

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MARCH 17, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for March 17, 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, Henry Tweten, and Marc DeMers.

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

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.”

APPROVAL OF MINUTES:

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

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

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

Voting Nay: None.

Absent: Buckalew.

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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT 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.

Ms. Nelson stated the City Engineers were proposing to include the mill and overlay to the Cemetery, Lee's Place, and areas of the bike trails when bids are collected for this project. She added this portion would be paid for by the City and not assessed. Council member DeMers asked if these areas would be bid as alternatives. Mr. Bail stated they would be so the Council could decide if they would like to include either all or some of those projects. Council member Pokrzywinski asked where the funds would be coming from. Ms. Anderson explained part of the mill and overlay would come from the State Aid maintenance funds and the bike trails portion would be paid for by the Greenway Maintenance funds. Discussion followed about how more of the trail might be repaired since there are more funds available, how Lee's Place will be narrowed, and how funds from the \$250,000 will be set aside to make sure projects are funded before moving forward with other street repairs.

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

Voting Nay: None.

Absent: Buckalew.

5. Consider adopting Resolution 15-03-28 authorizing an update to the COSA and paying up to \$2500 for the update.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT 15-03-28 AUTHORIZING AN UPDATE TO THE COSA AND PAYING UP TO \$2500 FOR THE UPDATE.

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

Voting Nay: Vetter.

Absent: Buckalew.

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 5th Addition.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT 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 5TH ADDITION.

Council member Vetter stated there was around \$14,000 that the City is expected to cover and asked if this material would be used on the next project during the street construction so that project would be reduced by that amount. Mr. Bail said it would reduce the costs for the next project. Ms. Anderson added that the City portion for that project would be coming out of the \$250,000 street maintenance fund.

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

Voting Nay: None.

Absent: Buckalew.

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 – 5th Avenue NE with Widseth Smith Nolting covering the cost of the plans and specifications for this project.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-03-30 ORDERING IMPROVEMENTS AND THE PREPARATION OF PLANS AND SPECIFICATIONS FOR 2015 CITY PROJECT NO. 3 – SIDEWALK IMPROVEMENTS – 5TH AVENUE NE WITH WIDSETH SMITH NOLTING COVERING THE COST OF THE PLANS AND SPECIFICATIONS FOR THIS PROJECT.

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

Voting Nay: None.

Absent: Buckalew.

8. Consider adopting Resolution No. 15-03-31 authorizing the transfer of TIP funds to be used on 15CP3 – Sidewalk Improvements on 5th Avenue NE.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-03-31 AUTHORIZING THE TRANSFER OF TIP FUNDS TO BE USED ON 15CP3 – SIDEWALK IMPROVEMENTS ON 5TH AVENUE NE.

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

9. Consider approving an option either to allow or deny the rental of City property north of the lagoons.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE OPTION TWO ALLOWING MR. BARRETT TO FARM THE 5 TO 15 ACRES OF CITY OWNED LAND ONE YEAR AND CHARGE LAND RENT.

Mr. Stordahl explained how the property had been surveyed, how Mr. Barrett had been unknowingly farming 13 acres of City property, and how Mr. Barrett already had costs into the property. Mayor Stauss commented how it was better since the property was being taken care of and it wasn't all weeds. Discussion followed about how to move forward with this situation. Mr. Barrett stated the City property was not recognized on the FSA map. Mr. Galstad stated that a contract should be drawn up regarding the use of the property.

COUNCIL VICE-PRESIDENT GRASSEL RESCINDED HIS MOTION. COUNCIL MEMBER POKRZYWINSKI RESCINDED HIS SECOND TO THE MOTION.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE OPTION ONE ALLOWING MR. BARRETT TO FARM THE 5 TO 15 ACRES OF CITY OWNED LAND FOR ONE YEAR AT NO COST.

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

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.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE 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.

Council member Vetter asked for clarification and if a new process would have to be started if a new location was proposed. Ms. Ellis said yes and added how they are already reapplied so new process had already started and added how she hopes representatives from Valley Golf will be attending the meeting.

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

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.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-03-32 APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2015 CITY PROJECT NO. 4 – POOL IMPROVEMENTS.

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

Voting Nay: None.

Absent: Buckalew.

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.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT 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.

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

Voting Nay: None.

Absent: Buckalew.

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

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

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

Voting Nay: None.

Absent: Buckalew.

COUNCIL/STAFF REPORTS:

Mayor Stauss reviewed upcoming projects of the Civic Center renovation, the waste water treatment project, the pool renovation, and the street maintenance and how these costs are covered by the taxpayers. He mentioned possible future projects of having to replace the ice making plants in the arenas and Mr. Aker stated the estimated costs for the replacement costs. Mayor Stauss mentioned how there are possibly other projects that might be done, added how the school was talking about a referendum, and asked the Council how much they think can be put on the taxpayers for an increase in

taxes. He said it is getting to the point that in the near future the Council will not have any funds to spend on projects. He ended by saying he just wanted to bring this to their attention.

Council Member Pokrzywinski stated his response to the Mayor is that some projects should have been started a long time ago.

Council Member Tweten commented how there were things that should have been done a long time ago. He added how this would be the first time the community had to pay for a pool, how the City is a first class City and to stay that way maintenance has to be done. Mayor Stauss stated that the City is in part to blame because the pool property wasn't always taken care of properly and how the City had previously helped pay for a pool.

Council Vice-President Grassel congratulated the boys hockey team on winning another state tournament. He added Officer Gunderson came to the schools and based on first impressions Officer Gunderson was very good with the students and it looks like it will be a successful program.

Council President Olstad stated that everyone on the Council has the knowledge of what needs to be done and how it needs to be done, what would be best for the City, and what would be least expensive on taxes. He ended by saying the Council should be able to work through this with the help of the citizens of East Grand Forks.

Mr. Murphy wished everyone a Happy St. Patrick's Day.

Mr. Galstad stated he was requested to look into the annexation process for property on the north end and is looking for direction from the Council on how to move forward. Ms. Ellis requested to have a meeting with Mr. Galstad, Mr. Murphy, and either Council Representative on the EDA Board to meet with the property owner and review the possibility of annexing property by creating a tax service district. She explained how undeveloped land in a tax service district would remain at their current tax level but once the land became developed it would then be taxed at the City rate. Council President Olstad asked if the land in the tax service district that was not platted would still be tillable. Ms. Ellis said yes and explained that if the property within the tax service district is sold it would not have to go through the annexation process because streets and utilities are already incorporated in the plan for the tax service district. She added this would be a benefit to both the City and the property owner. Council Vice-President Grassel volunteered to be a part of the meeting.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE MARCH 17, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:35 P.M.

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

Voting Nay: None.

Absent: Buckalew.

David Murphy, City Administrator/Clerk-Treasurer