

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
MAY 19, 2009
5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate."

Certificate of Commendation to the City of East Grand Forks and its wastewater treatment facility staff – Mayor Stauss

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" for the East Grand Forks, Minnesota City Council of May 5, 2009.
2. Consider approving the minutes of the "Work Session" for the East Grand Forks, Minnesota City Council of May 12, 2009.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

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

3. Consider approving the application for a Special Event for the Grand Cities Art Fest on June 13, 2009 from 10:00 A.M. to 6:00 P.M. and June 14, 2009 from 10:00 A.M. to 5:00 P.M. and wave the Transient Merchant License Fee.
4. Consider approving the request to sell Lot A, Replat of Lots 5 and 6, Block 2, Riverside Addition for residential development for a lot price of \$25,000 to be sold through EDHA.
5. Consider awarding the quote for levee seeding to Opp Construction for \$9,600 per 10 acres for approximately \$19,200.

6. Consider approving the VFW Post 3817 application for a Temporary Liquor License for the Pheasants Forever to be held on June 6, 2009 at the Blue Line Arena, 807 3rd St. SE, East Grand Forks, MN 56721.

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

COMMUNICATIONS:

7. Acknowledging the retirement of Jerry Skyberg effective May 29, 2009 and "Thank" him for 28 years of dedicated service to the City of East Grand Forks.

OLD BUSINESS: NONE.

NEW BUSINESS:

8. Consider amending the Right of Way purchase agreements approved by Resolution 09-04-26 to include an additional \$1000 to Mitch and Mark Wavra for reimbursement of approximately 2 acres of tillable beet acres on the temporary construction easement for the 23rd Street project.

CLAIMS:

9. Consider adopting Resolution No. 09-05-34 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment for the goods referenced in check number 3036 for a total of \$59.16 whereas Council Member Gregoire is personally interested financially in the contract.
10. Consider adopting Resolution No. 09-05-35 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 3083 for a total of \$780.45 whereas Council Member Buckalew is personally interested financially in the contract.
11. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings:

Work Session – May 26, 2009 – 5:00 PM – Training Room

Regular Meeting – June 2, 2009 – 5:00 PM – Council Chambers

Work Session – June 9, 2009 – 5:00 PM – Training Room

Regular Meeting - June 16, 2009 – 5:00 PM – Council Chambers

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for May 5, 2009 was called to order by Council President Dick Grassel 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 President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire (5:15 pm), Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Dave Aker, Parks & Rec Superintendent; Jerry Skyberg, Building Official, Tom Spoor, Building Official; Randy Gust, Fire Chief; Jim Richter, EDHA Director; John Wachter, Public Works Superintendent; and Dan Boyce, Water & Light Manager.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of April 21, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF APRIL 21, 2009.

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

2. Consider approving the minutes of the "Work Session" for the East Grand Forks, Minnesota City Council of April 28, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE "WORK SESSION" FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF APRIL 28, 2009.

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

SCHEDULED BID LETTINGS:

3. Consider approving the request to award the base bid for "2008 City Project No. 2 – Campground Improvements" to RJ Zavorals for a total bid price of \$286,462.13 and change order of kiosk for a price of \$22,350.00.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE REQUEST TO AWARD THE BID THE BASE BID FOR "2008 CITY PROJECT NO. 2 – CAMPGROUND IMPROVEMENTS" TO RJ ZAVORALS FOR A TOTAL BID PRICE OF \$286,462.13 AND CHANGE ORDER OF KIOSK FOR A PRICE OF \$22,350.00.

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

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

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

4. Consider approving the application for a Parade Permit for the Kem Shrine, on Saturday, June 6, 2009 from 10:00 A.M. to 11:15 A.M. based on approval of the Police Chief and MNDot.
5. Consider approving the 2009 Airborne Custom Spraying Agreement for mosquito control.
6. Consider approving the designation of Tom Spoor as Building Official per Minnesota State Building Code requirement.
7. Consider awarding the quotes for the listed projects:
 - H&S Construction for paver repairs/replacement at \$5.50/Square Footage

- H&S Construction for replacement/repairs stamped concrete DeMers at Sorlie Bridge at \$9.00/Square Footage
- Opp Construction for repair pavement & catch basin on Central and 20th NE for \$4,500.00.
- Opp Construction for repair pavement and catch basin on 1800 block Central NW for \$14,600.00.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH SEVEN (7) AS SUBMITTED.

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

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

8. The minutes of the Water, Light, Power and Building Commission for April 2, 2009.
9. The minutes of the East Grand Forks Campbell Library Board Meeting for April 28, 2009.
10. The minutes of the East Grand Forks Planning Commission Meeting for March 12, 2009.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS: NONE.

CLAIMS:

11. Consider adopting Resolution No. 09-05-33 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 2964 for a total of \$291.30 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-05-33 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 2964 FOR A TOTAL OF \$291.30 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

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

EAST GRAND FORKS CITY COUNCIL
May 5, 2009

Acme Electric Companies	28" Traffic Cones, Bonding Straps For Material	\$187.83
Advanced Business Methods	Copier Contract	\$443.61
Aker Dave	Meal Reimb	\$20.15
Alltel	PD Cell Phones	\$184.25
Altru Health System	Legal Blood Draw	\$74.50
American Tire Service	Inventory Parts #235 / #291, Flat Repairs	\$313.26
Ameripride Linen & Apparel Services	Cleaning Service	\$41.68
Aqua Water Solutions	Bottle Water/Cooler Rental	\$44.56
Baker & Taylor Co	Books	\$833.92
Berg-Johnson Associates Inc	Submersible Transmitters For K10 & K 12	\$1,718.36
Blue Cross Blue Shield of ND	EDHA Insurance	\$4,482.60
Brodart Co	Books	\$325.81
Burand Inc	Submersible Pump - Flood	\$5,377.76
Business Essentials	Office Supplies	\$69.94
C&L Pest Control	Sunshine Terrace	\$133.13
Cabela's Retail	2 Cans Lubricant	\$21.28
CDW Government Inc	Printer Maint Kit	\$246.57
CMI Inc	PBT's & Mouthpieces	\$1,534.67
Commemorative Publications	Books	\$69.50
Commercial Printing	Books, Receipt Books	\$227.92
Complete Pest Control Inc	Pest Control	\$1,155.49
Country Inn St.Paul East	Dennis Robertson	\$224.14
Custom Stripes Inc	Striping For Squad Cars	\$920.00
Dakota Fence	Chain Link Gate Repairs	\$1,562.00
Diamond Cleaning Supply Richard Papenfuss	Brown Turn Towels/TP/Delimer	\$206.93
Eagle Electric	Repairs	\$1,284.06
Electric Pump	Sanitary #5 Pump 1	\$25,900.71
Explorer Post #38	Car Wash	\$40.00
Exponent	Summer Help, Library Aide, Clean UP	\$387.50
Fastenal Company	Floodwall Bolts	\$119.24
Filter Care	Inv Parts	\$55.65
Floan Sanders	Prof Services	\$97,912.32
Forum	1 yr Subscription Exp 7/1/10	\$204.00
G&K Services	Rugs	\$473.03
Gaffaneys	Ink Cart./Pens, Supplies	\$125.49
Gale	Books	\$70.11
Gall's Inc	Barrier Tape, Fingerprint Pad	\$152.15
Garry Gravel	Sand For Sand Bag Stcok Pile	\$8,990.67
GF Excavating	Snow Removal 23rd St NW Ditch	\$2,850.00
GGF Convention & Visitors Bureau	Lodging Tax	\$652.30
Glass Pro's Inc	Rpr Panic Exit Device, Re-Attach Removable Mullion	\$116.00
Global Equipment Co	6 Pallet Containers - Flood	\$1,734.95
Grand Cities Towing	Towing/ Chevy 1500	\$20.00
Grenier John	Boots	\$59.99
Gust Randy	CAT Cable	\$47.90
Haag Rita	Volunteer Recognition Supplies Reimb	\$28.00
Hajicek Rick	Cleaning 4/13 - 4/17	\$665.00
Hardware Hank	Maint Supplies	\$291.30
Heartland Paper	Bathroom Supplies, Can Liners, Bleach	\$282.18
Hilton Garden Inn Mankato	Mark Demers, Dick Grassel, Lynn Stauss	\$1,013.19

EAST GRAND FORKS CITY COUNCIL
May 5, 2009

Hugo's	Water For Rescue Truck Acct 2483	\$7.98
Integra Telecom	LD Admin	\$237.17
Kellermeyer Building Service	Vacuum Repair	\$47.93
Ken Reilly Seminars	RCRA / DOT Seminar Ron B	\$695.00
Kotrba Mark	Boot Reimb	\$75.00
League of MN Cities	Deductible Car Insurance Claim	\$1,000.00
Lithia Payment Processing	Inventory Parts PD	\$27.76
Locators & Supplies Inc	Safety Jacket	\$71.95
Lumber Mart	Coil Ties & Tool For Sandbags	\$81.74
Marco - Fargo Inc	Copier	\$278.57
Mark Cowger Construction	Meeting Room Repairs	\$4,300.00
McDonald's of EGF	Prisoner Meals	\$32.80
Menards	Maint Supplies	\$17.25
Micro-Marketing LLC	Books	\$255.56
Mike's Pizza	Board Meeting	\$57.02
MN Chief of Police Association	Leadership Academy	\$960.00
MN Dept of Public Safety	CJDN Connect/Operation Charges, Mobile Devices	\$1,530.00
MN Dept of Revenue VOID****VOID****VOID***	Sales & Use Tax March 09	\$1,730.00
MN Library Association	09 MLA Dues	\$150.00
Newman Signs	Rd/Bridge Closed Signs	\$465.41
Northern Bag and Box Co	Sand Bags Flood	\$1,544.25
O'Reilly Auto Parts	Phone Case	\$10.64
Odland Fitzgerald Reynolds	Prof Services	\$404.00
Pamida	Supplies	\$22.33
Peterson Veterinarian Clinic P.C.	Pound Fees March 09	\$439.76
Polk County Auditor Treasurer	2009 Tax Book, Special Assessments	\$2,704.46
Polk County Recorder	Recorder Fees	\$92.00
PS Door Services	Remote For Overhead Doors, Repair	\$98.14
Pumpkin Books	Books	\$174.99
Quill Corp	Office Supplies	\$312.10
Reliance Telephone System	Hanset For Phone	\$12.62
Revolutions Power Sports	Filter/Washer/Oil Filter, Synthetic Gel	\$73.96
Roto Rooter	Culvert	\$250.00
Sara Jenson/Jacob Brody & American Fed Bank	Down Payment Assistance Program	\$3,000.00
Stone's Mobile Radio	Program Radios	\$686.61
Streichers	PD Uniforms and Supplies	\$1,718.69
Szczepanski Darren	Meal Reimb	\$255.75
True Temp	Filter Change, Furnace Service	\$310.70
Uniforms Unlimited	Uniforms	\$116.37
UPS	Shipping For WW	\$23.04
US Figure Skating Association	Basic 2 Badges	\$36.25
Valley Truck	Wrench	\$12.73
Wagner Construction	08 CP1 Wastewater Improvement	\$119,770.00
Walden Book Company	Books	\$49.27
Wall Street Journal	Newspaper Sub	\$299.00
Water & Light Department	Cory & Kris/ Water & Light Services	\$40,122.98
Wolff Fording & Company	Ice Show Costumes	\$902.34
Xcel Energy	Utilities	\$21,526.45
	Total	<u>\$370,886.17</u>

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Demers asked to staff to clarify the Automated Refuse Collection start date of August 3rd. He requested that the issue be addressed at the next work session to clarify how the City would handle the purchase of existing City-issued refuse bags during the transition from bags to carts.

Mr. Wachter reported that Automated Collection will start on August 3rd. He said that residents would be sent a letter in which residents would choose whether they wanted containers of 35 gallons or 64 gallons per the Council motion at the previous Council meeting. Residents would also have the option to make their choice on the City's web site. Mr. Wachter also reported that the Spring Clean-up is in progress.

Council Member Leigh asked Mr. Wachter when 4th Street NW would be reopened to traffic following the spring flood. Mr. Wachter indicated that the road would reopen within the next 1-2 days depending on river levels and cleanup of the road.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MAY 5, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:21 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
WORK SESSION
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
Tuesday, May 12, 2009 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for May 12, 2009 was called to order by Council President Dick Grassel at 5:00 P.M.

CALL OF ROLL

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss (5:03 PM), Council President Dick Grassel, Council Vice President Henry Tweten, Council Members Marc DeMers, Craig Buckalew, Wayne Gregoire (5:03 PM), Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Jim Richter, EDHA Director; John Wachter, Public Works Superintendent; Randy Gust, Fire Chief; Jerry Lucke, Finance Director; Scott Jordheim, Drug Task Force Officer; Mike Hedlund, Police Chief; Dan Boyce, Water & Light Manager; Charlotte Helgeson, Library Director; Dave Aker, Parks & Rec Superintendent, and Jerry Skyberg, Building Official.

DETERMINATION OF A QUORUM

The Council President Determined a Quorum was present

- 1. Yardsite (Green Site) – Fert-L-Lawn

Mike Gornowicz, Fert-L-Lawn owner, announced that he is a commercial user of the Yard Waste Site. His concern is the \$10.00 per visit to dump yard clippings. He would like to see a one time fee. Mr. Wachter announced that the Yard Waste Site is for residential only and commercial can dump at the Public Works building so the City can bill them accordingly. He stated that this is the same fee since 2005 and now it is being enforced. Council Member Pokrzywinski asked if other lawn companies were using the site or if they were going to Grand Forks. Mr. Wachter stated that Fert-L-Lawn is the only lawn business with a Yard Waste Site card. He informed City Council that Grand Forks charges \$23 per ton and East Grand Forks has four free pulls in the Yard Waste Site and then it is \$100 per pull after that. Discussion occurred regarding the load size. Mr. Huizenga, Mr. Wachter, and Mr. Gornowicz will meet to discuss the issue and will be referred to a later work session.

- 2. Presentation by Narcotics Task Force Officers – Mike Hedlund

**EAST GRAND FORKS WORK SESSION
MAY 12, 2009**

Officer Jordhiem gave an update on the Narcotics Task Force.

3. Playground Equipment at Campground – Scott Huizenga

Mr. Huizenga announced that the approved campground expansion project is projected to cost approximately \$370,000. The total project budget is \$380,000 leaving approximately \$10,000. Council President Grassel suggested using the remaining funds for playground equipment. Mayor Stauss believes that the State should pay for portions of the campground improvements. This is not a City campground. Council Member Leigh stated that there is a crosswalk available to get to Sherlock Park so therefore, he is not in favor of this project.

Council Vice President Tweten stated that the City needs to improve the campground because it's an investment in the community and this is an excellent project and the Council needs to think of safety. He agrees that the State needs to be more involved. Council Member Leigh also suggested that if this is an EDA project, they should pay for it and if the Water & Light Department has so much money, they should decrease the fees. Council Member Pokrzywinski announced that if the campground generates profits, the City should use those funds for improvements. Council Member DeMers asked if this project could be justified. Council Member Buckalew suggested that the campers pay for this service. Council President Grassel announced that the Council will look at the remaining funds after the project is completed.

4. Sale of Residential Lot – Jerry Skyberg

Mr. Skyberg suggested selling Lot A, Replat of Lots 5 and 6, Block 2, Riverside Addition for residential development located in Forrest Court. Mr. Skyberg recommended that this lot be sold for \$25,000 through the EDHA. City Council agreed with the sale. This item will be referred to City Council for action.

5. Automatic Sanitation – John Wachter

Mr. Wachter gave an update on the automated sanitation conversion. The official conversion will be August 3, 2009 with the same residential collection calendar. He stated that out of the 500 responses, the majority request is the smaller bins. Mr. Wachter announced that around July 20th the carts will be delivered to residents. July 10th the yellow bags will be pulled from the vendors. Mr. Wachter stated that if anyone is interested in assembling the wheels on the carts, they will be paid \$1.00 per cart.

6. Levee Seeding – John Wachter

Mr. Wachter stated that the levee needs to be re-seeded. Seed will be placed over approximately 20 acres on the wet side of the levee where encroachment has occurred. Mr. Wachter stated that he received two quotes and the lowest quote was Opp Construction for \$9,600 per 10 acres for approximately \$19,200. This item will be referred to City Council for action.

7. 2009 1st Quarter Budget Analysis – Scott Huizenga

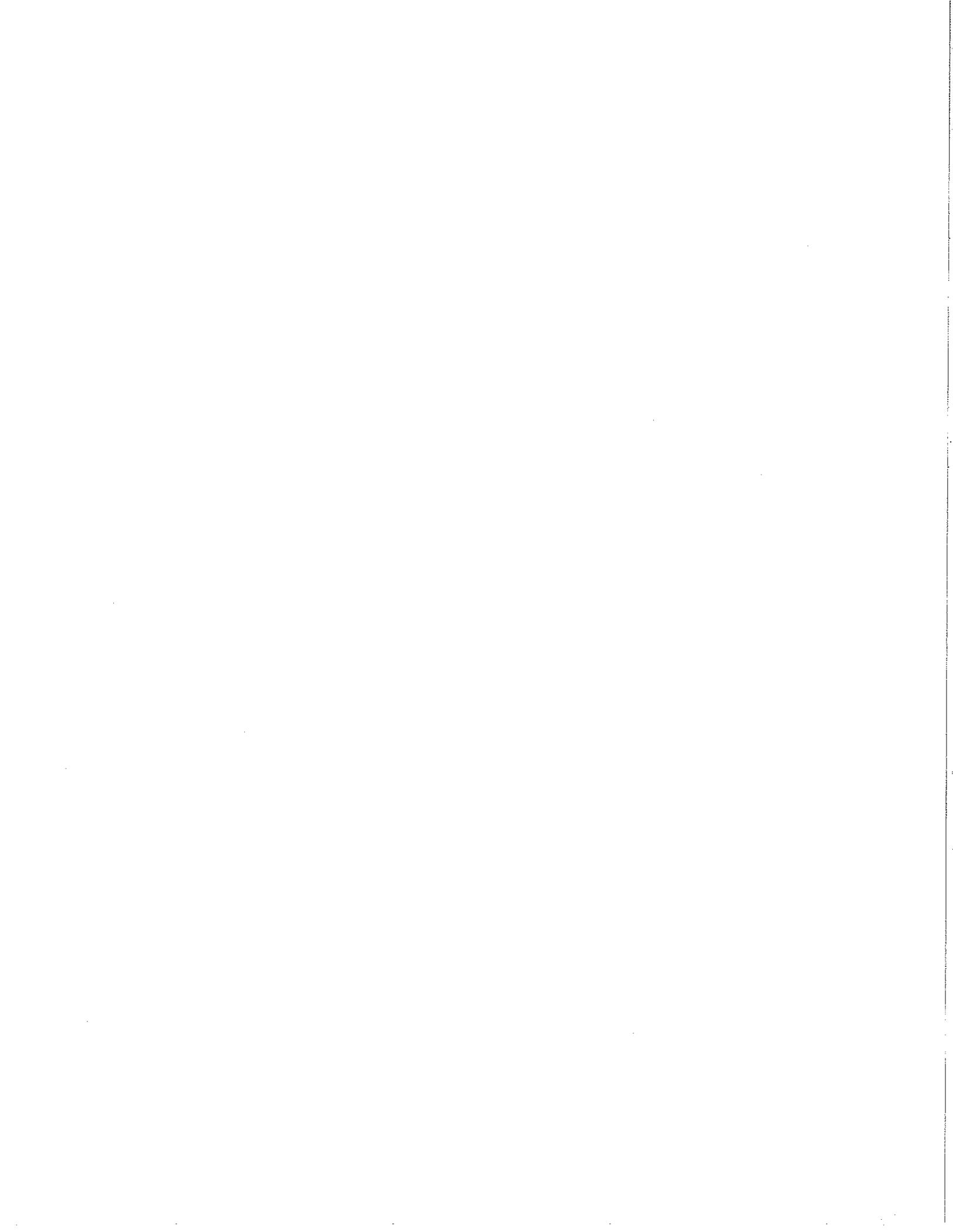
Mr. Huizenga gave a brief presentation on the FY 2009 1st Quarter Analysis on the general fund and special revenue. He thanked Mr. Lucke and Ms Johnson for their involvement on this project. Mr. Huizenga briefly went through the 1st Quarter and his projection for the entire year, summary of revenue changes, departmental expenditures, special revenue funds, and enterprise funds.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MAY 12, 2009 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:48 P.M.

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

Scott Huizenga, City Administrator/Clerk-Treasurer



CITY OF EAST GRAND FORKS
SPECIAL EVENT APPLICATION

Name of Applicant: North Valley Arts Council / Grand Cities Art Fest

Address: 124 North Third St. Grand Forks, ND 58203 Phone No: 701-772-3710

Contact Name: Nicole Derenne Date of Event: June 13+14, 2009

Start Time: Sat. 10am Sun 10am End Time: Sat. 6pm Sun 5pm

Notes/Explanation of Event: The Grand Cities Art Fest is a summer arts festival that takes place in Grand Forks + in East Grand Forks, in the Cabella's parking lot + in the adjoining lot. The event features artist vendors + food vendors.

Nicole Derenne
Signature of Applicant

May 11, 2009
Date

TO BE COMPLETED BY CITY STAFF _____
(NAME OF STAFF)

Recommendations: _____

Signature of Staff

Date

TO BE COMPLETED BY CLERK-TREASURER

Permit No: _____

Approval of City Council: _____ day of _____, 20____.

City Administrator Signature

Date

May 13, 2009

Ms. Michelle French
East Grand Forks City Hall
600 DeMers Avenue
East Grand Forks, MN 56721

Dear Ms. French,

Please accept my sincere thanks for your generous support of the Grand Cities Art Fest. The North Valley Arts Council (NoVAC) is especially grateful for the support we receive from the City of East Grand Forks and the East Grand Forks City Council, and from our sponsors and volunteers. Your support ensures that the Grand Cities Art Fest continues to be a great success. We simply could not coordinate the event without you, and we appreciate all your help.

We respectfully request an exemption to the transient merchant license for our 2009 Grand Cities Art Fest artists and crafters. This exemption from this requirement for all vendors would apply during the event dates of June 13 & 14, 2009. This would assist NoVAC in its efforts to ensure that all our vendors have a successful show.

We greatly appreciate your consideration of our request. Please contact me at (701) 772-3710 or at info@novac.org if you have any questions.

Sincerely,

Nicole Derenne
Executive Director

Request for Council Action

Date: May 6, 2009

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

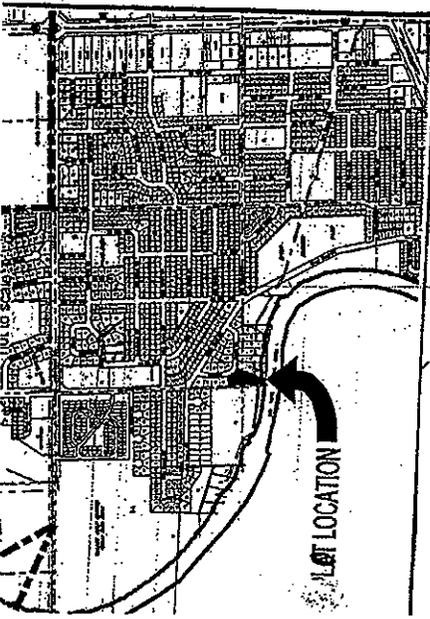
Cc: File

From: Jerry Skyberg

RE: Sale of residential lot.

Background: After construction of the flood control system in the Forrest Court area we have one lot that is large enough to be developed. The area has been replatted and will be recorded by the City prior to a proposed sale.

Recommendation: Sell Lot A, Replat of Lots 5 and 6, Block 2, Riverside Addition for residential development. The recommended price of the lot is \$25,000.00 and should be sold through EDHA.



Forrest

5' LIGHT EASEMENT

10' UTILITY EASEMENT

Fee Title Line and Flood Protection Easement Line

L=118.94
R=189.28
Δ=36°00'13"
C LEN=116.1399"
BRG=N 31°44'34"

L=71.02
R=189.28
Δ=21°29'54"
C LEN=70.61
BRG=N60°29'37"W

A

14830 SQ. FT. +/-

S 76°15'33" W
139.20

125.29
S 72°14'03" E

53.65
S 67°11'02" E

167.99
S 03°12'24" E

34-35

3

4

7

411

5

Request for Council Action

Date: 5/6/09

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

Cc: File

From: John Wachter

RE: Levee Seeding

Background and supporting documentation of request:

Re-seed the levee. Seed will be placed over approximately 20 acres on the wet side of the levee where encroachment has occurred. Seed will also be placed in areas that need reestablishment of turf

Sherbrooke Turf - \$36,000/10 Acres

Opp Construction - \$9,600/10acres

Recommendation:

Award job to Opp construction for approximately \$19,200

E. G. F. RE-SEED

DATE: 5/4/2009

TO: City Of East Grand Forks

FROM: David Sherbrooke Cell: 218 849 2110

RE: East Grand Forks Levee Re-Seeding

Sherbrooke Turf is pleased to quote the following items on the above mentioned project:

<i>Line No.</i>	<i>Description</i>	<i>Quantity</i>	<i>Unit</i>	<i>Unit Price</i>	<i>Total</i>
0	SEEDING	10	ACRE	\$ 3,600.00	\$ 36,000.00
				TOTAL	\$ 36,000.00



Construction Company

Offices:
Grand Forks, ND
Fargo, ND

Hwy B1 N • PO Box 13530 • Grand Forks, ND 58208-3530 • Phone 701-775-3322 • Fax 701-795-7020

TO:

City of East Grand Forks
Attn: Terry

Date: December 8, 2008

Phone: (h)
(w) 773-2442
(fax) 773-5615

Description of Work:

Work includes prep work on existing tilled soil, seed and straw mulch. Work will be done similar to existing levee construction.

Price will be 960.00 per acre.

43,560 (sq ft)

Approx
10 Acres

\$ 9,600

Acceptance of Proposal:

The above prices, specifications and conditions are accepted. Opp Construction is authorized to do the work.

Signature: _____

Date of Acceptance: _____

- Estimate is good for 30 days.
- Payment upon completion of job unless specified.
- All nursery stock will be guaranteed for one full year from date of installation, except for roses and perennials which only carry a 60 day guarantee. Opp construction will replace the plant one time only. Items which appear to be neglected or damaged due to vandalism or acts of God will not be covered by guarantee.

BUILD WITH THE BEST



"An Equal Opportunity Employer"





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



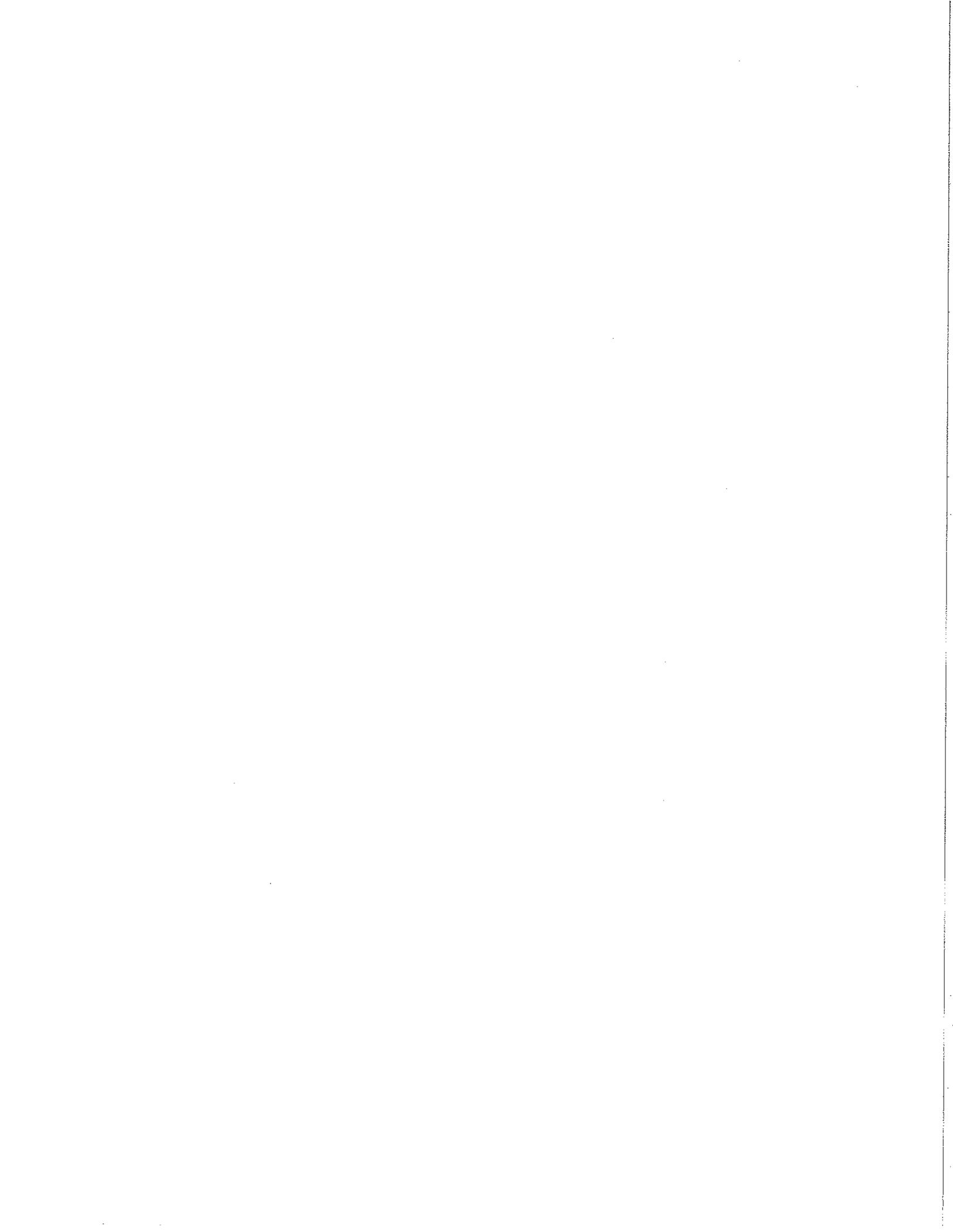
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Forever

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

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>VFW Post 3817</i>		DATE ORGANIZED <i>1942</i>	TAX EXEMPT NUMBER	
STREET ADDRESS <i>312 Demers Ave.</i>		CITY <i>E. Grand Forks</i>	STATE <i>MIN</i>	ZIP CODE <i>56721</i>
NAME OF PERSON MAKING APPLICATION <i>Kathy Mills, Manager</i>		BUSINESS PHONE <i>(218) 773-2481</i>	HOME PHONE <i>(218) 773-9592</i>	
DATES LIQUOR WILL BE SOLD <i>6-6-09</i>		TYPE OF ORGANIZATION <input checked="" type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Benjamin E. Smith</i>		ADDRESS <i>2107 84 Ave. NW EG4, MN 56721</i>		
ORGANIZATION OFFICER'S NAME <i>Jason Peterson</i>		ADDRESS <i>912 Cottonwood Grand Forks, ND 58201</i>		
ORGANIZATION OFFICER'S NAME <i>Ardell Buchholz</i>		ADDRESS <i>606 3rd Ave. NE EG4, MN 56721</i>		
Location license will be used. If an outdoor area, describe				
<i>Blue Hill Arena 807 3rd St. SE East Grand Forks, MN 56721</i>				
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.				
<i>VFW Post 3817 312 Demers Ave. East Grand Forks, MN 56721</i>				
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.				
<i>Westport Insurance Co.</i>				
APPROVAL				
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT				
CITY/COUNTY _____		DATE APPROVED _____		
CITY FEE AMOUNT _____		LICENSE DATES _____		
DATE FEE PAID _____				
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____		APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____		

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





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

May 13, 2009

Scott Huizenga
City Administrator
City of East Grand Forks
600 Demers Ave. NW
East Grand Forks, MN 56721

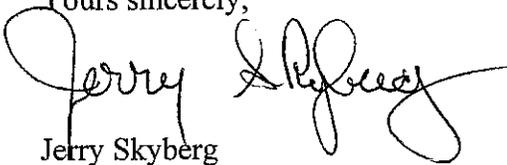
Dear Mr. Huizenga:

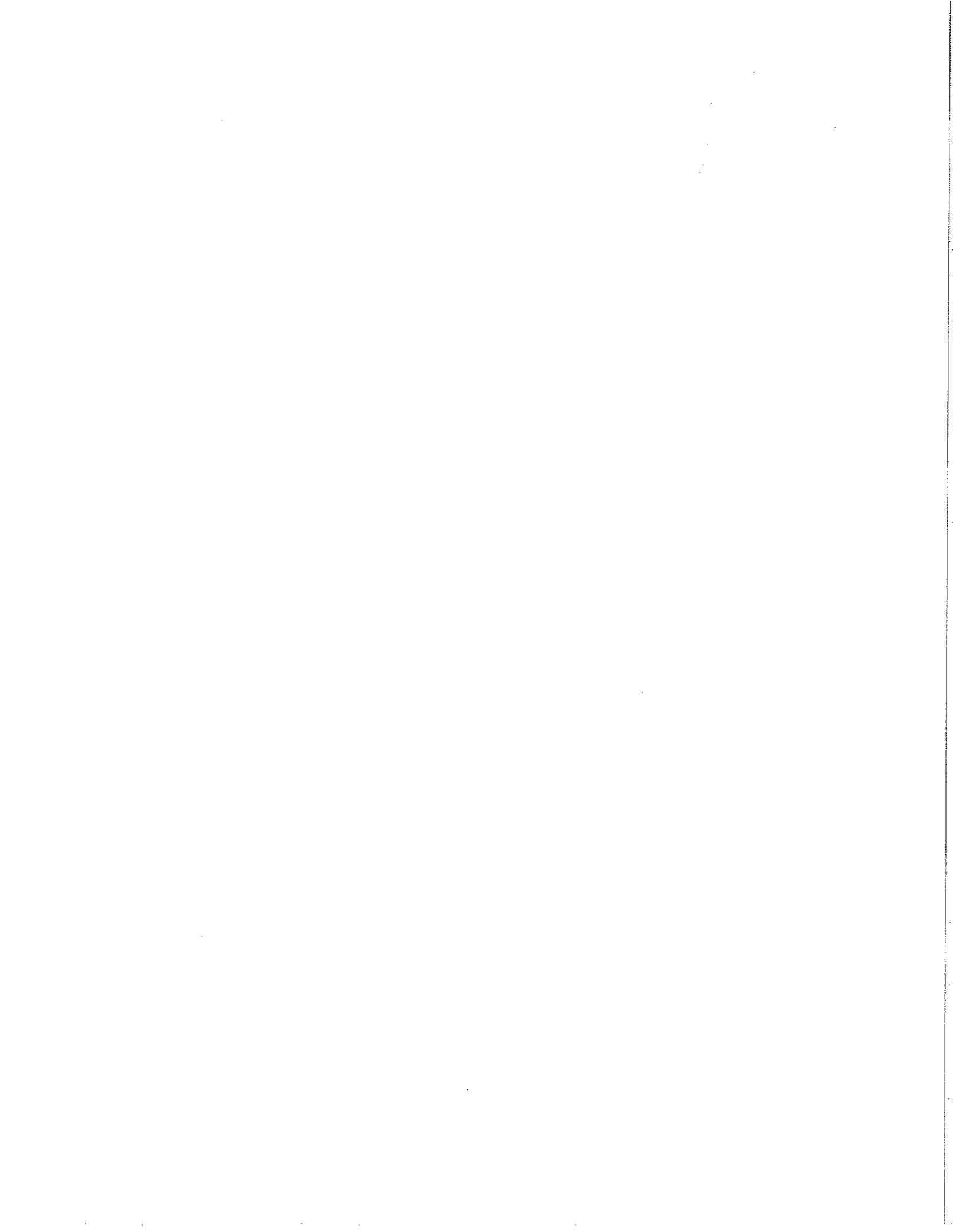
I am writing to officially announce my retirement from the City of East Grand Forks effective May 29, 2009.

I have had good experiences working for the City. My 28 years with the City have been extremely fulfilling.

Although I am anticipating my retirement, I will miss the employees and officials of the City. I shall take with me a lot of unforgettable moments and some invaluable friendships.

Yours sincerely,


Jerry Skyberg



RESOLUTION NO. 09 – 05 - 34

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

RESOLUTION RATIFYING CONTRACTS

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

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
4-9-09	38409	Inventory Parts #335	\$59.16

WHEREAS, Wayne Gregoire, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

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

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$59.16 on check number 3036 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 May 19, 2009

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

The President declared the resolution passed.

Passed: May 19, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th of May, 2009.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

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

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

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

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
4-9-09	38409	Inventory Parts #335	\$59.16

- 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 May 19, 2009.

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

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

Dated: _____

(Signature of Official)

RESOLUTION NO. 09 - 05 - 35

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 3083 for a total of \$780.45.

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 \$780.45 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 May 19, 2009.

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

The President declared the resolution passed.

Passed: May 19, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th of May, 2009.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

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

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

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 3083 for a total of \$780.45.
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 May 19, 2009.

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

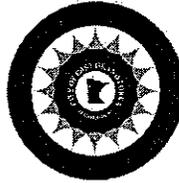
Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only



City of East Grand Forks

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

User: ejohnson
Printed: 5/14/2009 - 3:04 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
3026	05/19/2009	3DS001	3D Specialties	1,268.42	0
3027	05/19/2009	ACM001	Acme Electric Companies	1,531.95	0
3028	05/19/2009	ADV002	Advertising & Supply	202.00	0
3029	05/19/2009	AKE001	Dave Aker	119.70	0
3030	05/19/2009	AME002	American Tire Service	312.50	0
3031	05/19/2009	AME008	American Tire Service, Inc	340.00	0
3032	05/19/2009	AME005	Ameripride Linen & Apparel Services	611.92	0
3033	05/19/2009	AQU001	Aqua Water Solutions	78.31	0
3034	05/19/2009	B&B001	B&B Products	5,320.90	0
3035	05/19/2009	BAT001	Batteries Plus	33.46	0
3036	05/19/2009	BER001	Bert's Truck Equipment	59.16	0
3037	05/19/2009	BOB001	Bobcat of Grand Forks	591.06	0
3038	05/19/2009	TRE004	Brady & Jayme Trenbeath & Bank Fo	5,000.00	0
3039	05/19/2009	BRI003	Brite-Way Window Cleaning	45.00	0
3040	05/19/2009	BUB001	Ron Bubendorf	660.25	0
3041	05/19/2009	BUS002	Business Essentials	350.36	0
3042	05/19/2009	BYD001	Bydal Designs	93.15	0
3043	05/19/2009	C&R001	C&R Laundry & Cleaners	453.27	0
3044	05/19/2009	CAB001	Cabela's Retail	58.56	0
3045	05/19/2009	CAN001	Canon Financial Services	166.58	0
3046	05/19/2009	CAT001	CATCO	428.62	0
3047	05/19/2009	CIV001	Civil Air Patrol Magazine	145.00	0
3048	05/19/2009	CLE001	Clear Channel Communications	555.00	0
3049	05/19/2009	CLU001	Club House Hotel	481.70	0
3050	05/19/2009	COM001	Commercial Maintenance Chemical C	1,299.35	0
3051	05/19/2009	CRO003	Crowne Plaza-St Paul Riverfront	312.58	0
3052	05/19/2009	CUM001	Cummins NPower LLC	5,399.55	0
3053	05/19/2009	D&D001	D&D Heating & Sheet Metal	342.95	0
3054	05/19/2009	DAC001	Dacotah Paper Co	323.96	0
3055	05/19/2009	DAK004	Dakota Supply Group	1,806.72	0
3056	05/19/2009	DAY001	Daydreams Specialities	27.00	0
3057	05/19/2009	DIA001	Richard Papenfuss Diamond Cleaning	142.07	0
3058	05/19/2009	DUA001	Duane W. Nielsen Company	567.82	0
3059	05/19/2009	EAG001	Eagle Electric	165.00	0
3060	05/19/2009	EAS007	East Side Travel Plaza	10.00	0
3061	05/19/2009	ELL003	Barbara Ellis	601.00	0
3062	05/19/2009	EXP003	Explorer Post #38	50.00	0
3063	05/19/2009	EXP002	Exponent	468.99	0
3064	05/19/2009	FLO001	Floan Sanders	95.51	0
3065	05/19/2009	G&K001	G&K Services	247.70	0
3066	05/19/2009	GAL005	Randy Galstad	90.00	0
3067	05/19/2009	GAM001	Carol Gamache	265.25	0
3068	05/19/2009	GCD001	GC Distributing Co	5,452.02	0
3069	05/19/2009	GEO001	George's Quick Printing	566.58	0
3070	05/19/2009	GFC001	GF City Utility Billing	12,024.15	0
3071	05/19/2009	GFF001	GF Fire Equipment	131.00	0
3072	05/19/2009	GFH002	GF Herald	911.88	0
3073	05/19/2009	GFW001	GF Welding & Machine	107.64	0
3074	05/19/2009	GLA001	Glass Pro's Inc	58.00	0
3075	05/19/2009	GOP002	Gopher State Lawn Sprinklers	520.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
3076	05/19/2009	GRA004	Grand Cities Towing	120.00	0
3077	05/19/2009	GRA008	Grand Forks City	48,752.00	0
3078	05/19/2009	GRA005	Grand Forks Taxi Company	2,119.69	0
3079	05/19/2009	GRE004	John Grenier	234.50	0
3080	05/19/2009	H&H001	H&H Masonry	1,367.00	0
3081	05/19/2009	HAI002	Rick Hajicek	266.00	0
3082	05/19/2009	HAI001	Rod Hajicek	8.25	0
3083	05/19/2009	HAR001	Hardware Hank	780.45	0
3084	05/19/2009	HEA001	Heartland Paper	80.55	0
3085	05/19/2009	HUG001	Hugo's	39.66	0
3086	05/19/2009	HUI001	Scott Huizenga	60.50	0
3087	05/19/2009	IND001	Independent School District #595	35,541.61	0
3088	05/19/2009	JOH009	Mary Johnson	139.15	0
3089	05/19/2009	K&K001	K&K Trucking Inc	4,849.02	0
3090	05/19/2009	KAR001	Kar Products	274.50	0
3091	05/19/2009	KEI001	Keith's Lock & Key	91.70	0
3092	05/19/2009	KEL001	Kellermeier Building Service	3,088.50	0
3093	05/19/2009	KOS001	Linda Kossow	37.50	0
3094	05/19/2009	KOV002	Kris Kovar	74.71	0
3095	05/19/2009	LAK001	Laker Chemical	1,754.06	0
3096	05/19/2009	LEA002	League of MN Cities	1,000.00	0
3097	05/19/2009	LUM001	Lumber Mart	248.90	0
3098	05/19/2009	LYN002	Gladwin Lynne	299.10	0
3099	05/19/2009	M&W001	M&W Services	830.00	0
3100	05/19/2009	MAC002	MacQueen Equipment	598.71	0
3101	05/19/2009	MEN001	Menards	104.95	0
3102	05/19/2009	MER001	Meritcare	49.00	0
3103	05/19/2009	MID003	Midcontinent Communications	744.13	0
3104	05/19/2009	MID004	Midcontinent Communications	1,980.00	0
3105	05/19/2009	MND007	MN Dept of Revenue	5,900.00	0
3106	05/19/2009	MNP005	MN POST Board	900.00	0
3107	05/19/2009	MOT001	Motion Industries Inc	589.26	0
3108	05/19/2009	NEW001	Newman Signs	2,370.00	0
3109	05/19/2009	NOR015	Northern Mosquito Control	686.50	0
3110	05/19/2009	NOR004	Northern Plumbing Supply	365.09	0
3111	05/19/2009	NOR005	Northern Safety Tech	559.12	0
3112	05/19/2009	NOR0010	Northern Valley Machine	487.36	0
3113	05/19/2009	ORE001	O'Reilly Auto Parts	2,386.34	0
3114	05/19/2009	OPP001	Opp Construction	10,320.00	0
3115	05/19/2009	ORC002	Orchard Oil Company	1,335.60	0
3116	05/19/2009	PET001	Peterson Veterinarian Clinic P.C.	416.78	0
3117	05/19/2009	POL004	Polk County Recorder	56.00	0
3118	05/19/2009	PRA001	Praxair Distribution	70.96	0
3119	05/19/2009	PRE001	Premium Waters Inc	103.09	0
3120	05/19/2009	QUA002	Qualificatrion Targets Inc	71.63	0
3121	05/19/2009	QUI001	Quill Corp	268.14	0
3122	05/19/2009	RDJ001	RDJ Specialties Inc	243.00	0
3123	05/19/2009	REE001	Reed Business Information	250.92	0
3124	05/19/2009	REY001	Revolutions Power Sports	33.07	0
3125	05/19/2009	ROB002	Bert Roberts	221.30	0
3126	05/19/2009	ROB005	Dennis Robertson	252.63	0
3127	05/19/2009	SAF002	Safety Kleen Corp	847.12	0
3128	05/19/2009	SAM002	Sam's Club	248.16	0
3129	05/19/2009	SHR001	Share Corporation	247.53	0
3130	05/19/2009	SIM003	Simonson Lumber & Hardware	83.16	0
3131	05/19/2009	SIM001	Simonson Station Stores	114.37	0
3132	05/19/2009	SMI001	Ben Smith	20.00	0
3133	05/19/2009	SPR002	Spray Advantage	307.31	0
3134	05/19/2009	STA004	Lynn Stauss	405.10	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
3135	05/19/2009	STO001	Stone's Mobile Radio	67.62	0
3136	05/19/2009	STA005	Strata Corp	499.02	0
3137	05/19/2009	STU001	Stuart's Towing	10.00	0
3138	05/19/2009	SUN002	Sun Dot Communications	138.49	0
3139	05/19/2009	SUN005	Suncoast Precision Tools	129.95	0
3140	05/19/2009	SUN001	Sunshine Terrace	95.48	0
3141	05/19/2009	SUR001	Surplus Center	15.44	0
3142	05/19/2009	SZC001	Darren Szczepanski	491.79	0
3143	05/19/2009	TER002	Terry's Tire Service	300.00	0
3144	05/19/2009	TON001	Tony Dorn Inc	104.24	0
3145	05/19/2009	TRU001	True Temp	195.04	0
3146	05/19/2009	UNI007	United Rotary Brush Corp	1,268.74	0
3147	05/19/2009	UPS001	UPS	72.60	0
3148	05/19/2009	VAL002	Valley Truck	112.56	0
3149	05/19/2009	VER001	Verizon Wireless	443.49	0
3150	05/19/2009	VIL001	Vilandre Heating & A/C	1,314.79	0
3151	05/19/2009	WAS001	Waste Mgmt	11,096.19	0
3152	05/19/2009	WAT001	Water & Light Department	49,365.58	0
3153	05/19/2009	WID001	Widseth Smith Nolting & Associates	1,912.20	0
3154	05/19/2009	WIZ001	Wizard's Enterprises, Inc.	490.00	0
3155	05/19/2009	XER001	Xerox Corporation	73.94	0
3156	05/19/2009	ZEE001	Zee Medical Service	40.60	0

Check Total: 254,825.03

