

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, DECEMBER 3, 2013 - 7:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for December 3, 2013 was called to order by Council President Buckalew at 7:03 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; Brad Bail, 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.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of November 19, 2013.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of November 26, 2013.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO APPROVE ITEMS ONE (1) THROUGH TWO (2).

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

Voting Nay: None.

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 Snow Removal Agreement between the City of East Grand Forks and the residents in Pinehurst Court for snow removal services until May 1, 2014.
4. Consider adopting Resolution No. 13-12-114 approving the worker’s compensation coverage for elected officials for 2014.
5. Consider approving waiving the limit of a single occurrence without purchasing excess liability coverage for 2014.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE ITEMS THREE (3) THROUGH FIVE (5).

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

Voting Nay: None.

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

NONE

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

6. Consider approving Ordinance No. 11, 4th Series Annexing That Part Of Government Lot One (1), Section Eighteen (18), Township One Fifty-One (151) North, Range Forty-Nine (49), West Of The Fifth Principal Meridian, Polk County, Minnesota. (1st Reading).

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO APPROVE ORDINANCE NO. 11, 4TH SERIES ANNEXING THAT PART OF GOVERNMENT LOT ONE (1), SECTION EIGHTEEN (18), TOWNSHIP ONE FIFTY-ONE (151) NORTH, RANGE FORTY-NINE (49), WEST OF THE FIFTH PRINCIPAL MERIDIAN, POLK COUNTY, MINNESOTA. (1ST READING).

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

Voting Nay: None.

7. Consider adopting Resolution No. 13-12-115 approving the amendment to the engineering contract and setting the fees for the upcoming waste water project.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 13-12-115 APPROVING THE AMENDMENT TO THE ENGINEERING CONTRACT AND SETTING THE FEES FOR THE UPCOMING WASTE WATER PROJECT.

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

Voting Nay: None.

8. Consider adopting Resolution No. 13-12-116 approving the amendments to the waste water facility plan and submitting the plan to MPCA for review.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-12-116 APPROVING THE AMENDMENTS TO THE WASTE WATER FACILITY PLAN AND SUBMITTING THE PLAN TO MPCA FOR REVIEW.

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

Voting Nay: None.

9. Consider adopting Resolution No. 13-12-117 approving the 2013 Tax Levy, Collectable in 2014.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 13-12-117 APPROVING THE 2013 TAX LEVY, COLLECTABLE IN 2014.

Council Vice-President Leigh thanked the department heads, city administrator, and staff on the great job they did when working on the budget. He stated how this year there was an increase proposed and added it had to be asked what would need to happen to eliminate the increase. Ms. Anderson informed the council there would have to be a decrease in capital expenditures to keep the levy flat. Council Vice-President Leigh commented how the council has held the line on the levy the last couple years and stated he is in favor moving along and approving the levy as proposed.

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

Voting Nay: None.

10. Consider adopting Resolution No. 13-12-118 approving the 2014 Budget and to authorize specific financial related activities.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 13-12-118 APPROVING THE 2014

BUDGET AND TO AUTHORIZE SPECIFIC FINANCIAL RELATED ACTIVITIES.

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

Voting Nay: None.

Ms. Anderson told the council that she had gone over the line items that she knew were charged sales tax and reduced them by 6.875% because next year the city will be tax exempt. She stated the difference was \$31,000. Council member Tweten commented on how the City's tax base is increasing, how there were 21 house building permits last year and 22 house building permits this year, and how the council is being responsible with the City finances.

CLAIMS:

11. Consider adopting Resolution No. 13-12-119 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 17457 for a total of \$1,603.97 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 13-12-119 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 17457 FOR A TOTAL OF \$1,603.97 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

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

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

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

Voting Nay: None.

SUSPENSION OF RULES:

Council President Buckalew stated it was requested to suspend the rules for the issue of the Park & Recreation to purchase freon for the arenas.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO SUSPEND RULES FOR DISCUSSION ON THE PURCHASE OF 1200 POUNDS OF R-22.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE PURCHASE OF 1200 POUNDS OF R-22 FOR A TOTAL COST OF \$11,592.00.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss wished the city crews good luck with the first snow storm of the year.

Council Member Vonasek thanked the department heads for their work on the budget and to get it where it is at.

Council Member Buckalew thanked the Water & Light Department for getting up the holiday decorations.

Mr. Murphy said there was a resolution sent to the City regarding sprinkler systems being required in homes. He then asked Mr. Richter to speak to the issue. Mr. Richter stated there will be a hearing on December 12th where the rules might be changed which would require fire sprinkler systems in homes over 4500 square feet. He added how this is a concern for border cities in Minnesota and Moorhead will be going down to the hearing to oppose this legislation and asked to have support in opposing this legislation from East Grand Forks. Council President Buckalew asked if the resolution then needed to be passed at this meeting. Mr. Richter said yes.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO PASS THE RESOLUTION OPPOSING THE REQUIREMENT OF FIRE SPRINKLER SYSTEMS IN HOMES OVER 4500 SQUARE FEET.

Council member Olstad asked if it mattered if the square footage was below or above ground. Mr. Bail stated how they would count the 2000 square foot basement and the 2000 square foot house so it would be a total of 4000 square feet. He added that it was being adopted as a part of the building code not just the fire code. Mr. Bail explained how Minnesota did modify the requirement and limited the size of the house to 4500 square feet or more.

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

Voting Nay: None.

Mr. Murphy continued by reminding the council he would like to have a goal setting workshop with the council and department heads. He explained how this hadn't been approved but he received a quote for this process and will be bringing this information to the next work session. He then asked to see when most of the council would be available for this two day process. After a show of hands, Mr. Murphy was asked to let the council members check their schedules first.

Chief Hedlund told the council how the border patrol now has a member on the drug task force. He stated what a great benefit this is for the drug task force and commented how the border patrol is funding this position which meant no additional costs to the City.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADJOURN THE DECEMBER 3, 2013 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 7:21 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer