

**AGENDA
OF THE SPECIAL CITY COUNCIL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, AUGUST 26, 2014 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

NEW BUSINESS:

1. Consider approving Resolution No. 14-08-80 ordering a report of feasibility and the preparation of plans and specifications for 2014 Assessment Job No. 2 – Street Paving for Point of Woods 5th Addition.
2. Consider approving Resolution No. 14-08-81 allowing abatement for the special assessments to parcel number 83.03603.00.

- At this time some information for Resolution N. 14-08-81 need to be verified. A copy of the resolution will be sent out on Monday for the council to review. At that time it will also be added to the packet available online.

ADJOURN:

Upcoming Meetings

Regular Council Meeting – September 2, 2014 – 5:00 PM – Council Chambers
Work Session – September 9, 2014 – 5:00 PM – Training Room
Regular Council Meeting – September 16, 2014 – 5:00 PM – Council Chambers
Work Session – September 23, 2014 – 5:00 PM – Training Room

**AGENDA
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, AUGUST 26, 2014 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

- 1. 2014 City Project No. 6 – Cemetery Improvements – Steve Emery**
- 2. Bike Lane on Bygland Road – Steve Emery**
- 3. Northland Tech Use of Parking Lot – David Murphy**
- 4. Sprinkler System at Riverwalk Center – Nancy Ellis**
- 5. Outdoor Skating Rinks – Dave Aker**
- 6. Request to Start Sergeant Promotional Process – Mike Hedlund**
- 7. Request to Start Secretary/Dispatcher/Jailer Hiring Register – Mike Hedlund**
- 8. Update on Special Events on the Rivers – Megan Nelson**
- 9. Request from Little Bangkok – David Murphy**
- 10. 2015 Preliminary Budget Discussion – David Murphy**

ADJOURN:

Upcoming Meetings

Regular Council Meeting – September 2, 2014 – 5:00 PM – Council Chambers
Work Session – September 9, 2014 – 5:00 PM – Training Room
Regular Council Meeting – September 16, 2014 – 5:00 PM – Council Chambers
Work Session – September 23, 2014 – 5:00 PM – Training Room

Request for Council Action

Date: August 21, 2014

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

Cc: File

From: Steve Emery, P.E.

RE: Authorization to prepare Report of Feasibility and Plans / Specifications for 2014 Assessment Job No. 2 – Street Paving, Point of Woods 5th Addition.

Background:

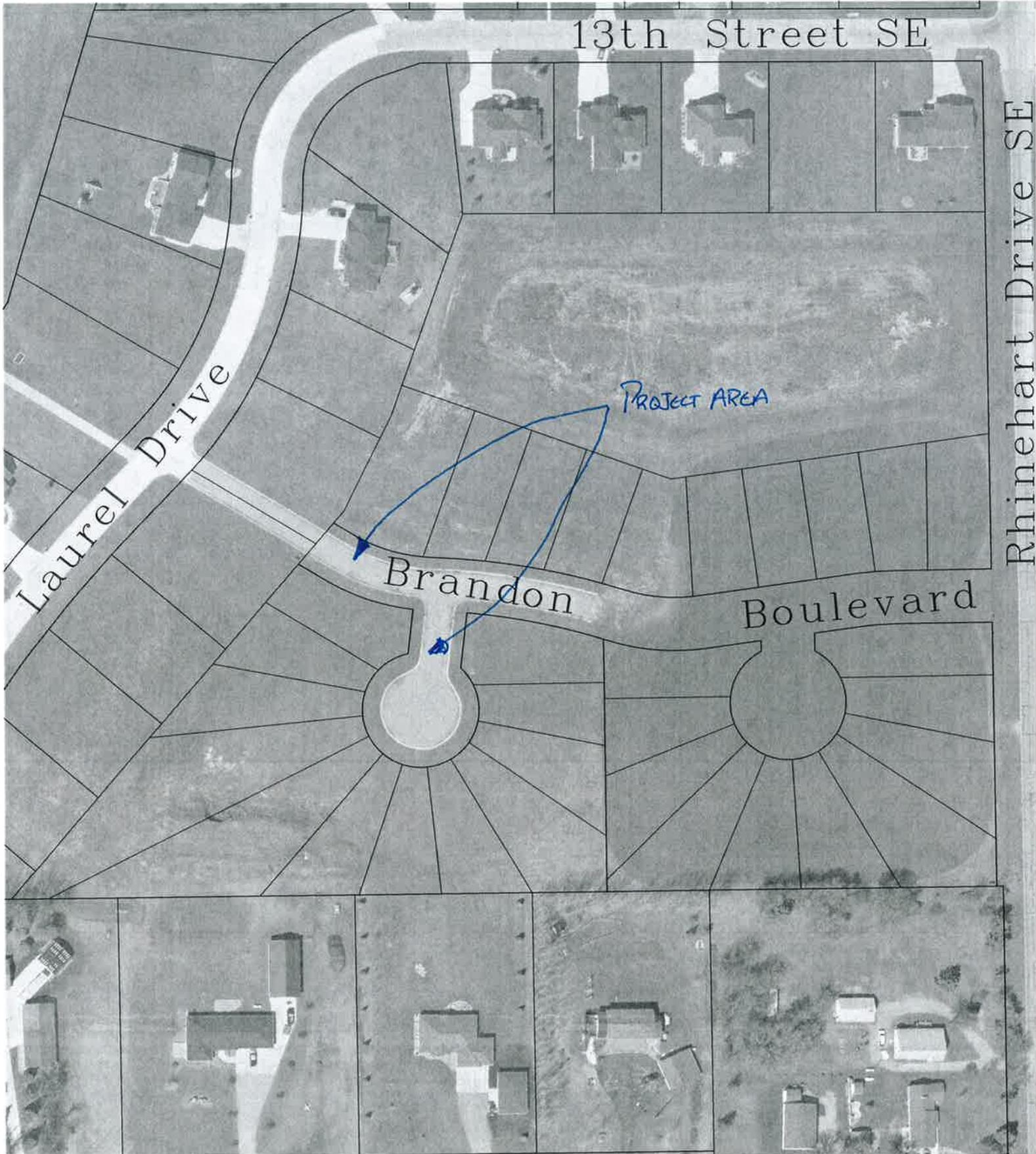
We would like to get permission to prepare a Report of Feasibility as well as Plans / Specifications for 2014 Assessment Job No. 2 – Street Paving, Point of Woods 5th Addition.

The City has received a request from Mr. Peabody for the Street Improvements and would like the project to be completed as an Assessment Project.

Recommendation:

Authorize preparation of Report of Feasibility and Plans / Specifications

Enclosures: Map



RESOLUTION NO. 14 – 08 - 80

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

WHEREAS, the City has received a request from Mr. Peabody for street improvements to the Point of Woods 5th Addition of Outlot B;

WHEREAS, this project has been requested to be assessed and will be referred to as 2014 Assessment Job No. 2 – Street Paving; and

WHEREAS, a Report of Feasibility and Plans and Specifications will need to be completed; and

WHEREAS, the City Council will need to order the Report of Feasibility and Plans and Specifications to be prepared; and

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA that the City Council directs the City Engineer to prepare a report of feasibility and plans and specifications for 2014 Assessment Job No. 2 - Street Paving to the Point of Woods 5th Addition of Outlot B.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: August 26, 2014

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 26th day of August, 2014.

Mayor

RESOLUTION NO. 14 – 08 - 81

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

WHEREAS, the City of East Grand Fork (hereinafter “The City”) completed local improvement projects which were 1998 Assessment Job No. 3 – Watermain, Sanitary Sewer, and Storm Sewer, 1998 Assessment Job No. 4 – Curb & Gutter, and 2004 Assessment Job No. 5 - Street Paving.

WHEREAS, parcel number 83.03603.00 and 83.03604.00 were assessed \$15,671.48 and \$15,671.48 before interest was included.

WHEREAS, William Reimer owned both properties however, when he sold the properties parcel no. 83.03603.00 was not transferred out of his name.

WHEREAS, the property has been sold three times and Mr. Musgrove is now the owner but not until recently was it discovered that parcel no. 83.03603.00 was never transferred out of William Reimer’s name.

WHEREAS, Polk County filed a tax foreclosure against the parcel and the current owner Mr. Musgrove was notified that the parcel had delinquent taxes and delinquent special assessments plus interest and penalty.

WHEREAS, Polk County after reviewing the record determined that Mr. Musgrove was an innocent purchaser without knowledge and abated the taxes, penalty, and interest.

WHEREAS, Mr. Musgrove has requested that the City abate the special assessments on parcel no. 83.03603.00 in the amount of \$12,337.87.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA that the City Council approves the following:

1. That the City had determined that Mr. Musgrove was an innocent buyer without knowledge.
2. That Mr. Musgrove has paid and is current on the taxes and assessments for parcel no. 83.03604.00.
3. That the City in the interest of fairness will abate the special assessments, interest, and penalty due on parcel 83.036.03.00.
4. That the City will send a letter with the attached resolution to the Polk County Auditor/Treasurer authorizing the abatement and removal of this special assessment, interest, and penalty due on parcel no. 83.03603.00.

5. The City authorizes the City Administrator and the Mayor to sign all appropriate documents.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: August 26, 2014

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 26th day of August, 2014.

Mayor

Request for Council Action

Date: August 20, 2014

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

Cc: File

From: Steve Emery, P.E.

RE: 2014 City Project No. 6 – Cemetery, Lee’s Place and Bikepath Improvements

Background:

The above referenced project will be bid on Tuesday, August 26, 2014 and so we will bring the bid results to the Work Session.

Recommendation:

Review bids and take to City council on September 2, 2014 for approval.

Enclosures:

None, bid tabulations will be handed out at meeting

Request for Council Action

Date: August 20, 2014

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

Cc: File

From: Steve Emery, P.E.

RE: Bike Lane – Bygland Road (1st Street SE to 19th Ave SE)

Background:

We have as directed by Mr. Vetter put together a cost estimate for construction of a Bike Lane along Bygland Road from 1st Street SE to 13th Street SE and then along 13th Street SE to 19th Ave SE. We have estimated or looked into two options. The first option would provide for no on street parking along both sides of Bygland Road from 4th Street SE to 13th Street SE. The second option would provide for only parking along one side of Bygland Road from 4th Street SE to 13th Street SE. Both options provide for widening of the existing five (5) foot sidewalk along the East side of Bygland Road from 1st Street SE to the floodwall to provide a multi-use trail for this stretch to get users off of Bygland Road and avoid any conflicts with traffic at the intersection of 1st Street SE.

The following is the proposed budget for the project:

PROPOSED BUDGET

	<u>Option No. 1</u>	<u>Option No. 2</u>
Construction	\$89,210.00	\$91,615.00
Plans / Specifications	\$8,921.00	\$9,161.50
Staking / Inspection	\$4,460.50	\$4,580.75
Contingencies	\$6,244.70	\$6,413.05
Administration / Legal	<u>\$2,676.30</u>	<u>\$2,748.45</u>
TOTAL PROJECT COST	\$111,512.50	\$114,518.75

PROPOSED FUNDING

City (To be determined)	<u>\$111,512.50</u>	<u>\$114,518.75</u>
TOTAL PROJECT COST	\$111,512.50	\$114,518.75

Recommendation:

Council to review options and budget for improvements as well as pursue potential funding sources

Enclosures:

Engineers Estimate of Cost

Typical Street Cross Sections

We will bring to meeting colored project map showing total project area.

ENGINEER'S PRELIMINARY ESTIMATE OF COST

Bygland Road Bike Lane



No Parking Option (Option No. 1)

8/20/2014

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT
REMOVE AND REPLACE CONCRETE CURB & GUTTER	LIN FT	60	\$ 25.00	\$1,500.00
COMMON EXCAVATION	CU YD	125	\$ 10.00	\$1,250.00
AGGREGATE BASE (CV)	CU YD	40	\$ 50.00	\$2,000.00
CONCRETE SIDEWALK (5')	SQ FT	5520	\$ 5.00	\$27,600.00
BITUMINOUS PAVEMENT	SQ YD	91	\$ 50.00	\$4,550.00
SIGN PANEL AND POSTS	EACH	82	\$ 300.00	\$24,600.00
PAVEMENT MESSAGE (BIKE SYMBOL W/ARROW AND SHARROWS)	SQ FT	1425	\$ 11.00	\$15,675.00
CENTERLINE SKIP STRIPE (30:10)	LIN FT	975	\$ 1.00	\$975.00
8 IN SOLID LINE WHITE - EPOXY	LIN FT	11060	\$ 1.00	\$11,060.00
ESTIMATED CONSTRUCTION PROJECT TOTAL =				\$89,210.00
PLANS / SPECIFICATIONS (10%)=				\$8,921.00
STAKING / INSPECTION (5%)=				\$4,460.50
CONTINGENCIES (7%)=				\$6,244.70
ADMINISTRATION / LEGAL (3%)=				\$2,676.30
ESTIMATED TOTAL PROJECT COST =				\$111,512.50

ENGINEER'S PRELIMINARY ESTIMATE OF COST

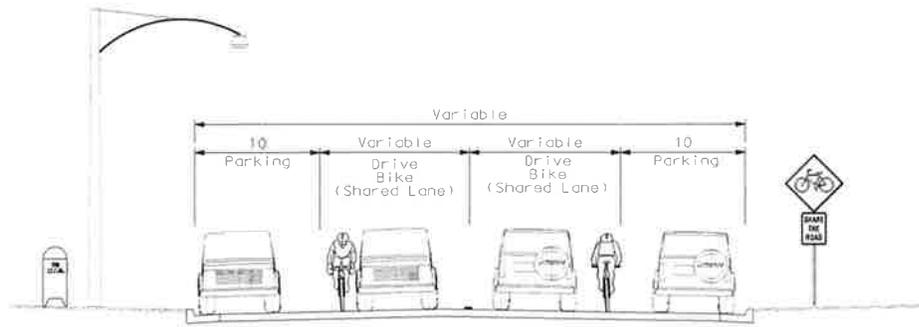
Bygland Road Bike Lane



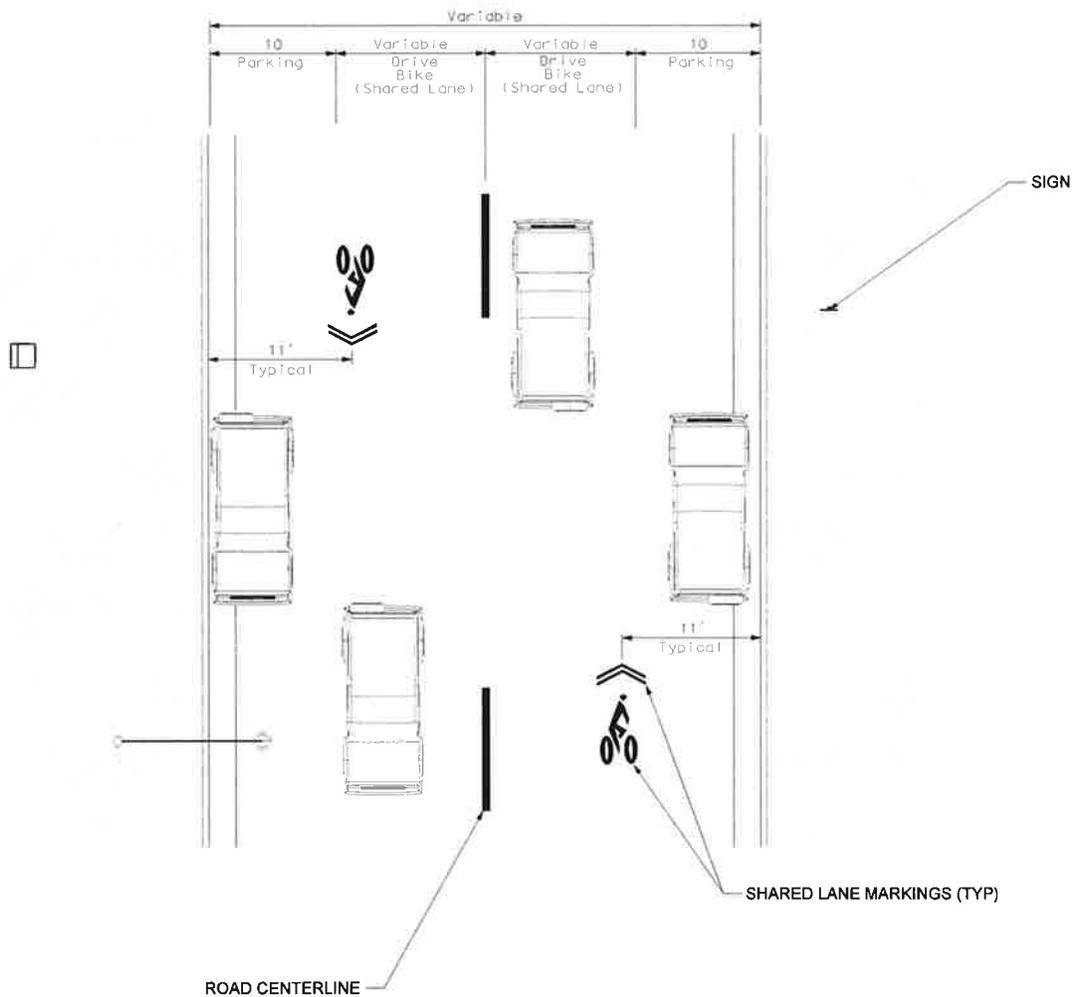
With Parking (Option No. 2)

8/20/2014

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT
REMOVE AND REPLACE CONCRETE CURB & GUTTER	LIN FT	60	\$ 25.00	\$1,500.00
COMMON EXCAVATION	CU YD	125	\$ 10.00	\$1,250.00
AGGREGATE BASE (CV)	CU YD	40	\$ 50.00	\$2,000.00
CONCRETE SIDEWALK (5')	SQ FT	5520	\$ 5.00	\$27,600.00
BITUMINOUS PAVEMENT	SQ YD	91	\$ 50.00	\$4,550.00
SIGN PANEL AND POSTS	EACH	81	\$ 300.00	\$24,300.00
PAVEMENT MESSAGE (BIKE SYMBOL W/ARROW AND SHARROWS)	SQ FT	1425	\$ 11.00	\$15,675.00
8 IN SOLID LINE WHITE - EPOXY	LIN FT	14740	\$ 1.00	\$14,740.00
ESTIMATED CONSTRUCTION PROJECT TOTAL =				\$91,615.00
PLANS AND SPECIFICATIONS (10%) =				\$9,161.50
STAKING AND INSPECTION (5%)=				\$4,580.75
CONTINGENCIES (7%)=				\$6,413.05
ADMINISTRATON / LEGAL (3%)=				\$2,748.45
ESTIMATED TOTAL PROJECT COST=				\$114,518.75



SECTION VIEW



PLAN VIEW

**TYPICAL STREET WITH SHARED LANE MARKINGS
 Parking Both Sides
 & Shared Lanes Both Sides**



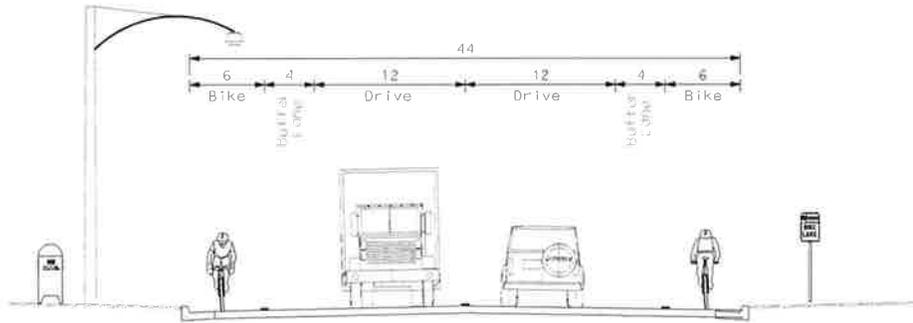
City of East Grand Forks, Minnesota Bygland Road, Bike Lane Proposal 1st Street SE to South Point Elementary School Sharrows (Shared Lane Markings Both Sides of Street)	DATE: 2/24/14 SCALE: As Shown DRAWN BY: MSADDA CHECKED BY: SMC JOB NUMBER: 870620000.001
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DATE	REV	REVISION DESCRIPTION	BY
	13		

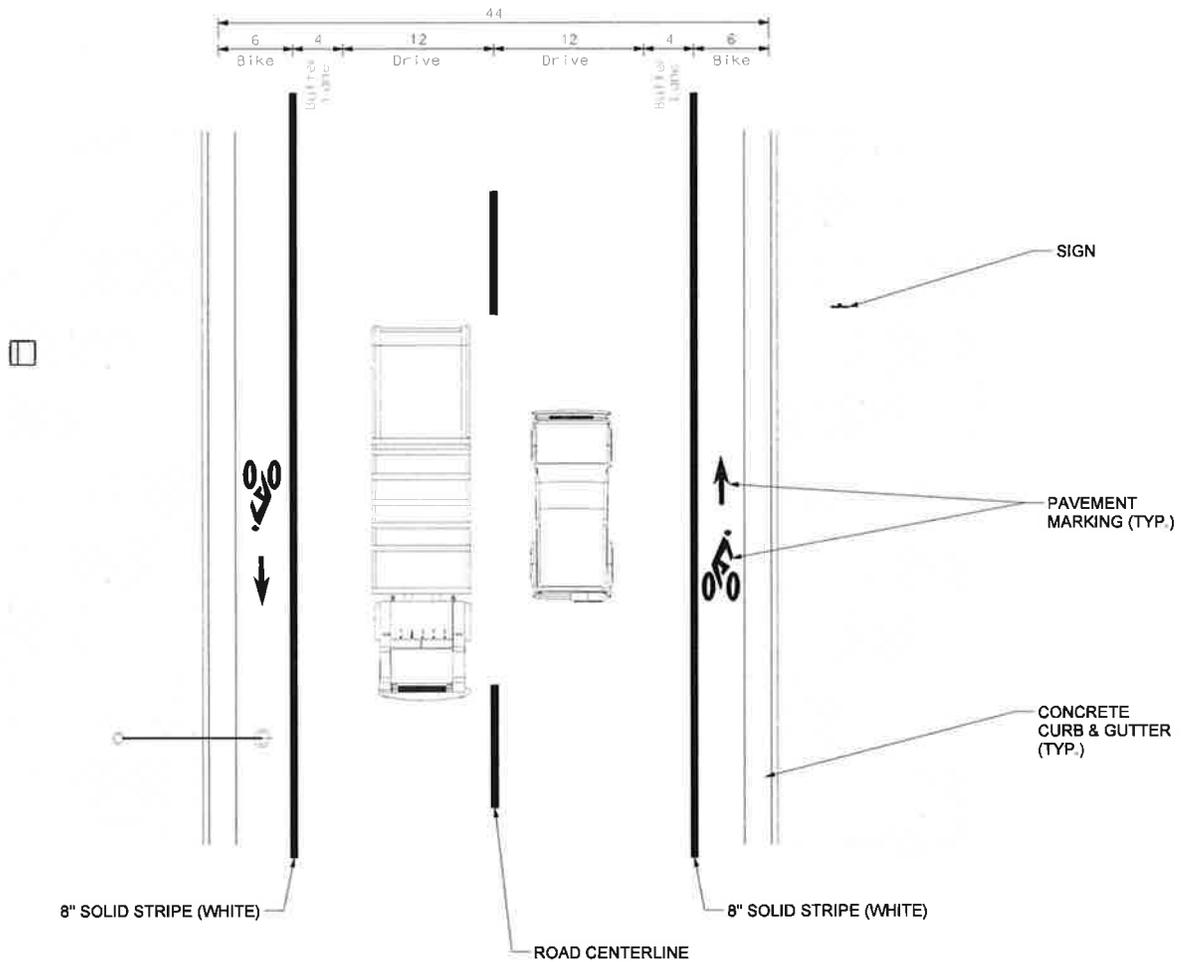
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 DATE: _____ LIC NO: _____



Engineering
 Architecture
 Surveying
 Environmental



SECTION VIEW



PLAN VIEW

**** Street Width Indicated Represents the Narrowest Street Width Along Bygland Road. The Wider Road Width Would Increase the Driving Lane As Necessary And Bike Lanes & Parking Lanes Would Remain As Indicated.**

44' WIDE STREET WIDTH (sectional view)**

**No Street Parking
 Bike Lane Both Sides**

**B
 1**

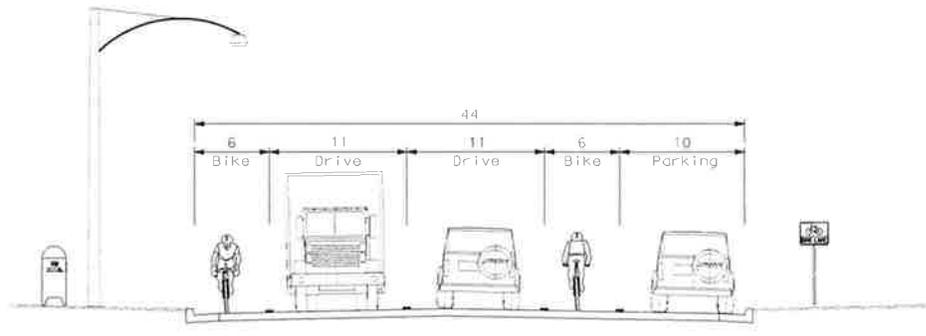


DATE	BY	REVISIONS DESCRIPTION	BY
08/27/14	AM/MSJ	14	

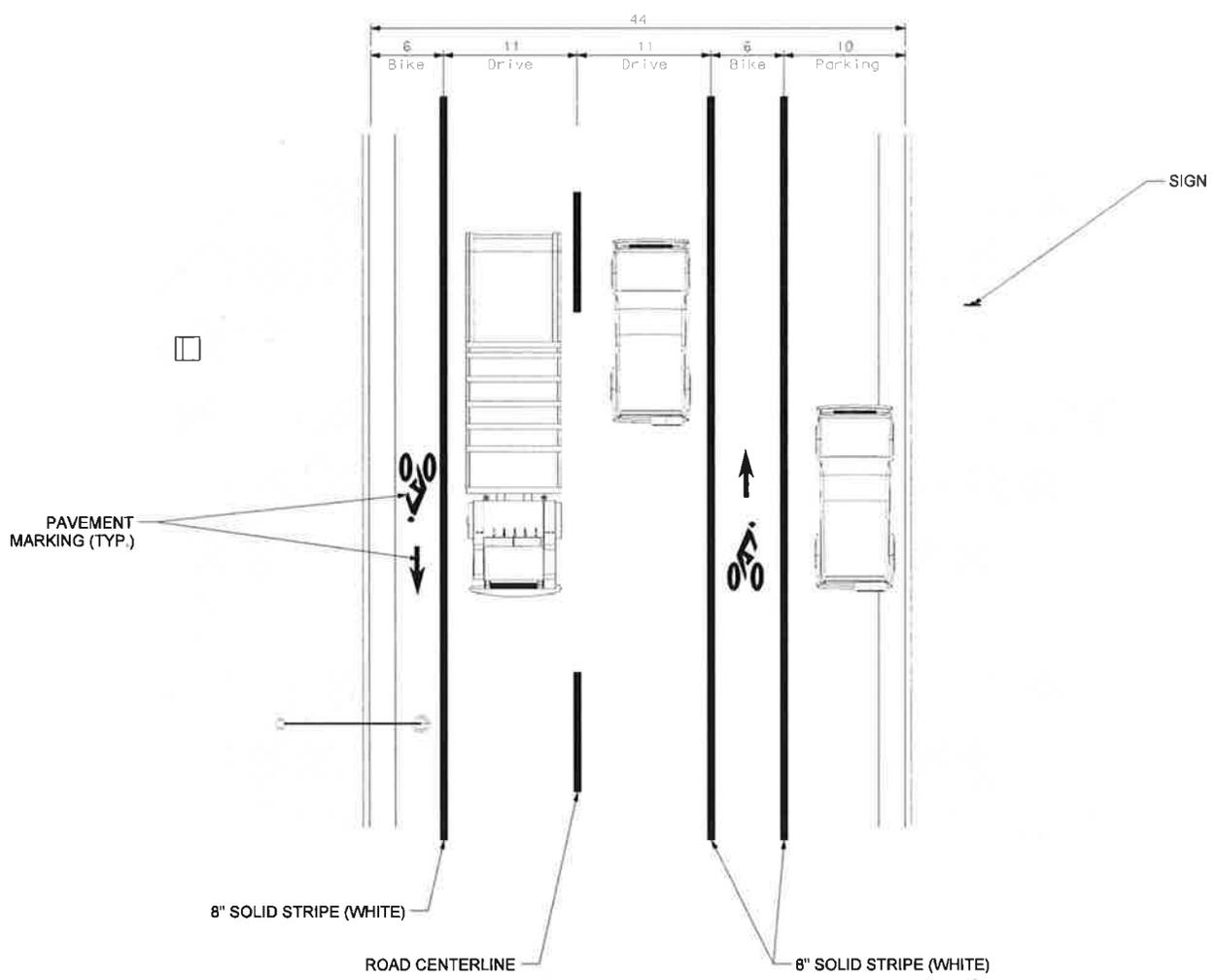
PROFESSIONAL ENGINEER SEAL
 I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA



Engineering
 Architecture
 Surveying
 Environmental



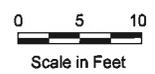
SECTION VIEW



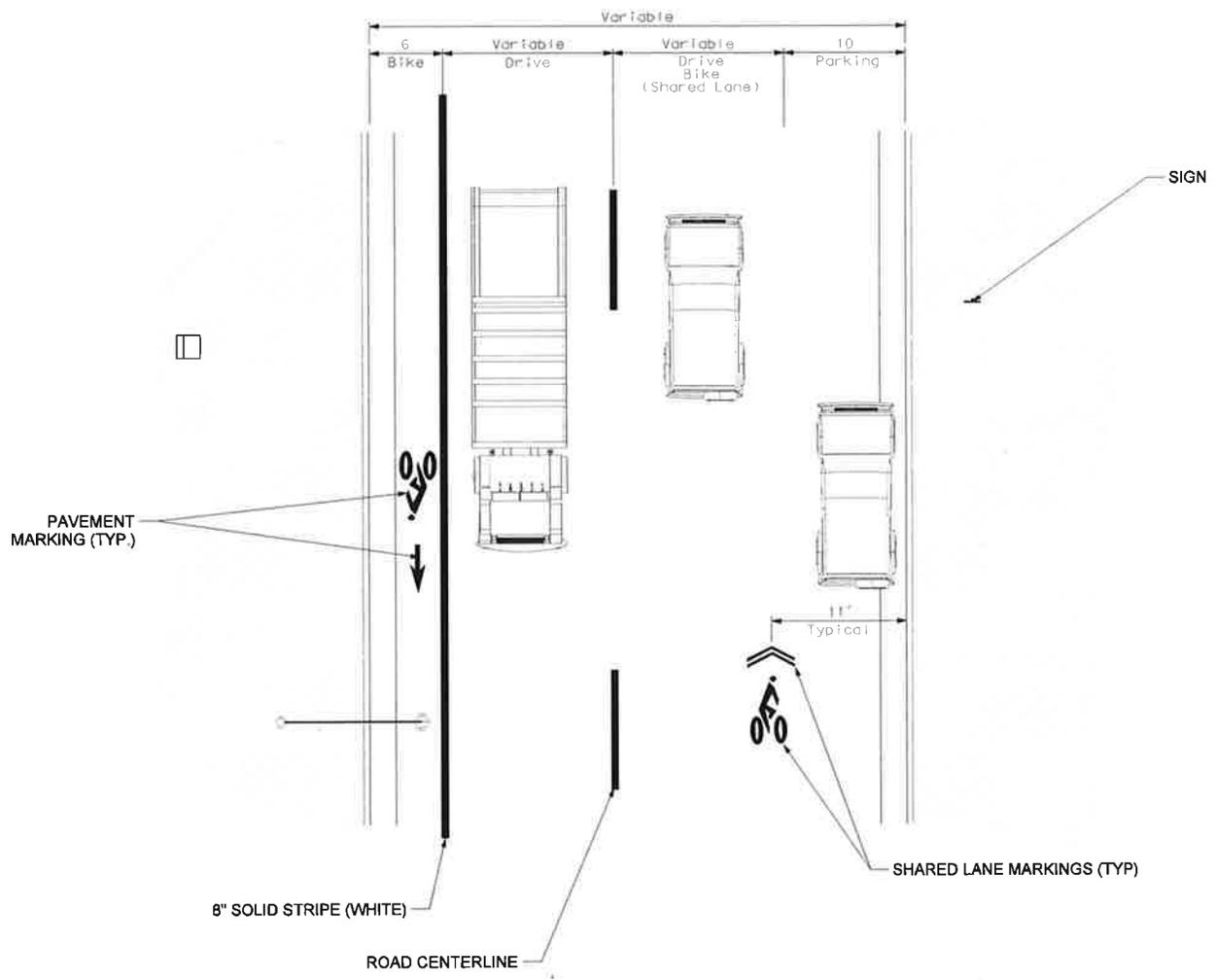
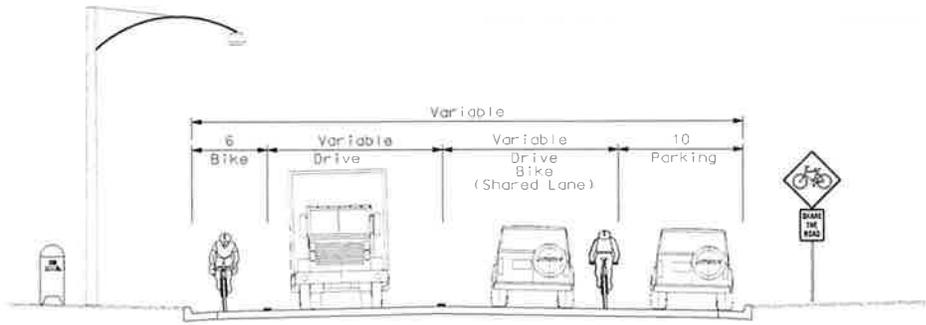
PLAN VIEW

**** Street Width Indicated Represents the Narrowest Street Width Along Bygland Road. The Wider Road Width Would Increase the Driving Lane As Necessary And Bike Lanes & Parking Lanes Would Remain As Indicated.**

44' WIDE STREET WIDTH (sectional view) C
1**
**Parking One Side of Street
Bike Lane Both Sides**



City of East Grand Forks, Minnesota Bygland Road, Bike Lane Proposal 44' Wide Street Width Parking One Side of Street, Bike Lane Both Sides	DATE: 08/11/14	DATE: 08/11/14	REVISION: 15	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
	SCALE: As Shown	DATE: 08/11/14	REVISION: 15	
	DRAWN BY: MRAZDA	DATE: 08/11/14	REVISION: 15	
	CHECKED BY: SPS	DATE: 08/11/14	REVISION: 15	
PROJECT NUMBER: 076620000.001	DATE: 08/11/14	LIC. NO.:	 Engineering Architecture Surveying Environmental	



TYPICAL STREET WITH SHARED LANE MARKINGS **D**
Parking One Side of Street **1**
Bike Lane & Shared Lane



City of East Grand Forks, Minnesota Bygland Road, Bike Lane Proposal 1st Street SE to South Point Elementary School Sharrows (Shared Lane Markings)	DATE: 3/20/14	DATE: 7/27/14	REVISION DESCRIPTION: 16	I FURNISH CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.	WIDSETH SMITH NOLTING Engineering Architecture Surveying Environmental
	DRAWN BY: M. KOSKI	CHECKED BY: JSC	DATE: 7/27/14		

Request for Council Action

Date: August 26, 2014

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, City Administrator

RE: Northland Use of Parking Lot

Northland Community College gave the City Council a presentation on their truck driving program and requested that the College be allowed to utilize the North East portion of the City Parking Lot adjacent to the River Walk Center. At this time no formal action has been taken to either allow or not allow the College to utilize the lot.

The Council may move this item to a regular meeting for approval or decide to take no action on this item and direct the College that this site is not available.

Request for Council Action

Date: August 26, 2014

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

Cc: File

From: Nancy Ellis, Community Development

RE: Repairs to the sprinkler system at the Riverwalk Center

GENERAL INFORMATION:

There are repairs needed to the sprinkler system at the Riverwalk Center, as well as, sprinkler heads must be added to the main hallway, TNT Outfitters and Twenty Two Bling to bring the system up to code. The estimate to complete all of the work is \$11,385.

RECOMMENDATION:

Staff is recommending that you approve the quote to repair and add sprinkler heads to the sprinkler system and contact Allied Fire Protection to start the work.



PROPOSAL

Date: August 4, 2014

e-mail: nellis@egf.mn

To: City of East Grand Forks
600 Demers Ave
East Grand Forks, MN 56721

Subject: River Walk Center
East Grand Forks, MN

Attention: Nancy Ellis

We are pleased to quote you on the following work at the River Walk Center:

1. Add 24 sprinkler heads in the main hallway to bring up to code.
2. Add seven heads and sprig up 17 heads so they are closer to ceiling at the TNT store.
3. Sprig up nine sprinkler heads in the Boutique.
4. Replace five painted heads in MaMa Mias.

We would do this work for the sum of \$ 11,385.00.

Thank you for the opportunity to quote you on this work.

This proposal is subject to written acceptance within 30 days of this date. There are no promises, agreements, or understandings not expressed herein.

TERMS: Each month's progress billing to be paid by the 10th of the following month. Final payment within thirty days of completion. Late Fee of 1 1/2% per month to be charged on past due amounts - minimum of \$ 1.00 per month.

Accepted by: _____

Respectfully Submitted,

Title

Allied Fire Protection, Inc.

Date: _____

Gale W. Bergee
Gale W. Bergee
President

"Fire Sprinklers Save Lives"
3237 4TH AVE. S UNIT B
FARGO ND 58103
PHONE (701) 232-7008
FAX (701) 526-0705
19

Request for Council Action

Date: August 14, 2014

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

From: Dave Aker

RE: Outdoor skating rinks

Background:

I received a bid for building an outdoor skating rink. They would use treated lumber for the rink which can stand up to the winters and it should not have to be painted. Lumber Mart gave me a bid for \$6,509.35 for one outdoor rink. I would like to buy two rinks at that price making it \$13,018.70. We have the money budgeted in the capital for outdoor rinks which is \$16,000.

Recommendation:

The rinks are in bad shape and we could use new ones. The ones we have now have holes in the boards and to make them look better we would have to buy new boards either way.

Enclosures:

The bid from Lumber Mart.

LVL: 05 WQ RICK
 PRINTED 7/31/14
 QUOTE # 313266
 ACCT #302030-000
 LOCATION CODE 01
 D/Q/E CODE D

LUMBER MART, INC.
 >>>>QUOTATION<<<<<
 EAST GRAND FORKS, CITY OF
 PARKS AND REC. - NASH PARK HOCKEY
 P.O. BOX 373
 EAST GRAND FORKS, MN 56721

PAGE 1
 STATUS-INACTIVE SLSMN RICK
 ===== TIME 12:49
 START DATE 7/31/14
 EXPIRE DATE 8/31/14

LINE	SKU #	DESCRIPTION	QTY	PRICE	EXTENSION
1	2616MCO	2 X 6-16' MCO TREATED	109	883.56	1.540.93
2	3448TR	4' X 8' 3/4" CCX .60 TREATED PLYWOOD	60	1,401.41	2.690.71
3	248MCO	2 X 4-8' MCO TREATED	30	883.56	141.39
4	DWSCRTOR2	#9 2" R2 STARHEAD SCREW	1	69.14	69.14
5	DWSCRTOR3	#9 X 3" STARHEAD SCREW	1	77.41	77.41
6	H190204	HEX BOLT G2 3/8 X 4-1/2" 50 BOX	1	29.99	29.99
7	H190204E	HEX BOLT G2 3/8 X 4-1/2" EACH	30	.72	21.60
8	H270061	FLAT WASHER 3/8" C-PAK 100 BOX	1	6.29	6.29
9	H270061E	FLAT WASHER 3/8" EACH	60	.09	5.40
10	H150009	HEX NUT UNC 3/8" 100 BOX	1	6.49	6.49
11	21216MCO	2 X 12-16' MCO TREATED	30	64.00	1.920.00
12		NEED 60 - 8' LENGTHS CUT PER			
13		PATTERN FOR HOCKEY BOARDS			

SUB-TOTAL 6,509.35
 SALES TAX .00
 TOTAL 6,509.35

QUOTED TO: EAST GRAND FORKS, CITY OF
 QUOTED BY: RICK L HARSHA
 THIS PRICE WILL BE GOOD FOR 30 DAYS FROM: 7/31/14

AS A RESULT OF THE CONDITIONS AFFECTING THE MARKET, WE HAVE NO ALTERNATIVE BUT TO ASK THAT ALL QUOTES BE SIGNED AND DATED BY BOTH PARTIES. BY DOING SO, WE AGREE TO HONOR ALL PRICING AND QUANTITIES FOR A PERIOD OF 6 MONTHS. WE FURTHER AGREE THAT WE WILL REPRICE THIS PROJECT ON ITS START DATE AND HONOR THE LOWEST NUMBER AT THAT TIME. WE FURTHER AGREE THAT WE WILL WORK DILIGENTLY IN KEEPING YOU UPDATED ON ALTERNATIVE PRODUCTS AND CURRENT MARKET CONDITIONS. THANK YOU FOR YOUR COOPERATION.

THIS ESTIMATE IS DESIGNED SOLELY TO PROVIDE OUR CONTRACTOR/CUSTOMER WITH A ROUGH ESTIMATE OF THE AMOUNT OF MATERIAL USED IN THE GIVEN PROJECT. THE MATERIAL ESTIMATE WILL BE BASED UPON CALCULATIONS OR DATA PROVIDED BY THE CONTRACTOR/CUSTOMER AND SUCH ESTIMATE ASSUMES, AMONG OTHER THINGS, NORMAL AND TYPICAL BUILDING AND CONSTRUCTION TECHNIQUES. THE ACTUAL AMOUNT OF MATERIAL USED MAY VARY FROM THE MATERIAL ESTIMATE DUE TO A NUMBER OF FACTORS. CONSEQUENTLY NO REPRESENTATION OF WARRANTY HAS BEEN MADE THAT THE ACTUAL AMOUNT OF MATERIAL USED WILL NOT VARY FROM THIS ESTIMATE.

OUR BILLING STATEMENTS GO OUT ON THE 30TH OF EACH MONTH WITH PAYMENT DUE ON THE 10TH OF THE MONTH FOLLOWING PURCHASE.

Thanks,
Rick

Request for Council Action

Date: 08/15/2014

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

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Request to Start a Sergeant Promotional Process

Background: The East Grand Forks Police Department is anticipating a possible opening for the position of police sergeant. We are requesting permission to start a promotional process so that we have a candidate to fill this potential opening if it does occur.

Recommendations: That the East Grand Forks City Council approve the start of a police sergeant promotional process.

Enclosures: None

Request for Council Action

Date: 08/22/2014

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

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Administrative Specialist (Secretary/Dispatcher/Jailer) – Request to Start a New Hiring Register

Background: The East Grand Forks Police Department is anticipating a vacancy for one of our Administrative Specialist positions in late 2014/early 2015 and thus we are requesting permission to start a new hiring process.

Recommendations: That the East Grand Forks City Council approve the start of a new hiring process/register.

Enclosures: None

Request for Council Action

Date: 08/22/14

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: Megan Nelson

RE: Requesting Requirements for Special Events on the River

There was miscommunication between the different agencies in East Grand Forks, Polk County, Grand Forks, Grand Forks County, and the organizers of the 36 mile swim event earlier this summer. This event ended up taking place while the river was above flood stage. Many did not think this event should have happened. Because of this lack of or miscommunication Kim Greendahl set up meetings to discuss events on the river. Members of the different agencies have met and have had positive results. At this time we are working on ways to stream line communication since all of these agencies have the potential to be involved with these events and to ensure everyone receives the same information.

Another step in this process is to make sure safety is the number one priority when it comes to events on the river. There are two upcoming events that include being in the water. They are the Uff-Da Mud Run scheduled for September 6th and the other is the Family Adventure Race scheduled on September 27th. The Uff-Da Mud Run has been discussed indepth by this group along with the organizer of this event to ensure safety measures are in place.

At this time, with the recommendation coming from the Grand Forks Police Chief and Fire Chief, the Grand Forks City Council approved the special event application with the requirement of 18 and under having to wear lifejackets at the water crossings for the Uff-Da Mud Run. Myself along with other staff members are requesting that the East Grand Forks City Council consider making the same requirement. At this time the City is still waiting to receive a copy of the insurance for this event. This special event application will hopefully come before the council at the September 2nd Council Meeting.

Request for Council Action

Date: August 26, 2014

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, City Administrator

RE: Little Bangkok Sewer Bill

The former location of the Little Bangkok Restaurant had a water line break over the winter and has been working with insurance and landlord over assigning responsibility for the bill. It appears that those questions have been resolved and Dow Storey from Little Bangkok has worked out a payment plan for the outstanding bill.

The outstanding sewage bill amount is **\$2,500.31**. Ms. Storey is asking the Council to consider a reduction in the sewage bill due to the fact that much of it did not go down the sewer.

A copy of Ms. Storey's letter and agenda item from the Water & Light Commission meeting are included in your packet. Discussion and Direction from Council is needed.

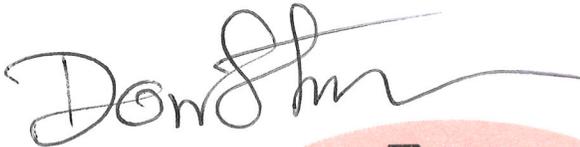
Little Bangkok

415 2nd Street NW Suite 1

East Grand Forks MN. 56721

To whom it may concern,

My name is Dow Storey and I am part owner of Little Bangkok. Last November, 2013, we move our restaurant out from the old building at 302 Demers Ave. E. Grand Forks MN. In February we had issues with pipes bursting in the basement. We feel that we are not responsible because we are in a new building. We tried to work it out with the insurance company but they refused to help cover the damage. We are asking the city of East Grand Forks to help us cover some of the damage and reduce the sewage portion of the water bill. Thank you.



- Dow Storey

8/20/14





East Grand Forks Water & Light Department

Business Office • PO Box 322
600 Demers Ave. NW • East Grand Forks, MN 56721

Your Hometown Utility Since 1909

August 21, 2014

Little Bangkok:

Past due water:	\$2,631.90
Past due sewage:	<u>\$2,500.31</u>
	\$5,132.21
 PLUS June & July bill	 <u>\$ 214.93</u>
	\$5,347.14

They had agreed to keep the current bills paid until the water/sewage situation was resolved, but the last payment we received on their account was on 6-5-14 which took care of the past due at that time. If we had them make monthly payments on the \$5,132.21:

6 months = \$855/month + current monthly bill
 9 months = \$570/month + current monthly bill
 12 months = \$428/month + current monthly bill

The account has been in limbo since March, so I feel we have already given them six months to get answers from insurance companies, etc. I suggest paying this balance off in six months would be fair.

Lori
Billing Dept

**General
Manager**
Dan Boyce
218-773-1163

**Secretary of
Commission**
Lori Maloney
218-773-1163

**Distribution
Superintendent**
Scott Gravseth
218-773-0515

**Water Plant
Superintendent**
Randall Rapacz
218-773-1511