

WEEKLY MEMO

Date: December 13, 2013

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

RE: Weekly Update

UPCOMING MEETINGS:

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

Regular Council Meeting – January 7, 2014 – 5:00 PM – Council Chambers

BOARD & COMMISSION UPDATE:

Senior Citizen Board Update – Greg Leigh

There are more than 350 current members in the East Grand Forks Senior Center. Membership is \$15.00 per year due at the end of each year. The center is open every weekday from 8:00am – 4:30 pm with evening and weekend activities scheduled monthly. Besides daily activities, the center is partnered with Lutheran Social Services to serve a noon meal to 30-50 seniors each day at the center as well as delivered meals to Sunshine Terrace and Townsquare. There is also work being done on a contract with Lutheran Social Services and a new childcare center that will open at the beginning of the year located just across the street. Weekly activities at the Senior Center include playing cards, bingo, dominoes, line dancing, Bone Builders, various classes, speakers, and events. The building and grounds are well maintained by staff of the EGF Park & Recreation Department.

The dining room floor is in need of repair/updating and the \$30,000 has been budgeted for the first part of 2014. In the summer of 2013, a new handicap accessible bathroom was built. Because the door installed is heavy and awkward, a new more accessible door and opener will be installed in the next few weeks. Five new card tables have been ordered. The old ones are heavy, hard to move, and no longer sit level. An additional five tables will be ordered as the need arises.

With donations and fundraising done by the center, to date, they have raised \$12,381.08. Upcoming events include a Christmas Dance on Thursday afternoon, December 19th from 1pm-3pm and a Christmas concert by the Bible Baptist Youth Choir on Friday, December 20th from 12:30pm-1:00pm. In January there will be a community wide MNSure Information Seminar sponsored by Tri-Valley Opportunity Council, NW Community Action, and the EGF Senior Center.

Water & Light Commission Update – Henry Tweten

Date of Last meeting; December 5, 2013

Date of Next meeting; December 19, 2013 at the DSC TRAINING ROOM

Action Items Completed in the last 6 months:

- Awarded 2014 water treatment chemical bids
- Approved lime silo and storage system reconditioning specifications, approved advertising for bids and set the bid opening date

- Approved the contract for 2014 -2016 with the Teamsters Local 120 representing Water and Light union employees
- Approved the 2014-2016 Memoranda of Understanding with Water and Light non-union employees, Department Heads, and the General Manager
- Approved an extension of the Wholesale Power Sales agreement with the Minnesota Municipal Power Agency from October 31, 2040 to December 31, 2050
- Approved the 2014 electric rates and the 2014 water rates including the multifamily rate first created in summer 2013..
- Approved the substantial completion of the Central Substation rehabilitation project and received the engineer's report of project closeout paperwork to be completed in January 2014. Water and Light crews finished the system conversion in November with a series of short planned outages to convert the distribution transformers to the higher voltage.
- Received the engineer's report of substantial completion of the 2013 water main replacement work being done under the City's contract. Reimbursement of that project cost and associated engineering design and inspection fees to the city is pending upon receipt of billing.
- Authorized preparation of plans and specifications for both 2014 electrical materials and 2014 electric system construction labor.
- Authorized preparation of plans and specifications for 2014 water main replacement.
- Approved contracted maintenance and associated outages for Industrial Park substation transformers #1 and #2 and Sugar Hills substation transformer # 1. These outages are to accomplish minor maintenance and provide a basis for parts and materials necessary for planned manor maintenance to be accomplished during summer 2014.
- Heard a vendor presentation on types of dehumidification systems which might be suitable for the water treatment plant. The current system is scheduled for replacement in 2014.

DEPARTMENT UPDATES:

Campbell Library – Charlotte Helgeson

What does the public library do for you and your family? What does the public library do for kids, young adults, adults, and seniors in East Grand Forks?

95% of Americans ages 16 and older agree that the materials and resources available at public libraries play an important role in giving everyone a chance to succeed;

95% say that public libraries are important because they promote literacy and a love of reading;

94% say that having a public library improves the quality of life in a community;

81% say that public libraries provide many services people would have a hard time finding elsewhere.

The [Pew Internet & American Life Project](#) gives us a lot to think about. It helps answer the question, "Should I support the library in my community?"

Fire Department – Chief Larson

We responded to a garage fire on 12-6-13. On arrival the interior was fully involved in fire. We were able to extinguish the fire with minimum damage to the structure. The garage housed two pickups, two snowmobiles, and a four wheeler. The interior sheeting was damaged also. Total loss we estimated at \$30,000.

We completed our ISO inspection last week. This is for the rating the city gets and determines what everyone pays for fire insurance. The last inspection was in 2000 and we were rated a 4 with 10 being the worst. We should see our rating by April or May.

The radio grant we applied for with the Polk County Fire Departments did not get completed in time to apply. Some of the smaller departments in the County did not get the information to the grant writer in time. We are still trying to get the information to be ready to apply where ever money becomes available. We did apply for a micro grant from FEMA AFG grants to have a Quick Attack Unit built on the back of the cab and chassis from the Rescue truck.

We have been steady on calls with 961 calls to date.

AGENDA ITEMS:

There will be two presentations at the beginning of the meeting. The first one will be a plaque presentation to Mr. Wayne Gregoire for his service on the Cemetery Commission. The other presentation will be on the Kennedy Bridge and will be done by MNDOT.

The consent agenda considers approving an exempt gambling permit, approving the Site Use Agreement with the City and LSS, the purchase of portable alarms for the police department, approving the updates to the Alternate Modes and Street and Highway Element to the City's Comprehensive Plan, and renewing the lease agreement with the MPO for office space.

Item 10 will acknowledge the successful completion of Mr. Jon Heffernan's probationary period.

Item 11 will consider authorizing the preparation of plans and specifications for 2014 City Project 2 – Sidewalk Improvements for 20th Street NE and 5th Ave NE.

Item 12 will consider authoring transfers for 2013, 2012, and 2011.

Item 13 will consider approving amended Resolution No. 13-12-118 approving the amended version of the 2014 budget.

Item 14 will consider adopting a resolution approving a 2% cost of living increase for city employees.

Item 15 will consider an agreement that will be brought to the meeting between the City and LSS for allowing LSS to provide services to a daycare that will be opening at the beginning of the year.

Item 16, 17 and 18 will consider labor agreements for the Law Enforcement, Fire Fighters, and AFSCME bargaining units with the City.

Item 19 will consider hiring Mr. Neu for a goal setting session to be held in January.

Item 20 will consider a resolution which would reapportion special assessments in Outlot B, Point of Woods 5th Addition.