

**APPROVED MINUTES  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, APRIL 1, 2014 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for April 1, 2014 was called to order by Council President Buckalew 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, Dale Helms, Henry Tweten, Mark Olstad, and Chad Grassel.*

*Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; 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 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 March 18, 2014.
2. Consider approving the summary of minutes of the “Closed Special Meeting” for the joint meeting between the EDHA Board and the East Grand Forks, Minnesota City Council of March 24, 2014.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 25, 2014.
4. Consider approving the summary of minutes of the “Closed Special Meeting” for the East Grand Forks, Minnesota City Council of March 25, 2014.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE ITEMS ONE (1) THROUGH FOUR (4).**

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

*Voting Nay: None.*

**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:**

5. Regular meeting minutes of the Economic Development/Housing Authority Commission for March 11, 2014.
6. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 20, 2014 and for March 6, 2014.

**COMMUNICATIONS:**

7. Acknowledge Andrea Scherer for successfully completion of her probationary period as the Program Coordinator at the Campbell Library.

Ms. Helgeson introduced Ms. Scherer to the City Council and stated what a fantastic job Ms. Scherer has been doing as the program coordinator. She told the council about Ms. Scherer's experience in other library settings and how well she has done with existing programs, adding to the programs, and if they have an idea for the library to contact Ms. Scherer about it. Council member Tweten added how Ms. Scherer is very capable and has done a tremendous job.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

8. Consider adopting Resolution No. 14-04-32 accepting the report of feasibility for 2014 Assessment Job No. 1 – 17<sup>th</sup> Street NE Reconstruction and setting the date for the public hearing.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 14-04-32 ACCEPTING THE REPORT OF FEASIBILITY FOR 2014 ASSESSMENT JOB NO. 1 – 17<sup>TH</sup> STREET NE RECONSTRUCTION AND SETTING THE DATE FOR THE PUBLIC HEARING.**

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

*Voting Nay: None.*

9. Consider adopting Resolution No. 14-04-33 entering into contracts with Mr. James Strommen and Mr. Gary Proskiw to correct the issues with the library roof.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 14-04-33 ENTERING INTO CONTRACTS WITH MR. JAMES STROMMEN AND MR. GARY PROSKIW TO CORRECT THE ISSUES WITH THE LIBRARY ROOF.**

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

*Voting Nay: None.*

**CLAIMS:**

10. Consider adopting Resolution No. 14-04-34 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 18423 for a total of \$764.16 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 14-04-34 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 18423 FOR A TOTAL OF \$764.16 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

Council Vice-President Leigh stated he was motioning to approve the corrected information. Ms. Nelson explained that she did not have the correct information in the agenda for this item but the information Council President Buckalew said and the information in the resolution was correct.

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

*Voting Nay: None.*

*Abstain: Buckalew.*

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

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

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Mayor Stauss stated that with the storm there have been many phone calls asking when certain streets were going to be plowed. He added how sometimes we need to have patience since we have a small department and added what a good job the street department had done.

Council Member Tweten told the council that on Sunday from 8-1 there is a breakfast at the VFW put on by the Heritage Foundation. He stated what a great job the Heritage Foundation has been going and added the presence of council members at the breakfast would be greatly appreciated.

Mr. Murphy informed the council the Grand Forks Herald was going to be running an article on the Leadership Plan the City Council had decided on in January. Council Vice-President Leigh stated the article was already in the paper. Mr. Murphy stated he had been gone and would have to find the article.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER HELMS, TO ADJOURN THE APRIL 1, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:09 P.M.**

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

*Voting Nay: None.*

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David Murphy, City Administrator/Clerk-Treasurer