

# WEEKLY MEMO

**Date:** November 8, 2013

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

**RE:** Weekly Update

## **UPCOMING MEETINGS:**

*Work Session – November 12, 2013 – 5:00 PM – Training Room*

*Regular Council Meeting – November 19, 2013 – 5:00 PM – Council Chambers*

*Work Session – November 26, 2013 – 5:00 PM – Training Room*

*Regular Council Meeting – December 3, 2013 – 7:00 PM – Council Chambers*

*Work Session – December 10, 2013 – 5:00 PM – Training Room*

*Regular Council Meeting – December 17, 2013 – 5:00 PM – Council Chambers*

## **BOARD & COMMISSION UPDATES:**

### **Pine to Prairie Drug Task Force Update – Mark Olstad**

The “Drug Take Back Boxes” that were recently purchased are now in place. The “Drug Take Back” boxes are placed in the lobbies of the East Grand Forks and Crookston Police Departments and in Fosston. These boxes will allow medications to be dropped off anonymously. This will help us fight this serious problem by turning in expired and unneeded medications and by keeping current prescription in a secure location!

I am happy to announce that Chief Hedlund was appointed to be the Chair of the Pine to Prairie Drug Task Force. The EGF member has taken over as Commander of the Officers within the Pine to Prairie Drug Task Force. Linda Wald, EGF Police Department, has taken over as the Secretary for the Pine to Prairie Drug Task Force. I would like to thank them for their continued dedication

We are still working on an agreement between Minnesota and North Dakota in regards to working together across state lines. The next meeting of the Pine to Prairie Drug Task Force will be on November 21, 2013.

## **DEPARTMENT UPDATES:**

### **Campbell Library – Charlotte Helgeson**

The EGF Campbell Library has received a 4-star rating from the Library Journal. The rating uses Circulation, Visits, Program Attendance and Internet Users per capita. The information is taken from the 2011 annual reports filed by each library. It isn't a guarantee that once a library has reached Star Level, the top 30 in its budget range, that it will remain there. To move up one star is even less common. Our Program Attendance is our strong area. Our weakest is Internet Users. We have few computers available per capita compared to other libraries within our budget range.

The Water & Light department took infrared pictures of the meeting room closet's ceiling. No significant difference in temperature was shown with 38 degrees outside. Pictures will be taken again once the outside temperature falls into the teens.

## **AGENDA ITEMS:**

Item 1 will be an overview of possible transportation projects for 2014 by the City Engineer.

Item 2 will be looking for change orders from JTC for the Police Building Project.

Item 3 will consider a proposed resolution regarding a discrepancy in special assessments and will be addressed by the City Attorney.

Item 4 will consider renewing a lease agreement for storage space with the Minnesota DNR.

Item 5 will be an update given by the City Administrator regarding the progress the negotiating committee has made with the engineering firm regarding the proposed amendment for the waste water project.

Item 6 will consider allowing an extension to the completion date to 2013 Watermain and Forcemain Replacement project.

Item 7 will be a budget presentation from the EDHA Director.

Item 8 will be a budget presentation from the Police Chief.

Item 9 will be a budget presentation from the City Planner for planning, transit, building inspections, and the facility budget for the City Hall building.