

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

ADMINISTER OATH OF OFFICE FOR ELECTED OFFICIAL

Mr. Galstad administered the oath to newly appointed council member Dale Helms.

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for March 4, 2014 was called to order by Council President Buckalew at 5:03 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Council President Craig Buckalew, Council Members Clarence Vetter, Dale Helms, and Chad Grassel.

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; Megan Nelson, Executive Assistant; and Jim Richter, EDHA 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.”

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.

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

Voting Aye: Buckalew, Grassel, Vetter, and Helms.

Voting Nay: None.

Absent: Tweten, Olstad, and Leigh.

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.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE CONSIDER APPROVING A TEMPORARY LIQUOR LICENSE APPLICATION FOR SACRED HEART CHURCH & SCHOOL FOR MAY 3, 2014 WITH CONTRACTED LIQUOR SERVICES PROVIDED BY LIBERTY LANES.

Voting Aye: Buckalew, Grassel, Vetter, and Helms.

Voting Nay: None.

Absent: Tweten, Olstad, and Leigh.

5. Consider adopting Resolution No. 14-03-24 supporting legislation allowing cities to designate their city website to publish public notices.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 14-03-24 SUPPORTING LEGISLATION ALLOWING CITIES TO DESIGNATE THEIR CITY WEBSITE TO PUBLISH PUBLIC NOTICES.

Voting Aye: Buckalew, Grassel, Vetter, and Helms.

Voting Nay: None.

Absent: Tweten, Olstad, and Leigh.

6. Consider adopting Resolution No. 14-03-25 deeming a mowing assessment as uncollectable debt.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 14-03-25 DEEMING A MOWING

Council President Buckalew asked if this assessment could go against a future property owner and if the City has already paid for the mowing. Ms. Nelson stated the City had already paid for the mowing. Mr. Galstad said that this assessment cannot go against a future property owner. He went on to explain how the title companies complete a search on any pending assessments on properties and added how they are suppose to also check with the City which didn't happen in this case. He also stated that looking back at the minutes the City will be contacting the Auditor's office to see if mowing assessments could be added throughout the year. Ms. Nelson stated she had contacted the county today regarding this issue and was told they would keep a file but nothing would be added to a property until after all of the information was submitted at the end of November. She added how the county informs those asking for information about special assessments to contact the City.

Voting Aye: Buckalew, Grassel, Vetter, and Helms.

Voting Nay: None.

Absent: Tweten, Olstad, and Leigh.

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.

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

Council member Vetter asked Mr. Galstad if this could be passed since there would only be three votes. Mr. Galstad stated that since it was a majority it should pass. He added that the Water and Light Commission use a majority to pay bills which is the only action they can take.

Voting Aye: Grassel, Vetter, and Helms.

Voting Nay: None.

Abstain: Buckalew.

Absent: Tweten, Olstad, and Leigh.

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

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

Voting Aye: Buckalew, Grassel, Vetter and Helms.

Voting Nay: None.

Absent: Tweten, Olstad, and Leigh.

COUNCIL/STAFF REPORTS:

Council Member Vetter welcomed Mr. Helms to City Council.

Council member Helms thanked the other council members for allowing him to be there and is ready start working.

Council Member Buckalew said Go Greenwave. He also welcomed Mr. Helms to the council and said to ask questions if he has them and they will do their best to answer.

Council Member Grassel welcomed Mr. Helms to the council. He added that the boys hockey team made it to state and will be playing this week and that the boys and girls basketball teams are also playing.

Mr. Galstad thanked the council for their patience with him being out of the office and with the passing of his mother. He added an additional thank you to the street department for getting the snow cleared from the streets by the church.

Mr. Boyce informed the council he had handed out a press release before the council meeting regarding frozen water lines. He stated there had been three residents who had frozen water service but the press release was sent out for residents to monitor their service. He explained how a resident would check the water temperature to see if they would need to keep the water flowing. He added this information was sent out so residents are aware of the situation and to call the distribution center if they have questions or to report if they need to keep their water running. Mr. Richter asked if there will be a discount for those running water. Mr. Boyce stated he will have to check with the Water and Light Commission but in the past when this had happened they would use a winter average. He also mentioned that is the water rate is adjusted he might be asking the council what to do about adjusting the sewage rate.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE MARCH 4, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:17 P.M.

Voting Aye: Buckalew, Grassel, Vetter and Helms.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer