

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, AUGUST 6, 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 July 16, 2013.
2. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of July 23, 2013.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of July 23, 2013.

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 application for an Exempt Gambling Permit for a raffle for the Red River Valley Pheasants Forever organization to be held April 12, 2014 at the American Legion, 1009 Central Ave, East Grand Forks, MN 56721 and waive the 30-day waiting period.
5. Consider approving renewal application for Optional Liquor 2AM Closing for the Eagles Club at 227 10th St NW, East Grand Forks, MN 56721.

6. Consider approving the Special Event application for Northland Community and Technical College for Northland on the Boardwalk which includes music and alcohol.
7. Consider approving temporary liquor application and special event application for Sacred Heart Church for a class reunion event on August 16th in LaFave Park.
8. Consider adopting Resolution No. 13-08-74 finalizing the addition of the City Planner position to the AFCSME bargaining group and approving the memorandum of agreement with AFSCME Council 65.
9. Consider approving the Cities Area Transit route changes and designated stops.

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

10. Regular meeting minutes of the Water, Light, Power, and Building Commission for July 3, 2013.
11. Regular meeting minutes of the Water, Light, Power, and Building Commission for July 18, 2013.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

12. Consider adopting Resolution No. 13-08-75 approving plans and specifications and ordering advertisement for bids for 2013 City Project No. 1 – Sidewalk Improvements (TE).
13. Consider adopting Resolution No. 13-08-76 authorizing Widseth Smith Nolting to conduct a feasibility study for repairs to 2nd Avenue NE for the City of East Grand Forks.
14. Consider adopting Resolution No. 13-08-77 authorizing Brad Bail from Widseth Smith Nolting to design a park to be located at the north end of East Grand Forks at a cost not to exceed \$2500.

CLAIMS:

15. Consider adopting Resolution No. 13-08-78 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 16450 for a total of \$1020.02 whereas Council Member Buckalew is personally interested financially in the contract.
16. Consider authorizing the Interim City Administrator to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings:

Work Session – August 13, 2013 – 5:00 PM – Training Room

Regular Council Meeting – August 20, 2013 – 5:00 PM - Council Chambers

Work Session – August 27, 2013 – 5:00 PM – Training Room

Regular Council Meeting – September 3, 2013 – 5:00 PM – Council Chambers

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JULY 16, 2013 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for July 16, 2013 was called to order by Council Vice-President Greg Leigh at 5:04 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 Vice President Greg Leigh, Council Members Clarence Vetter, Ron Vonasek, Henry Tweten, Mark Olstad, 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; Stuart Kovar, Public Works Foreman; Gary Larson, Fire Chief; Karl Lindquist, Interim City Administrator; Megan Nelson, Executive Assistant; and Jim Richter, EDHA Director.

DETERMINATION OF QUORUM:

The Council Vice-President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

PRESENTATION OF THE FLAG:

Chief Hedlund stated there had been a flag flown over the United States Capitol for the City of East Grand Forks and for Kenneth Olson, the only East Grand Forks Police Officer who was killed in the line of duty. He added that this flag was flown at the East Grand Forks Police Department during the Police Memorial Week. Chief Hedlund read the certificate and the plaque on the flag presentation box and presented both of them to Mr. Olson's widow, Bonnie Andrys. Ms. Andrys mentioned a scholarship program that has been started in honor of her late husband and told everyone thank you and how greatly this is appreciated.

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 July 2, 2013.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of July 9, 2013.

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

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

Voting Nay: None.

Absent: Buckalew

SCHEDULED BID LETTINGS:

3. Consider adopting Resolution No. 13-07-68 accepting and awarding the bid for sidewalk improvements along Highway 220 for 2012 City Project No. 5 to Paras Contracting for a bid price of \$213,104.72.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-07-68 ACCEPTING AND AWARDING THE BID FOR SIDEWALK IMPROVEMENTS ALONG HIGHWAY 220 FOR 2012 CITY PROJECT NO. 5 TO PARAS CONTRACTING FOR A BID PRICE OF \$213,104.72.

Mr. Boppre stated he had the breakdown of the total cost on the RCA. He explained how the MPO was going to pay for 80% of this project including the soft costs. Council member Vetter asked to amend the amount so that it was changed to \$266,380.91. Ms. Nelson informed the council the \$266,380.91 was the total price including the soft costs and how they needed to approve Paras Contracting bid of \$213,104.72. Council member Vetter withdrew his request to amend the amount. Mr. Boppre informed the council the 20% portion was budgeted so this project is fully funded.

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

Voting Nay: None.

Absent: Buckalew.

4. Consider adopting Resolution No. 13-07-69 accepting and awarding the bid for the multi-purpose trail along Highway 220 for 2013 City Project No. 1 to Strata Corporation for a bid price of \$584,829.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-07-69 ACCEPTING AND AWARDING THE BID FOR THE MULTI-PURPOSE TRAIL ALONG HIGHWAY 220 FOR 2013 CITY PROJECT NO. 1 TO STRATA CORPORATION FOR A BID PRICE OF \$584,829.

Mr. Boppre told the council he handed out a new map and memo and was recommending the council to reject these bids. He stated this project had been approved in 2008 and the estimate back then for this was \$225,240. He added that the City cannot afford this project even with MNDOT putting up 80% of the funds for the construction costs. Mr. Boppre suggested to the council that this project be completed in phases with a bid opening in the fall and completion date of next year and asked the council allow him to prepare plans and specs to complete this project in phases. He added that as long as he obligates the funds this year they can be used next year.

Voting Aye: None.

Voting Nay: Olstad, Leigh, Grassel, Vetter, Vonasek, and Tweten.

Absent: Buckalew.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO ORDER PLANS AND SPECIFICATIONS FOR AN EIGHT FOOT CONCRETE PATH FROM 23RD STREET DOWN TO 20TH STREET AND TO INCLUDE AN ALTERNATE EXTENDING THIS PATH DOWN TO 17TH STREET.

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

Voting Nay: None.

Absent: Buckalew.

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.

- 5. Consider approving Lease Agreement No. PS0343 between the City of East Grand Forks and the Minnesota Department of Public Safety, Driver and Vehicle Services.
- 6. Consider approving the temporary liquor license application for the VFW for July 25th for Bikes and Bites on the Boardwalk.
- 7. Consider approving the temporary liquor license application for the VFW for August 16th for Heritage Village.
- 8. Consider approving the Private Use of a Public Sidewalk application for Mamma Maria's.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE ITEMS FIVE (5) THROUGH EIGHT (8).

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

Voting Nay: None.

Absent: Buckalew.

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

9. Regular meeting minutes of the Water, Light, Power, and Building Commission for June 20, 2013.
10. Regular meeting minutes of the Planning Commission for April 12, 2013.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

11. Consider approving Ordinance No. 11, 4th Series amending Chapter 130: General Offenses, by adding Section 130.08 Trespassing to the City Code and by adopting by reference City Code Title I, Chapter 10 and Section 10.99 which, among other things, contain penalty provisions. (1st Reading)

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE ORDINANCE NO. 11, 4TH SERIES AMENDING CHAPTER 130: GENERAL OFFENSES, BY ADDING SECTION 130.08 TRESPASSING TO THE CITY CODE AND BY ADOPTING BY REFERENCE CITY CODE TITLE I, CHAPTER 10 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS. (1ST READING)

Mr. Galstad told the council there was a revision made to Paragraph 7b which clarified and allowed people on the levee for maintenance issues, how this came about because of some complaints, and how Chief Hedlund has expressed some concern about the enforcement of this ordinance. Council member Grassel asked if this would not allow kids on the levees for sledding or allow anyone to walk over to access the trails. Mr. Galstad stated that was correct and went through a list of things that would be consider a violation of the ordinance. Mayor Stauss stated there must have been a reason from this and asked what it was. Mr. Lindquist stated there are some areas that residents are complaining about people looking into their homes from on top of the dyke. He added that the list of exceptions was getting very long but revisions can still be made. Council Vice-President Leigh said he felt this ordinance was too strict and could see how enforcement will be a major issue. More discussion followed.

COUNCIL MEMBER TWETEN WITHDREW HIS MOTION. COUNCIL MEMBER VONASEK WITHDREW HIS SECONDING OF THE MOTION.

Council member Tweten asked to have this issue brought back to a work session. Council Vice-President Leigh stated this item will be tabled until the next work session.

12. Consider adopting Resolution No. 13-07-72 to rezone and establish PUD zoning for the Burlington Heights property on the lot located across from City Hall.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-07-72 TO REZONE AND ESTABLISH PUD ZONING FOR THE BURLINGTON HEIGHTS PROPERTY ON THE LOT

LOCATED ACROSS FROM CITY HALL.

Ms. Ellis informed the council there was a request to rezone the property across from City Hall from C1 to PUD. She explained this would take away the requirement to have 35% of the main floor reserved for commercial space. She added how commercial space does not have any parking requirements but a PUD does require enough parking for the entire facility. Ms. Ellis commented how the Planning Commission recommended rezoning this property and added how it would still fit with the City's Comprehensive Plan. She invited both Mr. Richter and Mr. Craig Tweten to come forward to comment or answer questions and Mr. Tweten came forward. Mayor Stauss stated he was opposed to rezoning this property. He stated he feels very strongly that there should be commercial space on the first floor included in this building but he knows how difficult it can be to get these spaces filled. He added how long this space had been empty but asked the council when the last time anyone had approached a business or corporation to move into this space. Mayor Stauss commented on the different things that might happen with apartments on the first floor and how that might detract from the area. He asked that commercial be included and to build what the City's needs. He said that if two of the council members vote no that he would veto this decision and if they don't he wished Mr. Tweten luck.

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

Voting Nay: Leigh

Absent: Buckalew.

13. Consider adopting Resolution No. 13-07-73 approving the Burlington Heights PUD concept development plan.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-07-73 APPROVING THE BURLINGTON HEIGHTS PUD CONCEPT DEVELOPMENT PLAN.

Council member Vetter asked if staff still recommended to table this item because that was stated on the RCA. Ms. Ellis stated she did not wish to table this item but to approve it. She told the council that if they had anymore comments on something that should be added or changed to please let Jim or the EDHA council representatives know so it can be considered and possibly added in the purchase agreement.

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

Voting Nay: Leigh.

Absent: Buckalew.

14. Consider awarding the job of panel replacement on James Ave SE to Cariveau Concrete Construction for \$11,904.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER TWETEN, TO AWARD THE JOB OF PANEL REPLACEMENT ON JAMES AVE SE TO CARIVEAU CONCRETE CONSTRUCTION FOR \$11,904.

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

Voting Nay: None.
Absent: Buckalew.

15. Consider approving the purchase of the John Deere CX15 Rotary Mower from True North Equipment for \$18,400.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO APPROVE THE PURCHASE OF THE JOHN DEERE CX15 ROTARY MOWER FROM TRUE NORTH EQUIPMENT FOR \$18,400.

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

CLAIMS:

16. Consider adopting Resolution No. 13-07-70 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 16296 for a total of \$802.76 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-07-70 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 16296 FOR A TOTAL OF \$802.76 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

17. Consider authorizing the Interim City Administrator to issue payment of recommended bills and payroll.

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

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

SUSPENSION OF RULES:

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO SUSPEND RULES TO ADOPT RESOLUTION NO. 13-07-71.

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

Voting Nay: None.

Absent: Buckalew.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-07-71 APPROVING THE MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND AFSCME COUNCIL 65.

Mr. Lindquist gave an overview of what has happened between the City and AFSCME Council 65 with both groups filing petitions with the Bureau of Mediation Services. He stated this agreement would resolve the issues of adding the City Planner to the bargaining unit and taking away the Building Official/Director of Flood Recovery from the bargaining unit.

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

Voting Nay: None.

Absent: Buckalew.

COUNCIL/STAFF REPORTS:

Mayor Stauss commented on how well the State Park has been doing and how it looks like they are doing well again this year. He said they had been having electric issues and asked Mr. Boyce to contact them to see what could be done about these issues. Mayor Stauss added that the rangers don't have a shed for lawnmowers and other things and how they are in need of a small shed. It was suggested to contact Mr. Abel with Northland Tech to see if one of his classes could make something. Mayor Stauss ended by saying how the local churches have been sending over people who don't have a place to stay to sleep in the campground and how this will need to be addressed since some of these people have caused problems for the campground.

Council Member Olstad informed the council about the Water Carnival event the Save Our Pool organization will be hosting on August 8th. He asked for volunteers to participate in a dunk tank.

Council Member Grassel said he would volunteer for the dunk tank.

Mr. Galstad said he would consider being a volunteer.

Ms. Anderson stated she would also volunteer for the dunk tank.

Ms. Ellis reminded the council about the meeting regarding the Kennedy Bridge at the Campbell Library on Wednesday, July 17th. She said it went from 5:00 pm to 7:30 pm with presentations starting at 5:30 pm and 6:30 pm. Ms. Ellis also commented on how there are 11 or 12 new homes going up, how well building inspections are going, and how there haven't been any complaints with the services provided.

Mayor Stauss asked Ms. Ellis to comment on a recent report that there has been a population loss in the City of East Grand Forks. Ms. Ellis told the council the City population grew by more than 1600 people from 2000 to 2010 and how that increase brought more federal dollars to the community. She said they

will look everywhere to see this amount could be dropped. She explained how there is an appeal process to go through and East Grand Forks has gone through this process three times in recent years but it is a difficult process. She added how the City has a 2% vacancy rate in apartments and new homes are going up so she wasn't sure why it was reported there was a drop in population. Ms. Ellis stated she could ask the MPO to respond by taking a look at the numbers they have for the population of East Grand Forks. Some discussion followed about looking at the enrollment of the school as well as different state departments that might have information regarding the City of East Grand Forks.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE JULY 16, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:02 P.M.

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

Voting Nay: None.

Absent: Buckalew.

Karl Lindquist, Interim City Administrator

**UNAPPROVED MINUTES
SPECIAL COUNCIL MEETING
CITY OF EAST GRAND FORKS
JULY 23, 2013
5:00 P.M.**

CALL TO ORDER:

The Special Meeting of the East Grand Forks City Council for July 23, 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 Members Clarence Vetter, Ron Vonasek, Henry Tweten, Mark Olstad, and Chad Grassel.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Brad Bail, City Engineer; Mark Dragich, Recreation Supervisor; 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 A QUORUM:

The Council President Determined a Quorum was present

NEW BUSINESS:

1. Consider approving the special event application for the East Grand Forks Association of Firefighters Local 3423 for Saturday, July 27th provided the proper paperwork is submitted to the Administration Office.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE SPECIAL EVENT APPLICATION FOR THE EAST GRAND FORKS ASSOCIATION OF FIREFIGHTERS LOCAL 3423 FOR SATURDAY, JULY 27TH PROVIDED THE PROPER PAPERWORK IS SUBMITTED TO THE ADMINISTRATION OFFICE.

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

Voting Nay: None.

Absent: Leigh.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADJOURN THE JULY 23, 2013 SPECIAL COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:02 P.M.

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

Voting Nay: None.

Absent: Leigh

Karl Lindquist, Interim City Administrator

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JULY 23, 2013 - 5:00 P.M.**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for July 23, 2013 was called to order by Council President Craig Buckalew at 5:02 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 Members Clarence Vetter, Ron Vonasek, Henry Tweten, Mark Olstad, and Chad Grassel.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Brad Bail, City Engineer; Mark Dragich, Recreation Supervisor; 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 A QUORUM:

The Council President Determined a Quorum was present

1. Transit Route Changes & Designated Stops – Nancy Ellis

Ms. Ellis informed the council that Cities Area Transit had been reviewing recommendations and pickups to make route changes in both East Grand Forks and Grand Forks. She stated how the council would only need to look at routes 10 and 11 since they were the only routes going through East Grand Forks. She stated the couple changes that were going to be made were based on pickups and places where stops need to be added like at the side of the Good Samaritan Senior Center. She explained how the bus shelter at Hugo's is going to be moved to a place where it will be utilized since the riders wait in the entrance of Hugo's. Ms. Ellis added how there was a request to have early start times and it was estimated to cost approximately \$9400. She explained East Grand Forks would have to cover about 20% of that cost but there might be more commuters and it was something that was being looked at. Council member Vetter stated on number 10 there were three shelters shown on the map and asked if there were other designated stops. Ms. Ellis said there was and they will be marked with a sign stating it is a stop and have a bus schedule so the riders will know the next time the bus will be by. Mr. Lindquist asked if there is going to be a bus stop on the south side of Sherlock Park. Ms. Ellis stated there was and the map will be changed showing that stop. Council President Buckalew asked why the stop is the door at Hugo's. Ms. Ellis stated it was easier for riders to wait there with their

groceries instead of hauling them to the side of the parking lot and how it was warmer in during the winter months. There were no more questions.

2. Credit Card Purchasing System – Karla Anderson

Ms. Anderson informed the council in the spring of 2012 the City started excepting credit cards for payments and added how well that has gone. She then asked if the council would allow the departments to transition to credit cards for some purchases since places are not accepting purchase orders anymore. She stated that this would not only be cards but a system that could be utilized. She explained how department heads would have to sign in and approve purchases, how using these cards can be more restrictive than using purchase orders, and it would cut down on the amount of checks the City would have to send out. Ms. Anderson further explained how it is going to be a lot of work to move forward with this system and wanted the council on board before moving any farther forward with this. Mayor Stauss said he thought it was a good idea. Council President Buckalew asked if there would be an electronic record. Ms. Anderson stated receipts would still have to be turned in when the purchases are made. She went on to explain what restrictions can be placed on the cards such as how much can be spent, where the card can be used at, and what the card can be used for. Council President Buckalew asked if it was going to be considered a debit or credit card. Ms. Anderson said it would be a credit card. Council member Vonasek asked if it would be used for gas and how that would be monitored. Ms. Anderson mentioned she might try and get a different card so the City wouldn't have to pay the tax on the gas and keep a mileage sheet in the City vehicles. Council member Olstad asked what the fee will be and if the City would have to send an ACH file or if it would be an automatic deduction. Ms. Anderson explained how there would not be a fee for the City to use this system and how the vendor would be paid right away with the option for the department head or council to disallow a purchase. Mr. Galstad stated the state allows these kinds of things but there would have to be an itemized invoice to make the purchase valid. Ms. Nelson explained how there would be an electronic statement showing the council the purchases to go along with the check register for the council to approve when paying bills so the council would still have the final say with these transactions.

3. CAFR Presentation – Karla Anderson

Ms. Anderson informed the council that if they had any questions on the Water and Light Comprehensive Annual Financial Report (CAFR) they would have to ask Mr. Boyce. She gave a brief overview of the Water and Light CAFR stating how there was an increase in water sales by about 2.3 million gallons, how electric went up some also, and gave a brief overview of the increase in Water and Light assets.

Ms. Anderson then proceeded to give an overview of the City's CAFR. She informed the council there was a decrease of .8% in the City's net position, long term liability increased with the issuance of bonds in 2012, and the percentage of unassigned funds had risen to 39%. Ms. Anderson explained how in both 2011 and 2010 unassigned funds were at 31% and how it is now recommended to have up to 42% in reserves. She explained this is being looked at when budgeting and with LGA possibly increasing this might be easier to accomplish. She then gave a brief overview of expenses and the increase in revenue from operating grants. Mayor Stauss

asked if the 42% of unassigned reserves was a recommendation from the auditors or the state because having that much in reserves might hurt the City when we are asking for help with funding for major projects. Ms. Anderson explained how the state asks that cities have at least 5 months of expenses in reserves but next year that might change. Council member Tweten commented on how cities use to keep low balances because they would lose LGA if they had too much in reserve but reminded council how important it is now to have reserves. Council member Vetter asked how much longer the City is under contract with Brady Martz. Ms. Anderson stated she wasn't sure but would look into it. Council member Vetter stated the current best practice is to change auditing firms every 5 to 10 years so when our time is up we should put this out for bids. Mr. Lindquist stated how hard Karla worked on the CAFR; how she had some help from auditors, and had a good result. He thanked Ms. Anderson for her hard work.

4. Trespass Ordinance – Karl Lindquist

Mr. Lindquist asked the council what they would like him to do regarding the trespass ordinance. He asked if the signs that are currently there should be changed. Mayor Stauss said he could understand the issue but asked if the ordinance wouldn't apply to the entire levee system if it was passed. Council member Olstad asked if it could only apply to the area where there are issues. Mr. Lindquist stated that instead of passing an ordinance the City can utilize Minnesota statutes regarding trespassing. Mr. Galstad stated how in the Maplewood addition the City only has an easement where the levee runs through, the property owners still own the land so it is considered trespassing when people walk on that portion of the levee. He stated that in other communities educate the public on what is private property and what isn't. He suggested there should be a map showing the location of the private property and make people aware they can be ticketed if they trespass. Mr. Lindquist said he might try and clean up the ordinance regarding motorized vehicles on the levee system and how he will work with Public Works to put up no trespassing signs.

5. Memorandum of Agreement with AFSCME Council 65 – Karl Lindquist

Mr. Lindquist explained this memorandum of agreement was to finalize Ms. Ellis position of City Planner joining the AFSCME bargaining group. He stated how a meeting was held with Ms. Knudson, Ms. Ellis, the AFSCME representative, and himself to discuss this agreement. He informed the council that the benefits and pay will be the same as Ms. Ellis is getting right now.

6. North End Park – Henry Tweten

Council member Tweten asked to be moved to the end of the meeting.

7. Swimming Pool Property – Mark Olstad

Council member Olstad stated he wanted to inform the council about the property the City swimming pool is located on. He gave a brief overview of the confusion when it comes to knowing who is the property owner really is, not wanting to improve the swimming pool if the City wasn't the owner, and the investigation that followed. He explained how the county had looked into this matter and found that the deed had not been recorded correctly and after more

digging they are very confident this property belongs to the City. He added that in 30 days that information will be known for sure and the deed will also be recorded correctly. Council President Buckalew asked if there was a title opinion given. Mr. Lindquist stated there was no abstract so the deed had to be pulled and no title opinion could be given.

8. Future of 2nd Avenue NE – City Council

Mr. Lindquist started by saying at the last work session the council members were asked to take a look at 2nd Avenue NE and come with ideas of what to do with this road. Council member Tweten stated the City will have spent lots of money on 15th Street and 17th Street. He went on to say that 2nd Avenue NE is mud hole and needs drainage. He made suggestions like having a modified curb or have it redone like the street behind Frandsen Bank. Mayor Stauss said he thinks it is more important to repair the Civic Center Parking lot instead of repairing 2nd Avenue NE. Council President Buckalew stated that this street functions more like an alley than a through street. Discussion followed about how prioritization of projects and if this street is high on that list of projects to have completed. Council President Buckalew asked to have this matter placed on the agenda for the next council meeting for a vote on how to proceed with this street.

Mr. Galstad asked to make sure there were only businesses on this stretch of road or if there are residents living somewhere along this road. Ms. Ellis stated at one time someone was living there but this area is zoned for commercial on the first floor with a residence being allowed on the second floor. She explained a few years ago there were letters sent out and this issue was brought to the City Administrator but didn't move forward from there. She stated she will look into this matter and if there is a zoning violation she will bring this issue back to the City Administrator's attention.

Mr. Galstad asked if the council is going to hold a public hearing or order plans and specs for this road. Mr. Lindquist asked how the council would like to move forward. Mr. Bail stated how estimated costs could be prepared instead of plans and specifications. Mr. Richter stated the last time this project came up there was an overwhelming no to move forward with this from the property owners. Council member Vonasek said to put this up to a vote to proceed and if it passes then start to move forward. Council President Buckalew asked if this even was a street. Ms. Ellis stated it was but parts of this street have been vacated. Council President Buckalew stated the council will vote on completing a feasibility study for 2nd Avenue NE at the next council meeting.

9. Springbrook Training – Karl Lindquist

Mr. Lindquist explained how he had heard many complaints about Springbrook, the software system the City uses for business. He stated he understands there are issues but also knows there has been a lack of training. He thanked Mr. Boyce for arranging training from Springbrook which he said was being paid for by the Water and Light Department. Mr. Lindquist asked the council to budget funds for training every year for staff.

North End Park – Henry Tweten

Henry Tweten started the discussion by stating he had discussed the new north end park with both Collin Peterson and LeRoy Stumpf. According to Tweten, the park will be a Natural Resource Learning Center and will contain books and slides and will furtherance the teaching of the sciences. Tweten said he had talked to the Minnesota DNR and that they were excited about the park. The Federal wildlife people were excited about the new park too.

Tweten observed that science teachers, especially biology teachers, would come to the park and take notes about native flowers and grasses. They would use that information to teach more extensive classes. Tweten said the new park could be funded by the Minnesota Legacy Fund and the DNR. He also pointed out that the City had lost a lot of park land to the flood, and needed to replace that. Tweten said he had talked to a Professor emeritus at UND, and the professor had offered to help by writing grants.

Tweten said he had planned on setting up a non-profit corporation to help sell the City lots in the north end and the south end of town, and that building a new park in the north end will make that area more attractive and will help sell lots. Tweten said, “Families that play together stay together.” According to Tweten, the unsold lots in the north end cost the City \$100,000 per year in special assessments and that money would go a long way toward rebuilding the swimming pool. The lots in the south end cost the City \$34,000 per year.

Tweten said he would like to take Dave and Mark to St. Cloud to look at flower gardens. According to Tweten, there are two very outstanding flower gardens in St. Cloud. He would also like to take Dave and Mark to Moorhead and Fargo to look at parks and flower gardens in those communities. Tweten wants to create an ad hoc committee composed of Chad, Craig, Greg, Brad, Chip Shae, Jim Scanlon, and Dan Klug from the college. They would create a hybrid park. Dave Aker was called upon to discuss what the park would have to offer and Aker said pickleball fields, sand volleyball, soccer, horseshoes, and games like that.

Mayor Lynn Stauss asked whether Tweten was talking about the old dump site. Tweten said he was and that the old dump site was about 9 1/2 acres, and that he wanted to add more land and bring the new park up to about 21 acres in total. Tweten said another source of money would be to sell shelters and flower gardens for naming rights. This isn’t like instant jell-o,” Tweten said. Tweten also said the park would bring people into town and that it would be good for business. “If it does nothing more than sell lots,” Tweten said, “It will be worth it.”

Dave Aker said that in the last three years the City had spent \$70,000 on parks, and that Grand Forks is spending \$640,000 to upgrade its parks. Clarence Vetter said that the City needs to upgrade all of its parks, and that a 20 acre park would require a lot of upkeep. “This is the wrong time for a new park,” Vetter said. (At this time Vetter left the meeting).

Mayor Lynn Stauss said the parks need more benches for people to sit on, and that he wasn’t sure the new park would help sell lots. “The golf course hasn’t helped us sell lots,” the Mayor said. “Until we can take care of the parks we have, it will be difficult to proceed with a new park.” Tweten asked the Mayor, “What’s your idea on selling lots?”

Mark Olstad asked Tweten, "What are the expected operating costs for the new park? Twenty acres is a lot of land to take care of." Tweten replied that the new park will be 21 acres and that the old Sherlock Park was bigger than that. Karla Anderson asked, "How large is O'Leary Park?" Tweten replied, "I'm not sure what the acreage is." Dave Aker said O'Leary Park was about 22 acres, and that the park needed "aged" equipment for kids from 1 - 3 years, from 3 - 6 years, like that. (At this time Mayor Lynn Stauss left the meeting). Craig Buckalew asked how many acres of park were located within the City. Nancy Ellis replied that the Transportation Plan should give the number of parks and the size in acres for each park in the City.

Chad Grassel said it was his understanding that part of the process of planning a new park was to get the concept on paper so it could be shown to potential lots purchasers as a future goal. Grassel said the park wouldn't be built overnight, that it was something for the future, and that it won't happen tomorrow. Grassel also said that the soccer program in East Grand Forks was booming and that if the City was going to promote growth it would need a park in this area, and that the closest park to this area at the present time was Nash Park.

Tweten said that the City should be able to attract 25 new families in single family dwellings per year, and that each new child would generate \$8,000 per year in state aid to schools. To upgrade all the parks, according to Tweten, would help stabilize and maintain property values.

Brad Bail said he had designed many parks, and that the City would need a park plan before it could approach the DNR for grants. Buckalew said, "I'm more in favor of finding out what we have and what we need before we start planning for a new park. Grassel said that one of Jim Scanlon's fears is that he will have to share a ball field with Sacred Heart, and that no one had ever talked about a water park in the new park. But it was a good idea to let Brad layout the new park so people could see what was going to be built in the future.

Tweten said that so far this year the City had issued building permits for 12 single family homes. If this new park doesn't sell lots, how will the City do it. Tweten said he was concerned. When discussion was over, President Buckalew ordered the Clerk to move the planning of the new park on to the next regular meeting agenda.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VONASEK, TO ADJOURN THE JULY 23, 2013 SPECIAL COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:30 P.M.

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

Voting Nay: None.

Absent: Leigh.

Karl Lindquist, Interim City Administrator

Minnesota Lawful Gambling LG220 Application for Exempt Permit Fee \$50

For Board Use Only
Fee Paid _____
Check No. _____

Organization Information			
Organization name Red River Valley Pheasants Forever	Previous lawful gambling exemption number		
Street 10090 45th AVE NW	City East Grand Forks	State/Zip Code MN 56721	County Polk
Name of chief executive officer (CEO)		Daytime phone number of CEO	
First name Brian	Last name Nelson	218 230 4364	
Name of treasurer		Daytime phone number of treasurer	
First name Brian	Last name Nelson	218 230 4364	

Type of Nonprofit Organization

Check the box that best describes your organization:

Fraternal Religious
 Veteran Other nonprofit organization

Check the box that indicates the type of proof your organization attached to this application:

IRS letter indicating income tax exempt status
 Certificate of Good Standing from the Minnesota Secretary of State's Office
 A charter showing you are an affiliate of a parent nonprofit organization
 Proof previously submitted and on file with the Gambling Control Board

Gambling Premises Information

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

AMERICAN Legion

Address (do not use PO box)	City	State/Zip Code	County
1009 CENTRAL AVE	East Grand Forks	MN 56721	Polk

Date(s) of activity (for raffles, indicate the date of the drawing)

April Saturday 12th of 2014

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

*Bingo Raffles (cash prizes may not exceed \$12,000) *Paddlewheels *Pull-Tabs *Tipboards

***Gambling equipment for pull-tabs, tipboards, paddlewheels, and bingo (bingo paper, hard cards, and bingo ball selection device) must be obtained from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors. Or call 651-639-4000.**

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

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

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

LG220 Application for Exempt Permit

Organization Name _____

Local Unit of Government Acknowledgment

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

On behalf of the city, I acknowledge this application.

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

The city approves the application with no waiting period.

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

The city denies the application.

Print name of city _____

(Signature of city personnel receiving application)

Title _____

Date ____/____/____

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

On behalf of the county, I acknowledge this application.

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

The county approves the application with no waiting period.

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

The county denies the application.

Print name of county _____

(Signature of county personnel receiving application)

Title _____

Date ____/____/____

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

Print name of township _____

(Signature of township official acknowledging application)

Title _____

Date ____/____/____

Chief Executive Officer's Signature

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

Chief executive officer's signature Brian Nelson

Name (please print) Brian Nelson Date 7/22/13

Mail Application and Attachments

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

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

Application fees are not prorated, refundable, or transferable.

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

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



Renewal Application for Optional Liquor 2AM

License Type: 2AM-100K-500K Expires On: September 23, 2013 ID Number: 18926

DBA

FOE Aerie 350
Dacotah Aerie
227 10th St NW/PO Box 482
East Grand Fks MN 56721

Business Phone: 2187730077

If any of the above licensee information is not correct, please make corrections as necessary.

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: Alcohol and Gambling Enforcement Division (AGED). **Mail this application and check to : AGED, 444 Cedar St., Suite 133, St. Paul, MN 55101-5133.**

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes No Does the city or county that issues your liquor license allow the sale of alcoholic beverages until 2 AM?

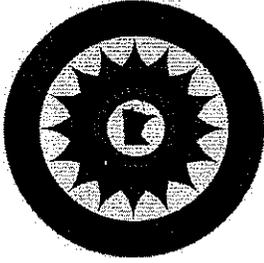
City Clerk/County Auditor Signature _____ Date _____
(I certify that the city or county of _____ approves the sale of alcoholic beverages until 2AM)

Licensee Signature [Signature] Date 7/15/13
(I certify that I have answered the above questions truthfully and correctly)

Licensee Minnesota Tax ID Number (Required): 8080220

Licensee: Prior to submitting this application to the Alcohol & Gambling Enforcement Division you must have this form signed by your local city or county licensing official

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
444 Cedar Street, Suite 133, St. Paul, MN 55101-5133
Telephone 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
www.dps.state.mn.us



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.eastgrandforks.net

APPLICATION FOR SPECIAL EVENT

License Fee: _____

Organization Information

<u>Northland Community & Technical College</u> <i>Organization Name</i>	<u>218.793.2800</u> <i>Organization Phone Number</i>
<u>2022 Central Avenue NE</u> <i>Organization Address</i>	<u>EGF MN 56721</u> <i>City State Zip</i>

Applicant Information

<u>Dan Klug</u> <i>Applicant Name</i>	<u>218.791.9579</u> <i>Applicant Phone Number</i>
<u>2022 Central Avenue NE</u> <i>Applicant Address</i>	<u>EGF MN 56721</u> <i>City State Zip</i>

Special Event Information

<u>August 29, 2013</u> <i>Date of Event</i>	<u>6:00 PM</u> <i>Start Time</i>	<u>11:00 PM</u> <i>End Time</i>
<u>Northland on the Boardwalk is an event featuring live music with activities to be held in the parking lot of the EGF boardwalk. All five boardwalk businesses have agreed to participate. It would be desired to have them hold a beer garden on the wet side of the dike. The event would also be broadcast live on Pioneer 90.1 FM.</u> <i>Explanation of Event</i>		
<u>It is requested that the parking lot be barricaded off to avoid traffic. We would also need power hookup for the stage as well as extra outdoor garbage collection canisters.</u> <i>Route/Area of Event (include map)</i>		
<u>Special Requests (Staff, Road Closures, Etc)</u>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Signature of Applicant

4/1/13
Date

Daniel Klug
Print Name

Chief Development Officer
Title

City of East Grand Forks Map



The event would be held on the boardwalk parking lot.

City of East Grand Forks
Application for Special Event

Northland on the Boardwalk

**-EVENT SPONSOR-
RELEASE AND INDEMNIFICATION AGREEMENT
CITY OF EAST GRAND FORKS, MINNESOTA**

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT
SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on the City of East Grand Forks' property:

The parking lot, and grass areas on either side, located right in front of the floodwall by the Blue Moose all the way across to Whitey's. The parking lot and grass areas will be used to host our "Northland on the Boardwalk" event. This event will consist of live music performed on the mobile stage, as well as activities and demonstrations. Whitey's and the Blue Moose will operate two bar service areas in this area as well.

Special Events Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that the above described activities are or may be dangerous and do or may involve risks or injury, loss, or damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

Not applicable.

(Special Events Holder initials here) PH

- B. If required by this paragraph, we agree to require each participant in our special event to execute a **RELEASE AND INDEMNIFICATION AGREEMENT** for ourselves and for the City of East Grand Forks, on a form approved by the City of East Grand Forks.

Participant Release and Indemnification required? YES NO

(Special Events Holder initials here) PH

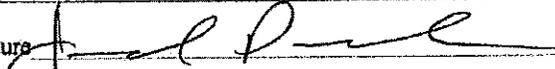
- C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of East Grand Forks, for the duration of the above described activities.

(Special Events Holder initials here) PH

City of East Grand Forks
Application for Special Event

Name Jared Davidson

Title President, Board of Directors, NCTC Foundation

Signature 

Date 7/12/13

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS
HOLDER:**

Name Jared Davidson

Title President, Board of Directors, NCTC Foundⁿ

Signature 

Date 7/12/13



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 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 Sacred Heart Church & School		DATE ORGANIZED 1898	TAX EXEMPT NUMBER 9046016	
STREET ADDRESS 200 3rd St NW		CITY EGF	STATE MN	ZIP CODE 56721
NAME OF PERSON MAKING APPLICATION Msgr. Michael Foltz		BUSINESS PHONE (218) 773-0877		HOME PHONE ()
DATES LIQUOR WILL BE SOLD 8-16-2013		TYPE OF ORGANIZATION CLUB CHARITABLE <u>RELIGIOUS</u> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME Msgr. Michael Foltz		ADDRESS 200 3rd St NW, EGF MN 56721		
ORGANIZATION OFFICER'S NAME Dan Zavoral		ADDRESS		
ORGANIZATION OFFICER'S NAME Greg Stocker		ADDRESS		

Location license will be used. If an outdoor area, describe
 Sacred Heart Football Field (LaFave Park). This is a outdoor area located close
 to the school.

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.
 Yes. Pat Gaddie with Liberty Lanes Lounge and Grill will be running the bar.
 Liberty Lanes 1500 5th Ave NE, EGF MN 56721. 218-773-3477

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.
 No

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT

CITY/COUNTY _____ DATE APPROVED _____

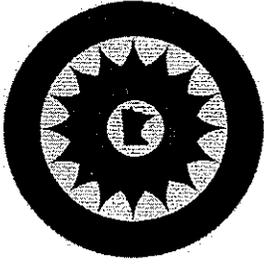
CITY FEE AMOUNT _____ LICENSE DATES _____

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



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.eastgrandforks.net

APPLICATION FOR SPECIAL EVENT

License Fee: _____

Organization Information		
<u>Sacred Heart Church & School</u> <i>Organization Name</i>	<u>218-773-0877</u> <i>Organization Phone Number</i>	
<u>200 3rd St NW</u> <i>Organization Address</i>	<u>EGF, MN 56721</u> <i>City</i>	<u> </u> <i>State</i>
	<u> </u> <i>Zip</i>	

Applicant Information		
<u>Msgr. Michael Foltz</u> <i>Applicant Name</i>	<u>218-773-0877</u> <i>Applicant Phone Number</i>	
<u>200 3rd St NW Eg</u> <i>Applicant Address</i>	<u>EGF, MN 56721</u> <i>City</i>	<u> </u> <i>State</i>
	<u> </u> <i>Zip</i>	

Special Event Information		
<u>8-16-2013</u> <i>Date of Event</i>	<u>5:30pm</u> <i>Start Time</i>	<u>1:00 am</u> <i>End Time</i>
<u>We are having a purple and gold football scrimmage followed by a reunion for</u> <i>Explanation of Event</i>		
<u>the 1973-1983-1993 and 2003 classes. We will be having a meal catered by Al's</u>		
<u>Grill and Catering, a bar provided by Liberty Lanes and a Dance with a band.</u> <i>Route/Area of Event (include map)</i>		
<u>This event will all be held down at LaFave Park. We will be bringing in tents</u>		
<u>tables and chairs and we will clean up after the event.</u> <i>Special Requests (Staff, Road Closures, Etc)</i>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Michael H Foltz
Signature of Applicant

7/17/13
Date

Msgr. Michael Foltz
Print Name

Pastor/Superintendent
Title

City of East Grand Forks Map



LAFAYE PARIC

Sacred Heart Church & School **-EVENT SPONSOR-**
RELEASE AND INDEMNIFICATION AGREEMENT
CITY OF EAST GRAND FORKS, MINNESOTA

THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT
SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.

In consideration for being permitted to engage in the following special event activities on the City of East Grand Forks' property:

On August 16th we are having a purple and gold football scrimmage along with a reunion for the classes of 1973, 1983, 1993 and 2003. We will have it catered by Al's Grill & Catering, a bar by Liberty Lanes and a band at the end of the night.

Special Events Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that the above described activities are or may be dangerous and do or may involve risks or injury, loss, or damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

We have attached a copy of the insurance certificate of coverage with this application.

(Special Events Holder initials here) _____

- B. If required by this paragraph, we agree to require each participant in our special event to execute a **RELEASE AND INDEMNIFICATION AGREEMENT** for ourselves and for the City of East Grand Forks, on a form approved by the City of East Grand Forks.

Participant Release and Indemnification required? YES NO

(Special Events Holder initials here) MAF

- C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of East Grand Forks, for the duration of the above described activities.

(Special Events Holder initials here) MAF

City of East Grand Forks
Application for Special Event

- D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or any related third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) MHF

- E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) MHF

- F. We further agree to defend, indemnify and hold harmless the City of East Grand Forks, its officers, employees, insurers, and self insurance pool, from and against all liability, claims, and demands, court costs and attorneys fees, including those arising from any third party claim asserted against the City of East Grand Forks, its officers, employees, insurers or self insurance pool, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property damage or loss, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above described activities, whether or not caused by our act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) MHF

- G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of the City of East Grand Forks, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Special Events Holder initials here) MHF

- H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

(Special Events Holder initials here) MHF

- I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

(Special Events Holder initials here) MHF

IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

City of East Grand Forks
Application for Special Event

Name Msgr. Michael Foltz

Title Pastor/Superintendent

Signature *Michael H. Foltz*

Date 7-15-2013

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS
HOLDER:**

Name _____

Title _____

Signature _____

Date _____

RESOLUTION NO. 13-08-74

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

WHEREAS, AFSCME Council 65 (Union) represents supervisory employees of the City of East Grand Forks (City); and

WHEREAS, the City's position of "City Planner," currently occupied by Nancy Ellis, has been added to the bargaining group,

WHEREAS, the Union would like to finalize the addition of the City Planner position to the bargaining unit,

WHEREAS, a representative of the Union and the City's Interim City Administrator have come to an agreement on the pay grade, the date the pay grade became effective, and that this memorandum shall be considered an addendum to the existing labor agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED that Karl Lindquist, the City's Interim City Administrator, is authorized to sign the accompanying Memorandum of Agreement on behalf of the City Council and the City of East Grand Forks.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: August 6, 2013

Attest:

Interim City Administrator

President of Council

I hereby approve the foregoing resolution this 6th of August, 2013.

Mayor

MEMORANDUM OF AGREEMENT
BETWEEN
CITY OF EAST GRAND FORKS, MINNESOTA
AND
AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES,
COUNCIL 65, MINNESOTA AFL-CIO

WHEREAS the City of East Grand Forks, Minnesota (hereinafter referred to as Employer) and American Federation of State, Council and Municipal Employees, Council 65 Minnesota (hereinafter referred to as Union) are parties to a Collective Bargaining Agreement (CBA) covering the period of January 1, 2013 through December 31, 2013; and

WHEREAS the Union is certified as the Exclusive Representative for public employees covered by the existing CBA; and

WHEREAS the parties wish to resolve the addition of the City Planner through this Memorandum of Agreement, now

THEREFORE BE IT RESOLVED that the signatures of the parties constitutes agreement of the following:

- 1) The parties agree that the position of City Planner, currently held by Nancy Ellis, will be placed on pay grade 18 of the collective bargaining agreement.
- 2) The parties agree that Nancy Ellis will be placed on Grade 18-Step 4 of the pay scale.
- 3) The parties agree that Nancy Ellis will receive pay retroactive to July 16, 2013.
- 4) The parties agree that this memorandum shall be considered an addendum to the existing labor agreement and shall be enforceable via the grievance procedure as outlined in Article 5 of the agreement.

Christopher Kapella, AFSCME 65
Staff Representative

Date

Karl Lindquist, City of East Grand Forks
Interim City Administrator

Date

Request for Council Action

Date: July 23, 2013

To: East Grand Forks City Council and Mayor Lynn Stauss

From: Nancy Ellis, Planner – EGF Transit

RE: Approval of Transit Route Changes and Designated stops

RECOMMENDATION:

Staff recommends approval of the proposed Cities Area Transit route changes and designated stops.

GENERAL INFORMATION:

In 2012 the MPO completed the Transit Development Plan. In this plan one issue that was brought forward was on-time performance. The buses were having a hard time keeping to the schedule that they have established. The suggestion was to modify the routes and establish designated stops.

In June, the MPO Technical Advisory Committee and public were presented with the suggested route changes and designated stops that Cities Area Transit staff found to work best. After incorporating feasible changes suggested by the public; I am presenting the final transit changes for implementation.

ANALYSIS & FINDINGS

The public comments were mostly favorable and in support of the changes.

SUPPORT MATERIALS:

- Responses to comments received from the public will be provided at the Work Session.
- Updated maps illustrating the new routes and designated stops will be provided at the Work Session.



Public Comments and Final Proposed Changes to CAT Bus Routes

**Service/Safety Committee Meeting
July 23, 2013**

**City Council Meeting
August 5, 2013**

COMMENTS FROM JUNE 18, 2013 OPEN HOUSE

TO END OF COMMENT PERIOD JUNE 28, 2013

GENERAL POSITIVE FEEDBACK

"As a regular rider on the CAT buses, I endorse the change to the routes, especially Routes 4, 6, and 10... I think the streamlining of routes will help drivers stay on time and increase customer satisfaction."

Response: Thank you for your feedback.

"I appreciate the wide coverage the buses provide and the great service we have. I know changes are difficult and sometimes costly, sometimes in money and sometimes in inconvenience to the passengers, but we have to work with what we have for now, as long as we can compromise on some things so no one has to be severely inconvenienced."

Response: See above.

"I'm pleased to see the designated stop model moving forward. It's logical, sensible, and should yield noticeable improvements quickly."

Response: See above.

"Route 1 looks good, I like the changes on it. Route 2 looks good, I like the changes... Route 4 looks good, I like the changes. I like that you changed the routes around to accommodate for the student traffic. Route 6 looks good. Route 8 looks good, like the changes. Route 12 looks good, like the changes."

Response: See above.

"Combining Routes 5 and 7 makes sense."

Response: See above.

GENERAL NEGATIVE FEEDBACK

"I have been getting rides on the bus since I moved to Grand Forks in 1982. I hope that you will continue to pick people up every block and not make people walk two or three blocks to catch the bus... It is the bus driver's responsibility to pick up people and it is the bus's job to serve the people of Grand Forks. Everyone that has been using the bus all of these years is getting older and to start placing more responsibility on us to walk more I do not think is the answer that will work."

Response: Transit ridership has increased substantially in recent years, and in order to meet a growing demand for service, the buses need to operate more efficiently. Designated stops will improve on-time performance, maximize efficiency, and reduce rider confusion about where to board. Designated stops will be located where the majority of passengers regularly get on and off the bus. CAT will monitor ridership at designated stops and adjust the locations according to user demand.

EXPAND SERVICE AND/OR HOURS OF OPERATION

"My only request is to extend the times the buses run. I would like to see buses run later into the evening (yes, I do know there is one evening bus) and on Sundays. What about people that work Sundays (or go to church) or evenings? Just a thought. Thank you for your time."

Response: CAT will extend the hours of service as funding allows. The cost to operate one route for an additional hour would be approximately \$19,000 per year. For every additional hour that fixed route service is provided, CAT is required by law to also provide ADA Paratransit "Dial-A-Ride" service. The added costs to operate bus service later in to the evenings or on Sundays are described below:

Scenario 1: Extend the Night Route to 11:00 pm

Additional hour of Night Route service = \$19,000

Additional hour of Dial-A-Ride service = \$11,000

Total cost = \$30,000 per year

Scenario 2: Extend the regular CAT routes to 7:00 pm and the Night Route to 11:00 pm

Additional hour of regular CAT service = \$110,000 (6 buses x \$19,000)

Additional hour of EGF service = \$19,000

Additional hour of Dial-A-Ride service = \$11,000

Total cost = \$140,000 per year

Scenario 3: Extend bus service to Sundays (8 am – 6 pm)

Sunday regular CAT service = \$162,000

Sunday EGF service = \$29,000

Sunday Dial-A-Ride service = \$16,000

Total cost = \$207,000 per year

"The buses need to run later in the evening or night. My son has no license and sometimes gets off work at 11 or midnight. Would be appreciated. Thank you."

Response: See above.

"The city bus needs to come out to the industrial park for places like Amazon, LM, Cirrus, etc."

Response: Bus service was provided to the Industrial Park in 2007 and there was not enough ridership to continue the service. More recently CAT surveyed employees at Amazon, LM and Cirrus regarding their interest in bus service to the Industrial Park, and it yielded a low response. An added barrier to providing service to the Industrial Park is the time service is needed. Since the early shift begins at 5:00 am, the CAT service would need to begin operating at 4:00 am in order for passengers to make transfers en route to the Industrial Park. This would cost an additional \$261,000 per year.

"Is there any discussion about having all the buses start earlier or at the same time?"

Response: The majority of the bus routes start between 6:30 am and 6:45 am. The earliest route (Route 12) starts at 5:43 am and the latest route (Route 10) starts at 7:00 am. CAT is proposing to push the Route 12 schedule back thirty minutes so it is closer to the other start times of 6:22 am, 6:30 am, 6:30 am, 6:43 am and

6:49 am. This change would also better align the route end times: 5:58 pm, 5:59 pm, 6:06 pm, 6:07 pm, 6:10 pm, 6:12 pm and 6:16 pm.

It would cost the City of East Grand Forks an additional \$9,400 per year to start Route 10 thirty minutes earlier and keep the same route end time. This change will be considered during the City's next budget process.

“Could extra buses be used during peak hours on the busiest routes (one every 15 minutes instead of one every ½ hour)? I am assuming these would be 4/6, 5/7, and 3. I know this would be expensive.”

Response: CAT will increase the frequency of service as funding allows. The cost to add an additional bus for one hour is approximately \$19,000 per year. The addition of more than one bus during peak hours would require the purchase of additional buses.

SPECIFIC CONCERNS, REQUESTS AND SUGGESTIONS

“The proposed changes would lengthen my ride to UND. It would be very helpful if there was a Route 10 bus that started earlier than 7 am... Also, it was unclear as to how the Route 4/6 changes through University Ave. would line up with a transfer from the Route 10 schedule.”

Response: The transfer times between Route 10 and 4/6 will not change. The first trip on Route 10 will arrive at the Metro Transit Center by 7:26 am. There you may transfer to Route 4 and arrive at the Hamline Shelter by 7:37 am. At the end of the day, you may board Route 6 at 4:18 or 5:18 in order to connect to Route 10 at the Metro Transit Center at 4:30 or 5:30.

“I’m extremely disappointed to see several big changes that will make the bus system much more un-friendly to UND employees. Generally, UND employees with regular office jobs must keep office hours of 8:00 am to 4:30 pm. Currently, if a worker (like me) doesn’t get out of the office right away at 4:30 and misses the west-bound run of the No. 6, she can still get the No. 6 bus back downtown (or the No. 2) as it goes eastbound, about 10 minutes later. Then, we still make it downtown for 5:00 deboarding or transfers.

Taking away the eastbound run on the bottom of the hour – from both the No. 6 and No. 2 runs! – takes away the opportunity to get eastbound by 5:00, if you’re unlucky enough to miss the westbound run up University at the beginning of the run. Certainly, I would try to get to one of the designated stops on 6th Avenue North, but that’s a good three blocks of walking, and I may very well miss the bus trying to make that walk, if I’d already missed the westbound, and then have to wait for the next half-hour anyway. Imagine adding another half-hour to your Grand Forks commute.

It would be very disappointing to regularly get downtown at 5:30 rather than 5:00. I would much prefer it if the proposed 4 and 6 routes were swapped, so the eastbound on University occurred during the bottom of the hour. If Grand Forks and UND want a ‘green campus,’ they should do more, not less, to make things like transit appealing to employees, and this change certainly does not help... I am disappointed and regret the loss of eastbound service at the University during the end-of-work departure time.”

Response: The proposed Routes 4 and 6 will be swapped in order to better serve UND students and employees on North 43rd Street. This “swap” will also provide three options on University Ave to get downtown at the end of the work day:

1. Board Route 4 at 4:37 at the Hamline Shelter
2. Board Route 2 at 4:45 at the Hamline Shelter
3. Board Route 6 at 5:18 pm at the Memorial Union

4. *In addition, based on your feedback, CAT is proposing to modify Route 6 in order to provide a fourth option – Board Route 6 at 5:07 at the Hamline Shelter*

“Is there really that much demand for bus service on 6th Avenue North? Enough to re-route three bus lines? Are you going where the passengers are or making them follow you?”

Response: The reason for re-routing portions of Routes 4 and 6 to 6th Ave N is to avoid traffic congestion on University Avenue.

“I hate to see the bus quit going to the main Altru clinic... When I go to or from the clinic, and twice over the years I had to take the bus to the emergency room, time is critical to get to the appointment and to get back to work promptly. I feel that additional walking from the hospital to the clinic would cause me to have to wait for a next bus, adding more time away from work. Another solution to this would be to have a stop for picking or getting off at the corner before the bus turns left to go in front of the hospital for the hospital stop. That would be a shorter walk to and from the clinic while eliminating the roundabout passing around past the psychiatric building, the cancer building, the main clinic, and the emergency room. It would still provide me a quick and not so long of a distance to the clinic. You might think that going through the hospital would save time, but it doesn’t seem to, because it’s more direct to go from that one corner than to navigate the corridors and pedestrians inside the building.”

Response: CAT feels that it would be safer for passengers to travel from the Altru Hospital to the Main Clinic on the inside of the medical complex. Inside the Hospital lobby is an information desk where visitors may request assistance navigating their way through the medical complex. Just past the information desk visitors may take a left and travel a short distance to a corridor that will lead them to the Main Clinic (see attached map).

“Routes 3 & 9: Leave Altru on 13th Ave instead of 14th Ave.”

Response: CAT is proposing to modify Routes 3 and 9 to exit the Altru Medical Complex on to Columbia Road via 14th Avenue South in order to serve the Family Medicine Center. Currently a right turn from 13th Avenue on to Columbia Road is easier than at 14th Avenue. However, prior to the route changes going in to effect, a median island will be installed in the center of Columbia Road to prevent through and left turning movements at 14th Avenue.

“Route 3 should exclude the picking up in the parking lot at The Link. There is a shelter there. I think it shows favoritism for those at The Link. My wife is disabled and will be attending Northland College this fall and I was told the reason that they don’t go to the door is NO MORE PARKING LOTS, so if that’s the case, The Link is being favored. I like the changes to the rest of Route 3 though.”

Response: Route 3 will continue to serve The Link at the bus shelter on Cherry Street. However, the bus will no longer drive up to the front door of the building during off-peak hours. CAT does not have a specific policy regarding service in parking lots.

“Can ‘The Link’ be eliminated from route 3?”

Response: See above.

“If I have to walk a couple of blocks I would probably miss the bus. Right now I can get to the clinic with bus #3... I am also visually handicapped and just because I have not used a cane, some bus drivers would probably keep passing me by and not stop to give me a ride and I would miss many appointments at the clinic if I do not get to 4th Avenue or wherever I will need to walk to. I live on 6th Avenue. It is a busy corner on Cherry Street.”

Response: CAT is proposing to put designated stops on Route 3 at the following locations near your home:

1. 5th Ave & Cherry St (southbound)
2. 6th Ave & Cherry St (northbound)

If you are at one of these designated stops prior to the bus arriving, it will stop to pick up passengers whether or not they wave or use assistive devices.

“The route I ride most often, Route 3, will have my 5th Ave stop eliminated going south and north. Going north, I could get off at 6th Ave S or at the stop at the 700 block of 4th Ave S in front of the low-income housing. Going south I would have to go up to the 700 block of 4th Ave S or down to 8th and Cherry. The stop at 4th Ave S requires me to cross the busy intersection at 4th and Cherry two times (I live on the east side of Cherry St). The stop at 8th Ave S is three blocks away.

I have a neighbor at the corner of 5th and Cherry who walks with a cane and is a little slow. He also has been riding the bus for years. We both use the 5th Ave stop.

I ride to work and often ride home on Route 3. On Saturdays I go to Hugo’s at 17th Ave S on Route 3. When I’m done shopping, I have a brown paper grocery bag stuffed to the top in my arms, and a duffel bag full over my shoulder. I would not be able to walk much of a distance with this load, especially in winter. In winter, after people shovel out to the street from their corner houses (if they do), the plow come by and cover this up, so there are snow mountains to climb, often impassable, especially with arms full... At other times, I may go to work or return home carrying extra items, sometimes heavy or bulky, aside from my usual backpack, and extra blocks would be a hardship.

If the goal is to have stops every 2 to 4 blocks apart, as stated on the front of the handout, then a stop at the shelter by The Link going south, and stop at 700 4th Ave S going north would be fine. For the next stop I would suggest 5th Ave S (or next best bus not so satisfactory would be 6th Ave S) for both south and north stops. Next would be 8th Ave S both north and south (there is a 4-way stop there anyway). 5th Ave S seems close to the shelter at the Link or the stop at 700 4th Ave S, but it involves crossing a busy intersection two times, which I view as an impediment to easy access.”

Response: See above.

“I don’t see any improvement of accessibility to the Library or Walmart.”

Response: The Grand Forks Public Library is accessible within two blocks of stops on Route 5. Walmart is accessible within two blocks of stops on Route 5 and Route 13. CAT has not identified feasible alternatives to providing service closer to the Library or Walmart at this time.

“Route 5, I think there should be a shelter on the east side along the frontage road between the ATT exit and the Pier One exit, instead of going up to the doors. At the Grand Cities Mall the buses don’t go up to the doors there, and it will be faster for the route to go in and out of the mall.”

Response: CAT will work with the Columbia Mall to place a sheltered stop on the east side of the property. Until the shelter is in place, the buses will continue to drop off and pick up passengers at the door.

“Please take off the bus stop at 20th and 32nd. 32nd is too busy for the driver to stop at 20th and then get in to the left lane to turn to Hugo’s. It makes things a bit dangerous. Use the stop on Route 13 for that area.”

Response: We agree. This stop has been removed.

“The 20th St S stop you have for Route 5 could be removed because Route 13 covers that area already.”

Response: See above.

“For the Library stops, please indicate on the signs ‘LIBRARY’ to clarify for people.”

Response: Good idea. CAT will indicate “Library” on the designated stop signs.

“Route 9, please get rid of the stop on 32nd across from the VA clinic. Route 13 can cover that safely.”

Response: We agree. This stop has been removed.

“Route 10 and 11, please get rid of the shelter at Hugo’s, put a sign at the door at Hugo’s. Otherwise good job on the changes.”

Response: The proposed designated stop is at the door at Hugo’s. The shelter will be removed and relocated to another stop.

“Route 13 could cover the VA and Salvation Army Thrift Store with a stop. Route 13 could cross over Columbia Rd on 36th to Ecolab and turn north on 31st St having a stop at the Salvation Army, then crossing 32nd to go to the Mall.”

Response: We agree. This change has been made.

“Routes 12 & 13 Designated stops: Change 20th St & 43rd Ave to 20th St & 44th Ave.”

Response: This change has been made.

“I don’t think the Night Bus should go right in front of the doors at Target and Super One for safety reasons, a lot of foot traffic. I think the Night Bus should pick up and drop at the shelter like the rest of the buses.”

Response: The Night Route serves the shelter at Super Target. CAT has not identified an alternate pick up location for Super One.

“Try to honor your (*expletive*) no foldable transit passes. And tell the drivers to keep smiling. And put some animated bus route type billboards on Demers instead of those (*expletive*) whatever you got up on Demers.”

Response: The instructions “Do not scratch or bend” are printed on the front of all CAT fare cards. Scratched or bent cards that have rides remaining on them may be exchanged for single tickets at the Metro Transit Center.

“I absolutely do not want the bus route to change. I work at the Ground Round. I need to be there at 7:00 am in the morning. I need some way of getting there.”

Response: CAT followed up with this passenger and determined that she will be able to continue her current route to work.

ALTERNATIVES TO IMPROVE ON-TIME PERFORMANCE

“Can designated stops be used only during peak hours? When I lived in Minneapolis, years ago, the ‘express buses’ (designated stops only) ran during peak hours, otherwise not. I don’t know what they do now.”

Response: The 2012 update to the Transit Development Plan found that the combination of route modifications and designated stops are needed to achieve the desired time savings during on- and off-peak times.

“Could you consider implementing this alone, without some of the route changes, and see what effect it has before making radical changes to the routes?”

Response: See above.

“Encourage drivers to keep UP TO the speed limit. There are those who often drive 5 to 10 miles under the limit. I know this because I see the speed flashing on the school signs.”

Response: Bus Operators are trained to drive safely and provide a comfortable ride for passengers. They are required to adhere to traffic laws and regulations while also keeping up to the published route timetable. Thank you for this feedback. The topic will be addressed as a driver training issue.

“Forbid passengers from standing up front to visit with drivers. They impede the on and off movement of passengers. There are a few people who do this routinely, not just one person.”

Response: Passengers are not allowed to stand forward of the painted yellow line near the front of the bus. It is CAT’s policy that, to avoid being distracted while driving, Bus Operators should avoid all unnecessary conversations with passengers. Any questions should be answered briefly, and Bus Operators should never let their attention be diverted from safe operation of the bus. Bus Operators should also ensure that the aisle ways are clear for safe and efficient passenger on and off movements. Thank you for this feedback. The topic will be addressed as a driver training issue.

“Is it possible and/or legal to change the fare structure for those who need extra driver time? I hate to single out a group, but people with walkers and wheelchairs who need the ramp may also need to be buckled in already pay a lower fare, yet take more driver time than others. Or maybe there is a way to keep the lower fare if they ride at off-peak times. Some who pay disabled fares have invisible disabilities, and are more able-bodied, and do not require more driver time). This might also apply to bike riders who need more time to load/unload their bikes (if it doesn’t already apply). Then maintain the lower fare for these two groups if they ride off-peak.”

Response: CAT is required by law to offer a reduced fare to persons with disabilities, senior citizens, and Medicare recipients. The reduced fare may be restricted to off-peak times only. However, CAT encourages persons with disabilities, senior citizens, and Medicare recipients to utilize the fixed route bus service because it costs CAT half as much as the ADA Paratransit “Dial-A-Ride” service. Passengers may require “extra driver time” for a number of reasons, including but not limited to, 1) persons traveling with bicycles; 2) persons traveling with small children and/or strollers; 3) first-time bus riders or persons who are new to the community; 4) persons carrying packages or grocery bags; and more. CAT’s fare structure is fair and equitable so as not to single out and/or discourage ridership among any user group.

“Some drivers are so alert and skilled that they reach for the kneeling button as soon as the doors open, automatically. I understand it is not required that they do this. It makes getting on and off much easier for me, a short person. Other drivers sit and ponder whether to kneel the bus or not, maybe a matter of 5 seconds, before they do it. If they don’t kneel the bus, I usually don’t ask, just try to get positioned so I can grab the handrail on the door and climb in. I know it is much faster if the drivers automatically kneel it. I can get on before it is fully kneeling – just those few inches do the trick. The fact that they do it automatically saves time.”

Response: Thank you for this feedback. CAT does not have a specific policy regarding when to kneel the buses for passengers to get on and off. In order to provide more consistent service, CAT will develop a policy for drivers to follow.

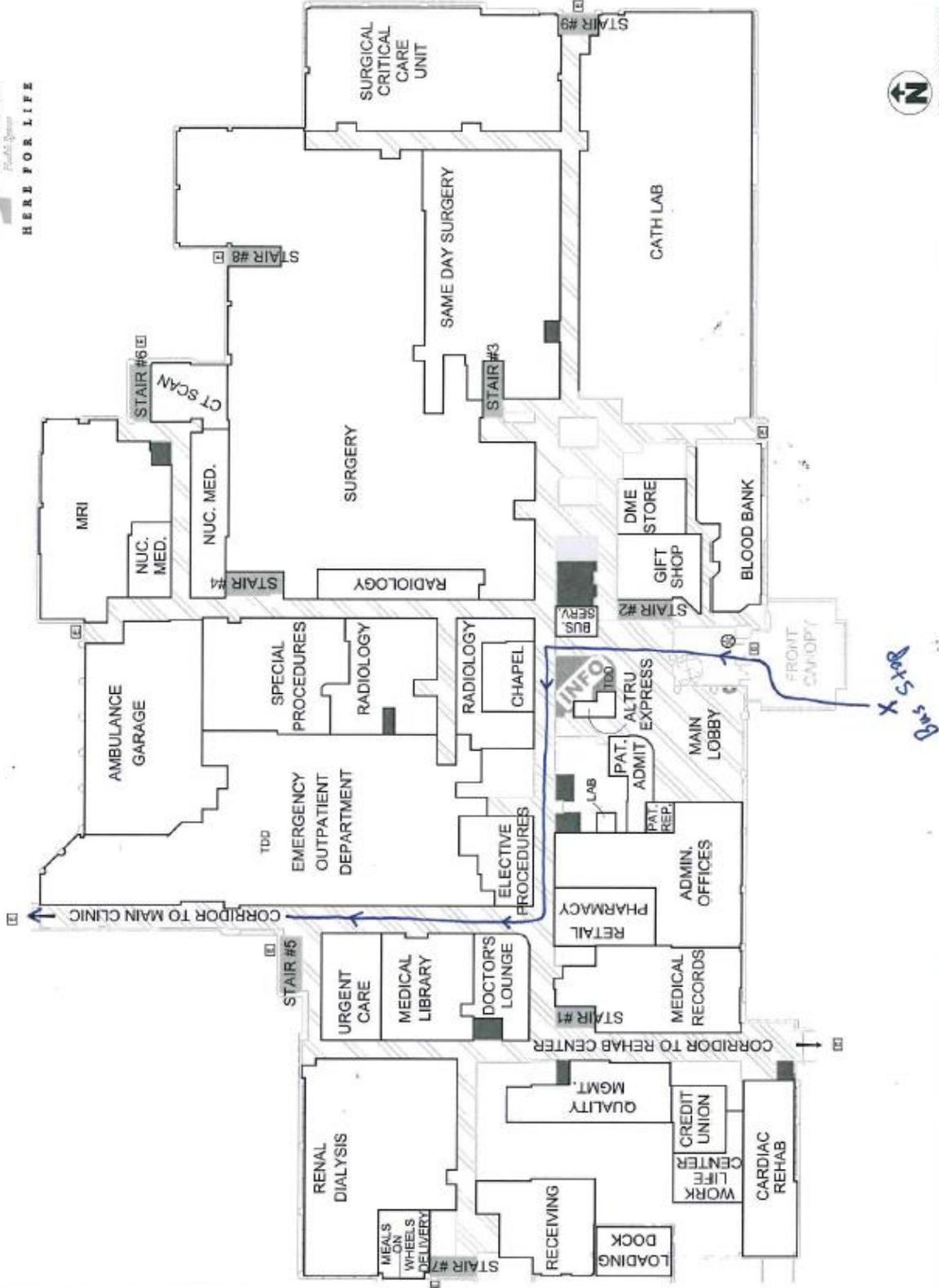
QUESTIONS

“Can riders still get on and off the bus at designated stopping points, such as 13th Avenue and Cherry Street, or only at the proposed bus shelters?”

Response: Yes, passengers may get on and off the bus at designated stopping points, such as 13th Avenue and Cherry Street, in addition to the bus shelters.



ALTRU HOSPITAL - MAIN LEVEL



Date: 08/23/2005

List of changes

Route 1

- No change

Route 2

- Move stop from Princeton & 6th Ave to Hamline & 6th Ave

Route 3

- Take Walnut to 1st Ave instead of Bruce
- Add southbound stop at 5th & Cherry
- Move Lewis & Clark stop closer to 12th Ave
- Move Red River High School stop closer to Rider Road
- Add stop at 10th St & 17th Ave

Route 4

- Move stop from Princeton & 6th Ave to Hamline & 6th Ave

Route 5

- Add stop on Columbia Mall ring road
- Remove stop at 32nd Ave & 20th St
- Add stop at 22nd Ave & 17th St

Route 6

- Reroute from Columbia Road to Harvard St in order to serve the Hamline Shelter

Route 8

- Add stop at 48th St & 6th Ave

Route 9

- Move McDonalds stop on 32nd Ave to the Columbia Mall ring road

Route 10

- No change

Route 11

- No change

Route 12

- Reverse the flow at Columbia Mall in order to match other routes
- Move stop from 44th Ave & 20th St to 43rd Ave & 20th St

Route 13

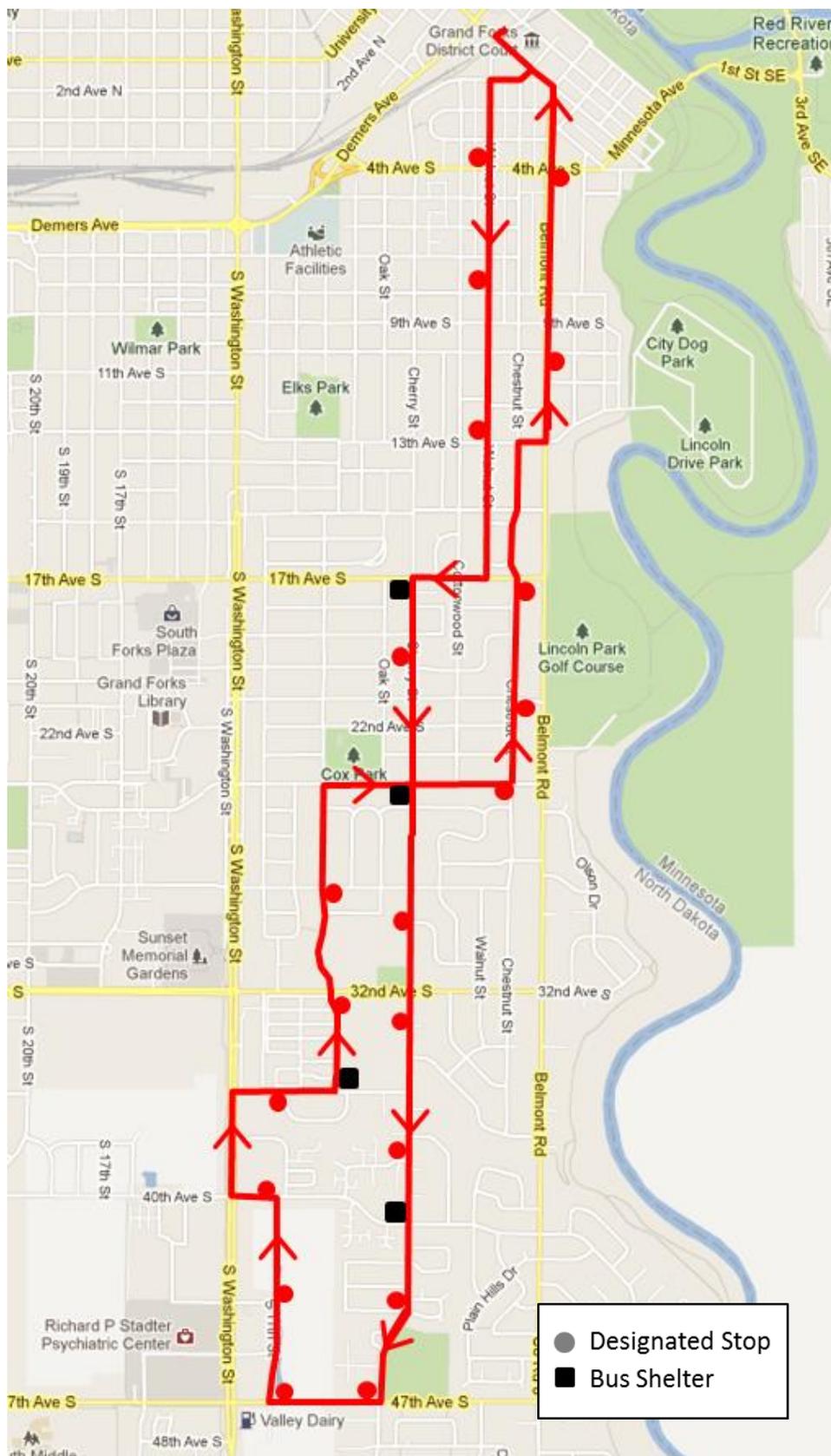
- Move stop from 44th Ave & 20th St to 43rd Ave & 20th St
- Reroute to serve the VA Clinic
- Access 42nd Street at 11th Ave instead of Garden View Drive

Night Bus

- Add stop at 5th & Cherry
- Move Lewis & Clark stop closer to 12th Street
- Add stop at 22nd Ave S & 17th St

Route 1 - Red

Downtown – Cherry Street – Tufte Manor – Choice Health

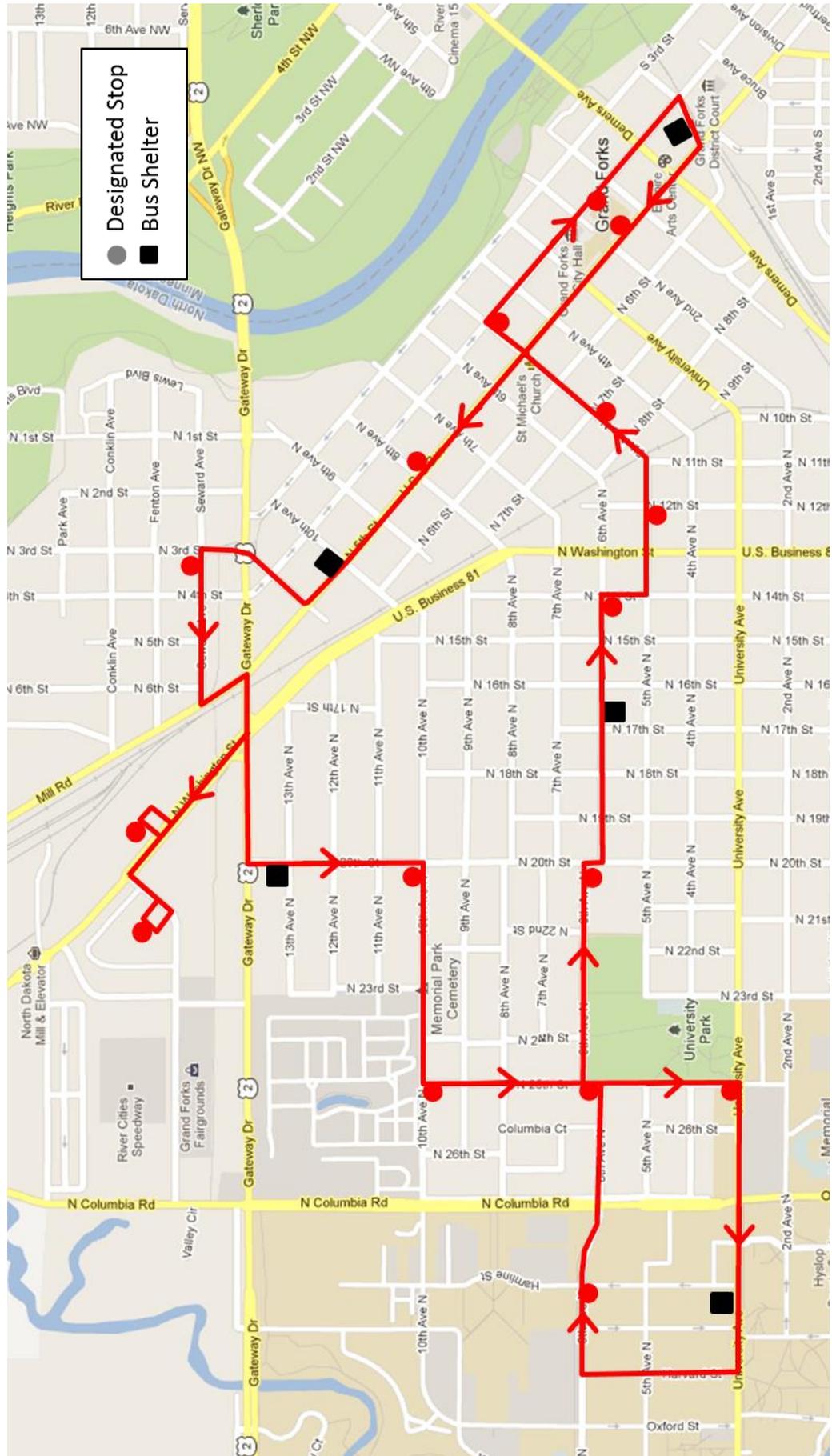


Route 1 Designated Stops:

- Metro Transit Center
- 4th & Walnut
- 8th & Walnut
- 13th & Walnut
- 17th & Cherry
- 20th & Cherry
- 24th & Cherry
- Kelly School
- Tufte Manor
- Cherry St Townhomes
- 40th & Cherry
- Great Plains & Cherry
- 47th & Cherry
- 47th & 11th St
- Choice Health
- 40th & 11th St
- 36th & Landeco Ln
- 36th & 10th St
- 32nd & 10th St
- 28th & 10th St
- 24th & Chestnut
- Park & Chestnut
- 17th & Chestnut
- 10th & Belmont
- 4th & Belmont

Route 2

Downtown – Home of Economy – UND Book Store – St. Anne’s



Route 2 Designated Stops:

- Metro Transit Center
- N 5th St & 2nd Ave
- N 5th St & 7th Ave
- N 5th St & 10th Ave
- Seward Ave
- Home of Economy
- Correctional Center
- Hugo's
- N 20th St & 10th Ave
- N 25th St & 10th Ave
- West School
- N 25th St & University Ave
- Hamline & University Ave
- Hamline & 6th Ave
- Valley Middle School
- St. Anne's
- N 14th St & 6th Ave
- N 12th St & 5th Ave
- N 7th St & 5th Ave
- N 4th St & 5th Ave
- Central High School

Route 3

Downtown – The Link – Altru Hospital – Grand Cities Mall

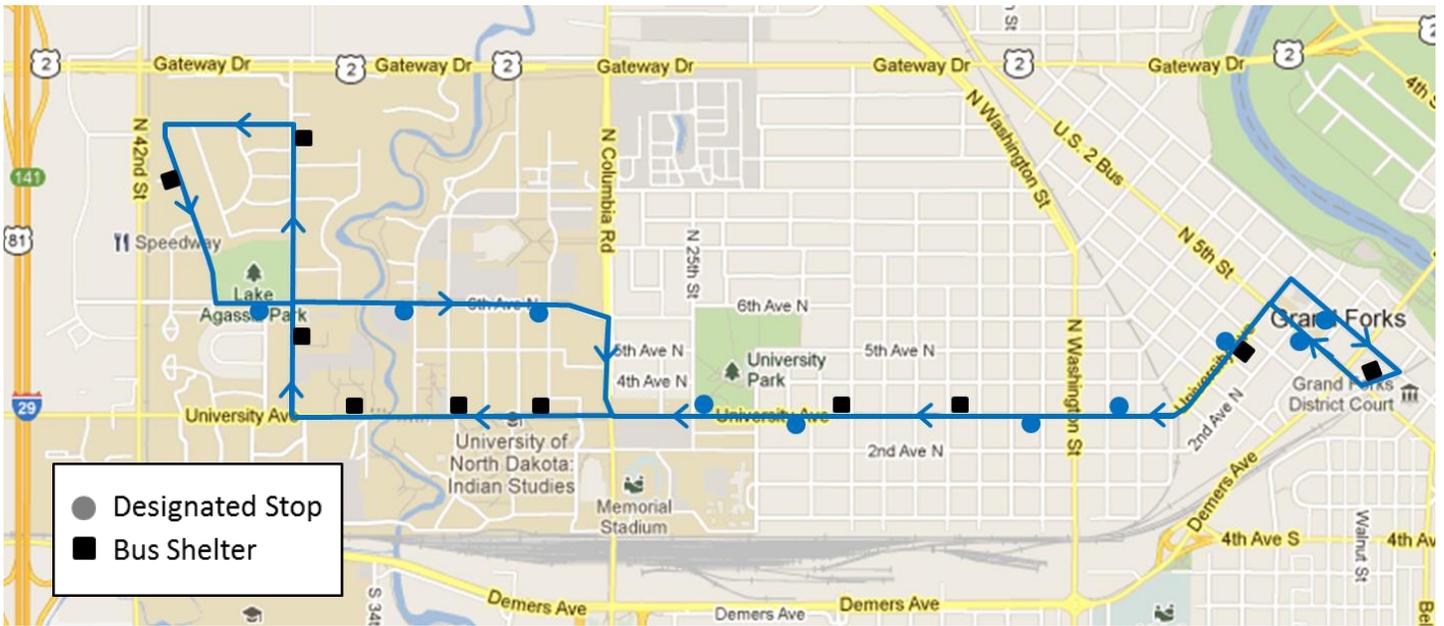


Route 3 Designated Stops:

- Metro Transit Center
- 1st Ave S
- The Link
- 5th & Cherry
- 8th & Cherry
- 13th & Cherry
- Lewis & Clark
- 13th Ave & 15th St
- 13th Ave & 20th St
- 13th Ave & 23rd St
- Hugo's
- Altru Hospital
- Altru Rehab
- Altru Family Medicine Center
- 17th Ave & 25th St
- Red River High School
- 17th Ave & 17th St
- Grand Cities Mall
- 17th Ave & 12th St
- 17th Ave & 10th St
- 17th & Cherry
- 13th & Cherry
- 10th & Cherry
- 6th & Cherry
- 4th & Cherry

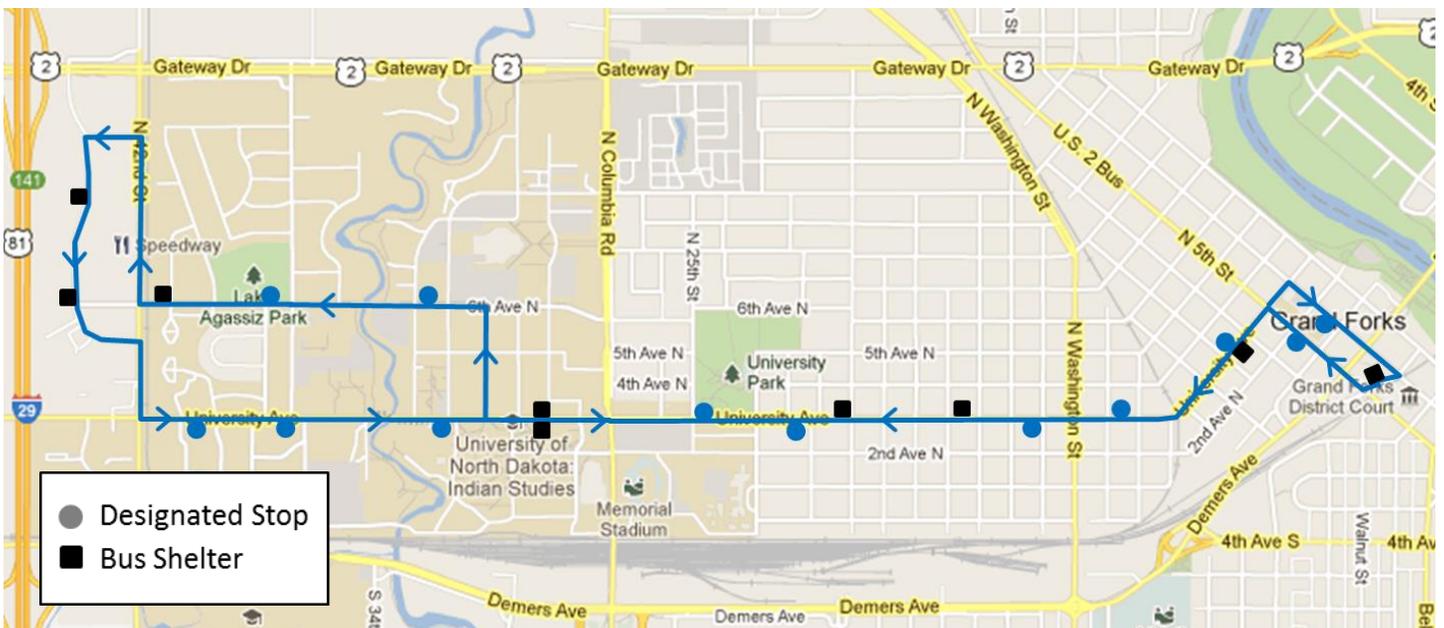
Route 4

Downtown – University Ave – N 39th St



Route 6

Downtown – University Ave – N 43rd St



Route 4 Designated Stops:

- Metro Transit Center
- N 5th St & 2nd Ave
- 7th St & University
- 12th St & University
- Salvation Army
- 20th St & University
- 25th St & University
- Hamline Shelter
- Oxford & University
- Wilkerson Hall
- Stanford Center
- Stanford Rd & 13th Ave
- N 39th St Shelter
- State St & University
- Princeton & 6th Ave
- Hamline & 6th Ave
- 22nd St & University
- 14th St & University
- YMCA
- Central High School

Route 6 Designated Stops:

- Metro Transit Center
- N 5th St & 2nd Ave
- 7th St & University
- 12th St & University
- Salvation Army
- 20th St & University
- 25th St & University
- Hamline Shelter
- Princeton & 6th Ave
- State St & 6th Ave
- Stanford & 6th Ave
- 40th St & 6th Ave
- N 43rd St Shelter
- 43rd St & 6th Ave
- Odegard Hall
- Stanford & University
- Oxford & University
- Memorial Union
- 22nd St & University
- 14th St & University
- YMCA
- Central High School

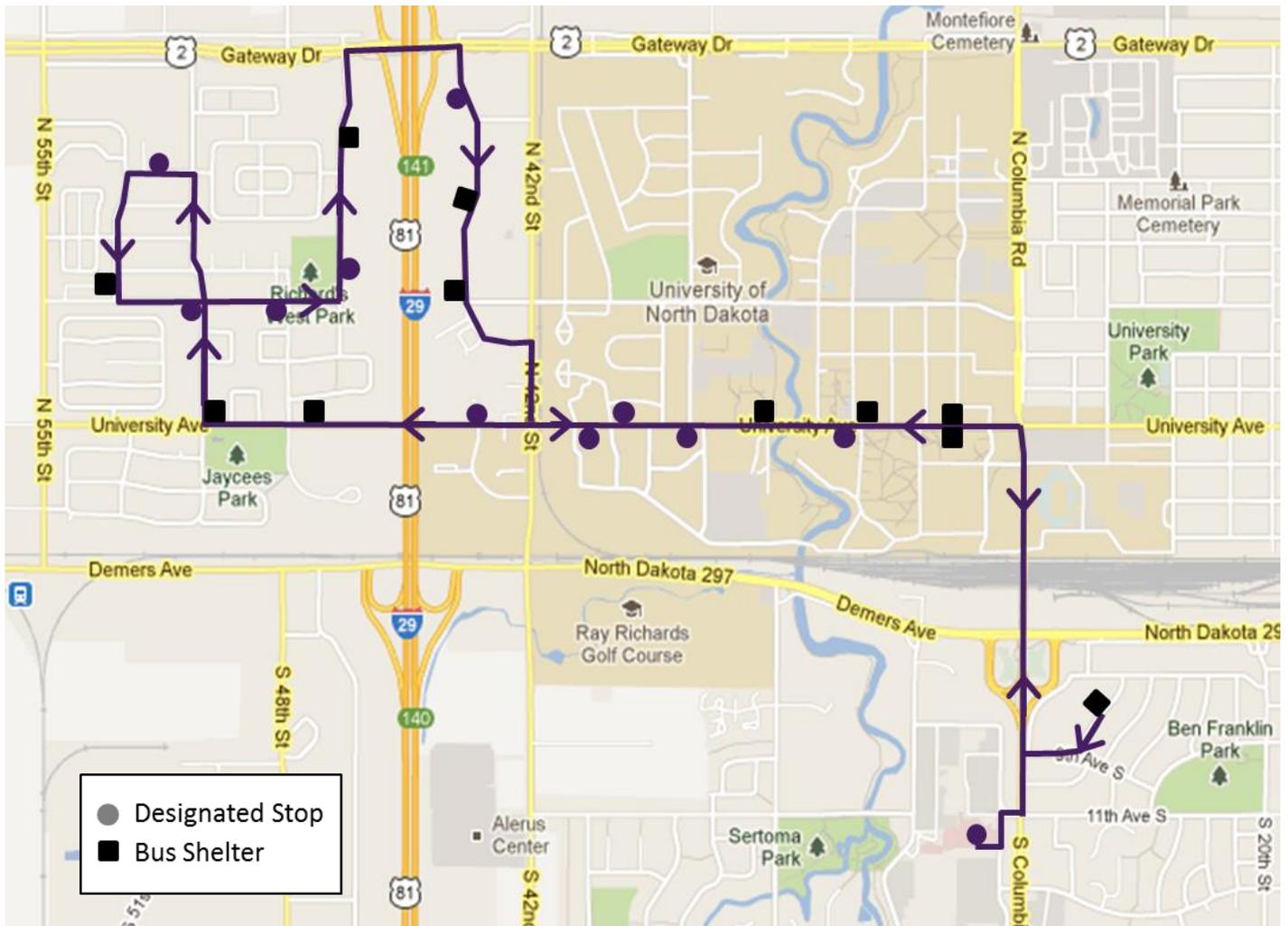
Route 5 Designated Stops:

- Metro Transit Center
- 8th & Washington
- 12th & Washington
- 16th & Washington
- Grand Cities Mall
- Library & Washington*
- Listen Day Center
- 24th Ave & 17th St
- 24th Ave & 20th St
- 24th Ave & 23rd St (shelter)
- 24th Ave & 26th St
- Columbia Mall
- McDonalds
- Wal-Mart
- Hugo's 32nd Ave
- 28th Ave & 17th St
- 24th Ave & 17th St
- 22nd Ave & 17th St
- 20th Ave & 17th St*
- 17th Ave & 17th St
- Grand Cities Mall
- Hugo's on Washington
- 12th & Washington
- 8th & Washington

***Bus stop provides access to the Grand Forks Public Library**

Route 8

UND Campus – Gateway Terrace – N 43rd St – Altru Hospital



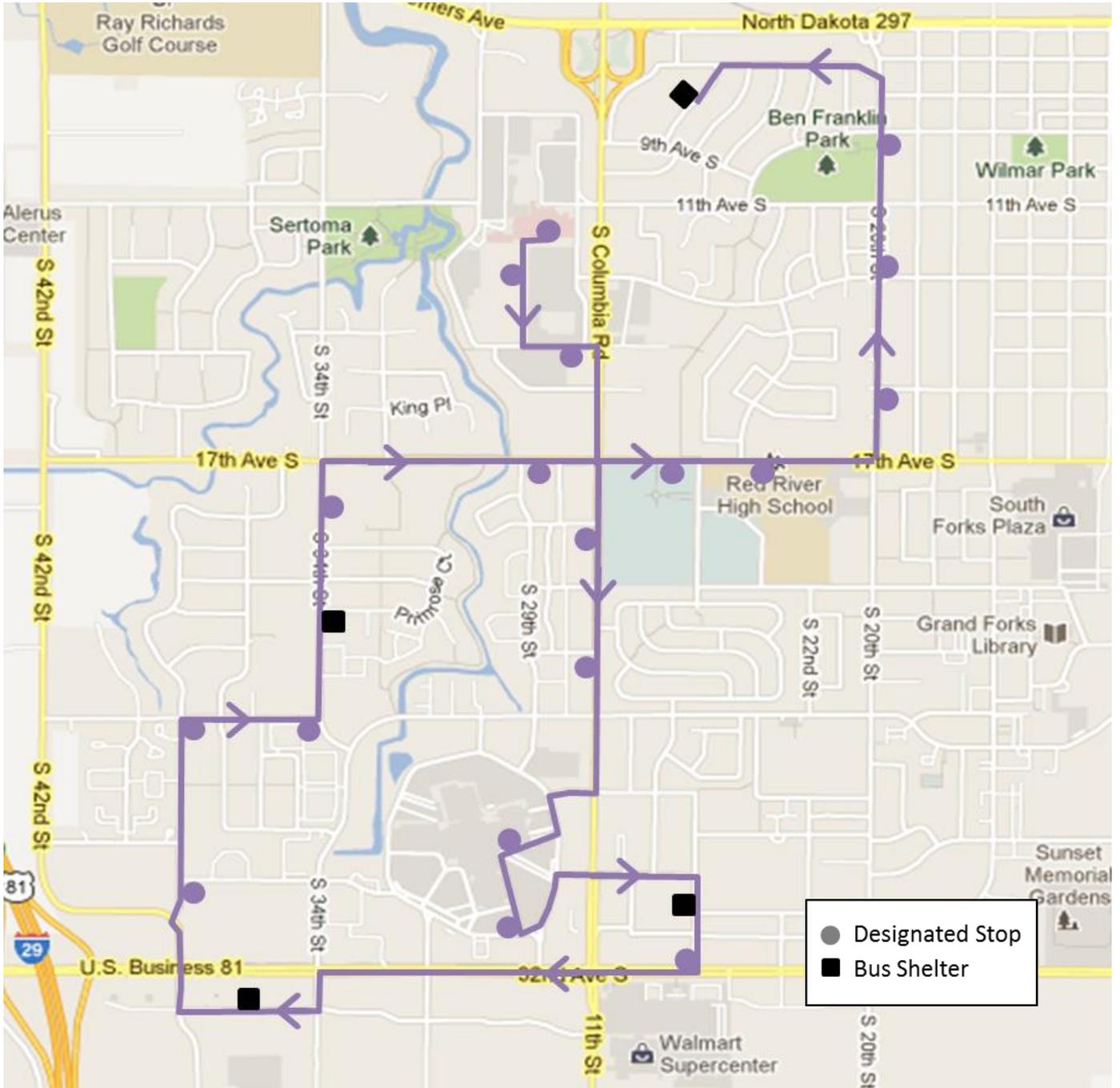
Route 8 Designated Stops:

- Amberwood
- Hamline Shelter
- Oxford & University
- Wilkerson
- Tulane & University
- Loaf N Jug
- 48th & University (shelter)
- 51st St Shelter
- Selkirk & 10th Ave N
- Westgate Village
- 51st St & 6th Ave
- 48th St & 6th Ave
- Public Works
- Gateway Terrace
- N 43rd St & Gateway Drive
- N 43rd St Shelter
- N 43rd St & 6th Ave
- Odegard*
- Stanford & University*
- Oxford & University*
- Memorial Union*
- Altru Hospital

***Service to this bus stop will begin following the Columbia Road construction detour**

Route 9

Altru Hospital – Columbia Mall – Super Target – Amberwood

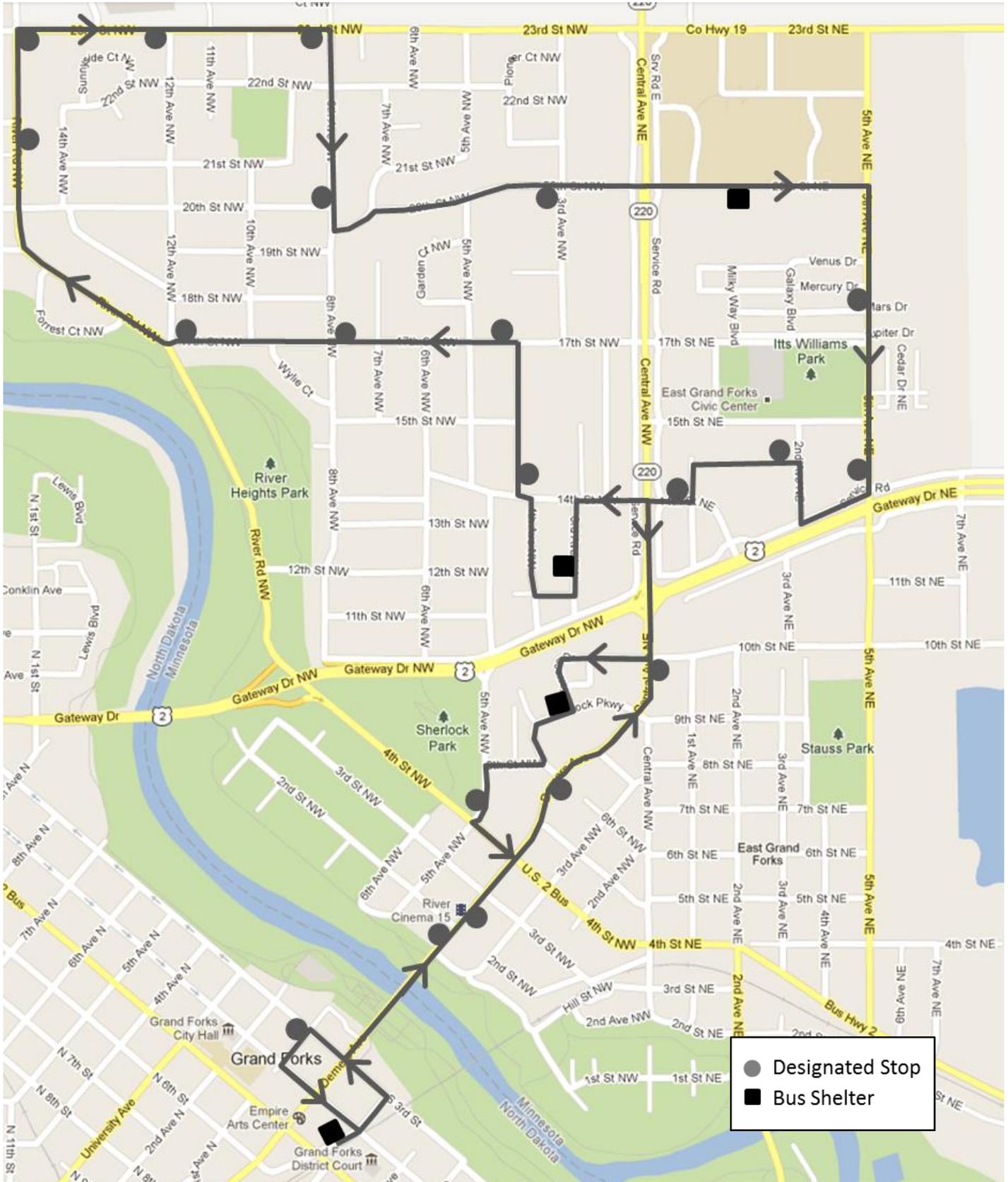


Route 9 Designated Stops:

- Altru Hospital
- Altru Rehab
- Altru Family Medicine Center
- 19th & Columbia
- 22nd & Columbia
- Columbia Mall
- McDonalds
- Post Office
- 25th St & 32nd Ave S
- Super Target
- 38th St & 30th Ave
- 38th St & 24th Ave
- 34th St & 24th Ave
- 34th St & Primrose
- Century School
- 17th Ave & 29th St
- 17th Ave & 25th St
- Red River High School
- 20th St & 15th Ave
- 20th St & 13th Ave
- 20th St & 9th Ave
- Amberwood Apartments

Route 10

Downtown – Good Samaritan – Northland College – Hugo's

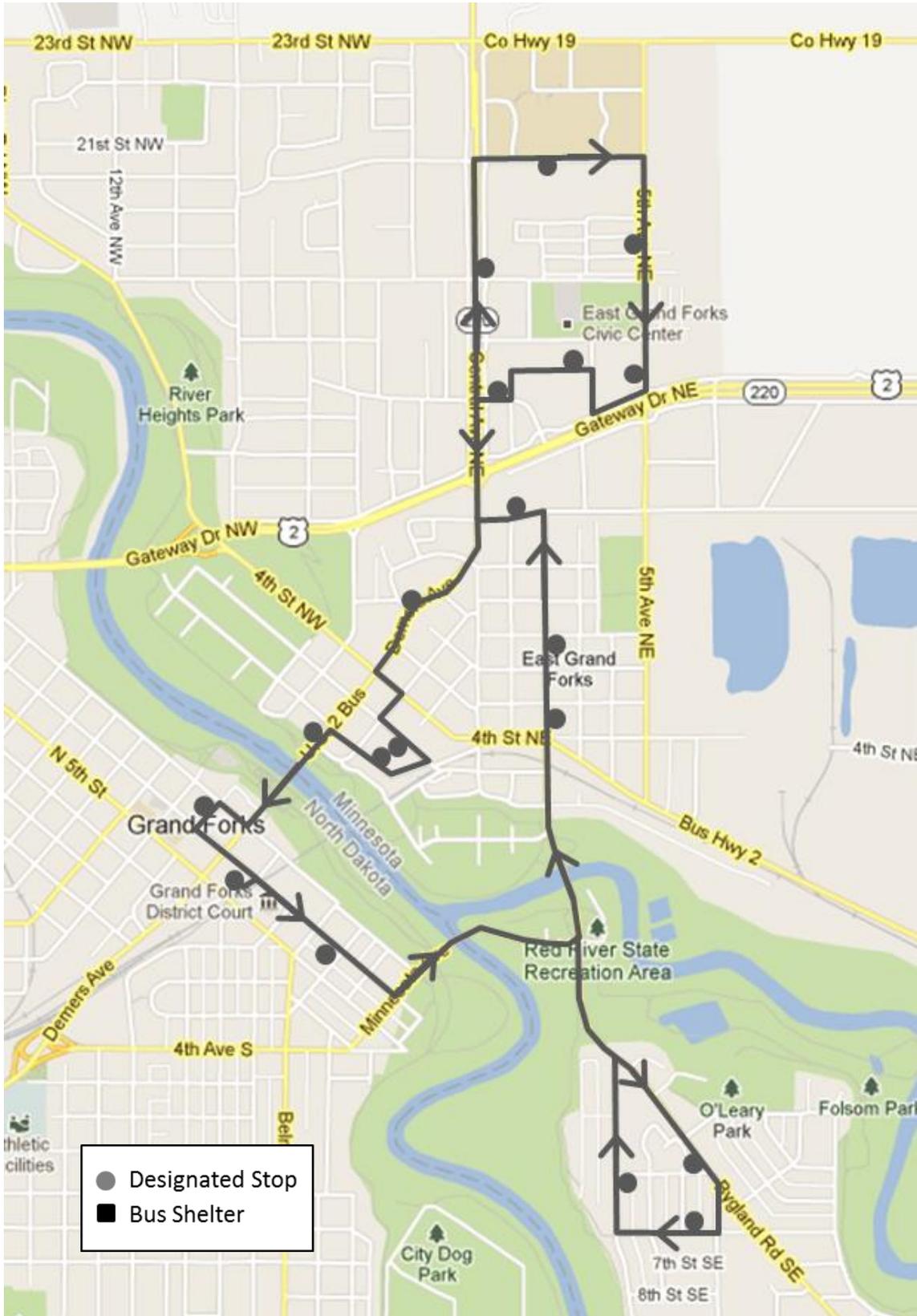


Route 10 Designated Stops:

- Metro Transit Center
- Cabela's
- City Hall
- Central Ave & 10th St NE
- Evergreen Estates
- EGF Senior High
- 4th Ave & 17th St NW
- 8th Ave & 17th St NW
- 12th Ave & 17th St NW
- Good Samaritan
- River Rd & 23rd St NW
- 12th Ave & 23rd St NW
- 8th Ave & 23rd St NW
- 8th Ave & 20th St NW
- 3rd Ave & 20th St NW
- Northland College
- 5th Ave NE & Mars Drive
- Shopko
- Hugo's
- 14th St NE & Central Ave (frontage road)
- Sunshine Terrace
- Public Library
- Boardwalk
- Ryan House

Route 11

Downtown – Senior Center – Northland College – Hugo’s



Route 11 Designated Stops:

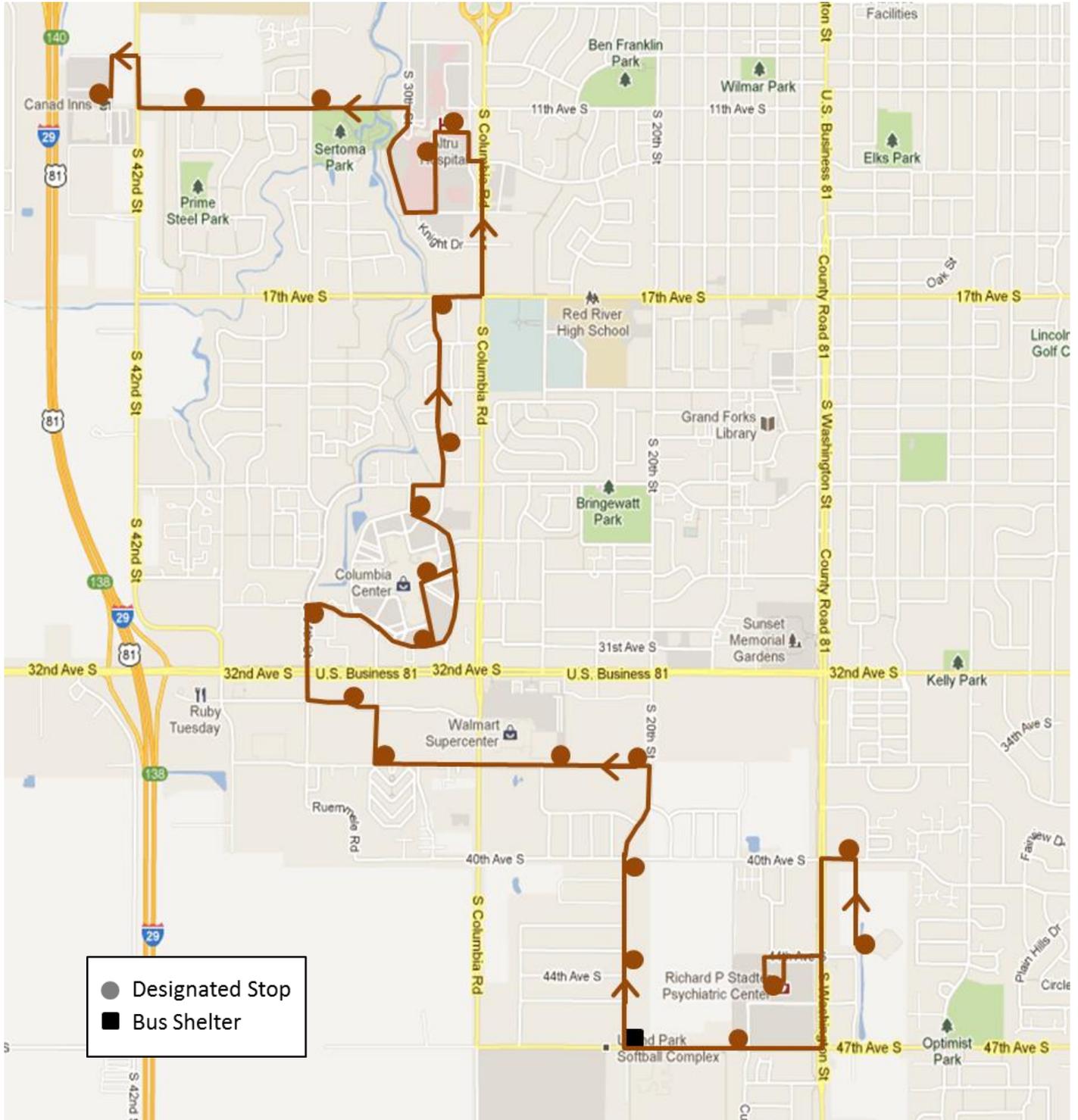
- Metro Transit Center
- N 4th St & Gertrude
- 5th St & Bygland Road
- Senior Citizens Center
- 5th St & 5th Ave SE
- 2nd Ave & 5th St NE
- Riverside School
- 1st Ave & 10th St NE
- Central Ave & 17th St NE
- Northland College
- 5th Ave NE & Mars Dr
- Shopko
- Hugo's
- 14th St NE & Central Ave (frontage road)
- Sanford Health
- Sacred Heart
- Town Square
- Boardwalk
- Ryan House

Route 12 Designated Stops:

- CanadInn
- Sleep Inn & Suites
- 42nd St & 17th Ave
- 34th St & 17th Ave
- 34th St & Primrose
- 34th St & 24th Ave
- 38th St & 24th Ave
- 38th St & 29th Ave S
- Super Target
- 34th St & 30th Ave S
- Columbia Mall
- McDonalds
- Development Homes
- 20th St & 40th Ave S
- 20th St & 43rd Ave S
- South Middle School
- 47th Ave & Curran Ct
- 47th Ave & 11th St
- Choice Health & Fitness

Route 13

Altru South – Columbia Mall – Altru Hospital - CanadInn



Route 13 Designated Stops:

- Choice Health & Fitness
- 40th Ave & 11th St
- South Medical (Stadter Center)
- 47th Ave & 44th St
- South Middle School
- 20th St & 43rd Ave S
- 20th St & 40th Ave S
- 20th St & 36th Ave S
- Columbia Rd & Pembroke
- 34th St & 36th Ave
- VA Clinic
- 34th St & 30th Ave
- Columbia Mall
- McDonalds
- 29th St & 22nd Ave S
- 29th St & 17th Ave S
- Altru Hospital
- Altru Rehab
- 34th St & 11th Ave S
- 40th St & 11th Ave S
- Canad Inn

Night Route:

- Altru Hospital
- Altru Rehab
- Altru Family Medicine Center
- 34th St & 17th Ave S
- 34th St & Primrose Ct
- 34th St & 24th Ave S
- Columbia Mall
- McDonalds
- 34th St & 30th Ave S
- Super Target
- Super One
- Wal-Mart
- 20th St & 32nd Ave S
- Hugo's
- 17th St & 28th Ave S
- 17th St & 24th Ave S
- 17th St & 22nd Ave S
- 17th St & 20th Ave S
- Grand Cities Mall
- Hugo's on Washington
- 12th Ave S & Washington
- 8th Ave S & Washington
- University Ave & Washington
- 7th Ave N & Washington
- 10th Ave N & Washington
- Home of Economy
- N 20th & Gateway Drive
- REA & Gateway Drive
- Simplot
- N 43rd & Gateway Drive
- N 43rd St Shelter
- N 43rd & 6th Ave
- Odegard Hall
- Stanford & University Ave
- Oxford & University Ave
- Memorial Union
- 22nd & University Ave
- 14th & University Ave
- YMCA
- Central High School
- Metro Transit Center
- The Link
- 5th & Cherry
- 8th & Cherry
- 13th & Cherry
- Lewis & Clark
- 13th Ave S & 14th St
- 13th Ave S & 20th St
- Hugo's

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held July 3, 2013 at 8:00 A.M.

Present: Brickson, Quirk, Tweten

Absent: Ogden

It was moved by Commissioner Quirk second by Commissioner Tweten that the minutes of the previous meeting of June 20, 2013 be approved as read.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Quirk to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$268,073.45.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Tweten to adjourn to the next regular meeting on July 18, 2013 at 5:00 P.M.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held July 18, 2013 at 5:00 P.M.

Present: Quirk, Ogden, Tweten

Absent: Brickson

It was moved by Commissioner Tweten seconded by Commissioner Ogden that the minutes of the previous meeting of July 3, 2013 be approved as read.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden seconded by Commissioner Tweten to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,093,829.72.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden seconded by Commissioner Tweten to approve the request to provide complimentary power for the Cats Incredible celebration to be held July 27 and 28.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden seconded by Commissioner Tweten to approve the quote of \$13,820.00 from High Voltage Services Inc for inspection of LTCs and transformer testing at the Industrial Park Substation.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Ogden to approve the \$8,890.00 quote from Hawkins Water Group for the ammonia feeder filters at the Water Treatment Plant.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden seconded by Commissioner Tweten to approve a Compressed Air Study rebate for commercial customers.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Ogden seconded by Commissioner Tweten to adjourn to the next regular meeting on August 1, 2013 at 5:00 P.M.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Request for Council Action

Date: August 2, 2013

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

Cc: File

From: Greg Boppre, P.E.

RE: File Plans/Specifications – 2013 City Project No. 1 – Sidewalk Improvements (TE)

Background:

I would like to file the plans and specifications for the above referenced projects, get authorization to advertise and set bid date.

The 2013 CP #1 project is a Transportation Enhancement project funded through MnDOT and was originally bid on July 9th. Bids were rejected by Council on July 23rd. The project was redesigned and the project scope reduced to fit within the proposed budget.

The following is the proposed budgets for the projects:

PROPOSED BUDGET

	<u>2013 CP#1</u>
Construction	\$348,221.00
Plans / Specifications	\$41,786.52
Staking / Inspection	\$27,857.68
Contingencies	\$17,411.05
Administration / Legal	<u>\$10,446.63</u>
TOTAL PROJECT COST	\$445,722.88

PROPOSED FUNDING

	<u>2013 CP#1</u>
MnDOT	\$204,272.00
MnDOT	\$76,678.50
City	<u>\$164,822.38</u>
TOTAL PROJECT COST	\$445,772.88

Recommendation:

File plans / specifications, advertise and set bid date.

Enclosures: Plans / Specifications will be filed at the Tuesday, August 6, 2013, City Council Meeting

Request for Council Action

Date: August 2, 2013

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

Cc: File

From: Greg Boppre, P.E.

RE: File Plans/Specifications – 2013 City Project No. 1 – Sidewalk Improvements (TE)

Background:

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The 2013 CP #1 project is a Transportation Enhancement project funded through MnDOT and was originally bid on July 9th. Bids were rejected by Council on July 23rd. The project was redesigned and the project scope reduced.

The following is the proposed budget for the project:

PROPOSED BUDGET

	<u>2013 CP#1</u>
Construction	\$498,986.50
Plans / Specifications	\$59,878.38
Staking / Inspection	\$39,918.92
Contingencies	\$24,949.32
Administration / Legal	<u>\$14,969.59</u>
TOTAL PROJECT COST	\$638,702.71

PROPOSED FUNDING

	<u>2013 CP#1</u>
MnDOT	\$204,272.00
MnDOT	\$76,678.50
City	<u>\$357,752.21</u>
TOTAL PROJECT COST	\$638,702.71

Recommendation:

File plans / specifications, advertise and set bid date.

Enclosures: Plans / Specifications will be filed at the Tuesday, August 6, 2013, City Council Meeting

RESOLUTION NO. 13-08-75

**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 September 3, 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:

Absent:

The President declared the resolution passed.

Passed: August 6, 2013

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 6th of August, 2013.

Mayor

RESOLUTION NO. 13 – 08 – 76

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

RESOLUTION TO ALLOW WIDSETH SMITH NOLTING TO CONDUCT A FEASIBLILTY STUDY FOR REPAIRS TO 2ND AVENUE NE FOR THE CITY OF EAST GRAND FORKS

WHEREAS, The City of East Grand Forks has tried to repair this road but has received objections from the property owners;

WHEREAS, Widseth Smith Nolting has proposed to perform a feasibility study that would analyze all aspects of the City’s project and that would guide the City Council to a final facilitated decision;

NOW, THEREFORE, BE IT RESOLVED, the City Council authorizes the Mayor and City Administrator to execute all documents related to the 2nd Avenue NE feasibility study.

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: August 6, 2013

Attest:

Interim City Administrator

President of Council

I hereby approve the foregoing resolution this 6th of August, 2013.

Mayor

Request for Council Action

Date: July 23, 2013

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

Cc: File

From: Henry Tweten

RE: North End Park

I am asking that our City Council consider the construction of a new “family oriented” “multi-purpose” park on the north end of our City on City land.

The park will cover approximately 21 plus acres, and will be constructed over the old 10 acre dump ground, and the north one half of Outlot A and all of Outlot B of Water’s Edge First Addition.

I have discussed the park with Collin Peterson and LeRoy Stumpf, and they are in agreement that we should build a “Regional Park” that would serve and attract people from a multi-county area. I suggest we call the park a “Natural Resource Learning Center.”

We could plant and grow trees, scrubs, bushes, grasses, and flowers that are all native to this area and the State. The park would attract educators and school children and curious adults from our community, as well as a large geographical area around our City. Visiting the park would be an educational experience.

We could also install a water park, ball fields and other sports venues, bleachers, and playgrounds with playground equipment. We would request corporations, foundations, and individuals to donate funds for shelters and various other park components in exchange for naming rights to the object of their donations.

The key to the development of this park will be its diversity of selection of activities contained in it which can be used by its patrons.

If we build the park as a “Community Park,” and a “Regional Park,” and establish a “Natural Resource Learning Center,” we could apply to the Legacy Fund for funding. We could work with the Minnesota DNR in an effort to make the park a model – a prototype - for other “Regional Parks” in the State.

An “ad hoc” committee has been formed to assist the City Council in the development of this exciting project.

A “Natural Resource Learning Center/Regional Park” in the north end would jump start the sale of the City owned lots in the area. Those lots cost the City approximately \$100,000 per year in special assessments, which hinders us from completing other needed worthwhile projects as selected by the City Council.

Recommendation:

I recommend we authorize Brad Bail of WSN to design the park, at a cost not to exceed \$2,500.00. Then we can use the plan when we apply to the Legacy Fund for funding.

RESOLUTION NO. 13 – 08 – 77

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

WHEREAS, Council member Tweten would like the City Council to consider constructing a family oriented multipurpose park on the north end of the City on City property, and

WHEREAS, this park could be built as a regional park that would both serve the community and attract people from the surrounding areas because of all the diverse activities available in the park, and

NOW, THEREFORE, BE IT RESOLVED, the City Council authorizes Brad Bail of Widseth Smith Nolting to design the park at a cost not to exceed \$2,500 that will be presented to the council once the design has been completed.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: August 6, 2013

Attest:

Interim City Administrator

President of Council

I hereby approve the foregoing resolution this 6th of August, 2013.

Mayor

RESOLUTION NO. 13 – 08 – 78

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 16450 for a total of \$1020.02.

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 \$1020.02 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 August 6, 2013.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: August 6, 2013

Attest:

Interim City Administrator/Clerk-Treasurer

Vice-President of Council

I hereby approve the foregoing resolution this 6th of August, 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 16450 for a total of \$1020.02.
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 August 6, 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: 8/1/2013 - 11:29 AM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
16393	08/06/2013	3DS001	3D Specialties	274.59	0
16394	08/06/2013	ACM001	Acme Electric Companies	109.92	0
16395	08/06/2013	ADV001	Advanced Business Methods Inc	373.19	0
16396	08/06/2013	ALL003	All Seasons Garden Center	115.50	0
16397	08/06/2013	AMA001	Amazon.com	694.05	0
16398	08/06/2013	AME005	Ameripride Linen & Apparel Services	397.59	0
16399	08/06/2013	AND00	Eugene Anderson	407.00	0
16400	08/06/2013	ANY002	AnyPromo Inc.	170.12	0
16401	08/06/2013	APO001	Apollo Electric Inc	840.69	0
16402	08/06/2013	AQU001	Aqua Water Solutions	86.35	0
16403	08/06/2013	BAK001	Baker & Taylor Co	136.00	0
16404	08/06/2013	BAR005	Barnes Distribution	157.56	0
16405	08/06/2013	BAT001	Batteries Plus	1,001.32	0
16406	08/06/2013	BOB001	Bobcat of Grand Forks	124.90	0
16407	08/06/2013	BRO002	Brodart Co	306.70	0
16408	08/06/2013	C&R001	C&R Laundry & Cleaners	234.86	0
16409	08/06/2013	CAV001	Daniel & Denise Cariveau	306.00	0
16410	08/06/2013	MAX001	Lori Cariveau	1,838.80	0
16411	08/06/2013	CAR004	Cariveau Concrete Construction Inc	13,228.00	0
16412	08/06/2013	CAR002	Carquest Auto Parts	167.18	0
16413	08/06/2013	GFT003	Donald Scott Cash	2,244.70	0
16414	08/06/2013	CEN006	Century Link	1,022.69	0
16415	08/06/2013	CLI001	Climate Control Inc	4,111.19	0
16416	08/06/2013	COL004	Cold Spring Granite Company	619.87	0
16417	08/06/2013	COL002	Cole Papers Inc	1,595.55	0
16418	08/06/2013	COM003	Complete Pest Control Inc	3,913.74	0
16419	08/06/2013	CON005	Contemporary Drama Service	27.44	0
16420	08/06/2013	CUS002	Custom Stripes Inc	176.34	0
16421	08/06/2013	DAV004	Wanda Davis	2,604.35	0
16422	08/06/2013	DAY002	Daydreams Specialties, LLC	12.00	0
16423	08/06/2013	DEM001	Demco Educational Corp	166.92	0
16424	08/06/2013	DIA001	Richard Papenfuss Diamond Cleaning	349.16	0
16425	08/06/2013	EAG001	Eagle Electric	374.55	0
16426	08/06/2013	EAS503	East Side Travel Plaza	24,404.16	0
16427	08/06/2013	ECO001	Economy Plumbing	318.00	0
16428	08/06/2013	EGF006	EGF City Petty Cash Ckng	1,387.25	0
16429	08/06/2013	EME003	Emerson Music and Sound	100.00	0
16430	08/06/2013	EXP003	Explorer Post #38	50.00	0
16431	08/06/2013	EXP002	Exponent	236.00	0
16432	08/06/2013	FIL001	Filter Care	141.28	0
16433	08/06/2013	FIN003	Finest Auto Trim Inc.	45.88	0
16434	08/06/2013	FLA001	Flaherty & Hood PA	116.71	0
16435	08/06/2013	FRE002	Fred Pryor Seminars	199.00	0
16436	08/06/2013	G&K001	G&K Services	135.48	0
16437	08/06/2013	GAF002	Gaffaney's	168.99	0
16438	08/06/2013	GAL001	Gale	93.56	0
16439	08/06/2013	GEO001	George's Quick Printing	114.37	0
16440	08/06/2013	GER001	Gerrells Sport Center	166.41	0
16441	08/06/2013	GFF001	GF Fire Equipment	188.00	0
16442	08/06/2013	GFW001	GF Welding & Machine	185.60	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
16443	08/06/2013	GGF001	GGF Convention & Visitors Bureau	1,537.18	0
16444	08/06/2013	GOP002	Gopher State Lawn Sprinklers	144.56	0
16445	08/06/2013	GRA0011	Grainger	386.31	0
16446	08/06/2013	GRA008	Grand Forks City	69,073.00	0
16447	08/06/2013	GUE002	Guest House International Townhouse	138.60	0
16448	08/06/2013	H&S001	H&S Construction	32,502.00	0
16449	08/06/2013	HAJ002	Rick Hajicek	285.00	0
16450	08/06/2013	HAR001	Hardware Hank	1,020.02	0
16451	08/06/2013	HAW001	Hawkins Chemical	2,022.49	0
16452	08/06/2013	HEA001	Heartland Paper	536.35	0
16453	08/06/2013	HOL002	Holiday Credit Office	217.64	0
16454	08/06/2013	HOM001	Home of Economy	149.45	0
16455	08/06/2013	HRC001	Home Run Club	1,480.00	0
16456	08/06/2013	HUG001	Hugo's	32.72	0
16457	08/06/2013	INP002	In Prints Screen Printing	120.00	0
16458	08/06/2013	INT003	Integra Telecom	81.75	0
16459	08/06/2013	INT011	Integrated Process Solutions Inc	2,083.08	0
16460	08/06/2013	INT009	International Public Management Assc	615.00	0
16461	08/06/2013	JET001	Jet Way Multiple Services Inc	1,517.25	0
16462	08/06/2013	MJO001	Mickey Johnson	450.00	0
16463	08/06/2013	JTC001	JTC, Inc.	54,090.00	0
16464	08/06/2013	JUN001	Junior Library Guild	2,961.00	0
16465	08/06/2013	K&K001	K&K Trucking Inc	3,899.00	0
16466	08/06/2013	KEI001	Keith's Security World	49.11	0
16467	08/06/2013	LAK002	Lake Agassiz Babe Ruth	650.00	0
16468	08/06/2013	LAK001	Laker Chemical	2,127.35	0
16469	08/06/2013	LIB001	Liberty Business Systems	9.28	0
16470	08/06/2013	LIT001	Lithia Payment Processing	5,256.69	0
16471	08/06/2013	LOC001	Locators & Supplies Inc	109.41	0
16472	08/06/2013	LOO001	Lookout Books	233.82	0
16473	08/06/2013	LOW001	Lowes	221.08	0
16474	08/06/2013	LUN001	Luneth Plumbing & Heating	315.02	0
16475	08/06/2013	M&W001	M&W Services	318.49	0
16476	08/06/2013	MAN005	ManagerPlus,	548.00	0
16477	08/06/2013	MAR004	Marco	170.17	0
16478	08/06/2013	MAR001	Marco Inc	318.06	0
16479	08/06/2013	MAS001	Mollie & Arthur Mashburn	378.00	0
16480	08/06/2013	MEN001	Menards	1,599.57	0
16481	08/06/2013	MPO001	Metropolitan Planning Organization	1,176.19	0
16482	08/06/2013	BRA006	Michael Brandby, Lisa Tocchio, Choic	5,000.00	0
16483	08/06/2013	MIC001	Micro-Marketing LLC	206.78	0
16484	08/06/2013	MID001	MidAmerica Books	173.50	0
16485	08/06/2013	MID003	Midcontinent Communications	1,401.43	0
16486	08/06/2013	MID005	Midwest Playscapes	405.12	0
16487	08/06/2013	MIK001	Mike's Pizza	116.75	0
16488	08/06/2013	MPW001	Minnesota Pump Works	5,136.26	0
16489	08/06/2013	MND003	MN Dept of Labor & Industry	10.00	0
16490	08/06/2013	MND006	VOID****VOID****VOID** MN I	1,110.00	0
16491	08/06/2013	MNI001	MN Ice Arena Mgr's Association	420.00	0
16492	08/06/2013	MNP004	MN Public Facilities Authority	361,848.17	0
16493	08/06/2013	MTI001	MTI Distributing Company	24,915.10	0
16494	08/06/2013	NCT002	NCTC Foundation	150.00	0
16495	08/06/2013	NEW001	Newman Signs	1,058.72	0
16496	08/06/2013	NFP001	NFPA	165.00	0
16497	08/06/2013	NOR004	Northern Plumbing Supply	50.09	0
16498	08/06/2013	NOR005	Northern Safety Tech	202.85	0
16499	08/06/2013	ORE001	O'Reilly Auto Parts	639.03	0
16500	08/06/2013	OCL001	OCLC	1,618.31	0
16501	08/06/2013	ODL001	Odland Fitzgerald Reynolds & Harbot	815.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
16502	08/06/2013	OGA001	Romuald Jay Ogaard	200.00	0
16503	08/06/2013	OPP001	Opp Construction	9,216.50	0
16504	08/06/2013	OVE002	OverDrive, Inc	8,000.00	0
16505	08/06/2013	PEN001	Penworthy Company	597.55	0
16506	08/06/2013	POL004	Polk County Recorder	138.00	0
16507	08/06/2013	POP001	Popular Subscription Service	94.95	0
16508	08/06/2013	PRA001	Praxair Distribution	149.90	0
16509	08/06/2013	PRE001	Premium Waters Inc	34.25	0
16510	08/06/2013	QUI001	Quill Corp	508.95	0
16511	08/06/2013	RDO001	RDO Powerplan OIB	56.89	0
16512	08/06/2013	REL001	Reliable Office Supplies	279.93	0
16513	08/06/2013	RIE003	Kirk Riemann	703.00	0
16514	08/06/2013	ZAV001	RJ Zavoral & Sons	134,726.89	0
16515	08/06/2013	RMB001	RMB Environmental Lab Inc	33.00	0
16516	08/06/2013	ROT001	Roto Rooter	120.00	0
16517	08/06/2013	RUT001	Ruttger's Sugar Lake Lodge	450.00	0
16518	08/06/2013	PER003	Ryan Perell and Gate City Bank	5,000.00	0
16519	08/06/2013	RYD001	Rydell Chevrolet	60.98	0
16520	08/06/2013	SCH015	Mark Schafer	360.60	0
16521	08/06/2013	SCH0010	Dean Schumacher	525.00	0
16522	08/06/2013	8WE001	Jason Shepherd	100.00	0
16523	08/06/2013	SIM002	SimplexGrinnell	317.75	0
16524	08/06/2013	SPR002	Spray Advantage	262.46	0
16525	08/06/2013	STU001	Stuart's Towing	85.50	0
16526	08/06/2013	THO010	Natasha Thomas	200.00	0
16527	08/06/2013	ZeJ001	Thomas Zejdlik, Andrew Zejdlik, Cho	5,000.00	0
16528	08/06/2013	TIM001	Tim Shea's Nursery & Landscaping	4,480.00	0
16529	08/06/2013	BOR002	Timothy Riopelle	80.06	0
16530	08/06/2013	TRI001	Tristeel Manufacturing	230.61	0
16531	08/06/2013	TRU001	True Temp	279.51	0
16532	08/06/2013	UMN002	Attn: Sean Peterson University Of Mir	120.00	0
16533	08/06/2013	UND002	University of North Dakota	500.00	0
16534	08/06/2013	UPB001	UpBeat Inc.	1,329.57	0
16535	08/06/2013	UPS001	UPS	12.79	0
16536	08/06/2013	VAL001	Valley Petroleum Equipment	342.68	0
16537	08/06/2013	VAL002	Valley Truck	3,301.87	0
16538	08/06/2013	VIK002	Viking Industrial Center, Inc	331.40	0
16539	08/06/2013	PET005	W.D. Larson Companies LTD Inc	1,243.75	0
16540	08/06/2013	WAK001	Dewaine Kelvin Wakeman	100.00	0
16541	08/06/2013	WAS001	Waste Mgmt	1,898.83	0
16542	08/06/2013	WAT001	Water & Light Department	70,627.48	0
16543	08/06/2013	WDA001	WDAZ TV	2,395.00	0
16544	08/06/2013	WHI004	Whitey's	149.50	0
16545	08/06/2013	WID001	Widseth Smith Nolting & Associates	63,619.85	0
16546	08/06/2013	WIZ001	Wizard's Enterprises Inc.	490.00	0
16547	08/06/2013	XCE001	Xcel Energy	1,921.75	0
16548	08/06/2013	XER001	Xerox Corporation	39.99	0
16549	08/06/2013	ZEE001	Zee Medical Service	281.37	0
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