

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 17, 2015 - 5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF 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.” If you would like to address the City Council, please come up to the podium to do so.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of February 3, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 10, 2015.

SCHEDULED BID LETTINGS: 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.

3. Consider adopting Resolution No. 15-02-19 authorizing re-advertising for bids for the 2014 City Project No. 5 – Sand/Salt Storage Building Project.
4. Consider approving the request to purchase two new pumps from Minnesota Pump Works in the amount of \$17,118 for the replacement of two pumps following the pump replacement schedule and declare the pumps that will be replaced as surplus and trade in one to Minnesota Pump Works.
5. Consider adopting Resolution No. 15-02-20 approving the appointments of Ralph Messelt and Josh Grinde to the EDA Board.
6. Consider adopting Resolution No. 15-20-21 accepting the report of feasibility, waiving the public hearing, and ordering the preparation of plans and specifications for 2015 Assessment Job No. 1 – Utilities and Street Construction for Point of Woods 6th Addition.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS:

7. Regular meeting minutes of the Water, Light, Power, and Building Commission for January 22, 2015.
8. Regular meeting minutes of the Planning Commission from October 9, 2014.

COMMUNICATIONS:

9. Acknowledge the retirement of Jennifer Bushee effective as of February 28, 2015.

OLD BUSINESS: NONE

NEW BUSINESS:

10. Consider approving the request for the purchase of a Toro Groundmaster 4110-D in the amount of \$72,680.64 for the Park and Recreation Department.
11. Consider authorizing staff to finalize proposal for video broadcasting for Council Meetings and Work Sessions.
12. Consider authorizing representatives from East Grand Forks to formally request the City of Grand Forks to update the COSA Agreement.
13. Consider adopting Resolution No. 15-02-23 authorizing the advertisement for bids for the Civic Center Girls Locker Room Renovation Project.

CLAIMS:

14. Consider adopting Resolution No. 15-02-22 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 20892 for a total of \$442.42 whereas Council Member Buckalew is personally interested financially in the contract.
15. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

OTHER:

16. Outstanding Agency Award for East Grand Forks Police Department.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings:

- Work Session/Special Meeting – February 23, 2015 – 5:00 PM – Training Room
- Regular Council Meeting – March 3, 2015 – 5:00 PM – Council Chambers
- Work Session – March 10, 2015 – 5:00 PM – Training Room
- Regular Council Meeting – March 17, 2015 – 5:00 PM – Council Chambers

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 3, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for February 3, 2015 was called to order by Council President Mark Olstad at 5:01 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 Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

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.” If you would like to address the City Council, please come up to the podium to do so.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 20, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 26, 2015.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS ONE (1) THROUGH TWO (2).

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

SCHEDULED BID LETTINGS: 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.

3. Consider approving the application for an Exempt Gambling Permit for a raffle for the Heritage Foundation of East Grand Forks to be held April 10, 2015 at the VFW at 312 Demers Ave East Grand Forks, MN 56721 and waive the 30 day waiting period.
4. Consider approving the application for an Exempt Gambling Permit for a raffle for the East Grand Forks Fire Relief Association to be held June 13, 2015 at the Fraternal Order of the Eagles Club at 227 10th St NW East Grand Forks, MN 56721 and waive the 30 day waiting period.
5. Consider approving the special event application for Grand Cities Art Fest to be held on June 13-14, 2015 from 8:00am until 8:00pm both days and waive the Transient Merchant License Fee.
6. Consider approving the agreement between the City of East Grand Forks and Northwest Minnesota Multi-County Housing and Redevelopment Authority allowing the housing authority to lease office space in City Hall through 2015.
7. Consider adopting Resolution No. 15-02-16 accepting the report of feasibility for paving in the Replat of Outlot B Point of Woods 5th Addition and setting the public hearing for March 3, 2015.
8. Consider awarding the job of furnace replacement to Anderson Heating and Cooling for the replacement of eight furnaces at Fire Station No. 1 for the amount of \$16,250.48.
9. Consider adopting Resolution No. 15-02-17 approving the appointment of Therese Tiedeman to the Library Board.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE ITEMS THREE (3) THROUGH NINE (9).

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS:

10. Organizational meeting minutes of the Water, Light, Power, and Building Commission for January 8, 2015.

COMMUNICATIONS:

11. A public hearing regarding the earlier starting times to transit routes going through East Grand Forks will be held on February 17, 2015 at the Campbell Library from 4:00pm until 5:30pm.

OLD BUSINESS: NONE

NEW BUSINESS: NONE

CLAIMS:

20. Consider adopting Resolution No. 15-02-18 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 20786 for a total of \$343.80 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-01-18 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 20786 FOR A TOTAL OF \$343.80 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, and Tweten.
Voting Nay: None.
Abstain: Buckalew.

21. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.
Voting Nay: None.

SUSPENSION OF RULES:

Council President Olstad asked to suspend the rules to consider offering the executive assistant position at Grade 10 Step 2.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO SUSPEND RULES TO CONSIDER OFFERING THE EXECUTIVE ASSISTANT POSITION AT GRADE 10 STEP 2.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.
Voting Nay: None.

Mr. Murphy explained they would like to offer the candidate, Brenda Ault, the position starting at Grade 10 Step 2 since she has 14 years of experience working in a municipal setting. He stated the Council would have to approve an offer that is more than step one. He added she could start and there would be time to cross-train with the current employee who will be retiring.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.
Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mr. Galstad stated the closing on the Riverwalk was tentatively scheduled for February 17th but there were some issues they were working through and were hoping the closing date wasn't going to change.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE FEBRUARY 3, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:09 P.M.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, and Tweten.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 10, 2015 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for February 10, 2015 was called to order by Council President Mark Olstad 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 Mark Olstad, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

Council President Olstad stated that Council Vice-President Grassel was not able to attend the meeting because of conferences he had to attend.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1. Swearing in of Police Officer Kleckner – Chief Hedlund

Chief Hedlund introduced Officer Josh Kleckner who was recently hired and had started orientation. He then administered the swearing in of the officer. A round of applause followed.

2. Update on City Projects – David Murphy/Wayne Dietrich

Civic Center Locker Room

Mr. Murphy stated they were going to discuss the Civic Center project, followed by the library, and then the pool. He said that he passed out the two documents that he had received since the packet has gone out, one from Mr. Pace regarding action taken by the school board for the girls locker room and another from Options regarding ADA accessibility. He then turned it over to Casey with EAPC to review the Civic Center Project. Mr. Hutton introduced himself and passed out copies of the cost estimates, images to give an idea of the concept, and the budget of the project. He reviewed the renovations and possible options including options in the concession areas and a concourse counter with advertising.

Mr. Murphy stated the School Board had met and reviewed the costs for the project. He explained they said they were in agreement with item number four which include the enclosed viewing area in the project. He added the school would like to use up the Mighty Ducks grant money and then split the remaining costs between the City and the school with the school paying up to \$235,000 for this project. Mr. Murphy stated the School would like an agreement with the City where they would be paying \$100,000 up front and then two annual payments of \$67,500 for this project and keep their current lease separate. He said that concession equipment is being considered the responsibility of the Blue Line Club who have \$35,000 to help pay for that. He added how the Council will have to decide if they will pay for items up front and then have the Blue Line Club pay them back. He said the final item was the concourse counter advertising which the Blue Line Club was working on with Scheel's to see if that is something they would donate.

Mr. Hutton stated that the soft costs for this project would be 9% of construction costs which was based on the agreement the City had with EAPC. He said the drawings were needed to be finalized but this project could be ready to be bid within a week. Council President Olstad asked what the City's responsibility would be for this project. Mr. Murphy stated it was approximately \$235,000. Discussion followed about how the Blue Line Club would be giving \$35,000 but they will need help covering the remaining and how the City could ask the Blue Line Club to pay that back the amount covered by the City for concession equipment.

Council member DeMers asked what the City's funding source was for this project. Mr. Murphy stated it hadn't been determined but it would either need to be borrowed or it will be taken out of reserves. Council member Vetter asked when it is bid if the warm viewing area as an alternate. Mr. Murphy stated the Council could request that be an alternate. Council member Vetter would recommend having the warm viewing area bid as an alternate. Council President Olstad asked if there were costs associated with the concessions and the warm viewing area. Discussion followed about how the costs of the removal of the bridge were included in the base bid of the project and not a shared cost in either the concession area or the warm viewing area.

More discussion followed about how Council will be authorizing the advertising to collect bids for the civic center project, how construction will start shortly after graduation, and that the project should be completed by fall. Mr. Hutton stated that this project should take around three to four months and that it will help to let the contractor set the schedule. Mr. Aker stated that ice didn't get put down until October and there weren't any camps or activities taking place at the Civic Center. Mayor Stauss asked when the State will require the City to change the system at the Civic Center. Mr. Aker stated 2020 and that he could have someone come speak to the Council regarding the change.

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

Library Project

Mr. Dietrich stated how more investigation was required for this project. He explained they exposed five beams, made sure everything was sealed, and didn't see much air infiltration. He said they found problems in the storage room that included damaged insulation and air still

flowing in the beam pocket which they sealed. He added how there were problems with the columns and thermal conductivity. He stated they took off the fire proofing, insulated, and the restructured the fire proofing material when they put it back on and how those problems should now be mitigated. He said they took apart the column in the mechanical room, foamed it, and now have that space taken care of also. He added that only two of the fire extinguisher cabinets had to be replaced which hadn't taken place yet since the cabinets had to be ordered. Mr. Dietrich stated that they will be scheduling another test with company from Canada. Council member Tweten asked that there were enough funds available to complete this project. Mr. Murphy stated this was a budgeted item.

Pool Project

Mr. Dietrich handed out a drawing regarding the pool. He reviewed how the process went the first time bids were collected for this project and how they are identifying cost saving measures. Mr. Dietrich explained that if the occupancy of the pool was posted at 500 they could reduce the number of fixtures, have a common wall, and allow for some showers outside of the shower rooms which are more common. Council President Olstad asked when the estimates would be ready which would include the cost saving measures. Mr. Dietrich stated the information could be ready by the next work session. Discussion followed about how the SOP group will need to know the estimates when applying for grants, how the slide and stairs may need to be redone, and how the Council will need to address how this will be paid for at the next work session.

3. Discussion on Downtown Property – Mark Olstad

Council President Olstad stated a map was handed out and that Mr. Moore was at the meeting to answer questions. He asked Mr. Moore to explain the project. Mr. Moore explained that he will soon be purchasing the old bank building and is looking at putting in a coffee shop with a drive thru. He stated how the drive thru will need to be away from the stop light and how they have looked at exiting using the fire hall parking lot entrance. He said the fire chief asked for a larger entrance if they use that area as an exit. He added this building has the square footage for many different franchises and that they are asking for a permanent easement for the exit of the drive thru. Mr. Moore explained the current drive thru will be enclosed and used for seating. Council President Olstad stated this was brought forward so the Council could ask Mr. Moore questions about the project. Ms. Ellis stated that before a decision could be made a detailed site plan showing dimensions and where the property lines are needs to be completed. Mayor Stauss asked when they would like to get started. Mr. Moore stated this spring. Discussion followed about possible issues with traffic. Ms. Ellis explained how there are guidelines for stacking vehicles in a drive thru.

More discussion followed about how this would not need to go before the Planning Commission because it is a permitted use it would need to be reviewed by the City Planner and voted on by the Council. Council member Vetter suggested that Mr. Moore work with Ms. Ellis on this project. Council member Pokrzywinski stated he rather deal with issues the business creates than have the building continue to sit vacant. Ms. Ellis reviewed what options the Council could move forward with regarding the drive thru exiting through the fire department parking lot. Mr. Murphy stated the biggest concern of the space between the building and the sidewalk and the exit of the drive thru.

4. Sand and Salt Shed – Jason Stordahl

Mr. Stordahl told the Council the history of this project and how it had been advertised before but no bids were received. He said he was requesting authorization from the Council to re-advertise for this project. Council member Pokrzywinski asked if the City could share the space the County or MNDOT has. Mr. Stordahl explained they could have at one point but that is no longer an option. Council member Pokrzywinski asked if this item was budgeted for. Mr. Stordahl stated that it was. Discussion followed about how the shed would be constructed with concrete walls and a fabric top.

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

5. Annual Pump Replacement – Jason Stordahl

Mr. Stordahl explained how a schedule was set for annual pump replacement and this year pumps were scheduled to be replaced in Lift Station #3. He stated they had received a quote from Minnesota Pump Works for \$17,118 to replace two pumps. He asked the two pumps that would be replaced be declared as surplus with one being traded in for parts and the other to be kept on hand as a backup pump.

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

6. Annual Sewer Cleaning – Jason Stordahl

Mr. Stordahl explained how every year 1/5 of the sewers are cleaned along with some problem areas. He stated he had received two estimates and asked to award the job to Veit. Council member Tweten stated how the City's insurance company suggests having a certain percentage done every year. Mr. Stordahl stated the insurance company suggested to clean 1/3 or 1/4 of the City's sewers each year and how this practice has dropped the number of residents who have gotten backup in their basements. Council member Demers requested that staff get standardized quotes when requesting them since these two quotes were done differently. Mr. Stordahl reviewed the quotes and explained that it can be hard to determine what kind of issues will come up when cleaning. He added that staff helps as much as they can during this process. Mayor Stauss stated this was an excellent practice to continue. Council member Pokrzywinski asked if the lines are televised when they are cleaned. Mr. Stordahl explained only if there was an issue or in trouble spots and added he would like to put a procedure in place for more televising if possible.

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

7. Request to Purchase Mower – Dave Aker

Mr. Aker stated he handed out a new quote for a mower that had a cab on it so it could be used in winter to clean off the trails and that it had a 10 and a half foot deck for mowing. He explained how a cab isn't an option for the John Deere mower and the mechanics said they have parts for

the Toro but not the John Deere. Mr. Aker stated his recommendation was to purchase the Toro Groundmaster 4110-D for \$69,044.34 if it was still available.

Council member Demers stated he was not anti-mowing but he had a problem with the funding source for this purchase. He explained the Greenway funds were set up with a specific purpose for the replacement of the trails and trailheads. He reviewed the resolution that was passed in 2009 setting up the fee and the purpose of the fee. Discussion followed about funding for the purchase of the mower, if projects for the Greenway had been paid for out of the general fund, and if so those funds should be paid back with Greenway funds. Council President Olstad asked to have funds reviewed and where they were spent.

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

8. Greenway Special Event Application – Megan Nelson

Ms. Nelson stated that the Greenway and rivers have been utilized more and how that will be continuing. She explained that after an event took place last year the agencies from both cities and counties that were involved met and discussed what went well and what needed to be improved. She said how currently an organization might need to fill out four separate applications to host an event. She added how this group with the support of the Councils of both East Grand Forks and Grand Forks would like to create one application so all agencies to help streamline the process and insure all agencies involved received the same information. She asked if the Council would support one application for events in the Greenway. She added how there would be a committee that would make recommendations to both councils about these events. Mayor Stauss stated it was a good idea to work together with Grand Forks for these events. Council President Olstad also commented this was a good idea. Ms. Nelson stated they were trying to get things put in place for this summer and will be bringing an application before the Council to vote on. Discussion followed about the process that would be followed which included a recommendation from the committee of the agencies and the sent to the Councils for approval.

9. Request for Video Recording of Meetings – David Murphy

Mr. Murphy stated that Council member DeMers requested to have staff look into what it would cost for video recording and streaming capabilities of the meetings. He said that Mr. Thompson had put an estimate of \$8200 together for getting started but the ongoing costs were not known. He asked the Council if they would like to move forward with this. Council member DeMers stated his reasons for wanting to move forward with obtaining this system and how this would bring more accountability and transparency to the government. Council member Tweten commented how people can attend meetings, the current system was working, and that this will cost money. Council member Pokrzywinski stated he was always in favor of videoing the meetings.

Discussion followed about what the proposed system could handle, what costs would be if they would need to increase the capability, and grants could be looked into to cover the costs for this project. Council member Buckalew stated he would support this only if both council meetings

and work session were videoed. Mayor Stauss stated he is not in favor of this. Council member Vetter asked if they could get feedback on how many people are using this. Mr. Thompson stated they could on in-house streaming. Mayor Stauss said he would veto this if it came before the council and asked how many people would be viewing the meetings since they start at 5:00pm and that is when people are getting off of work. He stated that the Council is worried about budgeting and why spend the money if they don't have to. More discussion followed about the costs for two separate areas, how the audio issues would need to be worked out, and the meetings would be online and could be watched at a different time. Ms. Helgeson stated that she is on the radio once a week and that she receives feedback. Council member Pokrzywinski stated it was the Council's duty to give residents the option to see the meetings. More discussion followed about Council authorizing staff to look into grants to cover the costs of this.

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

10. Discussion on Location of Meetings – Mark Olstad

Council President Olstad stated he had a discussion with Council member Buckalew about holding all of the meetings in the same room. Council member Buckalew stated it was difficult to hear what was being said during the meeting and how it really depended on the placement of the microphones. Council President Olstad asked the rest of the Council for their input. Council member DeMers stated he would like to keep the meetings in separate rooms because they have different functions. Council President Olstad stated they could utilize the podium more. Mayor Stauss stated how people could be intimidated by standing in front of the Council. Mr. Murphy stated a microphone could be purchased and could be passed around.

11. Discussion on COSA – Mark Olstad

Council President Olstad stated that East Grand Forks had been approached by Grand Forks regarding moving forward and making sure the City had all of the information before the Council. He stated the request came to update the COSA and that Grand Forks is willing to pay for an update to the COSA. He said that it would take about two to three weeks to have the update completed. He added how he thinks that it is important to have it done and that Council Vice-President Grassel also thinks it is important to have it done. He asked if any Council members had any issues with requesting to have the COSA updated. Council member Pokrzywinski asked if they would need to attend a meeting. Council President Olstad stated that they would need to attend the Service and Safety meeting on February 24th and the Council would need to send a couple people from the Council to attend the meeting. Discussion followed about moving the work session to February 23rd and hold it before the goal session review.

Other:

Council President Olstad commented how Council member Vetter brought up bringing the waste water through the water treatment plant and asked him to discuss it. Council member Vetter explained how the Council said they would review every option and that one option they haven't looked at would be to build an interconnect from the lagoons to the water treatment plant. He said that this would take away the annual costs, staff time, and possibly water rates. Mr. Rapacz

explained to the Council he checked with the Department of Health and that they would not allow recycled treated waste water into the water system. He reviewed the regulations they currently have to meet and how it would be impossible for them to meet standards if it was allowed. Mr. Boyce reviewed information about places throughout the United States that are working on systems like this and how costly treatment is for those places. Mr. Rapacz stated that this wasn't an option for today. Council member DeMers stated he appreciated the research, this might be something available in the future, and how the interconnect would be a smaller investment and easier to walk away from if something changes in the future. Council President Olstad stated this needed to be discussed so the Council was on the same page. Discussion followed about how Thief River Falls and Crookston both dump their waste water into the Red Lake River.

Council President Olstad introduced Mr. Paul Gorte to the Council as the new EDA Director, reminded the Council about the Intergovernmental meeting taking place on Thursday, and that Senator Stumpf was going to call and give an update on Thursday morning.

Mr. Galstad informed the Council the Riverwalk closing was still tentatively for the 17th and that the MIF loans will be paid in full.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE FEBRUARY 10, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:57 P.M.

Voting Aye: Grassel, DeMers, Vetter, Pokrzywinski, Buckalew, Tweten, and Olstad.

Voting Nay: None.

Request for Council Action

Date: 1/30/2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Jason Stordahl-Public Works Director

RE: Sand and Salt Shed

Background: August 5th of 2014 East Grand Forks City Council authorized WSN Engineering to prepare plans and specifications for the 2014 City Project No. 5-Sand/Salt Storage Building. August 25th Council approved the plans and specifications and authorized advertisement for bid. At the September 9th Works Session I informed council that we had received zero bids. I asked to rebid the project in December of 2014 or January of 2015.

There are designated funds for the construction of the Sand/Salt Building project. These funds were transferred from the General Fund to our Building Maintenance Fund in 2013. But as stated above we didn't receive any bids in 2014, so I'm asking for Councils approval to re-advertise for bid.

Recommendation: Authorize advertisement and setting the bid date for Sand/Salt Storage Building.

RESOLUTION NO. 15 – 02 - 19

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR 2014 CITY PROJECT NO. 5 – SAND/SALT
STORAGE BUILDING**

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

WHEREAS, the City Council approved the plans and specifications at the Council Meeting on August 12, 2014 for the 2014 City Project No. 5 – Sand/Salt Storage Building;

WHEREAS, the City Engineer advertised for bids but received none;

WHEREAS, the Public Works Director is requesting to have this project re-advertised for bids;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

1. The City Engineer shall prepare and cause to be inserted in the official paper, in Questcdn.com, and in Finance and Commerce an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be considered by the Council at 5:00 p.m. on April 7, 2015 in the Council Chambers of the East Grand Forks City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of East Grand Forks for five percent of the amount of such bid.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: February 17, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of February, 2015.

Mayor

Request for Council Action

Date: 2/2/2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Jason Stordahl-Public Works Director

RE: Annual Pump Replacement

Per our annual pump replacement schedule both pumps at Sanitary Lift Station #3 are due for replacement. This was confirmed during our annual service inspection, performed by Minnesota Pump Works. Pump replacement is a budgeted item in the 2015 Capital Improvement Plan, and we have sufficient funds to purchase two new pumps.

I received the following quotation for the purchase of two new pumps and associated hardware.

MN Pump Works	\$17,118.00
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Recommendation: Authorize the purchase of two new pumps from Minnesota Pump Works for \$17,118.00, and declare surplus our used pumps.



Estimate

Date	Estimate No.
1/30/2015	4070

Toll Free 855-228-6383
 email: info@minnesotapumpworks.com

Name/Address
 CITY OF EAST GRAND FORKS
 ATTN: DILLON
 PO BOX 373
 EAST GRAND FORKS, MN 56721

Project
LS #3 Flygt 3152 Replacement

Description	Qty	Rate	Total
QUOTE FOR LIFT STATION #3: REPLACEMENT OF (2) FLYGT 3152.091. 15HP/208V/3PH , 436 IMPELLER.			
ABS XFP150E CB1 SUBMERSIBLE PUMP, 6" DISCHARGE WITH 60HZ 14.1 HP/208V/3PH 1750 RPM EXPLOSION PROOF	2	7,903.00	15,806.00
ABS 6" FLYGT DUAL GUIDE RAIL ADAPTER (2" RAILS), ME4, PE2, PE3, PE4	2	419.00	838.00
ABS MC MODULE *FOR INTERFACING WITH FLYGT MINI-CAS	2	237.00	474.00
PRICE DOES NOT INCLUDE INSTALLATION LABOR			
FREIGHT FOB FACTORY			
DELIVERY ESTIMATE 7-8 WEEKS			
DISCOUNT OF \$2566.80 GIVEN IF EXISTING FLYGT PUMPS ARE TRADED IN TO MINNESOTA PUMP WORKS			

THANK YOU, AMY MEUSBURGER

Total	\$17,118.00
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RESOLUTION NO. 15 – 02 - 20

A RESOLUTION DESIGNATING THE MAYOR’S APPOINTMENT TO THE EAST GRAND FORKS BOARD AND COMMISSIONS FOR 2015

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

WHEREAS, the Mayor appoints citizens to fill vacancies on various Boards and Commissions of the City of East Grand Forks each year; and

WHEREAS, These Boards and Commissions are important to the operation of the City due to the value of citizen input on recommendations that are forwarded to the City Council on many important issues.

THEREFORE BE IT RESOLVED, that the City Council of the City of East Grand Forks ratifies the following appointments of Mayor Lynn Stauss to the respective Board and/or Commission for the designated term:

ECONOMIC DEVELOPMENT HOUSING AUTHORITY – Members (which includes two Council members) appointed by the Mayor, subject to approval by a majority of the City Council. Resolution #86-10-100. Six year terms.

<u>Members</u>	<u>Expires</u>
Ralph Messelt – To complete term for Kerry Knoff	12/31/18
Josh Grinde	12/31/20

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: February 17, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th day of February, 2015.

Mayor

RESOLUTION NO. 15 – 02 - 21

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

WHEREAS, a report has been prepared by Widseth Smith Nolting with reference to proposed improvements of utilities and street construction to the Point of Woods 6th Addition and this report was received by the Council on January 26, 2015, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

1. The Council accepts the report of feasibility for 2015 Assessment Job No. 1 – Utilities and Street Construction – Point of Woods 6th Addition.
2. The Council finds and determines that said petition was signed by all owners of real property located in Point of Woods 6th Addition and the owners waived the public hearing for this project.
3. Widseth Smith Nolting shall prepare plans and specifications for project 2015 Assessment Job No. 1 – Utilities and Street Constructions.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: February 17, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th day of February, 2015.

Mayor

Request for Council Action

Date: January 23, 2015

To: East Grand Forks City Council, Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Henry Tweten, Marc Demers, Craig Buckalew and Mike Pokrzywinski.

Cc: File

From: Steve Emery, P.E.

RE: File Report of Feasibility – Utilities and Street Construction
Brandon Boulevard & Crystal Circle
Point of Woods 6th Addition & Replat of Outlot B, Block 2 Point of Woods 5th Addition

Background:

We would like to file the proposed Report of Feasibility for the above referenced project.

Recommendation:

Approve the Report of Feasibility and authorize the preparation of Plans & Specifications. The Improvement Hearing is not required since we have 100% of the affected landowners having signed the petition.

Enclosures:

Report of Feasibility with project map
Construction Cost Estimate
Preliminary Assesment Roll



East Grand Forks
1600 Central Avenue NE
East Grand Forks, MN 56721-1570

218.773.1185 
218.773.3348 
EastGrandForks@wsn.us.com 

WidethSmithNotling.com

January 23, 2015

Honorable Mayor and City Council
City of East Grand Forks
PO Box 373
East Grand Forks, MN 56721

RE: Report of Feasibility
Estimate of Cost and Areas Proposed to be Assessed
Point of Woods 6th Addition and
Replat of Outlot B Point of Woods 5th Addition
East Grand Forks, MN

Dear Members of the Council:

We have as directed by the City Council made an investigation as to the feasibility of installing utilities and constructing streets within the Point of Woods 6th Addition and within the Replat of Outlot B, Block 2 Point of Woods 5th Addition.

We have identified the project needs as follows:

Sanitary Sewer Construction:

Sanitary Sewer Construction would involve installation of approximately 540 linear feet of 8" PVC gravity sewer along with installation of individual sewer wyes and leads up to the property line of each of the individual lots within the subdivision.

The estimated total project cost for the proposed sanitary sewer improvements is \$52,052.50

The estimated assessment rate is \$52.83 per linear foot of front benefit.

Watermain Construction:

Watermain Construction would involve installation of approximately 735 linear feet of 8" PVC watermain along Brandon Boulevard and Crystal Circle as well as installation of approximately 260 linear feet of 12" PVC watermain along Rhinehart Drive. The project would also include

installation of fire hydrants as necessary but would not include installation of individual water services as part of the project.

The estimated total project cost for the for the proposed watermain improvements is \$79,310.00. However, the Water and Light Department has agreed to pay for the 12” trunk line and all associated costs with the installation of this watermain along Rhinehart Drive. Therefore, the total project cost to be assessed is \$50,805.00

The estimated assessment rate is \$51.57 per linear foot of front benefit.

Storm Sewer Construction

Storm Sewer Construction would involve installation of approximately 280 linear feet of 12”-18” RCP storm sewer as well as installation of catch basins and storm sewer manholes to provide surface drainage for Brandon Boulevard, Crystal Circle as well as the adjacent properties.

The estimated total project cost for the for the proposed storm sewer improvements is \$31,085.00.

The estimated assessment rate is \$0.20 per square foot of benefitted property.

Street Construction:

Street Construction would include extending Brandon Boulevard from the existing street within the Point of Woods 5th Addition up to and tying into Rhinehart Drive SE. Also included would be the construction of Crystal Circle cul-de-sac. The proposed street construction work would consist of common excavation, aggregate base installation, installation of B624 concrete curb and gutter as well as installation of aggregate surfacing between the curb lines as a temporary driving surface. The last phase of the work would involve seeding of the berms from the back of curb up to the property line.

The estimated total project cost for the purposed street improvements is \$89,500.00.

The estimated assessment rate is \$90.85 per front foot benefit.

Areas to be Assessed

Replat of Outlot B, Block 2
Point of Woods 5th Addition

Block 1 Lot C

Point of Woods 6th Addition

Block 1 Lots 1-3
Block 2 Lots 1-5

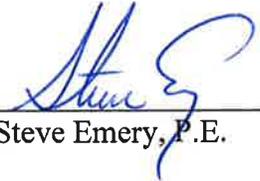
Conclusions and Recommendations

With the extension and construction of utilities and streets as described this project will provide for additional residential lots within the city which is essential for the growth of the City of East Grand Forks. The proposed improvements shall also provide increased property values to the benefitted/platted properties.

Therefore, it is our recommendation the City Council approve the Report of Feasibility and proceed with the improvement hearing.

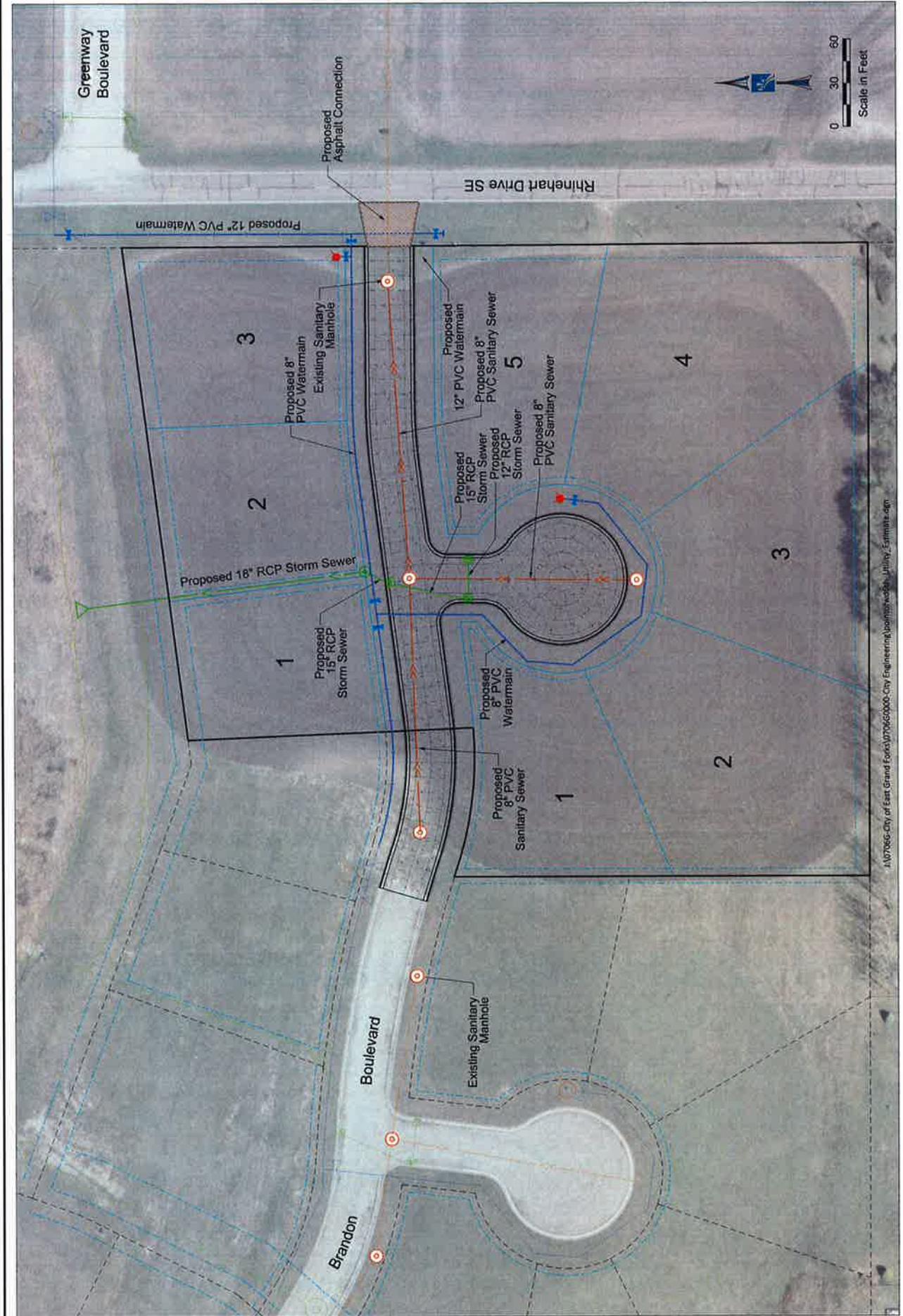
If you have any questions, or if additional information is needed, please contact our office.

Respectfully yours,
Widseth Smith Nolting & Associates, Inc.



Steve Emery, P.E.

SE:kmu



ENGINEER'S PRELIMINARY ESTIMATE OF COST
Utility and Street Extensions
Point of Woods 6th Addition
Replat Outlot B Point of Woods 5th Addition
East Grand Forks, Mn



1/22/2015

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT
Street Construction				
Common Excavation	CU YD	1140	\$ 6.00	\$6,840.00
Subgrade Preparation	SQ YD	2735	\$ 2.00	\$5,470.00
Aggregate Base Course (12")	CU YD	818	\$ 30.00	\$24,540.00
4" Bituminous Pavement	SQ YD	100	\$ 50.00	\$5,000.00
Concrete Curb & Gutter (B624)	LIN FT	1200	\$ 20.00	\$24,000.00
Turf Establishment	SQ YD	2300	\$ 2.50	\$5,750.00
SUBTOTAL STREET CONSTRUCTION				\$71,600.00
Watermain Construction				
6" PVC Watermain	LIN FT	20	\$ 30.00	\$600.00
8" PVC Watermain	LIN FT	735	\$ 32.00	\$23,520.00
12" PVC Watermain	LIN FT	260	\$ 60.00	\$15,600.00
6" Gate Valve & Box	EACH	3	\$ 1,200.00	\$3,600.00
8" Gate Valve & Box	EACH	3	\$ 1,500.00	\$4,500.00
12" Gate Valve & Box	EACH	1	\$ 5,000.00	\$5,000.00
6" Fire Hydrant	EACH	2	\$ 3,500.00	\$7,000.00
Ductile Iron Fittings	Pounds	907	\$ 4.00	\$3,628.00
SUBTOTAL WATERMAIN CONSTRUCTION				\$63,448.00
Sanitary Sewer Construction				
8" PVC Sanitary Sewer	LIN FT	538	\$ 32.00	\$17,216.00
8"x6" Sewer Wye	EACH	9	\$ 200.00	\$1,800.00
6" Sewer Lead	LIN FT	400	\$ 22.00	\$8,800.00
Sanitary Sewer Manhole	LIN FT	30	\$ 275.00	\$8,250.00
Manhole Casting Assemblies	EACH	3	\$ 1,500.00	\$4,500.00
Sewer Televising	LIN FT	538	\$ 2.00	\$1,076.00
SUBTOTAL SANITARY SEWER CONSTRUCTION				\$41,642.00
Storm Sewer Construction				
12" RCP Storm Sewer	LIN FT	32	\$ 38.00	\$1,216.00
15" RCP Storm Sewer	LIN FT	56	\$ 42.00	\$2,352.00
18" RCP Storm Sewer	LIN FT	190	\$ 50.00	\$9,500.00
18" Flared End Section with Trash Guard	EACH	1	\$ 1,500.00	\$1,500.00
Catch Basin	EACH	3	\$ 1,000.00	\$3,000.00
Catch Basin Casting Assembly	EACH	3	\$ 1,500.00	\$4,500.00
Storm Sewer Manhole	LIN FT	6	\$ 300.00	\$1,800.00
Manhole Casting Assembly	EACH	1	\$ 1,000.00	\$1,000.00
SUBTOTAL STORM SEWER CONSTRUCTION				\$24,868.00
ESTIMATED CONSTRUCTION TOTAL =				\$201,558.00
ENGINEERING, ADMINISTRATION, LEGAL AND CONTINGENCIES				\$50,389.50
ESTIMATED TOTAL PROJECT COST =				\$251,947.50

**ASSESSMENT ROLL - PRELIMINARY
POINT OF WOODS 6TH ADDITION & REPLAT OF OUTLOT B POINT OF WOODS 5TH ADDITION
EAST GRAND FORKS, MINNESOTA**

Watermain	
Construction	\$40,644.00
Plans and Specifications	\$3,657.96
Staking & Inspection	\$2,032.20
Assessment Roll	406.44
Administration	\$1,219.32
Contingencies	<u>\$2,845.08</u>
TOTAL PROJECT COST	<u>\$50,805.00</u>
TOTAL ASSESSED COST	\$50,805.00
Front Footages	
Point of Woods 6th Addition	908.69
Point of Woods 5th Addition	76.50
Replat of OL B	
Total Assessable Footage	985.19
Assessment Rate	\$51.5687 Linear Foot

Storm Sewer	
Construction	\$24,868.00
Plans and Specifications	\$2,238.12
Staking & Inspection	\$1,243.40
Assessment Roll	248.68
Administration	\$746.04
Contingencies	<u>\$1,740.76</u>
TOTAL PROJECT COST	<u>\$31,085.00</u>
TOTAL ASSESSED COST	\$31,085.00
Square Footages	
Point of Woods 6th Addition	158155
Point of Woods 5th Addition	0.00
Replat of OL B	
Total Assessable Sq Footages	158155
Assessment Rate	\$0.1965 Sq Foot

Sanitary Sewer	
Construction	\$41,642.00
Plans and Specifications	\$3,747.78
Staking & Inspection	\$2,082.10
Assessment Roll	416.42
Administration	\$1,249.26
Contingencies	<u>\$2,914.94</u>
TOTAL PROJECT COST	<u>\$52,052.50</u>
TOTAL ASSESSED COST	\$52,052.50
Front Footages	
Point of Woods 6th Addition	908.69
Point of Woods 5th Addition	76.50
Replat of OL B	
Total Assessable Footage	985.19
Assessment Rate	\$52.8350 Linear Foot

Street	
Construction	\$71,600.00
Plans and Specifications	\$6,444.00
Staking & Inspection	\$3,580.00
Assessment Roll	716.00
Administration	\$2,148.00
Contingencies	<u>\$5,012.00</u>
TOTAL PROJECT COST	<u>\$89,500.00</u>
TOTAL ASSESSED COST	\$89,500.00
Front Footages	
Point of Woods 6th Addition	908.69
Point of Woods 5th Addition	76.50
Replat of OL B	
Total Assessable Footage	985.19
Assessment Rate	\$90.8454 Front Footage

ASSESSMENT ROLL - PRELIMINARY
POINT OF WOODS 6TH ADDITION & REPLAT OF OUTLOT B POINT OF WOODS 5TH ADDITION
EAST GRAND FORKS, MINNESOTA

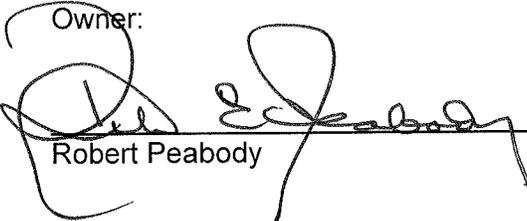
PARCEL No.	OWNER	DESCRIPTION	STORM SEWER		WATERMAIN		SANITARY SEWER		STREET		TOTAL ASSESSMENT BEFORE INTEREST
			SQUARE FOOT	\$ STORM SEWER BENEFIT	FRONT FOOT	\$ FRONT BENEFIT	FRONT FOOT	\$ FRONT BENEFIT	FRONT FOOT	\$ FRONT BENEFIT	
	POINT OF WOODS 6TH ADDITION			\$0.20							
83.04445.00	ROBERT E & JEANINE H PEABODY	LOT 1 BLOCK 1	13,797	\$2,711.77	99.37	\$5,124.38	99.37	\$5,250.21	99.37	\$9,027.31	\$22,113.67
83.04446.00	ROBERT E & JEANINE H PEABODY	LOT 2 BLOCK 1	15,436	\$3,033.91	114.13	\$5,885.54	114.13	\$6,030.06	114.13	\$10,366.19	\$25,317.70
83.04447.00	ROBERT E & JEANINE H PEABODY	LOT 3 BLOCK 1	17,831	\$3,504.64	123.45	\$6,366.16	123.45	\$6,522.48	123.45	\$11,214.87	\$27,608.15
83.04448.00	ROBERT E & JEANINE H PEABODY	LOT 1 BLOCK 2	16,286	\$3,200.98	114.89	\$5,924.73	114.89	\$6,070.21	114.89	\$10,437.23	\$25,633.15
83.04449.00	ROBERT E & JEANINE H PEABODY	LOT 2 BLOCK 2	25,962	\$5,102.77	115.78	\$5,970.63	115.78	\$6,117.23	115.78	\$10,518.08	\$27,708.71
83.04450.00	ROBERT E & JEANINE H PEABODY	LOT 3 BLOCK 2	22,102	\$4,344.10	126.36	\$6,516.23	126.36	\$6,676.23	126.36	\$11,479.23	\$29,015.79
83.04451.00	ROBERT E & JEANINE H PEABODY	LOT 4 BLOCK 2	28,210	\$5,544.61	110.70	\$5,708.66	110.70	\$5,848.83	110.70	\$10,056.59	\$27,158.69
83.04452.00	ROBERT E & JEANINE H PEABODY	LOT 5 BLOCK 2	18,531	\$3,642.23	104.01	\$5,363.66	104.01	\$5,495.37	104.01	\$9,448.83	\$23,950.09
	SUBTOTAL POINT OF WOODS 6TH ADDITION		158,155	\$31,085.01	908.69	\$46,859.99	908.69	\$48,010.62	908.69	\$82,550.33	\$208,505.95
	REPLAT OF OUTLOT B POINT OF WOODS 5TH										
83.04434.00	ROBERT E & JEANINE H PEABODY	LOT C BLOCK 1	0.00	\$0.00	76.50	\$3,945.01	76.50	\$4,041.88	76.50	\$6,949.67	\$14,936.56
	SUBTOTAL REPLAT OF OUTLOT B POINT OF WOODS 5TH		0.00	\$ -	76.50	\$ 3,945.01	76.50	\$ 4,041.88	76.50	\$ 6,949.67	\$ 14,936.56
	GRAND TOTAL		158,155	\$ 31,085.01	985.19	\$ 50,805.00	985.19	\$ 52,052.50	985.19	\$ 89,500.00	\$ 223,442.51

Agreement of Assessment and Waiver of Irregularity and Appeal

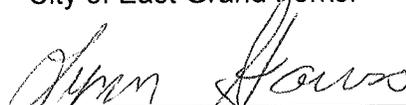
THIS AGREEMENT, is made this 17th day of February, 2015, between the City of East Grand Forks, State of Minnesota, hereinafter referred to as the City, and Robert Peabody of Polk County, State of Minnesota, hereinafter referred to as owner.

In consideration of the action of the City Council, at the owner's request, to cause the construction of utilities and street construction in Point of Woods 6th Addition, and to assess 100 percent of the cost to the owner, owner agrees to pay said percentage, as may be determined by the Council of the City to be a fair apportionment of the costs of said improvement estimated to be \$251,947.50. Owner further agrees that the estimated assessment may be exceeded if the increases are a result of requests made by the property owner or otherwise approved by the property owner in a subsequent separate written document. Owner expressly waives objection to any irregularity with regard to the said improvement assessments and any claim that the amount thereof levied against owner's property is excessive, together with all rights to appeal in the courts.

In testimony, whereof, Robert Peabody, has hereunto set his hand, the day and year first above written.

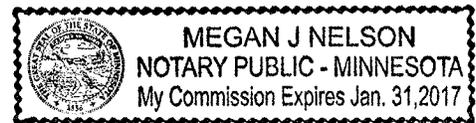
Owner:

Robert Peabody

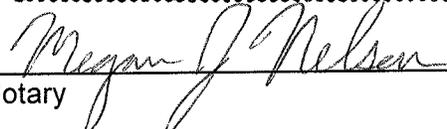
City of East Grand Forks:


Lynn Stauss – Mayor


David Murphy – City Administrator


Notary




Notary


Notary



Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held January 22, 2015 at 5:00 P.M.

Present: Loven, Quirk, Tweten

Absent: Ogden

It was moved by Commissioner Tweten seconded by Commissioner Quirk that the minutes of the previous meeting of January 8, 2015 be approved as read.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,557,055.64.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

A representative from Brady Martz reviewed the 2014 financial year end audit procedures.

It was moved by Commissioner Quirk seconded by Commissioner Tweten to extend the 12" water main for looping the trunk line in Point of Woods 6th Addition; the project will be funded by the Water & Light Department.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to reaffirm previous motions to make a loan of \$1,560,000.00 at 1% interest for 20 years to the city for the pool project.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk to approve the purchase of a 2015 ¾ ton Ford pickup from C&M Ford in the amount of \$27,570.90; and, to purchase the truck bed from Bert's Truck Equipment in the amount of \$13,341.21.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to approve the quote from Electric Pump in the amount of \$5,486.40 for river intake structure access hatches at the Water Treatment Plant.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to authorize WSN to seek approval from the MN Pollution Control Agency for removal and land application of the stored lime sludge; and, authorize preparation of plans and specs for the project once said approval is received.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk to authorize the carryover of accrued vacation in excess of 160 hours for five employees.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk to adjourn to the next regular meeting on February 5, 2015 at 5:00 P.M.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: None

Lori Maloney
Sec'y

**EAST GRAND FORKS
PLANNING COMMISSION MINUTES
Thursday, October 9th, 2014 – 12:00 Noon
East Grand Forks City Hall Training Room**

CALL TO ORDER

Chairman Powers called the October 9, 2014, meeting of the East Grand Forks Planning Commission to order at 12:03 p.m.

CALL OF ROLL

On a Call Of Roll the following members were present: Chairman Mike Powers, Commissioners Gary Christianson, Chad Erickson, and Jane Nelson.

Absent: Commissioners Randy Boushey, Niel McWalter, and Dale Helms.

Guests Present: Dan & Sara Parker, Cindi & Gerard Neil, Irvin Galstad, Justin Stromme, Eddie Buell, Henry Tweten, and Greg Leigh.

Staff present was: Nancy Ellis, City Planner; David Murphy, City Administrator; Ron Galstad, City Attorney; and Megan Nelson, Executive Assistant.

DETERMINATION OF A QUORUM

A quorum was present.

COMMUNICATION

None.

APPROVAL OF MINUTES

Matter Of Approval Of The September 10th, 2014 Meeting Minutes of the East Grand Forks Planning Commission.

A MOTION WAS MADE BY COMMISSIONER NELSON, SECONDED BY COMMISSIONER ERICKSON, TO APPROVE THE MINUTES OF THE SEPTEMBER 10th MEETING MINUTES OF THE EAST GRAND FORKS PLANNING COMMISSION, AS SUBMITTED.

Voting Aye: Powers, Christianson, Erickson, and Nelson.

Voting Nay: None.

Absent: Boushey, McWalter, and Helms.

OLD BUSINESS

None.

NEW BUSINESS

1. Matter of Consideration for Approval of a Special Use Permit to Construct a Monopole Cell Tower and Equipment Shelter on Valley Golf Assn property at the end of 21st St NW (next to old club house site).

Ms. Ellis said this was a public hearing and the public hearing needed to be opened.

A MOTION WAS MADE BY COMMISSIONER CHRISTIANSON, SECONDED BY COMMISSIONER ERICKSON, TO OPEN THE PUBLIC HEARING.

Voting Aye: Powers, Christianson, Erickson, and Nelson.

Voting Nay: None.

Absent: Boushey, McWalter, and Helms.

Chairman Powers stated that he was glad there were people attending the meeting and asked them if they have a comment to make to come up to the podium, identify themselves, and state their address which is the same process used at City Council meetings.

Ms. Ellis said she would start by quickly explaining the process. She explained how the City has a two step process for cell towers. She said the first was that there was a cell tower ordinance that lists specific requirements like setbacks, locations, shade trees, and other requirements that need to be met before a cell tower can be built. She said the second part of the process is in regards to obtaining a special use permit when building a tower in an R-1 or residential area. She said that with the special use permit they have to comply with all of the requirements from the ordinance as well as any requirements dedicated for the special use.

She stated that when something like this is granted the commission needs to consider the affect of the proposed use on the health, safety, and general welfare of the occupants surrounding that property. She added other things that need to be taken under consideration like how the use cannot create a burden on public facilities or utilities which serve the area, the use will be is sufficiently capable with or separated by a sufficient distance or screened from the adjacent land uses so there is no deterrence to the use or development of adjacent land and uses, that it cannot be unsightly in appearance to the extent that it will hinder the orderly and harmonious development of the district where it is proposed, and it is consistent with Chapter 10 and the purposes of the zoning district where the applicant intends to locate the proposed use. She added that it cannot be in conflict with the land use plan and adequate measures have been taken to provide ingress and egress to minimize traffic congestion. Ms. Ellis stated that all of these things need to be looked at as a whole when considering a special use permit.

Ms. Ellis explained she had reviewed the cell tower requirements and that at this time the proposal currently does meet a majority of the cell tower requirements also being mindful there isn't landscaping around the project itself. She stated how they have to provide the engineering designs. She added that Mr. Buell is present at the meeting to review that material and answer questions. She said another thing the commission can take under

consideration is impose additional standards or requirements which would protect the surrounding area or the City as a whole. Ms. Ellis stated if this is denied the Commission will also have to list the findings as to why the permit is denied.

Ms. Ellis stated this was the public hearing and that there are a lot of people attending the meeting including Mr. Buell who is working with the applicants to discuss this matter. She said those attending the meeting could now make their comments.

Mr. Eddie Buell introduced himself, stated that he works for Buell Consulting, and that they were representing Verizon Wireless on this project. He wanted to start by addressing the landscaping issue and explained they will be working with the golf course to develop a landscaping plan which will fit in with what is already landscaped at the course which will be finalized soon. Mr. Buell continued by explaining how they picked the location. He stated how they had looked at areas to the north but the video frequency engineer had determined the signal was not going to reach the residential area to the south of the course which is the area they are trying to serve. He said there was an increase need for more capacity with more and more people relying on their cell phones and not using landlines any more. He added that the smart phones with data plans really bog down the service. He explained that the need for a tower was driven by the community with the increased use of cell phones. He said that is why this area was chosen and the previous flagpole location made the most sense for putting in the new pole. He then explained typically in Minnesota they use a galvanized steel color on the pole which won't have any antennas sticking out, everything will be contained within. He ended by saying if there were any questions he would be happen to answer.

Commissioner Christianson asked if they will be using the foundation that is currently at the proposed site. Mr. Buell stated they will be building next to it and added that Valley Golf is looking at removing that slab in the next year or two using funds from the rent they will be receiving. Commission Christianson then asked if they will be removing any trees from the proposed area. Mr. Buell explained they will not be removing any trees but they will be removing some of the shrubs and that trees and shrubs will be added around the fence. Chairman Powers asked if that the slab will be removed. Mr. Buell said that it will be up to the golf course and that they are hoping it will be removed within the next two years. Mr. Buell added that for their construction purposes they need to use virgin soil for the footings.

Commissioner Christianson then asked where the nearest tower that services this area. Mr. Buell said he was not certain. He stated that there two guide towers located a mile to the north and explained how they are trying to fill in the highly populated areas within East Grand Forks in regards to capacity. He explained that the capacity sites were more for advance wireless services like the 4G, data, and not so much voice coverage. He said these capacity sites don't need to be as tall but they need to be closer to the areas they are trying to serve. Commissioner Christianson asked if there are any other structures like this in East Grand Forks as this time. Mr. Buell said none that he was aware of.

Ms. Nelson asked if there was a way to make this more hidden on the property. Mr. Buell said that it could be and the original idea was to replace the old flagpole which is why they chose that location. He added that another reason was that the putting green was no longer used

and wanted to keep this off of the main fairways as much as possible. Ms. Nelson then asked if members of the golf course gave input about this. Mr. Buell explained he had met with the golf course board and they were in agreement about this location and no other locations had been suggested by the board. Ms. Nelson then asked if there was going to be a fence. Mr. Buell stated that it was required by the ordinance and would be six feet tall privacy cedar fence that would be going around the pole, shelter, and would have landscaping on the outside of the fence. Ms. Ellis stated that the fence was required for security purposes and is no different for any other type of utility to keep people out of the buildings. Mr. Buell added that the FCC has similar regulations for towers.

Ms. Nelson then asked if any input has come from the residents. Mr. Buell stated the general consensus is not to have the tower located there. He said he understands not wanting to have this in their backyard but they are trying to serve the higher demand for services from this area. He said they are not trying to disrupt anything in this area but more capacity is needed.

Chairman Powers asked Mr. Buell to explain where the northern location was and why that area didn't work. Mr. Buell stated that the site was just north of city limits where a couple empty parcels were considered for this but the radio frequency engineer said these locations were too close to other tower sites further north and that the signal was not going to carry to the south side of the golf course. He said that they needed to be located closer so they were able to serve the area. Chairman Powers asked if any other sites were looked at. Mr. Buell stated they did not look any farther south and that the golf course was the only place where they were able to follow the ordinances.

Mr. Greg Leigh, 1518 7th Ave NW, stated he was a current council member and encouraged the planning commission to take another look before approving the special use permit because there might be alternative locations for the pole. He said that he had previously been involved with Valley Golf, knows the layout of the course, and suggested for them to look at the backside of hole 10 which would be farther away from the residents. He added how their market value could be affected; he doesn't think that the radio frequencies will cause health problems since people have their phones with them all of the time, and because it is an esthetic thing. He asked the commission to get together with the golf course and see if there is a better location. Commissioner Christianson asked if the location he was referring to was south of the lift station. Mr. Leigh said he was talking about the area south side of the tenth tee box and north of the road that goes out to the equipment shed. Discussion followed about how the footprint is 30 feet by 45 feet and how there should be enough room in that area to accommodate the structure.

Mr. Tweten, 13 Wylie Court NW, stated for years the policy of the City has been to move towers away from the City. He said that any attorney who has examined titles or dealt with real estate knows that any time there is a high object like this it will depreciate the value of the neighboring property. Mr. Tweten explained how the cemetery and golf course were established and that the technology needs to be moved north. He then said that if the commission grants this special use permit he will ask the Mayor to veto this. Ms. Ellis stated that the Commission only makes a recommendation and the Council will be the one to vote on it. Mr. Tweten commented that the City doesn't do things that have the possibility to

depreciate property value. He ended by saying that a policy should never be made to have a negative effect on property values.

Mr. Leigh stated that he had one more comment on this. He said the golf course was in this to make some money and the location they are proposing is property they own. He stated how majority of the golf course is on property that is leased from the City. He said that he is speaking on his own behalf but if this project is moved onto City owned property that the City could designate those funds back to the golf course for course improvements. He added how course improvements will help beautify area and help sell lots.

Mr. Gerard Neil stated that he is impacted by this proposal. He informed the commission he purchased a lot in 1987, built a home in 1991, and never anticipated they would have a dyke in the back yard for flood project or that they would have a 65 foot tower in the neighborhood. He stated that this area is all R-1 and has been for many years. He added that the golf course is included as R-1 Residential. He continued to say that if he remembered correctly the height of the sphere in the rotunda is 54 feet. He said that this proposed tower is 11 feet higher than that. He asked everyone to look at that when they leave the meeting today. He said that he understands the need for telecommunications but data use is only getting greater and how some companies are slowing down the usage because so many people are using it. He stated this is not a long term item. He said that if it is allowed the tower will be huge, it will become a base, and more will follow. He said how they might eventually become a 150 foot structure and then it would have to be lighted.

Mr. Neil said there have been problems in their home on 20th Street. He said out their backdoor there is the cart storage and what use to be hole number one. He then explained how the lights shine into their home from the towers that are further north. He said he knows lighting the proposed tower is not what they are asking for now but that is down the road. He stated that this is private, residential property and this tower will affect the property values. He said that their home took a huge hit when the levee was put in and it will be taking another hit with the tower being put in. He said that there are several other places that this structure can be placed. He commented that what Mr. Leigh had suggested was a great idea. He said then mentioned other possible locations for this structure to be placed. He said if is not going to affect property values and will be esthetically please he asked that this be placed next to the club house. He then asked if that was inappropriate and who would like to live by this structure. He also suggested alternative sites out by the ponds and by the other towers which sit at a higher elevation. He said that it is only a matter of time before they ask to add on to the tower.

Ms. Ellis stated that they are not able to add on to the tower according to the ordinance. Mr. Neil said they will either put up another tower or petition to have a higher tower. Ms. Ellis said they could ask for a variance but the ordinance was not going to change. Mr. Neil stated that it didn't matter once a special use permit was allowed and how this would open the door to more. Ms. Ellis stated she understands what he is saying but state statute requires that towers can be located within city limits and ordinances were required to regulate them. He continued addressing the commission saying that this doesn't meet the code so they shouldn't allow this.

Mr. Neil informed the commission that he handles lots of real estate work and has completed over 10,000 real estate transactions. He said that he is the only one that he knows of in the area that is board certified in real estate. He stated that when he examines title the first thing that happens is people look at easements and how lawyers have demanded the documentation regarding the easements so they know what they can and cannot do. Commissioner Christianson stated that this has nothing to do with easements so nothing would show up on the title work. He said secondly he use to live three houses away from a large electrical structure which was redone while he lived there and never saw an impact on his property value and the property has since been sold since he sold it three years ago. He said cell phone companies use to make money charging for minutes used which is now going away and now they charge for data use. Commissioner Christianson said that everything is going towards more data usage. He explained how more software is being downloaded, programs are being run off of the cloud, and there is a huge impact on data needs with cell phones in this community as well as every other community. He stated how this will not be the last time someone will come and request a tower because demand in the City is going to need it. He said that if these towers are not located within the City, East Grand Forks will not grow or develop because people will not have cell service and choose not to live here.

Mr. Neil stated he finds that hard to believe because cell phones can be used as a hotspot. He said that he was not a tech guy and doesn't know all of the ins and outs of things. He went on to say if this location is approved for the tower this has opened the door to more towers. He said it would still impact the property value because all someone would have to do is look out his master bedroom window which would be looking out at the tower which is it all it would take. He said that no one wants this in their back yard but the advantage is there are other available sites where this will not be in impact any person, family, or residential neighborhood. He stated that this would be a bad decision if the commission gives their approval. He added that this will impact property values, asked them to look at the rotunda and add eleven feet, and ended by saying this is not the right place for this structure.

Mr. Buell stated he would like to comment on the idea of shifting the tower to the north and putting it at a higher elevation. He explained that at capacity site towers they do not need to be as tall or at a higher elevation because then the signals go over the residential neighborhoods. He said these are the reasons why they are trying to stay closer to the south and closer to the neighborhoods. He added that in regards to property values since more people rely on cell phones the importance of coverage becomes a key component when purchasing a home. He said that a neighborhood that has great coverage and capacity can sometimes increase the values.

Mr. Neil said that currently they are only looking at this for one cell phone company and asked how many others there are. He added that this will be expanding. Mr. Buell stated that the proposed tower would be able to accommodate two other users. Ms. Ellis explained it is stated in the ordinance a cell phone company would have to prove there is no other place for them to go before they could design and propose building a tower.

Dan Parker, 1723 21st Street NW, stated that most of the commission should have seen a letter that he had sent last week. He said that there were a few things he wanted to make the

Commission aware of. He stated areas that the zoning and planning commission have as responsibilities and functions as he gave the Commission a handout. He asked Mr. Buell who came up with the drawing. Mr. Buell stated that it was his design firm. Mr. Parker asked if it was done to scale. Mr. Buell said that he believed it was. Mr. Parker stated that the tree in the picture from his handout was 48 feet high because he has lasered it 25 times standing directly below it. He said to put that into scale and that he was standing exactly 70 yards away from the base of the tree and 71 yards away from the farthest bush on the back side of the clubhouse. He said the placement of the tower will be closer than that. He said this will be 130% taller than the highest structure shown in the picture. He stated that Mr. Neil's point is that it will be 120% taller than the rotunda. He added that this will be an eyesore in a residential neighborhood and this will hurt property values.

Mr. Parker explained that he had spoken with three local realtors and all three said this tower would hurt property values. He then explained how his device had five bars of signal and how getting a good signal is not an issue. He said there were several articles that discuss property values and also the perception of the health hazard. He commented that the article about the FCC saying there were no health hazards and asked how they are not experts in the health field. He added that all it takes is the perception of a health hazard that decreases property values. He said that the Commission's stated function is to insure protection of property values.

Mr. Parker stated that he thinks it is a great idea to have this located out by hole 10. He said that according to the zoning codes for wireless towers Section D states that efforts should be made to utilize location for the proposed wireless communication tower which results in the least conspicuous or most esthetically pleasing installation possible while still providing reasonable access. He asked if those things have taken place and added how a 65 foot pole in a residential neighborhood is not esthetically pleasing regardless how it is painted. He continued reading Section E under location and residential zoning district which stated that a condition of issuing the permit to place a commercially utilized antenna in a residential zoning district the applicant is required to provide proof that no suitable locations exist for a tower or antenna within any other permitted use or special use areas in the local code. He added that there are other areas that would be better suited for this type of thing. He then gave examples of other possible locations and that he is strongly opposed to this. He ended by telling the Commission how two other homes he has owned in this area had independent appraisals that state the view of the golf course was very positive for the property value.

Justin Stromme, 1810 20th Street NW, stated that he had purchased a home from Mr. Parker. He said that seven years ago he had to make a decision to either live in Grand Forks or East Grand Forks. He added that he had been a lifelong North Dakota resident and that it was a hard decision. He said that a few of the things that East Grand Forks had going for it at the time was the views and neighborhoods with the natural surroundings. He explained that many of the developments in Grand Forks don't have the same feel and that was definitely a reason why he and his wife chose to live in East Grand Forks. He added that is why they oppose this tower which would be in their backyard and have an impact on their view of the golf course. He said that it is his perception that it would have an impact on their market value and that it is a great thing when a City protects its residents and their property values. He said that he is

asking the people that are representing him to do the same and thanked the Commission for their time.

Chairman Powers asked if there was anyone else to speak to this issue. Mr. Irvin Galstad, 1822 20th Street NW, said his property is right up against the golf course parking lot. He asked what the diameter of the pole was. Mr. Buell said he was not certain, it was skinner as it went up, and that it was somewhere around 3 to 4 feet in diameter. Mr. Galstad asked if Mr. Buell was familiar with the tower out on Bygland Road by the coulee. Mr. Buell said that he was not. Mr. Galstad said what they are proposing would be something like that. Ms. Ellis stated that it was not similar to that tower. She said that tower was about 140 feet high and was the old style with the antennas showing which is different from a monopole. Commissioner Erickson asked if there was a monopole in the community the Commission could go and look at. Ms. Ellis said there wasn't any in East Grand Forks but there were some in Grand Forks. Chairman Powers asked if it was a single pole structure, no cross arms, no antennas. Ms. Ellis said that was correct.

Mr. Leigh stated that these people are trying to tell the Commission that they do not want this tower located in the proposed location. He asked the Commission if they were going to postpone this decision, go back to Valley Golf, and try to alternative locations away from the residential area. He asked if that was a possibility but if it wasn't the residents will be coming back to the next meeting and informing the Commission they still do not want the tower located there. Chairman Powers asked if there was anyone in attendance from the golf course board. There wasn't anyone. Mr. Leigh stated that he had spoken with Mr. Frydenlund about this, had suggested a different location for the tower, and he said that they didn't have a problem moving the tower it was just a matter of finding a different location.

Ms. Ellis stated that she had called the golf course and asked them to attend the meeting because technically the City received the application from the golf course. She explained that she likes this process because it involves people, there are varied specific things that the Planning Commission considers such as if something fits within an area, is this something that is needed, and looks to see if it meets the intent of the land use plan. She said that when someone comes in with an application she does expect them to show up for the meeting. She added that she was hoping that Valley Golf would have said something to their members to begin with so the first notification of this process wouldn't have come from the City. She said that she had shown Mr. Buell the location by the shed and commented that is a great idea. She explained that due to the sixty day rule she publishes a public hearing so if other options are brought up there is time to look into them before the permit is either approved or denied. She said that what has been suggested was a great idea, this decision can be postponed, and any sort of recommendation could come back at the November meeting when other locations could then be reviewed and the special use permit could be decided on.

Mr. Parker stated that he had spoken to three Valley Golf Board members and none of them had done the research on the potential implications this would have on the residential area. He added that all three said they would need to reconsider the location of the tower and how that is the property the golf course owns. He also said that the first he had heard about this was the letter that he had received from the City. Mr. Leigh asked the taxpayers if the tower

was moved to City property if they would be opposed to the City giving this money back to the golf course specifically for improvements and upgrades to the golf course. Mr. Parker stated that upgrading the golf course would be good for the City. Mr. Ron Galstad said Mr. Parker had raised a couple issues regarding the least conspicuous placement of the tower. Mr. Galstad asked if there were other placement discussions. Mr. Buell said there wasn't and how they were under the assumption they had to replace existing structure and make it a multi-use structure. He added that Ms. Ellis has informed him that is not the case. He said that they will be more than willing to go back and take a look at other locations and discussed how the radio frequency engineer will have to check and see if new locations would work.

Mr. Galstad asked what studies or surveys are necessary to find a specific location. Mr. Buell explained that he gives the longitude and latitude coordinates along with a request for a capacity tower with a specific radius that the tower would need to be located within. He explained the process of working with the Verizon Wireless radio frequency engineers and how they inform him of possible tower locations. Mr. Galstad asked if a copy of the specific study can be provided to the City. Mr. Buell said he could. Mr. Galstad said the other question that he had was that the ordinance specifically requires that information needed to be provided stating that this tower could not be located in any other zoning district. He asked to have more information provided that could explain why the location was chosen and potentially satisfy that requirement. Mr. Buell explained in his initial search the areas that Verizon was looking at were predominately R-1 zones which cover approximately 80% of the City. He said the areas he could have a multi-use structure aren't close enough to serve the areas where service is needed. Mr. Galstad said that based on this discussion additional information is needed and that an extension is needed so this permit is not automatically approved after 60 days.

Mr. Tweten said that the problem here is the golf course didn't understand the ramifications of this request. He added that this isn't the only location for this tower and he would feel the same as the residents present at the meeting. He stated this is the reason why the City has a Planning Commission is to develop the City in an orderly manner. He said that information was not provided about alternate sites to the Commission. Mr. Galstad gave an overview of the process for a special use permit, explained how there has not been any preconceived information, discussion, or decision that was made and added how this process allows the Board to gather information so the Commission can make an informed decision. He explained how more needs to be done by the applicant for this process. He said that it was his advice as city attorney that the Commission request additional information regarding possible locations and then revisit this at the next meeting or when that information becomes available. He said that a decision has to be made by within 60 days or if they request an extension within 120 days according to statute.

Chairman Powers asked if there were any more comments. Commissioner Christian asked if this proposed site was in an R-1 zone or adjacent to an R-1 zone. Ms. Ellis explained that it was located in an R-1 zone and that the majority of open public space and parks are zoned as R-1. She added that there were very small amounts of industrial zone and commercial zones. Mr. Galstad added that cell towers are not allowed in the commercial zoning districts. Ms. Ellis then informed the Commission on where there are towers located in the City. She said that

she agreed with Mr. Galstad, that Mr. Buell is not opposed to looking at other sites, and if more information is needed they can formally request that and move this item to another meeting.

A MOTION WAS MADE BY COMMISSIONER CHRISTIANSON, SECONDED BY COMMISSIONER ERICKSON, TO CLOSE THE PUBLIC HEARING.

Voting Aye: Powers, Christianson, Erickson, and Nelson.

Voting Nay: None.

Absent: Boushey, McWalter, and Helms.

Chairman Powers stated the public hearing was closed and then asked the Commission how they would like to move forward with this issue. Discussion followed about what all needed to be included in the motion.

A MOTION WAS MADE BY COMMISSIONER CHRISTIANSON, SECONDED BY COMMISSIONER ERICKSON, TO REQUEST ADDITIONAL INFORMATION REQUIRED BY THE CODE TO MAKE AN INFORMED DECISION AND REQUEST TO EXTEND THE TIME FRAME TO SATISFY MINNESOTA STATUTE 15.99.

Commissioner Christianson asked who people should be directed to if they have suggestions for a possible location for this tower. Ms. Ellis stated that they should be directed to her.

Voting Aye: Powers, Christianson, Erickson, and Nelson.

Voting Nay: None.

Absent: Boushey, McWalter, and Helms.

Ms. Ellis informed the residents that this will not be moving on to the Council Work Session or next Council meeting and asked them to let their neighbors know. Mr. Parker asked to be notified sooner about the next meeting because there were some that would have liked to attend but were not able to because of the short notice. Ms. Ellis explained that she was following the process and if she had received the information with enough time she would be able to send out notices sooner. She then stated the Commission holds their meetings on the 2nd Tuesday of each month, if there aren't any agenda items a meeting is not held, and that the Commission only makes recommendations to the City Council. She said how any comments that she receives are forwarded on to both the Commission and the City Council. Discussion followed about how when the next meeting might be and how a letter will be sent out as soon as possible letting everyone know when the next meeting will take place regarding this issue.

OTHER BUSINESS

Discussion on a tax forfeit property and possible construction on site.

Ms. Ellis stated that the property in question went into tax forfeiture. She explained that the property is located across from Eagle Electric. She said Mr. Jody Beauchamp asked about this property because he is interested in purchasing it to build a storage shed and have parking for employees. She explained how there are set back requirements which were 30 feet from

the front and 10 feet from the back. She said that they would like to put the storage shed as close to the property line which would require him to come in and ask for a variance. She said she included the variance procedures and how they are not able to come in and ask for a variance because they do not currently own the property. She then reviewed the process of a variance. Discussion followed about other possible locations of space for them to utilize and what they are planning would meet all of setbacks except for one, and having a zero lot line would be the same as the other building on the property next to this property. Commissioner Christianson asked if it was just be on the back side where they would have zero lot line. Ms. Ellis stated that was correct.

Commissioner Erickson asked if there was any reason not to consider approving this. Ms. Ellis said there wasn't. She added how variances shouldn't be used on new lots but on existing lots. She stated how the lot in question was horribly shaped because of all of the railroad right-of-way, it won't have a whole lot of use, and this is an excellent way to utilize this lot. Mr. Murphy stated that variances are used to overcome a hardship that is not created by the property owner but by the property itself. Ms. Ellis said this was a unique shape for a lot. She then went over the list of criteria of how this would qualify for a variance. She asked if the Commission would consider approving a variance for this property. After a short discussion the Commission stated they would support this request if it came before them because of the criteria that it meets.

ADJOURNMENT

A MOTION WAS MADE BY COMMISSIONER NELSON, SECONDED BY COMMISSIONER CHRISTIANSON, TO ADJOURN THE OCTOBER 9th, 2014, MEETING OF THE EAST GRAND FORKS PLANNING COMMISSION AT 1:19 P.M.

Voting Aye: Powers, Christianson, Erickson, and Nelson.

Voting Nay: None.

Absent: Boushey, McWalter, and Helms.

Respectfully submitted by,

Megan Nelson
Executive Assistant

Request for Council Action

Date: February 2, 2015

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

Cc: File

From: Dave Aker

RE: Mower 4100-D Toro

Background:

We would like to add a Toro Groundmaster 4100-D, 60 hp Kubota Liquid Cooled Diesel Engine, 4WD, 10.5' All-out Front Tri-Deck Rotary Mower, Air Ride Seat Suspension, Deluxe Seat, Adjustable arm rests, Intergrated Control Hub with electronic controls and SmartCool Auto-Reversing Cooling Fan. It would be bought through the Greenway Fund for \$54,107.36, this price is only good until Feb. 17 and Toro would be done selling them. The reason is Kubota is going into the market of selling mowers, but we still would be able to get parts for the mower. This is a State bid price.

Recommendation:

I recommend that we get the TORO Groundmaster 4100-D. We did get a bid on a 1600 Series II Turbo John Deere for \$49,500.00 that cannot have a cab on it or snow blower to use in the winter. The mechanics told me that they have no parts for the 1600 and we are better off getting the TORO.

Enclosures:

The prices are in the packet.

Quote Summary

Prepared For:
 East Grand Forks Parks & Rec
 600 Demers Ave
 East Grand Forks, MN 56721

Prepared By:
 Casey Olson
 True North Equipment Co.
 5101 Gateway Drive
 Grand Forks, ND 58203
 Phone: 701-746-4436
 colson@truenorthequipment.com

Quote Id: 10892783
Created On: 03 February 2015
Last Modified On: 03 February 2015
Expiration Date: 27 February 2015

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 1600 Turbo Series II Commercial Wide Area Mower With 2 Post Folding ROPS	\$ 67,247.73	\$ 49,500.00 X	1 =	\$ 49,500.00
Equipment Total				\$ 49,500.00

Quote Summary

Equipment Total	\$ 49,500.00
SubTotal	\$ 49,500.00
Total	\$ 49,500.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 49,500.00



City of East Grand Forks
TORO TURF MAINTENANCE EQUIPMENT QUOTE



<i>Large Area Rotary Mower</i>	<i>MSRP</i>	National IPA Contract Price
<p><i>New</i> TORO GROUNDSMASTER 4110-D, 60hp Kubota Liquid Cooled Diesel Engine, 4WD, 10.5' All-out Front Tri-Deck Rotary Mower, Air Ride Seat Suspension, Deluxe Seat, Adjustable Arm Rests, Factory Installed Climate Controlled ROPS Certified Cab with Heater & Air Conditioning, Opening Front Windshield, Headlights, Flashers/Turn Signals, Front Wiper/Washer, Interior/Exterior Mirrors, SMV Sign, Intergrated Control Hub with Electronic Controls & SmartCool Auto-Reversing Cooling Fan (Model 30447N) TIER IV INTERIM COMPLIANT <u><i>Limited Availability</i></u></p>	\$88,295.00	\$69,044.34
<p><i>New</i> TORO GROUNDSMASTER 4110-D, 55hp Yanmar Liquid Cooled Diesel Engine, 4WD, 10.5' All-out Front Tri-Deck Rotary Mower, Air Ride Seat Suspension, Deluxe Seat, Adjustable Arm Rests, Factory Installed Climate Controlled ROPS Certified Cab with Heater & Air Conditioning, Opening Front Windshield, Headlights, Flashers/Turn Signals, Front Wiper/Washer, Interior/Exterior Mirrors, SMV Sign, Intergrated Control Hub with InfoCenter Onboard LCD Display & SmartCool Auto-Reversing Cooling Fan (Model 30606A) TIER IV FINAL COMPLIANT</p>	\$92,942.00	\$72,680.64
<p><i>Optional:</i> New ERSKINE SNOWTHROWER ATTACHMENT, Hydraulic Drive, 61" Wide, Electric Chute Rotation/Deflection (900382)</p>	\$11,025.00	\$9,559.00

- Two (2) Year Manufacture Warranty on New Toro Commercial Equipment
- Quoted pricing valid for 45 days; pending limited availability on Tier IV Inteim units
- Set-Up and Delivery at No Charge
- Applicable sales tax not included

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us at 800-492-9972.

Wayne Heintz & Matt Arntzen, Sales Representatives

Request for Council Action

Date: February 10, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: City Administrator David Murphy

RE: Video Recording of Council Meetings

Background

Council Member DeMers has requested that this item be placed on the agenda for discussion.

Issue

I have asked Technology Manager Corey Thompson to put together a quick summary of what would be needed to upgrade our current system to video recording/streaming capabilities. I have included Mr. Thompson's response of what would be needed initially to get the system started. I am also available to discuss the software that the City of Belle Plaine utilized as well.

Budget Impact

\$8,200 for start-up costs. Continuing costs not known at this time.

Action Required

Discussion and Direction from Council. If the Council would like to explore this option, staff will need to be directed to put together a proposal and more detailed cost estimate for Council action.

David Murphy

From: Corey Thompson [cthompson@eastgrandforks.net]
Sent: Friday, February 06, 2015 10:52 AM
To: David Murphy; help
Subject: Re: Video in Council Chambers

We could start by installing a camera with a fixed view of the City Council desk in the City Council Chambers. This could start as an IP surveillance style camera like are used for our webcams (<http://floodcamera.egf.mn/floodcam> <http://che.egf.mn>), but we would use the full 30 fps framerate. This would be coupled IP audio capture from existing audio system. We would build a multi-purpose media server using open source software like Linux OS, VLC, ffmpeg, open playout, nginx-rtmp, flowplayer, etc. to do audio/video combining, switching, streaming, recording, scheduling, etc.. We would start with a simple interface with "meeting start" and "meeting stop" buttons (either on a web page style, or could arrange for physical buttons) to start/stop recording and live broadcast. This would give us coverage for all meetings in City Council Chambers. For work session (where most of the real discussion occurs) coverage, we would have to workout something similar for Training Room or have work session meetings in the Council Chambers. We could also work out a system to where meetings not held in a room setup for broadcasting could use a speakerphone and dial a special number to start streaming/recording. In my opinion ALL public meetings should be streamed/recorded and available to the public.

For the viewer/listener side, we would turn eastgrandforks.tv into our a/v hub. There would be a 24/7 live stream, showing announcements and meeting replays when there is no live meeting. This would also be the feed we give the Cable TV company when we assert our right to a City channel. Also on that site, we would have access to all archived recordings on-demand, along with XML/RSS feeds for podcast players to automatically new content when it is published.

We have enough bandwidth for a dozen to fifteen simultaneous viewers of the video live stream (assuming about 1Mbps x264 encoding), feeds could be sent to UStream, YouTube Live, and other services also to offload some of the viewers (although they start charging after a certain amount of bandwidth usage also). We would likely want to go with an additional CDN (Content Delivery Network) if we regularly are full of viewers. "Overflow" viewers could also be redirected to the live audio stream, which we could handle hundreds of at 64Kbps with our existing bandwidth.

As I indicated, this would be a start. As resources were available, we could move to more broadcast grade equipment, multiple camera angles, etc..

Here is some budgeting numbers to start:

1x Widescreen IP video camera \$500
1x Media Server \$2500
1x Backup to media server (built to lower specs?) \$1500
Misc cabling, hardware, etc. \$500
80x Internal Labor Hours for install/setup/configure \$3200

So, we could put it together for about \$8200 initially from my quick analysis...

Corey Thompson
Technology Manager
East Grand Forks Water and Light
1010 5th Avenue Northeast
East Grand Forks, Minnesota 56721
218-399-3310 direct
cthompson@egf.mn

On 02/06/2015 09:22 AM, David Murphy wrote:

Request for Council Action

Date: February 17, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: City Administrator David Murphy

RE: Request to Grand Forks to Update COSA Agreement.

Background

The City Council discussed asking the City of Grand Forks to update the COSA Agreement previously presented to the City of East Grand Forks. It was recommended that interested members of the East Grand Forks City Council would make a presentation to the City of Grand Forks on **Tuesday, February 24th**. They would ask the City of Grand Forks to update the COSA Agreement and submit it to the City of East Grand Forks for review.

Issue

The COSA Agreement would define the terms of the proposed Sanitary Sewer Interconnect system to the City of Grand Forks from the City of East Grand Forks.

Budget Impact

Unknown at this time, the City of East Grand Forks will ask that the City of Grand Forks cover the cost of the update.

Action Required

A MOTION to direct volunteers from the City of East Grand Forks City Council to formally request that the City of Grand Forks update the previously submitted COSA Agreement.

RESOLUTION NO. 15 – 02 - 23

RESOLUTION ORDERING ADVERTISEMENT FOR BIDS FOR THE CIVIC CENTER RENOVATION AND LOCKER ROOM ADDITION

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

WHEREAS, the City Council has determined a need of renovations and an addition of a girls locker room at the Civic Center;

WHEREAS, the City has been working with EAPC to develop the plans for this renovation and locker room addition for the Civic Center;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

EAPC shall prepare and cause to be inserted in the official paper and in Questcdn.com an advertisement for bids upon the making of such improvement for the renovation and locker room addition at the Civic Center. The advertisement shall be published and shall specify the work to be considered by the Council at 5:00 p.m. on March 17, 2015 in the Council Chambers of the East Grand Forks City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier’s check, bid bond or certified check payable to the City of East Grand Forks for five percent of the amount of such bid.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: February 17, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of February, 2015.

Mayor

SECTION 00 1116 – INVITATION TO BID

Sealed bids for construction of the EGF Civic Center Renovation & Locker Room Addition, at the East Grand Forks Civic Center, located at 300 15th Street Northeast, East Grand Forks, Minnesota, will be received on Tuesday, March 17, 2015 until 2:00 p.m. local time in the Office of the City Administrator in East Grand Forks City Hall, 600 DeMers Avenue, in the City of East Grand Forks, Minnesota, at which time and place they will be publicly opened and read. Bids received after this time will not be accepted.

The project is identified in all correspondence as the Architects (EAPC) Project 20142610.

Bids will be single-prime lump sum for all work. Bids will consist of a Base Bid with 3 Alternates.

The Work consists of renovations of existing lower level restroom and concession space to provide additional rest room space and a new locker area. Main level concession and entry locations will be renovated to provide new concession space and viewing areas. Interior structural modifications will be required. Bar height counter to be added at concourse level throughout.

All Work is to be in accordance with the Bidding Documents which are on file in the office of the City Administrator, East Grand Forks, Minnesota and at the office of the Architect, EAPC, 3100 DeMers Avenue, Grand Forks, North Dakota, reference to which is made for detailed description of the work.

Refer to Specification 00 2113 for instructions for submitting the bid. Please note the requirements for special City of Grand Forks bonds and for a City contractor's license.

This project will require adherence to the State of Minnesota's Prevailing Wage Statute (Minn. Stat. 177.41)

The Owner reserves the right to reject any or all bids and/or to waive any informality in the bids received and to accept any bid deemed to be most favorable to the interest of the Owner.

The successful bidder shall warrant and guarantee work for two years and shall furnish performance and payment bonds in the amount of 100% of the contract. Bonds shall remain in effect until two years after date of final payment.

Within seven (7) days after effective date of Agreement, CONTRACTOR shall submit to OWNER a written notice indicating the specific date that CONTRACTOR will begin construction. The entire on-site portion of the project shall be completed and ready for final payment no later than, September 30, 2015.

Complete digital project bidding documents are available at www.questcdn.com. You may download the digital plan documents for \$10.00 by inputting Quest project #3677886 on the website's Project Search page. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, downloading, and working with this digital project information. An optional paper set of project documents is also available for a non-refundable price of \$50.00 per set or \$10.00 for a CD from EAPC, 3100 DeMers Avenue, Grand Forks, ND 58201. Please allow 2 days for printing.

Drawings and specifications may also be reviewed and obtained at the Builders Exchanges of Minneapolis, Mankato, St. Cloud, Duluth, Rochester, and St. Paul, MN. As well as Grand Forks and Fargo, ND.

Each request for Bidding Documents shall include name of firm, street address, mailing address, telephone

number, fax number, email address, and identification as a potential prime contractor, subcontractor, or material supplier on this project.

PREBID MEETING. There will be a meeting of prospective bidders at **10:00 AM CST, Thursday, March 5, 2015** in the lobby of the EGF Civic Center, 300 15th Street Northeast, East Grand Forks, Minnesota. A walk-through of the facility will be held and all those with questions for the Owner and A/E are invited to attend.

Published by the City of East Grand Forks, East Grand Forks, Minnesota.

By: David Murphy, City Administrator

END OF SECTION 00 1116

RESOLUTION NO. 15 – 02 – 22

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

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased from Hardware Hank the goods referenced in check number 20892 for a total of \$442.42.

WHEREAS, Craig Buckalew, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$442.42 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on February 17, 2015.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: February 17, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this February 17, 2015.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Craig Buckalew, being duly sworn states the following:

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 20892 for a total of \$442.42.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on February 17, 2015.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only



City of East Grand Forks

600 Demers Avenue Northwest
 East Grand Forks, Minnesota 56721
 (218) 773-2483 www.egf.mn

User: lkatka
 Printed: 2/12/2015 - 2:15 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
20853	02/17/2015	ACM001	Acme Electric Companies	380.88	0
20854	02/17/2015	ADV001	Advanced Business Methods Inc	297.36	0
20855	02/17/2015	AIR001	Airgas	73.15	0
20856	02/17/2015	ALL002	All Pro Embroidery LLC	280.00	0
20857	02/17/2015	AME002	American Tire Service	70.70	0
20858	02/17/2015	AME008	American Tire Service Inc	686.08	0
20859	02/17/2015	AME005	Ameripride Linen & Apparel Services	413.16	0
20860	02/17/2015	ANY001	Anytime Plumbing	139.60	0
20861	02/17/2015	BRA001	Brady Martz & Associates	8,020.00	0
20862	02/17/2015	C&R001	C&R Laundry & Cleaners	64.77	0
20863	02/17/2015	CAN001	Canon Financial Services	140.80	0
20864	02/17/2015	CAR002	Carquest Auto Parts	629.57	0
20865	02/17/2015	CHE001	Chemsearch	487.17	0
20866	02/17/2015	COL002	Cole Papers Inc	343.23	0
20867	02/17/2015	COU008	Countrywide Sanitation Company	29,646.55	0
20868	02/17/2015	DAK001	Dakota Alarm	180.00	0
20869	02/17/2015	DOC001	Docu Shred Inc	154.42	0
20870	02/17/2015	EAG001	Eagle Electric	8,521.20	0
20871	02/17/2015	EGF006	EGF City Petty Cash Ckng	867.11	0
20872	02/17/2015	EID001	EIDE Motors	69.95	0
20873	02/17/2015	EXP003	Explorer Post #38	100.00	0
20874	02/17/2015	EXP002	Exponent	33.00	0
20875	02/17/2015	FAM001	Family Institute	1,000.00	0
20876	02/17/2015	FER001	Ferrellgas	139.60	0
20877	02/17/2015	FIL001	Filter Care	91.65	0
20878	02/17/2015	FIN003	Finest Auto Trim Inc.	149.50	0
20879	02/17/2015	FRE002	Fred Pryor Seminars	335.00	0
20880	02/17/2015	G&K001	G&K Services	109.49	0
20881	02/17/2015	GAF002	Gaffaney's	118.95	0
20882	02/17/2015	GAL003	Galstad Jensen & McCann PA	13,541.50	0
20883	02/17/2015	GEO001	George's Quick Printing	348.00	0
20884	02/17/2015	GFC001	GF City Utility Billing	14,460.13	0
20885	02/17/2015	GFF001	GF Fire Equipment	10,544.00	0
20886	02/17/2015	GFW001	GF Welding & Machine	674.83	0
20887	02/17/2015	GGF001	GGF Convention & Visitors Bureau	960.12	0
20888	02/17/2015	GLO003	Global Safety Network, Inc.	49.00	0
20889	02/17/2015	GRA008	Grand Forks City	350.00	0
20890	02/17/2015	EAS006	Dale Gulbranson	240.00	0
20891	02/17/2015	HLM001	H&L Mesabi Company	1,400.57	0
20892	02/17/2015	HAR001	Hardware Hank	442.42	0
20893	02/17/2015	HAW001	Hawkins Chemical	303.00	0
20894	02/17/2015	HEA001	Heartland Paper	480.37	0
20895	02/17/2015	HOU003	House Of Vacuums	20.99	0
20896	02/17/2015	HUG001	Hugo's	97.70	0
20897	02/17/2015	IND006	Indepth Inspections LLC	10,334.05	0
20898	02/17/2015	INT010	International Association of Chiefs of	150.00	0
20899	02/17/2015	INT006	Interstate Power Systems	294.32	0
20900	02/17/2015	JET001	Jet Way Multiple Services Inc	5,558.25	0
20901	02/17/2015	KAL003	Kaler Doeling, PLLP	2,446.72	0
20902	02/17/2015	KEI001	Keith's Security World	369.50	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
20903	02/17/2015	KEL001	Kellermeyer Building Service	855.00	0
20904	02/17/2015	LEA001	League of MN Cities	1,805.00	0
20905	02/17/2015	LEA002	League of MN Cities	144,697.32	0
20906	02/17/2015	LIT001	Lithia Payment Processing	1,018.61	0
20907	02/17/2015	LUM001	Lumber Mart	180.00	0
20908	02/17/2015	M&W001	M&W Services	600.00	0
20909	02/17/2015	MAC002	MacQueen Equipment	1,259.95	0
20910	02/17/2015	MAR004	Marco	425.70	0
20911	02/17/2015	MAR001	Marco Inc	63.24	0
20912	02/17/2015	FOR016	Jane Meyer	3,966.00	0
20913	02/17/2015	MID003	Midcontinent Communications	75.00	0
20914	02/17/2015	MID016	Midwest Pest Control Inc	125.00	0
20915	02/17/2015	MIK001	Mike's Pizza	43.15	0
20916	02/17/2015	MIT001	Mitch Yoney Snow Removal	337.50	0
20917	02/17/2015	MNC004	MN Chief of Police Association	325.00	0
20918	02/17/2015	MDA001	MN Dept of Agriculture	30.00	0
20919	02/17/2015	MND006	VOID****VOID****VOID*** MN I	218.00	0
20920	02/17/2015	BAR005	MSC Industrial Supply Co.	181.12	0
20921	02/17/2015	NEW001	Newman Signs	2,100.00	0
20922	02/17/2015	NOR007	Northland Custom Woodworking Inc	10,700.00	0
20923	02/17/2015	NOR024	Northland Yard Service	2,200.00	0
20924	02/17/2015	NSC001	NSC Minerals	4,537.21	0
20925	02/17/2015	ORE001	O'Reilly Auto Parts	1,308.36	0
20926	02/17/2015	ORC002	Roger Orchard	1,013.20	0
20927	02/17/2015	DIA001	Richard Papenfuss	263.80	0
20928	02/17/2015	PAW002	Karisa and Travis Pawlowski	5,000.00	0
20929	02/17/2015	POL004	Polk County Recorder	46.00	0
20930	02/17/2015	PRA001	Praxair Distribution	32.17	0
20931	02/17/2015	PRE001	Premium Waters Inc	28.40	0
20932	02/17/2015	QUI001	Quill Corp	50.91	0
20933	02/17/2015	R&R001	R&R Specialties of Wisconsin Inc	195.05	0
20934	02/17/2015	RDO001	RDO Powerplan OIB	695.13	0
20935	02/17/2015	REL001	Reliable Office Supplies	74.99	0
20936	02/17/2015	RYD001	Rydell Chevrolet	207.91	0
20937	02/17/2015	SPA001	Spare Husband Inc	912.50	0
20938	02/17/2015	SPR001	Springsted	16,335.99	0
20939	02/17/2015	STP003	St. Paul Police Department	339.00	0
20940	02/17/2015	SUN002	Sun Dot Communications	89.99	0
20941	02/17/2015	CHA001	The Chamber of EGF/GF	360.00	0
20942	02/17/2015	THU002	Thur-O-Clean	1,350.00	0
20943	02/17/2015	TRU001	True Temp	403.81	0
20944	02/17/2015	UPS002	UPS Store	15.98	0
20945	02/17/2015	USB001	US Bank	132.81	0
20946	02/17/2015	VAL002	Valley Truck	6,535.86	0
20947	02/17/2015	WAS001	Waste Mgmt	599.78	0
20948	02/17/2015	WAT001	Water & Light Department	40,578.79	0
20949	02/17/2015	WAV003	James Wavra	5,000.00	0
				<hr/> <hr/>	
				Check Total:	373,921.59
				<hr/> <hr/>	



MINNESOTA DEPARTMENT OF PUBLIC SAFETY

Office of Traffic Safety

445 Minnesota Street, Suite 150, St. Paul, Minnesota 55101-5150
Phone: 651.201.7065 Fax: 651.297.4844 TTY: 651.282.6555
www.dps.state.mn.us

Congratulations!

The **East Grand Forks Police Department** has been selected to receive the **Outstanding Agency award** for the **4th Quarter of the *Toward Zero Deaths (TZD) Enforcement grant***. This award is part of the new Agency Recognition Project that replaces previous recognition programs. Your agency was nominated by me and approved by the Department of Public Safety/Office of Traffic Safety. Please let your officers know how much we appreciate all of their efforts that made this award well deserved! It takes a combination of support from the city, administration and the cops on the street; however, I'd like to note that your personal contribution has been exceptional and the Office of Traffic Safety appreciates all your hard work.

Your equipment item will be shipped to me. When I receive it, I will contact you and we'll schedule a formal presentation at a City Council meeting with your local media if possible. Please return this form via e-mail to me at your earliest convenience.

Your choices include: (check the box of your selection)

- Stalker Lidar XLR
- X Stalker Radar DSR2X
- Five scholarships to Pursuit Intervention Tactics (PIT) at the St. Cloud Highway Safety Center
- Four PBTs (Please indicate type of PBT: Alco Sensor IV, FST, Lifeloc or other PBT:

(Equipment may take up to 60-90 days to be delivered.)

Name: Michael S. Hedlund Phone: 218-773-2283

Agency: East Grand Forks Police Department Date: 12/11/2014

- Alcohol and Gambling Enforcement
- Bureau of Criminal Apprehension
- Driver and Vehicle Services
- Emergency Communication Networks
- Homeland Security and Emergency Management
- Minnesota State Patrol
- Office of Communications
- Office of Justice Programs
- Office of Traffic Safety
- State Fire Marshal and Pipeline Safety