

**AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
DECEMBER 8, 2009
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. Quiet Zone Report – Earl Haugen/Nancy Ellis
2. Wastewater Operator 1 – John Wachter
3. Unmarked Vehicles for Investigations – Mike Hedlund

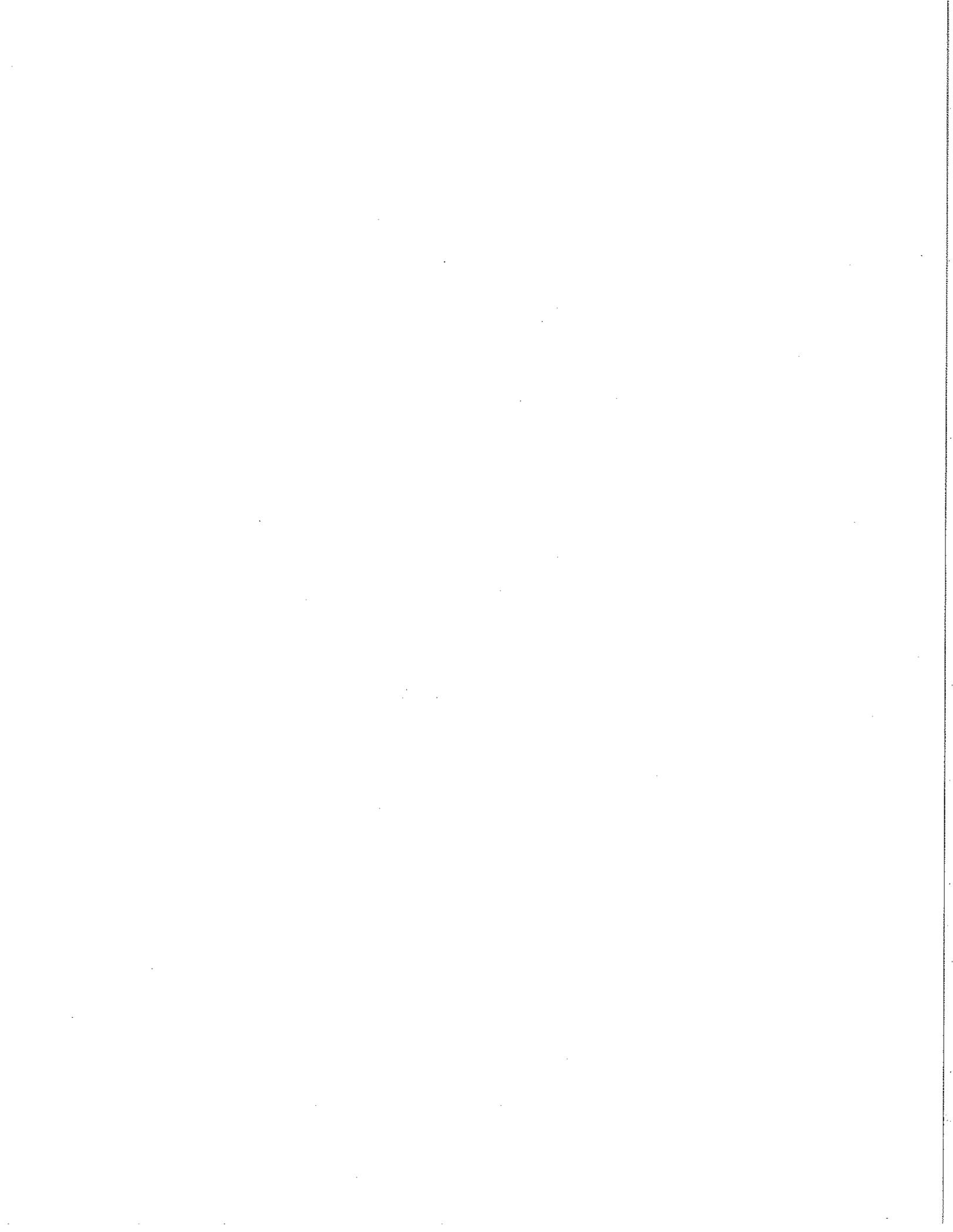
ADJOURN

Upcoming Meetings:

Regular Meeting – December 15, 2009 – 5:00 PM – Council Chambers

Work Session – December 22, 2009 – 5:00 PM – Training Room

Regular Meeting – January 5, 2009 – 5:00 PM – Council Chambers



Request for Council Action - Work Session

Date: December 8, 2009
To: East Grand Forks City Council and Mayor Lynn Stauss
Cc: File
From: Earl Haugen, MPO Executive Director and Nancy Ellis, MPO Senior Planner
RE: Presentation of Quiet Zone Report Recommendations for East Grand Forks

GENERAL INFORMATION

BACKGROUND: The staff of the MPO was directed by the MPO Executive Board to prepare a report on the feasibility of establishing a Railroad Quiet Zone for the Cities of East Grand Forks and Grand Forks. Working together with the SRF Consulting, SRF has prepared an initial analysis to implement quiet zone for both cities. The railroad crossings of 3rd Avenue NW, Central Avenue, 2nd Avenue NW and 4th Avenue NE in East Grand Forks will be discussed at this meeting.

First, to consider establishing a quiet zone in the near future, the crossing at 4th Avenue NE near Crystal Sugar must be separated from the other crossings, in essence removed from the quiet zone. The crossing already has gates/lights but the entrance road to the plant enters and exits between the gates. In order for the crossing to be considered, this road must be realigned or the gates must be moved so that the road does not dump traffic out between the gates. At this time, the moving of the road is not feasible. This places an increased significance of a new north end entrance road to help with this crossing issue.

As stated in previous meetings and correspondence, there is an opportunity to first improve the safety of all intersection/railroad crossings through gates/lights, possible closures and additional safety equipment. The second opportunity is to create a quiet zone for the downtown and central residential area of East Grand Forks. Funds have been programmed to upgrade one crossing in 2011 with the possibility of upgrading either Central Avenue or 3rd Avenue NW if the other crossing is closed has been offered as well.

MnDOT, along with possibly BNSF, offered to pay close to 100% of the costs if the City would agree to close the crossing not receiving the programmed improvement. For example, if Central has installed gates/lights then 3rd Avenue NE would be closed or vice versa, if 3rd Avenue NW has the gates/lights installed then Central Avenue would be closed. Currently, the local cost is 10% of the lights/gates cost and 100% cost of the necessary road improvements if only gates/lights are added with no closure.

Upon review of the initial analysis and costs associated, there are two options for the city to pursue. The most feasible option for improved safety and establishment of the quiet zone is the closing of the Central Avenue crossing. Both closures are approximately the same in cost, so if deciding between the two, the most

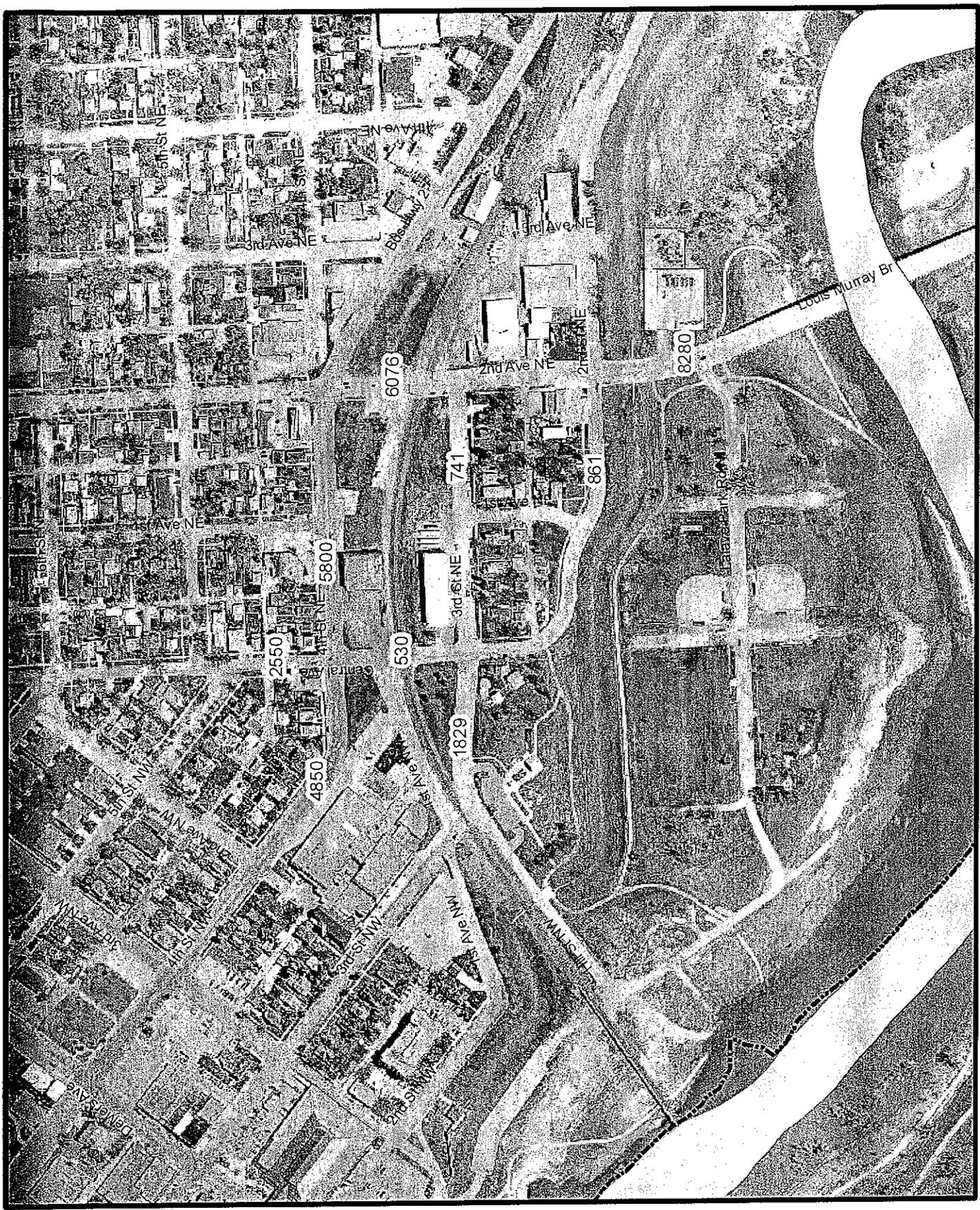
logical closure would be Central Avenue based on the daily traffic volumes at each crossing. Third Avenue NW has four times (4X) the daily traffic that Central Avenue currently has.

The second option would be to keep each crossing open. Gates and lights would be added to Central Avenue and the city would either need to fund 100% of the costs associated with placing gates/lights at 3rd Avenue NW estimated at \$236,000 (including the crossing improvements); or wait until the state programs funding for the crossing. The 3rd Avenue NW crossing would continue to operate without any additional safety features/equipment and at this time, MnDOT does not have the crossing programmed in the near (or distant) future. Establishing the quiet zone would wait until the minimum requirement of gates/lights at each crossing is complete.

Select pages from the initial analysis material, including the preferred options/scenarios for the crossings and the costs associated to implement; as well as, an email regarding possible funding will be handed out at the meeting. The entire quiet zone analysis for both cities is available on the MPO website, theforksmmpo.org.

REQUEST: The MPO is hoping to glean an idea of what option(s) the city will pursue and would like the report to recommend.

Average Daily Traffic Counts for streets near crossings



TECHNICAL MEMORANDUM

TO: Earl Haugen, Executive Director
Grand Forks-East Grand Forks MPO

FROM: Rick Lane, Principal
Dan Edgerton, Transportation Planner

DATE: December 02, 2009

SUBJECT: GRAND FORKS/EAST GRAND FORKS QUIET ZONE ASSESSMENT STUDY
EAST GRAND FORKS QUIET ZONE SCENARIOS

INTRODUCTION

The goal of this study is to explore the crossing improvements needed to establish a train whistle quiet zone at the highway-rail crossings within the Cities of Grand Forks and East Grand Forks. Based on the results of a field review (diagnostic meeting), and the analysis conducted as part of the Quiet Zone Assessment Study, a range of potential crossing improvement configurations for a quiet zone has been developed.

The purpose of this memorandum is to present an overview of the quiet zone improvement scenarios developed for the East Grand Forks Quiet Zone, for consideration by the East Grand Forks City Council.

EAST GRAND FORKS QUIET ZONE

In order to establish a quiet zone, the City must make crossing safety improvements determined to be effective as substitutes for the cessation of train whistles at highway-rail crossings. Three highway-rail grade crossings are included in the proposed East Grand Forks Quiet Zone, including the following (note that per the 4th Street/US Bus. Highway 2 crossing will not be included in the quiet zone at this time):

- 3rd Street
- Central Avenue
- 2nd Avenue

In order to qualify for a quiet zone, each crossing must first meet the minimum requirements for a quiet zone. The Federal Railroad Administration (FRA) states that in order for an at-grade rail crossing to be quiet zone eligible, it must be equipped with active warning devices comprising both flashing lights and two quadrant vehicle gates. In addition, each crossing must be equipped with constant warning time train detection (CWT) and power out indicators.

Each of the crossings in the proposed East Grand Forks quiet zone will require railroad equipment/crossing upgrades in order to meet the minimum quiet zone requirements. The 3rd Street and Central Avenue crossings need two-quadrant vehicle gates, lights, and CWT. The 2nd Avenue crossing has lights and gates, but needs CWT. The Minnesota Department of Transportation (MnDOT) has dedicated funds in 2011 for railroad crossing improvements that would upgrade the 3rd Street or the Central Avenue crossings to meet the minimum quiet zone requirements (90 percent federal funds/10 percent local funds).

QUIET ZONE IMPROVEMENT SCENARIOS

After an evaluation of the quiet zone improvement options, the study team (consisting of staff from the MPO, Cities of Grand Forks and East Grand Forks, and SRF) has developed two crossing improvement scenarios for a potential quiet zone in East Grand Forks. While the quiet zone risk factors and cost played an important part; railroad, vehicular, and pedestrian safety, as well as anticipated funding opportunities were also given significant weight. The following scenarios have been developed for City Council consideration. A description of the individual crossing improvements, as well as planning level costs estimates is included in Table 1 below.

1. MINIMUM QUALIFYING SCENARIO:

Upgrade each crossing to meet the minimum quiet zone requirements as described above. As noted, MnDOT has programmed funding to contribute to crossing upgrades at Central Avenue or 3rd Street in 2011. Because of the relatively low vehicle and train volumes, these crossings currently qualify for a quiet zone (assuming all crossings three crossings are equipped with gates, lights, and CWT), however additional quiet zone improvements would further improve safety.

2. CROSSING CLOSURE SCENARIO:

Upgrade each crossing to meet the minimum quiet zone requirements and close one crossing (either 3rd Street or Central Avenue) to vehicular traffic, which is an approved quiet zone safety improvement. In addition to the programmed funds described above, MnDOT has indicated that there will be additional funding available if the City includes a crossing closure in its quiet zone plan. Please refer to Appendix A for layouts showing the potential 3rd Street and Central Avenue closures.

TABLE 1: EAST GRAND FORKS QUIET ZONE IMPROVEMENT SCENARIOS

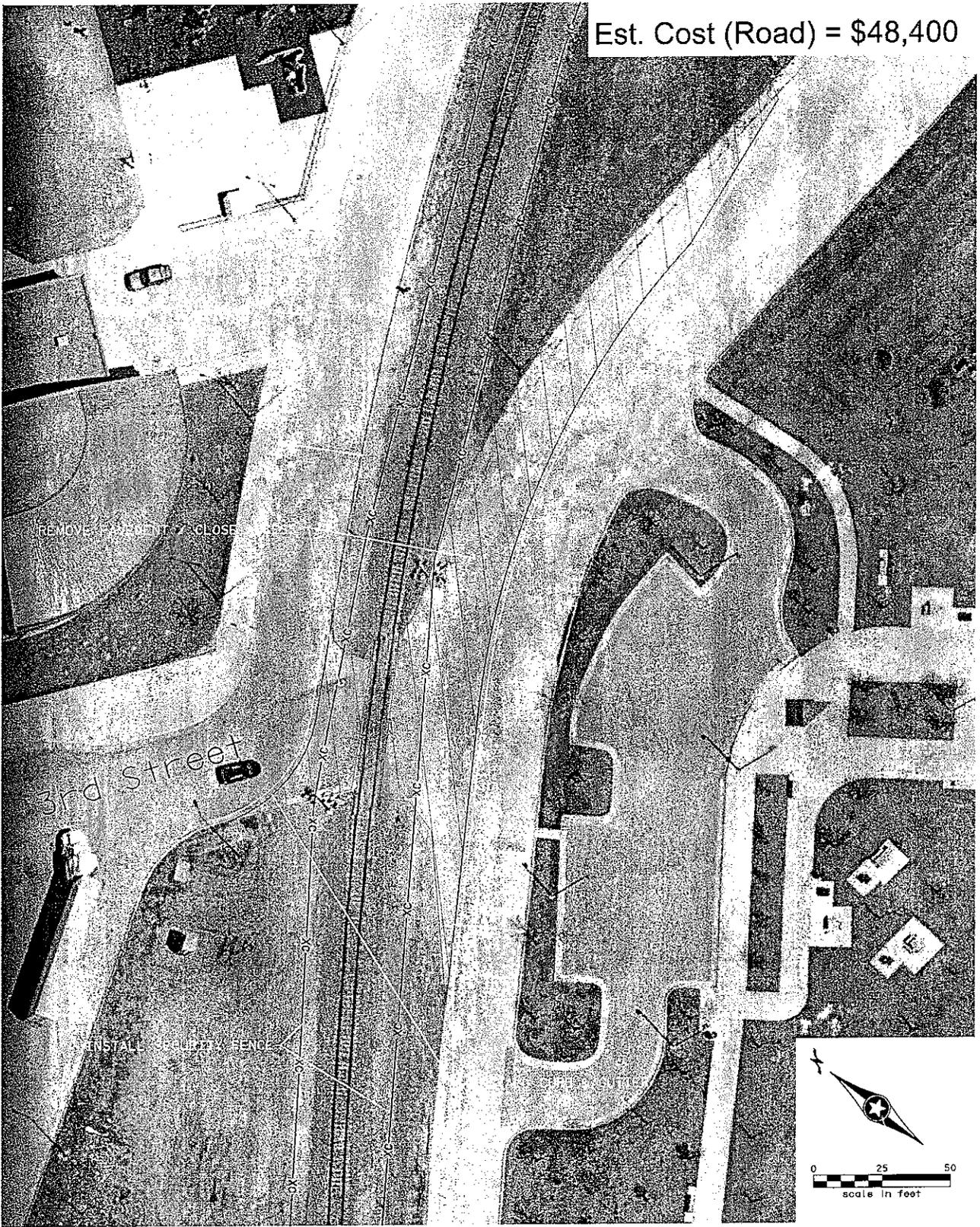
CROSSING	MINIMUM QUALIFYING	CLOSURE - OPTION A**	CLOSURE - OPTION B**
3rd Street NW*	Install Gates and CWT \$236,800	Close Crossing \$4,840 (local contribution)**	Install Gates and CWT \$23,680 (local contribution)*
Central Avenue NW*	Install Gates and CWT \$23,000 (local contribution)*	Install Gates and CWT \$23,000 (local contribution)*	Close Crossing \$3,840 (local contribution)**
2nd Avenue NE	Install CWT \$30,000	Install CWT \$30,000	Install CWT \$30,000
Quiet Zone Risk Level	11,653	9,038	10,171
Risk Level With Horns	6,986	6,986	6,986
National Risk Level	18,775	18,775	18,775
Estimated Cost	\$289,800	\$57,840	\$57,520

*10 percent of total estimated cost (90 percent MnDOT funds/10 percent local funds)

**Additional MnDOT/BNSF funding for crossing closure to be determined

APPENDIX A
CROSSING CLOSURE LAYOUTS

Est. Cost (Road) = \$48,400



3rd Street - Crossing No. 081280B - Closure

GF/EGF Railroad Crossing Study
Grand Forks, North Dakota and East Grand Forks, Minnesota

Figure 12A



Est. Cost (Road) = \$38,400

4th Street

Central Avenue

INSTALL SECURITY FENCE

REMOVE EXISTING CURB

2nd Street

0 25 50
scale in feet



Central Avenue - Crossing No. 081277T - Closure
 GF/EGF Railroad Crossing Study
 Grand Forks, North Dakota and East Grand Forks, Minnesota

Figure 13B

Request for Council Action

Date: 12/2/09

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council Members: Marc Demers, Craig Buckalew, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: John Wachter

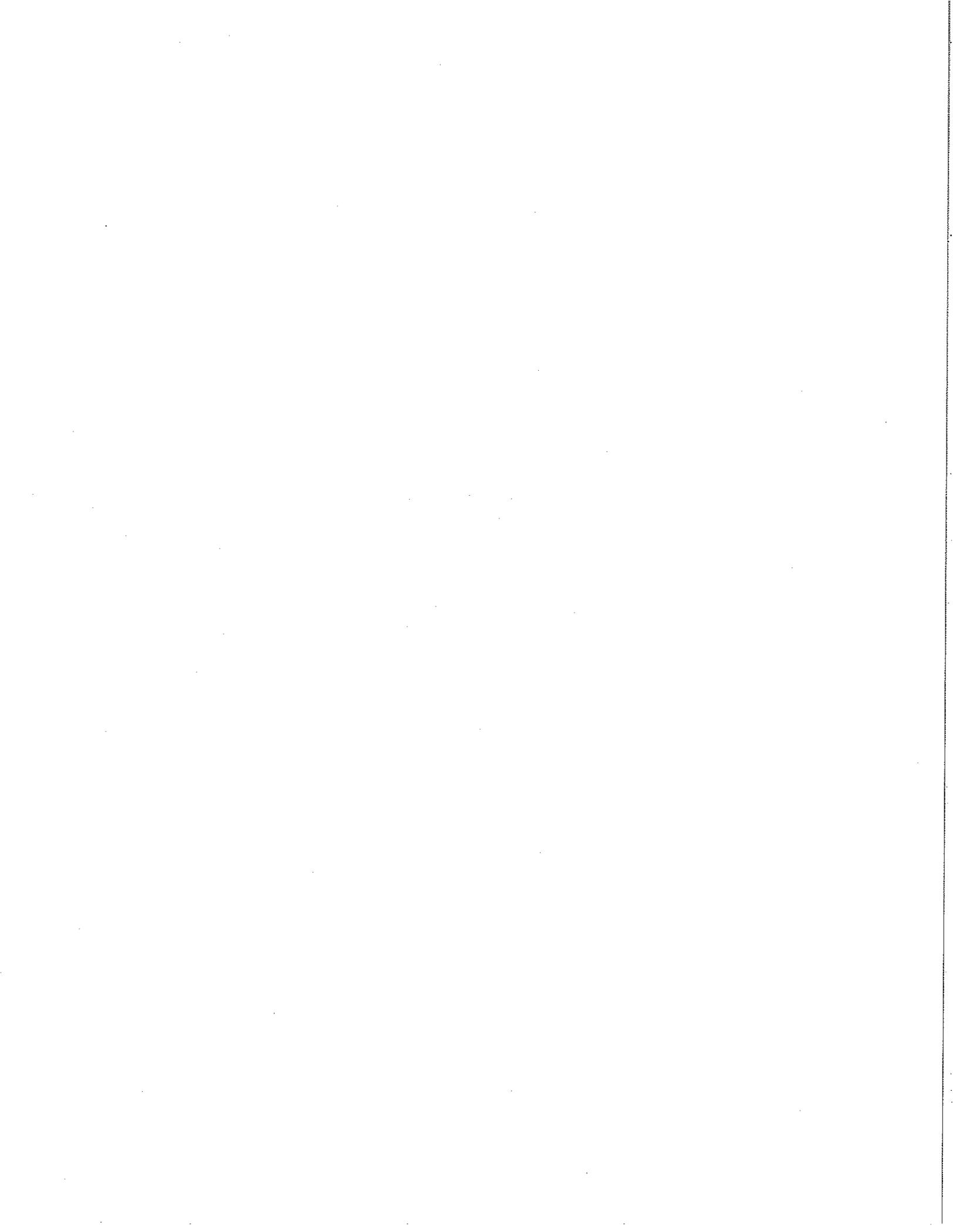
RE: Wastewater Operator I

Background and supporting documentation of request:

I need to fill the Wastewater Operator I position at this time. Mr. Mark Kotraba, the current Wastewater Operator I, will be retiring from city service on December 31, 2009. I will do a two week internal posting first, followed by public posting if needed.

In the case that position is filled internally, I would like to fill the corresponding position as well.

Recommendation: Approve the posting for the Wastewater Operator I position.



Request for Council Action

Date: December 2, 2009

To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council Vice President Henry Tweten, Council Members: Marc Demers, Craig Buckalew, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Michael S. Hedlund – Chief of Police *MSH*

RE: Purchase of Unmarked Vehicles for Investigations Staff

Background: During the course of 2009 the East Grand Forks Police Department has had a significant number of vehicle seizures from DUI or narcotics related arrests. As these vehicles have cleared the court system they have been prepped for resale and on two occasions we have held closed bid auctions that have netted the City of East Grand Forks a profit of \$33,011.04. The City budget called for \$12,000.00 in revenue in this area leaving a profit of \$21,011.04. In addition the County Attorney is in the process of finalizing the resale of an additional seized vehicle to the family of the previous owner. This is anticipated to bring in an additional profit of \$2,100.00 (for a total available profit of approx \$23,000) to East Grand Forks and should occur within the month. The 2010 proposed budget initially included \$20,000 for unmarked vehicles. In anticipation of these seizure funds being available for this same purpose we worked with City Administrator Scott Huizenga and removed that line item from the 2010 budget.

Recommendation: Approve the purchase of two unmarked vehicles for Det. Lt. Rod Hajicek and Det. Sgt. Chris Olson. This would also include the trade-in of their current vehicles; a 2003 Ford Taurus and a 2003 Mercury Sable. We have received bids from Rydell Auto Center in Grand Forks, Lithia Ford of Grand Forks and Dahlstrom Motors in Oslo, MN. Lithia and Rydell bid in-stock vehicles while Dahlstrom is bidding two vehicles that they will then purchase at auction so exact specifications are not known but the listed specifications are all approximately the same. Based upon the bids it is our recommendation that the bid be awarded to Dahlstrom Motors for \$22,000.00 plus the trade-in of the listed Police Department vehicles.

Enclosures: Faxed bid sheets from the listed auto dealers.



DAHLSTROM MOTORS, INC
301 Main Street
PO Box 100
Oslo, Minnesota 56744



218-695-2711 OR 218-695-2721
Toll Free: 800-446-6756
FAX: 218-695-3200

Date: December 2, 2009
To: East Grand Forks Police Department
From: Gaylord Solem
Re: Vehicle Bid

EGF PD would purchase:

- Two - 2009 Chevrolet 4 Door Impalas
- 22,000 - 29,000 Miles

Total for the two cars: \$29,000

Dahlstrom Motors would take on Trade:

- 2003 Mercury valued at \$3,500
- 2003 Ford valued at \$3,500

Amount allowed for Trade ins: \$ 7,000

Total Purchase Price: \$22,000

Lithia Ford L-M
Grand Forks

Fax

To: Rod Hajicek **From:** Kristin Heffern
Fax: 218-773-1108 **Pages:** 1
Phone: 218-773-2294 **Date:** 12-02-2009
Re: Under Cover Vehicles BID **cc:**

Urgent **For Review** **Please Comment** **Please Reply** **Please Recycle**

• **Comments:**

2009 Ford Taurus 1FAHP25W99G121823 24,717 miles Silver

Leather, heated seats, all power options.

2008 Mercury Sable 1MEHM43WX8G603697 19,705 miles Silver

Leather, heated, all power options.

Trade In's:

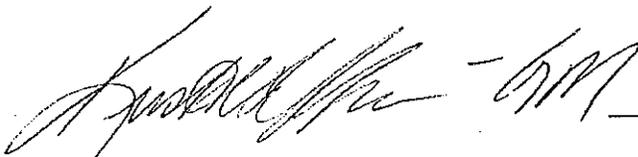
1) 2003 Ford Taurus 1FAFP55223G168799 74,902 Gold

2) 2003 Mercury Sable 1MEFM50213A616011 77,910 Gold

Total price of vehicles, after clean trade in ACV (trade value)

\$29,999.99

Bid price includes, both vehicles delivered to your location, full of gas, detailed and ready for your inspection. Price or bid does not include tax, title, and license. Government agency should be tax exempt. If running on regular license plates, government agency aka East Grand Forks Police Department would be responsible for registering the vehicles. Vehicles are ready for immediate delivery. Bid is good for 7 days or by special exception or extension by Kristin Heffern, General Manager, Lithia Ford Lincoln - Mercury.



Rydell GM Auto Center, Inc.

12/02/09



VEHICLE PURCHASE CONTRACT

CARS & PICKUPS
2700 SOUTH WASHINGTON • GRAND FORKS, ND 58201 • 772-7211

CRAIG CROAKER

SALESPERSON'S NAME

DATE
EGF POLICE DEPARTMENT
PURCHASER'S NAME
N/A
STREET ADDRESS
CITY STATE ZIP CODE
RES. PHONE BUS. PHONE

PLEASE ENTER MY ORDER FOR THE FOLLOWING NEW USED

Year 2009 Make CHEVROLET Stock Number 99042X
MODEL OR SERIES IMPALA COLOR GOLD MIST/EBONY CLOTH SERIAL NO. 2G1WT57N291108338

- NEW VEHICLE SOLD WITH MANUFACTURERS NEW VEHICLE WARRANTY ONLY
- USED GM CERTIFIED WITH RYDELL NICE CARE
- USED VEHICLE SOLD WITH RYDELL NICE CARE
- USED VEHICLE SOLD "AS IS" AND "WITH ALL FAULTS."

"WE DO NOT GUARANTEE ODOMETER MILEAGE ON ANY UNIT."

PURCHASER AGREES TO PAY ANY AMOUNT IN EXCESS OF \$ N/A OWED ON TRADE
SIGNATURE _____

USED CAR TRADE-IN AND/OR OTHER CREDITS

STOCK #	99042X	MAKE	FORD	YEAR	2003
MODEL	TAURUS	VIN	1FAFP55223G168799	MILES	74,811
BALANCE OWED TO:					
ADDRESS					
BALANCE AMOUNT ON TRADE IN			N/A		
STOCK #	MAKE	YEAR			
MODEL	VIN	MILES			
BALANCE OWED TO:					
ADDRESS					
BALANCE AMOUNT ON TRADE IN					

SELLING PRICE	15,999.00
ADDED EQUIPMENT	N/A
TOTAL SELLING PRICE	15,999.00
ALLOWANCE ON TRADE	3,600.00
DIFFERENCE	12,399.00
SALES TAX	N/A
LICENSE & TITLE SERVICE	N/A
DOCUMENTATION FEE	149.00
BALANCE DUE	12,548.00
PLUS AMOUNT OWED ON TRADE	N/A
SERVICE CONTRACT	N/A
GAP PROTECTION	N/A
TRI PAC MAINTENANCE	N/A
ROAD HAZARD TIRE & WHEEL	N/A
SMART LEASE PROTECTION	N/A
BALANCE DUE	12,548.00
REBATE	N/A
REBATE CASH DOWN	12,548.00
TOTAL BALANCE DUE	N/A

LIEN:

Any warranties on the products sold hereby are those of the manufacturer. As between the retail seller and buyer, the product is to be sold "AS IS" and the entire risk as to the quality and performance of the product is with the buyer. The seller expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. This disclaimer by this seller in no way affects the terms of the manufacturer's warranty. The buyer acknowledges being so informed prior to the sale.

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes any prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby, and that **THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE**. Purchaser by his execution of this Order acknowledges that he has read its terms and conditions and has received a true copy of this Order.

ACCEPTED BY [Signature]
DEALER OR HIS AUTHORIZED REPRESENTATIVE

NO VERBAL ORDERS -- THIS IS COMPLETE AGREEMENT

PURCHASER'S SIGNATURE _____ DATE 12/02/09

NOT VALID UNLESS ACCEPTED BY MANAGEMENT

NOT VALID UNLESS ACCEPTED BY MANAGEMENT

2009 Chevrolet Impala LT

Sedan 3.5 V6

Stock #: 99042X
Color: Goldmist

Trans.: Auto
VIN: 2G1WT57N291108338

Mileage: 25,779

Antilock Braking System
Air Conditioning
Cruise Control
Power Door Locks

Power Seat
Power Windows
Traction Control
Tilt Wheel

15999



**One Low Price, Plain & Simple,
Always!**

See our Best Price on the hanging window tag.

Phone: **(701) 772-7211**

Toll Free: **(800) 228-8285**

Prices for this vehicle as equipped do not include charges such as: License, Title, Registration Fees, State or Local Taxes, Finance Charges, Credit Investigation, Optional Credit Insurance, Physical Damage or Liability Insurance, or Delivery Fees. Rydell GM Auto Center makes no representation, expressed or implied to any actual or prospective purchaser or owner of this vehicle as to the accuracy, description or condition of this vehicle, listed equipment, accessories, price or any warranties. Any and all differences must be addressed prior to the sale of the vehicle.

Rydell GM Auto Center, Inc.

12/02/09



VEHICLE PURCHASE CONTRACT

CARS & PICKUPS
2700 SOUTH WASHINGTON - GRAND FORKS, ND 58201 - 772-7211

CRAIG CROAKER

SALESPERSON'S NAME

DATE

EGF POLICE DEPARTMENT

PURCHASER'S NAME

N/A

STREET ADDRESS

CITY

STATE

ZIP CODE

RES. PHONE

BUS. PHONE

PLEASE ENTER MY ORDER FOR THE FOLLOWING NEW USED

Year 2009 Make CHEVROLET Stock Number 99496XX

MODEL OR SERIES IMPALA COLOR GRAY/GRAY SERIAL NO. 2G1WT57N891299070

- NEW VEHICLE SOLD WITH MANUFACTURERS NEW VEHICLE WARRANTY ONLY
- US GM CERTIFIED WITH RYDELL NICE CARE
- USED VEHICLE SOLD WITH RYDELL NICE CARE
- USED VEHICLE SOLD "AS IS" AND "WITH ALL FAULTS."

"WE DO NOT GUARANTEE ODOMETER MILEAGE ON ANY UNIT."

PURCHASER AGREES TO PAY ANY AMOUNT IN EXCESS OF \$ N/A OWED ON TRADE
SIGNATURE _____

USED CAR TRADE-IN AND/OR OTHER CREDITS

STOCK # 99496XX MAKE MERCURY YEAR 2003

MODEL SABLE VIN 1MEFM50213A616011 MILES 77,800

BALANCE OWED TO: _____

ADDRESS _____

BALANCE AMOUNT ON TRADE IN N/A

STOCK # MAKE YEAR

MODEL VIN MILES

BALANCE OWED TO: _____

ADDRESS _____

BALANCE AMOUNT ON TRADE IN _____

SELLING PRICE	15,999.00
ADDED EQUIPMENT	N/A
TOTAL SELLING PRICE	15,999.00
ALLOWANCE ON TRADE	3,600.00
DIFFERENCE	12,399.00
SALES TAX	N/A
LICENSE & TITLE SERVICE	N/A
DOCUMENTATION FEE	149.00
BALANCE DUE	12,548.00
PLUS AMOUNT OWED ON TRADE	N/A
SERVICE CONTRACT	N/A
GAP PROTECTION	N/A
TRI PAC MAINTENANCE	N/A
ROAD HAZARD TIRE & WHEEL	N/A
SMART LEASE PROTECTION	N/A
BALANCE DUE	12,548.00
REBATE	N/A
REBATE CASH DOWN	12,548.00
TOTAL BALANCE DUE	N/A

LIEN: _____

Any warranties on the products sold hereby are those of the manufacturer. As between this retail seller and buyer, the product is to be sold "AS IS" and the entire risk as to the quality and performance of the product is with the buyer. The seller expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. This disclaimer by this seller in no way affects the terms of the manufacturer's warranty. The buyer acknowledges being so informed prior to the sale.

Purchaser agrees that this Order includes all of the terms and conditions on both the face and reverse side hereof, that this Order cancels and supercedes any prior agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby, and that **THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY DEALER OR HIS AUTHORIZED REPRESENTATIVE.** Purchaser by his execution of this Order acknowledges that he has read its terms and conditions and has received a true copy of this Order.

ACCEPTED BY 
DEALER OR HIS AUTHORIZED REPRESENTATIVE

NOT VALID UNLESS ACCEPTED BY MANAGEMENT

NO VERBAL ORDERS — THIS IS COMPLETE AGREEMENT

PURCHASER'S SIGNATURE _____ DATE 12/02/09

NOT VALID UNLESS ACCEPTED BY MANAGEMENT

2009 Chevrolet Impala LT

Sedan 3.5 V6

Stock #: 99496XX

Trans.: Auto

Color: Gray

VIN: 2G1WT57N891299070

Mileage: 16,686

Antilock Braking System
Air Conditioning
AM/FM Radio
Aluminum Wheels
Cruise Control
Compact Disc Player

Power Door Locks
Power Seat
Power Windows
Rear Window Defroster
Traction Control
Tilt Wheel



**One Low Price, Plain & Simple,
Always!**

See our Best Price on the hanging window tag.

Phone: **(701) 772-7211**

Toll Free: **(800) 228-8285**

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