

**APPROVED MINUTES
OF THE CITY
COUNCIL SPECIAL MEETING
CITY OF EAST GRAND FORKS
MONDAY, FEBRUARY 23, 2015 – TO FOLLOW WORK SESSION**

CALL TO ORDER:

The Special Meeting of the East Grand Forks City Council for February 23, 2015 was called to order by Council President Mark Olstad at 5:30 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; Karla Anderson, Finance Director; Nancy Ellis, City Planner; Paul Gorte, EDA Director; Charlotte Helgeson, Library Director; 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

1. Review of Strategic Plan – David Murphy

Mr. Murphy stated the first half of the meeting was to review the priorities, reaffirm the items are still priorities, and make any necessary adjustments. He stated the first priority was to establish DARE and maintain a drug task force presence in the schools. Mr. Murphy stated that the police department had DARE classes schedule to being this spring and a resource officer was going to be back in the schools in the fall.

Mr. Murphy continued on to the second priority of quality of life. He explained that a committee was formed and Ms. Anderson was appointed as the point person for this committee. Ms. Anderson stated the committee had met with the school district and Northland Community and Technical College a couple times. She explained the committee decided to meet a couple times a year. She added they really haven't moved forward with the beautification plan because of the budget but there are some changes made with the removal of some flower beds. She said they hadn't moved forward with the interpretive center but it is something that could be brought up to the DNR or something that is done using the revenues of the campground.

Mr. Murphy went on to the third item of expanding the park and recreational facilities and programs. He reviewed the items which included plans for a wellness center, construction of the pool, increase usage of the greenway, plans to add nine holes to the golf course, and the addition of the family-oriented programs. He said nothing had been done with the wellness center, the pool project was moving forward, Ms. Nelson had been working with Grand Forks on a single application for events in the Greenway, and there hadn't been process on the addition of nine holes to the golf course. Discussion

followed about how the additional nine holes would replace the holes on the wet side of the levy system so the golf course would remain an 18 hole golf course. Mr. Murphy asked if the wellness center should remain on the list. Council member Vetter said to keep it on because something might come up. Mr. Murphy asked about the family-oriented programs. Council President Olstad asked about the programs offered in the campground and if anything was doubled up. Mr. Aker stated that only four programs were offered and none of the programs were the same as what the City offers.

Mr. Murphy stated that priority four was attracting businesses to East Grand Forks and Mr. Gorte had recently been appointed as the point person for this item. He reviewed how the City is trying to have a couple businesses establish themselves in East Grand Forks, encourage development on the Simplot property, approach the State to open a satellite office in the City, and explore infrastructure needs for a knowledge-based business to either expand or relocate to the City. Mr. Murphy informed the Council that staff had attended the UND Job Fair and spoke with businesses to see if they could open an office in East Grand Forks and found some interest but nothing has happened at this time. He said that Simplot had been contacted about development of their property and was told they might allow a long term lease. He asked the Council if all of these items were still priority. Some discussion followed about what State office might be opened in East Grand Forks.

Mr. Murphy continued with the fifth priority of the construction of the 32nd Avenue Bridge and that Ms. Ellis was the point person with this item. Ms. Ellis reminded the Council they had passed a resolution in support of this bridge but there still wasn't a consensus about the bridge between the two states. She said the bridge was included in the long range transportation plan and reviewed how things could change with the growth of the community. Discussion followed about how there is a Bygland Road study taking place this year, the Land Use Plan was also being updated, how the City could look into the Roads to Commerce program, and how a bridge at 32nd Avenue could help spur south end development of East Grand Forks. Council member Tweten explained that he would like a resolution passed in support of extending Highway 2 all the way to Duluth using the Corridor to Commerce. Council member Vetter supported the idea of passing a resolution of support but not including the extension of Highway 2 in the City's priorities.

Mr. Murphy stated the last priority was having a variety of housing. He reviewed the five items with this priority and explained that both he and Ms. Ellis had been working on these items. He said how they have met with developers to get ideas to try and spur development but nothing concrete had happened yet. He added the EDA had asked for proposals for a twin home development but the only plan that was received did not meet the necessary criteria. Ms. Ellis stated they are still moving forward and looking at many options which included things such as a business service district. Discussion followed about how the City will have a booth at the Forx Builders Home Show with information about what lots are available in East Grand Forks and incentives the City has for building a new home. Mr. Murphy told the Council that staff had met with Northland about housing but at this time they are going through a budget crunch so they weren't able to partner with the City on a project.

Mr. Murphy stated the one thing the Council still has to do is come up with a mission statement. He continued on with a review of leadership and the partnership between the Council and staff. Mr. Murphy reviewed the materials about the seven key attributes, what it means to govern well, the pursuit of excellence, and council performance. He then asked the Council for questions. Council member Tweten asked if this was to be reviewed every year. Mr. Murphy said yes. Discussion followed about the Council's expectations for staff followed by the staff's expectations of the Council. Council member Buckalew stated he didn't get much out of the memo and said there was little value in it. More discussion followed about how it should include more information from the departments or other information about an agenda item that was not addressed in the RCA. Staff asked for the Council to ask

more questions before a meeting so they could come to the meeting with the answers and share them with everyone because it can be difficult to anticipate all of the questions that may get asked.

Mr. Murphy told the Council to respect staff's professional opinion when they present an item. He added the Council can disagree with the opinion but to respect it. He told the Council that he would like to set up a session with the Council and go over the Five Dysfunctions of a Team which he had already done with the department heads. Staff made some comments about how they found the training beneficial.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE FEBRUARY 23, 2015 SPECIAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 7:06 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer