

**APPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 28, 2014 - 5:00 P.M.**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for January 28, 2013 was called to order by Council Vice-President Greg Leigh 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 Vice President Greg Leigh, Council Members Clarence Vetter, Henry Tweten, Mark Olstad, and Chad Grassel.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Mike Hedlund, Police 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 Vice-President Determined a Quorum was present

1. SRTS Non-infrastructure Transportation Alternative Program Application – Nancy Ellis/SafeKids

Ms. Ellis informed the council there is a grant available through the Safe Routes to School program the Safekids organization could benefit from. She explained how the group Safekids has been very active on both sides of the river with trying to provide trainings in schools regarding busing, biking, and walking to school and have utilized the Safe Routes to School funds. She added how the City has acted as the fiscal agent before and how the Safekids group is asking for the City to act as the fiscal agent again. Ms. Ellis said how there was a local match that was needed for this grant but that it would be covered by Altru.

Ms. Patty Olson introduced herself to the council, that she works for Safekids, and informed the council about how 90% of the students are either bused or dropped off at school but 40% of students are in walking distance of the school. She went on to explain different programs that have been introduced into the community and now are hoping for keep moving forward and expanding the programs that are already in place if they are awarded these grant dollars with the help of the City.

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

2. Review of Strategic Plan & Designation of Duties – David Murphy

Mr. Murphy explained how the City had received the draft report from the goal setting session which listed the six priorities the council set. He said how during the department head meeting, the department heads placed themselves on the different committees along with some council members. He stated how the members of these committees were just proposed and changes could be made. He then asked if the council if they would like to volunteer for a committee. After a short discussion it was decided to allow the council members to review the committees and then notify the Administration Office what committee they would like to be on.

3. Review of Land Use Plan – Nancy Ellis

Ms. Ellis told the council there is lots of useful information in the Land Use Plan regarding some of the six priorities set by the council. Ms. Ellis proceeded to review different sections of the Land Use Plan including how currently there isn't any planned expansion beyond the flood control structure, how the largest growth of population is in ages 25-34 and 45-64, and if current trends continued the population is estimated to be 11,253 in 2040. She also stated how the area commercially serves approximately 210,000 people with taxable sales growing every year.

Ms. Ellis explained how East Grand Forks does a good job allowing for parks which is a boost for the community. She also reviewed the commercial space, industrial space, and vacant space businesses could utilize. Ms. Ellis continued by reviewing the goals of the land use plan which included using a grid system when there is expansion to the city, have staged development so developers know what will be available and what is expected of them, and promoting development where services are already available.

Ms. Ellis suggested the City have a study completed similar to the Blue Ribbon Study Grand Forks had completed which helped show what was needed within the community. She stated this was a very good report and could be used as an advertisement since it will include what the city already offers. Discussion followed about getting copies of the Land Use Plan to the council members, how the council might want to consider reducing the percentage on special assessments, and if the council would like to have a study completed. Ms. Ellis stated she would get in touch with Praxis and have them prepare a proposal and have them present it to the council at a future meeting.

4. Request to Start Hiring Register – Chief Hedlund

Chief Hedlund stated the last hiring list had been exhausted and with one opening left he would like to start another list. He told the council there will be a new officer starting shortly and the potential for hiring another officer pending the results of a background check. Council member Tweten asked where the City was losing these people too. Chief Hedlund stated there were three officers that left to work on the family farm, one officer's wife received a promotion and was transferred to the St. Cloud area, and the last hire was not meeting requirements and ended up resigning after nine weeks. There was also a brief discussion about how there is a rising problem with burglaries in homes for prescription medications along with other issues.

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

5. Parking by 4th Avenue & 17th Street – Greg Leigh

Council Vice-President Leigh told the council there was parking issues that were brought to the council's attention last winter. He stated how the same issues were happening again this year and reminded the council that the IMM had been contacted but the City never received a response. He suggested that a path be made through the snow so tenants could also park along 3rd Avenue to help alleviate some of the problem. Discussion followed about ideas that were proposed last year but wouldn't be practical to implement or might cause safety issues. Vice-President Leigh stated he had spoken with the current manager of the apartment complex who agreed to send cards to the tenants and ask them use other parking spots. He said it would be a good idea to try and work with the local manager to see if that helps.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE JANUARY 28, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:55 P.M.

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

Voting Nay: None.

Absent: Buckalew.

David Murphy, City Administrator/Clerk-Treasurer