

**APPROVED 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