

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for August 5, 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; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; David Murphy, City Administrator/Clerk-Treasurer; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

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 July 15, 2014.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of July 22, 2014.

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

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

SCHEDULED BID LETTINGS:

3. Consider adopting Resolution No. 14-08-72 awarding the bid for SCADA System Upgrades to Integrated Process Solutions for the amount of \$120,959.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 14-08-72 AWARDED THE BID FOR SCADA SYSTEM UPGRADES TO INTEGRATED PROCESS SOLUTIONS FOR THE AMOUNT OF \$120,959.

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

Voting Nay: 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.

4. Consider awarding K&K Trucking for the 2014-2015 Gravel and Sand Contract.
5. Consider declaring the list of vehicles and bicycles as surplus property and allow these to be sold at auction through Govedeals.com by the Police Department.
6. Consider adopting Resolution No. 14-08-69 authorizing the preparation of plans and specifications for 2014 City Project No. 5 – Sand/Salt Storage Building.
7. Consider adopting Resolution No. 14-08-70 accepting the plans and specifications and authorizing advertisement and setting the bid date for 2014 City Project No. 6 – Cemetery Mill and Overlay.
8. Consider adopting Resolution No. 14-08-71 authorizing the preparation of plans and specifications for 2014 City Project No. 7 – Campground Improvements.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE ITEMS FOUR (4) THROUGH EIGHT (8).

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

9. Regular meeting minutes of the Water, Light, Power, and Building Commission for June 25, 2014 and July 3, 2014.

COMMUNICATIONS:

10. Acknowledge Mr. Brenden Jones has successfully passed his probationary period as a Park Maintenance Worker.

Mr. Aker introduced Mr. Jones to the council and explained how he has helped out at the Civic Center and the Cemetery. Council President Buckalew said to keep up the good work.

OLD BUSINESS: NONE

NEW BUSINESS:

11. Consider adopting Resolution No. 14-08-73 entering into an agreement with the State of Minnesota to provide fixed route transportation services in East Grand Forks for 2015.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 14-08-73 ENTERING INTO AN AGREEMENT WITH THE STATE OF MINNESOTA TO PROVIDE FIXED ROUTE TRANSPORTATION SERVICES IN EAST GRAND FORKS FOR 2015.

Ms. Ellis informed the council that because of the implementation of software none of the information was received until the end of July and the deadline for this was the middle of August so she was not able to bring this to work session first. She added how this process is something the City goes through every year and explained what the budget was going to cover for both the fixed route and Dial-A-Ride Services.

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

Voting Nay: None.

12. Consider adopting Resolution No. 14-08-74 entering into an agreement with the State of Minnesota to provide paratransit transportation services in East Grand Forks for 2015.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 14-08-74 ENTERING INTO AN AGREEMENT WITH THE STATE OF MINNESOTA TO PROVIDE PARATRANSIT TRANSPORTATION SERVICES IN EAST GRAND FORKS FOR 2015.

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

Voting Nay: None.

13. Consider approving the Request for Proposals for Auditing Services and authorize staff to send and start collecting proposals to be considered at the September 9th Work Session.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE REQUEST FOR PROPOSALS FOR AUDITING SERVICES AND AUTHORIZE STAFF TO SEND AND START COLLECTING PROPOSALS TO BE CONSIDERED AT THE SEPTEMBER 9TH WORK SESSION.

Mr. Murphy stated that there were a couple different firms that have already contacted the City asking for the proposal. Ms. Anderson stated there was going to be an audit committee that includes Mr. Vetter, Ms. Ogden, Mr. Boyce, and herself to look into these proposals more closely and then bring the information to the work session.

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

Voting Nay: None.

14. Consider adopting Resolution No. 14-08-75 transferring the property listed in the resolution to Richard and Diane Pesch.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSAD, TO ADOPT RESOLUTION NO. 14-08-75 TRANSFERRING THE PROPERTY LISTED IN THE RESOLUTION TO RICHARD AND DIANE PESCH.

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

Voting Nay: None.

15. Consider approving the Special Event Application for a fundraising event put on by the Relay-for-Life E-Race Cancer Team in the parking lot by the VFW on August 24th from 1:00pm to 4:00pm.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE SPECIAL EVENT APPLICATION FOR A FUNDRAISING EVENT PUT ON BY THE RELAY-FOR-LIFE E-RACE CANCER TEAM IN THE PARKING LOT BY THE VFW ON AUGUST 24TH FROM 1:00PM TO 4:00PM.

Mr. Helms asked that they have all of their licensing in place. Mr. Murphy stated all of the permit applications were in and they had been reviewed.

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

Voting Nay: None.

16. Consider approving a temporary liquor license application for the VFW Post 3817 for the fundraising event put on in the parking lot on August 24th.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE A TEMPORARY LIQUOR LICENSE APPLICATION FOR THE VFW POST 3817 FOR THE FUNDRAISING EVENT PUT ON IN THE PARKING LOT ON AUGUST 24TH.

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

Voting Nay: None.

CLAIMS:

17. Consider adopting Resolution No. 14-08-76 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 19385 for a total of \$675.86 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER OLSAD, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 14-08-76 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 19385 FOR A TOTAL OF \$675.86 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

18. 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 GRASSEL, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss asked if the DNR was on the river during Catfish Days checking boats and licenses and giving out fines. He commented how this event has gone on over 20 years and this had never happened before. He added that he understands and agrees with why there are rules and regulations in place but didn't think it was fair they would do something like this during this fishing tournament. Chief Hedlund stated that the Grand Forks County was on the water there to make sure people were being safe and slowing people down if they were going too fast. Mayor Stauss stated thanked the firemen for putting this event on again.

Council Member Helms said he heard that this had been one of the best run Catfish Days ever. He stated that he heard an interview from a fisherman who had nothing but good things to say about how well things were run during the fishing tournament. He then asked if the City lost an easement going to the sludge pond. Mr. Galstad stated the easement was not lost and explained how things have changed and how currently there is a utility easement there.

Council Member Buckalew thanked the Fire Department for the effort and work they put in for Catfish Days. He then asked Mr. Boyce if the windmill is not working. Mr. Boyce explained that parts are on order and it should be fixed soon. Council President Buckalew asked Mr. Stordahl how many more times they will be spraying for mosquitoes. Mr. Stordahl stated there had been mosquitoes found with West Nile so they are trying to keep the mosquito count down to help try and prevent residents from getting West Nile.

Council Member Tweten stated there had been a meeting held at 1:00 with members of East Grand Forks and Grand Forks. He said they discussed the Kennedy Bridge and will be meeting again in about 60 days. Council Vice-President Leigh stated he was confused because the MPO has been dealing with that issue and said they should have been included at that meeting.

Council Member Olstad reminded everyone that the Water Carnival was going on that evening, listed activities that would be taking place, and asked for people to come out and support this event.

Council Member Leigh commented on how he had asked to include where projects were being funded from which was included on the RCAs. He asked to include if it was a budgeted item or not and said

thanks for including the information because it is helpful.

Mr. Murphy stated he wasn't sure who had organized the meeting that Council member Tweten had mentioned and added the items discussed included the possibility of adding lighting or something to dress up the bridge. A short discussion followed about who set up the meeting, about who was invited, and who would be responsible for paying for these items that might be added to the bridge.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADJOURN THE AUGUST 5, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:27 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer