

**APPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, DECEMBER 10, 2013 - 5:00 P.M.**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for December 10, 2013 was called to order by Council President Craig Buckalew at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Greg Leigh, Council Members Clarence Vetter, Ron Vonasek, Henry Tweten, Mark Olstad, and Chad Grassel.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; Jim Richter, EDHA Director; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1. Lutheran Social Service Site Use Agreement – Megan Nelson

Council President Buckalew stated there was a change in the order of agenda and said the first item will be discussing the Lutheran Social Service Site Use Agreement. Ms. Nelson stated the City had received the renewal of the Site Use agreement between Lutheran Social Services and the City. She explained how this agreement helps benefit the older population in the City, attracts people to the Senior Center for lunch, and added there was a proposal to have LSS prepare meals for a new daycare opening up across the street. She added that Mr. Galstad had reviewed the material and had some concerns.

Mr. Galstad then explained the issues he saw with the agreement between LSS and the new daycare center. Discussion followed about what the current site use agreement allows LSS to do in the Senior Center, the timeline the daycare would be utilizing LSS for preparing meals, and how the daycare plans to bring the kitchen up to code as well as other possible issues and concerns from the council. After some more discussion on liability issues it was decided that Mr. Murphy and Mr. Galstad would meet and see if an arrangement could be made.

2. Sidewalk Plans for 20th St NE & 5th Ave NE – Greg Boppre

Mr. Boppre stated this sidewalk project was one of two projects that will be done next year. He

explained to the council the three different options for this project and how there were some issues with some of these options since trees or street lights might need to be moved in order for the sidewalk to be put in. Mr. Boppre added how there are some state aid funds available to help with some of these costs and told the council if possible he would like to try and keep the project all on one side of the street. Discussion followed about which would be the best side of the street to utilize for this sidewalk, how close the sidewalk would be to the street in different areas, and if the City would have to obtain an easement in some areas for the sidewalk. Council President Buckalew asked if there was a timeline on this project. Mr. Boppre informed the council the State would like to review the plans for this project.

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

3. Labor Agreement for Law Enforcement Labor Services – David Murphy

Mr. Murphy informed the council there is an agreement between the City and the Law Enforcement group. He stated the draft had been signed and added there were a few typos that needed to be fixed and the employer contribution in section 10.1.2 will be changed to \$519.20. Mr. Murphy explained how section 10.1.5 was added under the Health Insurance section and the language used came from the League of Minnesota Cities. He explained how this was added because there are so many unknowns with Obamacare. He continued reviewing the agreement with the council. Council member Vetter pointed out the percentages of vacation time the police officers receive.

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

4. Labor Agreement for the International Association of Fire Fighters – David Murphy

Mr. Murphy told the council that this labor agreement was for three years since the fire department had not yet settled their contract for 2013. He reviewed the agreement and pointed out the typos that needed to be fixed, stated how the employer contribution amount will also need to be fixed under the insurance, and how this agreement also included an added section under the Health Insurance section because of all of the unknowns with Obamacare. Discussion followed about changes to the fire fighters vacation accrual, if there needs to be a definition or clarification on what a working day is, and the percentage of time vacation time they are allowed.

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

5. Goal Setting Session Discussion – David Murphy

Mr. Murphy reminded the council about the goal setting session he had proposed. He stated about 75% of the group could attend the goal setting session on January 10th and 11th. He informed the council about Mr. Neu and how he is brought in every year by the League for sessions as well as going all over the country. Mayor Stauss stated the council had done this before, commented how it did help, and said they had come up with a plan for years to come. Mr. Murphy stated he would like to meet at a location other than City Hall. After some discussion it was decided to meet at the Distribution Service Center for these sessions.

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

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE DECEMBER 10, 2013 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:28 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer