

**APPROVED MINUTES SUMMARY  
OF THE CITY COUNCIL & EDHA BOARD  
CLOSED SPECIAL MEETING  
CITY OF EAST GRAND FORKS  
TUESDAY, MAY 13, 2014 – 4:30PM**

**CALL TO ORDER:**

*The Closed Special Meeting of the East Grand Forks City Council for May 13, 2014 was called to order by Council President Buckalew at 4:30 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.*

**CALL TO ORDER:**

*The Closed Special Meeting of the East Grand Forks Economic Development/Housing Authority Board for May 13, 2014 was called to order by Board President Wogaman at 4:30 P.M.*

**CALL OF ROLL:**

*On a call of Roll the following members of the East Grand Forks Economic Development/Housing Authority were present: President George Wogaman, Vice-President Justin Hecht, Treasurer Kerry Knoff, Secretary Nan Larson, Board members Chip Shea, Chad Grassel, and Mark Olstad.*

*Ron Galstad, City Attorney; David Murphy, City Administrator/Clerk-Treasurer; and Megan Nelson, Executive Assistant.*

**DETERMINATION OF QUORUM BY BOTH CITY COUNCIL AND EDHA BOARD:**

*Council President Buckalew Determined a Quorum was present for the City Council. EDHA President Wogaman Determined a Quorum was present for the EDHA Board.*

**DECLARE A CLOSED SPECIAL MEETING:**

1. Closed session with both the City Council and EDHA Board to discuss the EDHA Director's job performance. Closed session is to be performed according to the exception to the open meeting law pursuant to Minnesota Statute 13D.05, Subd. 3(a).

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO CLOSE THE SPECIAL JOINT MEETING TO EVALUATE THE JOB PERFORMANCE OF THE EDHA DIRECTOR. CLOSED SESSION IS TO BE**

**PERFORMED ACCORDING TO THE EXCEPTION TO THE OPEN MEETING LAW PURSUANT TO MINNESOTA STATUTE 13D.05, SUBD. 3(A).**

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

**Discussion followed in the joint closed session.**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VETTER, TO MOVE BACK INTO AN OPEN SESSION.**

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

Mr. Murphy stated that both boards have finalized the EDHA Director's evaluation and the City Council will be taking action at the next council meeting.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE MAY 13, 2014 SPECIAL JOINT MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:09 P.M.**

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

**A MOTION WAS MADE BY BOARD MEMBER HECHT, SECONDED BY BOARD MEMBER KNOFF, TO ADJOURN THE MAY 13, 2014 SPEICAL JOINT MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:09 P.M.**

*Voting Aye: Wogaman, Hecht, Knoff, Larson, Shea, Grassel, and Olstad.*  
*Voting Nay: None.*

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David Murphy, City Administrator/Clerk-Treasurer