

**APPROVED 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