

**AGENDA  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, MARCH 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 March 3, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 10, 2015.

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA: NONE**

*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.*

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

3. Organizational and Regular Meeting Minutes of the Planning Commission from February 12, 2015.

**COMMUNICATIONS: NONE**

**OLD BUSINESS:**

4. Consider adopting Resolution 15-03-25 ordering improvements and the preparation of plans and specifications for 2015 Assessment Job No. 3 – Seal Coat & Mill and Overlay on North Sections of East Grand Forks.
5. Consider adopting Resolution 15-03-28 authorizing an update to the COSA and paying up to \$2500 for the update.

**NEW BUSINESS:**

6. Consider adopting Resolution No. 15-03-29 approving plans and specifications and ordering advertisement for bids for 2015 Assessment Job No. 2 – Paving – Replat of Point of Woods 5<sup>th</sup> Addition.
7. Consider adopting Resolution No. 15-03-30 ordering improvements and the preparation of plans and specifications for 2015 City Project No. 3 – Sidewalk Improvements – 5<sup>th</sup> Avenue NE with Widseth Smith Nolting covering the cost of the plans and specifications for this project.
8. Consider adopting Resolution No. 15-03-31 authorizing the transfer of TIP funds to be used on 15CP3 – Sidewalk Improvements on 5<sup>th</sup> Avenue NE.
9. Consider approving an option either to allow or deny the rental of City property north of the lagoons.
10. Consider approving the denial of the Special Use Permit Application for construction of a cell tower on golf course property due to insufficient information needed for completion of the application.
11. Consider adopting Resolution No. 15-03-32 approving the plans and specifications and ordering advertisement for bids for 2015 City Project No. 4 – Pool Improvements.

**CLAIMS:**

12. Consider adopting Resolution No. 15-03-33 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 21084 for a total of \$353.02 whereas Council Member Buckalew is personally interested financially in the contract.
13. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

**COUNCIL/STAFF REPORTS:**

**ADJOURN:**

Upcoming Meetings:

- Work Session – March 24, 2015 – 5:00 PM – Training Room
- Regular Council Meeting – April 7, 2015 – 5:00 PM – Council Chambers
- Work Session – April 14, 2015 – 5:00 PM – Training Room
- Regular Council Meeting – April 21, 2015 – 5:00 PM – Council Chambers

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

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for March 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(5:25pm), and Marc DeMers.*

*Dave Aker, Parks & Recreation Superintendent; Brad Bail, City Engineer; Greg Boppre, City Engineer; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.*

**DETERMINATION OF QUORUM:**

*The Council President Determined a Quorum was present*

**PLEDGE OF ALLEGIANCE:**

**SWEARING IN OF OFFICER NICK ANDERSON:**

Chief Hedlund introduced Officer Nick Anderson who had been recently hired. He then administered the swearing in of the officer. A round of applause followed.

**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.”*

Mr. Dale Helms, 613 2<sup>nd</sup> Ave NE, came forward and asked the Council for their support. He explained there was a committee that is trying to raise funds through donations for flowers so there will be flowers in the City. He stated how they had met with All Seasons and received a \$21,000 quote for hanging pots, pots on the sidewalk, and for some of the flower beds in town along with caring for the flowers. He said that the labor would be the most expensive part and they would be asking service groups to volunteer to help take care of the flowers to help cut back on that cost. He added that before the committee moves forward they would like to make sure they have the Council’s support, that no donation was to small, and that Triangle Coach was going to start by donating \$1000 towards this project. Mayor Stauss commented how the flowers beautify the town and that he would pledge \$500 towards this project. Council member DeMers suggested the committee should work with the Chamber on this project because they may have resources the committee could utilize.

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of February 17, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 23, 2015.
3. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of February 23, 2015.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS ONE (1) THROUGH THREE (3).**

*Voting Aye: Pokrzywinski, Olstad, Grassel, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Buckalew and Tweten.*

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS:**

4. Public Hearing on proposed 2015 Assessment Job No. 2 – Paving – Replat of Point of Woods 5<sup>th</sup> Addition.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO OPEN THE PUBLIC HEARING ON PROPOSED 2015 ASSESSMENT JOB NO. 2 – PAVING – REPLAT OF POINT OF WOODS 5<sup>TH</sup> ADDITION.**

*Voting Aye: Pokrzywinski, Olstad, Grassel, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Buckalew and Tweten.*

Mr. Emery introduced himself and explained the project would consist of removing the gravel surface and replacing it with concrete. He added that nine lots would be affected, reviewed the costs, and asked if there were any questions. No questions were asked.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO CLOSE THE PUBLIC HEARING ON PROPOSED 2015 ASSESSMENT JOB NO. 2 – PAVING – REPLAT OF POINT OF WOODS 5<sup>TH</sup> ADDITION.**

*Voting Aye: Pokrzywinski, Olstad, Grassel, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Buckalew and Tweten.*

5. Public Hearing on proposed 2015 Assessment Job. No. 3 – Seal Coat and Mill and Overlay – North Sections of East Grand Forks.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO OPEN THE PUBLIC HEARING ON PROPOSED 2015 ASSESSMENT JOB. NO. 3 – SEAL COAT AND MILL AND OVERLAY – NORTH SECTIONS OF EAST GRAND FORKS.**

*Voting Aye: Pokrzywinski, Olstad, Grassel, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Buckalew and Tweten.*

Mr. Emery explained that this hearing was for a proposed seal coat along with a mill and overlay which was last done in 2006, how this time the process would be split between three years instead of all at once, and then introduced Mr. Brad Bail to explain the special assessments. Mr. Bail reviewed the assessment roll, explained the procedure that was used to make sure that everything was done as fair and equitable as possible, as well as going over front and end benefits. Mr. Emery then reviewed the cost estimates for the seal coat project. Questions from the residents followed about who to speak with if they had a question about the dimensions of their property and why a property owner had to pay for Central Avenue when it is so highly traveled. Mr. Emery explained that the properties adjacent to the street receive the assessment and how other highly traveled streets are assessed the same way.

Mr. Boppre explained that these improvements are done as preventative maintenance to extend the life of the streets. He stated how the three year plan was developed for a seal coat or mill and overlay. Mayor Stauss commented that hopefully the prices are lower with lower oil prices. Council President Olstad asked if anyone had comments to come forward and state their name and address for the record. Ms. Jeanette Kohns from 19<sup>th</sup> St NW asked if the curbs were going to be repaired in this process. Mr. Emery commented how some had been done in 2006 but not in the areas where seal coating had been done but it was something they could look into. Mr. Roger Swanberg, 520 Central Ave, asked why only three blocks of Central Avenue were getting charged both front and end benefits. Mr. Bail explained how there were some of the side streets that were going to be done and how the other side streets will be completed at some point during the three year cycle which would put end benefit on the other two blocks.

Mr. Mark Hangsleben stated property owned by his mother was going to be affected and asked why others in the neighborhood were not paying and if they would be getting assessed the following year. Mr. Emery explained they didn't know what the exact schedule would be at this time. Discussion followed about how there had been a seven year cycle for street maintenance projects, how new streets that are put in are concrete, and how it had been nine years since the last maintenance project. Two residents living on River Road had questions about charges for the neighborhood. Mr. Boppre explained how properties in that area were receiving benefit from a mill and overlay project and how other properties would be affected as the street maintenance cycle continues. Another resident asked if they would be able to pay off the special assessments in full. Mr. Emery stated they would have that option once the final assessment roll was calculated and adopted by the Council.

One resident asked what would happen if a property owner was not able to pay for their portion of the project at all. Mr. Boppre stated he thought there was deferment but that was something he hadn't been asked before so he wasn't completely sure. Council member DeMers stated how the City could pass an ordinance to address how they could consider deferment of special assessments for the elderly or disabled. He said the Council could look into doing this but currently there isn't anything in place.

Another resident asked if this cycle of paying special assessments was going to continue. Mr. Boppre stated that it would. He added that the Public Works Department has done a good job with sealing up cracks and joints which had made the overlay and seal coat last longer but the street maintenance would continue. A resident asked if the City had received funds from FEMA for street improvements. Mr. Boppre stated the funds the City had received for streets along with utilities were from the Army Corps of Engineers.

Mr. Emery continued on with an explanation of the mill and overlay project and reviewed the estimated costs. A resident asked how long the project would last. Mr. Emery stated the project should last between four and six weeks and that the streets affected by the projects would be able to be used most of the time. Discussion followed about how there would be less gravel used during the seal coat project because they will be using a different technique, how there was a mill and overlay to the cul-de-sac on 7<sup>th</sup> Avenue NW before so that will be changed to a seal coat, and how these projects will be done when there are favorable temperatures. A resident asked what the interest rate would be on the special assessments and how long they would be assessed for. Mr. Boppre said the last assessment job had an interest rate of 4.5% but that would also depend on what the City sold the bonds for and typically for seal coat and a mill and overlay the time assessed was seven years.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO CLOSE THE PUBLIC HEARING ON PROPOSED 2015 ASSESSMENT JOB. NO. 3 – SEAL COAT AND MILL AND OVERLAY – NORTH SECTIONS OF EAST GRAND FORKS.**

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

*Voting Nay: None.*

*Absent: Tweten.*

**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.*

6. Consider concurring with the lighting plan and direct engineering staff to work with appropriate entities to develop general guidelines for operating lighting for the Sorlie Bridge Project.
7. Consider approving a temporary liquor license application for Sacred Heart Church & School for their Spring Fling Event on April 18, 2015 and contracting with East Grand Lanes, LLC for liquor services.
8. Consider approving the Memorandum of Understanding between the City of East Grand Forks and Law Enforcement Labor Services Local 152 establishing the Drug Task Force Commander position for the Pine to Prairie Drug Task Force and placing Officer Schrage on Grade 18 while assigned to the Drug Task Force.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS TO APPROVE ITEMS SIX (6) THROUGH EIGHT (8).**

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

*Voting Nay: None.*

*Absent: Tweten.*

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

- 9. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 5, 2015.
- 10. Regular meeting minutes of the Economic Development Board from February 3, 2015.

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

- 11. Consider adopting Resolution No. 15-03-24 ordering the improvements and the preparation of plans and specifications for 2015 Assessment Job No. 2 – Paving – Replat of Point of Woods 5<sup>th</sup> Addition.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 15-03-24 ORDERING THE IMPROVEMENTS AND THE PREPARATION OF PLANS AND SPECIFICATIONS FOR 2015 ASSESSMENT JOB NO. 2 – PAVING – REPLAT OF POINT OF WOODS 5<sup>TH</sup> ADDITION.**

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

*Voting Nay: None.*

*Absent: Tweten.*

- 12. Consider adopting Resolution No. 15-03-25 ordering the improvements and the preparation of plans and specification for 2015 Assessment Job No. 3 – Seal Coat & Mill and Overlay – North Sections of East Grand Forks.

Council President Olstad stated this item needed to be tabled.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO TABLE THIS ITEM UNTIL THE NEXT COUNCIL MEETING ON MARCH 17, 2015.**

Council member DeMers asked for a clarification on why this item was being tabled. Mr. Boppre stated that one parcel had not been notified so this will give the City time to send out a notice and allow that property owner time to respond to the City about the project.

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

*Voting Nay: None.*

*Absent: Tweten.*

- 13. Consider adopting Resolution No. 15-03-26 taking no action to pursue foreclosure and civil action on the Boardwalk promissory note and real estate mortgage.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 15-03-26 TAKING NO ACTION TO PURSUE FORECLOSURE AND CIVIL ACTION ON THE BOARDWALK PROMISSORY NOTE AND REAL ESTATE MORTGAGE.**

Council member DeMers stated he wanted to make the public aware this will formalize the City's action to take the most reasonable approach and that the Council is working towards trying to bring resolution to this issue. He said this didn't mean the City was walking away from the matter. Mr. Dale Helms asked if this was being put on hold or on the back burner. Council member DeMers stated that the City will collect on this in the future since an impasse was reached during negotiations but the mortgage is still enforceable. Mr. Helms stated the City didn't have anything to go after, that it isn't right to set this aside, and how everyone has suffered enough in this situation. He added the City should sue or write it off so things in the city can go back to normal. Discussion followed about how there is a disagreement regarding how the City should move forward with this situation, a brief history was given about how this situation came to be, how recently there were loans that were written off because of bankruptcies, and how the process has changed so there is a personal guarantee is included with every loan.

Ms. Misty Goulet asked the Council to do something or lay this to rest and to stop putting things in the paper because every time something is put in the paper it affects business. Council President Olstad commented they have been going through a process, that this issue had never been laid to rest before, and it was not the intention of the City to put anyone out of business. Council Vice-President Grassel stated that the Council did not want to close a business in East Grand Forks, that it was her opinion if she thinks that, and she is wrong. He continued to say how there were the requests to make the meetings public and gave an explanation on why the Council was dealing with this today.

Ms. Diane Hilde asked why this hadn't been taken to court. Mr. Galstad explained that settlement negotiations had taken place; an impasse was reached, and based on attorney Mr. Brad Sinclair's advice the City would be in a better position to collect if the City waits. He stated that based on the appraisal of the property and the costs to sue would put the City upside down on the collection of the note. Discussion followed about the current situation, the passing of the resolution didn't mean the City couldn't bring this forward at some point, and if the building is sold the mortgage would have to be dealt with at that time.

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

*Voting Nay: None.*

*Absent: Tweten.*

**CLAIMS:**

14. Consider adopting Resolution No. 15-03-27 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 20992 for a total of \$897.89 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-03-27 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE**

**GOODS REFERENCED IN CHECK NUMBERS 20992 FOR A TOTAL OF \$897.89 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

*Voting Aye: Pokrzywinski, Olstad, Grassel, DeMers, and Vetter.*

*Voting Nay: None.*

*Abstain: Buckalew.*

*Absent: Tweten.*

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

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

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

*Voting Nay: None.*

*Absent: Tweten.*

**SUSPENSION OF RULES:**

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO SUSPEND RULES TO CONSIDER ADOPTING RESOLUTION 15-03-28 AUTHORIZING THE UPDATE TO THE COSA AND PAYING UP TO \$2500 FOR THE UPDATE.**

*Voting Aye: Pokrzywinski, Buckalew, Olstad, Grassel, and DeMers.*

*Voting Nay: Vetter.*

*Absent: Tweten.*

The Council did not proceed with the Suspension of Rules because it was not passed unanimously.

**COUNCIL/STAFF REPORTS:**

Council Member Vetter said to clarify why he voted no on the suspension of rules was because Council member Tweten was absent and a full Council should be present for the discussion.

Council Member Pokrzywinski stated the Good Samaritan Center was celebrating 50 years of being in the community and were going to hold a special celebration on July 14<sup>th</sup> which was a Tuesday and asked if there would be any objection to moving the meeting to Monday since the Council would be invited to the celebration. There were no objections.

Council Member DeMers thanked all staff involved dealing with phone calls and answering questions about the public hearing and project. He stated he was told about how the staff's professionalism has shown and he appreciated that. He also welcomed Mr. Nick Anderson to the East Grand Forks family.

Council Vice-President Grassel wished the boys hockey team good luck and safe travels to everyone traveling down to the state hockey tournament.

Mr. Galstad stated he commends Mr. Helms for bringing the Community Garden Flower project forward and that he would like to meet with Mr. Murphy and Ms. Anderson to make sure everything will be handled correctly.

Mr. Boppre thanked Council member DeMers for his comments.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MARCH 3, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:31 P.M.**

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

*Voting Nay: None.*

*Absent: Tweten.*

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David Murphy, City Administrator/Clerk-Treasurer

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

**CALL TO ORDER:**

*The Work Session of the East Grand Forks City Council for March 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 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; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Lee Cariveau, City Engineer; Nancy Ellis, City Planner; Steve Emery, City Engineer; 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; and Jason Stordahl, Public Works Director.*

**DETERMINATION OF A QUORUM:**

*The Council President Determined a Quorum was present*

**1. Request to File Plans & Specifications for 15AJ2 – Steve Emery**

Mr. Emery stated they were looking to file plans and specifications for this project. He reviewed the proposed budget for this project and that the funding sources were going to be from the collection of assessments as well as a portion to be paid for by the City. Council member Vetter asked what the City's portion was for. Mr. Emery explained the lots were assessed when the gravel was put in and in the past the City has never assessed the properties again when the gravel is removed for the paving project. Ms. Anderson asked if it was this project the gravel would be saved and used again. Mr. Emery stated that they would try to reutilize this gravel during the construction of the street in the Point of Woods 6<sup>th</sup> Addition. Ms. Anderson reminded the Council there was only \$34,000 in projects and the \$14,000 was not budgeted since it was thought this project was going to be 100% assessed.

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

**2. 2015 Sidewalk Project – David Murphy**

Mr. Murphy gave an overview of the project and how the sidewalks had not continued through the driveways. Mr. Emery gave a report on how this happened. Council member DeMers asked how the driveways were not compliant. Council member Vetter asked about how the funds were used on 17<sup>th</sup>

Street. Discussion followed regarding questions that were being asked. Council President Olstad asked about the \$28,568 and where those funds would be coming from. Council member DeMers asked if there was an option not to move forward with this project. He also asked why the driveways weren't included in the original project. Mr. Emery stated it was an oversight. Council member DeMers asked if the costs should be split between the City and WSN. Council Vice-President Grassel asked to find out how much was in the state aid fund.

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

### **3. Update on the Pool Project – David Murphy**

Mr. Murphy gave some information and introduced Mr. Dietrich. Mr. Dietrich went through and explained the report the Council had received. Mayor Stauss asked if they were going to abort the sun shelters and rock climbing. Mr. Dietrich stated the project was ready for bids. He added the project could start in May and go through October. He added they would be finalizing the project in the spring to make sure everything is working. Council member Tweten commented how there would be some danger with the rock wall. Mr. Dietrich stated if someone fell they would fall into the water. Discussion followed about the possible alternates that would be included in the bidding process and funding.

Council President Olstad stated the Save Our Pool group was going to apply for grants and raise donations for features. He added they would be looking at everything except for the slide. Mayor Stauss asked how much the Save Our Pool group has raised. Council President Olstad stated he didn't have the numbers at this time. More discussion followed about the utility and operation costs and that a pool cover is included in the alternates. Council member Tweten asked the Council members to look at the alternatives and write down what they object to. Mr. Aker added that he was working on a getting a grant from the DNR for \$100,000. Mr. Murphy reminded the Council that if they take out a loan from the Water and Light Department they will have an estimated \$120,000 for a loan payment as well as operational costs of the pool. Mayor Stauss stated they were not comfortable with it but it was needed. Council member Vetter stated if all of the funds for this project are borrowed and none were coming from grants or donations he would not support the project.

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

### **4. COSA Update – Mark Olstad**

Council President Olstad explained the meeting with Grand Forks and what the COSA would accomplish. Council member Pokrzywinski gave his support for this and added it was more than fair. Council member DeMers wanted to specify that it would be 50% of the costs with the City paying up to \$2500. Council member Tweten commented how this is endangering matching funds from the State and that the City shouldn't waste time if they are going in another direction. Council member Vetter stated there were disagreements over the numbers. He suggested putting a committee together and have Brady Martz run the numbers. Council President Olstad stated the Council would be guessing at what the numbers are. Council member Vetter commented the COSA was just one part of the numbers. Council member Pokrzywinski asked if something similar had already been done and that he had looked at the numbers the last time he was on the Council. Council member DeMers said it would

be good to readdress the COSA because it will determine the cost of any updates to the Grand Forks system.

Mayor Stauss stated that the bonding request needs to be in earlier rather than later. He added the big problem is that the community is as confused on this issue as before. He then reviewed different situations where actions hurt East Grand Forks and is wondering if the agreement between the two cities would be honored. Council member DeMers commented that there was support from St. Paul for this project, the City might be able to get around \$5 million for the interconnect project, and if that is the case there wouldn't be much of an impact on rates. Discussion followed about if this should be brought forward at the next meeting and if a committee should be formed.

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

#### **5. Summer Fees for 2015 – Dave Aker**

Mr. Aker explained a proposal for raising fees for summer programs. Ms. Anderson asked what the fee was for people from out of state or not from the public school district. Discussion followed about what the policy was set as, the practice that was being followed, and how the practice being followed needs to be the same as the policy that was passed by the Council.

This item will be reviewed and brought forward at a future Work Session.

#### **6. Background Screening Proposal – David Murphy**

Mr. Murphy gave an overview of the current process and what staff was proposing. Discussion followed about how the current process works and if changes are needed. Council member Pokrzywinski asked to find out who is the best. Council President Olstad asked if any other company had been contacted. Council member Vetter asked if Ms. Knudson could be certified to conduct the searches.

This item will be reviewed and brought forward at a future Work Session.

#### **7. Video Broadcasting – David Murphy**

Council member Pokrzywinski stated feedback he had gotten was that the sound was not good. He added that the sound quality should be something that is useful. Council President Olstad said he thought staff was going to be exploring different ways to move forward with this. Discussion followed about if the City should move forward with this or not and how the sound and capacity would need to be improved.

This item will be reviewed and brought forward at a future Work Session.

#### **8. Other**

Mr. Galstad brought up the flower situation. Council member Tweten stated it was fine the way it was before and to put the flowers back into the budget or to put it back in the budget for next year. Council

President Olstad asked if there were questions. Mr. Galstad brought up the Sherlock Park construction project. Council member Vetter stated that Mr. Helms needs to coordinate this project.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE MARCH 10, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:42 P.M.**

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

*Voting Nay: None.*

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David Murphy, City Administrator/Clerk-Treasurer

**EAST GRAND FORKS  
ORGANIZATIONAL  
PLANNING COMMISSION MINUTES  
Thursday, February 12, 2015 – 12:00 Noon  
East Grand Forks City Hall Training Room**

**CALL TO ORDER**

Nancy Ellis, City Planner, called the February 12, 2015, meeting of the East Grand Forks Planning Commission to order at 12:01 p.m.

**CALL OF ROLL**

On a Call Of Roll the following members were present: Commissioners Randy Boushey(12:06pm), Marc DeMers, Chad Erickson, Kevin Marcott, Mike Powers, and Niel McWalter.

Absent: Commissioner Gary Christianson

Guest(s) present: None

Staff present: Nancy Ellis, East Grand Forks City Planner; and Megan Nelson, Executive Assistant.

**DETERMINATION OF A QUORUM**

A quorum was present.

**ELECTION OF CHAIRPERSON**

Ms. Ellis said that before nominations were taken she asked Commissioner Marcott to introduce himself. Commissioner Marcott explained that he was part owner of Northland Custom Wood Working and that he previously had served on the EDA Board. Ms. Ellis stated she was looking forward to having Commissioner Marcott on the Commission.

**Nominations**

Ms. Ellis asked if there were any nominations for the Chairperson. Commissioner DeMers nominated Commissioner Powers as Chairperson. The nomination was seconded by Commissioner Erickson. There were no other nominations for chairman.

**Close of Nominations**

Commissioner DeMers moved to close the nomination for Chairperson. After the votes were counted Mike Powers was declared as the Chairman of the Planning Commission.

## **ELECTION OF VICE-CHAIRPERSON**

### **Nominations**

Discussion followed about if the Vice-Chair takes over as Chair the following year and how the Commission has done that as well as electing others to fill the Chairman role. Commissioner Erickson nominated Commissioner DeMers as Vice-Chair. Ms. Nelson stated that Commissioner DeMers was not able to hold an office since he was the council representative. Commissioner McWalter nominated Commissioner Christianson as Vice-Chair. The nomination was seconded by Commissioner DeMers. There were no other nominations for vice-chairman.

### **Close of Nominations**

Commissioner Erickson motioned to closed nominations. After the votes were counted Gary Christianson was declared as the Vice-Chairman of the Planning Commission.

## **ELECTION OF SECRETARY**

### **Nominations**

Ms. Ellis informed the commission of the duties of the secretary.

Commissioner DeMers nominated Chad Erickson as secretary. This nomination was seconded by Commissioner Boushey. There were no other nominations for secretary.

### **Close of Nominations**

Commissioner DeMers motioned to close the nominations. After the votes were counted Chad Erickson was declared Secretary of the Planning Commission.

## **SET MEETING TIME**

Ms. Ellis stated the meeting time has been the second Thursday at noon in the Training Room. She said that if that day and time that wouldn't work the Commission could change the meetings to a different time or day. Discussion followed with the commissioners in favor of keeping the meetings on the 2<sup>nd</sup> Tuesday of the month starting at 12:00pm or shortly thereafter.

## **ADJOURNMENT**

***A MOTION WAS MADE BY COMMISSIONER ERICKSON, SECONDED BY COMMISSIONER MARCOTT, TO ADJOURN THE FEBRUARY 12, 2015, ORGANIZATIONAL MEETING OF THE EAST GRAND FORKS PLANNING COMMISSION AT 12:09 PM.***

EAST GRAND FORKS  
ORGANIZATIONAL PLANNING COMMISSION MEETING  
THURSDAY, FEBRUARY 12, 2015

***Voting Aye: Boushey, DeMers, Erickson, Marcott, McWalter, and Powers.  
Voting Nay: None.***

Respectfully submitted by,

Megan Nelson  
Executive Assistant

**EAST GRAND FORKS  
PLANNING COMMISSION MINUTES  
Thursday, February 12, 2015 – 12:00 Noon  
East Grand Forks City Hall Training Room**

**CALL TO ORDER**

Chairman Powers called the February 12, 2015 meeting of the East Grand Forks Planning Commission to order at 12:13 p.m.

**CALL OF ROLL**

On a Call Of Roll the following members were present: Chairman Mike Powers, Commissioners Marc DeMers, Chad Erickson, Kevin Marcott, and Niel McWalter.

Absent were: Vice-Chair Gary Christianson.

Guest(s) present were: Earl Haugen, Executive Director;

Staff present was: Nancy Ellis, GF/EGF MPO Senior Planner; and Megan Nelson, Executive Assistant.

**DETERMINATION OF A QUORUM**

A quorum was present.

**COMMUNICATION**

Information Regarding Cell Tower Permit Applications

Ms. Ellis stated at the last meeting the Commission was reviewing a special use application for allowing a cell tower up by the golf course. She said the information was included in the packet and at this time the original proposed location is still being considered since there hasn't been another proposal submitted for a new location. She explained the applicants were working on a new proposal and that there had been a couple 60 day extensions filed and that if the plans are not received action will need to be taken at the meeting in March. She said that if they do not act on this item it will receive an automatic approval.

Chairman Powers stated that this item was very contentious at the last meeting. Ms. Ellis said she was asked by a homeowner if they would be able to vote on which location they like better. She explained voting on a location wasn't an option and how the golf course will be submitting what location they think is best. She added how she told the golf course they should have had more meetings of their own with the neighbors for this project because the planning commission can only act on the application before them, not on suggested sites. She said this item will be brought forward in March and the Commission will consider either the current proposal or a new site if they submit the information in time.

Chairman Powers asked if anything had been done regarding other locations. Ms. Ellis gave a brief summary about all of the items that need to be addressed before a new proposal could be brought forward. Commissioner DeMers asked if denying the current application would prevent the same application to come forward again. Ms. Ellis stated that the Planning Commission would be making recommendation to the City Council to either approve or deny and if it was denied the reasons why. She said that if it was denied the applicants would have to bring in more information that would change the findings.

Commissioner Erickson said at this time the Commission could state that there is a lack of other locations for the pole. Ms. Ellis said that staff will have something prepared for the next meeting. Commissioner DeMers asked what the process would be if this was denied. Ms. Ellis stated that this application didn't have to be denied. She explained if the applicant was asked to look at other locations and they do but this first location was their best location, public sentiment doesn't mean it has to be denied. She said there had to be findings and facts as to why it would be denied and it can't be neighborhood dissent.

Commissioner McWalter asked if there was a standard that constitutes a complete application. Ms. Ellis stated yes. He asked if it was met. Ms. Ellis said yes again. She said the information was provided showing the pole would be able to handle other providers but again because of the opinion of the location the applicants have voluntarily have chosen to look at other sites. Commissioner Boushey said besides the look of the pole if there were other issues such as noise or anything else that could create a problem. Ms. Ellis said there was no noise, no lights, no dust, or anything else that would be coming from the pole. Discussion followed about how there were neighbors that were upset about the proposed location of the pole, what had been said at the last meeting, and that this issue had been fought in court and how there are Supreme Court rulings that state it is hard to prove these towers have an adverse affect to neighborhoods. She also added that Mr. Galstad was researching this and that it is hard for cities to deny these types of applications. Chairman Powers asked all Commissioners to be at the next meeting.

Ms. Ellis said second item was about another pole that applicants are looking at putting on the south end of town on City property. She explained the location would be close to the Quonset and out of view if possible. She said they also have to meet the setback levy requirements. She added it had gone through the utility group. Commissioner DeMers asked about the requirements of the levy. Ms. Ellis explained how the proposed location would be far enough away from the levy.

Commissioner Boushey asked what location would appease the residents on the north end. Ms. Ellis said other locations had been suggested but the placement of the pole also depended on the ability to provide service and that was why the tower wouldn't do any good if it was north of town. Ms. Ellis continued by saying how there are cell towers in the City and currently there aren't any complaints about them. She said those towers

are much larger than what is being proposed. Commissioner McWalter asked if there were any negative comments about a site that is closer to the clubhouse. Ms. Ellis said there was nothing at this time that she knew of. She said the neighbors were going to be invited back if and when a new site is determined for the pole location. Discussion followed about how residents that live within 350 feet of the proposed location are notified but many would be past that mark if the location was closer to the club house.

Commissioner DeMers asked if there was a franchise agreement with Verizon. Ms. Ellis said there wasn't one. Commissioner Marcott commented how it seemed most of the underlining issues were about things that might happen down the road. Ms. Ellis explained that this tower had to be able to accommodate three servers and in order for it to change the applicants would have to apply for a new conditional use permit. She added they only put in enough towers as service demands.

### **APPROVAL OF MINUTES**

Matter Of Approval Of The October 9, 2014, Minutes Of The East Grand Forks Planning Commission

***A MOTION WAS MADE BY COMMISSIONER MCWALTER, SECONDED BY COMMISSIONER ERICKSON, TO APPROVE THE MINUTES OF THE OCTOBER 9, 2014 MEETING OF THE EAST GRAND FORKS PLANNING COMMISSION, AS SUBMITTED.***

***Voting Aye: Boushey, DeMers, Erickson, Marcott, McWalter, and Powers.  
Voting Nay: None.***

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Discussion on upcoming 2045 Land Use Plan Update

Ms. Ellis said that every five years the land use plan is updated. She explained the plan sets how the City will be laid out in the future. She stated the information reviewed in this process includes population trends, growth patterns, parks, and where utilities would be needed and this information is used as a guide to set policies for the future. She said this would help address any changes, goals, or objectives that may have changed since the last update. She explained with the help of the MPO they will be asking for the help of a consultant for this process. She added how typically MPO staff updates the land use plan which had been based on a plan from after the flood but now the City is out of the flood growth years and is looking at a more uniform growth pattern. She stated that the MPO had put together a Request for Proposal. She explained how some of the information had changed since the packet went out and then reviewed the

background and scope of work for the update of the land use plan. She said there were five tasks for the consultant to complete which included making the document user friendly, identify future land use needs, review the demographic and land use data put together by the MPO, make sure existing infill lots are included, and put together the way to implement the plan.

Ms. Ellis said that once the future land use needs have been identified and where the growth should be the City would like to see different concept plans which would address storm water management and ideas of a layout of an area that would be developed. She said there are current plans but there needs to be a way to start implementing them. She said the consultant will be asked how to implement the plans for growth which could include utilizing incentives and giving direction of what might be good for certain areas such as commercial or multi-family growth. She said hopefully within ten years they will be able to bring forward a concept and start the implementation process. Ms. Ellis said that tasks four and five are common to any study which includes having them prepare a public involvement plan to have the public involved and have a steering committee that had members of the planning commission on it. She added that the information will be presented to both the Planning Commission and City Council and then the working document is prepared.

Ms. Ellis said currently the information had been presented to the MPO's federal partners to make sure that all of the necessary tasks and items have been included. She said that it will go through the MPO process and then put out for advertisement. She added that Mr. Haugen was at the meeting to answer any questions. Commissioner Erickson commented that everything seems pretty straight forward.

Ms. Ellis reviewed the timeline of when things were to be done. She explained that the process has been backed up so the final report will be done closer to January of 2016. She said this was a very important task for the planning commission and that it takes a lot of input. She said that the consultants need to be given a clear vision on where the Planning Commission would like to see the City grow. She added it might take more meetings that what the Planning Commission usually has in a year.

Commissioner DeMers said one thing he would like the consultant to work are items that have been started such as the 220 Corridor, what options would be for formed based zoning, and implementation strategies for more of form based zoning for business/commercial district. Commissioner Erickson asked for a definition of use based zoning. Commissioner DeMers stated that zoning is currently based on use and the trend is using more of a form based zoning. Discussion followed about how form based zoning is based on the type of structure rather than the use of the property and how this method of zoning could be used within the City. Commissioner DeMers stated that this type of zoning would be more for the business district and would be beneficial.

Ms. Ellis said there was a very good, successful plan done in Burnsville, Minnesota and that she could bring in examples of their form based zoning. She said the one area had town homes along with businesses. She explained how this is something that could be

planned and eventually work into it. She said that one area that would work well would be along Highway 220. She explained that sometimes combining things such as businesses and apartments the area becomes more appealing and changes the area. Commissioner DeMers commented that this could make the City a little more efficient because this would allow for areas of combined services. He added that a variety of things could fit this way rather than trying to find something specific for an area because of the use based zoning and to think about this when the Planning Commission going through this process. He added this could give East Grand Forks a distinct and different feel.

Ms. Ellis commented that one success of the downtown plan was more downtown housing. She said the two apartments have added more opportunities with a coffee shop going in on the corner of 4<sup>th</sup> and Demers. Discussion followed about what kind of coffee shop will be going in and how there will be a drive thru. Ms. Ellis added that there were two businesses going into the commercial area in the apartment building. Commissioner McWalter asked if that was going to fill the space. Ms. Ellis stated that there was a third spot to fill. Commissioner McWalter asked if there was any interest in the lot across the street. Ms. Ellis stated there had been lots of interest but there is some concern about parking.

Ms. Ellis stated that she wanted to give the Commission a heads up on where things were headed and upcoming items they will be addressing. Mr. Haugen stated that the planning commission will need to pick a representative to be on the selection committee for picking a consultant. Mr. Haugen stated that it usually takes up to four hours for interviews and lots of materials to review. Commissioner DeMers stated that it is a commitment but Ms. Ellis was good at pointing out what to look for. Ms. Ellis commented it is nice to be in the beginning part of the process to get ideas that can be used for other things.

### **OTHER BUSINESS**

None.

### **ADJOURNMENT**

***A MOTION WAS MADE BY COMMISSIONER ERICKSON, SECONDED BY COMMISSIONER BOUSHEY, TO ADJOURN THE FEBRUARY 12, 2015, MEETING OF THE EAST GRAND FORKS PLANNING COMMISSION AT 12:54 P.M.***

***Voting Aye: Boushey, DeMers, Erickson, Marcott, McWalter, and Powers.  
Voting Nay: None.***

Respectfully submitted by,

Megan Nelson  
Executive Assistant

**RESOLUTION NO. 15 – 03 - 25**

**RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS FOR 2015 ASSESSMENT JOB NO. 3 – SEAL COAT & MILL AND OVERLAY – NORTH SECTIONS OF EAST GRAND FORKS**

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

WHEREAS, the City Council desires plans and specifications for 2015 Assessment Job No. 3 – Seal Coat & Mill and Overlay – North Sections of East Grand Forks.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA that the City Council directs the City Engineer to prepare plans and specifications for the 2015 Assessment Job No. 3 per the guidelines of the existing engineering services agreement with Widseth Smith Nolting Engineering.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed: March 17, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 17<sup>th</sup> of March, 2015.

\_\_\_\_\_  
Mayor

**RESOLUTION NO. 15 – 03 - 28**

**A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO PAY FOR HALF OF THE COSTS TO UPDATE THE COSA**

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

WHEREAS, the City of East Grand Forks has requested that the City of Grand Forks update the Cost of Service Agreement;

WHEREAS, the cost of updating the Cost of Service Agreement is estimated at \$5,000 and the City of Grand Forks is requesting the City of East Grand Forks help pay for this update;

THEREFORE BE IT RESOLVED, that the City Council of the City of East Grand Forks authorizes the City of Grand Forks to update the Cost of Service Agreement with East Grand Forks paying up to \$2,500 for this update and the funds used to cover this cost will come from the waste water fund.

*Voting Aye:*  
*Voting Nay:*  
*Absent:*

The President declared the resolution passed.

Passed: March 17, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 17<sup>th</sup> day of March, 2015.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: March 4, 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 Plans/Specifications – 2015 Assessment Job No. 2 – Concrete Paving / Replat of Outlot B, Block 2 Point of Woods 5<sup>th</sup> Addition

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**Background:**

I would like to file the plans and specifications for the above referenced projects, get authorization to advertise and set bid date.

The following is the proposed budget for the project:

**PROPOSED BUDGET**

|                           | <b><u>2015 AJ No. 2</u></b> |
|---------------------------|-----------------------------|
| Construction              | \$155,480.00                |
| Plans / Specifications    | \$13,993.20                 |
| Staking / Inspection      | \$7,774.00                  |
| Assessment Roll           | \$1,554.80                  |
| Administration / Legal    | \$4,664.40                  |
| Contingencies             | <u>\$7,774.00</u>           |
| <b>TOTAL PROJECT COST</b> | <b>\$191,240.40</b>         |

**PROPOSED FUNDING**

|                           | <b><u>2015 AJ No. 2</u></b> |
|---------------------------|-----------------------------|
| City / Assessments        | \$177,218.40                |
| City                      | <u>\$14,022.00</u>          |
| <b>TOTAL PROJECT COST</b> | <b>\$191,240.40</b>         |

**Recommendation:**

File plans / specifications, advertise and set bid date.

Enclosures: Plans / Specifications will be filed at the Tuesday, March 17, 2015 City Council Meeting

**RESOLUTION NO. 15 – 03 - 29**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BIDS FOR 2015 ASSESSMENT JOB NO. 2 – PAVING IN  
REPLAT OF POINT OF WOODS 5<sup>TH</sup> ADDITION**

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

WHEREAS, the City Council has directed the City Engineer to prepare plans and specifications for the improvement of 2015 Assessment Job No. 2 – Paving in Replat of Point of Woods 5<sup>th</sup> Addition;

WHEREAS, the City Engineer has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper and in the *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 21, 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: March 17, 2015

Attest:

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 17<sup>th</sup> of March, 2015.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: March 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: 2015 City Project No. 3 – Sidewalk Improvements.

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## Background

The 2015 Sidewalk Project was discussed at the March 10, 2015 City Council Workshop. This project will provide an ADA compliant sidewalk surface through the existing driveways.

## Issue

This project is now to the point where the Council will need to Authorize the Preparation of Plans and Specifications for the project. Once the Plans and Specifications are produced, the project can be put out for bid.

The estimated cost for the project (included both alternates) is \$91,970 with an estimated City cost of \$28,993. The remaining \$62,977 would be paid with Federal Transit Administration (FTA) funds.

## Budget Impact

The Council requested that the amount the City has available in State Aid Funds be included in this RCA along with what projects are on the schedule for the near future.

## FUNDING SOURCES

State Aid Funding - \$404,000 (includes more than one year's worth of allocation)  
City Budgeted Maintenance Fund - \$250,000.

## UPCOMING PROJECTS

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2015 Seal Coat & Mill and Overlay Project.  
2015 5<sup>th</sup> St. Sidewalk Project  
Lowering of 5<sup>th</sup> St.  
Reconstruction of Fire Hall Station 1 Approach.  
Cemetery Project  
Lee's Place  
Peabody's 5<sup>th</sup> Addition Project  
Crack Sealing  
Unknown Emergency Repairs

I have had conversations with Greg Boppre regarding the history of this project. Mr. Boppre has offered to have WSN pay for the plans and specifications portion of the project. The plans and specifications are estimated to cost \$8,830

**Action Required**

Authorize WSN to prepare the plans and specifications for the 15CP3 Project.

# Request for Council Action

Date: March 3, 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: Greg Boppre, P.E.

RE: Prepare Plans/Specifications – 2015 City Project No. 3 – Sidewalk Improvements

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## Background:

MnDOT has requested the driveways located on the east side of 5<sup>th</sup> Ave N.E. between 15<sup>th</sup> St. N.E. and 20<sup>th</sup> St. N.E. be reconstructed so the sidewalk going through the driveways meets current ADA regulations. MnDOT has also requested this work be completed within the next two years. As this portion of 5<sup>th</sup> Ave. N.E. is both a MnDOT State Aid route and on the Transit route system it is eligible for State and Federal funding for construction purposes.

At the completion of the sidewalk project along Central Avenue (2012 CP #5) \$62,977 in transit dollars remained available for construction purposes along a transit route. These funds have an 80/20 federal/local split (\$62,977/\$15,745) and soft costs such as engineering are eligible. In a separate motion we are requesting these funds be reallocated to the 2015 City Project #3 for funding of the project.

Preliminary cost estimates indicate the project may cost close or over the the available federal dollars. So to allow Council the flexibility to award the project in the best interests of the city, the project has been split between a base bid and two alternate bids. The base bid consists of the five driveways for the apartment buildings whereas Alternate No. 1 is the driveway to the townhome development. Alternate No. 2 is a continuation of the sidewalk to the bowling alley sidewalk/parking lot.

We therefore request authorization to complete plans and specifications for 2015 City Project #3 which will bring the driveways and related sidewalk along 5<sup>th</sup> Ave. N.E. into ADA compliance.

The 2015 CP #3 project is a Federal Aid improvement project funded through the Federal Transit Administration (FTA) for construction of sidewalk and driveway aprons on 5<sup>th</sup> Avenue from 20<sup>th</sup> Street to 15<sup>th</sup> St. N.E. (the Bowling Alley sidewalk/entrance).

The following is the proposed budget for the project:

**Proposed Budget**

|                           | <b><u>2015 Base CP#3</u></b> | <b><u>15CP#3 ALT #1</u></b> | <b><u>15CP#3 ALT #2</u></b> | <b><u>Total</u></b> |
|---------------------------|------------------------------|-----------------------------|-----------------------------|---------------------|
| Construction              | \$50,800.00                  | \$16,700.00                 | \$6,100.00                  | \$73,600.00         |
| Plans / Specifications    | \$6,100.00                   | \$2,000.00                  | \$730.00                    | \$8,830.00          |
| Staking / Inspection      | \$2,500.00                   | \$850.00                    | \$310.00                    | \$3,660.00          |
| Contingencies             | \$2,500.00                   | \$850.00                    | \$310.00                    | \$3,660.00          |
| Administration / Legal    | <u>\$1,525.00</u>            | <u>\$510.00</u>             | <u>\$185.00</u>             | <u>\$2,220.00</u>   |
| <b>Total Project Cost</b> | <b>\$63,425.00</b>           | <b>\$20,910.00</b>          | <b>\$7,635.00</b>           | <b>\$91,970.00</b>  |

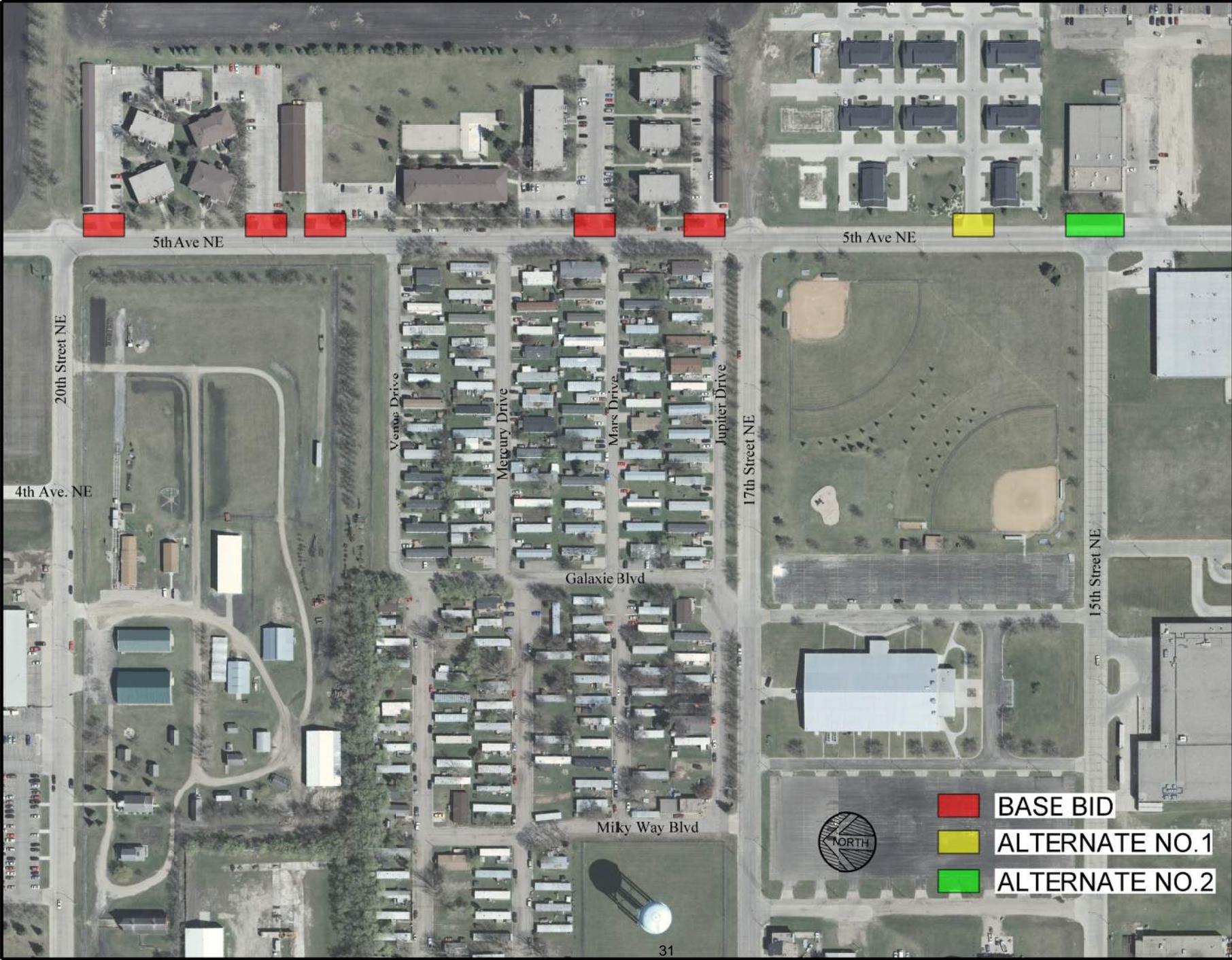
**Proposed Funding**

|                           | <b><u>2015 Base CP#3</u></b> | <b><u>15CP#3 ALT #1</u></b> | <b><u>15CP#3 ALT #2</u></b> | <b><u>Total</u></b> |
|---------------------------|------------------------------|-----------------------------|-----------------------------|---------------------|
| FTA                       | \$50,740.00                  | \$12,237.00                 | \$0.00                      | \$62,977.00         |
| City                      | <u>\$12,685.00</u>           | <u>\$8,673.00</u>           | <u>\$7,635.00</u>           | <u>\$28,993.00</u>  |
| <b>Total Project Cost</b> | <b>\$63,425.00</b>           | <b>\$20,910.00</b>          | <b>\$7,635.00</b>           | <b>\$91,970.00</b>  |

**Recommendation:**

Authorize the preparation of plans and specifications for:  
 2015 City Project No. 3 – Sidewalk Improvements

Enclosures: Project Location Map



- BASE BID
- ALTERNATE NO. 1
- ALTERNATE NO. 2



**WIDETH SMITH NOLTING**  
 Engineering | Architecture | Surveying | Environmental

DATE: 3-2-2015  
 SCALE: None  
 DRAWN BY: DDA  
 CHECKED BY: LDC  
 JOB NUMBER: 0706G0034.000

2015 City Project No. 3 - Sidewalk Improvements  
 5th Avenue NE  
 East Grand Forks, Minnesota

**Project Location**

SHEET NO.  
**EXH-3**

SHEET (F)

**RESOLUTION NO. 15 – 03 - 30**

**RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS FOR 2015 CITY PROJECT NO. 3 – SIDEWALK IMPROVEMENTS – 5<sup>TH</sup> AVENUE NE**

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

WHEREAS, the City Council desires plans and specifications for 2015 City Project No. 3 – Sidewalk Improvements – 5<sup>th</sup> Avenue NE;

WHEREAS, Widseth Smith Nolting has offered to pay for the plans and specifications for this project;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA that the City Council directs the City Engineer to prepare plans and specifications for the 2015 City Project No. 3 per the guidelines of the existing engineering services agreement with Widseth Smith Nolting Engineering as well as pay the cost for the plans and specifications.

*Voting Aye:*  
*Voting Nay:*  
*Absent:*

The President declared the resolution passed.

Passed: March 17, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 17<sup>th</sup> of March, 2015.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: March 3, 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: Greg Boppre, P.E.

RE: 2015 City Project No. 3 – Sidewalk Improvements

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## Background:

In 2013 concrete sidewalk was installed along the east median of Central Avenue between 14<sup>th</sup> St. NE and 20<sup>th</sup> St NE (2012 CP #5). After completion of this project there was \$62,977 in transit funding which was appropriated for the project but not used.

MnDOT has requested the driveways located on the east side of 5<sup>th</sup> Ave N.E. between 15<sup>th</sup> St. N.E. and 20<sup>th</sup> St. N.E. be reconstructed so the sidewalk going through the driveways meets current ADA regulations. MnDOT has also requested this work be completed within the next two years. As this portion of 5<sup>th</sup> Ave. N.E. is on the Transit route system it is eligible for Federal funding for construction purposes. As such, in separate council action, we are requesting authorization for a driveway/sidewalk improvement project which utilizes the available transit funds to finance this project.

The MPO has requested guidance and an amendment towards the MPO's Transportation Improvement Plan (TIP) and the utilization of funds for the 2015 project. We therefore request Council to request the MPO to amend the TIP by adding the proposed project to the TIP and to transfer approximately \$63,000 in available transit sidewalk funds to the 2015 Sidewalk Improvement project along 5<sup>th</sup> Ave. NE.

**Recommendation:** Request the MPO to amend the 2015 TIP by adding the 2015 Sidewalk Improvement project to the TIP and to transfer available transit funds to the proposed project.

**RESOLUTION NO. 15 – 03 – 31**

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

WHEREAS, the City Council must provide to the Grand Forks-East Grand Forks Metropolitan Planning Organization (“MPO”) direction regarding the MPO’s Transportation Improvement Plan (TIP); and

WHEREAS, the City of East Grand Forks has federal transit funding that is dedicated towards sidewalks along transit routes; and

WHEREAS, the City of East Grand Forks has a request from the Minnesota Department of Transportation to complete American with Disabilities Act (ADA) improvements to the sidewalk along 5<sup>th</sup> Ave NE; and

WHEREAS, the sidewalk along 5<sup>th</sup> Avenue NE is along a transit route; and,

WHEREAS, the City Council of East Grand Forks would like to amend the TIP to transfer approximately \$63,000 in transit sidewalk funds from the Highway 220 sidewalk project to the sidewalk project along 5<sup>th</sup> Ave NE;

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, that the City of East Grand Forks requests the MPO to add the 2015 Sidewalk Improvement project to the 2015 TIP and to transfer funds between the two sidewalk projects.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed: March 17, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of the Council

I hereby approve the foregoing resolution this 17<sup>th</sup> day of March, 2015.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: 3/13/2015

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: Land North of Wastewater Ponds

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Background: The land north of the City's wastewater ponds was surveyed last summer/fall to determine where our most northerly property boundary was. The Surveyor marked the property boundary with a series of stakes. Not long after the boundary was marked I was contacted by Mr. Tom Barrett. Mr. Barrett rents the piece of property directly north of the City's land. He was concerned that the property line was marked out incorrectly and believed that the line should be further to the south. The land surveyor, Mr. Murphy, and I all met with Mr. Barrett to discuss. The Surveyor explained to Mr. Barrett how they do the survey and how they come up with property boundary locations. Mr. Barrett seemed to understand, but was upset and said that he had farmed up to where he believed the property line was (further south) for years. He told us that he had already fertilized his field and if he couldn't farm the land he would be losing x number of dollars in fertilizer.

Mr. Barrett recently contacted the City asking if he could farm the piece of property that he fertilized, at least for this year. At the direction of Mr. Murphy I let Mr. Barrett know that I would have to bring this issue before the City Council to decide.

Options:

1. We allow Mr. Barrett to farm the 5 to 15 acres of City owned land one more year at no cost.
  2. We allow Mr. Barrett to farm the 5 to 15 acres of City owned land one more year, but charge him land rent.
  3. We do not allow Mr. Barrett to farm the land.
- \*\*\*I will have a better approximation of the total number of acres Mr. Barrett wishes to farm, along with a map for the Council Meeting.

Recommendation: Make a decision on whether or not you will allow Mr. Barrett to farm 5 to 10 acres of City property north of the lagoons, and if so at what cost.

# Request for Council Action

Date: March 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: Nancy Ellis, City Planner

RE: Denial of SUP application for cell tower at old club house site

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## STAFF RECOMMENDATION:

Planning Commission recommends DENIAL of the SUP application due to insufficient information/paperwork needed to complete the application. Application will be denied because it is an incomplete application.

## BACKGROUND:

A meeting was held on October 9, 2014 to discuss the SUP request to construct a cell tower at the old Valley Golf club house. At this meeting, City Attorney Ron Galstad determined that their application information was not complete and had not met the City's Zoning Ordinance requirements to apply for a SUP permit. As well, there were also numerous concerns and issues from the nearby residents that were brought to Verizon's attention regarding this site. Therefore, Verizon left the meeting with two options: 1) look for a second site which is away from these residents; or 2) complete a feasibility study to determine why they need to build at this site and not another zoning district or add an antenna to an existing tower.

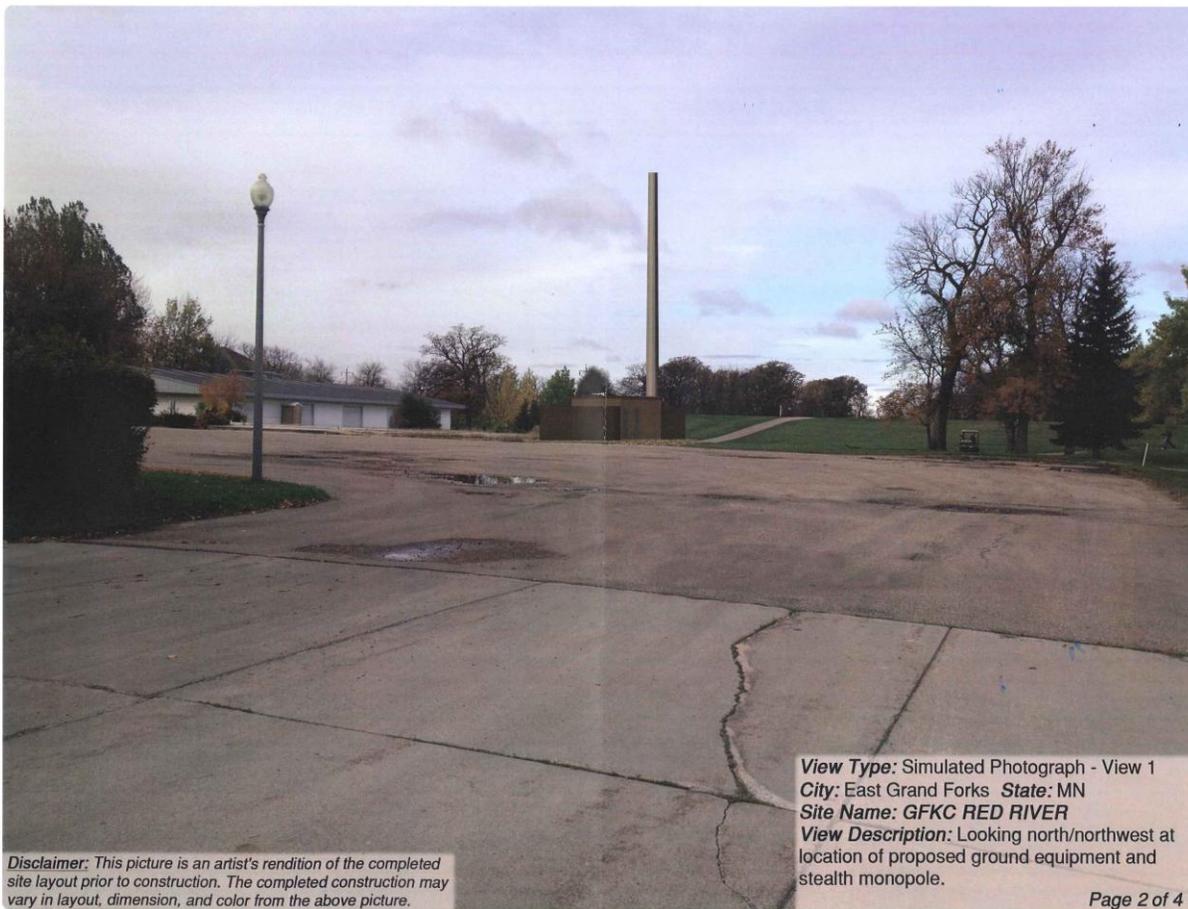
After two 60-day extension requests, we have come to the last days of the extensions. We have not received a formal request for a second site nor have we received the study information for the existing site. Consequently, the board must act on this application before the 120 day limit is due and it is automatically approved. As such, Planning staff with City Attorney's advice, recommends DENIAL of the SUP application due to insufficient information/paperwork needed to complete the application. Application will be denied because it is an incomplete application. (SEE attached October 9, 2014 minutes section regarding the incomplete application.)

**GENERAL INFORMATION:**

We have received an application from Verizon Wireless to construct a monopole cell tower and equipment shelter on Valley Golf Course property at the end of 21<sup>st</sup> St NW. A Special Use Permit is required to construct this tower in the R-1 district. Verizon is proposing to erect a 65' stealth monopole tower with an 11.5' X 29.5' equipment shelter. This facility will fill a void in wireless services caused by a lack of capacity to handle the increasing data usage of Verizon customers. The facility will be set back 200' from the nearest adjacent property. The tower has been designed to blend into the surrounding area like a flag pole.

**APPLICANTS/PROPERTY OWNERS:** Verizon Wireless, Applicant and Valley Golf Association, property owners

**REQUESTED ACTION:** Applicant is requesting approval of a Special Use Permit for a monopole cell tower and equipment shelter at the end of 21<sup>st</sup> St NW on the old club house site.



nd

Minutes from public hearing on October 9, 2015 for Cell Tower at old EGF club house site.

“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.”

## Megan Nelson

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**To:** Nancy Ellis  
**Subject:** RE: proposed cell tower

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**From:** Cathy Galstad [<mailto:cgalstad@egf.k12.mn.us>]  
**Sent:** Tuesday, March 10, 2015 8:07 AM  
**To:** Nancy Ellis  
**Cc:** [rcjgalstad@gmail.com](mailto:rcjgalstad@gmail.com)  
**Subject:** proposed cell tower

Good Morning Nancy,  
Thank you for the information. We continue to be opposed to the site of a cell tower at the old clubhouse site. It seems this is a way for Verizon to try to sneak in the backdoor. We are hoping the city will stand by its residents in opposing that original site. Again, due to our work schedule, we will be unable to attend the noon meeting, but will most likely be able to attend the 5:00 meeting on the 17th. Thank you again for keeping us informed. We appreciate your efforts on this matter.

Cathy A. Galstad

**RESOLUTION NO. 15 – 03 - 32**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BIDS FOR 2015 CITY PROJECT NO. 4 – POOL  
IMPROVEMENTS**

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

WHEREAS, the City Council has directed the EAPC to prepare plans and specifications for the improvement of 2015 City Project No. 4 – Pool Improvements;

WHEREAS, the EAPC has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
  
2. The City Administrator shall prepare and cause to be inserted in the official paper and in the *Grand Forks Herald and Construction Exchanges* 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 21, 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: March 17, 2015

Attest:

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 17<sup>th</sup> of March, 2015.

\_\_\_\_\_  
Mayor

**RESOLUTION NO. 15 – 03 – 33**

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 21084 for a total of \$353.02.

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 \$353.02 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 March 17, 2015.

*Voting Aye:*  
*Voting Nay:*  
*Abstain:*  
*Absent:*

The President declared the resolution passed.

Passed: March 17, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this March 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 3<sup>rd</sup> Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 21084 for a total of \$353.02.
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 March 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

User: lkatka  
 Printed: 3/11/2015 - 2:03 PM



## City of East Grand Forks

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

| Check | Date       | Vendor No | Vendor Name                         | Amount    | Voucher |
|-------|------------|-----------|-------------------------------------|-----------|---------|
| 21054 | 03/17/2015 | ACM001    | Acme Electric Companies             | 136.99    | 0       |
| 21055 | 03/17/2015 | ADV001    | Advanced Business Methods Inc       | 318.52    | 0       |
| 21056 | 03/17/2015 | AME002    | American Tire Service               | 830.00    | 0       |
| 21057 | 03/17/2015 | AME005    | Ameripride Linen & Apparel Services | 482.15    | 0       |
| 21058 | 03/17/2015 | AQU001    | Aqua Water Solutions                | 25.25     | 0       |
| 21059 | 03/17/2015 | ALT003    | Atlantic Safety Product             | 110.10    | 0       |
| 21060 | 03/17/2015 | BAL001    | Balco Uniforms Co Inc               | 1,544.99  | 0       |
| 21061 | 03/17/2015 | BER001    | Bert's Truck Equipment              | 21.17     | 0       |
| 21062 | 03/17/2015 | BOR001    | Border States Electric Supply       | 405.10    | 0       |
| 21063 | 03/17/2015 | BRA001    | Brady Martz & Associates            | 2,350.00  | 0       |
| 21064 | 03/17/2015 | BRI004    | Brians Flooring                     | 1,037.44  | 0       |
| 21065 | 03/17/2015 | BUR004    | Lisa Burlage                        | 575.00    | 0       |
| 21066 | 03/17/2015 | C&R001    | C&R Laundry & Cleaners              | 26.63     | 0       |
| 21067 | 03/17/2015 | CAN001    | Canon Financial Services            | 128.00    | 0       |
| 21068 | 03/17/2015 | CAR002    | Carquest Auto Parts                 | 235.10    | 0       |
| 21069 | 03/17/2015 | GFT003    | Donald Scott Cash                   | 2,853.90  | 0       |
| 21070 | 03/17/2015 | AIR003    | Corval Constructors                 | 5,212.00  | 0       |
| 21071 | 03/17/2015 | COU008    | Countrywide Sanitation Company      | 29,427.04 | 0       |
| 21072 | 03/17/2015 | CUS002    | Custom Stripes Inc                  | 50.00     | 0       |
| 21073 | 03/17/2015 | DAK006    | Dakota TV & Appliance               | 388.08    | 0       |
| 21074 | 03/17/2015 | DEL002    | Richard Delage                      | 1,800.00  | 0       |
| 21075 | 03/17/2015 | EAG001    | Eagle Electric                      | 270.00    | 0       |
| 21076 | 03/17/2015 | EXP003    | Explorer Post #38                   | 50.00     | 0       |
| 21077 | 03/17/2015 | EZL001    | EZ Locksmith                        | 48.00     | 0       |
| 21078 | 03/17/2015 | FER001    | Ferrellgas                          | 143.20    | 0       |
| 21079 | 03/17/2015 | G&K001    | G&K Services                        | 62.22     | 0       |
| 21080 | 03/17/2015 | GAL003    | Galstad Jensen & McCann PA          | 12,171.25 | 0       |
| 21081 | 03/17/2015 | GEO001    | George's Quick Printing             | 449.00    | 0       |
| 21082 | 03/17/2015 | GFC001    | GF City Utility Billing             | 13,185.95 | 0       |
| 21083 | 03/17/2015 | GFF001    | GF Fire Equipment                   | 23.00     | 0       |
| 21084 | 03/17/2015 | HAR001    | Hardware Hank                       | 353.02    | 0       |
| 21085 | 03/17/2015 | HEA001    | Heartland Paper                     | 57.44     | 0       |
| 21086 | 03/17/2015 | HUG001    | Hugo's                              | 210.70    | 0       |
| 21087 | 03/17/2015 | INT003    | Integra Telecom                     | 94.28     | 0       |
| 21088 | 03/17/2015 | J&G001    | J&G Landscaping Inc                 | 150.00    | 0       |
| 21089 | 03/17/2015 | JOH026    | Johnson Controls                    | 106.20    | 0       |
| 21090 | 03/17/2015 | KEI001    | Keith's Security World              | 193.78    | 0       |
| 21091 | 03/17/2015 | KEL001    | Kellermeyer Building Service        | 477.86    | 0       |
| 21092 | 03/17/2015 | KIE001    | Kiesler's Police Supply, Inc.       | 267.00    | 0       |
| 21093 | 03/17/2015 | KNU001    | Knutson Printing Company            | 277.85    | 0       |
| 21094 | 03/17/2015 | LIB001    | Liberty Business Systems            | 13.43     | 0       |
| 21095 | 03/17/2015 | LOV002    | Jason and Sarah Lovejoy             | 5,000.00  | 0       |
| 21096 | 03/17/2015 | M&W001    | M&W Services                        | 150.00    | 0       |
| 21097 | 03/17/2015 | MAR004    | Marco                               | 186.54    | 0       |
| 21098 | 03/17/2015 | MAR001    | Marco Inc                           | 252.17    | 0       |
| 21099 | 03/17/2015 | MEN001    | Menards                             | 95.61     | 0       |
| 21100 | 03/17/2015 | MPO001    | Metropolitan Planning Organization  | 5,001.84  | 0       |
| 21101 | 03/17/2015 | MID003    | Midcontinent Communications         | 70.00     | 0       |
| 21102 | 03/17/2015 | MNP003    | MN Pollution Control Agency         | 6,383.00  | 0       |
| 21103 | 03/17/2015 | MOT001    | Motion Industries Inc               | 146.95    | 0       |

| Check        | Date       | Vendor No | Vendor Name                       | Amount     | Voucher |
|--------------|------------|-----------|-----------------------------------|------------|---------|
| 21104        | 03/17/2015 | NEE001    | Susan Neegard                     | 5,000.00   | 0       |
| 21105        | 03/17/2015 | NEW001    | Newman Signs                      | 2,100.00   | 0       |
| 21106        | 03/17/2015 | NCC001    | Northern Cruz Club                | 150.00     | 0       |
| 21107        | 03/17/2015 | NOR004    | Northern Plumbing Supply          | 23.70      | 0       |
| 21108        | 03/17/2015 | NOR024    | Northland Yard Service            | 1,640.00   | 0       |
| 21109        | 03/17/2015 | PET001    | Peterson Veterinarian Clinic P.C. | 75.00      | 0       |
| 21110        | 03/17/2015 | PCR001    | Polk County Recorder              | 92.00      | 0       |
| 21111        | 03/17/2015 | PRA001    | Praxair Distribution              | 32.17      | 0       |
| 21112        | 03/17/2015 | PRE001    | Premium Waters Inc                | 28.40      | 0       |
| 21113        | 03/17/2015 | REL001    | Reliable Office Supplies          | 167.04     | 0       |
| 21114        | 03/17/2015 | ROT001    | Roto Rooter                       | 386.74     | 0       |
| 21115        | 03/17/2015 | STE001    | Stennes Granite                   | 325.00     | 0       |
| 21116        | 03/17/2015 | STE009    | Sterling Carpet One               | 2,682.50   | 0       |
| 21117        | 03/17/2015 | STO001    | Stone's Mobile Radio Inc          | 100.00     | 0       |
| 21118        | 03/17/2015 | SUN002    | Sun Dot Communications            | 89.99      | 0       |
| 21119        | 03/17/2015 | TRU001    | True Temp                         | 563.81     | 0       |
| 21120        | 03/17/2015 | USB004    | US Bank Equipment Finance         | 132.81     | 0       |
| 21121        | 03/17/2015 | USB002    | US Bank Trust N.A.                | 1,800.00   | 0       |
| 21122        | 03/17/2015 | USP003    | US Postal Service                 | 220.00     | 0       |
| 21123        | 03/17/2015 | VAL001    | Valley Petroleum Equipment        | 14.35      | 0       |
| 21124        | 03/17/2015 | VAL002    | Valley Truck                      | 19.02      | 0       |
| 21125        | 03/17/2015 | VER001    | Verizon Wireless                  | 175.05     | 0       |
| 21126        | 03/17/2015 | VIL001    | Vilandre Heating & A/C            | 43.00      | 0       |
| 21127        | 03/17/2015 | WAS001    | Waste Mgmt                        | 591.03     | 0       |
| 21128        | 03/17/2015 | WAT001    | Water & Light Department          | 38,058.44  | 0       |
| 21129        | 03/17/2015 | XER001    | Xerox Corporation                 | 149.21     | 0       |
|              |            |           |                                   | 148,507.01 |         |
| Check Total: |            |           |                                   |            |         |

# Accounts Payable

## Check Register Totals Only

User: lkatka  
Printed: 3/13/2015 - 11:10 AM



# City of East Grand Forks

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

| Check        | Date       | Vendor No | Vendor Name      | Amount      | Voucher |
|--------------|------------|-----------|------------------|-------------|---------|
| 21130        | 03/17/2015 | GRA008    | Grand Forks City | 26,225.00   | 0       |
|              |            |           |                  | <hr/> <hr/> |         |
| Check Total: |            |           |                  | 26,225.00   |         |
|              |            |           |                  | <hr/> <hr/> |         |