

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MARCH 4, 2014 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

ADMINISTER OATH OF OFFICE FOR ELECTED OFFICIAL:

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 18, 2014.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 25, 2014.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA: NONE

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.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

3. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 6, 2014.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

4. Consider approving a temporary liquor license application for Sacred Heart Church & School for May 3, 2014 with contracted liquor services provided by Liberty Lanes.

5. Consider adopting Resolution No. 14-03-24 supporting legislation allowing cities to designate their city website to publish public notices.
6. Consider adopting Resolution No. 14-03-25 deeming a mowing assessment as uncollectable debt.

CLAIMS:

7. Consider adopting Resolution No. 14-03-26 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 18196 for a total of \$19.14 whereas Council Member Buckalew is personally interested financially in the contract.
8. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings:

- 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
- Work Session – March 25, 2013 – 5:00 PM – Training Room
- Regular Council Meeting – April 1, 2014 – 5:00 PM – Council Chambers

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for February 18, 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; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; 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:

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.”

Mr. Dale Helms asked if the computer screen showing Mr. Buckalew be moved. The computer screen was moved.

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.

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

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

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. 14-02-19 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.

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

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

Voting Nay: None.

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.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE 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.

Chief Hedlund told the council how Nelson Motors has the state bid for these vehicles and how police department has been very successful with the use of the SUV they currently have. He added that all together this new SUV with everything they need will come in under budget before deducting the trade in value of the Crown Victoria.

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

Voting Nay: None.

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.

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT 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.

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

Voting Nay: None.

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.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 14-02-21 WHICH WILL ADOPT THE STRATEGIC LEADERSHIP PLAN SETTING GOALS AND THE VISION OF THE CITY UNTIL 2030.

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

Voting Nay: None.

11. Consider adopting Resolution No. 14-02-22 declaring a vacancy and making an appointment to the City Council Ward 2 position.

Council member Tweten asked if there was going to be a voice vote. Council Vice-President Leigh stated there are two options. He said how he had mentioned using a voice vote and explained that the council could vote by paper ballot but the request would have to come from a council member, it would have to be seconded, and passed by the majority of the council. Council member Tweten asked that if the council moved forward with a paper ballot the Council President would not be able to vote. Council Vice-President Leigh said yes. Council member Tweten stated that this vote should be inclusive so the council should not use the paper ballot to vote.

Council Vice-President Leigh asked for a motion to declare a vacancy. Council member Olstad asked if it was just to declare a vacancy. Council Vice-President said yes.

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER TWETEN, TO DECLARE A VACANCY IN THE WARD 2 CITY COUNCIL POSITION.

Voting Aye: Vetter, Buckalew, Tweten, Olstad, Leigh, and Grassel.
Voting Nay: None.

Council Vice-President Leigh then asked for a motion to appoint a candidate to the position.
A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSAD, TO NOMINATE MS. ERIN ALMLIE TO THE CITY COUNCIL WARD 2 POSITION.

Council member Vetter stated that there is only months until the next election and his preference would be to keep the position vacant and let the citizens decide who should represent Ward 2. With that said he added that there are two excellent candidates which were hard to choose from and how he chose a candidate was by longevity and stated he would be voting for Mr. Helms if it came to a vote.

Council Vice-President Leigh stated he thought the interviews went well. He thanked both of the candidates and said he would be supporting Mr. Helms for the same reason as Mr. Vetter. He said it was nothing personal and hoped to see both candidates running for the Ward 2 position in the fall.

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

Council Vice-President stated since it was a tie vote the mayor will be casting the deciding vote. Mr. Murphy confirmed that is what the City Charter reads. Mayor Stauss thanked both of the candidates for putting their names in for this position. There was a discussion about how to proceed regarding the motion on the floor. Mr. Murphy stated the mayor needs to either vote aye or nay for the motion on the floor.

Mayor Stauss voted nay for the nomination of Ms. Erin Almlie to the City Council Ward 2 position.

Mr. Murphy announced the motion failed.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO APPOINT DALE HELMS TO THE CITY COUNCIL WARD 2 POSITION.

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

Council Vice-President Leigh congratulated Mr. Helms and said he hopes that Ms. Almlie will run for office in the fall.

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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT 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.

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

Voting Nay: None.

Abstain: Buckalew.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss stated he hoped people were watching the Olympics as well as the Girls and Boys Hockey teams and if they get a chance to go and watch them also since they have both been doing a great job.

Council President Buckalew congratulated the high school girls hockey team and wished them the best.

Council Member Tweten announced there is a pancake feed at the Senior Center on March 9th and as many council members and department heads should attend the event as possible showing their support for the excellent group of people working there. Council member Tweten also commented how the City does not make it difficult for people to file and run for office since the filing fee is only \$2.00 and added how they try to have people participate in the democracy we have.

Council Member Olstad thanked both of the candidates for going through the interview process, stated he was looking forward to working with Mr. Helms, hopes that Ms. Almlie would consider running in the fall, and thanked the girls and boys hockey teams for doing such a good job. He added that Representative Kiel will be at the Senior Center on the 20th at 6:00pm to hold a town hall meeting.

Council Vice-President Leigh thanked Ms. Almlie for putting her hat in the ring and hopes to see her run in the fall. He then welcomed Mr. Helms to the council and that he is looking forward to working with him.

Council Member Grassel thanked both the candidates, explained how it was a difficult decision, and said how he wishes they will both run in the fall election. He also added how he had helped with girls hockey for many years, how the program has turned around, and how great it is they were able to make it to state and be seated number one.

Mr. Murphy told the council that his six month review is coming up and they will be receiving evaluation forms along with their packet. He asked they turn in the forms to the Administration Office when they have completed them. He also told the council that he would be going to the Career Fair at UND the next day to speak with recruiters and see if any would be interested in relocating or putting a satellite office in East Grand Forks.

Ms. Anderson informed the council that the girls hockey game on Wednesday will not be televised but could be seen online at prep45.com.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE FEBRUARY 18, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:18 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 25, 2014 - 5:00 P.M.**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for February 25, 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:, Council Vice President Greg Leigh, Council Members Clarence Vetter, Dale Helms, Henry Tweten, Mark Olstad, and Chad Grassel.

Karla Anderson, Finance Director; Nancy Ellis, City Planner; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council Vice-President Determined a Quorum was present

1. Residential Refuse & Recycling Contract – Jason Stordahl

Mr. Stordahl reminded the council this item had been brought up before and that the City needs to either renew the contract with Waste Management or ask for proposals from various vendors. Council Vice-President Leigh asked who owned the containers and what the cost be if the City switched vendors. He added that both are reputable companies. Council member Olstad stated that this item had been brought up before, mentioned the time period needed for a new company to be ready to handle the refuse collection of the City, and added that he thinks they should look at both companies. Council member Vetter agreed with gathering proposals because it keeps people honest. Council member Helms stated he was thought the council should collect proposals.

Council member Grassel asked if it was three month turn around that was needed to gear up. Mr. Stordahl said yes. Discussion followed about what containers if any were owned by the City or residents. Council Vice-President Leigh asked Council member Tweten what his opinion about this issue. Council member Tweten stated he didn't have an opinion at this time and added that the council didn't have sufficient information at this time to make a decision. Council Vice-President Leigh asked Mr. Stordahl to ask for proposals and bring the information back to council.

Council member Grassel stated that it needs to be determined if the residents own the green containers and if they do will they be allowed to continue to use them. Brian, from Countrywide Sanitation, addressed the council and stated they would be willing to work with the city. More discussion followed about if the residents own the containers and what services will be included in the proposals.

2. League of MN Cities Legislative Items – David Murphy

Mr. Murphy explained the City had received information from the League of Minnesota Cities who was asking for support on two issues during this year's legislation. He explained the first was about street improvement districts which with how it was written could also include parking districts. He then explained the second issue of alternative publications for public notices. He stated how this would allow cities more flexibility and could help cut down costs by being able to post notices on their websites instead of only in the newspaper. He said that if council was in agreement the resolutions will be included at the next meeting.

Council Vice-President Leigh said he would agree with both except he still thinks that notifications should still be put in the newspaper since not everyone uses computers or the internet. Mayor Stauss added how he would be worried about the newspaper going under if it doesn't have enough local support.

Mr. Murphy added that if they council feels more strongly about one of the issues and wasn't worried about the other issue they would not have to take action on both. Council member Vetter said he didn't know enough about the street improvement districts so he would vote no on that issue until he would be able to get more information so he knows what it is. He also added he didn't have a problem with having that ability to post notices on the website but he would also like to continue putting notices in the paper. Council member Olstad said the previous year street improvement districts have been pushed and if the information gets to Council member Vetter, this would be a good thing for the City to back. He added his support for alternative publications since it would be up to the council to decide if they should keep printing notices in the paper. Council Vice-President asked if it is important for the council to support the alternative publication or not. Mr. Murphy stated that if the council feels strongly enough the League is looking for resolutions of support. Council Vice-President Leigh said move forward on the alternative publication but to give both Council member Vetter and Helms the information on the street improvement districts and have that brought back to the next work session.

3. City of East Grand Forks Legislative Priorities – David Murphy

Mr. Murphy reminded the council that he, Mayor Stauss, and Council members Olstad and Tweten were going down to the State Capitol and meeting with legislators. Council Vice-President Leigh asked the council if they wanted any other topics brought up while this group was down at the capitol other than what was proposed. He stated that he thought the Red River State Recreation Area and waste water project were the most important. Ms. Nelson also informed the council that the group will be meeting with the Commissioner of the DNR so they will be able to speak with him about the recreational area. Council member Vetter added that they might want to mention the freon issue and how the rinks will need to be updated. Mr.

Murphy stated it had been proposed to set aside 15 million to help update rinks around the state.

4. Mowing Assessment – David Murphy

Mr. Murphy explained how a property in town was under the care of a guardianship and it was in violation of the City's weed and grass ordinance. He added how notification was sent, nothing was done to the property, and the City had to hire the property to be mowed. He stated a bill had been sent to the guardianship but was never paid. Mr. Murphy continued to explain how ownership of the property changed before the pending mowing assessment was certified and the City had not been contacted by the title company when they conducted a search. The City had been in contact with the title company to try and collect the debt unsuccessfully. Mr. Murphy stated he sees this as uncollectable debt.

Council Vice-President Leigh informed the council that according to state statute only the City Council has the ability to pass a resolution to write off bad debt. Council member Vetter asked to send the assessment over to the county so it is on the record right away and the title companies would find it in a search if they don't contact the City. Discussion followed about the process of weed and grass nuisances. Ms. Anderson stated that the Administration Office will contact the county to see if mowing assessments could be sent over throughout the year instead of only once.

Other

Mr. Murphy reminded the council of the Grand Forks Mayor's luncheon that would be taking place the next day. He also informed them of a letter he received regarding street signage on Burlington Drive and how they asked to have this matter brought up at the next work session. He added that this should be considered an administrative matter and that the sign has been ordered. The last item Mr. Murphy informed the council the Library board discussed more roof and condensation issues. He stated the Library Board recommended contacting a real estate attorney specialist. He explained how early in the day he and Ms. Helgeson had contacted a specialist, they will be sending him the information about what has happened, and if it is necessary to take action the City will have to do so by October.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADJOURN THE FEBRUARY 25, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:29 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held February 6, 2014 at 5:00 P.M.

Present: Quirk, Loven, Tweten

Absent: Ogden

It was moved by Commissioner Tweten seconded by Commissioner Loven that the minutes of the previous meetings of December 5 and 19, 2013 and January 2 and 24, 2014 be approved as read.

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Tweten to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$474,074.45.

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to approve the 2014 revised engagement letter for auditing services with Brady-Martz, Certified Public Accountants & Consultants.

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to approve the 2013 accounts for charge-off.

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Tweten to approve the 2014 Honeywell Industrial Control Service agreement for the water treatment plant.

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Tweten to award the bid for the cleaning, repairing and painting of the lime storage silo and associated equipment to Champion Coatings Inc in the amount of \$154,000.00

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to authorize the preparation of plans and specs for the dehumidifier replacement at the Water Treatment Plant.

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to approve an LED rebate program.

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to adjourn to the next regular meeting on February 20, 2014 at 5:00 P.M.

Voting Aye: Quirk, Loven, Tweten

Voting Nay: None

Lori Maloney
Sec'y



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street Suite 133, St. Paul MN 55101-5133
 (651) 215-6209 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



**APPLICATION AND PERMIT
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>Sacred Heart Church School</i>		DATE ORGANIZED <i>1898</i>	TAX EXEMPT NUMBER <i>9046016</i>	
STREET ADDRESS <i>200 3rd St NW</i>		CITY <i>E67</i>	STATE <i>MN</i>	ZIP CODE <i>56721</i>
NAME OF PERSON MAKING APPLICATION <i>Msgr. Michael Foltz</i>		BUSINESS PHONE <i>(218) 773-0877</i>	HOME PHONE <i>()</i>	
DATES LIQUOR WILL BE SOLD <i>05-08-14</i>		TYPE OF ORGANIZATION <input type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input checked="" type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Msgr. Michael Foltz</i>		ADDRESS <i>200 3rd St NW, E67, MN 56721</i>		
ORGANIZATION OFFICER'S NAME <i>Dan Zavoral</i>		ADDRESS		
ORGANIZATION OFFICER'S NAME <i>Greg Stocker</i>		ADDRESS		

Location license will be used. If an outdoor area, describe

Sacred Heart gym. It is our annual Spring Fling Fundraiser.

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.

yes, PAT GADDIE w/ Liberty Lanes Lounge & Grill will be providing/running the bar. (1500 5th Ave NE, E67, MN 56721

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage. *218-773-3477*

NO

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT

CITY/COUNTY _____

DATE APPROVED _____

CITY FEE AMOUNT _____

LICENSE DATES _____

DATE FEE PAID _____

SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____

APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event

Request for Council Action

Date: 02/28/14

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

Cc: File

From: David Murphy

RE: Alternative Publication of Public Notices

The League of Minnesota Cities is asking for support in favor of a bill that would change publication requirements. This bill (SF 1152/HF 1286) was heard in the Senate State and Local Government Committee on Wednesday, February 26th. If passed this bill would eliminate outdated publication requirements, shorten wait times, and improve service by allowing for local control.

The League does recognize that in some cities newspaper publication will remain the same or be the best option for them. Determining how to reach the most people in the city would stay a local decision. If this bill was passed it would not mandate making all cities post notices the same way.

RESOLUTION NO. 14 – 03 – 24

A RESOLUTION SUPPORTING LEGISLATION ALLOWING CITIES TO DESIGNATE THEIR CITY WEBSITE TO PUBLISH PUBLIC NOTICES

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

WHEREAS, cities are currently required by law to publish public notices in a designated official newspaper for the city (Minn. Stat. § 331A); and

WHEREAS, cities are committed to providing information to citizens and increasing access to information about city operations and business; and

WHEREAS, citizens expect and demand information in an immediate format; and

WHEREAS, cities have limited resources and must utilize tax dollars in the most efficient way possible; and

WHEREAS, cities should have the authority to determine the best and most efficient method of communicating information to citizens based on citizen expectations; and

WHEREAS, cities are continuously improving and investing in technology to reach more citizens in a timely manner; and

WHEREAS, utilizing city websites to publish public notices would eliminate the time and costly burden of publishing in newspapers; and

WHEREAS, city websites are increasingly the first place citizens look for information about their cities; and

WHEREAS, the ability of city websites to provide citizens with up-to-date, detailed information exceeds that of print media

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of East Grand Forks supports HF 1286 and SF 1152, legislation now before the 2014 legislature that would allow cities to publish certain public notices on their websites instead of, or in addition to, in an official newspaper.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: March 4, 2014

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 4th of March, 2014.

Mayor

RESOLUTION NO. 14 – 03 – 25

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

WHEREAS, the property at 504 6th Ave SE was in violation of the weed and grass ordinance in June of 2013 and City staff followed the procedure set up by sections 98.35 through 98.43 of the Municipal Code ;

WHEREAS, city staff sent out notification to the guardianship who was taking care of the property informing them of this violation and time line they had to bring the property back into compliance; and

WHEREAS, the guardianship did not correct the violation so the City hired the property to be mowed;

WHEREAS, after the City received a bill in the amount of \$160.31 for mowing a bill was sent to the guardianship to reclaim this amount but was never paid; and

WHEREAS, over the summer the property changed ownership; and

WHEREAS, the title company did not contact the city to see if there were any pending assessments; and

WHEREAS, the new property owners were not told or aware of any pending assessments when they purchased the property; and

WHEREAS, staff has tried unsuccessfully to have this paid for by the title company;

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of East Grand Forks deems this debt uncollectable.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: March 4, 2014

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 4th of March, 2014.

Mayor

RESOLUTION NO. 14 – 03 – 26

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 18196 for a total of \$19.14.

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 \$19.14 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 March 4, 2014.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: March 4, 2014

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 4th 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 18196 for a total of \$19.14.
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 March 4, 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: 2/28/2014 - 9:10 AM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
18164	03/04/2014	ADV001	Advanced Business Methods Inc	424.27	0
18165	03/04/2014	AME005	Ameripride Linen & Apparel Services	145.60	0
18166	03/04/2014	ANY001	Anytime Plumbing	102.50	0
18167	03/04/2014	BAK001	Baker & Taylor Co	11.23	0
18168	03/04/2014	BAL001	Balco Uniforms Co Inc	2,825.99	0
18169	03/04/2014	BAR005	Barnes Distribution	813.64	0
18170	03/04/2014	BER001	Bert's Truck Equipment	16.50	0
18171	03/04/2014	BLU001	Blue Cross Blue Shield of ND	6,729.00	0
18172	03/04/2014	BRA001	Brady Martz & Associates	2,950.00	0
18173	03/04/2014	BRO002	Brodart Co	212.23	0
18174	03/04/2014	BUT001	Butler Machinery Co	376.07	0
18175	03/04/2014	CAR504	Cardmember Service	115.77	0
18176	03/04/2014	CEN006	Century Link	724.78	0
18177	03/04/2014	CHE006	Cherry Lake Publishing	16.99	0
18178	03/04/2014	COL002	Cole Papers Inc	1,179.76	0
18179	03/04/2014	CRE001	Creative Product Source Inc	109.52	0
18180	03/04/2014	CUS002	Custom Stripes Inc	138.00	0
18181	03/04/2014	DAH003	Dahlstrom Motors Inc	249.24	0
18182	03/04/2014	EAS006	Dale Gulbranson	160.00	0
18183	03/04/2014	GAR002	David J Garry	2,483.76	0
18184	03/04/2014	DAY002	Daydreams Specialties, LLC	11.00	0
18185	03/04/2014	DIA001	Richard Papenfuss Diamond Cleaning	174.55	0
18186	03/04/2014	EAS007	East Side Travel Plaza	26,985.60	0
18187	03/04/2014	ECO001	Economy Plumbing	1,213.45	0
18188	03/04/2014	FLA001	Flaherty & Hood PA	126.87	0
18189	03/04/2014	FOR004	Forx Radiator	87.99	0
18190	03/04/2014	G&K001	G&K Services	119.12	0
18191	03/04/2014	GAL001	Gale	94.21	0
18192	03/04/2014	GAL003	Galstad Jensen & McCann PA	9,455.00	0
18193	03/04/2014	GFH002	GF Herald	908.00	0
18194	03/04/2014	GGF001	GGF Convention & Visitors Bureau	1,086.14	0
18195	03/04/2014	GRE006	Grey House Publishing	307.50	0
18196	03/04/2014	HAR001	Hardware Hank	19.14	0
18197	03/04/2014	HAW001	Hawkins Chemical	318.00	0
18198	03/04/2014	HEA001	Heartland Paper	87.00	0
18199	03/04/2014	HOL002	Holiday Credit Office	324.69	0
18200	03/04/2014	HUG002	Heidi Hughes	100.00	0
18201	03/04/2014	HUG001	Hugo's	106.48	0
18202	03/04/2014	INF002	Infogroup Powering Business Growth	385.00	0
18203	03/04/2014	INT003	Integra Telecom	88.88	0
18204	03/04/2014	INT006	Interstate Power Systems	147.16	0
18205	03/04/2014	INT008	Intoximeters Inc	101.05	0
18206	03/04/2014	JET001	Jet Way Multiple Services Inc	968.00	0
18207	03/04/2014	KEE002	Keepsr Inc	66.29	0
18208	03/04/2014	KEI001	Keith's Security World	224.00	0
18209	03/04/2014	KEN002	Kennedy & Graven, Chartered	455.00	0
18210	03/04/2014	LEA001	League of MN Cities	60.00	0
18211	03/04/2014	LEA002	League of MN Cities	108,939.37	0
18212	03/04/2014	MAC002	MacQueen Equipment	107.20	0
18213	03/04/2014	MAR004	Marco	138.90	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
18214	03/04/2014	MCD001	McDonald's of EGF	211.37	0
18215	03/04/2014	MCF001	McFarlane	984.87	0
18216	03/04/2014	MND006	VOID****VOID****VOID*** MN I	3,335.00	0
18217	03/04/2014	MNS005	MN State Community & Technical Co	560.00	0
18218	03/04/2014	MOT001	Motion Industries Inc	10.38	0
18219	03/04/2014	MTI001	MTI Distributing Company	2,027.91	0
18220	03/04/2014	NOR010	North Central Rental & Leasing	5,271.00	0
18221	03/04/2014	NOR003	Northern Lights Figure Skating	500.00	0
18222	03/04/2014	ORE001	O'Reilly Auto Parts	1,007.64	0
18223	03/04/2014	ODL001	Odland Fitzgerald Reynolds & Harbot	200.00	0
18224	03/04/2014	OKA001	OK Automotive Parts & Equipment	7.32	0
18225	03/04/2014	PEN001	Penworthy Company	144.36	0
18226	03/04/2014	QUI001	Quill Corp	663.10	0
18227	03/04/2014	R&R001	R&R Specialties of Wisconsin Inc	52.65	0
18228	03/04/2014	RDO001	RDO Powerplan OIB	4,025.24	0
18229	03/04/2014	RDO003	RDO Truck Centers	228.14	0
18230	03/04/2014	RYL001	Chris Rylander	1,234.52	0
18231	03/04/2014	SAU001	Leslie Saulsbury	100.00	0
18232	03/04/2014	SCH002	Scholastic Library Publishers	152.10	0
18233	03/04/2014	SEN001	Sentimental Reflections	90.00	0
18234	03/04/2014	SME001	Joel Smerer	817.52	0
18235	03/04/2014	STO001	Stone's Mobile Radio Inc	86.15	0
18236	03/04/2014	STU001	Stuart's Towing	250.00	0
18237	03/04/2014	SWA002	Swanston Equipment Corporation	5,971.22	0
18238	03/04/2014	TIT003	Titan Machinery - Grand Forks	742.38	0
18239	03/04/2014	TRI001	Tristeel Manufacturing	348.78	0
18240	03/04/2014	TRU003	True North Equipment	667.05	0
18241	03/04/2014	UNI005	Uniforms Unlimited Inc.	3,302.30	0
18242	03/04/2014	USB005	US Bank Corporate Payment System	5,188.39	0
18243	03/04/2014	VAL001	Valley Petroleum Equipment	107.00	0
18244	03/04/2014	VAL002	Valley Truck	259.11	0
18245	03/04/2014	WAL007	Wallwork Truck Center	159.09	0
18246	03/04/2014	WAT001	Water & Light Department	90,141.36	0
18247	03/04/2014	WID001	Widseth Smith Nolting & Associates	7,986.75	0
18248	03/04/2014	WIZ001	Wizard's Enterprises Inc.	490.00	0
18249	03/04/2014	XCE001	Xcel Energy	18,050.74	0
18250	03/04/2014	ZEE001	Zee Medical Service	102.55	0
				<hr/> <hr/>	
				Check Total:	328,466.43
				<hr/> <hr/>	

Transaction Detail - Summary

City of East Grand Forks
Report Date: 02/28/2014

Posting Date	MCCG Code	Merchant Category Code	Merchant Name	Merchant State/Province	Tagpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: KAYLA ANDERSON Account Number: **7513 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:										
01/24/2014	240491	8398	CHARITABLE/SOCIAL SERVICE	ND	202924979	\$ 20.00	Memo		Not Reviewed	No
02/04/2014	240499	5942	BOOK STORES	WA	911646860	199.99	Memo	106-5962557-94682	Not Reviewed	No

Posting Date	MCCG Code	Merchant Category Code	Merchant Name	Merchant State/Province	Tagpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: JAY BRUCE Account Number: **5405 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:										
02/12/2014	240500	5999	MISCELLANEOUS AND SPECIAL	ND	911772624	(1.70)	Memo	cdJay	Not Reviewed	No
02/12/2014	240500	5999	MISCELLANEOUS AND SPECIAL	ND	911772624	63.58	Memo	cdJay	Not Reviewed	No

Posting Date	MCCG Code	Merchant Category Code	Merchant Name	Merchant State/Province	Tagpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: GREGORY GAHLON Account Number: **2707 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:										
02/19/2014	240507	5137	WHOLESALE UNIFORMS INC.	MIN	410967576	234.90	Memo	2707	Not Reviewed	No

Posting Date	MCCG Code	Merchant Category Code	Merchant Name	Merchant State/Province	Tagpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: MICHAEL HEDLUND Account Number: **1856 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:										
01/27/2014	240499	5943	STATIONERY STORE/SUPPLIES	ND	341573735	199.90	Memo	XXXXXXXXXXXXXXXX1856	Not Reviewed	No
01/29/2014	240499	5943	STATIONERY STORE/SUPPLIES	ND	341573735	2,169.80	Memo	XXXXXXXXXXXXXXXX1856	Not Reviewed	No
02/08/2014	240507	5399	MISCELLANEOUS GENERAL MER	CA	262557260	235.75	Memo	SA360154	Not Reviewed	No
02/21/2014	240497	5969	OTHER DIRECT MARKETER	WI	391837105	639.61	Memo	8724861	Not Reviewed	No

Transaction Detail - Summary

City of East Grand Forks
Report Date: 02/28/2014

Trans Date	Posting Date	MCCG Code	MCC Code	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
01/30/2014	02/03/2014	240493	3501	HOLIDAY INNS	HOLIDAY INN ST PAUL E	MN	760821881	\$ 134.06	Memo	01989811	Not Reviewed	No

Name: JON HEPFERNAN Account Number: **1731 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

02/08/2014	02/10/2014	240507	5411	GROCERY STORES,SUPERMARK	TARGET	ND	410215170	96.05	Memo	020814	Not Reviewed	No
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Name: CHARLOTTE HELGESON Account Number: **1631 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

01/28/2014	01/29/2014	240507	5045	WHOLESALE COMPUTERS	SYX*TIJERDRECTINC	FL	592830635	37.26	Memo	165252470101	Not Reviewed	No
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Name: LYNDA KATKA Account Number: **1545 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

01/31/2014	02/03/2014	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	7.95	Memo	F65744	Not Reviewed	No
02/05/2014	02/06/2014	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	170.42	Memo	F66575	Not Reviewed	No
02/07/2014	02/10/2014	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	35.98	Memo	F66998	Not Reviewed	No
02/07/2014	02/10/2014	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	9.68	Memo	F67042	Not Reviewed	No
02/11/2014	02/12/2014	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	50.20	Memo	F67678	Not Reviewed	No

Name: GARY LARSON Account Number: **0810 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

02/09/2014	02/10/2014	240493	7011	OTHER HOTELS	ARROWWOOD RESORT	MN	263201660	233.00	Memo	00322631	Not Reviewed	No
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Transaction Detail - Summary / LYNDAKATKA / 02/28/2014 09:17:18

Transaction Detail - Summary

City of East Grand Forks
Report Date: 02/28/2014

Trans Date	Posting Date	MCCG Code	MCC Description	Merchant Category Code	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
01/31/2014	01/31/2014	240495	8062 HOSPITALS		ALTRU HOSPITAL-CASHIER	ND	450310462	\$ 100.00	Memo	119356	Not Reviewed	No

Name: MICHELLE MANIAS Account Number: **0757 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

Trans Date	Posting Date	MCCG Code	MCC Description	Merchant Category Code	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
01/30/2014	01/30/2014	240500	5999 MISCELLANEOUS AND SPECIAL		IDEASTREAM CONSUMER PROD	OH	010684531	18.97	Memo	0300000550	Not Reviewed	No
01/30/2014	01/30/2014	240499	5942 BOOK STORES		AMAZON.COM	WA	911646860	227.99	Memo	105-4996292-66082	Not Reviewed	No

Name: JASON STORDAHL Account Number: **9413 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

Trans Date	Posting Date	MCCG Code	MCC Description	Merchant Category Code	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
02/20/2014	02/20/2014	240497	5969 OTHER DIRECT MARKETER		MINNESOTA EROSION CONTROL	MN	411837032	325.00	Memo	1357380-65607036	Not Reviewed	No

Total Number of Records: 22
Total \$5,208.39

End of Report

Transaction Detail - Summary Output Parameter Page

City of East Grand Forks
Report Date: 02/28/2014

Cycle Close Date Range: 01/2014 to 02/2014

Reviewed Status: All

Disputed Status: All

Transaction Amount: All

Posting Type: All

Payments: Exclude

Fees: Exclude

Additional Detail:

Merchant Category Code Group: All

Sort Report By: (1) Account Name, (2) Trans Date, (3) No Sort, (4) No Sort

Break/Subtotal Level: No Break/Subtotal

Page Break: No

Processing Hierarchy Position: Bank Agent Company Division Department

1425 All All All All

Transaction Detail Summary / LYNDAKATKA / 02/28/2014 09:17:18 / TransactionDetailReport1383600636046_39120_1837942735028263