

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for June 18, 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 Mark Olstad.

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Hanson, Fire Dept Engineer; 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:

Mayor Stauss asked Taylor Holweger to come up to the front of council chambers. He stated how there are so many bad things in the news and it can be a pleasure when there are good things to read and hear about. Mayor Stauss presented Ms. Holweger with a Certificate of Heroism for saving a life while on duty as a lifeguard at the swimming pool. He asked her to give a short description of what took place. Ms. Holweger stated how she had been watching the little boy and when he didn't come up for air she took action and yelled for help. The mayor also called Chris Dietrich to come forward and thanked him for assisting with the rescue and stated how they both did an outstanding job and the city is very thankful.

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.

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

Ms. Nelson informed the council there had been a changed made to Council member Vetter’s report from the last regular council meeting. She stated the word timesheet was changed to billing statement and that the correction was not reflected in the packets that were sent out to the council.

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

Voting Nay: None.

Absent: Grassel

SCHEDULED BID LETTINGS:

3. Consider adopting Resolution No. 13-06-56 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.

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 13-06-56 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.

Council President Buckalew commented the project was to cost around \$498,000 and asked why this price was different. Ms. Nelson explained that the bid price for construction from JTC, Inc was only for \$399,440 and that the resolution covers the entire project and lists the other amounts covering the engineering, miscellaneous, and mold remediation.

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

Voting Nay: None.

Absent: Grassel.

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.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER OLSTAD, TO APPROVE ITEMS FOUR (4) THROUGH TEN (10).

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

Voting Nay: None.

Absent: Grassel.

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.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-06-58 ALLOWING THE CITY PLANNER POSITION TO BE INCLUDED WITH THE AFSCME COUNCIL 65 AFL-CIO BARGAINING UNIT.

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

Voting Nay: None.

Absent: Grassel.

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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT 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.

Council President Buckalew informed the council that this request is being made since this position will not be filled and is no longer needed. He stated that the AFSCME Council 65 is unwilling to remove this from the list of jobs included in the bargaining unit and sending in this petition is the only way to remove it.

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

Voting Nay: None.

Absent: Grassel.

15. Consider adopting Resolution No. 13-06-59 allowing restricted parking around the commercial properties located by 4th Street NW and 3rd Avenue NW.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-06-59 ALLOWING RESTRICTED PARKING AROUND THE COMMERCIAL PROPERTIES LOCATED BY 4TH STREET NW AND 3RD AVENUE NW.

Mr. Lindquist informed the council there was a correction made in the resolution so now it lists the 200 block of 4th Street NW instead of incorrectly listing the 300 block of 4th Street NW for the sign placement.

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

Voting Nay: None.

Absent: Grassel.

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.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT 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.

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

Voting Nay: None.

Absent: Grassel.

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).

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-06-61 APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2013 CITY PROJECT 1 – SIDEWALK IMPROVEMENTS (TRANSPORTATION ENHANCEMENT).

Council President Buckalew commented that taking this action is not approving the project but asking to advertise for bids. He added the council can wait and see what the bids comes in at and see if the project is something the city can afford.

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

Voting Nay: None.

Absent: Grassel.

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).

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-06-62 APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2012 CITY PROJECT 5 – SIDEWALK IMPROVEMENTS (TRANSIT).

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

Voting Nay: None.

Absent: Grassel.

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)

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 13-06-63 ENTERING INTO AGREEMENT NO. 03748 WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION. (TRAFFIC LIGHT AT 14TH STREET AND 220 NORTH)

Council President Buckalew asked Ms. Ellis if this would equip this set of stop lights with remote

control capability to be run out of Bemidji. Mr. Boppre replied that he doesn't believe so but it is for updating the pedestrian crossing at the stoplights which would be similar to the project completed at the stoplights at the intersection of Highways 2 and 220. Ms. Ellis also added that hopefully in the future stoplight projects can be coordinated with Grand Forks so the system is workable throughout both of the cities.

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

Voting Nay: None.

Absent: Grassel.

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 NE)

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-06-64 ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS FOR 2014 CITY PROJECT NO. 1 – STREET IMPROVEMENTS. (17TH STREET NE)

Council member Tweten commented the streets have been improved or planned to be improved around the Civic Center asked to have a discussion on improving the road connecting 15th and 17th Street. Leigh stated he voted against adding those improvements for 2nd Ave NE when the project for 15th Street was proposed. He added that area needs to be cleaned up. He stated the council needs to see what the options are and what those options would cost. Mr. Boppre informed the council that there was a feasibility study completed already on 2nd Ave NE so he would be able to update those numbers and bring them to a work session for the council to review.

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

Voting Nay: None.

Absent: Grassel.

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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT 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.

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

Voting Nay: None.

Abstain: Buckalew.

Absent: Grassel.

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

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER LEIGH, TO AUTHORIZE THE INTERIM CITY ADMINISTRATOR TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

Absent: Grassel.

COUNCIL/STAFF REPORTS:

Mayor Stauss asked the council if they had noticed the flowers around town. He added that he had collected donations to help pay for the beautification of town but might need help paying for about \$400.00. The mayor also said that the corner lot has been fixed up nicely with the addition of the planter.

Council Member Vonasek told the council he liked the flowers around town and how it was a good improvement to the community.

Council Member Buckalew told the council he has heard many compliments about the flowers and thanked the mayor for his work on this project. He also reminded the council of the waste water public forum starting at 7:00pm later in the evening.

Council Member Tweten complimented the mayor on the positive improvements to the City. He added that the North Dakota Highway Department held a meeting regarding the Sorlie Bridge which was poorly attended. Council member Tweten stated how he didn't think there was enough publicity notifying people about the meeting and there were not enough opinions of what should happen given from the community. He continued by saying how the businesses that will be affected by this project need to be made aware of these meetings so they can attend, give their opinion, be informed on how this project will be moving forward, and understand the ramifications if the bridge is moved or greatly altered.

Council Member Leigh commented how he was able to watch the people in action putting up the hanging flowers. He stated how it looks very appealing and cleans up downtown and how appreciative he is for this being completed.

Mr. Lindquist told the council that he will only be in the office for half the day on Thursday and be gone for the rest of the week. He then asked Ms. Nelson to inform the council about the bonding request. Ms. Nelson informed the council nothing had been sent down previously since both Senator Stumpf and Representative Kiel authored the bills that were presented in both houses. She continued by telling the council the Administration office will be completing the bonding request application and will be sending it out by the deadline on Friday.

Engineer Boppre informed the council he had received an email from the City of Grand Forks. They are requesting an audience with some council members, the mayor, the city administrator, and the city engineers to discuss the future of the flood control system and if the project should be closed or not. He added that once the project is closed the City would not be eligible for federal funds for repairs or anything regarding the levee system. Mayor Stauss stated that since the Fargo-Moorhead project has yet to be decided and not knowing how that will affect East Grand Forks it would make sense to keep the project open as long as possible.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADJOURN THE JUNE 18, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:26 P.M.

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

Karl Lindquist, Interim City Administrator