

**APPROVED MINUTES  
OF THE CITY  
COUNCIL WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, APRIL 9, 2013 - 5:00 P.M.**

**CALL TO ORDER:**

*The Work Session of the East Grand Forks City Council for April 9, 2013 was called to order by Council President Craig Buckalew at 5:00 P.M.*

**CALL OF ROLL:**

*On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Greg Leigh, Council Members Clarence Vetter, Ron Vonasek, Henry Tweten, Mark Olstad, and Chad Grassel.*

*Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Steve Emery, City Engineer; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Gary Larson, Fire Chief; Megan Nelson, Executive Assistant; Jim Richter, EDHA Director; and Jason Stordahl, Public Works Director.*

**DETERMINATION OF A QUORUM:**

**1. Parking Issues 4<sup>th</sup> Ave NW – Greg Leigh**

Council member Leigh informed the council that tenants from the apartments on 17<sup>th</sup> have been parking in the streets, limiting the parking available for the homeowners on 4<sup>th</sup> Ave NW. This had been brought up some time ago, Ms. Ellis was asked to send a letter to the company that owned the apartment complex, and the city has never received a response from the company. Mr. Bruce Folkedahl, 1615 4<sup>th</sup> Ave NW, explained to the council that he has multiple drivers in his home with limited space for cars to begin with. He continued saying that when family and friends come over to visit they have a difficult time with parking. He asked the council what actions can be taken. Discussion followed addressing if restrictions should be posted, if the city should have permit parking, or if the current parking ordinances just need to be enforced better. It was asked to see if the company that owns the apartment complex will come to a meeting to be a part of this parking discussion.

**2. Corridor Investment Management Strategy Grant – Nancy Ellis & Greg Boppre**

Mr. Boppre explained to the council how Ms. Ellis and the engineers worked together for this proposal for the extending 2 lanes up to 23<sup>rd</sup> St and installing a traffic light at the intersection of 23<sup>rd</sup> St and Highway 220. If the city received the grant they will have to have a minimum of a 10% match. Mr. Boppre pointed out that based on the estimate they came up with for this

project the city would have to come up with a little over \$200,000.00. Council member Tweten asked where the money would come from and is this something that could be assessed. Mr. Huizenga said that this project could not be assessed since the roads already are there. Mr. Boppre stated that construction would not start until 2015 so the city would be able to have some time to budget for this project.

### **3. Adult Use Ordinance – Nancy Ellis & Ron Galstad**

Mr. Galstad told the council the city's current definition of Adult Use is too ambiguous. There are steps needed to be taken to repeal the current definition. The public hearing for this will be on April 12<sup>th</sup> during the Planning Commission meeting. He continued explaining that since this ordinance is going to be repealed, a moratorium ordinance will be put in place until the new Adult Use ordinance is adopted by the city.

### **4. Workers for Parks & Recreation Dept – Dave Aker**

Mr. Aker presented his new proposal to the council. Council member Leigh thanked him for coming up with a new idea but still wanted more changes made. Council member Vetter said that these changes are good and maybe more can be made in the future. Mr. Aker explained how the maintenance workers hours will be changing between summer and winter months so there will be a full time person at the arenas in the evenings and on weekends. More discussion followed about where the workers will be working, how they will be working together and not tied to a certain location, and if there will be a Park Foreman or if he will also become an Arena Manager.

### **5. Planning Commission Update – Craig Buckalew**

Council member Buckalew reported Gary Christianson was elected as the Chairman and Niel McWalter was elected as the Vice-Chair of the Planning Commission. He continued by saying most of the matters brought before the commission are also brought up to the council. The rehabilitation and the changing of the Adult Use Ordinance are just a couple examples. At the meeting in February Ms. Ellis had informed the commission about her new position as city planner and all of her duties. Lastly Council member Buckalew informed the council there will be a meeting at the end of April between the Community Development office and the contractors in the area so they are able to work efficiently together over this year's building season.

### **6. Polk County Planning Board Update – Ron Vonasek**

Council member Vonasek informed the council that he hasn't been able to attend a Polk County Planning board yet. They have called him to let him know what happened at the meetings and as of now most of the activity is taking place in the eastern part of the county.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE APRIL 9, 2013 COUNCIL**

**MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:55 P.M.**

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

*Voting Nay: None.*

---

Scott Huizenga, City Administrator/Clerk-Treasurer