

**APPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 8, 2013 - 5:00 P.M.**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for October 8, 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: Council President Craig Buckalew, Council Members Clarence Vetter, Mark Olstad, and Chad Grassel.

Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; 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. Mold Remediation in Police Department – Brent Dammann/Greg Boppre

Council President Buckalew stated that this item will have to be tabled because the quotes were not ready. Ms. Ellis informed the council how rooms are being prepared for the members of the police department to move into spaces within City Hall while this project is going on.

2. 12AJ4 Utilities & Street Construction Assessment Roll – Brad Bail

Mr. Bail informed the council the assessment roll has been completed and he is requesting it to be filed and set a public hearing date. Council member Vetter asked if the construction costs had been approved. Mr. Bail stated they had and how this project was completed. Council President Buckalew asked if this was the first job completed under the new policy of a developer's agreement. Ms. Ellis stated it was. Discussion followed about what is included in the developer's agreement and when sidewalks will be installed. Council member Vetter stated research is being done to see if there are any delinquent assessments and he will be bringing the findings to the next meeting. He added that the council might need to review the developer's agreement and redo parts of it as needed. Mr. Bail stated that taxes and special assessments have to be current in order for the county to replat an area.

This item will be referred to a City Council Meeting for action.

3. 2040 Alternative Transportation Modes – Teri Kouba

Ms. Kouba introduced herself and Ms. Erickson. Ms. Kouba then explained how the Bike and Pedestrian plan as well as the Transportation plan needs to be updated every so many years. Ms. Kouba continued by reviewing the Transportation plan for the Grand Cities, goals and objectives, how the goals and objectives will be reached, and how they will be focused on improving performance. She explained how there was a public meeting on October 1st so the public could comment on these plans but no one attended the meeting. She then mentioned how some funds come from both the federal and state levels for this program but there is still a city portion. Council member Olstad asked what the City portion will be and if the City has enough to cover these costs. Ms. Ellis stated how border cities have been short changed and added how East Grand Forks could be receiving more funding next year for transit operations. She also added how funds have been set aside for these costs.

Ms. Erickson explained the new goals in place for the bike and pedestrian paths which includes connecting more routes together and adding more routes to include bike lanes in the streets. She added how they will be trying to connect neighborhoods and UND to the downtown area. Council member Vetter asked if there was funding available to put in a bike lane on Bygland Road going down to the schools. Ms. Erickson stated there was some funding available but not sure when that could be completed. Council member Olstad commented how the police department patrols on bikes and asked if there were funds available for safety and security. Ms. Ellis stated that they could use that when applying for funds as an added bonus. Discussion followed about where more bike lanes could be put in and where there might be issues.

4. Refuse Collection Services Update – Jason Stordahl

Mr. Stordahl told the council he spoke with Countrywide Sanitation to see how long it would take them to be geared up to take on East Grand Forks if they were awarded the job. He was told it would be three months and asked the council if or when they would like to put this up for bid. Council member Vetter suggested January or February. Council President Buckalew asked if Countrywide had the separation of recyclables. Mr. Stordahl stated it would be the same as the City has now with separate bins for refuse and recycling. Council President Buckalew asked to find out what kind of facility they have for recycling.

5. Motor Grader Rental – Jason Stordahl

Mr. Stordahl told the council that he handed out quotes for motor grader rental which he received from Butler Machinery, ASC Volvo, and RDO. He stated after going over the quotes and averaging the number of hours that the rented motor grader was used in the last few years he is recommending to go with Butler Machinery. He added last year the City rented from Butler, how there were some issues with the wing, and they were very good to work to get it taken care of.

This item will be referred to a City Council Meeting for action.

6. 2013-2014 Gravel and Sand Bids – Jason Stordahl

Mr. Stordahl informed the council that he requested sealed bids for gravel and sand but did not receive any. He then asked for quotes from a few different companies. He explained how he

received quotes from both K&K Trucking and Garry Gravel. Mr. Stordahl informed the council that he is considering the gravel and sand as separate and will be recommending awarding the gravel bid to K&K Trucking for the amount of \$10.85 per ton and the sand bid to Garry Gravel for the amount of \$9.36 per ton. He added both of these companies have been very reliable and good to work with.

This item will be referred to a City Council Meeting for action.

7. Annual Pump Replacement Lift 16 – Jason Stordahl

Mr. Stordahl explained how the pumps at lift 16 are scheduled to be replaced. He stated there is still money in the waste water fund to cover this cost. He informed the council the two quotes he had received were from Electric Pump and Minnesota Pump Works which came in with the lower quote. He added that the prices included trading in the current pumps in lift 16 so he will be asking to declare them as surplus. Mr. Stordahl said he recommends purchasing the pumps from Minnesota Pump Works at a cost of \$5,993 with trading in the current pumps. Council President Buckalew asked if the pumps would be in by the end of the year. Mr. Stordahl stated there is a good chance they will be.

This item will be referred to a City Council Meeting for action.

Other:

Ms. Ellis informed the council that the end of the sidewalk by the stoplight at 14th Street is still gravel. She explained how she was told that MNDOT asked the contractor not to put down concrete since they will be taking it out to install the new push buttons for the pedestrian crossing in the spring. She added that she will be getting confirmation and will be asking for a news release so the public will know what is going on at this intersection. Ms. Ellis stated the City has been receiving complaints that there is gravel and not sidewalk.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADJOURN THE OCTOBER 8, 2013 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:36 P.M.

Voting Aye: Buckalew, Olstad, Grassel, and Vetter

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer