

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for November 5, 2013 was called to order by Council President Buckalew at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Greg Leigh, Council Members Clarence Vetter, 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; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; Jim Richter, EDHA Director; Jason Stordahl, Public Works Director; and Chad Swendseid, Park Maintenance Worker.

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of October 15, 2013.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of October 22, 2013.
3. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of October 29, 2013.

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

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

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 Civic Recreation Center and VFW Memorial Arena Lease Agreement between the City of East Grand Forks and the East Grand Forks Public School District.
5. Consider approving the request from the Fire Department to have the civil defense sirens declared as surplus and sell for scrap metal.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS FOUR (4) THROUGH (5).

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

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

6. Regular meeting minutes of the Water, Light, Power, and Building Commission Meeting for October 3, 2013.
7. Regular meeting minutes of the Planning Commission Meeting for August 15, 2013.

COMMUNICATIONS:

8. Chad Swendseid has successfully completed his probationary period as a Park Maintenance Worker for the Parks and Recreation Department.

Council President Buckalew congratulated Mr. Swendseid on passing his probation.

OLD BUSINESS:

9. Consider approving the labor agreement between the City of East Grand Forks and the Teamsters Local No. 120.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE LABOR AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND THE TEAMSTERS LOCAL NO. 120.

Council President Buckalew asked if there were any questions regarding the clarification of language that was done under the Health Insurance portion of the contract. With no questions or comments he thanked Council member Vetter for making the suggestion for clarification of the language.

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

Voting Nay: None.

Absent: Vonasek.

10. Consider adopting Resolution No. 13-10-103 amending the skating and hockey fees for the 2013-2014 season.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 13-10-103 AMENDING THE SKATING AND HOCKEY FEES FOR THE 2013-2014 SEASON.

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

Voting Nay: None.

Absent: Vonasek.

NEW BUSINESS:

11. Consider approving the Cooperative Fire Protection Agreement between the East Grand Forks Fire Department and the Minnesota Department of Natural Resources.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE COOPERATIVE FIRE PROTECTION AGREEMENT BETWEEN THE EAST GRAND FORKS FIRE DEPARTMENT AND THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES.

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

Voting Nay: None.

Absent: Vonasek.

12. Consider approving the request from the Park and Recreation Department to start the hiring process to fill a park maintenance worker position.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE REQUEST FROM THE PARK AND RECREATION DEPARTMENT TO START THE HIRING PROCESS TO FILL A PARK MAINTENANCE WORKER POSITION.

Council Vice-President Leigh asked for a clarification regarding the schedule of the park maintenance workers and would like to make their schedules are changing since the arenas are open late. Mr. Aker confirmed that they were. Council member Olstad asked why the hiring process needs to be done again. Mr. Aker stated how one of the park maintenance workers put in his two week notice and will be done on November 8th.

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

Voting Nay: None.

Absent: Vonasek.

13. Consider approving the request for the City to join the Minnesota WSCA Purchasing Card Program and for use of this program to begin on January 1, 2014.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO APPROVE THE REQUEST FOR THE CITY TO JOIN THE MINNESOTA WSCA PURCHASING CARD PROGRAM AND FOR USE OF THIS PROGRAM TO BEGIN ON JANUARY 1, 2014.

Council Vice-President Leigh said how only two banks were looked at and asked why the other banks in town were not looked into. Ms. Anderson stated she had checked into what these other financial institutions offer which was only a credit card service but they do not provide the credit card system that the City would like to utilize.

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

Voting Nay: None.

Absent: Vonasek.

CLAIMS:

14. Consider adopting Resolution No. 13-10-108 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 17185 for a total of \$2,847.99 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 13-10-108 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 17185 FOR A TOTAL OF \$2,847.99 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Council member Grassel asked if there was a typo in the agenda for this item. Ms. Nelson stated there was.

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

Voting Nay: None.

Abstain: Buckalew.

Absent: Vonasek.

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

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

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

Voting Nay: None.

Absent: Vonasek.

COUNCIL/STAFF REPORTS:

Council Member Tweten told the council they are very fortunate to have the new library project coordinator. He added she was very enthusiastic, very good at what she does, and hopes she will be around for years to come.

Council Vice-President Leigh stated how there is an ongoing stinky mess and the council needs to make this issue a priority and have it corrected. Mayor Stauss stated that he agreed with Council member Leigh on how this odor issue needs to be addressed. Council member Tweten explained how the watermain and forcemain replacement had been put on hold because of a family emergency with the subcontractor and asked Mr. Stordahl to say a few words on what the City has tried to fix this situation. Mr. Stordahl explained the variety of methods of eliminating the odor problem and a brief summary of it worked. He also added that once this forcemain project is completed there might have to be more done for odor at lift one. Mr. Tweten ended by mentioning the upcoming projects, how the system needs to be maintained, and how the City is trying to address this odor issue.

Mr. Murphy told the council he had attended the Senate Bonding Committee meeting over in Crookston with Mr. Buckalew, Mr. Stauss, and Mr. Tweten. He thanked the mayor and Mr. Tweten for giving presentations. He also told the council all of his stuff is now in storage and thanked them for allowing his unusual schedule these last couple weeks.

Ms. Helgeson informed the council that the new National Report had come out which had awarded the East Grand Forks Campbell with three stars. She told the council that this year library received four stars. She also explained to the council how there was a theft from the library but with the new security system, the help of the IT department and the police department the items stolen were returned to the library within 24 hours of the theft.

Ms. Anderson informed the council that after reviewing the budget she had found more revenue items that needed to be added so currently the budget is now balanced.

Mr. Boyce told the council about the progress at the new central substation and how it had been energized. He added how there will planned outages over the next few weeks in the north end to connect people to the new substation. He explained how the affected areas were notified but just wanted to let the council know in case they received a phone call from a resident regarding the power outages.

Council President Buckalew asked if electronics should be shut off during this time. Mr. Boyce stated how it is good to take precautions have electronics stuff off during this time because there would be less of a chance of having an issue.

Mr. Aker told the council that he would like to congratulate Mr. Swendseid on the great job he has been doing and added what a great employee he is. Mr. Swendseid thanked the council for opportunity to serve the community. Council Vice-President Leigh added that all he heard is good comments about Mr. Swendseid. Mr. Swendseid added that he likes to keep things nice and neat to help attract people to our community.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE NOVEMBER 5, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:26 P.M.

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

Voting Nay: None.

Absent: Vonasek.

David Murphy, City Administrator/Clerk-Treasurer