

**APPROVED MINUTES
OF THE SPECIAL COUNCIL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 29, 2013 - 5:00 P.M.**

CALL TO ORDER:

The Special Meeting of the East Grand Forks City Council for October 29, 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, 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; 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 QUORUM:

The Council President Determined a Quorum was present.

SCHEDULED PUBLIC HEARINGS:

1. Public Hearing to consider adopting Resolution No. 13-10-106 approving the adoption of assessment roll #323 for 2012 Assessment Job No. 4 – Utilities and Street Construction – Riverview 10th Addition for a total assessment amount of \$425,748.55.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO OPEN THE PUBLIC HEARING.

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

Voting Nay: None.

Mr. Boppre gave the council a brief overview of the assessment roll and explained how one piece of property was only paying for storm sewer benefit since that property owner already paid benefits for streets and sewer on the front side of their property.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VETTER, TO CLOSE THE PUBLIC HEARING.

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

Voting Nay: None.

NEW BUSINESS:

2. Consider adopting Resolution No. 13-10-106 approving the adoption of assessment roll #323 for 2012 Assessment Job. No. 4 – Utilities and Street Construction – Riverview 10th Addition for a total assessment amount of \$425,748.55.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-10-106 APPROVING THE ADOPTION OF ASSESSMENT ROLL #323 FOR 2012 ASSESSMENT JOB. NO. 4 – UTILITIES AND STREET CONSTRUCTION – RIVERVIEW 10TH ADDITION FOR A TOTAL ASSESSMENT AMOUNT OF \$425,748.55.

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

Voting Nay: None.

3. Consider approving the temporary liquor license application for the St. Michael's Church holding an event at Sacred Heart Church for November 2, 2013 and contract with Liberty Lanes for liquor services.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE TEMPORARY LIQUOR LICENSE APPLICATION FOR THE ST. MICHAEL'S CHURCH HOLDING AN EVENT AT SACRED HEART CHURCH FOR NOVEMBER 2, 2013 AND CONTRACT WITH LIBERTY LANES FOR LIQUOR SERVICES.

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

Voting Nay: None.

OTHER:

4. Fire Department Budget Presentation

Chief Larson gave the council an overview of the number of employees in the department working both full and on call, training they had completed this year, and how the shifts work. He also told the council about some changes he had made in the budget regarding fuel and lubricants, small tools and equipment, and funds that are needed for the City's portion of paying for a grant. He stated how they have had 151 more calls this year at this point than last year and there are still two months left. He explained the different programs they have brought to the community to be more visible, told the council how much the department had raised in grants, and went over capital improvements that included repairs, maintenance to the fire stations and a fire truck, and items that might need to be put back on the capital improvement list or central equipment fund in the future.

5. Public Works Department Budget Presentation

Mr. Stordahl gave a brief overview of employees in the Public Works Department, reviewed the budgets of the different areas Public Works covers, and reviewed capital improvement items which included the purchase of a snow blower. He also informed the council about the fences that go around the Public Works yard are in need of either repair or replacement and the issue of security with holes in the fence. Mr. Stordahl mentioned the annual street crack sealing and manhole and catch basin repairs. He also

told the council about a smaller pickup he would like to purchase to mosquito control which would be better on gas than the larger pickup they currently use.

Mr. Stordahl then went into the Waste Water Budget. He explained that there is a lift station that is scheduled to be replaced in 2014 which has been estimated to cost \$2.5 million. He had pictures of the lift station that needs to be replaced that the council was able to compare to pictures of a newer lift station. Mr. Stordahl also informed the council that the SCADA or computer system will need to be replaced because the system is 15 years old and that it is a failing system. He added one estimate he had received to replace the system was \$270,000 and it has to be done at the same time so the system works together and can function properly.

Mayor Stauss asked if there were any types of grants to help with the costs of the lift station or updating the SCADA system. Mr. Stordahl stated he wasn't sure and added he would look in to it. Council President Buckalew asked if all of the capital improvement items were already included and budgeted for. Ms. Anderson stated how the council will have to decide how those funds will be spent during their capital improvement budget discussion. She added there were funds available in the sewage fund for the lift station replacement. Council Vice-President Leigh stated of some of those funds had been earmarked for the lagoon project. Ms. Anderson said that was correct and there would be approximately \$500,000 set aside for the lagoon project by the end of the year. Mayor Stauss asked what the City is expected to bring in every year with the new fee added on. Ms. Anderson stated that she estimates the City will bring in around \$430,000 a year. She also informed the council that she went over the budget again and after making some corrections and adjustments the budget is now only off by \$66,000. She added that she will be reviewing the budget again.

Mr. Stordahl told the council about the possible need for a new garbage truck. He stated how he had spoken with Ms. Anderson and would like to set aside about \$100,000 for the next two years for the purchase for the new truck. Council Vice-President Leigh asked if that service could be contracted out. Mr. Stordahl stated that he could but there were advantages for the City to keep picking up the commercial service and for special refuse pickups for residents. He added the last time the he and Mr. Huizenga looked into contracting out is ended up being a wash but this is something he can look into again to see if there is a difference.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE OCTOBER 29, 2013 SPECIAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:00 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer