Inc	144.76	0
2079	01/20/2009	TRU001	True Temp	50.00	0
2080	01/20/2009	TRY001	Try-County Refrigeration	65.00	0
2081	01/20/2009	UNI003	Unique Snow Removal	100.00	0
2082	01/20/2009	USB003	US Bearings & Drives	6.41	0
2083	01/20/2009	USA002	USA Hockey	30.00	0
2084	01/20/2009	VIL001	Vilandre Heating & A/C	2,435.87	0
2085	01/20/2009	WAS001	Waste Mgmt	2,664.39	0
2086	01/20/2009	WAT001	Water & Light Department	4,147.12	0
2087	01/20/2009	WAT501	Water & Light Department	60.00	0
2088	01/20/2009	WAV001	Mitchel Wavra	3,436.62	0
2089	01/20/2009	XCE001	Xcel Energy	2,579.00	0
2090	01/20/2009	ZIE001	Ziegler	3,017.04	0
2091	01/20/2009	ZIM002	Carrie Zimprich	96.00	0
				233,750.95	
Check Total:					