

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 18, 2013 - 5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of June 4, 2013.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of June 11, 2013.

SCHEDULED BID LETTINGS:

3. Consider adopting Resolution No. 13CP3 accepting and awarding the bid for improvements to JTC, Inc for 2013 City Project No. 3 - Police Building Improvements for a bid price of \$399,440.00.

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

4. Consider awarding the job of wastewater line cleaning to Jet-Way Multiple Services, Inc for \$40,700.00.
5. Consider declaring the list of vehicles the East Grand Forks Police Department has acquired as surplus property that can be put up for auction.

6. Consider approving Resolution No. 13-06-57 appointing Council member Vonasek to the Planning Commission.
7. Consider approving the Fireworks/Pyrotechnic Special Effects Permit for Edgewood Management Group on June 21, 2013 beginning at approximately 10:15 pm to approximately 10:35 pm.
8. Consider approving the Fireworks/Pyrotechnic Special Effects Permit for Grand Forks Sertoma Club on July 4, 2013 beginning at 10:00 pm to approximately 10:20 pm.
9. Consider approving the transit contract between the City of East Grand Forks and Northland Community and Technical College.
10. Consider approving the temporary liquor license application for the VFW for July 26-28 for Cats Incredible Fishing Tournament.

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

11. Regular meeting minutes of the Water, Light, Power, and Building Commission for June 4, 2013.

COMMUNICATIONS:

12. Acknowledge that Ms. Nelson has successfully completed her six month probationary period for Executive Assistant.

OLD BUSINESS: NONE

NEW BUSINESS:

13. Consider adopting Resolution No. 13-06-58 allowing the City Planner position to be included with the AFSCME Council 65 AFL-CIO bargaining unit.
14. Consider adopting Resolution No. 13-06-66 allowing the Interim City Administrator to file a petition to the Minnesota Bureau of Mediation Services to remove the “Building Official /Director of Flood Recovery” position from the AFSCME bargaining unit.
15. Consider adopting Resolution No. 13-06-59 allowing restricted parking around the commercial properties located by 4th Street NW and 3rd Avenue NW.
16. Consider adopting Resolution No. 13-06-60 allowing the City Attorney to give written notice to Kraus Anderson, Braun Intertec, and their subcontractors and take legal action if necessary regarding the library roof.
17. Consider adopting Resolution No. 13-06-61 approving the plans and specifications and ordering advertisement for bids for 2013 City Project 1 – Sidewalk Improvements (Transportation Enhancement).

18. Consider adopting Resolution No. 13-06-62 approving the plans and specifications and ordering advertisement for bids for 2012 City Project 5 – Sidewalk Improvements (Transit).
19. Consider adopting Resolution No. 13-06-63 entering into Agreement No. 03748 with the Minnesota Department of Transportation. (Traffic light at 14th Street and 220 North)
20. Consider adopting Resolution No. 13-06-64 ordering improvement and preparation of plans and specifications for 2014 City Project No. 1 – Street Improvements. (17th Street NW)

CLAIMS:

21. Consider adopting Resolution No. 13-06-65 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 16047 for a total of \$2,371.39 whereas Council Member Buckalew is personally interested financially in the contract.
22. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings:

- Waste Water Public Forum – June 18, 2013 – 7:00 PM – Council Chambers
- Work Session – June 25, 2013 – 5:00 PM – Training Room
- Regular Council Meeting – July 2, 2013 – 5:00 PM – Council Chambers
- Work Session – July 9, 2013 – 5:00 PM - Training Room
- Regular Council Meeting – July 16, 2013 – 5:00 PM – Council Chambers

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 4, 2013 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for June 4, 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: Council President Craig Buckalew, Council Vice President Greg Leigh, Council Members Clarence Vetter, Ron Vonasek, Henry Tweten, and Chad Grassel.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; Karl Lindquist, Interim City Administrator; Megan Nelson, Executive Assistant; Jim Richter, EDHA Director; and Jason Stordahl, Public Works Director.

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of May 21, 2013.
2. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of May 28, 2013.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 28, 2013.

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

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

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

- 4. Consider approving the additions and changes to the list of lot prices and cemetery charges.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE ITEM FOUR (4).

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

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

- 5. Regular meeting minutes of the Water, Light, Power, and Building Commission for May 2, 2013.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

- 6. Consider approving the following "On Sale Weekday & Sunday" Liquor License Applicant Renewals:
 - a. Boardwalk Bar & Grill located at 415 2nd St NW, East Grand Forks, MN 56721

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE "ON SALE WEEKDAY & SUNDAY" LIQUOR LICENSE APPLICANT RENEWAL.

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

7. Consider approving the hiring of a Police Officer from the current hiring roster and starting a new hiring roster.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE THE HIRING OF A POLICE OFFICER FROM THE CURRENT HIRING ROSTER AND STARTING A NEW HIRING ROSTER.

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

8. Consider adopting Resolution No. 13-06-52 accepting a grant award from the Federal Emergency Management Agency (FEMA) For Replacement of Self Contained Breathing Apparatus.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 13-06-52 ACCEPTING A GRANT AWARD FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FOR REPLACEMENT OF SELF CONTAINED BREATHING APPARATUS.

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

9. Consider adopting Resolution No. 13-06-53 authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination, online banking, and the opening of accounts for EDHA designated dollars.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-06-53 AUTHORIZING PERSONS LISTED BELOW (SUBJECT TO ANY EXPRESSED RESTRICTIONS) IS AUTHORIZED FOR ACH ORIGINATION, ONLINE BANKING, AND THE OPENING OF ACCOUNTS FOR EDHA DESIGNATED DOLLARS.

Council President Buckalew asked for the reasoning of needing to pass this resolution. Ms. Nelson explained how this resolution will add Mr. Lindquist on since the City Administrator position is the head of the accounts and how this will allow the City Administrator and/or Mayor to open account for EDHA designated dollars and grant signing authority to the EDHA Director.

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

10. Consider approving the internal recruitment and hiring of an Ice Arena Supervisor for the Parks and Recreation Department.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE INTERNAL RECRUITMENT AND HIRING OF AN ICE ARENA SUPERVISOR FOR THE PARKS AND RECREATION DEPARTMENT.

Council Vice-President Leigh asked if Mr. Gulbranson will be receiving an increase in his wages as the council had previously discussed. Council President Buckalew said that he would be.

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

11. Consider approving Resolution No. 13-06-54 compensating Dale Gulbranson, Park Foreman.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 13-06-54 COMPENSATING DALE GULBRANSON, PARK FOREMAN.

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

CLAIMS:

12. Consider adopting Resolution No. 13-06-55 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 15934 for a total of \$2,664.19 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 13-06-55 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 15934 FOR A TOTAL OF \$2,664.19 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

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

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

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

Voting Nay: None.

Absent: Olstad.

SUSPENSION OF RULES:

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO SUSPEND RULES.

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

Voting Nay: None.

Absent: Olstad.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE PRIVATE USE OF A PUBLIC SIDEWALK APPLICATION FOR LITTLE BANGKOK.

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

Voting Nay: None.

Absent: Olstad.

COUNCIL/STAFF REPORTS:

Council Member Vetter asked Mr. Lindquist to send a copy of the timesheet he submits for being paid to the council. Mr. Lindquist said that wouldn't be a problem.

Council Member Leigh asked Mr. Stordahl if the Public Works Department had been aggressively spraying for dandelions and weeds and if they need more money budgeted for that. Mr. Stordahl explained how they have been trying to be as aggressive as they can weather permitting. He also commented on how more spraying has been done this year, the levees are going to need more spraying, and how they may need more funding because of this.

Mr. Lindquist told the council he hoped to be done with negotiations but that is not the case. He informed the council about the two groups that have not settled the contracts and how there has been an issue brought forward by the AFSCME group.

Attorney Galstad informed the council that vacating park dedicated land is a complicated process since the city would have to petition the court, neighbors would have to be notified, the courts would have to make a determination, and assess any damages to the neighbors. Ms. Ellis added that the council would have to decide how they would like to move forward, not the planning commission. Mr. Lindquist asked who brought this forward and Mr. Richter stated it was a council member. Mr. Grassel said he was approached by people last year interested in this area but since had moved on. Discussion followed about how much the hockey rink is used at this location and if the council moved forward with these proceedings, where the rink equipment would be moved to.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE JUNE 4, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:15 P.M.

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

Voting Nay: None.

Absent: Olstad.

Karl Lindquist, Interim City Administrator

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 11, 2013 - 5:00 P.M.**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for June 11, 2013 was called to order by Council President Craig Buckalew at 5:00 P.M.

CALL OF ROLL:

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

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Rod Hajicek, Lieutenant; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; Karl Lindquist, Interim City Administrator; Megan Nelson, Executive Assistant; Jim Richter, EDHA Director; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

1. Plans & Specifications for Sidewalk Projects (13CP1 & 12CP5) – Greg Boppre

Mr. Boppre told he had passed out maps showing where the sidewalk and trail will be situated in the Highway 220 corridor. He continued by explaining these projects, how the city already received the permit from the MNDOT to proceed with both of these projects, and where some of the funding was coming from. Mr. Boppre told the council the trail project is part of the Transportation Enhancement project and will be receiving around \$225,772.00 in funding for this project. He also informed the council that the sidewalk project will mostly be covered with transit dollars and that this project will help connect more sidewalks on the north end of town. Mr. Boppre asked for plans and specifications for these projects to be filed and received authorization to set the bid date. Council Vice President Leigh asked where the funding for the city portion of these projects was coming from. Mr. Lindquist informed him that information will be available at the council meeting before the council votes to move forward with these projects.

2. Plans & Specifications for 2014 City Project No. 1 Street Improvements – Greg Boppre

Mr. Boppre explained how the city is in a four year rotation to received federal funds for specific projects and 2014 is the next time the city is eligible for these funds. He told the council he is preparing this street improvement project in advance so that by February 2014 everything will be in place to set a bid date so the city will be able to get competitive bids. He went on to explain the proposed project would be to improve 17th Street NE from Highway 220 all the way down to 5th

Avenue NE. Mr. Boppre also explained that approximately 30% of this project can be paid for with special assessments. Council Vice-President Leigh stated the city needs to be careful because the city owns a large section of 17th Street and would have to pay the special assessments and would the city be able to afford that. Mr. Boppre stated he would be completing a feasibility study so the council would be able to see who will be impacted by this project. Ms. Ellis informed the council that there are not many other streets where this funding can be used, how long the process takes to change what street where improvements can be made, and if there is not enough time to make a change to a different location the city will then miss out on their rotation of funding for street improvements.

3. Bid Results for 2013 City Project No. 3 Police Building Improvements – Greg Boppre

Mr. Boppre informed the council they only received one bid from JTC, Inc for \$399,440.00 for the Police Department Improvement project. He told the council he had handed out the memo that showed the proposed budget and what the budget would be with the proposed bid. Questions were asked about the differences in cost with the admin/legal portion and Mr. Boppre explained how he took them out since it is a city owned building. He also added that there was an addition to the contingency budget and hopefully that will not need to be used so that might bring down the costs. Mr. Boppre then asked Mr. Dammann to explain the proposed deducts for this project to help bring the costs down. Discussion followed about how this project has been put off for over 10 years, costs will only be going up and only completing some fixes will only be a band-aid approach. Ms. Anderson stated there was the possibility for some projects to be pushed back so more funds could be available for this project. She also stated there was approximately \$123,000 in the program income fund that could be used towards this project.

4. Street Sewer Maintenance – Jason Stordahl

Mr. Stordahl explained to the council a sewer cleaning maintenance schedule was set up in 2011. He told the council that a fifth of the sewer pipes are scheduled to be cleaned every year. He had received two quotes for this job. One was from Jet-Way Multiple Services for \$40,700.00 and the other was from Veit for \$46,500.00. Mr. Stordahl explained how there was \$45,000.00 budgeted for this so he will be recommending that Jet-Way Multiple Services be awarded the job.

5. Parking by Minnesota Heights Building – Nancy Ellis

Ms. Ellis informed the council there were some questions and concerns about parking around the Minnesota Heights Building. She told the council there was concerns about the current situation with vehicles parked on the streets for very long periods of time and on the sidewalk and what might result once there are tenants parking out on the street for long periods of time. Ms. Ellis told the council the contractors had been notified to have their employees park in the city lot across the street. She also said how part of this area is zoned as commercial so the council has the ability to place time limit signs in the commercial area. Ms. Ellis informed the council that her and Mr. Stordahl went and took measurements to see if angled parking could work on the west side of the street which is not zoned as commercial. She asked that Widseth Smith Nolting draw up a plan for angled parking to see if this was a viable option. After some discussion the council members supported putting up signs limiting the time allowed to park on the commercial zone and see how that works before moving forward with angled parking.

6. Northland Community & Technical College Transit Contract – Nancy Ellis

Ms. Ellis told the council that every year Northland Community and Technical College goes through a negotiation process for rides on the city buses for their students. Ms. Ellis explained how typically Northland would \$6000.00 per year to cover these rides. She explained how since the transit system receives federal dollars for the program all rides have to be fair and equitable so the contract changed. She told the council that the new contract will consist of the college paying 75 cents per ride, for their students not to exceed \$7,000.00 instead of paying a flat rate. Discussion followed on how ridership has increased and how in order for students to ride they have to have a card and show their student ID.

7. Declaration of Surplus Property – Rod Hajicek

Mr. Hajicek informed the council that there is a large number of surplus cars the police department would like declared as surplus property so they can be put up for auction. Council member Vonasek asked if the police department was going to have the auction online again. Mr. Hajicek told the council that everything went well with the online company they used and everything sold so they plan on using their services again.

8. Change of Council Representative on Planning Commission – Craig Buckalew

Council President Buckalew told the council that originally Council member Vonasek was put on the Polk County Planning Board. He continued by telling the council the mayor had also appointed Mr. Powers to the board. Council President Buckalew informed the council that he asked Mr. Vonasek to take his place on the City's Planning Commission since he has been and will be busy finishing up negotiations for this year and since they are only one year negotiations he soon will be busy with them again for next year.

9. Update on Library Roof Status, Levee No Trespassing Ordinance, and Rescinding of Park Dedicated Land – Ron Galstad

Mr. Galstad asked Ms. Helgeson to inform he council what was happening with the roof report. Ms. Helgeson stated that the report was just sent to the city early in the day. She explained how they did find some mistakes and issues with the roof in this investigation. She went on to say how they recommended installing heat tape and adding more insulation in certain areas as a fix for these problems. Ms. Helgeson stated that any work done since the job has been completed should not be paid for by the City. Mayor Stauss said he agrees with Ms. Helgeson. Council President Buckalew said he did not agree with the heat tape recommendation and asked if there were any other alternatives given. Mr. Galstad stated that the company responsible will need a chance to fix the mistakes and if needed then the City would have the ability to mitigate damages. He also said this mitigation would be based on the current contract. Discussion followed on what the project was this time, how the roof is a cold roof and there shouldn't be moisture getting in, and it was suggested to invite Braun Intertec and Kraus Anderson to a work session so they would be able to answer questions about the roof and the report. Mr. Lindquist added that the council should approve the proposed resolution so Mr. Galstad would be able to move forward with legal actions if necessary.

Mr. Galstad gave a brief summary about how there had been some complaints about people on the levee system. He stated a committee made up of him, some of the department heads, and the interim city administrator met and discussed what should be included in an ordinance regarding the levee system. He added that some of the items that will be included will be addressing pedestrian usage, maintenance issues, what might compromise the integrity of the levees, and how now all of the repairs to this system are paid for by the city. Mr. Galstad told the council he will be drafting the ordinance and will submit it for approval.

Mr. Galstad told the council the all of the steps in court the city would have to take in order to change the park land to lots for homes. He added there is a current case where a court is saying parks cannot be vacated. He also told them that if the courts allowed the City to vacate the park the courts would then determine if there were damages to the surrounding property owners the City would have to pay for that. Discussion followed with most of the council members stating they would like to drop this issue since it would be so costly process.

OTHER:

Mr. Galstad informed the council that there has been a complaint from a property owner regarding the project on 15th St NE. He explained how the property owner never received a notice and how the city has three options by doing nothing, follow statute and hold a public hearing so the property owner has the ability to object, or try and negotiate with them to settle this issue. Discussion followed to figure out what would be the best way to resolve this issue. Mr. Galstad stated he would contact the property owner and would keep the council informed.

Mr. Aker asked the council to consider the use of perpetual funds to update the entrance at the cemetery. He told them that he received a quote to have brick installed and landscaping done for \$3,740.00. Council member Vetter asked if that would be an appropriate use of those funds. Ms. Anderson assured him that they were.

Mr. Lindquist told the council that dues for the League of Minnesota Cities are increasing again and there is a crack in the floor at the Senior Center that will need to be fixed.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE JUNE 11, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:13 P.M.

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

Voting Nay: None.

Absent: Olstad

RESOLUTION NO. 13 – 06 - 56

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

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

WHEREAS, pursuant to an advertisement for bids for the improvement of 2013 City Project No. 3 – Police Building Improvements , bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

AND WHEREAS, it appears that JTC, Inc is the lowest responsible bidder at a bid price of \$399,440.

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with JTC, Inc. in the name of the City of East Grand Forks for the improvement of 2013 City Project No. 3 – Police Building Improvements, according to the plans and specifications therefore approved by the City Council and on file in the administration office.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
3. The revenue in of the following accounts of the Building Improvement Fund is hereby increased by the following amount to help cover increase in project:

	Building Improvement Fund	\$373,360
433-36-000-36200	Program Income Transfer In	\$38,654
204-36-000-36200	Program Income Transfer In	\$84,992

4. The expenses in of the following accounts of the Building Improvement Fund are hereby increased by the following amounts:

425-42-152-43030	Engineering (13CP3)	\$43,400
425-42-152-45300	Construction (13CP3)	\$399,440
425-42-152-43500	Miscellaneous (13CP3)	\$47,932
425-42-152-43500	Mold Remediation	\$7,234

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

Interim City Administrator

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

Request for Council Action

Date: 6/6/2013

To: East Grand Forks City Council, 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

Cc: File

From: Jason Stordahl, Public Work Director

RE: Wastewater-Line Cleaning

Consider approving the request to approve :

Sewer cleaning for the City of East Grand Forks is done on an annual basis as part of the wastewater preventative maintenance program. It was decided on by City Council in 2011 that we would remain on a scheduled cleaning of 1/5th the city per year. This year we will clean Section North #2, which is from 17th St. NW to US HWY 2, and from Central Ave. to River Road. The budget reflects \$45,000 for sewer cleaning.

We will be receiving two quotes for cleaning, one from JetWay and the other from Veit. I will bring with me to the Council Work Session both quotes, along with a recommendation of which contractor to award the job.

Jet-Way Multiple Services, Inc.

P.O. Box 131
 Harwood, ND 58042

Estimate

Date	Estimate #
6/6/2013	

Name / Address
City of East Grand Forks 600 DeMers Ave. East Grand Forks, MN 56721 publicworks@egf.mn

Project

Description	Qty	Rate	Total
Estimate for cleaning approximately 56,000 ft. of sanitary sewer Jet Vac #28	185	145.00	26,825.00
Supervisor Labor	185	40.00	7,400.00
General Labor	185	35.00	6,475.00
Easement work will be an additional charge of \$80 per hour for additional equip. Lift stations cleaning will be charged \$272 per hour for the truck, supervisor and 2 laborers needed to clean lifts.			
Estimate for cleaning of sanitary sewer.		Total	\$40,700.00



15429 Comet Road
Bemidji, MN 56601

Office 218.243.2440
Fax 218.243.3049

VeitUSA.com

Specialty Contracting & Waste Management
June 6, 2013

City of East Grand Forks
1001 2nd St NE
East Grand Forks, MN 56721
Attn: Jason Stordahl

Phone: 218-773-1313
Email: jstordahl@egf.mn
Fax: 218-773-5615

PROJECT: Cleaning services of 56,000 Lf of 8" – 27" sanitary sewer in the City of East Grand Forks, MN.

QUOTE:	-On-Site Operations for cleaning	\$250.00 per hour
	-Veit estimates to get 300 Lf per hour (maybe less on larger pipe)	
	-Project total is estimated at 186 hours	\$46,500.00

INCLUDES:

- Labor & Equipment for Cleaning operations
- 1- jet vac truck, 2-Operator, 1-water trailer 2,000 gallons
- Mobilization & per diem

EXCLUDES:

- Permits, Fees, and Licenses
- Traffic Control or Special Signage

NOTES:

- Owner will assist Veit in locating and exposing manholes for access (if necessary)
- Work will be completed during normal work week hours. Overtime costs will apply.
- Clear and stable access will be provided by owner, as necessary.
- Tentative start date will be scheduled upon receipt of a signed proposal.
- Owner will provide water and disposal site at no cost to Veit & Companies.
- Owner will supply snow removal and warm overnight storage for equipment (if necessary).
- Any delays beyond the control of Veit & Company Inc. will be charged at \$250.00 per hour.
- Owner will provide map of project (if necessary)
- If line is high flow, work should be pre-scheduled for off hours, or arrangements to be made in advance to plug lines.
- Special equipment for off road and easement work will be an additional charge.

Any questions please call 218-243-2440.

Respectfully,
Rikky Fredrickson
Estimator/Project Manager

Acceptance of Proposal: The above prices and conditions are satisfactory and are hereby accepted. Veit is authorized to do the work as specified. Payment will be upon completion.

Authorized Signature: _____ **Date:** _____

Affirmative Action Equal Opportunity Employer

Contracting
Earthwork
Demolition
Utilities
Foundations
Environmental Remediation
Industrial Cleaning

Waste Management
Roll-off Containers
Construction & Demolition Debris Landfills
Recycling & Transfer Facilities
Waste Hauling

Request for Council Action

Date: June, 2013

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew , Council Vice President Greg Leigh, Council Members: Henry Tweten, Ron Vonasek, Mark Olstad, Clarence Vetter and Chad Grasssel.

Cc: File

From: Michael S. Hedlund – Chief of Police

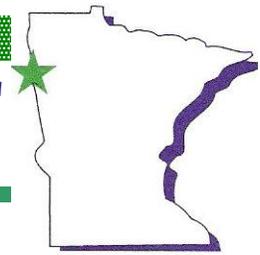
RE: Declaration of Surplus Property

Background: The East Grand Forks Police Department has acquired a number of vehicles through asset forfeiture which occurs on some DWI and other types of arrests. The below listed vehicles have completely cleared the court process and are now the property of the City of East Grand Forks and/or the Pine to Prairie Drug Task Force (The proceeds of the sale of the Task Force vehicles go to the Task Force less any expenses). It is our wish to have these vehicles declared surplus property so that they may be sold at auction.

Recommendation: Declare the vehicles listed on the attached document as surplus property:

Enclosures: List of seized vehicles to be declared surplus property.

EAST GRAND FORKS POLICE DEPARTMENT



Michael Hedlund
Chief of Police

520 Demers Avenue East Grand Forks, MN 56721
Phone (218) 773 - 1104 Fax (218) 773 - 1108

Request for Council Action – Declaration of Surplus Property – Attachment

June 5, 2013

1. 2000 Oldsmobile Van – VIN# 1GHDX03E3YD327205
2. 1995 Ford PU – VIN # 1FTEF15N5SLB33174
3. 2004 Ford PU – VIN #1FTPX12574NC05929
4. 1991 Buick – VIN #1G4HP54C4MH480627
5. 1998 Ford Taurus - VIN #1FAP52U4WG274536
6. 2000 PONTIAC GPG – VIN# 1G2WP52K1YF100347
7. 1996 MERCURY SABLE – VIN # 1MFM50UXXG636858
8. 1987 CHEV. PU – VIN# 1GCDR14Z0HJ106122
9. 2002 CHEV. IMPALA – VIN # 2G1WF55E329189030
10. 1992 GMC SIERRA – VIN # 1GTDC14Z7NZ532260
11. 1997 DODGE INTREPID – VIN # 2B3HD46F7VH783848
12. 1997 OLDSMOBILE – VIN # 1G3WH52M5VF358554
13. 2000 BUICK – VIN # 1G4HP54K0Y4133059
14. 2008 HYUNDAI – VIN # KMHCN46C08U258624
15. 2006 SATURN ION – VIN # 1G8AL55F862155593
16. 1999 CHEV. MONTE CARLO – VIN # 2G1WX1ZKXX9175617
17. 1994 GMC VAN - VIN # 1GKEL19W2RB537680
18. 2001 CHRYSLER SEBRING – VIN # 4C3AG52H71E101415
19. 1989 TOYOTA PICK UP – VIN # JT4RN81P5K5024058

RESOLUTION NO. 13 – 06 - 57

A RESOLUTION DESIGNATING THE COUNCIL’S APPOINTMENT TO THE EAST GRAND FORKS BOARDS AND COMMISSIONS FOR 2013

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

WHEREAS, the Council appoints council members to fill representative positions on various Boards and Commissions of the City of East Grand Forks each year; and

WHEREAS, These Boards and Commissions are important to the operation of the City due to the value of citizen input on recommendations that are forwarded to the City Council on many important issues.

THEREFORE BE IT RESOLVED, that the City Council of the City of East Grand Forks ratifies the following appointments of Council President Craig Buckalew to the respective Board and/or Commission:

PLANNING COMMISSION –
Ron Vonasek

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

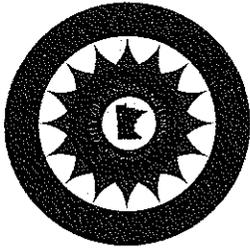
Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 18th day of June, 2013.

Mayor



City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.castgrandforks.net

APPLICATION FOR FIREWORKS/PYROTECHNIC SPECIAL EFFECTS PERMIT

License Fee: _____

Applicant Information (Sponsoring Organization)	
edge wood mgmt group <i>Applicant Name</i>	218-280-1915 <i>Phone Number</i>
322 Demers Ave Suite 500 <i>Applicant Address</i>	Grand Forks ND 58701 <i>City State Zip</i>
_____ <i>Federal Tax ID #</i>	_____ <i>MN Tax ID #</i>

Authorized Agent Information	
Tony Ramberg <i>Authorized Agent Name</i>	218-279-2708 <i>Phone Number</i>
528 S Ash St <i>Business Address</i>	Crookston MN 56716 <i>City State Zip</i>

Fireworks/Pyrotechnic Special Effects Information		
6-21-13 <i>Date of Event</i>	12 P.m <i>Start Time</i>	11:30 P.m <i>End Time</i>
EAST GRAND FORKS BOAT LANDING <i>Location of Event</i>		
delivered Day of show <i>Manner and place of storage of fireworks/pyrotechnic special effects prior to display:</i>		
72-2.5" 120-3" 72-4" 50-5" <i>Type & number of fireworks/pyrotechnic special effects to be discharged:</i>		

Minnesota state law requires that this display be conducted under the direct supervision of a pyrotechnic operator certified by the State Fire Marshal.	
Tony Ramberg <i>Name of supervising operator:</i>	0536 <i>Certificate No:</i>
25255 Hwy K <i>Corporate Address</i>	Richard MN 65556 <i>City State Zip</i>

Request for Council Action

Date: June 11, 2013
To: East Grand Forks City Council and Mayor Lynn Stauss
From: Nancy Ellis, City Planner – EGF Transit
RE: NCTC transit contract

GENERAL INFORMATION:

East Grand Forks has had a contract with NCTC to provide free transit rides to students and staff of the college. In exchange the city had received lump sum of \$6000 to contribute to the cost of the riders using the service. The riders would be able to ride anywhere within our system including the City of Grand Forks Monday through Saturday. The only requirement to get the ride is that the student or staff must show their CAT identification card. The Cities Area Transit (CAT) the operator of the system will keep track of the amount of rides given.

After the Transit Development Plan, it was determined that the contract was not fair and equitable compared to other riders costs on the system. Therefore, NCTC and the Transit Staff negotiated a new contract to make their ride costs more fair and equitable. NCTC will pay \$.75 per ride (this is what UND pays for its students) not to exceed the lump sum of \$7000. As such, NCTC and I would like to have the annual contract renewed for another year with the new monetary terms. As with all transit contracts, the Mayor and the City Administrator will be required to sign the contract.

RECOMMENDATION:

Staff recommends allowing the Mayor and City Administrator to enter into a contract to provide free rides to NCTC staff and students with proper ID for the cost of \$.75 per ride not to exceed \$7,000.

STATE OF MINNESOTA
MINNESOTA STATE COLLEGES AND UNIVERSITIES
NORTHLAND COMMUNITY AND TECHNICAL COLLEGE

SERVICES CONTRACT

THIS CONTRACT, and amendments and supplements thereto, is between the State of Minnesota, acting through its **Board of Trustees of the Minnesota State Colleges and Universities**, on behalf of *Northland Community and Technical college* (hereinafter MnSCU), and *City of East Grand Forks, 600 DeMers Ave; PO Box 373, East Grand Forks, MN*, an independent contractor, not an employee of the State of Minnesota (hereinafter CONTRACTOR).

WHEREAS, MnSCU, pursuant to Minnesota Statutes Chapter 136F, is empowered to procure from time to time certain services, and

WHEREAS, MnSCU is in need of services that are not related to building or facilities construction, repair, maintenance or remodeling, and

WHEREAS, the CONTRACTOR represents it is duly qualified and willing to perform the services set forth in this contract, and

WHEREAS, the CONTRACTOR represents that he / she is not a current state employee, and

WHEREAS, the CONTRACTOR represents that he / she has not received an early separation incentive under Minnesota State Colleges and Universities Board Policy 4.11, Board Early Separation Incentive Program (BESI), during the one year period prior to the effective date of this contract.

NOW, THEREFORE, it is agreed:

I. **TERM OF CONTRACT**. This contract shall be effective on *July 1, 2013* **or upon the date the final required signature is obtained by MnSCU, whichever occurs later**, and shall remain in effect until *June 30, 2014* or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. **The CONTRACTOR understands that no work should begin under this contract until all required signatures have been obtained and the CONTRACTOR is notified to begin work by MnSCU's authorized representative.**

II. **CONTRACTOR'S DUTIES**. The CONTRACTOR will:

Provide transportation for all Northland Community & Technical College students, faculty, and staff. A CONTRACTOR bus will stop at the campus in accordance with the published bus schedule on the bus and city transit website www.grandforksgov.com/bus

III. **CONSIDERATION AND TERMS OF PAYMENT**.

A. **Consideration** for all services performed and goods or materials supplied by the CONTRACTOR pursuant to this contract shall be paid by MnSCU as follows:

1. **Compensation** of *Seventy-five cents (\$0.75) per Northland rider.*

2. The **total obligation** of MnSCU for all compensation and reimbursement to the CONTRACTOR shall not exceed *Seven Thousand and 00/100 Dollars (\$7,000.00)*

B. Terms of Payment.

1. Payment shall be made by MnSCU promptly after the CONTRACTOR'S presentation of invoices for services performed and acceptance of such services by MnSCU's authorized representative. All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of MnSCU, as determined at the sole discretion of its authorized representative, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. The CONTRACTOR shall not receive payment for work found by MnSCU to be unsatisfactory or performed in violation of any applicable federal, state or local law, ordinance, rule or regulation. Invoices shall be presented by CONTRACTOR according to the following schedule:
 - a. *Upon receipt of monthly invoice.*
 - b. **Retainage.** Retainage will not apply to this contract.
2. Nonresident Aliens. Pursuant to 26 U.S.C. §1441, MnSCU is required to withhold certain federal income taxes on the gross compensation paid to nonresident aliens, as defined by Internal Revenue Code §7701(b). MnSCU will withhold all required taxes unless and until CONTRACTOR submits documentation required by the Internal Revenue Service indicating that CONTRACTOR is a resident of a country with tax treaty benefits. MnSCU makes no representations regarding whether or to what extent tax treaty benefits are available to CONTRACTOR. To the extent that MnSCU does not withhold these taxes for any reason, CONTRACTOR agrees to indemnify and hold MnSCU harmless for any taxes owed and any interest or penalties assessed.

IV. AUTHORIZED REPRESENTATIVES. All official notifications, including but not limited to, cancellation of this contract must be sent to the other party's authorized representative.

- A. MnSCU's authorized representative for the purpose of administration of this contract is:

Name: Steve Crittenden
Address: 1101 Highway 1 East, Thief River Falls, MN 56701
Telephone: 218-683-8565
E-Mail: steve.crittenden@northlandcollege.edu
Fax: 218-683-8992

Such representative shall have final authority for acceptance of the CONTRACTOR'S services and, if such services are accepted as satisfactory, shall so certify on each invoice presented pursuant to Clause III, paragraph B.

- B. The CONTRACTOR'S authorized representative for the purpose of administration of this contract is:

Name: Nancy Ellis
Address: 600 DeMers Ave; PO Box 373, East Grand Forks, MN 56721
Telephone: 218-773-0124
E-Mail: nellis@egf.mn
Fax: 218-773-2507

V. CANCELLATION AND TERMINATION.

- A. This contract may be canceled by MnSCU at any time, with or without cause, upon thirty (30) days written notice to the CONTRACTOR. In the event of such a cancellation, the CONTRACTOR shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.
- B. Termination for Insufficient Funding. MnSCU may immediately terminate this contract if it does not obtain funding from the Minnesota Legislature or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the CONTRACTOR within a reasonable time of MnSCU receiving notice that sufficient funding is not available. MnSCU is not obligated to pay for any services that are provided after notice and effective date of termination. However, the CONTRACTOR will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available. MnSCU will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature or other funding source not to appropriate funds.
- VI. **ASSIGNMENT**. The CONTRACTOR shall neither assign or transfer any rights or obligations under this contract without the prior written consent of MnSCU.
- VII. **LIABILITY**. The CONTRACTOR shall indemnify, save, and hold MnSCU, its representatives and employees harmless from any and all claims or causes of action, including all attorney's fees incurred by MnSCU, arising from the performance of this contract by the CONTRACTOR or CONTRACTOR'S agents or employees. This clause shall not be construed to bar any legal remedies the CONTRACTOR may have for MnSCU's failure to fulfill its obligations pursuant to this contract.
- VIII. **WORKERS' COMPENSATION**. The CONTRACTOR certifies it is in compliance with Minnesota Statutes § 176.181, subd. 2 pertaining to workers' compensation insurance coverage. The CONTRACTOR'S employees and agents will not be considered MnSCU employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way MnSCU's obligation or responsibility.

IX. **MINNESOTA STATUTES § 181.59.**

The Contractor will comply with the provisions of Minnesota Statutes § 181.59 which require:

Every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the contractor agrees: (1) that, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason or race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) that no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) that a violation of this section is a misdemeanor; and (4) that this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

X. **DATA DISCLOSURE.**

A. The CONTRACTOR is required by Minnesota Statutes §270C.65 to provide either a social security number, a federal taxpayer identification number or a Minnesota tax identification number. This information may be used in the enforcement of federal and state tax laws. Supplying these numbers could result in action to require CONTRACTOR to file state tax returns and pay delinquent state tax liabilities. This contract will not be approved unless these numbers are provided. These numbers will be available to federal and state tax authorities and state personnel involved in approving the contract and the payment of state obligations.

B. For any person hired as an independent contractor, except for those persons whose contract is for less than two (2) months with gross earnings of less than Two Hundred Fifty and 00/100 Dollars (\$250.00) per month and for corporations, Minnesota Statutes § 256.998 requires that his or her social security number and date of birth be submitted to the Department of Human Services. This information may be used in the enforcement of state and federal child support laws.

XI. **GOVERNMENT DATA PRACTICES ACT.** The CONTRACTOR and MnSCU must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by MnSCU in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the CONTRACTOR in accordance with this contract. The civil remedies of Minnesota Statute §13.08 apply to the release of the data referred to in this clause by either the CONTRACTOR or MnSCU.

In the event the CONTRACTOR receives a request to release the data referred to in this clause, the CONTRACTOR must immediately notify MnSCU. MnSCU will give the CONTRACTOR instructions concerning the release of the data to the requesting party before the data is released.

XII. **INTELLECTUAL PROPERTY.** The CONTRACTOR represents and warrants that any materials, plans, specifications, documents, software or intellectual property of any kind produced or used under this contract (MATERIALS) do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names,

and service marks and names. The CONTRACTOR shall indemnify and defend, to the extent permitted by the Attorney General, MnSCU at the CONTRACTOR'S expense from any action or claim brought against MnSCU to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The CONTRACTOR shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in the CONTRACTOR'S or MnSCU's opinion is likely to arise, the CONTRACTOR shall, at MnSCU's discretion, either procure for MnSCU the right or license to continue using the MATERIALS at issue or replace or modify the allegedly infringing MATERIALS. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

- XIII. **JURISDICTION AND VENUE.** This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.
- XIV. **AMENDMENTS.** Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract, or their successors in office.
- XV. **STATE AUDITS.** The books, records, documents, and accounting procedures and practices of the CONTRACTOR relevant to this contract shall be subject to examination by MnSCU and the Legislative Auditor for a minimum of six (6) years from the end of the contract.
- XVI. **ANTITRUST.** The CONTRACTOR hereby assigns to the State of Minnesota any and all claims for overcharges as to goods or services provided in connection with this Master Contract and any Work Order Contract resulting from antitrust violations which arise under the antitrust laws of the United States or the antitrust laws of the State of Minnesota.
- XVII. **SURVIVAL OF TERMS.** The following clauses survive the expiration, cancellation or termination of this contract: VII., Liability; X., Data Disclosure; XI., Government Data Practices Act; XII., Intellectual Property; XIII., Jurisdiction and Venue; and XV., State Audits.
- XVIII. **INSURANCE.** CONTRACTOR shall submit an ACCORD Certificate of Insurance to MnSCU's authorized representative prior to execution of the contract. Each policy must contain a thirty (30) day notice of cancellation, non-renewal or material change to all named and additional insureds. The insurance policies will be issued by a company or companies having an "A.M. Best Company" financial strength rating of A- (Excellent) or better prior to execution of the contract. CONTRACTOR shall maintain and furnish satisfactory evidence of the following:

A. Workers' Compensation Insurance. CONTRACTOR must provide workers' compensation insurance for all its employees and, in case any work is subcontracted, CONTRACTOR shall require the subcontractor to provide workers' compensation insurance in accordance with the statutory requirements of the State of Minnesota, including Coverage B, Employer's Liability, at limits not less than \$100,000.00 bodily injury by disease per employee; \$500,000.00 bodily injury by disease aggregate; and \$100,000.00 bodily injury by accident.

B. Commercial General Liability. CONTRACTOR shall maintain a comprehensive commercial general liability insurance (CGL) policy protecting it from bodily injury claims and property damage claims which may arise from operations under the contract whether the operations are by CONTRACTOR or by a subcontractor or by anyone directly or indirectly employed under the contract. The minimum insurance amounts will be:

\$2,000,000.00 per occurrence
\$2,000,000.00 annual aggregate

In addition, the following coverages must be included:

Products and Completed Operations Liability
Blanket Contractual Liability

Name the following as Additional Insureds:

Board of Trustees of the Minnesota State Colleges and Universities
NORTHLAND COMMUNITY AND TECHNICAL COLLEGE

C. Commercial Automobile Liability. CONTRACTOR shall maintain insurance protecting it from bodily injury claims and property damage claims which may arise from operations of vehicles under the contract whether such operations were by CONTRACTOR, a subcontractor or by anyone directly or indirectly employed under the contract. The minimum insurance amounts will be:

\$2,000,000.00 per occurrence Combined Single Limit (CSL)

In addition, the following coverages should be included:

Owned, Hired, and Non-owned

Name the following as Additional Insureds:

Board of Trustees of the Minnesota State Colleges and Universities
NORTHLAND COMMUNITY AND TECHNICAL COLLEGE

D. Errors and Omissions (E & O) Insurance. CONTRACTOR shall maintain insurance protecting it from claims CONTRACTOR may become legally obligated to pay resulting from any actual or alleged negligent act, error or omission related to CONTRACTOR's services required under this contract. The minimum insurance amounts will be:

\$2,000,000.00 per occurrence
\$2,000,000.00 annual aggregate

CONTRACTOR shall submit a certified financial statement providing evidence CONTRACTOR has adequate assets to cover any applicable E & O policy deductible.

E. MnSCU reserves the right to immediately terminate the contract if CONTRACTOR is not in compliance with the insurance requirements and retains all rights to pursue any legal remedies against CONTRACTOR. All insurance policies must be available for inspection by MnSCU and copies of policies must be submitted to MnSCU's authorized representative upon written request.

XIX. **AFFIRMATIVE ACTION REQUIREMENTS FOR CONTRACTS IN EXCESS OF \$100,000.00 AND THE CONTRACTOR HAS MORE THAN 40 FULL-TIME EMPLOYEES IN MINNESOTA OR ITS PRINCIPAL PLACE OF BUSINESS.**

MnSCU intends to carry out its responsibility for requiring affirmative action by its CONTRACTORS.

- A. Covered Contracts and Contractors. If the contract exceeds One Hundred Thousand and 00/100 Dollars (\$100,000.00) and the CONTRACTOR employed more than forty (40) full-time employees on a single working day during the previous twelve (12) months in Minnesota or in the state where it has its principle place of business, then the CONTRACTOR must comply with the requirements of Minnesota Statute §363A.36 and Minnesota R. Parts 5000.3400-5000.3600. A CONTRACTOR covered by Minnesota Statute §363A.36 because it employed more than forty (40) full-time employees in another state and the CONTRACTOR does not have a Certificate of Compliance, said CONTRACTOR must certify that it is in compliance with federal affirmative action requirements.
- B. Minnesota Statute §363A.36. Minnesota Statute §363A.36 requires CONTRACTOR to have an affirmative action plan for the employment of minority persons, women, and qualified disabled individuals approved by the Minnesota Commissioner of Human Rights (hereinafter COMMISSIONER) as indicated by a certificate of compliance. The law addresses suspension or revocation of a certificate of compliance and contract consequences in that event. A contract awarded without a certificate of compliance may be voided.
- C. Minnesota R. 5000.3400-5000.3600.
 1. General. Minnesota R. 5000.3400-5000.3600 implement Minnesota Statute §363A.36. These rules include, but are not limited to: criteria for contents, approval, and implementation of affirmative action plans; procedures for issuing certificates of compliance and criteria for determining a contractor's compliance status; procedures for addressing deficiencies, sanctions, and notice and hearing; annual compliance reports; procedures for compliance review; and contract consequences for non-compliance. The specific criteria for approval or rejection of an affirmative action plan are contained in various provisions of Minnesota R. 5000.3400-5000.3600, including, but not limited to, parts 5000.3420-5000.3500 and 5000.3552-5000.3559.
 2. Disabled Workers. The CONTRACTOR must comply with the following affirmative action requirements for disabled workers.
 - (a) The CONTRACTOR must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The CONTRACTOR agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
 - (b) The CONTRACTOR agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

- (c) In the event of the CONTRACTOR'S noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minnesota Statute §363A.36, and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
 - (d) The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Commissioner of the Minnesota Department of Human Rights. Such notices must state the CONTRACTOR'S obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employment, and the rights of applicants and employees.
 - (e) The CONTRACTOR must notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the CONTRACTOR is bound by the terms of Minnesota Statute §363A.36 of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled persons.
3. Consequences. The consequences for the CONTRACTOR'S failure to implement its affirmative action plan or make a good faith effort to do so include, but are not limited to, suspension or revocation of a certificate of compliance by the COMMISSIONER, refusal by the COMMISSIONER to approve subsequent plans, and termination of all or part of this contract by the COMMISSIONER or MnSCU.
4. Certification. The CONTRACTOR hereby certifies it is in compliance with the requirements of Minnesota Statutes § 363A.36 and Minnesota R. 5000.3400-5000.3600 and is aware of the consequences for noncompliance.

XX. **OTHER PROVISIONS.**

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. CONTRACTOR:

CONTRACTOR certifies that the appropriate person(s) have executed the contract on behalf of CONTRACTOR as required by applicable articles, by-laws, resolutions, or ordinances.

By (authorized signature and printed name)
Title
Date

By (authorized signature and printed name)
Title
Date

2. VERIFIED AS TO ENCUMBRANCE:

Employee certifies that funds have been encumbered as required by Minnesota Statute §16A.15.

By (authorized signature and printed name)
Title
Date

**3. MINNESOTA STATE COLLEGES AND UNIVERSITIES
NORTHLAND COMMUNITY AND TECHNICAL COLLEGE:**

By (authorized signature and printed name)
Title
Date

4. AS TO FORM AND EXECUTION:

By (authorized signature and printed name)
Title
Date



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 44 Cedar Street Suite 133, St. Paul MN 55101-5133
 (651) 215-6209 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



**APPLICATION AND PERMIT
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>V4W Post 3817</i>		DATE ORGANIZED <i>1942</i>	TAX EXEMPT NUMBER	
STREET ADDRESS <i>312 Demers Ave.</i>		CITY <i>East Grand Forks</i>	STATE <i>MN</i>	ZIP CODE <i>56721</i>
NAME OF PERSON MAKING APPLICATION <i>Kathy Mills</i>		BUSINESS PHONE <i>(218) 773-2481</i>	HOME PHONE <i>(218) 773-9592</i>	
DATES LIQUOR WILL BE SOLD <i>July 26-28, 2013</i>		TYPE OF ORGANIZATION <input checked="" type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Frank Ringstad</i>		ADDRESS <i>1004 11th Ave. SE East Grand Forks, MN 56721</i>		
ORGANIZATION OFFICER'S NAME <i>Gary Sudgeon</i>		ADDRESS <i>18377 440th Ave. SW East Grand Forks, MN 56721</i>		
ORGANIZATION OFFICER'S NAME <i>Bill Bridges</i>		ADDRESS <i>1504 Aspen Ave NE East Grand Forks, MN 56721</i>		
Location license will be used. If an outdoor area, describe				
<i>Lafave Park</i>				
<i>For: Cat's Incredible Fishing Tournament</i>				
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.				
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage. <i>Yes</i>				
<i>Nova Casualty Co</i>				
<i>\$500,000 Occurrence</i>				
<i>\$500,000 Aggregate</i>				
APPROVAL				
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT				
CITY/COUNTY _____		DATE APPROVED _____		
CITY FEE AMOUNT _____		LICENSE DATES _____		
DATE FEE PAID _____				
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____		APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____		

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held May 16, 2013 at 5:00 P.M.

Present: Brickson, Quirk, Ogden, Tweten

Absent: None

It was moved by Commissioner Tweten second by Commissioner Ogden that the minutes of the previous meeting of May 2, 2013 be approved as read.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Ogden to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,320,472.64.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

President Brickson presented Paige Vetter, a senior at EGF Senior High, with a certificate and \$2000 scholarship for winning first place in the statewide 2013 MMUA Tom Bovitz Memorial Scholarship contest.

It was moved by Commissioner Quirk second by Commissioner Ogden to authorize preparation of a cost estimate to convert overhead lines to underground in the city greenway area by Business Hwy 2.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden second by Commissioner Quirk to approve the 2013 Central Substation Rehab change order #1 to the Delta Star Inc. power transformer material contract in the amount of \$5,764.00.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Ogden to approve a quote from Norby's Work Perks in the amount of \$8,325.00 for office furniture at the Water Treatment Plant.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Ogden to approve the 2013 MOU for the non-union/non-department head group.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden second by Commissioner Quirk to adjourn to the next regular meeting on June 6, 2013 at 5:00 P.M.

Voting Aye: Brickson, Quirk, Ogden, Tweten

Voting Nay: None

Lori Maloney
Sec'y

RESOLUTION NO. 13-06-58

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

Whereas, AFSCME Council 65 AFL-CIO represents “supervisory employees” of the City of East Grand Forks, occasionally commonly referred to as “Department Heads”; and

Whereas, the position of “City Planner,” currently occupied by Nancy Ellis, is not classified as a “Department Head,” but does have supervisory duties as evidenced by the position’s job description which states, “Divisional supervision is exercised over Building Official and Permit Technician,” and “Supervises department staff to include work assignment, direction, training, discipline, coaching and development; backs up staff work duties as necessary;” and

Whereas, on or about April 19, 2013, AFSCME filed a petition with the Minnesota Bureau of Mediation Services (BMS) requesting an Order directing the City of East Grand Forks and AFSCME to include the position of “City Planner” in the AFSCME bargaining unit as a “supervisory employee;” and

Whereas, the City Council of and for the City of East Grand Forks, Minnesota, concedes that the City’s position of “City Planner” is a supervisory position.

Now, therefore, it is hereby resolved that the Interim City Administrator is hereby directed to contact the BMS and waive any objections the City might have to the BMS issuing its Order directing that the City’s position of “City Planner” be included in the AFSCME bargaining unit.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

Interim City Administrator

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

RESOLUTION NO. 13-06-66

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

WHEREAS, "Article 2: Certification and Recognition" of the 2013 Labor Agreement between the City of East Grand Forks, Minnesota, and AFSCME Council 65, Nashwauk, Minnesota, lists the position of "Building Official/Director of Flood Recovery" in the AFSCME bargaining unit; and

WHEREAS, in April of 1997, the City was flooded by the Red River of the North and the Red Lake River, with the result that substantially more than 500 homes and countless businesses were lost in the flood; and

WHEREAS, following the flood, millions of Federal and State aid dollars were expected to flow into the City, and the City Council knew it needed someone to administer the City's recovery from the flood; and

WHEREAS, sometime soon after the flood, the City Council appointed the City's Building Official, Jerry Skyberg, to act as "Building Official/Director of Flood Recovery;" and

WHEREAS, on or about January 15, 2008, Robert Brooks, the City Administrator, passed away and soon thereafter Jerry Skyberg was appointed Interim City Administrator; and

WHEREAS, when Scott Huizenga was hired as City Administrator on or about August 4, 2008, Jerry Skyberg returned to the position of "Building Official/Director of Flood Recovery;" and

WHEREAS, when Jerry Skyberg retired on or about May 29, 2009, the position of "Building Official/Director of Flood Recovery" was intentionally left vacant; and

WHEREAS, with the construction of the City's flood control levees, the City will never again need to fill the position of "Building Official/Director of Flood Recovery."

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Interim City Administrator is hereby directed to file a petition with the Minnesota Bureau of Mediation Services requesting that the position of "Building Official/Director of Flood Recovery" be removed from AFSCME's bargaining unit.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

Interim City Administrator

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

RESOLUTION NO. 13-06-59

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

Whereas, the possibility exists that tenants of Minnesota Heights apartments will use the 400 block of 3rd Avenue NW as permanent parking, to the detriment of adjacent and nearby residents and businesses.

Now, therefore, be it hereby resolved that parking on the southeast side of the 400 block of 3rd Avenue NW adjacent to the commercial property, and parking on the northeast side of the 300 block of 4th Street NW adjacent to the commercial property shall be restricted to no more than two (2) hours between the hours of 8:00 am to 6:00 pm, seven (7) days per week, and that no parking shall be allowed in the same zones between the hours of 3:00 am and 7:00 am, seven (7) days per week.

Be it hereby further resolved that the Chief of Police, pursuant to City Code section 72.09, shall mark by appropriate signs the limited parking and no parking zones herein established.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

Interim City Administrator

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

RESOLUTION NO. 13-06-60

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

WHEREAS, the City of East Grand Forks, (hereinafter “The City”) has had significant problems with condensation and the roof leaking at the East Grand Forks City library.

WHEREAS, after numerous attempts to fix the problem the City contracted with Inspec in May of 2011 to do an investigation regarding the leaks and ice dams that were occurring. After the inspection further investigation was recommended.

WHEREAS, after discussion by the City Council, Mayor Stauss requested Kraus Anderson’s involvement in further investigation. On November 22, 23, December 12 and 13, 2011 the roof was opened for assessment by Kraus Anderson and Braun Intertec.

WHEREAS, on February 12, 2012 the Roof Assessment Report was completed by Kraus Anderson and Braun Intertec which recommended a change to the meeting room roof to a cold roof and to re-shingle the entire Library. The City was given assurances that this would resolve the issues.

WHEREAS, on April 4, 2012 the City Council approved the recommendation to re-roof the library’s meeting room roof and to re-shingle the entire Library and on September 10, 2012 reconstruction of the roof began. The Contractors involved were Clayton’s Insulation & Coatings, LLC (Insulation), Creative Interior & Exterior Designs, Inc (Roofing), Kirk Acoustics Inc. (Ceiling tiles) and LS Drywall Inc. Kraus Anderson was the Construction Manager and Braun Intertec was contracted for Special Inspections and in October, 2012 the roof reconstruction was completed and Kraus Anderson applied for a certificate of completion on December 26, 2012.

WHEREAS, in March, 2013 once again the library ceiling showed leakage in the closet of the large meeting room. Krause Anderson and Braun Intertec were both notified and Matt Anderson from Braun recommended removing snow and wire heat tape on the extension of the roof.

WHEREAS, in March, 2013 Joel Smerer was hired to remove snow for the remainder of the winter. In April 23, 2013 Matt Anderson from Braun Intertec did another investigation of the roof and recommended that more investigation be done.

WHEREAS, on April 27, 2013 Chris Larkin from Kraus Anderson did a simple investigation with no conclusion and on May 21, 2013 Matt Anderson from Braun Intertec did another investigation further into the roof cavity.

NOW, THEREFORE, BE IT HEREBY RESOLVED

1. That the City has expended significant public resources to resolve the Library roof problem.
2. That the City has provided Kraus Anderson and Braun Intertec ample opportunity to investigate and resolve the issues.

3. That the City Council requests that the City attorney provide Kraus Anderson, Braun Intertec and their subcontractors with written notice of the City's claim as required by the contract.
4. The City Council requests that the City Attorney and the Interim City Administrator work with the appropriate parties to resolve the roof issues. However, if a satisfactory solution is not be agreed upon, the City Council gives the City Attorney the authority to take any legal action up to including litigation.
5. The City Council authorizes the Interim City Administrator, the Mayor and the City Attorney to sign all appropriate documents.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

Interim City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

RESOLUTION NO. 13-06-61

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2013 CITY PROJECT NO. ONE – SIDEWALK IMPROVEMENTS (TE)

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

WHEREAS, the City Council has directed the City Engineer to prepare plans and specifications for the improvement of 2013 City Project No. 1 – Sidewalk Improvements (TE);

WHEREAS, the City Engineer has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper and in the *Construction Bulletin* an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be considered by the Council at 5:00 p.m. on July 16, 2013 in the Council Chambers of the East Grand Forks City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of East Grand Forks for five percent of the amount of such bid.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

RESOLUTION NO. 13-06-62

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR 2012 CITY PROJECT NO. FIVE – SIDEWALK
IMPROVEMENTS (TRANSIT)**

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

WHEREAS, the City Council has directed the City Engineer to prepare plans and specifications for the improvement of 2012 City Project No. 5 – Sidewalk Improvements (Transit);

WHEREAS, the City Engineer has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper and in the *Construction Bulletin* an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be considered by the Council at 5:00 p.m. on July 16, 2013 in the Council Chambers of the East Grand Forks City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier’s check, bid bond or certified check payable to the City of East Grand Forks for five percent of the amount of such bid.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

RESOLUTION NO. 13 – 06 - 63

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

WHEREAS, The Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

WHEREAS, Mn/DOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads;

THEREFORE, BE IT RESOLVED that the City of East Grand Forks enter into Mn/Dot Agreement No. 03748 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the City of the State’s share of the costs of revised Traffic Control Signal construction and other associated construction to be performed on Trunk Highway No. 220 at 14th Street Northwest within the corporate City limits under State Project No. 6017-40 (T.H. 220=220).

IT IS FURTHER RESOLVED that the Interim City Administrator and the Mayor are authorized to execute the Agreement and any amendments to the Agreement.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

Interim City Administrator

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of East Grand Forks at an authorized meeting held on the 18th day of June, 2013 as shown by the minutes of the meeting in my possession.

Megan J Nelson

RESOLUTION NO. 13 – 06 - 64

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS FOR 2014 CITY PROJECT NO. 1 – STREET IMPROVEMENTS

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

WHEREAS, the City Council desires plans and specifications for 2014 City Project No. 1 – Street Improvements;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA that the City Council directs the City Engineer to prepare plans and specifications for the 2014 City Project No. 1 – Street Improvements per the guidelines of the existing engineering services agreement with Widseth Smith Nolting.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 18th of June, 2013.

Mayor

RESOLUTION NO. 13 – 06 – 65

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 16047 for a total of \$2,371.39.

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 \$2,371.39 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 June 18, 2013.

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: June 18, 2013

Attest:

Interim City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 18th of May, 2013.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

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

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

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 16047 for a total of \$2,371.39.
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 June 18, 2013.

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

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

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only



City of East Grand Forks

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

User: lkatka
 Printed: 6/12/2013 - 4:16 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
15998	06/18/2013	ACM001	Acme Electric Companies	402.36	0
15999	06/18/2013	KJC001	Kurt Adamson	50.00	0
16000	06/18/2013	ADV001	Advanced Business Methods Inc	144.28	0
16001	06/18/2013	ALB001	Albrecht Manufacturing	973.64	0
16002	06/18/2013	ALL003	All Seasons Garden Center	4,464.50	0
16003	06/18/2013	ALL007	Allied 100	245.65	0
16004	06/18/2013	AME002	American Tire Service	2,476.13	0
16005	06/18/2013	AME005	Ameripride Linen & Apparel Services	534.51	0
16006	06/18/2013	AQU001	Aqua Water Solutions	132.35	0
16007	06/18/2013	ALT003	Atlantic Safety Product	56.59	0
16008	06/18/2013	ATV001	Auto Value Grand Forks	58.75	0
16009	06/18/2013	BAI001	Bailey Nurseries Inc	3,663.15	0
16010	06/18/2013	BAL001	Balco Uniforms Co Inc	2,155.23	0
16011	06/18/2013	BKA001	Ballard King & Associates	4,430.68	0
16012	06/18/2013	BAT001	Batteries Plus	72.49	0
16013	06/18/2013	BCA002	BCA CJTE	380.00	0
16014	06/18/2013	BRI003	Brite-Way Window Cleaning	60.00	0
16015	06/18/2013	BSN001	BSN Sports Inc.	849.20	0
16016	06/18/2013	C&R501	C&R Cleaners & Laundry	67.00	0
16017	06/18/2013	C&R001	C&R Laundry & Cleaners	330.09	0
16018	06/18/2013	CAM001	Chris Cameron	100.00	0
16019	06/18/2013	CAN001	Canon Financial Services	167.10	0
16020	06/18/2013	CEN006	Century Link	1,023.06	0
16021	06/18/2013	CLE001	Clear Channel Communications	840.00	0
16022	06/18/2013	COL002	Cole Papers Inc	160.44	0
16023	06/18/2013	COU008	Countrywide Sanitation Company	15,923.26	0
16024	06/18/2013	CRO007	Crookston Area Ambulance Training	1,580.00	0
16025	06/18/2013	CUS002	Custom Stripes Inc	391.16	0
16026	06/18/2013	DAK004	Dakota Supply Group	107.86	0
16027	06/18/2013	DAK006	Dakota TV & Appliance	380.10	0
16028	06/18/2013	DAS001	Dash Medical Gloves	43.90	0
16029	06/18/2013	DIA001	Richard Papenfuss Diamond Cleaning	201.88	0
16030	06/18/2013	DIS001	Display Sales Co	413.61	0
16031	06/18/2013	EXP002	Exponent	856.74	0
16032	06/18/2013	FRH001	Firehouse Magazine	39.95	0
16033	06/18/2013	FLA001	Flaherty & Hood PA	1,041.79	0
16034	06/18/2013	FLE003	FleetPride	366.88	0
16035	06/18/2013	FOR005	Forum	126.64	0
16036	06/18/2013	G&K001	G&K Services	237.87	0
16037	06/18/2013	GAF002	Gaffaney's	56.12	0
16038	06/18/2013	GAL003	Galstad Jensen & McCann PA	12,575.75	0
16039	06/18/2013	GEO001	George's Quick Printing	29.93	0
16040	06/18/2013	GER001	Gerrells Sport Center	2,539.52	0
16041	06/18/2013	GFC001	GF City Utility Billing	17,471.71	0
16042	06/18/2013	GFH002	GF Herald	460.00	0
16043	06/18/2013	GOP002	Gopher State Lawn Sprinklers	1,107.74	0
16044	06/18/2013	GRA008	Grand Forks City	71,291.00	0
16045	06/18/2013	H2O001	H2O Inc	69.61	0
16046	06/18/2013	HAJ002	Rick Hajicek	142.50	0
16047	06/18/2013	HAR001	Hardware Hank	2,371.39	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
16048	06/18/2013	HAW001	Hawkins Chemical	914.93	0
16049	06/18/2013	HEA001	Heartland Paper	1,046.37	0
16050	06/18/2013	HOM001	Home of Economy	400.43	0
16051	06/18/2013	HUG001	Hugo's	260.72	0
16052	06/18/2013	IND006	Indepth Inspections LLC	19,961.25	0
16053	06/18/2013	INT011	Integrated Process Solutions Inc	2,880.92	0
16054	06/18/2013	INT006	Interstate Power Systems	3,213.73	0
16055	06/18/2013	JobsHQ	JobsHQ	277.00	0
16056	06/18/2013	JON001	Jones & Bartlett Publishers LLC	709.86	0
16057	06/18/2013	KEL001	Kellermeyer Building Service	1,603.13	0
16058	06/18/2013	KRE002	Don Krenzel	20.00	0
16059	06/18/2013	KRI001	Renee Kringlen	135.00	0
16060	06/18/2013	LAK001	Laker Chemical	1,724.96	0
16061	06/18/2013	LEA002	League of MN Cities	98,989.61	0
16062	06/18/2013	LIB001	Liberty Business Systems	2.46	0
16063	06/18/2013	LUM001	Lumber Mart	78.97	0
16064	06/18/2013	M&W001	M&W Services	154.97	0
16065	06/18/2013	MAR004	Marco	155.24	0
16066	06/18/2013	MCD001	McDonald's of EGF	160.90	0
16067	06/18/2013	MCF001	McFarlane	504.00	0
16068	06/18/2013	MEN001	Menards	367.18	0
16069	06/18/2013	MID003	Midcontinent Communications	1,401.25	0
16070	06/18/2013	MIK001	Mike's Pizza	67.74	0
16071	06/18/2013	MIT001	Mitch Yoney Snow Removal	162.50	0
16072	06/18/2013	MND003	MN Dept of Labor & Industry	120.00	0
16073	06/18/2013	MNF002	MnFIAM Book Sales	317.42	0
16074	06/18/2013	COM002	Morgan Printing	159.24	0
16075	06/18/2013	B&M003	Michael C. Moulton	19.24	0
16076	06/18/2013	NEL009	Nelson Auto Center	23,921.82	0
16077	06/18/2013	NEW001	Newman Signs	1,958.36	0
16078	06/18/2013	NOR024	Northland Yard Service	1,229.06	0
16079	06/18/2013	NWM002	NW MN Multi County HRA	2,500.00	0
16080	06/18/2013	OPP001	Opp Construction	3,500.00	0
16081	06/18/2013	ORI001	Orin's Motor Sports	276.10	0
16082	06/18/2013	PER001	Alison Perez	343.68	0
16083	06/18/2013	PER002	Perham VFW Baseball	200.00	0
16084	06/18/2013	PET001	Peterson Veterinarian Clinic P.C.	865.71	0
16085	06/18/2013	PIO001	Pioneer Peat, Inc.	224.00	0
16086	06/18/2013	POL015	Polk County Administrator	29,208.00	0
16087	06/18/2013	POL009	Polk County DAC	18.96	0
16088	06/18/2013	PRE001	Premium Waters Inc	68.50	0
16089	06/18/2013	QUI001	Quill Corp	157.72	0
16090	06/18/2013	REC001	Recreonics Inc.	792.79	0
16091	06/18/2013	REL001	Reliable Office Supplies	64.10	0
16092	06/18/2013	RMB001	RMB Environmental Lab Inc	56.00	0
16093	06/18/2013	ROB006	Jackie Roberts	75.00	0
16094	06/18/2013	ROT001	Roto Rooter	155.00	0
16095	06/18/2013	RYA005	Ryan Amundson and Alerus Financial	6,500.00	0
16096	06/18/2013	SCH025	Andy Schneider	266.56	0
16097	06/18/2013	SIE001	Jenna Sieracki	100.00	0
16098	06/18/2013	SIR001	Sirchie Fingerprint Labs	103.50	0
16099	06/18/2013	SPR002	Spray Advantage	26.15	0
16100	06/18/2013	STE001	Stennes Granite	1,100.00	0
16101	06/18/2013	STE009	Sterling Carpet One	97.50	0
16102	06/18/2013	STO001	Stone's Mobile Radio Inc	182.26	0
16103	06/18/2013	STA005	Strata Corp	465.99	0
16104	06/18/2013	SUN002	Sun Dot Communications	122.84	0
16105	06/18/2013	BOR002	Timothy Riopelle	167.60	0
16106	06/18/2013	TNT001	TNT Outfitters	72.99	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
16107	06/18/2013	USB004	US Bank Equipment Finance	138.67	0
16108	06/18/2013	USF002	US Foodservice Inc TM	39.84	0
16109	06/18/2013	USP002	USPS Postmaster	316.00	0
16110	06/18/2013	VER001	Verizon Wireless	672.72	0
16111	06/18/2013	VFW002	VFW Post 1874	1,240.00	0
16112	06/18/2013	VIL001	Vilandre Heating & A/C	3,620.72	0
16113	06/18/2013	WAS001	Waste Mgmt	36,063.36	0
16114	06/18/2013	WAT001	Water & Light Department	28,734.11	0
16115	06/18/2013	WDA001	WDAZ TV	52.00	0
16116	06/18/2013	WEX001	Wex Bank	50.58	0
16117	06/18/2013	WID001	Widseth Smith Nolting & Associates	1,457.00	0
16118	06/18/2013	WIL002	Wilbur-Ellis	510.00	0
16119	06/18/2013	XER001	Xerox Corporation	21.79	0
16120	06/18/2013	HIG001	Paul Zavoral	384.75	0
				<hr/> <hr/>	
Check Total:				437,594.86	
				<hr/> <hr/>	