

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 18, 2014 – 5:00 PM**

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 February 4, 2014.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 11, 2014.

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 adopting Resolution No. 14-02-19 approving the following Boards & Commission appointments and reappointments as presented by the appropriate elected official.
4. Consider approving the request to purchase a new pump from Minnesota Pump Works for the amount of \$37,378.75 for Lift Station No. 1 and declare the used pump that will be replaced as surplus property.
5. Consider approving the application for an Exempt Gambling Permit for a raffle for the East Grand Forks Ducks Unlimited organization to be held April 28, 2014 at the American Legion, 1009 Central Ave NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

6. Organizational meeting minutes of the Water, Light, Power, and Building Commission Meeting for January 2, 2014.

7. Regular meeting minutes of the Water, Light, Power, and Building Commission Meeting for January 24, 2014.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

8. Consider approving the request to purchase a 2014 Ford Police SUV from Nelson Motors, have the changeover completed by Code 4, and have Custom Stripes stripe the vehicle for the amount of \$34,197.28 and declare a 2009 Ford Crown Victoria as surplus property.
9. Consider adopting Resolution No. 14-02-20 setting the date and time of the public hearing for the reassessment of Lot 1, Block 2 Gateway East Addition.
10. Consider adopting Resolution No. 14-02-21 which will adopt the Strategic Leadership Plan setting goals and the vision of the City until 2030.
11. Consider adopting Resolution No. 14-02-22 declaring a vacancy and making an appointment to the City Council Ward 2 position.

CLAIMS:

12. Consider adopting Resolution No. 14-02-23 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 18083 for a total of \$3,597.92 whereas Council Member Buckalew is personally interested financially in the contract.
13. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings:

- Work Session – February 25, 2013 – 5:00 PM – Training Room
- Regular Council Meeting – March 4, 2014 – 5:00 PM – Council Chambers
- Legislative Day Meetings – March 5, 2014 – State Capitol St. Paul
- Work Session – March 11, 2014 – 5:00 PM – Training Room
- Regular Council Meeting – March 18, 2014 – 5:00 PM – Council Chambers

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 4, 2014 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for February 4, 2014 was called to order by Council Vice-President 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 President Craig Buckalew, Council Vice President Greg Leigh, Council Members Clarence Vetter, Henry Tweten, Mark Olstad, and Chad Grassel.

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

PLEDGE OF ALLEGIANCE:

PRESENTATION OF PLAQUE:

Mayor Stauss asked Mr. Jeff Vonasek to come forward and introduce his family in attendance. Mr. Vonasek introduced his sisters Jackie, Jodie, and Laura. Mayor Stauss continued by saying the City wanted to honor Council member Vonasek. He explained how Ron was a people person and always tried to help. Mayor Stauss then presented Mr. Jeff Vonasek with a plaque honoring Council member Vonasek and his service to the City of East Grand Forks. Mr. Jeff Vonasek thanked the council.

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 January 21, 2014.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 28, 2014.

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

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

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 adopting Resolution No. 14-02-15 moving forward with the plans 2018 Transportation Improvement Program funds to be used on 10th Street NE from 5th Avenue NE to 8th Avenue NE.
- 4. Consider adopting Resolution No. 14-02-16 authorizing the City to act as the sponsoring agency for the Transportation Alternative project.
- 5. Consider adopting Resolution No. 14-02-17 taking responsibility for the operation and maintenance of property and facilities related to the aforementioned Transportation Alternatives project.
- 6. Consider approving the request from the Police Department to start a new hiring register.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS THREE (3) THROUGH SIX (6).

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

- 7. Organizational and Regular Meeting Minutes Economic Development/Housing Authority Commission for January 14, 2014.

COMMUNICATIONS:

- 8. Acknowledge the hiring of Jared Quanrud as a Patrol Officer for the Police Department with an effective start date of February 3, 2014.

Chief Hedlund introduced Mr. Quanrud to the council who welcomed him to the City.

- 9. Acknowledge the hiring of Brenden Jones as a Park Maintenance Worker for the Park and Recreation Department with an effective start date of January 27, 2014.

Ms. Nelson stated Mr. Jones was unable to attend the meeting because he had already started working the evening shift.

OLD BUSINESS: NONE

NEW BUSINESS:

10. Consider approving the application for a Special Event for the Grand Cities Art Fest on June 14-15, 2014 from 8:00am to 8:00pm on both days and waive the Transient Merchant License Fee.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO APPROVE THE APPLICATION FOR A SPECIAL EVENT FOR THE GRAND CITIES ART FEST ON JUNE 14-15, 2014 FROM 8:00AM TO 8:00PM ON BOTH DAYS AND WAIVE THE TRANSIENT MERCHANT LICENSE FEE.

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

Voting Nay: None.

11. Consider approving the labor agreement between the City of East Grand Forks and the Teamsters, Local No. 120 for 2014-2015.

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE LABOR AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND THE TEAMSTERS, LOCAL NO. 120 FOR 2014-2015.

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

Voting Nay: None.

CLAIMS:

12. Consider adopting Resolution No. 14-02-18 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 17966 for a total of \$354.72 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 14-02-18 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 17966 FOR A TOTAL OF \$354.72 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

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

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER

TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Vice-President Leigh thanked Chief Hedlund and Mr. Stordahl for getting the area around 4th Avenue NW and 17th Street NW cleaned up. He added the manager must have sent a notice out because there were more vehicles parked on 3rd Avenue NW.

Council Member Grassel thanked Mr. Stordahl for taking some phone calls and getting things done.

Mr. Murphy informed the council he had met with Ilene Odegard who is in charge of the career fair at UND. He explained how city staff will be meeting with businesses at the career fair on February 18th and 19th to see if they would be interested in expanding to or having a satellite office in East Grand Forks.

Mr. Galstad welcomed Mr. Quanrud and stated he would be looking forward to working with him.

Mr. Boppre informed the council he has been working on setting up a meeting with the League of Minnesota Cities, the Public Facilities Authority (PFA), and the Minnesota Pollution Control Agency (MPCA) regarding the City's waste water project. He stated Ms. Nancy Johnson from the PFA is interested in meeting with City officials. Mr. Boppre said he was looking for direction from the council on this.

Mayor Stauss stated there will be members of council and city staff going down for legislative day on March 5th and suggested that might be a good time to try and set something up. Council member Tweten commented the City should try and expedite this process since interest rates are still low. Mayor Stauss had Ms. Nelson list the legislators the City Officials will try to set meetings up with at Legislative Day and said to let Ms. Nelson know if there is someone else that should be added to the list.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE FEBRUARY 4, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:14 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 11, 2014 - 5:00 P.M.**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for February 11, 2014 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, and Mark Olstad.

Karla Anderson, Finance Director; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Charlotte Helgeson, Library Director; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; Jim Richter, EDHA Director; Jason Stordahl, Public Works Director and Corey Thompson, IT Manager.

DETERMINATION OF A QUORUM:

The Council Vice-President Determined a Quorum was present

**1. City Council Ward 2 Interview – City Council
a. 5:00 pm Dale Helms**

Council Vice-President Leigh asked Mr. Helms if he had a few opening remarks and said the council would proceed with questions. Mr. Helms introduced himself to the council and said how he has lived in Ward 2 for the last 40 years. He briefly mentioned his family, how he had purchased Triangle Transportation and been in business for about a year and a half, and gave the council a brief summary of his work experience. He explained how he has run for council before and has an interest in the City and politics. Mr. Helms added how sometimes he can be a little outspoken but he says what he feels. He stated how he would like to represent Ward 2 and represent the people. He said how if anyone has an issue, from Ward 2 or any part of the City, he would have no problem dealing with them. Mr. Helms said a goal he had would be try and make City Council more user friendly and make people welcome at City Hall so they can come in to ask questions and talk about issues since it is their lives that are represented and they have the right to speak.

Council Vice-President Leigh said the council members will be asking questions by going around the table. Council member Olstad asked what was something the City could improve on other than being more friendly. Mr. Helms responded by saying business and jobs. He used himself as an example. He explained how when he went to purchase Triangle he went to

different banks in East Grand Forks and asked how much they were looking for as a down payment. The bank told him they would need 60% down. He said he would like to see if the City and the local banks can work together to try and keep more business in East Grand Forks. He added that Grand Forks banks only required 10% down.

Council member Vetter did not have any questions for Mr. Helms. Mr. Murphy asked what Mr. Helms thought what East Grand Forks' greatest strengths and weaknesses were. Mr. Helms stated the greatest strength is the people because of how the residents come together. He said there might be some things that could be improved on but he didn't think East Grand Forks had a real weakness.

Council member Tweten asked Mr. Helms if he was familiar with the EDA. He stated he was and added he had picked up with the paperwork from the EDA but didn't have a chance to get it turned in. He also commented that a loan from the EDA would have interfered with his loan from the bank. Council member Tweten stated how active the EDA was and that it is not a bank but there to help develop business. Mr. Murphy commented how questions need to stay on topic. Council member Tweten stated he was wondering if there is possible conflict and that he didn't have any other questions.

Mayor Stauss said he is very interested in youth and senior citizens in the community. He asked Mr. Helms what his interest is with senior citizens and youth in the community and if he is involved with anything. Mr. Helms stated senior citizens were part of his reasons to wanting to be on the council. He explained how many things can be learned from the senior citizens of the community and how more needs to be done to develop programs for them so they are more active within the community. He stated that taxes are not the way since taxes are hard on senior citizens along with everyone else. He added how there isn't enough housing for seniors and some have had to move to Grand Forks so that is something that could be expanded. Mayor Stauss asked about youth. Mr. Helms stated how youth is the strength of the community and nation moving forward. He stated how the youth has impressed him with their talent and hard work. He explained how that needs to continue and how there needs to be programs available for youth but the City should not have to finance these programs, parents need to be involved and help out. Mayor Stauss asked how he was involved with the Heritage group. Mr. Helms stated he has been very active with the Heritage Center for many years by being president and chairperson and would like to see the City more involved. He added that the City does not need to be involved financially but give support. Council member Tweten stated that most of the council and department heads are members of the Heritage Foundation so the last few years there had been more activity that way.

Council Vice-President Leigh asked the city attorney and department heads if they had any questions for Mr. Helms which none did. Council Vice-President Leigh then asked if there was anything that he came in prepared to tell the council or answer a question that was not asked that he would like to make a final comment on. Mr. Helms didn't think so since he had been in front of the council enough. He gave a brief history of his friendship with the late Mr. Vonasek, how they had discussed items, and how they looked at things the same and that is why he decided to apply for this position. Council Vice-President thanked Mr. Helms for this time.

b. 5:15 pm Erin Almlie

Council Vice-President Leigh said he didn't know if everyone knew Ms. Almlie and asked the council to introduce themselves. After introductions Council Vice-President Leigh asked if Ms. Almlie would like to make an opening statement and then the council would proceed by ask questions. Ms. Almlie said she would like to start with the questions.

Council member Olstad asked Ms. Almlie what specific talents, skills, or mindset that would be beneficial to the council. Ms. Almlie stated she is organized, logical, and an individual who is task oriented. She added that she will listen to someone else's point of view but know when to move forward and get things accomplished. Ms. Almlie also told the council that she is not originally from the Grand Forks/East Grand Forks area, she isn't aware of the past issues, and commented how a fresh pair of eyes can be a good thing.

Council member Vetter stated he did not have any questions at this time for Ms. Almlie. Mr. Murphy asked Ms. Almlie what she thinks are East Grand Forks greatest strengths and weaknesses are. Ms. Almlie said that the greenway and the boardwalk area is one of the greatest assets to the community. She added that there isn't much for retail shopping in this area and would like to see more added that would help draw in young professionals and families to the community.

Council member Tweten commented how Ms. Almlie had graduated from Bemidji State University. He then asked her if she had any other formal education after that. Ms. Almlie told the board that she has received a Masters degree in Education from the University of Houston. Council member Tweten then asked if she is required to have continuing education with her job at the college. She stated that she was. He asked if she was tenured. She stated that she was. Council member Tweten asked how long Ms. Almlie had lived in East Grand Forks. She said she had lived here for 6 ½ years.

Council member Tweten commented how Ms. Almlie had used the phrase East Grand Forks was a gem and asked her to explain. Ms. Almlie stated growing up in northern Minnesota East Grand Forks was a city her family drove through to get to Grand Forks and Fargo. She added that when she moved here she fell in love with the community because it is close knit, all the kids in the neighborhood go to school with each other, there are neighborhood barbeques, she really likes the feel of the town and how others should have the opportunity to see these things as well.

Council member Tweten asked if she frequents the parks in town. Ms. Almlie explained how she runs on the paths, her family snowshoes in the winter by the river; they ride their bikes on the paths to go to the library, and they enjoy being able to see all of the wild life in the greenway. Council member Tweten asked Ms. Almlie if she realizes that if she is appointed she will not only represent Ward 2 but the entire City. Ms. Almlie said yes. He then explained how often the council meets, how everyone should receive the same information, and how the council needs to try work as a team. Ms. Almlie explained how part of her job includes being on division chair which she needs to listen to faculty and bring their concerns to the administration and then sometimes make the hard decision that not everyone might like but will be best overall. Council

member Tweten asked what Ms. Almlie likes to read. She stated she likes to read crime novels because she likes to try and solve the problem before she gets the end of book.

Mayor Stauss asked Ms. Almlie if she had joined any organizations dealing with youth or senior citizens. Ms. Almlie stated she is a member of the Education Foundation, she is on an advisory committee for respiratory board at the college, and that she tried running for the school board last year. She added she has a very strong interest in youth. Mayor Stauss asked if she had any ideas to help senior citizens. Ms. Almlie stated she does not know what the opportunities available for the seniors so she doesn't have any ideas but is willing to learn and try new things. Mayor Stauss asked if there was anything else the council should know about her interests with youth. Ms. Almlie stated that since she is an educator she has a strong focus on education. She explained how she believes that if students are well educated and stay in school they stay out of trouble. Along with that she added how she believes a strong education is the starting point for a successful future.

Mr. Galstad said he did not have any questions for Ms. Almlie. Mr. Murphy asked in her perception, did she have an example or something that was not a good policy or not a good decision of the City Council. Ms. Almlie said nothing she could think of. She added that she hasn't been here long enough to have seen any radically bad decisions and that everything she has seen has been wonderful.

Council Vice President Leigh asked if any of the department heads had any questions for Ms. Almlie. There were no questions from the department heads. Council Vice-President Leigh asked Ms. Almlie what one improvement would she like to see made in the City. Ms. Almlie said retail opportunities in the boardwalk area which might including clothing since Minnesota does not charge tax on those purchases. Council Vice-President Leigh thanked Ms. Almlie for her time.

2. Discussion of Interviews – City Council

Council member Tweten asked if this will be brought up at the next meeting and voted on by secret ballot. Council Vice-President Leigh stated that the vote will take place at the next council meeting and be done by paper ballot. He then asked if anyone wanted to discuss the interviews or if they wanted to digest the information. No discussion took place.

3. Update Regarding Special Assessments – Ron Galstad

Council Vice-President Leigh reminded the council this issue had been brought up some time ago and asked Mr. Galstad to address this issue. Mr. Galstad stated how he tried to resolve this issue but was not able to. He explained how the City will be following the reassessment process, provide the Johnsons with a notice, and give them the opportunity to make any objection which is outlined in the proposed resolution. Council Vice-President Leigh recommended that the date of the public hearing should be put off until the end of April or wait until May so the Johnsons will have time to come back to the area. Council Vice-President Leigh told the council to speak with Mr. Murphy if they have any questions. Council member Tweten commented how the City needs to have a better process for platting. Ms. Ellis stated that there is a process in place but

there are a few things that are being worked out. Mr. Murphy stated that moving forward the developer's agreement will be stronger, the department heads are working as a team, and everyone will be on the same page.

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

4. Request to Purchase Pump for Lift 1 – Jason Stordahl

Mr. Stordahl stated there was a pump in lift one that was on the maintenance list to be replaced. He explained how the City was told the prices would not include a trade on the pump that is to be replaced but there was a 25% discount included on the Minnesota Pump Works quote. He said how without the discount the pump would cost \$37,378.75 which would still be less than the quote from Electric Pump. He stated he would be recommending purchasing the pump from Minnesota Pump Works.

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

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE FEBRUARY 11, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:36 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

RESOLUTION NO. 14 – 02 - 19

A RESOLUTION DESIGNATING THE MAYOR’S APPOINTMENT TO THE EAST GRAND FORKS BOARD AND COMMISSIONS FOR 2014

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the Mayor appoints citizens to fill vacancies on various Boards and Commissions of the City of East Grand Forks each year; and

WHEREAS, These Boards and Commissions are important to the operation of the City due to the value of citizen input on recommendations that are forwarded to the City Council on many important issues.

THEREFORE BE IT RESOLVED, that the City Council of the City of East Grand Forks ratifies the following appointments of Mayor Lynn Stauss to the respective Board and/or Commission for the designated term:

CIVIL SERVICE COMMISSION – Members of the board shall be appointed by the Mayor, with approval of a majority of the City Council, for 3 year terms. Ordinance #152.

<u>Members</u>	<u>Expires</u>
Tim Loven (Reappoint)	12/31/16

LIBRARY BOARD – Members appointed by the Mayor, subject to approval by a majority of the City Council. Members are allowed on the board for a maximum of three 3-year terms.

<u>Member</u>	<u>Expires</u>
Anne Temte	12/31/16

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: February 18, 2014

Attest:

City Administrator/Clerk-Treasurer

Vice-President of Council

I hereby approve the foregoing resolution this 18th day of February, 2014.

Mayor

Request for Council Action

Date: 2/7/2014

To: East Grand Forks City Council Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Greg Leigh, Council Members: Clarence Vetter, Henry Tweten, Mark Olstad, and Chad Grassel

Cc: File

From: Jason Stordahl, Public Works Director

RE: Annual Pump Replacement, Lift Station 1

Per our annual pump replacement schedule pump #2 at sanitary lift station 1(primary lift) is due for replacement. This is a budgeted item in the 2014 Capital Improvement Plan, and we have sufficient funds.

I received the following quotations for the purchase of a new pump:

Electric Pump	\$ 49,422
MN Pump Works	\$ 37,378.75

Recommendation: Purchase one new pump from Minnesota Pump Works for \$ 37,378.75, and declare used pump as surplus.

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.
 If total prize value for the year will be \$1,500 or less, contact the licensing specialist assigned to your county.

Application fee (non refundable)

If application is postmarked or received 30 days or more before the event **\$50**; otherwise **\$100**.

ORGANIZATION INFORMATION

Organization name
East Grand Forks Ducks Unlimited

Previous gambling permit number

Minnesota tax ID number, if any Federal employer ID number (FEIN), if any

Type of nonprofit organization. Check one.

Fraternal Religious Veterans Other nonprofit organization

Mailing address City State Zip code County
 170 8th Avenue NW East Grand Forks MN 56721 Polk

Name of chief executive officer [CEO] Daytime phone number E-mail address
 Michael Hedlund 701-215-2373 mhed541@yahoo.com

NONPROFIT STATUS

Attach a copy of ONE of the following for 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., 60 Empire Drive, Suite 100, St. Paul, MN 55103
 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.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted. For raffles, list the site where the drawing will take place.
 American Legion Club

Address [do not use PO box] City or township Zip code County
 1009 Central Avenue NW East Grand Forks 56721 Polk

Date[s] of activity. For raffles, indicate the date of the drawing.
 April 28, 2014

Check each type of gambling activity that your organization will conduct.

Bingo* Raffle Paddlewheels* Pull-tabs* Tipboards*

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota 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 **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-639-4000.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

**CITY APPROVAL
for a gambling premises
located within city limits**

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 _____

Signature of city personnel _____

Title _____ Date _____

Local unit of government must sign

**COUNTY APPROVAL
for a gambling premises
located in a township**

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 _____

Signature of county personnel _____

Title _____ Date _____

TOWNSHIP. If required by the county.

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, per Minnesota Statutes 349.166.]

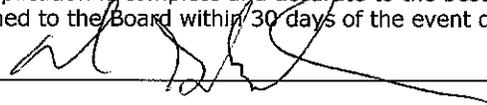
Print township name _____

Signature of township officer _____

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 event date.

Chief executive officer's signature  Date 02/11/2014

Print name Michael Hedlund

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days, or
 - all gambling conducted on one day.
- Only one application is required if one or more raffle drawings are conducted on the same day

Send application with:

a copy of your proof of nonprofit status, and
 application fee (non refundable). 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 event date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-639-4000.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization 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, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies 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 written consent.

The organizational meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held January 2, 2014 at 5:00 P.M. was called to order by the city attorney.

Present: Ogden, Quirk (remotely), Tweten

Absent : Brickson

The following nomination was made for President of the Water, Light, Power and Building Commission: Mike Quirk. It was moved by Commissioner Ogden seconded by Commissioner Tweten that the nominations for President now be closed and that a unanimous ballot be cast for Mr. Quirk.

Voting Aye: Ogden, Quirk, Tweten

Voting Nay: None

The following nomination was made for Vice-President of the Water, Light, Power and Building Commission: Marilyn Ogden.

It was moved by Commissioner Tweten seconded by Commissioner Quirk that the nominations for Vice-President now be closed and that a unanimous ballot be cast for Ms. Ogden.

Voting Aye: Ogden, Quirk, Tweten

Voting Nay: None

The city attorney turned over the meeting to newly elected president, Mike Quirk. Vice President Ogden ran the meeting as Mr. Quirk was attending remotely.

It was moved by Commissioner Tweten seconded by Commissioner Quirk to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$142,039.94.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

The matter of the Brady Martz engagement letter was tabled until further review by the city attorney.

It was moved by Commissioner Tweten seconded by Commissioner Quirk to approve the Billing/Collection policy.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk to approve the excess vacation carry-over for the general manager, Dan Boyce.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk to adjourn to the next regular meeting on January 16, 2014 at 5:00 P.M.

Voting Aye: Quirk, Ogden, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held January 24, 2014 at 8:00 A.M.

Present: Ogden, Tweten

Absent: Quirk, Loven

The meeting proceeded pursuant to the resolution passed February 6, 1990, pertaining to less than a quorum present to consider bills and payroll only.

It was moved by Commissioner Tweten seconded by Commissioner Ogden to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,623,130.30.

Voting Aye: Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Ogden to adjourn to the next regular meeting on February 6, 2014 at 5:00 P.M.

Voting Aye: Ogden, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Request for Council Action

Date:

To: East Grand Forks City Council, Mayor Lynn Stauss, City Administrator David Murphy, Council President Craig Buckalew, Council Vice President Greg Leigh, Council Members: Henry Tweten, Ron Vonasek, Mark Olstad, Clarence Vetter and Chad Grassel.

CC: File

From: Michael S. Hedlund – Chief of Police

RE: Request to Purchase a 2014 Ford Police SUV/Declaration of a 2009 Ford Crown Victoria as Surplus Property

Background: In the budget process for 2014 the EGF City Council authorized the EGFPD to purchase a Police SUV with a budget of \$38,000.00 for this purchase. We have currently received a quote from Nelson Auto Center (See attachment) for a total of \$27,869.82 for the base vehicle plus options. Nelson Auto Center currently has the MN State Bid contract for these vehicles. For the past two years we have used “Code 4” out of Pelican Rapids to perform the changeover and to provide additional required accessories for the new SUV. The total quote from Code 4 is \$5,803.77. The vehicle will be striped by Custom Stripes of East grand Forks, MN. I have not received a current quote from them but their charge for our 2013 SUV was \$523.69. We are also planning to trade in an out of service 2009 Ford Crown Victoria (VIN # 2FAHP71V99X129781) toward the purchase of this vehicle. We have not gotten an offer from Nelson Motors for this trade at this time however in 2013 we also traded in a 2009 Ford Crown Victoria and we received \$3,080.00 in trade for that vehicle. I would anticipate something similar to that amount this year. **The total cost will be approx. \$34,197.28 before the trade-in is figured in.**

Recommendations: Approve the purchase of a 2014 Ford Police SUV from Nelson Motors, as well as associated work by Code 4 and Custom Stripes.

Enclosures:

- Quote from Nelson Motors for a 2014 Ford Police SUV
- Quote from Code 4 for equipment and work related to the outfitting of the above listed SUV.

Customer: **East Grand Forks, City of**
 Attn.:(Name,Title) **Mike Hedlund**
 Dept: **Police Dept.**
 Address: **520 DeMers Ave.**
East Grand Forks, MN 56721
 Phone: **218.773.2283**
 Fax: **mhedlund@egf.mn**
 email **Contract 37669**

Nelson Auto Center

Fleet Department
PO Box 338
Fergus Falls, MN 56538-0338
Sue Kugler
Phone: 218-998-8864
Fax: 218-998-8813
sue.fleet@ymail.com

Gerry Worner
Phone: 218-998-8866
Fax: 218-998-8813
gerryworner@nelsonfergusfalls.com

Line 2 Marked Utility Vehicle

ORDER DEADLINE IS 2/28/2014 FOR 2014 MODELS

2014 Ford Police Interceptor Utility Vehicle	1	K8A	\$25,309.82	\$25,309.82
All Wheel Drive Police 4 door SUV				
License Plate brakdet - front (Std. for MN)		153	\$0.00	
Auxiliary rear Air conditioning		17A	\$532.00	
Cloth rear seat, instead of standard vinyl rear seat		88F FW	\$53.00	
Rear view camera (requires 53M SYNC for \$258)	1	21B	\$213.00	\$213.00
SYNC Voice Activated Communication System (required with 21B rearview camera)	1	53M	\$258.00	\$258.00
Engine block heater	1	41H	\$30.00	\$30.00
Delete carpet floor covering; std.full rubber floor instead	1	- 16C	(\$103.00)	(\$103.00)
LH spotlight halogen bulb		51Y	\$187.00	
LH spotlight w/LED bulb		51R	\$345.00	
LH spotlight w/Whelen LED bulb	1	51T	\$366.00	\$366.00
Dual spotlamps w/halogen bulbs		51Z	\$306.00	
Dual spotlamps w/LED bulbs		51S	\$541.00	
Dual spotlamps w/Whelen LED bulbs		51V	\$580.00	
Radio Noise Suppression bonding straps	1	60R	\$87.00	\$87.00
keyed alike (like Crown Vic) 1284X		59B	\$45.00	
keyed alike (like Crown Vic) 0135X		59D	\$45.00	
keyed alike (like Crown Vic) 1435X		59E	\$45.00	
keyed alike (like Crown Vic) 0576X		59F	\$45.00	
keyed alike (new code) 1111X		59J	\$45.00	
keyed alike (like Crown Vic) 1294X		59C	\$45.00	
keyed alike (like Crown Vic) 0151X		59G	\$45.00	
Remote keyless entry keyfob (w/o keypad; N/A w/keyed alike)	1	59S	\$227.00	\$227.00
Lock plunger for doors, hidden		52H	\$122.00	
Lock plunger for doors, hidden, and rear door handles inoperable		52P	\$140.00	
Pre wiring for grille lamp, siren & speaker	1	60A	\$45.00	\$45.00
100 Watt siren/speaker includes bracket & pigtail		18X	\$262.00	
Dome light, rear, in cargo area Red/White	1	17T	\$45.00	\$45.00
Daytime running lamps		942	\$39.00	
Wheel covers 18" full face		64B	\$53.00	
Police Interior Upgrade (cloth rear seat, carpet front/rear w/4 mats, console)		65U	\$341.00	
Delete Police Interceptor Badge (for unmarked car)		16D	\$0.00	
Roof Rack side rails, black		68Z	\$87.00	
Delete front console plate -- no credit		85D	\$0.00	
Lockable gas cap for Easy Fuel capless fuel filler		19L	\$17.00	
BLIS Blind spot monitoring, cross traffic alert; Heated Mirrors (req. 21B \$213 & 53M \$258)		55B	\$428.00	
Heated outisde mirrors w/o Blind Spot Monitoring	1	549	\$53.00	\$53.00
Marker lightrs in left & right sideview mirrors		63B	\$197.00	
Four switches on steering wheel (w/o SYNC, 53M)		61R	\$136.00	
Four switches on steering wheel (w/SYNC, 53M)		61S	\$136.00	
My Speed Fleet Managemnet		43S	\$53.00	
Speed Limited Calibration w/EcoBoost V6 131 mph top speed - standard with EcoBoost				
EcoBoost 3.5 L V6 engine (Prod. begins 12/2/13) 131 mph top speed (non E85)		99T	\$3,120.00	
Door Edge Guard (Rear Doors Only LH/RH) & Rear Bumper Guard		55D	\$79.00	
Garnet Red Clearcoat for MN State Patrol		58M00	\$817.00	
Bright Red for Fire Dept. vehicle		W4650	\$773.00	
Two tone with vinyl on roof and 4 doors		91A	\$733.00	
Two tone with vinyl on roof, hood, and trunklid		91B	\$733.00	
Two tone with vinyl on roof and 2 front doors		91C	\$611.00	
Two tone with vinyl on roof only		91H	\$428.00	
Two tone with vinyl on 2 front doors only		91J	\$266.00	
Vinyl Word "POLICE" wrap on both sides for 2 tone effect		91D	\$694.00	
Vinyl Word "POLICE" wrap reflective Black Vinyl		91E	\$694.00	
Vinyl Word "POLICE" wrap reflective White Vinyl		91F	\$694.00	
Vinyl Word "SHERIFF" wrap White Vinyl		91G	\$694.00	
Dealer installed pinstriping, .25" wide dual pinstripes		PSTRIPE	\$45.00	
Additional owners manual		OMANUAL	\$85.00	
Service/Driveability/Emissions/Electrical Manuals (late avail.)		SMANUAL	\$487.00	
Extended Warranty, Ford Extended Service Plan \$1500 to \$5500; will quote		ESP		
Page 1 subtotal				\$26,530.82

Customer: East Grand Forks, City of
 Attn.:(Name,Title) Mike Hedlund
 Dept: Police Dept.
 Address: 520 DeMers Ave.
 East Grand Forks, MN 56721
 Phone: 218.773.2283
 Fax: mhedlund@egf.mn
 email
 Contract 37669

Nelson Auto Center

Fleet Department
 PO Box 338
 Fergus Falls, MN 56538-0338
 Sue Kugler
 Phone: 218-998-8864
 Fax: 218-998-8813
 sue.fleet@ymail.com
 Gerry Worner
 Phone: 218-998-8866
 Fax: 218-998-8813
 gerryworner@nelsonfergusfalls.com

Line 2 Marked Utility Vehicle

Page 1 subtotal						\$26,530.82
Additional Factory options:						
rear console plate	recommended	1	85R	\$30.00		\$30.00
Cargo storage vault (NOT available with rear AC)			63V	\$213.00		
Underbody Deflector plate	recommended	1	76D	\$292.00		\$292.00
Ballistic door panels, driver door only			90D	\$1,384.00		
Ballistic door panels, both front doors			90	\$2,766.00		
rear window switches inoperative		1	18W	\$22.00		\$22.00
Rear locks operable, but rear door handles inoperable			-68G, +68L	\$0.00		
Delete rear door locks & handles inoperable (allows them to work)			-68G	(\$29.00)		
Courtesy lamps disabled (Dark car feature)	recommended	1	43D	\$17.00		\$17.00
Perimeter anti theft alarm (activated by hood, door, decklid)			593	\$105.00		
Reverse sensing			76R	\$240.00		
Row 2 glass Light Solar tint, instead of std. deep tint			92R	\$75.00		
Row 2 & cargo glass Light Solar tint, instead of std. deep tint			92G	\$105.00		
Ultimate wiring package			67U	\$481.00		
Police Wire Connector Kit Front			47C	\$91.00		
Police Wire Connector Kit Rear			21P	\$114.00		
Pkg. #21A Pre-Drilled holes only for LEDs in headlamp housing		1	86P	\$110.00		\$110.00
Pkg. #21 Two front integrated LED lights in headlamps			66A	\$797.00		
Pkg. #22 Two rear integrated LED lights in tail lamps			66B	\$371.00		
Pkg. #23 Four flashing LEDs: 2 in back window & 2 liftgate bottom		1	66C	\$398.00		\$398.00
Pkg. #24 Whelen PCC8R controller, relay center, wiring, rear plate			67G	\$1,169.00		
Pkg. #25 Whelen Cencom controller, relay center, wiring, & Pkgs. #21-24 +			67H	\$2,979.00		
Dealer Installed Items						
Dealer silence chime tone for key in ignition			NOCHIME	\$55.00		
Dealer installed keypad keyless entry (must have #595 remote entry)			KPAD	\$185.00		
Dealer installed keyless entry, remote start, 1 fob w/o feedback			KLES	\$390.00		
Dealer installed remote start and keyless entry, 1 fob w/feedback			RSTRT	\$497.00		
Dealer installed power lock button in rear, accessible with liftgate open			RLOCK	\$117.00		
Dealer installed 2" receiver hitch w/4 wire flat plug-in (add \$100 for 7 blade RV plug)		1	HITCH4	\$470.00		\$470.00
Dealer installed running boards, black			RBDS	\$710.00		
Roof Rack cross bars, dealer installed			RACKCB	\$215.00		
Ford molded mudflaps dealer installed			FLAPS	\$185.00		
Rubber slush mats, front pair			SMATS	\$105.00		
Dealer installed Surveillance Mode Module (requires 76R reverse sensing)			SURVEIL	\$646.00		
Dealer installed vinyl wrap on 4 doors for two tone			WRAP4	\$395.00		
Dealer installed vinyl wrap on 2 front doors for two tone			WRAP2	\$245.00		
Dealer installed vinyl wrap on 4 doors & roof for two tone			WRAP4R	\$645.00		
Dealer installed vinyl wrap on hood and roof for two tone			WRAPTOP	\$500.00		
Dealer installed vinyl word wrap, White or Black, POLICE or SHERIFF			WORD	\$585.00		
Dealer installed Reflective vinyl work wrap, White or Black, POLICE or SHERIFF			REFWORD	\$685.00		
Push Bumper, Setina PB 400VS, installed			PB400	\$577.00		
Push Bumper, Setina PB 450L2VS w/2 red/blue lights, installed			PB452	\$875.00		
Push Bumper, Setina PB 450L4VS w/4 red/blue lights, installed			PB454	\$1,055.00		
Fender Protector, Setina PB8-VS			PB8	\$533.00		
Rear Window barriers Setina steel			WBVSS	\$293.00		
Rear Window barriers Setina Polycarbonate			WBVSP	\$349.00		
Setina 10-VS sliding partition w/o recessed gun panel w/lower extensions			CAGE	\$955.00		
Setina 110-VSRP sliding partition w/recessed gun panel w/lower extensions			CAGER	\$1,071.00		
Setina 10XL partition uncoated, w/recessed panel and seat extensions			CAGEXL	\$1,071.00		
Setina 12-PolyC rear cargo partition, polycarbonate scratch resistant			RCAGE	\$730.00		
Setina 12 EXP rear vinyl coated expanded metal partition			RCGEM	\$705.00		
Setina single vertical gun mount Universal lock, handcuff key, unwired			1GUN	\$376.00		
Setina dual vertical gun mount/locl shotgun/AR-15, handcuff keys, unwired			2GUN	\$476.00		
Flashers, Sound Off 2 White in front bumper, Red/Blue (taillights)			4FLASH	\$597.00		
Fog/Driving lights w/Red/Blue flashers, & Red/Blue taillight LEDs			FOGTAIL	\$963.00		
Alarm system: Horn/lights upon door/hatch violation w/2 remotes			ALARM	\$187.00		
Extra key (w/o microchip, simple "dumb" key) each			KEY	\$9.00		
Extra remote entry keyfob (limit of 4 total per vehicle on dealer installed) each			REMOTE	\$95.00		
Transit Improvement Vehicle Excise Tax on any delivery within Anoka, Dakota, Hennepin, Ramsey, or Washington Counties; only marked vehicles exempt			TIVET	\$20.00		
Option to pick up car in Fergus Falls, MN						(\$45.00)
Total pages 1 and 2						\$27,869.82



Code 4 Services LLC
 37882 County Highway 3
 Pelican Rapids, MN 56572

Estimate

Date 1/29/2014
Estimate # 1683

Name / Address
 East Grand Forks Police Department
 Chief Mike Hedlund
 520 DeMers Ave. NW
 East Grand Forks, MN 56721

P.O. #

Terms

Net 30

Due Date

2/28/2014

Other

Item	Description	Qty	Rate	Total
SHO 05.0915	Sho-Me Ignition Security System	1	175.00	175.00
WHE STPKT83	NEW Explorer / 2011-2012 and 2013 Utility Police Interceptor / 48"-55"	1	66.96	66.96
WHE PAR28B	3.5" Round Super-LED® Lightheads with Clear Extended Lens BLUE/BLUE	1	128.16	128.16
WHE PAR28R	3.5" Round Super-LED® Lightheads with Clear Extended Lens RED/RED	1	128.16	128.16
WHE P28FX11	Optional Fog Light Mounting Kit for 2011-2012 Ford Explorer and 2013 Police Interceptor Utility, Requires Optional Ford OEM Fog Light Hardware and Bracket, Purchased from Ford	2	5.76	11.52
FOR BB5Z15266A	Ford Utility Fog Light Mounting bracket 2013 RIGHT	1	31.42	31.42
FOR BB5Z15266B	Ford Utility Fog Light Bracket 2013 LEFT	1	36.32	36.32
HAV C-SM-1225	12" enclosed 25° Angled Series console	1	248.98	248.98
HAV C-ARM-104	Console, Accessory, Arm rest, Trak mount, Large arm rest pad, 10" High, Flip, Height adjustable	1	97.52	97.52
HAV C-CUP2-E-C	Dual external cup holder	1	27.97	27.97
HAV C-MCB	Mic Clip Bracket	1	11.47	11.47
HAV C-MD-202	Action adapters, Tilt/swivel, 1.82" High	1	62.24	62.24
HAV C-HDM-302	Fixed adapter, Heavy duty mount, 4" Offset bracket	1	26.95	26.95
HAV UT-101	Device Mount, Universal laptop mount, Mounts universally, With lock	1	208.60	208.60
		Subtotal		
		Sales Tax (6.87...		
		Total		

code4services@gmail.com

320.266.1600

www.code4services.com

215.252.5891



Code 4 Services LLC
 37882 County Highway 3
 Pelican Rapids, MN 56572

Estimate

Date 1/29/2014
Estimate # 1683

Name / Address
 East Grand Forks Police Department
 Chief Mike Hedlund
 520 DeMers Ave. NW
 East Grand Forks, MN 56721

P.O. #

Terms

Net 30

Due Date

2/28/2014

Other

Item	Description	Qty	Rate	Total
SET 10-VS-RP	Setina: Horizontal sliding partition (uncoated) w/recessed panel (SUV/pickup)	1	613.662	613.66
SET 12 POLY-C	Setina Rear cargo partition polycarbonate SCRATCH RESISTANT COATING	1	350.322	350.32
SET DUALVERTGUN	Setina Dual Vertical Gun Mount/Lock, shotgun and AR-15, handcuff keys	1	318.402	318.40
SOS ETSS100D	100D Series Professional Speaker - 100 watt	1	148.59	148.59
SOS ETSS100CBKFV-BP	Sound Off Signal Siren Speaker Mount 2013 Ford UTILITY	1	21.06	21.06
SOS EGHST1B-12	GHOST™ Single LED Surface Mount Warning Light, Black Housing, Solid Color - Blue LEDs	1	88.34	88.34
SOS EGHST1R-12	GHOST™ Single LED Surface Mount Warning Light, Black Housing, Solid Color - Red LEDs	1	88.34	88.34
SOS ELUC2S010B	Universal UnderCover™ LED Insert Blue LEDs	1	72.54	72.54
SOS ELUC2S010R	Universal UnderCover™ LED Insert Red LEDs	1	72.54	72.54
EVM IDM308VS	Ignition Delay Module /Voltage Sense	1	67.62	67.62
C4S FREIGHT	Freight	1	350.00	350.00
C4S LABOR	Labor	25	80.00	2,000.00
C4S SUPPLIES	Miscellaneous supply charge	25	8.00	200.00
C4S PDCKIT	Power Distribution Center Kit	1	25.00	25.00
WAY 30AMPRR	30 amp relay Mw/resistor	1	7.71	7.71
WAY CB 80	HI AMP MANUAL RESET 80 AMP SURFACE MOUNT CIRCUIT BREAKER	1	40.00	40.00
WAY GS	Ground stud	2	5.36	10.72
		Subtotal		
		Sales Tax (6.87...		
		Total		

code4services@gmail.com

320.266.1600

www.code4services.com

215.252.5891



Code 4 Services LLC
 37882 County Highway 3
 Pelican Rapids, MN 56572

Estimate

Date 1/29/2014
Estimate # 1683

Name / Address
 East Grand Forks Police Department
 Chief Mike Hedlund
 520 DeMers Ave. NW
 East Grand Forks, MN 56721

P.O. #

Terms

Net 30

Due Date

2/28/2014

Other

Item	Description	Qty	Rate	Total
WAY TL	Prisoner Transport Light	1	9.07	9.07
MID BB-6	6-position ATO fuse block	3	19.53	58.59
			Subtotal	\$5,803.77
			Sales Tax (6.87...	\$0.00
			Total	\$5,803.77

code4services@gmail.com

320.266.1600

www.code4services.com

215.252.5891

RESOLUTION NO. 14 – 02 - 20

REASSESSMENT OF LOT 1, BLOCK 2 GATEWAY EAST ADDITION (Melford Emelda Johnson)

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, by a resolution passed by the council on January 3, 2012, the city engineer was directed to prepare a proposed assessment of the cost of Improvement No. 2012 AJ No.1 paving project for paving 15th Street N.E., and

WHEREAS, the report and proposed assessment was received by the council on February 14, 2012 presented to the Council by resolution on February 23 and called for a hearing on the improvement said resolution was passed and notice was published and mailed per statute;

WHEREAS, public hearing was held and by resolution passed by council on March 20, 2012 the improvements and preparation of plans and specifications were ordered and plans and specifications were filed and bids authorized on May 1, 2012; and

WHEREAS, after published and actual notice of the public hearing and holding the hearing a resolution was passed by council on November 8, 2012 Council adopted the assessment roll,

WHEREAS, notice for the public hearings were sent out to Mel and Elmeda Johnson however said notices were sent to the wrong address; and

WHEREAS, Melford and Elmeda Johnson contacted the City and the County with their concerns over the special assessment;

WHEREAS, pursuant to Minnesota Statute 429.071, subd. 2 the City may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

1. A public hearing shall be held at the 5:00 p.m. meeting on May 20, 2014 in the City hall located at 600 Demers Avenue, East Grand Forks, MN 56721. Melford and Elmeda Johnson will be given an opportunity to be heard with reference to the assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the assessment to be sent to Melford and Elmeda Johnson it shall state in the notice the total cost of the improvement and the cost to Melford and Elmeda Johnson notice to be given not less than two weeks prior to the hearing.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: February 18, 2014

Attest:

City Administrator/Clerk-Treasurer

Vice-President of Council

I hereby approve the foregoing resolution this 18th of February, 2014.

Mayor

RESOLUTION NO. 14 – 02 - 21

Adopting the Strategic Leadership Plan

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the East Grand Forks City Council and Staff Department Heads met with Carl Neu on January 10th and 11th in a Strategic Leadership Planning Workshop;

WHEREAS, the primary objective of the workshop was to develop a Strategic Leadership Plan that would define the future of the City Council and its visions until 2030; and

WHEREAS, key observations and conclusions were made by the participants of the workshop; and

WHEREAS, the City Council and Department Heads picked strategic focus areas that would have influence and high impact on the community;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA adopts the Strategic Leadership Plan that has set performance goals for the next three years, set six major goals to accomplish in five years, and has set the City’s vision for the future of East Grand Forks out to 2030.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: February 18, 2014

Attest:

City Administrator/Clerk-Treasurer

Vice-President of Council

I hereby approve the foregoing resolution this 18th of February, 2014.

Mayor

RESOLUTION NO. 14 – 02 – 22

A RESOLUTION DECLARING VACANCY EXISTS ON THE EAST GRAND FORKS CITY COUNCIL; AND

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, Council member Ron Vonasek has passed away on December 19, 2013; and

WHEREAS, by Minnesota Statute 351.02 and by Section 2.04 of the East Grand Forks City Charter, the City Council must determine and declare that a vacancy exists on the City Council; and

WHEREAS, by Minnesota Statute 412.02 and Section 2.04 of the East Grand Forks City Charter, the City Council may fill his position by appointment; and

WHEREAS, by Minnesota Statute 412.02 and Section 2.04 of the East Grand Forks City Charter, this appointment shall last until the next City election; and

NOW THEREFORE, BE IT RESOLVED, that the City Council declares a vacancy in the council to fill out the term of Ron Vonasek until the next regular election.

BE IT FURTHER RESOLVED, that the City Council appoints _____ to the position of Ward 2 Council Member until the term is over at the end of 2014.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: February 18, 2014

Attest:

City Administrator/Clerk-Treasurer

Vice-President of Council

I hereby approve the foregoing resolution this 18th of February, 2014.

Mayor

RESOLUTION NO. 14 – 02 – 23

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 18083 for a total of \$3,597.92.

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 \$3,597.92 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 February 18, 2014.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: February 18, 2014

Attest:

City Administrator/Clerk-Treasurer

Vice-President of Council

I hereby approve the foregoing resolution this 18th of February, 2014.

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 18083 for a total of \$3,597.92.
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 February 18, 2014.

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: lkatka
 Printed: 2/13/2014 - 12:37 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
18038	02/18/2014	ACM001	Acme Electric Companies	143.98	0
18039	02/18/2014	ADV001	Advanced Business Methods Inc	264.13	0
18040	02/18/2014	ALB001	Albrecht Manufacturing	1,367.69	0
18041	02/18/2014	ALT001	Altru Health System	144.00	0
18042	02/18/2014	AME002	American Tire Service	410.00	0
18043	02/18/2014	AME008	American Tire Service Inc	293.40	0
18044	02/18/2014	AME005	Ameripride Linen & Apparel Services	516.77	0
18045	02/18/2014	ANY001	Anytime Plumbing	108.60	0
18046	02/18/2014	AQU001	Aqua Water Solutions	65.45	0
18047	02/18/2014	ALT003	Atlantic Safety Product	110.10	0
18048	02/18/2014	BAR005	Barnes Distribution	516.27	0
18049	02/18/2014	BAT001	Batteries Plus	17.95	0
18050	02/18/2014	BOB001	Bobcat of Grand Forks	41.79	0
18051	02/18/2014	BRI003	Brite-Way Window Cleaning	60.00	0
18052	02/18/2014	BUS002	Business Essentials	94.26	0
18053	02/18/2014	C&R001	C&R Laundry & Cleaners	291.11	0
18054	02/18/2014	CAN001	Canon Financial Services	128.00	0
18055	02/18/2014	CAR002	Carquest Auto Parts	170.28	0
18056	02/18/2014	COL002	Cole Papers Inc	476.40	0
18057	02/18/2014	CUL001	Culinex	41.17	0
18058	02/18/2014	D&M001	D&M Auto Body	1,014.45	0
18059	02/18/2014	DAH003	Dahlstrom Motors Inc	249.24	0
18060	02/18/2014	DAK001	Dakota Alarm	180.00	0
18061	02/18/2014	DAK006	Dakota TV & Appliance	635.78	0
18062	02/18/2014	LEI005	David and Linda Peterson, Frandsen B	135,000.00	0
18063	02/18/2014	DAY002	Daydreams Specialties, LLC	45.00	0
18064	02/18/2014	DIA001	Richard Papenfuss Diamond Cleaning	554.75	0
18065	02/18/2014	EAS007	East Side Travel Plaza	32.84	0
18066	02/18/2014	EXP003	Explorer Post #38	60.00	0
18067	02/18/2014	EXP002	Exponent	361.80	0
18068	02/18/2014	FAM001	Family Institute	500.00	0
18069	02/18/2014	FER001	Ferrellgas	271.09	0
18070	02/18/2014	FIL001	Filter Care	230.54	0
18071	02/18/2014	G&K001	G&K Services	142.41	0
18072	02/18/2014	GAF002	Gaffaney's	3.59	0
18073	02/18/2014	GER001	Gerrells Sport Center	71.98	0
18074	02/18/2014	GFC001	GF City Utility Billing	14,576.47	0
18075	02/18/2014	GFF001	GF Fire Equipment	519.50	0
18076	02/18/2014	GFT002	GF Thur-O-Clean	2,710.81	0
18077	02/18/2014	GLO002	Global Equipment Co	49.00	0
18078	02/18/2014	GOM001	Gompf Displays	1,359.00	0
18079	02/18/2014	GOV001	Government Finance Officers Associa	170.00	0
18080	02/18/2014	GRA004	Grand Cities Towing	100.00	0
18081	02/18/2014	GRA008	Grand Forks City	1,415.00	0
18082	02/18/2014	HLM001	H&L Mesabi Company	1,141.39	0
18083	02/18/2014	HAR001	Hardware Hank	3,597.92	0
18084	02/18/2014	HAW001	Hawkins Chemical	318.00	0
18085	02/18/2014	HEA001	Heartland Paper	205.45	0
18086	02/18/2014	HJE003	Jerod & Tanya Hjelle	3,942.42	0
18087	02/18/2014	HOL002	Holiday Credit Office	587.47	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
18088	02/18/2014	HUG001	Hugo's	42.09	0
18089	02/18/2014	INP001	Inprints Screenprinting	176.00	0
18090	02/18/2014	J&G001	J&G Landscaping Inc	250.00	0
18091	02/18/2014	JET001	Jet Way Multiple Services Inc	500.00	0
18092	02/18/2014	KEL001	Kellermeyer Building Service	855.00	0
18093	02/18/2014	KEN002	Kennedy & Graven, Chartered	330.00	0
18094	02/18/2014	LEA002	League of MN Cities	31,995.72	0
18095	02/18/2014	LEG001	Legend Technical Services, Inc.	1,730.00	0
18096	02/18/2014	LIT001	Lithia Payment Processing	356.91	0
18097	02/18/2014	LUM001	Lumber Mart	26.29	0
18098	02/18/2014	LUN001	Lunseth Plumbing & Heating	70.00	0
18099	02/18/2014	M&W001	M&W Services	1,361.25	0
18100	02/18/2014	MBC001	M-B Companies Inc	204.19	0
18101	02/18/2014	MAC002	MacQueen Equipment	352.26	0
18102	02/18/2014	MAR004	Marco	83.00	0
18103	02/18/2014	MAR001	Marco Inc	282.80	0
18104	02/18/2014	MCF001	McFarlane	364.85	0
18105	02/18/2014	MCW001	Barb McWalter	535.00	0
18106	02/18/2014	MEN001	Menards	176.88	0
18107	02/18/2014	MID003	Midcontinent Communications	1,259.08	0
18108	02/18/2014	MPW001	Minnesota Pump Works	30,738.88	0
18109	02/18/2014	MIT001	Mitch Yoney Snow Removal	2,280.00	0
18110	02/18/2014	MDA001	MN Dept of Agriculture	30.00	0
18111	02/18/2014	MND003	MN Dept of Labor & Industry	10.00	0
18112	02/18/2014	MNI001	MN Ice Arena Mgr's Association	300.00	0
18113	02/18/2014	MSA003	MSAB Inc.	2,995.00	0
18114	02/18/2014	NEU002	NEU and Company	8,260.32	0
18115	02/18/2014	NEW001	Newman Signs	1,960.00	0
18116	02/18/2014	NOR004	Northern Plumbing Supply	315.40	0
18117	02/18/2014	NSC001	NSC Minerals	5,505.84	0
18118	02/18/2014	ORE001	O'Reilly Auto Parts	401.87	0
18119	02/18/2014	ORC002	Roger Orchard	22,905.75	0
18120	02/18/2014	PET001	Peterson Veterinarian Clinic P.C.	320.00	0
18121	02/18/2014	POL009	Polk County DAC	21.29	0
18122	02/18/2014	PRA003	Prairie Wind BG Inc	399.95	0
18123	02/18/2014	PRE001	Premium Waters Inc	59.37	0
18124	02/18/2014	PSD001	PS Door Services	95.20	0
18125	02/18/2014	QUI001	Quill Corp	518.67	0
18126	02/18/2014	R&R001	R&R Specialties of Wisconsin Inc	294.20	0
18127	02/18/2014	REL001	Reliable Office Supplies	157.27	0
18128	02/18/2014	MER001	Sanford Clinic Fargo Region	161.00	0
18129	02/18/2014	STA003	Star Tribune	61.75	0
18130	02/18/2014	STO001	Stone's Mobile Radio Inc	250.90	0
18131	02/18/2014	STU001	Stuart's Towing	185.00	0
18132	02/18/2014	SUN002	Sun Dot Communications	89.99	0
18133	02/18/2014	TIG001	Tiger Direct.com	493.02	0
18134	02/18/2014	TRU001	True Temp	1,045.08	0
18135	02/18/2014	USB005	US Bank Corporate Payment System	20.00	0
18136	02/18/2014	USB004	US Bank Equipment Finance	129.75	0
18137	02/18/2014	USP002	USPS Postmaster	320.00	0
18138	02/18/2014	VER001	Verizon Wireless	644.39	0
18139	02/18/2014	VIK002	Viking Industrial Center, Inc	50.00	0
18140	02/18/2014	WAS001	Waste Mgmt	30,857.99	0
18141	02/18/2014	WAT001	Water & Light Department	50,349.15	0
18142	02/18/2014	WEX001	Wex Bank	39.00	0
18143	02/18/2014	WIL002	Wilbur-Ellis	4.05	0
18144	02/18/2014	WIZ001	Wizard's Enterprises Inc.	490.00	0
18145	02/18/2014	XER001	Xerox Corporation	20.39	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
-------	------	-----------	-------------	--------	---------

Check Total:				<u>379,039.04</u>	
--------------	--	--	--	-------------------	--