

**APPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, AUGUST 12, 2014 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for August 12, 2014 was called to order by Council President Craig 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: 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; Ron Galstad, City Attorney; 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.

1. Request to Start Hiring Register – Rod Hajicek

Mr. Hajicek stated that currently the police department was down by four people. He explained how the last register had been exhausted, they were currently running background checks on four people that are potential hires, and added how the background checks do not always come back positive. He said how this would keep the process going if that was the case. Mayor Stauss asked if there was a lot of overtime. Mr. Hajicek stated there was because they are basically down one shift.

This item will be referred to a City Council Meeting for action.

2. Request to Purchase Microprocessor – Dave Aker

Mr. Aker asked to purchase two microprocessors to replace the thermostat and step system at the Civic Center. He added the bids he received were for \$22,897 and for \$20,751. Mayor Stauss stated how the biggest worry is if something shuts down with games coming up so this something that should be done. Council member Olstad stated that some of these things will need to be looked into and asked if these microprocessors will be obsolete right away. Mr. Aker stated it will depend of when they would have to make a change from using R-22. Council member Grassel asked if this would help run the current system. Mr. Aker explained that it

would and how the step system is obsolete because parts are no longer available. Mayor Stauss asked how long it would take to get these in and how long it would take to install them. Mr. Aker stated it would take about a week to get in and another week to install. Council member Helms asked if staff will be trained on how to operate them. Mr. Aker stated a guy was going to be sent up for that. Council member Helms asked if that was included in the price. Mr. Aker said it was.

This item will be referred to a City Council Meeting for action.

3. Request to Replace Overhead Doors – Jason Stordahl

Mr. Stordahl informed the council there were three doors on the east side of the Public Works building. He explained how they are old and falling apart. He requested to replace all three doors and added how the cost for this replacement was included in the budget in the Building Maintenance fund. He recommended hiring Reliable Door & Supply for \$17,253. Council member Tweten asked if both bids met the required specifications. Mr. Stordahl stated the bids were for the same items including the springs. Discussion followed about where Reliable Doors & Supply is from, if there would be any issues with the servicing of the doors, and who all was asked to submit a quote.

This item will be referred to a City Council Meeting for action.

4. Waste Water Fee Information Discussion – David Murphy

Mr. Murphy stated that the waste water fee has come up the last two years for discussion, it had been changed to raise funds for the waste water project, and this was asked to be brought up for discussion again. Mayor Stauss asked how much has been set aside for this project. Mr. Galstad stated that \$738,266 has been set aside. Council Vice-President Leigh stated he would be in favor of raising the fee by \$5.00. Discussion followed about how there has been a growth in the median income of East Grand Forks which no longer allows the City to be eligible for some grant dollars for the waste water project, how the median income figures may need to be challenged, and how the engineers are looking into other types of grants for phosphorus removal which the City could be eligible for. Mayor Stauss stated that the City has been successful in the past with bonding and should focus on trying to get this included on the bonding bill. Council member Tweten suggested meeting with legislators and Governor Dayton on this issue and making it a high priority.

Council President Buckalew commented that the MPCA had adopted the federal regulations for phosphate levels and asked if the number allowed had gone down. Mr. Bail stated that the City is still allowed 1 under the current permit but that might change when they apply for the next permit. Council President Buckalew asked what the costs would be to include a hybrid type system if the City had to treat for phosphorus. Mr. Bail stated the previous cost estimate had been \$400,000 plus some higher maintenance costs for maintaining the system. Council President Buckalew explained how when the fee had been raised before and most residences had a \$5.00 increase. Ms. Anderson added that it was done by percentage so the larger meters were charged more. Council member Vetter asked if the City bonded for everything would the current

fee service the debt. Council President Buckalew said no. Discussion followed about how the City is trying to raise funds so the whole project did not need to be bonded for, the City is trying to raise some of the funds for this project by slowly raising the fee instead of all at once, and to try and show the State the City is taking financial responsibility. Council member Vetter asked if the City was trying to get up to \$42 per household to meet state requirements or service the debt. Council President Buckalew stated it was to service the debt.

This item will be brought back to the next work session for further discussion.

OTHER:

Mr. Galstad updated the council on an issue at the previous location of Little Bangkok. He explained how there were some issues of pipes bursting and the question of who was responsible for the water bill. He stated how claims had been turned in to insurance companies. He added that they recently sent a letter to Little Bangkok asking if the insurance company was going to cover everything or if Little Bangkok will be responsible for paying the bill. Mr. Boyce said how Water and Light should receive a response by August 21st.

Mayor Stauss commented that the fountain loses water from time to time and the last time someone was adding more the water had been left on for a couple days. He stated how that should not happen, staff needs to be more careful, and there is an expense related to this.

Council member Tweten stated that Heritage Days is changing their program this year with a parade on Thursday evening starting at 6:00pm. He added how there is also a breakfast Saturday morning and how if it is important for people to attend and support Heritage Days.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER HELMS, TO ADJOURN THE AUGUST 12, 2014 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:28 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer