

**APPROVED 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