

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
SEPTEMBER 1, 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."

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" for the East Grand Forks, Minnesota City Council of August 18, 2009.
2. Consider approving the minutes of the "Work Session" for the East Grand Forks, Minnesota City Council of August 25, 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 a 10 hour Adventure Race from 8:00 a.m. to 8:00 p.m. on September 26, 2009 contingent upon Polk County Sheriff's Department approval.
4. Consider approving the application for a Special Event for a block party on 18th Avenue SE on September 12, 2009 from 12:00 P.M. to 12:00 A.M.
5. Consider approving the application for a Special Event for a block party on 11th Avenue SE on September 12, 2009 from 7:00 P.M. to 11:00 P.M.

6. Consider approving the application for a Parade Permit for the Greater Grand Forks Jaycees (Potato Bowl Parade), on October 10, 2009 from 9:30 A.M. to 1:00 P.M. coming from Grand Forks across the Sorlie Bridge into East Grand Forks ending in the Riverwalk Centre parking lot.
7. Consider approving the application for an Exempt Gambling Permit for a raffle for the Min-Dak Border Chapter of MN Deer Hunters to be held October 29, 2009 at the VFW, 312 DeMers Ave, East Grand Forks, MN 56721 and waive the 30-day waiting period.
8. Consider approving the application for an Exempt Gambling Permit for a raffle for the Red River Valley Pheasants Forever to be held April 10, 2010 at the VFW, 312 DeMers Ave, East Grand Forks, MN 56721 and waive the 30-day waiting period.
9. Consider approving the Minnesota Municipal Utilities Association Service Agreement for the Safety Management Program split 50/50 between the City and Water & Light Department.
10. Consider approving the FY 10 Grant-In-Aid Agreement with the State of Minnesota for Northern Light/Red River Snowmobile Club Trail Maintenance and authorize the Mayor and the City Administrator to sign the agreements on behalf of the City of East Grand Forks.
11. Consider approving the request to set a fee for 4 yard (\$100 per pull), 6 yard (\$125 per pull), and 8 yard (\$150 per pull) containers for residential use for a 60 day maximum.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

12. The minutes of the Water, Light, Power and Building Commission for August 6, 2009.
13. The minutes of the East Grand Forks Campbell Library Board Meeting for August 25, 2009.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS: NONE.

CLAIMS:

14. Consider adopting Resolution No. 09-09-59 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 4047 for a total of \$1637.53 whereas Council Member Buckalew is personally interested financially in the contract.
15. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings:

Work Session – September 8, 2009 – 5:00 PM – Training Room

Regular Meeting – September 15, 2009 – 5:00 PM – Council Chambers

Work Session – September 22, 2009 – 5:00 PM – Training Room



**UNAPPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
Tuesday, August 18, 2009 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for August 18, 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 Member Marc Demers, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Charlotte Helgeson, Library Director; Mike Hedlund, Police Chief; Nancy Ellis, Planning & Zoning; Jim Richter, EDHA Director; Dave Aker, Parks & Recreation Superintendent; Randy Gust, Fire Chief; and John Wachter, Public Works Superintendent.

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 August 4, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF AUGUST 4, 2009.

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

2. Consider approving the minutes of the "Special Meeting" and "Work Session" for the East Grand Forks, Minnesota City Council of August 11, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE "WORK SESSION" AND "CLOSED MEETING" FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF AUGUST 11, 2009.

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

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 chose.

Council Member Gregoire asked that item number three be pulled off the agenda.

3. Consider approving a two year contract with CivicPlus Website for a one-time fee of \$13,000 and up to \$3,000 per year ongoing costs and allow the Mayor and City Administrator sign all necessary documents.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE A TWO YEAR CONTRACT WITH CIVICPLUS WEBSITE FOR A ONE-TIME FEE OF \$13,000 AND UP TO \$3,000 PER YEAR ONGOING COSTS AND ALLOW THE MAYOR AND CITY ADMINISTRATOR SIGN ALL NECESSARY DOCUMENTS.

Council Member Gregoire stated that he is not going to support the new website at this time. He understands that it needs updating but he feels that it needs to go through the budget process.

Council Vice President Tweten disagreed with Council Member Gregoire because we need to inform residents and market our community. Council Member Pokrzywinski stated that the City should provide essential services so he still supports the hiring of the Firefighter and Patrol Officer. He informed City Council that he will support the new website as well. This is not a want it's a need. Council Member Leigh agrees that we need to stick with the budget but he talked to Mr. Huizenga and he assured him that there are funds available for 2009.

Mayor Stauss stated that the website is very much needed and is a one time cost. Council President Grassel supports the website as well. He stated that the current website is difficult to navigate and we need to provide information on our schools, churches, parks, etc.

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

4. Consider approving a new sanitation charge of \$1.00 each for accepting pallets.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTION NUMBER FOUR (4) AS SUBMITTED.

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

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

5. The minutes of the Water, Light, Power and Building Commission for July 16, 2009.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

6. Consider approving the revised Viking Gas Encroachment Agreement for the "2009 City Project No. 1 – Curb, Gutter, and Paving" – 23rd Street NW project.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE REVISED VIKING GAS ENCROACHMENT AGREEMENT FOR THE "2009 CITY PROJECT NO. 1 – CURB, GUTTER, AND PAVING" – 23RD STREET NW PROJECT.

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

CLAIMS:

7. Consider adopting Resolution No. 09-08-58 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 3924 for a total of \$717.16 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. 09-08-58 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 3924 FOR A TOTAL OF \$717.16 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

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

3D Specialties	Telespar	\$1,890.08
Advanced Business Methods	Contract Copier	\$370.60
Alltel	Cell Phone	\$386.39
American Tire Service	Mower Tires	\$329.60
Ameripride Linen & Apparel Services	Mops/Cleaning Supplies	\$135.04
Bio-Key International	Software Mtce	\$2,585.58
Brians Flooring	Flooring/RW Center	\$95.02
Bydal Designs	Signs	\$192.37
Canon Financial Services	Copier Fees	\$167.10
Carquest Auto Parts	Hyd hose #194	\$17.68
Channing Bete Company	Medical Supplies	\$75.61
Clear Channel Communications	Advertising	\$585.00
Crookston City	July Speed / Safe & Sober	\$1,147.97
Cummins NPower LLC	Check Generator For Leaking Fluid/Carburetor Parts #366	\$474.05
Custom Stripes Inc	Graphics #146	\$160.00
Dacotah Paper Co	Supplies/Towels	\$481.69
Dakota TV & Appliance	Cold Control/Defrost Timer/Blow Dryer	\$315.48
DeMers Marc	Reimb Meal & Mileage/M.Demers/CGMC	\$233.60
Derek Olson & US Bank	Down Payment Assistance Program	\$7,500.00
Diamond Cleaning Supply	General Supplies	\$130.76
Eagle Electric	Rpr Work After Flood Waters/Fountain Work/Power	\$3,106.98
East Side Travel Plaza	Fuel	\$208.00
Economy Plumbing	Plugged Sewer	\$305.00
Electric Pump	#5 Lift Station Pumps 1	\$6,031.17
ESS Brothers & Sons Inc	R-3015 CCB Castings	\$4,722.81
Explorer Post #38	Squad Car Wash	\$40.00
Farmers Elevator Co of Alvarado	Curtail/Weed Blast/ Aqua Net	\$1,166.31
Fidelity National Property & Casualty	Flood Insurance	\$1,849.00
Filter Care	Parts For Stock	\$238.26
Flaherty & Hood PA	Prof Services	\$47.50
Floan Sanders	09 CP3 PB3 17thAve/14thAve Curb Gutter Paving Prep Plans	\$14,780.58
Forx Radiator	Inv Parts # 320	\$87.99
G&K Services	Mats	\$183.16
Gaffanays	Pens/Supplies/Ink Crtdg/Office Supplies	\$186.24
Galstad Jensen & Olson PA	Legal Expenses	\$9,995.77
Garden Hut Inc	Toro Parts/Spark Plug	\$417.93

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GF City Utility Billing	Landfill July 09	\$11,508.80
GF Herald	EGF Pride/Campground	\$2,409.82
GF Welding & Machine	Alum Square Tube	\$19.92
Glass Pro's Inc	Repair Work On Automatic Doors @ Riverwalk	\$327.00
Gopher State Lawn Sprinklers	Repair Broken Supply Line To East Sprinkler	\$378.21
Grand Forks Police Dept	Polygraph Exam - Re: # 09002453	\$50.00
Grassel Richard	Reimb Meal & Mileage/R.Grassel/CGMC 09	\$270.60
Gregoire Wayne	Reimb Meal & Mileage/W.Gregoire/CGMC	\$244.60
GW & Sons Construction Inc	Repair Damage To Lift 6 / Tree Damage	\$9,875.00
H&S Construction	Street Repair	\$14,839.00
H2O Inc	Supplies For Versa Vac	\$64.35
Hagen Cindy	Landscaping Incentive Reimb	\$500.00
Hajicek Rod	Meal Reimb/Crookston Court	\$8.25
Hardware Hank	Hose Hook	\$717.16
Hawkins Chemical	Chlorine	\$577.13
Heartland Paper	Cleaner/Urinal Block/Tissue/Kleenex	\$271.01
Hugo's	Cleaning Gel/Food Supplies/Misc Supplies	\$136.75
Huizenga Scott	Meal & Mileage Reimb/S.Huizenga/CGMC Summer Conf 09	\$289.20
K&K Trucking Inc	Class 5 Gravel	\$2,280.33
Kar Products	Parts For Stock	\$84.50
Kellermeyer Building Service	Cleaning Service July 09	\$3,088.50
Knutson Printing Company	Regular Envelopes	\$300.00
Lithia Payment Processing	Fan Clutch #320	\$205.97
Lumber Mart	Glue/Knife/Trowel/Lumber/Posts	\$373.09
Lynne Gladwin	Uniform Pants/Gate Hardware	\$101.67
M&W Services	Weed Control Application	\$674.50
Marlan & Diane Netterlund & Bremer Bank	Deffered Loan Repayment	\$5,000.00
Menards	Cleaner/Freshners	\$64.58
Meritcare	Drug Tests	\$231.00
Michael Taylor & Priority Title	Downpayment Assistance Program	\$7,500.00
Midcontinent Communications	Sr Center Cable/Sunshine Terrace Cable	\$783.01
Midcontinent Communications	Broadcast Fees/Television Ad	\$1,980.00
MN County Attorney's Association	Seizure/Forfeit Forms	\$29.40
MN Ice Arena Mgr's Association	09 Fall Conf	\$375.00
Nardini Fire Equipment Co.	Fire Ext Inspection	\$102.93
Newman Signs	8th Ave NW Street Sign/Sign Rental	\$2,497.57
O'Reilly Auto Parts	Fuel Treatment	\$365.49
Pamida	Supplies	\$20.28
PDQ Sanitary Services	Porta Poty Rental	\$407.00
Peterson Veterinarian Clinic P.C.	June 2009 Pound Report	\$402.00
Polk County Highway Department	Liquid Calcium Chloride Application	\$5,217.00
Polk County Recorder	Filing Fee Satisfaction Degerness/UCC Filing Fee	\$66.00
Polk County Sheriff's Office	July Speed/ Safe & Sober	\$627.17
Praxair Distribution	Welding Supplies	\$18.01

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Premium Waters Inc	Water Service	\$73.12
Quill Corp	Office Supplies	\$276.71
Qwest	Phone Service	\$347.18
Rackstad Kathleen	Refund Cemetery Lot	\$500.00
Railroad Mgmt Co III LLC	Pipeline Crossing Rent 11/09 - 10/10	\$90.75
RDO Equipment Co	Clutch Repair	\$3,840.24
Reed Business Information	Bid Advertising	\$1,714.62
Revolution Cycle	Fuel Tank	\$46.94
Revolutions Power Sports	Inv Parts #327	\$67.23
Scheels All Sports	Bats	\$619.13
Simonson Station Stores	July Fuel	\$65.11
Skow Natalie & Mark	Lanscaping Reimb Incentive	\$157.05
Spray Advantage	Supplies For Versa Vac	\$48.70
Spruce Valley Corporation	09 AJ No1 Est 2	\$36,000.00
Stauss Lynn	Mileage Reimb/CGMC Summer Conf 09 Mayor Stauss	\$226.60
Stennes Granite	2 O/C Graves	\$950.00
Stone's Mobile Radio	Radio Repair	\$47.62
Stordahl Kenley	Lot Maint/Mowind & Trimming	\$2,400.00
Strategic Insights Inc	Renew Plan It Software	\$721.41
Sun Dot Communications	DSL Service	\$138.49
Tiger Direct.com	DVD Duplicator	\$251.36
Tony Dorn Inc	Copies	\$109.40
Tristeel Manufacturing	Check Valve Shaft Needs New Key & Set Screw	\$98.16
True Temp	Fan Belt/Condensing Unit/Replace Air Filters/Service Labor	\$407.32
United States Post Office	Postage/1Roll Stamps/3 Months Bulk Mail - Sr. Center	\$284.00
Waste Mgmt	Metal Box/Greensite/Homes/Riverwalk	\$14,304.66
Water & Light Department	Corey/Kris April - June 2009/Water & Light Service	\$52,573.49
WDAZ TV	Campground Ad	\$820.00
William Murray & Community Bank of The RRV	Down Payment Assistant Program	\$7,500.00
Woinarowicz Jared	Mileage & Meal Reimb / State Baseball Tourn	\$146.85
	Total	<u>\$260,748.26</u>

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

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

Voting Nay: None.

Abstain: Buckalew.

COUNCIL/STAFF REPORTS:

Mayor Stauss announced that he had a meeting on East Grand Forks 125th birthday.

Council Member DeMers stated that he is pleased to see the website getting revised.

EAST GRAND FORKS CITY COUNCIL
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Council Vice President Tweten informed City Council that the City needs to transmit information to the people on what we are doing with the taxpayer's money.

Council Member Gregoire stated that he supports staying up to date on technology and communication but he would like to go through the budget process.

Council President Grassel announced that the Red River State Recreation Area has 637 more campers since July 2009 compared to July 2008.

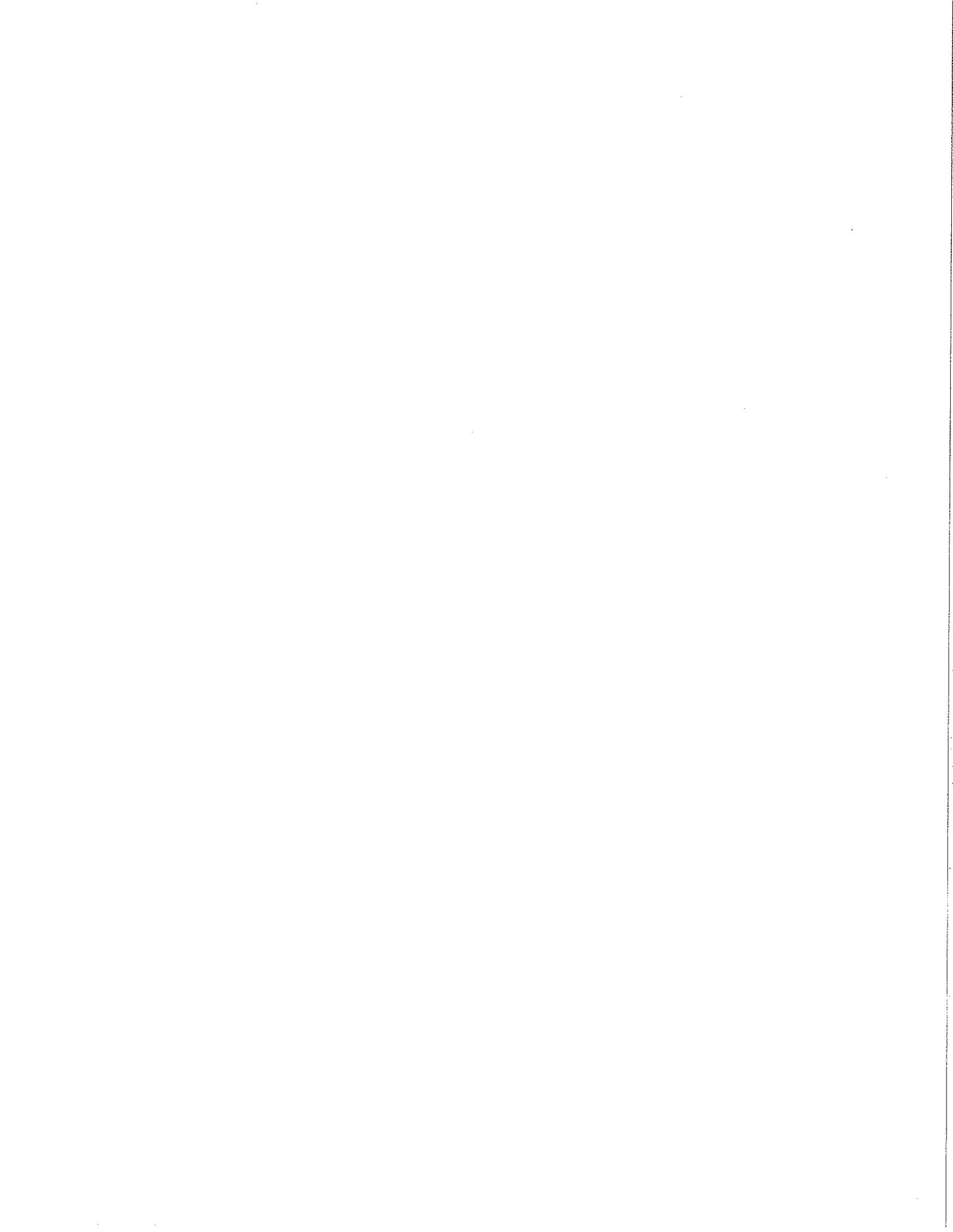
ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE AUGUST 4, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:29 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer



**UNAPPROVED
WORK SESSION
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
Tuesday, August 25, 2009 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for August 25, 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, Council President Dick Grassel, Council Vice President Henry Tweten, Council Members Marc DeMers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; John Wachter, Public Works Superintendent; Randy Gust, Fire Chief; Dave Aker, Parks & Rec Superintendent; Jerry Lucke, Finance Director; and Nancy Ellis, Senior Planner; and Charlotte Helgeson, Library Director.

DETERMINATION OF A QUORUM

1. Residential Construction Waste Containers – John Wachter

Mr. Wachter asked the City Council to set a fee for 4 yard (\$100 per pull), 6 yard (\$125 per pull), and 8 yard (\$150 per pull) containers for residential use, often requested for construction debris. He would like to charge per pull. Council Member DeMers would like to see a time limit between pulls. Mr. Wachter stated that he would be okay with a 60 day limit. This item will be referred to City Council for action.

2. Parking Situation in East Grand Forks – Chief Hedlund

Chief Hedlund announced that the business district is not specified in the current calendar parking ordinance. He stated that there are issues regarding truck parking. Mr. Galstad announced that the business district could be modified in Ordinance No. 296 3rd Series. He informed City Council that Ordinance No. 292 3rd Series states that it is unlawful to park a truck with the exception of road construction/repairs and contractors such as siding companies at a residential home. The current ordinance does not specify if it's calendar parking or year around.

**EAST GRAND FORKS WORK SESSION
AUGUST 25, 2009**

Discussion occurred regarding calendar parking. Council Member Buckalew suggested having the same routine year around. Mr. Galstad stated that this would become an enforcement issue. Ms Ellis informed City Council that during the Central Ave Corridor study, business owners did not want to narrow the streets because this would take away parking for trucks. Mr. Stennes, Stennes Funeral Home, announced that the streets need to be cleaned up and parking on the street can become a liability issue. Mayor Stauss and Council President Grassel announced that they are opposed to year around parking.

Council Member Leigh asked if it was possible to eliminate parking along 17th St NW. This issue will be looked at.

3. 2010 Proposed Budget - Scott Huizenga

Mr. Huizenga gave a brief presentation of the FY 2010 budget. His main focus was the general fund. He announced that the City would need to levy the maximum to hold steady which is a 12.8% increase. Council Member Pokrzywinski announced that the Council and staff would need to communicate with residents. Council Member DeMers asked Mr. Huizenga to look at the overall average cost over five years on mowing. Mr. Huizenga gave alternatives on what could be cut or reduced instead of increasing taxes. Mr. Huizenga stated that the cuts in FY 2009 have helped the City to prepare for the LGA cuts for FY2010.

4. Other

Mayor Stauss informed City Council that he received a complaint on the crop plane spraying near the point. He asked Mr. Galstad to look into this issue.

Mayor Stauss announced that there has been trouble with the Lawonne property. Mr. Wachter stated that no animals were caught and the alley has been cleaned up.

Council President Grassel stated that the automatic door at the mall is busted again. He also informed City Council that the State of Minnesota Parks have increase reservations by 28%.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE AUGUST 25, 2009 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:33 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

**CITY OF EAST GRAND FORKS
SPECIAL EVENT APPLICATION**

Name of Applicant: Extreme North Dakota – Adventure Race (END-AR)

Address: 1726 S Washington St Suite 42a Phone No: 701-330-0709

Contact Name: Andy Magness Date of Event: Sept 26, 2009

Start Time: 8:00am End Time: 8:00pm

Notes/Explanation of Event: END – AR is a 10 hour multi disciple event which will have Teams of 2 or 3 running, biking, canoeing and completing different challenges along the Way. This will be the second year END-AR will be in the greater Grand Cities and we Expect this years race to attract a lot of great racers from the region.



Signature of Applicant

8/26/09

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

USARA RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT

In consideration of participating in the _____ I represent that I understand the nature of this Activity and that I am qualified, in good health, and in proper physical condition to participate in such Activity. I acknowledge that if I believe event conditions are unsafe, I will immediately discontinue participation in the Activity.

I fully understand that this Activity involves risks of serious bodily injury, including permanent disability, paralysis and death, which may be caused by my own actions, or inactions, those of others participating in the event, the conditions in which the event takes place, or the negligence of the "releasees" named below; and that there may be other risks either not known to me or not readily foreseeable at this time; and I fully accept and assume all such risks and all responsibility for losses, costs, and damages I incur as a result of my participation in the Activity.

I hereby release, discharge, and covenant not to sue _____, its respective administrators, directors, agents, officers, volunteers, and employees, other participants, any sponsors, advertisers, and, if applicable, owners and lessors of premises on which the Activity takes place, (each considered one of the "RELEASEES" herein) from all liability, claims, demands, losses, or damages on my account caused or alleged to be caused in whole or in part by the negligence of the "releasees" or otherwise, including negligent rescue operations; and I further agree that if, despite this release, waiver of liability, and assumption of risk I, or anyone on my behalf, makes a claim against any of the Releasees, I will indemnify, save, and hold harmless each of the releasees from any loss, liability, damage, or cost which any may incur as the result of such claim.

I have read this RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT, understand that I have given up substantial rights by signing it and have signed it freely and without any inducement or assurance of any nature and intend it be a complete and unconditional release of all liability to the greatest extent allowed by law and agree that if any portion of this agreement is held to be invalid the balance, notwithstanding, shall continue in full force and effect.

(Initial) _____ I hereby warrant that I have read this Agreement carefully and understand its terms and conditions.

PRINTED NAME OF PARTICIPANT: _____ AGE: _____ DATE OF BIRTH: ____/____/____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE (____) _____ E-MAIL _____

PARTICIPANT'S SIGNATURE (only if participant is age 18 or older): _____ DATE _____

I have read this Agreement carefully and understand its terms and conditions

PARENTAL CONSENT

AND I, the minor's parent and/or legal guardian, understand the nature of the above referenced activities and the minor's experience and capabilities and believe the minor to be qualified to participate in such activity. I hereby release, discharge, covenant not to sue and AGREE TO INDEMNIFY AND SAVE AND HOLD HARMLESS each of the Releasees from all liability, claims, demands, losses, or damages on the minor's account caused or alleged to have been caused in whole or in part by the negligence of the Releasees or otherwise, including negligent rescue operations, and further agree that if, despite this release, I, the minor, or anyone on the minor's behalf makes a claim against any of the above Releasees, I WILL INDEMNIFY, SAVE AND HOLD HARMLESS each of the Releasees from any litigation expenses, attorney fees, loss liability, damage, or cost any Releasee may incur as the result of any such claim.

Printed name of Parent/Guardian _____

Signature of Parent/Guardian _____

Date: _____

USARA MEMBERSHIP

CURRENT USARA MEMBER NUMBER _____ EXPIRES _____ (Show USARA license to race management to confirm)

Check below if you do not have a valid USARA license:

_____ 1 year USARA Membership \$35.00

_____ Single Event License \$8.00

WHITE COPY-USARA

YELLOW COPY-RACE

PINK COPY-APPLICANT

USARA Form C

CITY OF EAST GRAND FORKS
SPECIAL EVENT APPLICATION

Name of Applicant: 18th Avenue SE Residents

Address: 1112 18th Avenue SE

Phone No: 218-791-7858

Contact Name: Heather Vandervort

Date of Event: 9-12-09

Start Time: 12:00 pm 9-12-09

End Time: 12:00 am 9-13-09

Notes/Explanation of Event: Block party for 18th Avenue SE Residents.

Special Requests (Staff, Road Closed, Etc): Request for barricades to be set up at 10th Street SE and 13th Street SE entrances.

Heather Vandervort
Signature of Applicant

8-18-09
Date

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

Recommendations: _____

Signature of Staff

Date

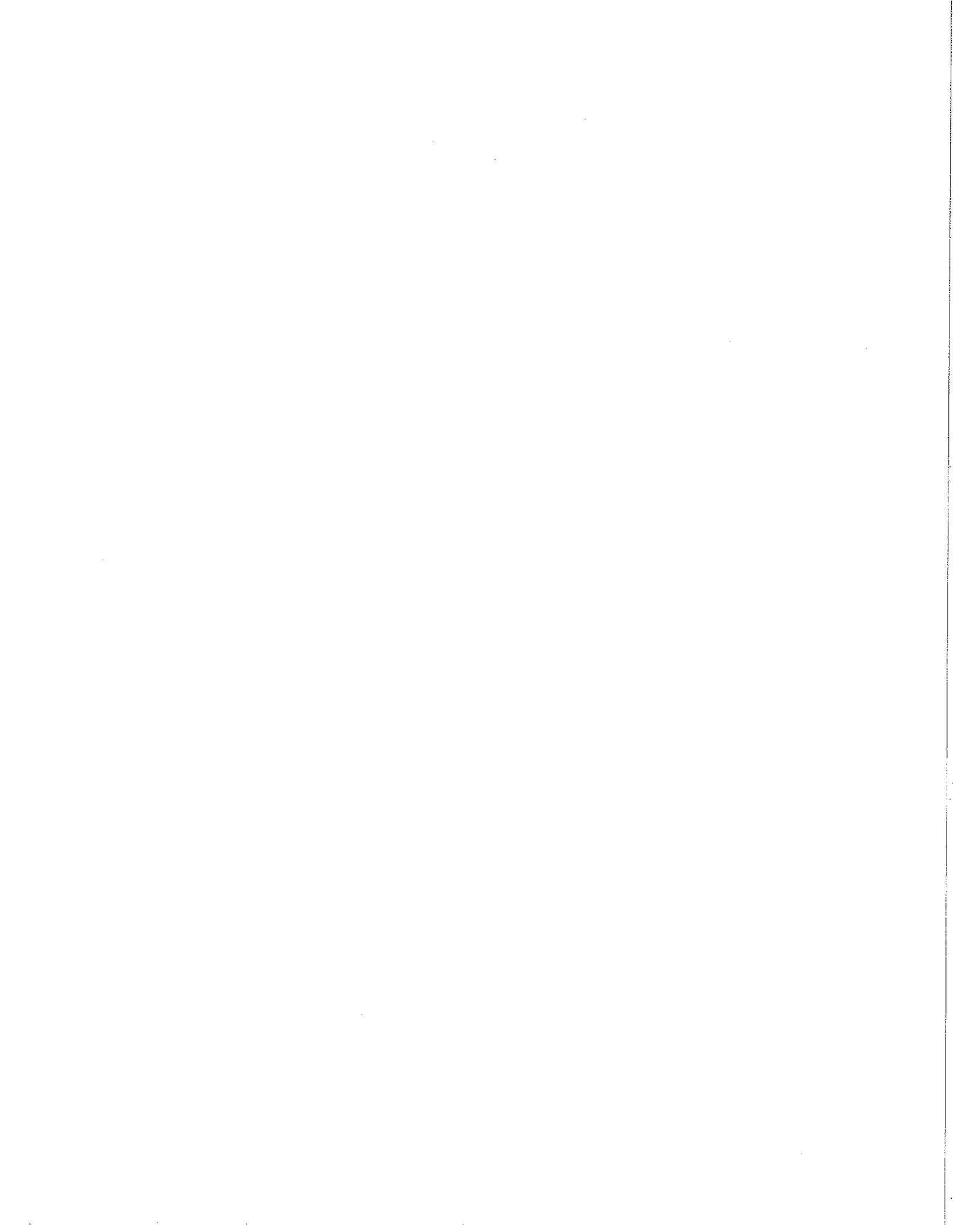
TO BE COMPLETED BY CLERK-TREASURER

Permit No: _____

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

City Administrator Signature

Date



CITY OF EAST GRAND FORKS
SPECIAL EVENT APPLICATION

Name of Applicant: Kristy Sandbeck

Address: 1225 11th Ave SE Phone No: 773-8964

Contact Name: Kristy Sandbeck Date of Event: Sept. 12th (Saturday)

Start Time: 7 pm End Time: 11 pm

Notes/Explanation of Event: Block of 11th Ave SE
Wants to have a neighborhood block
social (meet and greet) - barbeque + games
for the children.

K. Sandbeck
Signature of Applicant

8-18-09
Date

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

Recommendations: _____

Signature of Staff

Date

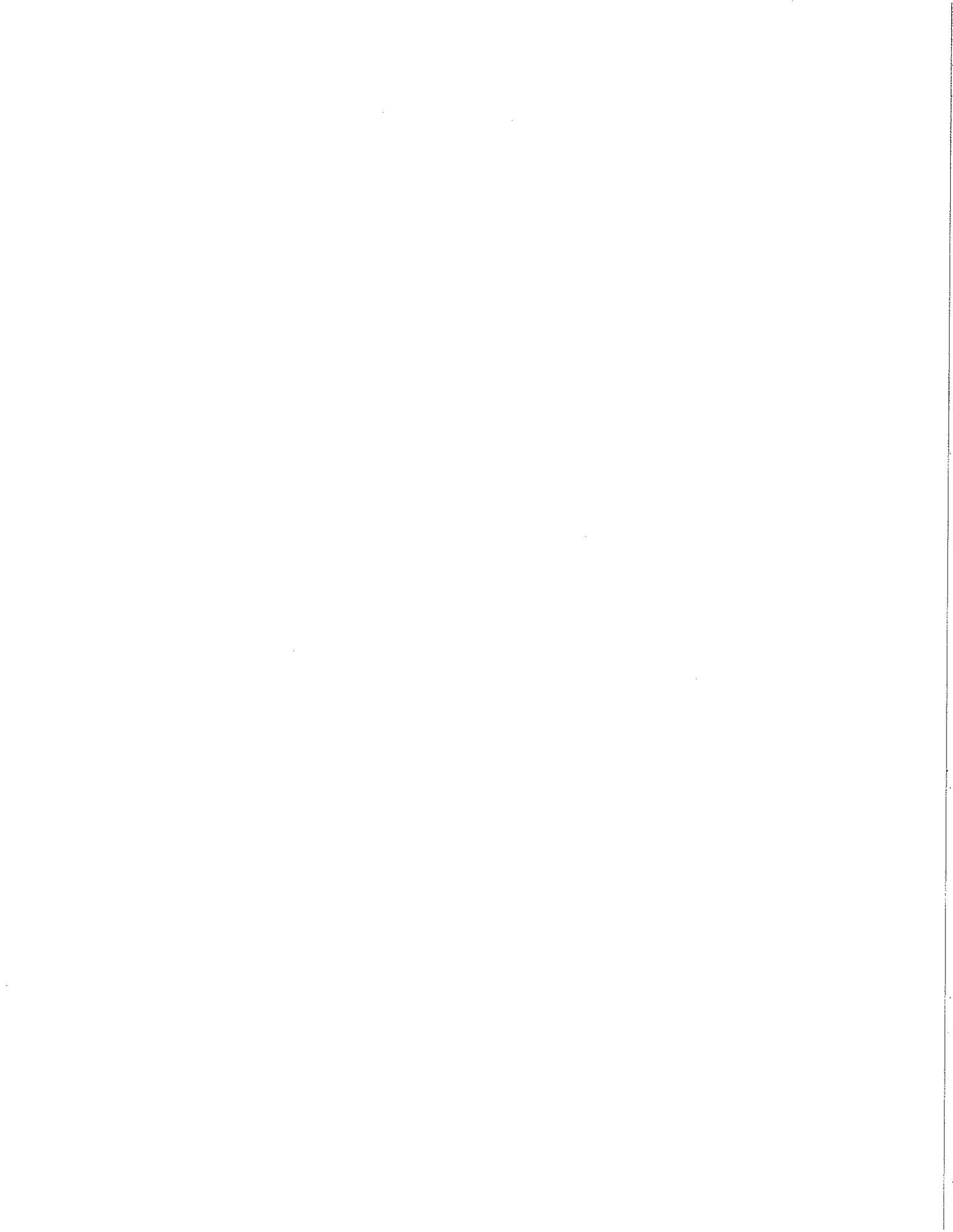
TO BE COMPLETED BY CLERK-TREASURER

Permit No: _____

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

City Administrator Signature

Date



+ map

CITY OF EAST GRAND FORKS
APPLICATION FOR PARADE PERMIT

Name of Applicant: Greater Grand Forks Jaycees (Potato Bowl Parade)

Address: P.O. Box 13512 Phone No: 701-340-4445

Contact Name: Mike Elsberry Date of Parade: October 10th 2009

Start Time: 9:30am End Time: 1:00pm

Composition of parade (Cars, band, etc.): Approx 100 units in parade
few thousand people watching.

Route: Coming from Grand Forks across Sorlie Bridge
into East Grand Forks ending in the Holiday Mall Parking lot.

Michael J. Kelly Signature Date 8-19-09

TO BE COMPLETED BY POLICE CHIEF

Recommendations: Approved pending MN DOT approval

[Signature] Signature Date 08-20-2009

TO BE COMPLETED BY CLERK-TREASURER

Permit No: _____

_____ is granted a PARADE PERMIT to be held

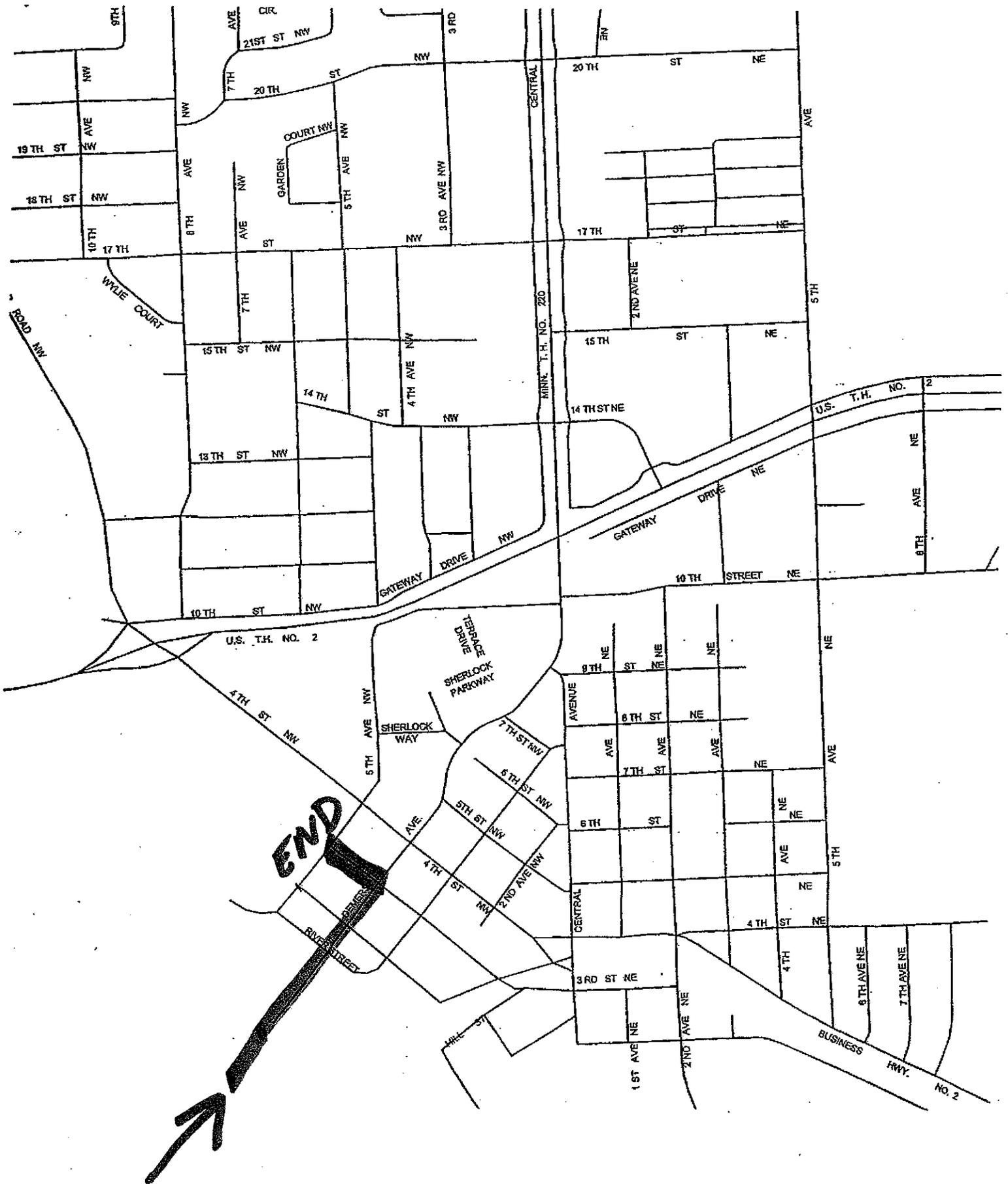
on _____, 200__.

Filed this _____ day of _____, 200__.

City Administrator/Clerk-Treasurer

OFFICE USE ONLY
Receipt # 103100 Method of Pmt Cash Check # 3252

EGF Parade Route



Minnesota Lawful Gambling LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

Application fee	
If application postmarked or received:	
less than 30 days before the event	more than 30 days before the event
\$100	\$50

ORGANIZATION INFORMATION

Organization name: **Min-Dak Border Chapter of MN. Deer Hunters**

Check # _____ \$ _____

Previous gambling permit number _____

Type of nonprofit organization. Check one.

Fraternal Religious Veterans Other nonprofit organization

Mailing address: **423 Crestwood Court SE**

City: **East Grand Forks** State: **MN** Zip Code: **56721** County: **Polk**

Name of chief executive officer (CEO): **Loren Abel**

Daytime phone number: **701-741-1147**

Email address: _____

Attach a copy of ONE of the following for proof of nonprofit status. Check one.

Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803

IRS income tax exemption [501(c)] letter in your organization's name.
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)
If your organization falls under a parent organization, attach copies of both of the following:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

IRS - proof previously submitted to Gambling Control Board
If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place):
VFW Club

Address (do not use PO box): **312 Demers Ave.**

City: **East Grand Forks** Zip Code: **56721** County: **Polk**

Date(s) of activity (for raffles, indicate the date of the drawing):
October 29, 2009

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

Bingo* Raffles Paddlewheels* Pull-Tabs* Tipboards*

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddlewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4076.

Also complete Page 2 of this form.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print city name _____
 On behalf of the city, I acknowledge this application.

Signature of city official receiving application _____

Title _____ Date ____ / ____ / ____

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.

A township official is not required to sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name _____
 On behalf of the county, I acknowledge this application.
 Signature of county official receiving application _____

Title _____ Date ____ / ____ / ____

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

Print township name _____

Signature of township official acknowledging application _____

Title _____ Date ____ / ____ / ____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature _____ Date _____

Complete a separate application for each gambling activity:

- one day of gambling activity,
- two or more consecutive days of gambling activity,
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
- application fee for each event.

Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-639-4076.

Fill-in & Print Form

Reset Form

Data privacy. This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota. You have the right to refuse to supply the information requested; however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you a permit. If you supply the information requested,

the Board will be able to process your application. Your name and your organization's name and address will be public information when received by the Board. All the other information you provide will be private data until the Board issues your permit. When the Board issues your permit, all of the information provided to the Board will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your name and your organization's name and address which will remain public. Private data are available to: Board members,

Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Finance, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies that are specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your consent.

Minnesota Lawful Gambling

LG220 Application for Exempt Permit

Fee \$50

For Board Use Only

Fee Paid _____

Check No. _____

Organization Information			
Organization name Red River Valley Pheasants Forever		Previous lawful gambling exemption number	
Street 10090 451st AVE NW	City EAST GRAND FORKS	State/Zip Code MN 56721	County POLK
Name of chief executive officer (CEO) First name BRIAN Last name NELSON		Daytime phone number of CEO 218 230 4364	
Name of treasurer First name Michelle Last name NELSON		Daytime phone number of treasurer: 218 230 4365	

Type of Nonprofit Organization

Check the box that best describes your organization:

Fraternal Religious
 Veteran Other nonprofit organization

Check the box that indicates the type of proof your organization attached to this application:

IRS letter indicating income tax exempt status
 Certificate of Good Standing from the Minnesota Secretary of State's Office
 A charter showing you are an affiliate of a parent nonprofit organization
 Proof previously submitted and on file with the Gambling Control Board

Gambling Premises Information

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)
VFW

Address (do not use PO box) 312 Demers AVE	City EAST GRAND FORKS	State/Zip Code MN 56721	County POLK
--	---------------------------------	-----------------------------------	-----------------------

Date(s) of activity (for raffles, indicate the date of the drawing)
APRIL 10th

Check the box or boxes that indicate the type of gambling activity your organization will be conducting:

*Bingo Raffles (cash prizes may not exceed \$12,000) *Paddlewheels *Pull-Tabs *Tipboards

***Gambling equipment for pull-tabs, tipboards, paddlewheels, and bingo (bingo paper, hard cards, and bingo ball selection device) must be obtained from a distributor licensed by the Gambling Control Board. To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors. Or call 651-639-4000.**

This form will be made available in alternative format (i.e. large print, Braille) upon request. The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your qualifications to be involved in lawful gambling activities in Minnesota. You have the right to refuse to supply the information requested; however, if you refuse to supply this information, the Board may not be able to determine your qualifications and, as a consequence, may refuse to issue you a permit. If you supply the information requested, the Board will be able to process your application.

Your name and your organization's name and address will be public information when received by the Board. All the other information that you provide will be private data about you until the Board issues your permit. When the Board issues your permit, all of the information that you have provided to the Board in the process of applying for your permit will become public. If the Board does not issue you a permit, all the information you have provided in the process of applying for a permit remains private, with the exception of your name and your organization's name and address which will remain public. Private data about you are available only to

the following: Board members, staff of the Board whose work assignment requires that they have access to the information; the Minnesota Department of Public Safety; the Minnesota Attorney General; the Minnesota Commissioners of Administration, Finance, and Revenue; the Minnesota Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies that are specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your consent.

LG220 Application for Exempt Permit

Organization Name Rec River Valley Pheasants Forever

Local Unit of Government Acknowledgment

If the gambling premises is within city limits, the city must sign this application.

On behalf of the city, I acknowledge this application.

Check the action that the city is taking on this application.

The city approves the application with no waiting period.

The city approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a first class city).

The city denies the application.

Print name of city _____

(Signature of city personnel receiving application) _____

Title _____

Date ____/____/____

If the gambling premises is located in a township, both the county and township must sign this application.

On behalf of the county, I acknowledge this application.

Check the action that the county is taking on this application.

The county approves the application with no waiting period.

The county approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days.

The county denies the application.

Print name of county _____

(Signature of county personnel receiving application) _____

Title _____

Date ____/____/____

TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. [A township has no statutory authority to approve or deny an application (Minnesota Statute 349.213, subd. 2).]

Print name of township _____

(Signature of township official acknowledging application) _____

Title _____

Date ____/____/____

Chief Executive Officer's Signature

The information provided in this application is complete and accurate to the best of my knowledge.

Chief executive officer's signature Brian Nelson

Name (please print) BRIAN NELSON Date 8/19/09

Mail Application and Attachments

At least 45 days prior to your scheduled activity date send:

- the completed application,
- a copy of your proof of nonprofit status, and
- a \$50 application fee (make check payable to "State of Minnesota"). Application fees are not prorated, refundable, or transferable.

Send to: **Gambling Control Board**
1711 West County Road B, Suite 300 South
Roseville, MN 55113

If your application has not been acknowledged by the local unit of government or has been denied, do not send the application to the Gambling Control Board.



Minnesota Municipal Utilities Association

August 17, 2009

MEMORANDUM

To: Safety Management Participants
From: Mike Willetts, Director of Job Training and Safety
Subject: 2009-10 Safety Management Program Contract

It is time to renew your safety management program contract. Since our group meeting, all requested changes have been made. There has been very little change from the budgets delivered at the earlier meeting. The contract amendments will cover October 1, 2009 through September 30, 2010, to coincide with MMUA's fiscal year.

A copy of your group's budget and two copies of your contract amendment are enclosed. Please sign both contracts keeping one for your records and mailing the other to the address shown below. **Please do not send payment at this time.** You will be billed shortly after October 1. Mail your signed contract to:

Rita Kelly, Finance Manager
Minnesota Municipal Utilities Association
3025 Harbor Lane North, Suite 400
Plymouth, MN 55447-5142

If you have any concerns with the new contract, please contact me or Rita as follows:

Mike Willetts: phone 763-746-0705 or e-mail willetts@mmua.org
Rita Kelly: phone 763-746-0704 or e-mail rkelly@mmua.org

Thank you for being part of the MMUA safety compliance groups. With this program and your support we have proven that working together as a group we can develop a safety program that is affordable and at the same time works.

Minnesota Municipal Utilities Association
AMENDMENT TO SERVICES AGREEMENT

Safety Management Program

Contract Date: August 14, 2009

Contract Number: 28-2010

The services agreement entered into between Minnesota Municipal Utilities Association (MMUA) and City of East Grand Forks (East Grand Forks), dated August 27, 2008, contract number 28-2009, is amended as follows:

PART II, Section 1.

1. DURATION: This Agreement shall remain in force from October 1, 2009 until September 30, 2010 (the "expiration date").

PART III, Section 1.

1. COMPENSATION: For the services covered by this Agreement, East Grand Forks shall pay MMUA an annual fee of twenty-eight thousand three hundred fifty dollars and 00 cents (\$ 28,350.00) for the 2008-09 annual period. Such compensation shall be due and payable according to the selected payment terms below.

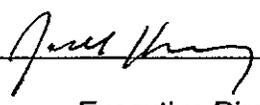
Payment terms for the fee agreed to above shall be based on one of the following options (select one):

- Annual Payment (\$28,350.00)
- Quarterly Payments (\$ 7,087.50 each)

For any term of less than twelve full calendar months, the fee shall be a portion of the annual fee, pro-rated based on the number of calendar months or partial calendar months in which the services were provided as a percentage of twelve (12).

The parties hereby accept the terms of the Agreement as modified.

City of East Grand Forks
By _____
Title _____
Date _____
Purchase Order # _____

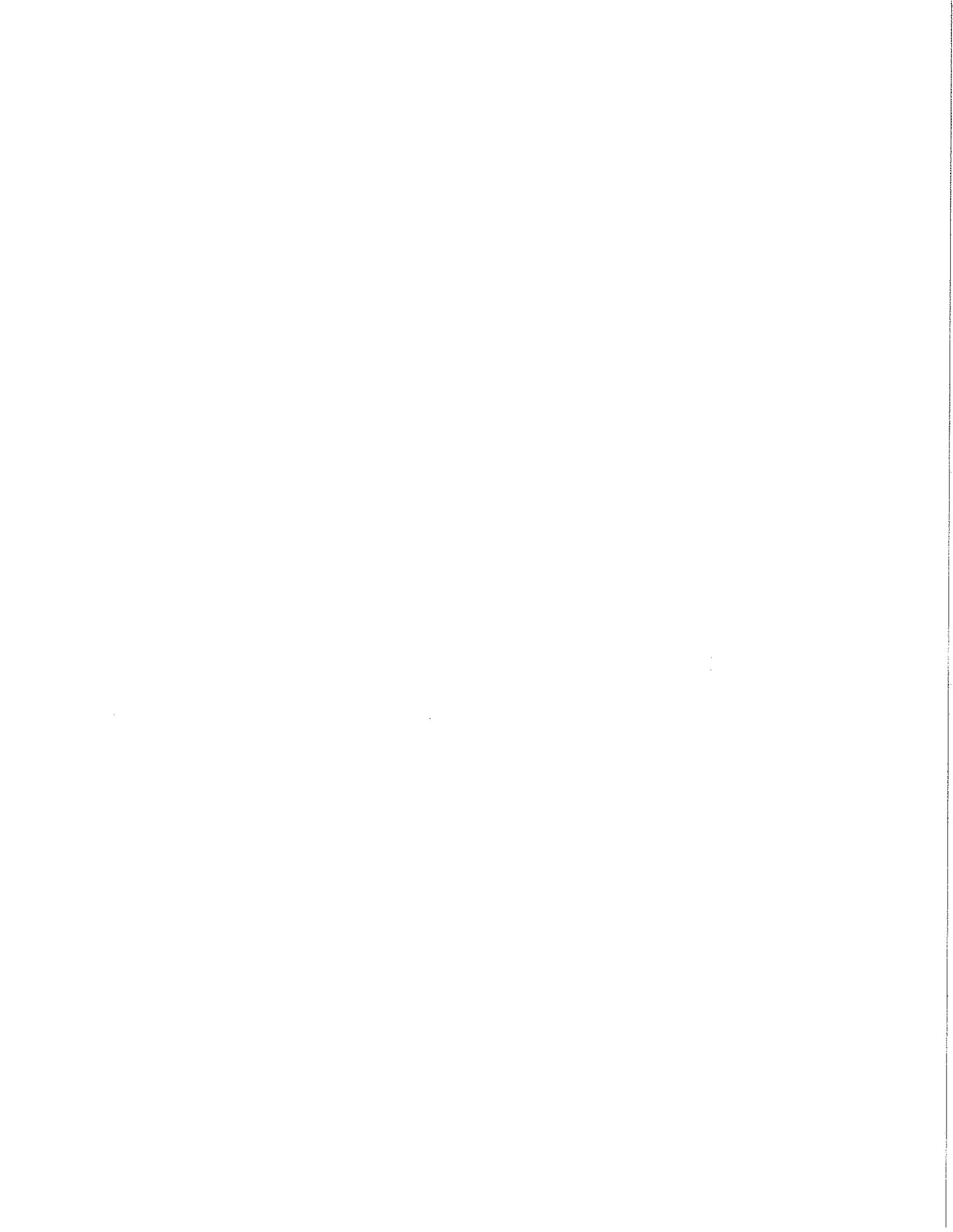
Minnesota Municipal Utilities Association
By 
Title Executive Director
Date August 14, 2009

Minnesota Municipal Utilities Association
Safety Management Program
Northwest Group Fee Calculation
 October 1, 2009 - September 30, 2010

City	Population	2009-10 Annual Charge	2009-10 Quarterly Charge	2008-09 Annual Charge	Difference	Total 2009-10 with JTS	# of Days
Ada	1,645	\$10,650.00	\$2,662.50	\$10,400.00	\$250.00	\$11,200.00	2
Bagley	1,259	\$10,650.00	\$2,662.50	\$10,400.00	\$250.00	\$12,300.00	2
Baudette	1,067	\$10,650.00	\$2,662.50	\$10,400.00	\$250.00	\$11,750.00	2
East Grand Forks	7,934	\$28,350.00	\$7,087.50	\$28,100.00	\$250.00	\$31,650.00	3
Fosston	1,527	\$10,650.00	\$2,662.50	\$10,400.00	\$250.00	\$12,300.00	2
Halstad	596	\$5,900.00	\$1,475.00	\$5,650.00	\$250.00	\$6,450.00	1
Lake of the Woods		\$11,400.00	\$2,850.00	\$11,150.00	\$250.00	\$11,400.00	2
Roseau	2,879	\$12,400.00	\$3,100.00	\$12,150.00	\$250.00	\$13,500.00	2
Thief River Falls	8,509	\$19,400.00	\$4,850.00	\$19,150.00	\$250.00	\$22,150.00	2
Warren	1,683	\$10,650.00	\$2,662.50	\$10,400.00	\$250.00	\$11,750.00	2
Cavalier, ND		\$5,170.00	\$1,292.50	\$5,170.00	\$0.00	\$5,170.00	0.67
Grafton, ND		\$6,566.00	\$1,641.50	\$6,566.00	\$0.00	\$6,566.00	0.67
Park River, ND		\$4,394.00	\$1,098.50	\$4,394.00	\$0.00	\$4,394.00	0.67
Totals:	27,099	\$146,830.00	\$36,707.50	\$128,200.00	\$2,500.00	\$144,450.00	22

Annual JTS (Electric)		2009-10	2008-09
\$550.00 per lineman			
Ada	1	\$550.00	\$550.00
Bagley	3	\$1,650.00	\$1,650.00
Baudette	2	\$1,100.00	\$1,100.00
EGF	6	\$3,300.00	\$3,300.00
Fosston	3	\$1,650.00	\$1,650.00
Halstad	1	\$550.00	\$550.00
Roseau	2	\$1,100.00	\$1,100.00
TRF	5	\$2,750.00	\$2,750.00
Warren	2	\$1,100.00	\$1,100.00
Totals:	25	\$13,750.00	\$13,750.00

Please notify Rita Kelly of changes to your city.
 Call 763-746-0704; fax 763-551-0459 or e-mail to rkelly@mmua.org.





MINNESOTA DEPARTMENT of NATURAL RESOURCES

Parks and Trails Division

246 125th Avenue NE Thief River Falls, MN 56701

Telephone (218) 681-0889 Fax 681-0948

August 19, 2009

Michelle French, Executive Assistant
City of East Grand Forks
PO Box 373
East Grand Forks, MN 56721

Dear Michelle,

Enclosed with this letter are three (3) copies of the agreement, in the amount of \$18,813.90, between the State of Minnesota and Red River Snowmobile Club, Inc. for the operation and maintenance of the Northern Lights for the 2009-2010 season. **Please review this agreement and have the appropriate individual(s) sign all three (3) copies and return the signed copies to this office for processing.**

Once the appropriate DNR signatures have been affixed to the agreement, an executed agreement will be sent to you. Please note that no charges may be made against this agreement until all signatures have been obtained and you have been notified of this grant's effective date.

If you have any questions, and or need clarification, please contact my office.

Thank you.

Sincerely,

Wade Miller
Area Supervisor

Enclosures (3)
WM/pkm

CC: Randy Scheving
Red River Snowmobile Club, Inc.
908 Bygland Rd. SE
East Grand Forks, MN 56721

DNR Information: 651-296-6157, 1-888-646-6367 • TTY: 651-296-5484, 1-800-657-3929
www.dnr.state.mn.us

**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM
SNOWMOBILE FY 2010
MAINTENANCE AND GROOMING GRANT AGREEMENT**

Local Unit of Government (Sponsor) City of East Grand Forks	Trail/Club Name Northern Lights	Grant Amount \$18,813.90
--	------------------------------------	-----------------------------

THIS AGREEMENT is made between the STATE OF MINNESOTA, acting by and through the Commissioner of Natural Resources, hereinafter referred to as the "State," and Local Unit of Government, hereinafter referred to as the "Sponsor" relating to the maintenance and grooming of the trails specified above; and

WHEREAS, the Sponsor desires to maintain trails for the enjoyment of the public; and

WHEREAS, the Minnesota Snowmobile Trails Assistance Program provides grants to local units of government for the maintenance of recreational trails pursuant to Minnesota Statutes Chapter 84.83; and

WHEREAS, the Sponsor has applied to the State for a grant for said trails and has submitted the Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming application form, maps, required attachments, and resolution of the Sponsor authorizing the proposed maintenance and grooming and said application form, map and resolution are attached and incorporated into this agreement as Exhibit A, hereinafter referred to as the "Plan"; and

NOW THEREFORE, it is agreed between the parties as follows:

A. TRAIL OBLIGATION OF THE SPONSOR. The Sponsor agrees to maintain the proposed trails in accordance with the guidelines contained within the current **Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Manual**, hereinafter referred to as the "Manual" as accepted or amended by the State. All work will be the responsibility of the Sponsor, it's employees, or the sponsor's agent provided the agent is registered as a nonprofit corporation with the State of Minnesota. The Sponsor shall:

1. Proceed to acquire necessary interests in lands on the Trail. The Sponsor must acquire land in fee, easement, lease, permit, or other authorization for said Trail. The term of said interest shall be no less than four (4) months between November 15 of any year and April 1 of the succeeding year. For each parcel of land crossed by the Trail, the Sponsor shall obtain from the owner of said parcel a permit, lease, easement, deed, or other authorization for said crossing in accordance with Minnesota Statutes Chapter 604A. The Sponsor shall certify that the necessary interests in the land have been obtained and are on file with the Sponsor or the sponsor's agent. **Additional trail miles approved as part of the FY 2010 solicitation must be established as per the Trail Completion Benchmark by December 1, 2009 to be included for reimbursements in FY 2010 benchmark payments.**
2. Provide adequate maintenance and grooming on the Trail, which shall include keeping it reasonably safe for public use; provide sanitation and sanitary facilities when needed; and provide other maintenance and grooming as may be required. The Sponsor and not the State is responsible for maintaining signs and maintenance and grooming of the Trail.

B. TECHNICAL ASSISTANCE. Upon the request of the Sponsor to the extent possible, the State will provide technical assistance with major problems encountered in the maintenance and grooming of the Trail.

C. FUNDING. The State's sole responsibility under this Agreement is to provide funds to the Sponsor. In the event that state funds become unavailable because of legislative or executive action or restraints, the grant amount may be reduced or canceled by the State.

D. DISBURSEMENT. The State agrees to disburse funds to the Sponsor pursuant to this Agreement based upon the satisfactory completion of significant performance benchmarks as identified in section F. PAYMENT. This grant shall not exceed the Grant Amount as specified above. Funds not earned and paid out will be canceled annually at the end of the State's fiscal year (June 30).

E. GROOMING. In order to receive maximum disbursement from this Agreement, the Sponsor agrees to groom the entire Trail referred to within the Plan in accordance with the Trail Grooming Guidelines established in the Manual.

F. PAYMENT.

3. Trail Completion Benchmark, 40% of Total Grant Amount

Disbursement of these funds is contingent on the sponsor providing a high quality map that shows the final alignment of the trail and a Trail Completion Certification Form that the trail is open and available for use. The certification must be received by December 15th of that year. This includes having the trail brushed, bridges in repair, signs installed, gates were capable of being open (snow permitting), and any other additional work needed. Also the Sponsor ensures that interest in lands to operate a snowmobile trail have been acquired through fee, easement, lease, permit, or other authorizations of interest throughout the entire Trail.

4. Grooming Certification Benchmark, Opening – January 15, 25% of Total Grant Amount

A portion of the grooming monies will be disbursed in February to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form received from the Sponsor that the trails have been properly groomed from opening day through January 15th. The certification must be received by February 15th of that year. The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

3. Grooming Certification Benchmark, January 16 – Closing, 25% of Total Grant Amount

The second disbursement of the grooming monies will be made to the Sponsor by the DNR based upon the Certification of Satisfactory Grooming Form received from the Sponsor and verification that the trails were groomed to the satisfaction of the Sponsor from January 16th through the end of the season. The certification must be received by April 15th of that year. The Sponsor in coordination with the Club must maintain sufficient records to document the activity.

4. Trail Closure/Application Submission Benchmark, 10% of Total Grant Amount

The final payment will be based upon the Trail Closure/Application Submission Certification form received from the Sponsor. The certification must be received by May 15th. A completed application for the next year must accompany the certification. Must provide evidence that Sponsor and Club attended spring training session conducted by DNR. A map indicating the "anticipated" alignment of the trail must also be submitted. A back-up grooming plan must also be provided.

G. PENALTIES.

- a) If it is determined that the **Trail Completion Certification benchmark** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 40% of the Total Annual Grant Amount.

- b) If it is determined that the **Grooming Certification benchmark for the period of opening day through January 31** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
- c) If it is determined that the **Grooming Certification benchmark for the period of February 1 through the end of the season** in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 25% of the Total Annual Grant Amount.
- d) If it is determined that the **Trail Closure/Application Submission Certification** benchmark in this Plan has not been satisfactorily completed but was certified as having been completed by the Sponsor, the Sponsor may be assessed a penalty of up to 10% of the total annual Grant Amount.

In addition to the above penalties, the State reserves the right to reduce payment in the following year's agreement or to exclude the Sponsor from participation in the Trails Assistance Program for up to 3 years.

H. ACCOUNTING AND AUDIT. The Sponsor shall maintain books, records, documents, and other evidence relevant to this grant and in such detail that will accurately reflect the benchmarks that have been reached in this program and that have received payment. The Sponsor shall use generally accepted accounting principles and these records shall be retained for six years after this grant terminates. The State, its representative or the legislative auditor shall have the right to examine this evidence and the Sponsor shall make them available at the office at all reasonable times during the record retention period. Records shall be sufficient, as defined in the Manual to reflect significant costs incurred and volunteer donation of time, equipment, and/or materials in performance of this grant.

I. WORKER'S COMPENSATION. The Sponsor shall comply with the provisions for worker's compensation in Minnesota Statutes Chapter 176.181, Subd. 1 and 176.182 and all applicable rules and subsequent amendments thereto.

J. LIABILITY. Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof. The provisions of the Minnesota Tort Claims Act, Minnesota Statutes Chapter 3.736 and other applicable law shall govern the State's liability. The provisions of Minnesota Political Subdivisions Tort Liability, Minnesota Statutes Chapter 466.02 and other applicable law shall govern the Sponsor's liability.

K. TERM.

K.1 *Effective date:* **August 27, 2009**, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.

K.2 *Expiration date:* **June 30, 2010**, or until all obligations have been satisfactorily fulfilled, whichever is sooner.

L. TERMINATION. This Agreement may be terminated by the State in the event of a default by the Sponsor; the legislature appropriates insufficient monies for the program, or the abandonment of the Trail. The State and the Sponsor may also terminate it upon mutual agreement.

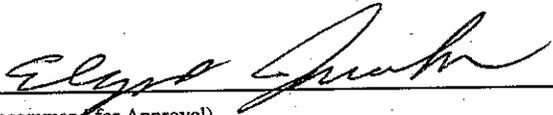
M. ASSIGNMENT OR MODIFICATION. The Sponsor may not assign any of its rights or obligations under this Agreement without the prior written consent of the State. No change or modification of the terms or provisions of this Agreement shall be binding unless such change or modification is in writing and signed by both parties to this Agreement.

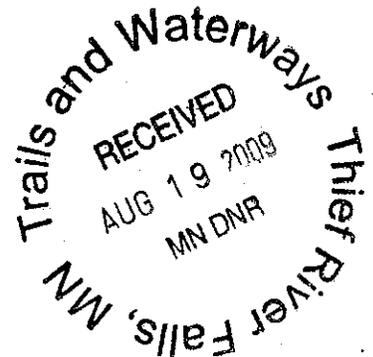
IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

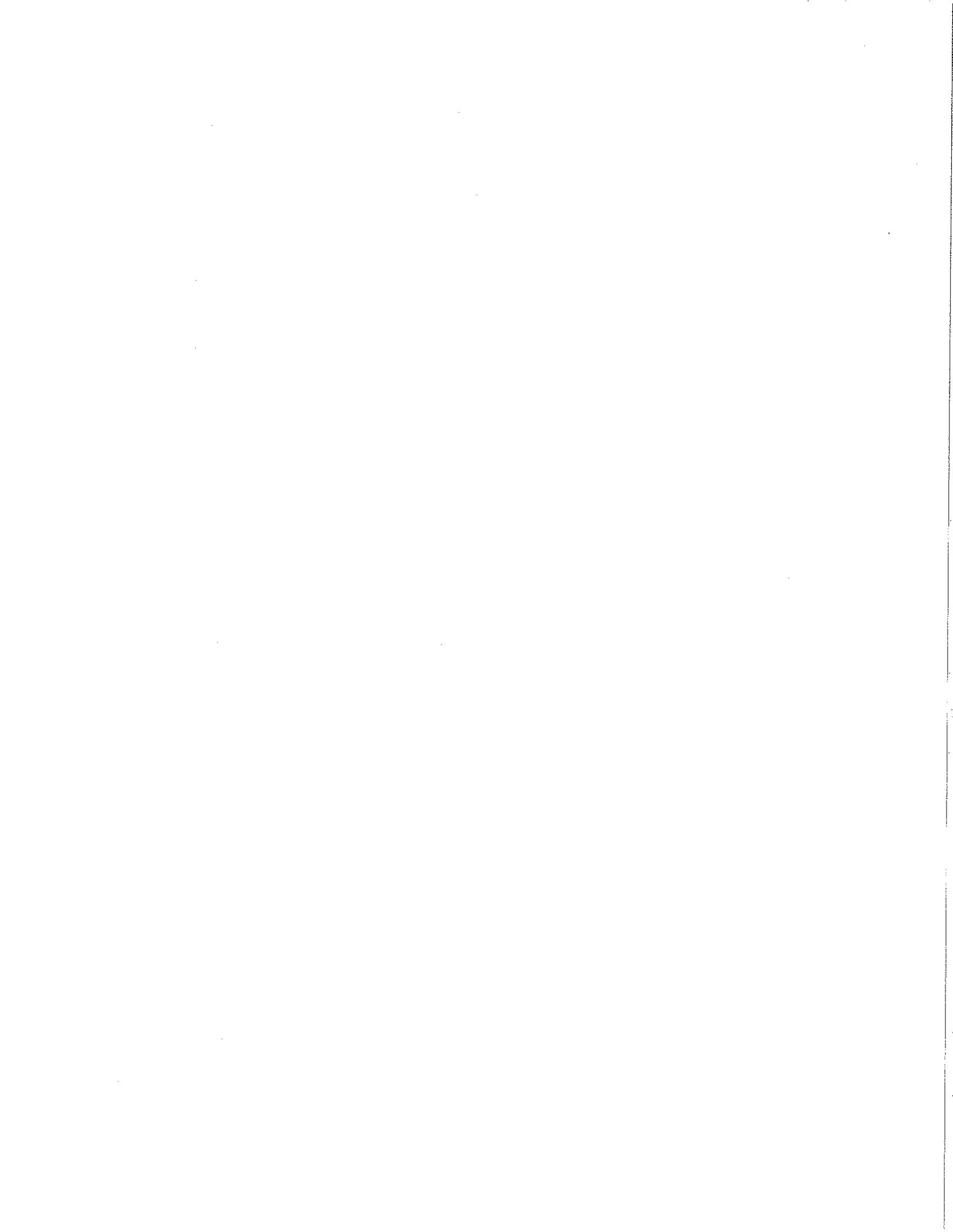
LOCAL UNIT OF GOVERNMENT SPONSOR

Local Unit of Government (Sponsor)		
City of East Grand Forks		
Authorized Signature	Title	Date
Authorized Signature	Title	Date

DEPARTMENT OF NATURAL RESOURCES

Individual certifies that funds have been encumbered as required by M.S. § 16A.15 and 16C.05.	State Encumbrance Verification	Date
	CFMS #: 832929	8-17-09
Signature (Recommend for Approval)	Trails and Waterways Regional Manager	Date
Authorized Signature	Trails and Waterways Division Director	Date





Request for Council Action

Date: 8-17-09

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: Residential Construction Waste Containers

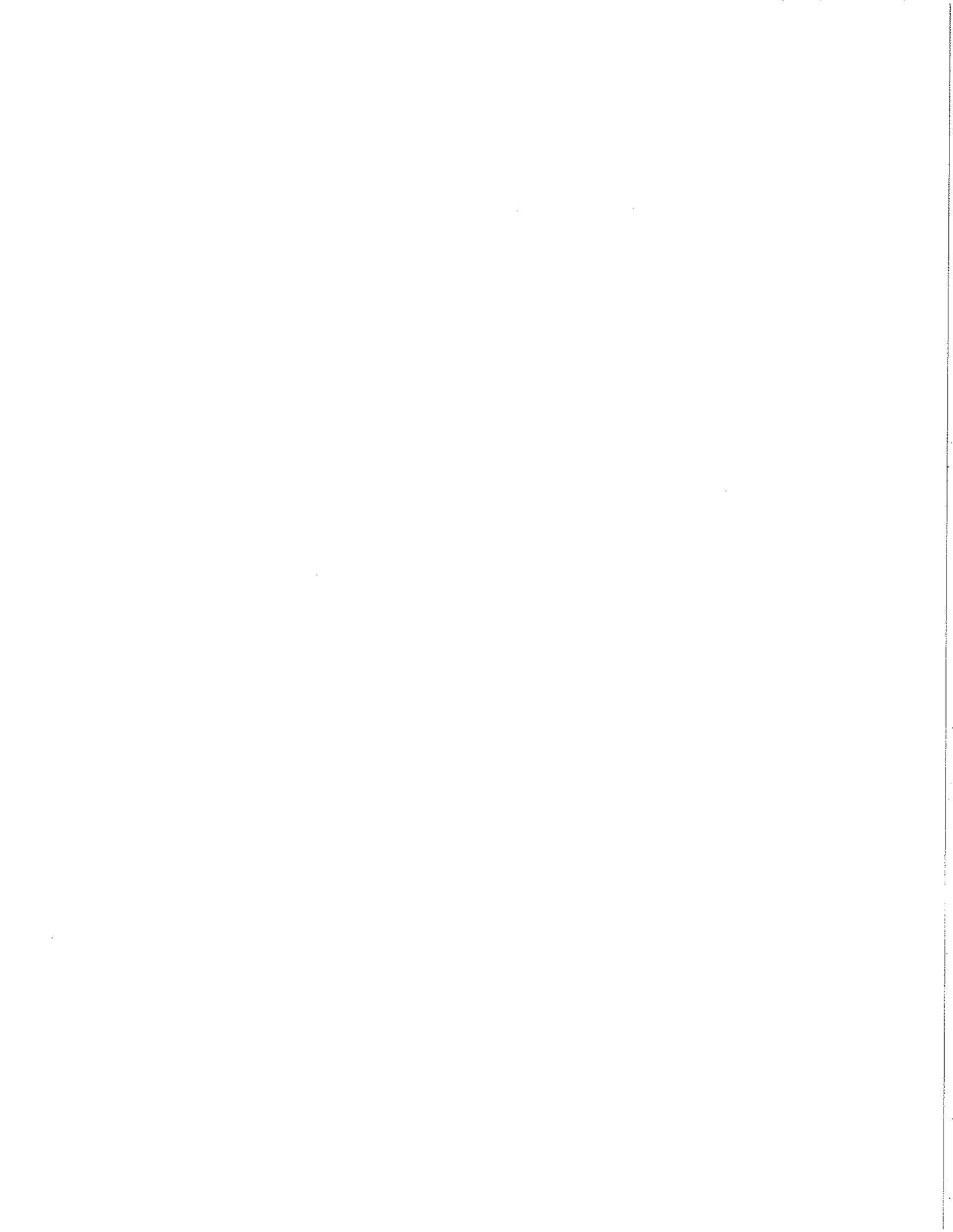
Set fee for 4 yard, 6 yard, and 8 yard containers for residential use. These containers are often requested for construction debris.

4 Yd - \$100 per pull

6 Yd - \$125 per pull

8 Yd - \$150 per pull

Recommendation – Approve new sanitation charge residential use 4 yard, 6 yard, and 8 yard containers.



Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held August 6, 2009 at 5:00 P.M.

Present: Ogden, Brickson, Quirk, Tweten

Absent: None

It was moved by Commissioner Quirk second by Commissioner Brickson that the minutes of the previous meeting of July 16, 2009 be approved as read.

Voting Aye: Ogden, Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Brickson second by Commissioner Quirk to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$472,565.83.

Voting Aye: Ogden, Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Tweten to award the bid for the Floodwall Storage Building project to GW & Sons in the amount of \$408,298.97.

Voting Aye: Ogden, Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Brickson to proceed with negotiations to enter into a fiber lease agreement with Halstad Telephone Company.

Voting Aye: Ogden, Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Quirk to authorize Floan Sanders to assist in developing an OSHA required Process Safety Management plan for the Water Treatment Plant.

Voting Aye: Ogden, Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Brickson second by Commissioner Tweten to approve continuation of employment for a summer employee up to the limit set forth in previous policy.

Voting Aye: Ogden, Brickson, Quirk, Tweten

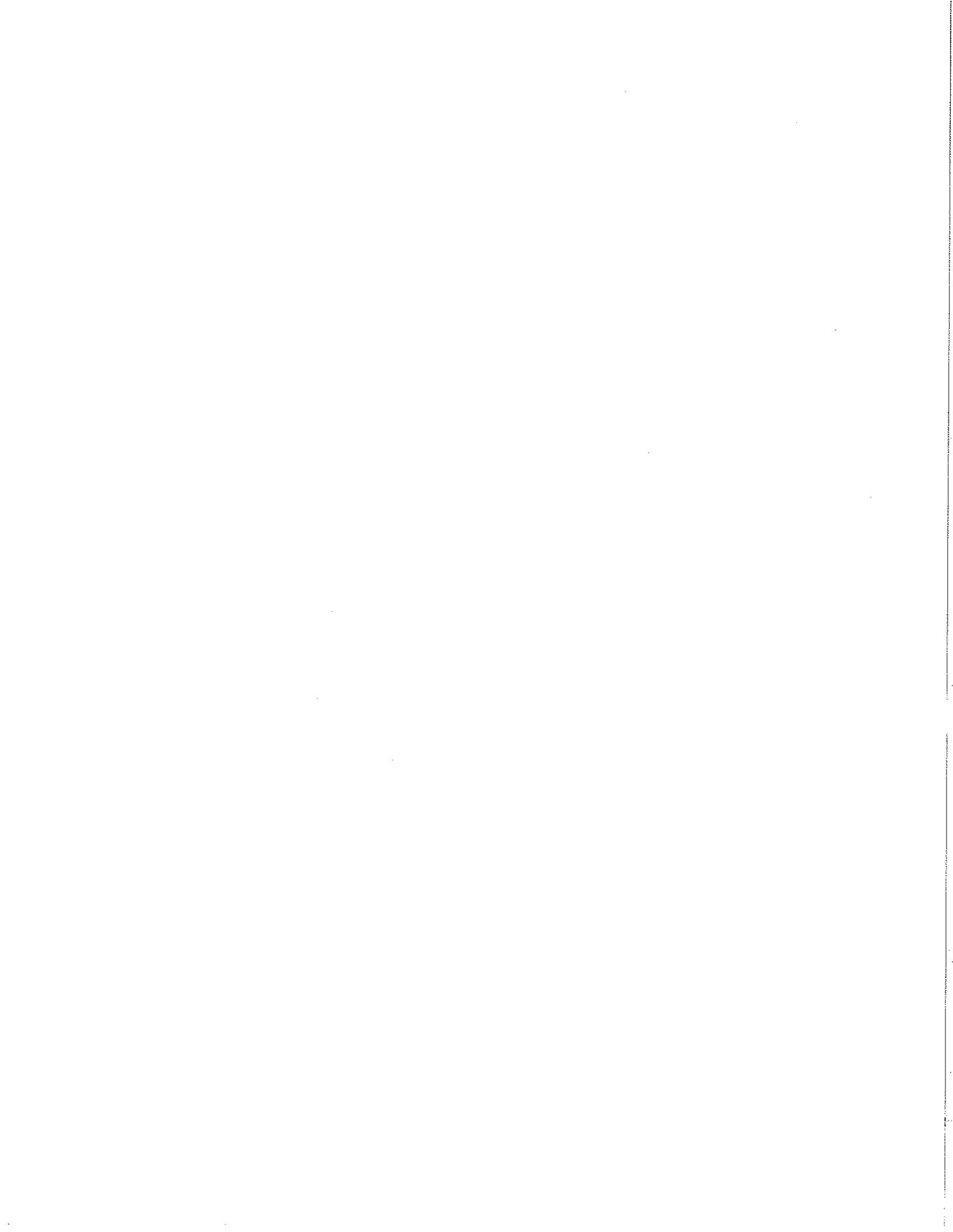
Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Quirk that the meeting be adjourned to August 20, 2009 at 5:00 P.M.

Voting Aye: Ogden, Brickson, Quirk, Tweten

Voting Nay: None

Lori Maloney
Sec'y



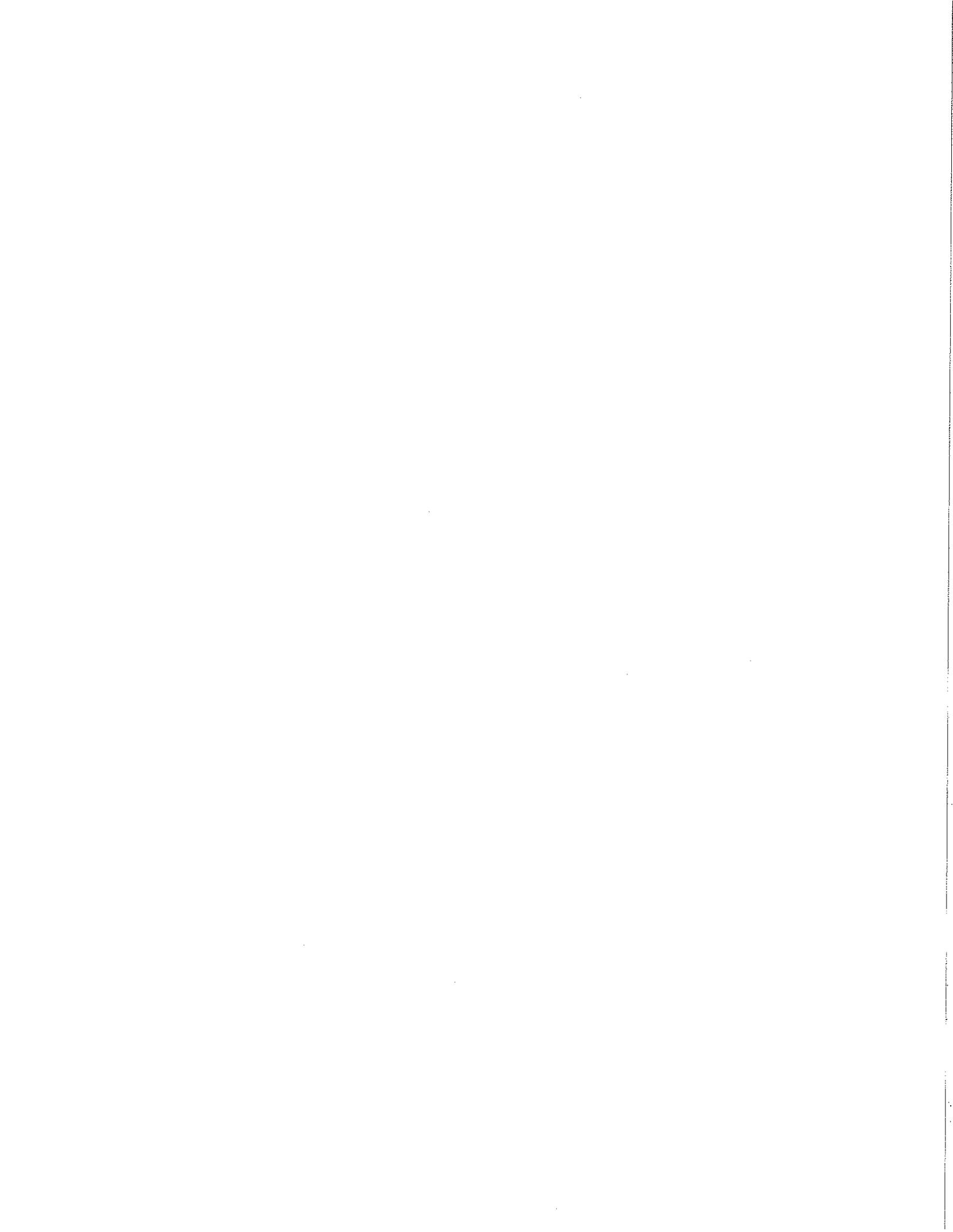
Board of the East Grand Forks Campbell Library
Minutes from August 25, 2009 meeting

Present: Pat Jacklitch, Mike Pokrzywinski, Mary Gail Homstad, Sharon Budge and Charlotte Helgeson.

Absent: Gary Christianson, Kay Buckalew, Judi Loer

- I. Motion to accept minutes was made by Jacklitch with a second by Pokrzywinski. Passed.
- II. Bills were reviewed with a motion by Budge and second by Pokrzywinski to approve. Passed.
- III. Old Business
 - A. Pokrzywinski, Jacklitch, Budge, Christianson and Helgeson attended the LARL meeting in Moorhead on Aug. 20. After discussing the history and actions to date to acquire ELM, the LARL board appointed a committee to research potential benefits to LARL if action were take to assist EGF in acquiring ELM.
 - B. Filling all open hours will be difficult through the month of December because of a 3-6 month medical absence and the beginning of school. Variations in open hours will be reviewed at the next meeting.
 - C. An apology was received and read from one of the juveniles involved in the burglaries during August and September of 2008.
- IV. New Business
 - A. Meetings across NW MN are being held in regards to the monies from the Legacy Amendment Bill. Helgeson and Poss attend to be able to participate in community projects funded by the sales tax. Monies specifically set aside in the bill for libraries will have difficulty finding its way to EGF because the assumed matter of distribution dictates a 12-way split between the regions for public libraries.
 - B. The September Board meeting is rescheduled for Oct. 6th at the Blue Moose at 7 a.m.
 - C. A preliminary 2010 budget was shared with the board and will return during the council's review.
 - D. A Knight Foundation grant was submitted for improved technology.

The next meeting will be held Tuesday Oct. 6 at 7 a.m. at the Blue Moose.



RESOLUTION NO. 09 - 09 - 59

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 4047 for a total of \$1637.53.

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 \$1637.53 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 September 1, 2009.

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

The President declared the resolution passed.

Passed: September 1, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 1st of September, 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 4047 for a total of \$1637.53.
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 September 1, 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: 8/27/2009 - 12:08 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
4004	09/01/2009	3DS001	3D Specialties	485.86	0
4005	09/01/2009	ADV001	Advanced Business Methods	166.20	0
4006	09/01/2009	AME006	AMEM	125.00	0
4007	09/01/2009	AME002	American Tire Service	25.00	0
4008	09/01/2009	AME008	American Tire Service Inc	599.04	0
4009	09/01/2009	AME005	Ameripride Linen & Apparel Services	616.47	0
4010	09/01/2009	AQU001	Aqua Water Solutions	66.85	0
4011	09/01/2009	BAK001	Baker & Taylor Co	740.47	0
4012	09/01/2009	BLU001	Blue Cross Blue Shield of ND	4,977.20	0
4013	09/01/2009	BOA001	Boardwalk Bar & Grill	99.31	0
4014	09/01/2009	BOR001	Border States Electric Supply	62.05	0
4015	09/01/2009	BRI003	Brite-Way Window Cleaning	50.00	0
4016	09/01/2009	BRO002	Brodart Co	454.23	0
4017	09/01/2009	BRU001	Jay Bruce	60.00	0
4018	09/01/2009	CHR001	Christine Coquette & Community Ban	7,500.00	0
4019	09/01/2009	COA001	Coalition of Greater MN Cities	1,057.00	0
4020	09/01/2009	COL002	Cole Papers Inc	558.99	0
4021	09/01/2009	COM011	Comm-Ad Media Corp	598.60	0
4022	09/01/2009	COM001	Commercial Maintenance Chemical C	676.76	0
4023	09/01/2009	CRA001	Craguns	965.16	0
4024	09/01/2009	CRO004	Crookston Daily Times	97.00	0
4025	09/01/2009	CUM001	Cummins NPower LLC	757.02	0
4026	09/01/2009	CUS002	Custom Stripes Inc	25.00	0
4027	09/01/2009	DAK004	Dakota Supply Group	137.34	0
4028	09/01/2009	DAY001	Daydreams Specialities	32.00	0
4029	09/01/2009	DEM001	Demco Educational Corp	216.54	0
4030	09/01/2009	DIA001	Richard Papenfuss Diamond Cleaning	240.19	0
4031	09/01/2009	EXP003	Explorer Post #38	50.00	0
4032	09/01/2009	EXP002	Exponent	1,114.76	0
4033	09/01/2009	FLO001	Floan Sanders	50,779.31	0
4034	09/01/2009	FOR001	Forks Freightliner	27.99	0
4035	09/01/2009	G&K001	G&K Services	212.03	0
4036	09/01/2009	GAF001	Gaffaneys	321.90	0
4037	09/01/2009	GAL001	Gale	23.37	0
4038	09/01/2009	GEO001	George's Quick Printing	158.18	0
4039	09/01/2009	GGF001	GGF Convention & Visitors Bureau	119.32	0
4040	09/01/2009	GRA004	Grand Cities Towing	90.00	0
4041	09/01/2009	GRA008	Grand Forks City	56,300.00	0
4042	09/01/2009	GRA010	Grand Forks Taxi Company & CCCU	1,818.49	0
4043	09/01/2009	GRE004	John Grenier	154.40	0
4044	09/01/2009	H&S001	H&S Construction	13,057.00	0
4045	09/01/2009	HAI002	Rick Hajicek	665.00	0
4046	09/01/2009	HAI001	Rod Hajicek	8.25	0
4047	09/01/2009	HAR001	Hardware Hank	1,637.53	0
4048	09/01/2009	HEA001	Heartland Paper	401.67	0
4049	09/01/2009	HEL001	Charlotte Helgeson	145.00	0
4050	09/01/2009	HOF003	Roby Hoffman	78.87	0
4051	09/01/2009	HOL002	Holiday Credit Office	112.88	0
4052	09/01/2009	HOM001	Home of Economy	591.08	0
4053	09/01/2009	HUG001	Hugo's	76.24	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
4054	09/01/2009	INP002	In Prints Sreed Printing	200.00	0
4055	09/01/2009	JOH011	John E Reid & Associates Inc	420.00	0
4056	09/01/2009	KAR001	Kar Products	218.69	0
4057	09/01/2009	KTG001	KTG Labor Consultants	115.00	0
4058	09/01/2009	LAK001	Laker Chemical	1,448.16	0
4059	09/01/2009	LEA001	League of MN Cities	297.50	0
4060	09/01/2009	LIN003	Ethel Lindblad	189.53	0
4061	09/01/2009	LUM001	Lumber Mart	102.55	0
4062	09/01/2009	LUN001	Lunseth Plumbing & Heating	323.07	0
4063	09/01/2009	LYN002	Gladwin Lynne	106.74	0
4064	09/01/2009	MAM001	Mamma Maria's Italian Restaurant	46.83	0
4065	09/01/2009	MAR001	Marco - Fargo Inc	279.54	0
4066	09/01/2009	MCP002	MCPA	45.00	0
4067	09/01/2009	MEN001	Menards	407.35	0
4068	09/01/2009	MER002	Seth Merkens	8.25	0
4069	09/01/2009	MPO001	Metropolitan Planning Organization	10,039.37	0
4070	09/01/2009	MND006	VOID****VOID****VOID*** MN I	1,599.00	0
4071	09/01/2009	MNP002	MN Pollution Contrl Agency	32.00	0
4072	09/01/2009	NEL004	Dillon Nelson	283.90	0
4073	09/01/2009	NEW001	Newman Signs	94.56	0
4074	09/01/2009	ORE001	O'Reilly Auto Parts	155.21	0
4075	09/01/2009	OLS001	Chris Olson	8.25	0
4076	09/01/2009	OPP001	Opp Construction	45,302.07	0
4077	09/01/2009	ORC002	Orchard Oil Company	581.93	0
4078	09/01/2009	PAM001	Pamida	11.08	0
4079	09/01/2009	PAR005	Paras Contracting	47,299.82	0
4080	09/01/2009	PDQ001	PDQ Sanitary Services	1,725.00	0
4081	09/01/2009	PEN001	Penworthy Company	111.46	0
4082	09/01/2009	POL004	Polk County Recorder	46.00	0
4083	09/01/2009	QUI001	Quill Corp	316.87	0
4084	09/01/2009	QWE001	Qwest	1,936.96	0
4085	09/01/2009	RIC001	James Richter	100.00	0
4086	09/01/2009	RIV0001	Riverfork Credit Union	1,205.18	0
4087	09/01/2009	ZAV001	RJ Zavoral & Sons	49,932.95	0
4088	09/01/2009	ROT001	Roto Rooter	1,200.00	0
4089	09/01/2009	RYD001	Rydell Chevrolet	4,299.75	0
4090	09/01/2009	SAF002	Safety Kleen Corp	399.56	0
4091	09/01/2009	SCH003	Karen Schiller	794.93	0
4092	09/01/2009	SHE001	Sherwin-Williams	140.00	0
4093	09/01/2009	SPR003	Spruce Valley Corporation	145,323.67	0
4094	09/01/2009	STO001	Stone's Mobile Radio	45.00	0
4095	09/01/2009	STA005	Strata Corp	253.71	0
4096	09/01/2009	SZC001	Darren Szczepanski	232.75	0
4097	09/01/2009	TAG001	Taggart Excavation and Septic Service	151,544.70	0
4098	09/01/2009	TOD001	Todays Organized Living LLC	93.72	0
4099	09/01/2009	TRE005	Brady Trembeath	444.95	0
4100	09/01/2009	TRI001	Tristeel Manufacturing	135.87	0
4101	09/01/2009	TRU001	True Temp	668.13	0
4102	09/01/2009	VAL002	Valley Truck	316.36	0
4103	09/01/2009	VEI001	Veit & Company Inc	360.00	0
4104	09/01/2009	WAG002	Wagner Construction	104,946.60	0
4105	09/01/2009	WAT001	Water & Light Department	18,375.95	0
4106	09/01/2009	WOR002	World Media	100.65	0
4107	09/01/2009	XCE001	Xcel Energy	1,431.40	0
4108	09/01/2009	ZEE001	Zee Medical Service	94.35	0
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