

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

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF QUORUM:

PLEDGE OF ALLEGIANCE:

SWEARING IN OF OFFICER MITCHELL MARTINSON:

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 April 21, 2015.
2. Consider approving the minutes of the “Special Council Meeting” for the East Grand Forks, Minnesota City Council of April 23, 2015.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 28, 2015.

SCHEDULED BID LETTINGS:

4. Consider adopting Resolution No. 15-05-49 approving the plans and specifications and ordering advertisement for bids for 2015 Assessment Job No. 3 – Street & Bike Path Improvements.

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

5. Consider approving a temporary liquor license application for the Eagles Club for a Chamber Event that will be held in the parking lot of Hugo’s #5 on June 18, 2015.
6. Consider adopting Resolution No. 15-05-50 approving and supporting a job shadowing program with the East Grand Forks Senior High School.

7. Consider approving the special event application for the East Side Rides Car Club show to be held on Wednesday evenings in May from 6:00pm until 8:30pm.

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS:
NONE**

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS: NONE

CLAIMS:

8. Consider adopting Resolution No. 15-05-51 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 21446 for a total of \$847.72 whereas Council Member Buckalew is personally interested financially in the contract.
9. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings:

- Work Session – May 12, 2015 – 5:00 PM – Training Room
- Regular Council Meeting – May 19, 2015 – 5:00 PM – Council Chambers
- Work Session – May 26, 2015 – 5:00 PM – Training Room
- Regular Council Meeting – June 2, 2015 – 5:00 PM – Council Chambers

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, APRIL 21, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for April 21, 2015 was called to order by Council President Mark Olstad at 5:01 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

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

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

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.”

Dale Carlson, 1033 10th Ave SE, asked the Council what it cost the citizens of East Grand Forks to hire an outside attorney in regard to the Boardwalk issue. Mr. Murphy stated that he didn't know it the amount but could get that information to him and would get his contact information after the meeting. Mr. Carlson said he didn't need the exact amount and added that had never been published in the paper. Mr. Murphy stated it was over \$10,000.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of April 7, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 14, 2015.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

3. Consider adopting Resolution No. 15-04-41 approving the increase in rent for the Blue Line Club for the months of April and September to \$6000 per month.
4. Consider approving the purchase of the TORO Groundsmaster 3280-D 2WD from MTI Distributing for the amount of \$16,690.68 for the Cemetery.
5. Consider adopting Resolution No. 15-04-43 approving the plans and specifications and ordering advertisement for bids for 2015 City Project No. 3 – Sidewalk Improvements.
6. Consider approving the Greenway Special Event Application to be used by the City for special events that would take place in the Greenway System.
7. Consider approving the promotion of Officer Greg Gahlon to the rank and position of Sergeant.
8. Consider approving the promotion of Officer AeiSSo Schrage to the rank of Sergeant.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE ITEMS THREE (3) THROUGH EIGHT (8).

Mr. Chip Shea stated he was President of the Blue Line Club and asked the Council for the reasoning for the increase in rent. He explained the Blue Line Club rents the arena to allow kids who are still participating in events to have a place to skate. He added the club originally asked the City to help with the costs but have since had made an agreement with the City for renting the arena. He said the Blue Line Club was just looking for a reasonable explanation. Mr. Aker came forward and explained the increase was to cover salaries, utilities, and supplies. Discussion followed about how much the costs for the arena have increased, that the increase would be affective for this month if approved, and that the Blue Line Club was not able to make changes to the rents for ice time. Council Vice-President Grassel asked to keep the rent at \$5000 for the month of April, review an itemized list of costs for running the arena for April, and then see if an increase is needed for September.

COUNCIL MEMBER TWETEN AMENDED THE MOTION TO ONLY APPROVE ITEMS FOUR (4) THROUGH EIGHT (8) WHICH WAS SECONDED BY COUNCIL MEMBER BUCKALEW.

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

Voting Nay: None.

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

- 9. Regular Meeting Minutes of the Planning Commission from February 12, 2015.
- 10. Regular Meeting Minutes of the Water, Light, Power, and Building Commission from March 19, 2015 and from April 2, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS:

- 11. Reconsider the adoption of Resolution No. 15-04-40 accepting donations for the East Grand Forks Flower Project.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-04-40 ACCEPTING DONATIONS FOR THE EAST GRAND FORKS FLOWER PROJECT.

Council member Pokrzywinski stated he asked to bring this back after a discussion with the Mayor. He stated there was considerable support for the flower project so as a goodwill gesture and a way to move forward he would be changing his vote to allow the City to accept donations for the flower project. He added the Council will hopefully be able to avoid budget issues this year, have the Mayor engage in budget discussions, and have a budget resolution reached that can be supported by the entire Council. Council member Vetter stated his concern was if expenses exceeded donations collected and how that difference was going to be covered. Mayor Stauss said the donations would cover the costs. He added that they are looking into hiring the employees to care for the flowers that would be able to take care of flower beds as well as the planters and pots this summer.

Council member Pokrzywinski commented how the City was only going to collect donations, not be responsible for any overages, and asked if it was proper or legal to pay employees using donated funds. Mayor Stauss stated that he would personally take care of any expenses that the donated funds do not cover so the Council and City would not be held responsible. Discussion followed regarding if staff was hired they would be taking care of all of the flower beds along with the planters and pots, that the resolution did not need to be amended because it did not indicate who would be caring for the flowers, and who will be taking care for the flowers will be discussed at the next work session.

Dale Helms, 613 2nd Ave NE, commented how the flowers could have been paid for with the funds spent in attorney's fees for this issue. He continued by saying the Council will miss the Mayor when he is done. He added how the Mayor collected about 95% of the donations because he knows how to do it. Mr. Helms said if the City didn't want to take this on the Heritage Foundation has agreed to, that they were already going to care for a flower bed, there are other groups interested in helping out, and that this would be a community project. He added how they will try to make the City as beautiful as possible.

Council member Vetter stated he was glad there were other organizations to take over the flowers if the City was not able to. He added that it was his hope when the flowers were taken out of the budget that other organizations and businesses would step up. He said this shows that they are taking pride in their community which is great and that is why he was going to be voting no.

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

Voting Nay: None.

NEW BUSINESS:

12. Consider adopting Resolution No. 15-04-44 accepting and awarding the bid for the Civic Center Improvements to Schmitz Builders Inc for the amount of \$634,500.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-04-44 ACCEPTING AND AWARDING THE BID FOR THE CIVIC CENTER IMPROVEMENTS TO SCHMITZ BUILDERS INC FOR THE AMOUNT OF \$634,500.

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

Voting Nay: None.

13. Consider adopting Resolution No. 15-04-45 authorizing Little Bangkok to install a sign indicating their designated parking space for their delivery service.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 15-04-45 AUTHORIZING LITTLE BANGKOK TO INSTALL A SIGN INDICATING THEIR DESIGNATED PARKING SPACE FOR THEIR DELIVERY SERVICE.

Council member DeMers commented that the sign that will be put up will not mean anything and people are still able to park there. Mr. Galstad stated this issue has been brought up a few times and he has not been able to find anything that would allow for private parking on public streets but that it could be done in a parking lot. He added the only time it could be allowed would be for a government official so that is why he is able to have signs up for his office since he is the City Attorney. He explained how the police officers use these parking spaces. He continued by stating he has expressed his opinion before about this issue and how they would be able to designate a parking space on the other side since it is considered a parking lot.

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

Voting Nay: Pokrzywinski and DeMers.

14. Consider adopting Resolution No. 15-04-46 declaring that the City of East Grand Forks acts as the legal sponsor for an application for the FY 2015/2016 funding to the State of Minnesota Department of Natural Resources for the trail maintenance of snowmobile trails managed by the Red River Snowmobile Club.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-04-46 DECLARING THAT THE

CITY OF EAST GRAND FORKS ACTS AS THE LEGAL SPONSOR FOR AN APPLICATION FOR THE FY 2015/2016 FUNDING TO THE STATE OF MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE TRAIL MAINTENANCE OF SNOWMOBILE TRAILS MANAGED BY THE RED RIVER SNOWMOBILE CLUB.

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

Voting Nay: None.

15. Consider awarding the job of the annual sewer cleaning.

Mr. Stordahl stated he had received more information and different quotes that answered some of the questions the Council had after reviewing the first set of estimates. He gave a breakdown of the quotes and how he recommended awarding this job to Veit for the amount of \$54,290.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO AWARD THE JOB OF THE ANNUAL SEWER CLEANING TO VEIT FOR THE AMOUNT OF \$54,290.

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

Voting Nay: None.

16. Consider adopting Resolution No. 15-04-47 authorizing the hiring of the 2015 temporary summer employees.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 15-04-47 AUTHORIZING THE HIRING OF THE 2015 TEMPORARY SUMMER EMPLOYEES.

Council member DeMers asked if these positions had been budgeted for. Mr. Murphy stated they were.

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

Voting Nay: None.

CLAIMS:

17. Consider adopting Resolution No. 15-04-48 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 21345 for a total of \$281.80 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-04-48 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 21345 FOR A TOTAL OF \$281.80 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.
Abstain: Buckalew.

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

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

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

COUNCIL/STAFF REPORTS:

Mr. Murphy reminded the Council that he was going to Wolf Ridge and be out of the office for the week.

Mr. Aker invited the Council to the Senior Center annual meeting. He asked that if they are going to attend to call and let the Senior Center know by 10:00am. He added the meeting would be starting at 12:00pm.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE APRIL 21, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:32 P.M.

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

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE SPECIAL
CITY COUNCIL MEETING
CITY OF EAST GRAND FORKS
THURSDAY, APRIL 23, 2015 – 5:00 PM**

CALL TO ORDER:

The Special Meeting of the East Grand Forks City Council for April 23, 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: Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; 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.

Guests Present representing the City of Grand Forks:

Todd Feland, City Administrator; Shawn Gaddie, Engineer; and Terry Bjerke, City Council member.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1. Presentation of the Cost of Service Agreement

Mr. Boppre reminded the Council they had authorized Grand Forks to update the COSA which was completed by AE2S. He said a presentation had been prepared to review the information which would cover an overview of the project, the methodology used for this process, the previous results, future rate considerations, and what the next steps would be. Mr. Boppre started reviewing a map showing where the new lift station would be constructed and where forcemain would connect in Grand Forks at lift 17. He explained the costs for this project and how East Grand Forks would have approximately 9.4 million in capital costs for this project. Council President Olstad asked if that amount included the decommissioning process for the ponds. Mr. Boppre stated it did not include what was needed to decommission the ponds. He then asked Mr. Gaddie to continue the presentation and told the Council to ask any questions while they were going through the process.

Mr. Gaddie informed the Council about the process that they have been going through, the sampling that would be required for the treatment, and how Grand Forks waste water staff would need to have some access to the lift station on the Minnesota side for sampling and metering. He explained the Council will see the \$1.2 million for the capital portion of the project for the Grand Forks side and how that would be a debt service that was included in the COSA. He then reviewed the methodology used for

determining the Cost of Service Agreement which included looking at the current system and how it is affected by the addition of waste water from East Grand Forks. Mr. Gaddie then explained how they look at functionalization, classification, and allocation to determine the COSA process. He said they look at what is happening, how the function needs to be classified, and where it needs to be allocated to. He stated how it is through this that they are able to get the breakdown of figures for the COSA, went over an example, and then reviewed numbers from the previous COSA. He stated how the budget adjustments would be for more chemicals, electricity, and new forcemain debt service and reviewed the costs for East Grand Forks which totaled \$166,884.

Mr. Gaddie continued by reviewed the functionalization of the system and how East Grand Forks would only be using one lift station, a small portion of forcemain, what was needed for treatment, and how these items were used to determined the figures in the COSA. He also reviewed the administrative costs. He moved on to allocation criteria regarding customer, collection, pumping for both fixed and variable, and treatment of both fixed and variable costs and the percentages that East Grand Forks would pay for. Mr. Gaddie stated that after looking at all of the figures East Grand Forks would be pay for approximately 5% of the budget or approximately \$516,000 for total cost of service in 2015. He added how the percentage had gone down since the amount coming from East Grand Forks had remained the same and there was growth in Grand Forks. He said there was a \$26,000 difference between the estimate from 2013 to 2015. He then asked if there were any questions. There were none at this time.

Mr. Gaddie continued on with the presentation regarding the future and other rate considerations. He said how the Cost of Service Agreement was based on 2015 costs and needs of the City. He added how things could change with growth in the City or if there is a large user that moves into the City. Mr. Gaddie stated how there is current debt service and reviewed how that will affect costs over the years. He then brought up reserved capacity for the case that if East Grand Forks grows or has a large user move into town. He said it was not currently included but it is something that could be added if the Council would like to make sure there is enough capacity for East Grand Forks. Mr. Gaddie commented how Grand Forks was working very hard to secure the North Plains Nitrogen Fertilizer plant. He stated how they would be using a significant amount of gray water from the Grand Forks waste water facility. He said the project is not a sure thing but if it moved forward the plant was looking at purchasing about 5.5 million gallons per day which Grand Forks produces approximately seven million gallons per day. He said it was excise but there was a slight short fall on a peak basis. He continued on a number of improvements are needed which is beginning to put together and how this would be a net benefit but it still hasn't been determined yet.

Mr. Gaddie reviewed the existing debt service for Grand Forks and how there will be some projects that will be paid off. He stated approximately half of the treatment budget is related to the debt of the treatment plant. He said there was capacity for further improvements which include a biosolids facility. The cost is 15.2 million dollars for the facility and he described what the facility would do. He continued reviewing other projects that are included on the capital improvement plan and how things could change if the fertilizer plant is built. He went over the debt service and how it will remain relatively consistent over the next few years. He said there were more detailed slides if anyone wanted to see them and then opened it up for questions.

Mr. Boppre said he did misspeak and how the numbers provided earlier did include the decommissioning of the ponds. He added that it was the mechanical plant numbers that did not include the decommissioning numbers. Council President Olstad asked Mr. Gaddie to elaborate on the future capital improvement needs and if the amount that East Grand Forks would have to pay was already included in the COSA. Mr. Gaddie said biosolids facility project that needs to be done based on the amount of solids that are received which would increase with East Grand Forks. He reviewed fixed and

variable treatment of biosolids. He said East Grand Forks would pay approximately 5% of that. Council President Olstad asked if that amount was included in the COSA. Mr. Gaddie stated Grand Forks did not have costs for that project at this time so it was not included in the COSA. He added that it was a planned improvement and with debt service being paid off from the treatment plant there wouldn't be much of a difference. Mr. Boppre said the numbers from 2011 costs were significantly higher for that. Mr. Gaddie said they are still refining the numbers for these projects.

Council member DeMers asked if there was a place holder included in the COSA for that project or not since there was a \$600,000 place holder in the 2011 COSA. Mr. Gaddie explained that there had been a reserve that was included but that was not included in the 2015 budget. Council member DeMers asked if the current debt service is already functionalized, classified, and allocated for East Grand Forks. Mr. Gaddie explained that it was. Discussion followed about how allocations would be spread across both cities and how those numbers more than likely wouldn't change much unless reserve capacity is included.

Council member Buckalew asked Mr. Gaddie about the plant and if depreciation is included and if funds are being set aside. Mr. Gaddie said \$100,000 had been set aside this year and they are planning to spend approximately \$300,000 annually for renewal and replacement projects to the facility. He commented on things don't last, that was taken that under consideration, and that those numbers have been included in the budget. Council member Buckalew asked how that would be allocated to East Grand Forks. Mr. Gaddie explained it would come back in the fixed percentages. Council member Buckalew asked if the state of North Dakota was able to help with the project if East Grand Forks would be just have the net amount allocated to East Grand Forks. Mr. Gaddie pointed out that the COSA was done on cash basis and if there was a grant that would pay for a project then no cash would be needed. He also explained there were other kinds of COSAs and how some are based on utilities.

Council member Pokrzywinski said the design anticipates normal growth and asked how long it would be before the City would need additional capacity under normal circumstances. Mr. Boppre stated MPCA requires a 20 design and based on the City's population, BOD, TSS, and all of the other things the capacity needed would end up being 1.8 million gallons. Mr. Boppre said that the City has reduced the amount of flow in the last four years, that potentially the costs would be lower since the flow is lower but that there could be growth or an industrial user that comes to town which again could change the flow. Council member Pokrzywinski asked about the option for reserved capacity and how there are concerns that additional growth or users may be blocked. He asked how much more that would cost and what that would entail. Mr. Gaddie stated the capacity of the plant is there, allocating more capacity would need to be determined and the percentage would be adjusted accordingly. Council member Pokrzywinski asked if an industrial user came to town and would increase the capacity how would that need to be addressed. Mr. Gaddie stated that allocating reserved capacity now would be the best to allow the City to say yes much quicker. Council member Pokrzywinski asked to have estimates on that if he could. Mr. Boppre said a number would need to be picked by the Council so they could run the numbers and give an estimate. He added it had been discussed to have the COSA would be looked at every two years so everyone was on the same page. Mr. Gaddie stated that would happen to protect both sides with things changing.

Mr. Feland stated that it would be best to build in capacity now and then see what Grand Forks would like for a reserve. He added how it would be good to have that conversation now. He explained that residents and commercial users are currently paying for the reserve and some of that will need to be maintained. He stated that if both sides are serious enough about this to start working out some of the details because it is hard to amend agreements once done and to include as much into the agreements as

possible.

Council member Buckalew asked about the fertilizer plant possibility, how there currently aren't any numbers but it could be significant. Mr. Feland said whatever good that happens everyone on the system would share the benefits and how East Grand Forks would get 5% of what happens. He added he knows there are concerns, they don't want to raise rates, and that they have to take many things have to be taken under consideration before rates are changed.

Mr. Murphy asked about the top two users which make up approximately 35% of the daily flow. Mr. Feland stated that Simplot makes up about 25-30% of the flow and strength. He added there are other large users but Simplot was the largest industrial user and that East Grand Forks would be the second largest user. Council member DeMers asked if the IPP is a standard plan or if they are customized to each user. Mr. Feland explained that each IPP is customized to each user, what that includes, and how they are reviewed annually. Council member DeMers asked if that was factored into the COSA or if that was separate. Mr. Feland stated that cost was included in the COSA.

Council member Vetter asked about the current debt service and if East Grand Forks would be paying a share of that. Mr. Gaddie stated that was correct and East Grand Forks would be paying for 5% of the debt service. He added that they would not be changing based on the methodology used so if something needed to be done on the lift station or forcemain East Grand Forks would only pay the 5%. Council member Vetter said based on the figures that East Grand Forks may be paying for pump station on the south end of town even if it is a small percentage. Mr. Gaddie stated the dollars collected from East Grand Forks would go into the fund that would take care of the system. He said another way to do this is only charge incrementally and future improvements made to lift 17 could negatively benefit East Grand Forks. Council member Vetter asked why East Grand Forks was paying \$80,000 in debt service. Mr. Gaddie stated that amount being question was the forcemain which only East Grand Forks would be using. Council member Vetter commented that it can't be both ways so either only charge East Grand Forks for what they are using or put it all together and East Grand Forks would pay their percentage. Mr. Gaddie stated that could be done and if improvements were done to the forcemain or lift station 17 East Grand Forks would have more downside.

Mr. Feland said that he saw that has part of the project and that amount should be included in the project costs. He said that no one else will be using that pipe other than East Grand Forks. He stated they didn't know if East Grand Forks was going to include it in the overall project costs but the details would need to be worked out. Council member Vetter said that projects on the south end that wouldn't have anything to do with East Grand Forks so they shouldn't have to pay for those projects. Mr. Feland said that could be done but this was a fair way to look at allocation costs over the next 100 years.

Council member Tweten said there is existing debt service and asked for the total. Mr. Feland said it was between three and four million for both principal and interest. Council member Tweten said if the total debt service was totaled so East Grand Forks would be picking up a considerable amount of that, he commented on a possible expansion, and asked to have totals. Mr. Gaddie stated the totals could be given but the COSA was based on an annual cost basis. Council member Tweten asked when the treatment plant was built. Mr. Feland explained it went into service around 2003. Council member Tweten asked if it had been modified. Mr. Feland stated improvements had been done. Council member Tweten asked if they had future plans for the lagoons. Mr. Feland explained they are looking into the future of the waste water treatment system, that they will always have lagoons of some size, if the fertilizer plant does not get built they will still use lagoons for treatment, and there is a possibility of going to direct discharge. He said they should know lots more this summer when questions are answered.

Council member Buckalew thanked everyone for the work they have done on this and hopefully a decision is made shortly. Council President Olstad stated he echoed Council member Buckalew's comments.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE APRIL 23, 2015 SPECIAL COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:15 P.M.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, APRIL 28, 2015 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for April 28, 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; 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; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1. Request to File Plans & Specs for 15AJ3 Seal Coat & Mill & Overlay – Steve Emery

Mr. Emery stated he would be asking for approval to file the plans and specifications for the street and bike path improvements. He reviewed the areas that would be including in the bidding process which included streets, parts of the bike path, and cemetery since the bids for that project because it came in very high last fall. He explained portions of the project were going to be assessed and other portions were going to be taken care of by City funds. Mr. Stordahl commented that staff may be contacting the DNR to see if they would help pay for the portion of the bike path that was located on DNR property.

Council Vice-President Grassel asked where things were at with the DNR. Mayor Stauss commented that the City had five options regarding how the campground would be run. He added that he had recently spoken with Senator Stumpf and how a solution was being worked on. Discussion followed about how the Council will proceed with the bike path improvements and that the DNR will be asked if they would help pay for the portion of the project that is located on their property. Council member DeMers asked how the bike path areas were picked as a priority. Mr. Emery stated they received direction from Mr. Aker. Council member DeMers asked that the bike paths are included along with the pavement management so repairs are done every year. Mr. Stordahl commented they had tried to identify areas and set priorities.

Council member Vetter asked why the proposed asphalt overlay in the Industrial Park was not going to be assessed. Mr. Emery explained that part of the project was recently brought forward and hadn't

gone through the assessment process which is required if something is going to be assessed. Discussion followed about who could have been assessed for the asphalt overlay in the Industrial Park, how this is a temporary fix to keep the road open, and that there is no guarantee on how long the asphalt overlay would last because of the wet conditions as well as truck traffic on the road.

Council member Pokrzywinski asked what percentage of the bike trail would be repaired with this proposed project. Mr. Emery stated he wasn't sure but that it was a small percentage. Council member Buckalew asked if legacy funds could be used to pay for the bike trails. Mr. Aker said he would be finding out on May 12th. Council member Buckalew then asked if the road in the Industrial Park should be replaced with gravel until it could be replaced. Mr. Stordahl explained he had looked into that but it wouldn't be a good idea due to the wet conditions and truck traffic. He added how it would be better to try and seal it with an overlay for right now. Council member Tweten asked what percentage the state aid streets were going to be assessed. Mr. Emery explained the current policy states properties are assessed 30% for a reconstruction of a road and that this is road maintenance so they are assessing 100% of the costs. Council member DeMers asked what funding was going to be used for the Industrial Park asphalt overlay. Mr. Stordahl stated that would be paid for out of the street maintenance funds.

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

2. Lee's Place Discussion – Jason Stordahl

Mr. Stordahl informed the Council that 32 surveys had been sent out, 21 were sent back in, and 19 of the property owners would like to keep Lee's Place open. He stated Council would need to give direction on how to move forward. He reviewed they could contract out the work to remove the asphalt and replace it with crush concrete for approximately \$16,500 or Public Works staff could handle the removal of the asphalt and haul in the crush concrete for less than \$3000. Mr. Stordahl mentioned the other option that was looked at last year which included removing the asphalt and replacing it with concrete paving for \$62,000. He asked again which direction the Council would like to move forward with. Council member Tweten stated Lee's Place should have been repaired long ago, it was important to have a good surface, and not fixing this could depreciate property values. Council Vice-President Grassel asked if Public Works had the equipment to do this job. Mr. Stordahl stated they did. Council member DeMers commented he would support having staff complete this project. Council member Vetter asked that this project be taking out of the bidding process for 15AJ3. Mr. Emery stated it would. Mr. Stordahl stated he had the direction he needed.

3. Job Shadowing Pilot Program – Mark Olstad

Council President Olstad told the Council that both he and Mr. Gorte had been working with Mr. Loer and Ms. Larson from the East Grand Forks Senior High on a job shadowing program. He explained there were discussions about how there had been a job shadowing program, that there is interest in bringing it back, and they were trying to determine if the students were interested. He said they are going to start a pilot program which may be expanded in the future. Council President Olstad added that there is a possibility in a couple years for the Chamber to expand the job shadowing program with the college to include the high school. He commented the benefits for doing this would be working with the high school and showing the students the opportunities they have for working right here in East Grand Forks in the future. Council member Tweten said this was a good idea and asked to include Sacred Heart. Council President Olstad said Sacred Heart already has a program in place.

Discussion followed about how this program would be for juniors and seniors and how this could help them make decisions about their future.

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

4. Request to Amend Noise Ordinance – Megan Nelson

Ms. Nelson explained the Heritage Foundation had asked the City about what they would need to do to hold a dance. She said how currently there is nothing in the ordinances that would allow for something like a conditional use permit extending the quiet hours for a public event. She added how the dance ordinance allows for dances to take place until 1:00am but nothing about being exempt from quiet hours. Mr. Galstad stated he did not agree with that. He said the dance ordinance allowing a dance until 1:00am would override the noise ordinance. He added this would be the same when the City has allowed construction work to begin before 7:00am and that the Council may want to review the noise ordinance. Ms. Nelson stated that the Block Party Permit does not exempt people from the noise ordinance and states that quiet hours start at 10:00pm. Discussion followed about supporting Heritage Day dance, that the dance will be taking place on their property, and how there can be an amendment to the noise ordinance stating a dance permit would be an exception and allow quiet hours to begin at 1:00am.

5. Discussion on a Proposed Event – Megan Nelson

Ms. Nelson explained that she had been contacted by Mr. Tim Sproul about a time trial cycling event. She stated the 10K event would start by the Frisbee golf course, go down Bygland Road, turn around close to Highway 220, and return back to the Frisbee golf course area. She informed the Council that during this event the roads would be open; the cyclists would be following traffic laws, they may be required to wear very bright colors or high visibility clothing, and how this event would need to be highly publicized so residents are aware of what was going on.

Mr. Sproul stated other routes were looked at but Bygland Road was chosen because the speed limit is close to how fast the cyclists would be going and the road is very wide. He said the turnaround would be approximately 300 feet from Highway 220, caution signs would be posted on Highway 220 notifying drivers about the time trials, and there would be a corner marshal located at the turnaround. He explained they were looking at conducting this event on four different dates, two being in June and two being in July. Ms. Nelson added they would be taking place on Thursday evenings beginning at 6:30pm. Mr. Sproul also explained how there would be a separate 5K route for 12 and under on the greenway trail. Discussion followed about the application process, to consider some traffic control, and how the parking lot at the VFW could be used for overflow parking.

6. Discussion on Flower Project – Mark Olstad

Council President Olstad stated that the Heritage Foundation will be taking care of the funds for the flower project. He added that Northland Yard Service will be putting in a quote for caring for the flowers this summer. Mayor Stauss stated that \$25,345 had already been raised and that he expected more funds to be coming in. Mr. Galstad stated he had sent out the memo to the Council and that he was sorry for any confusion. Council member Buckalew asked that the flowers at the memorial are included on the list to be watered. Mayor Stauss said they would be.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE APRIL 28, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:57 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

Request for Council Action

Date April 30, 2015 (Revised)

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. 3 – Street & Bikepath Improvements

Background:

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

The project will be broke down into separate proposal so the City can choose which project they would like to complete. The proposal and estimated cost per proposal is as follows:

Proposal 1 – Mill and Overlay (City Streets):	\$393,060.00
Proposal 2 – Seal Coat (City Streets):	\$141,134.00
Proposal 3 – Mill & Overlay (Cemetery):	\$186,175.00
Proposal 4 – Bike trail (North Ped Bridge):	\$ 5,500.00
Proposal 5 – Bike trail (River Heights Park):	\$ 42,283.00
Proposal 6 – Bike Trail (West of RR Cmpgrd):	\$ 45,198.00
Proposal 7 – Frontage Road (Industrial Park)	<u>\$ 32,000.00</u>
Estimated Construction Cost:	\$845,350.00

Proposal No. 8 was added at the request of Jason Stordahl. This is for a 2" overlay on approximately 400 Linear feet of the frontage road in the Industrial park. Jason had received quotes for this work but felt that if this work was included as part of a larger overall project prices may be better.

The proposed costs for proposal 1 & 2 was what was included in the Report of Feasiblilty and used for numbers during the public hearing. However, due to the current bidding environment it is feasible that these dollar amounts could increase. The remaining proposals utilized an average of the bid amounts from last year.

The following is the proposed budget for the project:

PROPOSED BUDGET

	<u>2015 AJ #3</u>
Construction	\$845,350.00
Plans / Specifications	\$67,628.00
Staking / Inspection	\$42,267.50
Assessment Roll	\$ 5,341.94
Contingencies	\$59,174.50
Administration / Legal	<u>\$25,360.50</u>
TOTAL PROJECT COST	\$1,045,122.44

PROPOSED FUNDING

	<u>2015 AJ#3</u>
City / Assessments	\$662,400.56 (Proposals 1 & 2)
City	<u>\$382,721.88</u> (Proposals 3-7)
TOTAL PROJECT COST	\$1,045,122.44

Recommendation:

File plans / specifications, advertise and set bid date.

Enclosures: Plans / Specifications will be filed at the Tuesday, May 5, 2015, City Council Meeting

RESOLUTION NO. 15 – 05 - 49

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR 2015 ASSESSMENT JOB NO. 3 – STREET & BIKE
PATH IMPROVEMENTS**

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

WHEREAS, the City Council has directed the City Engineers to prepare plans and specifications for the improvement of 2015 Assessment Job No. 3 – Street & Bike Path Improvements;

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 June 16, 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: May 5, 2015

Attest:

City Administrator

President of Council

I hereby approve the foregoing resolution this 5th of May, 2015.

Mayor



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street Suite 133, St. Paul MN 55101-5133
 (651) 215-6209 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



**APPLICATION AND PERMIT
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <u>FRATERNAL ORDER OF EAGLES 350</u>	DATE ORGANIZED <u>4/4/1903</u>	TAX EXEMPT NUMBER <u>8080220</u>	
STREET ADDRESS <u>227 10th St NW</u>	CITY <u>EAST GRAND FORKS</u>	STATE <u>MN</u>	ZIP CODE <u>56721</u>
NAME OF PERSON MAKING APPLICATION <u>MICHAEL L. MELBY</u>	BUSINESS PHONE <u>(218) 773-2418</u>	HOME PHONE <u>(218) 779-9524</u>	
DATES LIQUOR WILL BE SOLD <u>6/18/2015</u>	TYPE OF ORGANIZATION <input checked="" type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <u>MICHAEL L. MELBY</u>	ADDRESS <u>1720 5th AVE NE APT D-2 EAST GRAND FORKS, MN 56721</u>		
ORGANIZATION OFFICER'S NAME <u>BETH R. MELBY</u>	ADDRESS <u>1720 5th AVE NE APT D-2 EAST GRAND FORKS, MN 56721</u>		
ORGANIZATION OFFICER'S NAME <u>DEAN KNUTSON</u>	ADDRESS <u>2500 14th AVE S #10 GRAND FORKS, ND 58201</u>		
Location license will be used. If an outdoor area, describe <u>In the Hugo's Family Market place Parking Lot under a tent.</u>			
<u>306 14th St. NE EAST GRAND FORKS, MN 56721</u>			
Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service. <u>NO</u>			
Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage. <u>Insure Forward Illinois CASUALTY Co. ONE Million</u>			
APPROVAL			
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT			
CITY/COUNTY <u>East Grand Forks</u>	DATE APPROVED _____		
CITY FEE AMOUNT <u>\$100</u>	LICENSE DATES _____		
DATE FEE PAID <u>4/23/15</u>	_____		
SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____		APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____	

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event

Request for Council Action

Date: 4/23/15

To: East Grand Forks City Council 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.

Cc: File

From: Mark Olstad, Council President

RE: Job Shadowing Pilot Program

I have been working with the East Grand Forks Senior High along with Paul Gorte.

Our goal is to set up a program for the Seniors and Juniors for Job Shadowing. The School currently does not offer this to their students

A little background, I approached the School last year to discuss this after a round table meeting held at the school. Teachers, parents and businesses in town discussed the need for this and wanted to see how this could be accomplished.

I believe this is a great way to have the students look at what the businesses in town have to offer for a career. We also hope that we can show them that East Grand Forks is a great place to live and raise a family, instead of moving away. Thus, keep our city growing.

During our discussions it was decided that this year we should look at a pilot program to gauge the interest in the program.

Within the discussion, Paul Gorte talked about utilizing the City of East Grand Forks. Below you will see what the departments indicated they could do. Currently some of the departments take part in those program through other schools in the area.

Our request is to allow this pilot program to take place on May 13, 2015.

David Murphy, City Manager 1

Karla Anderson, Finance 1

Dave Aker, Parks & Rec 2

Mike Hedlund, Police 1

Gary Larson, Fire 2

Charlotte Helgeson, Library 2

Jason Stordahl, Public Works 2

Paul Gorte, Economic Development 1

Nancy Ellis, Planning 1

Dan Boyce, Power & Light/IT 2

Karen Lukasz, Housing 1

Earl Haugen, MPO 2

WSN: 1 or 2

RESOLUTION NO. 15 – 05 – 50

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

WHEREAS, the City of East Grand Forks and the East Grand Forks Senior High have started working together to establish a job shadowing program for high school students;

WHEREAS, students in 11th and 12th grades would be eligible to participate in the program;

WHEREAS, the program will start with students job shadowing in the departments at the City and may expand over time with the continued success of the program;

WHEREAS, the City Council acknowledges the importance of programs like this to help the students make choices for their future as well as showing them what is available to them in their hometown;

NOW, THEREFORE, BE IT RESOLVED that the City Council of East Grand Forks, Minnesota approves and supports the job shadowing program with the East Grand Forks Senior High School.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: May 5, 2015

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 5th of May, 2015.

Mayor



City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

7

APPLICATION FOR SPECIAL EVENT

License Fee: N/A

Organization Information			
<u>EAST SIDE RIDES CAR CLUB</u>		<u>701-330-0526</u>	
Organization Name		Organization Phone Number	
<u>2543 ST. ANDREWS DR NW</u>		<u>EGF</u>	<u>MN 56721</u>
Organization Address		City	State Zip

Applicant Information			
<u>CITROD FROST</u>		<u>" "</u>	
Applicant Name		Applicant Phone Number	
<u>" "</u>		<u>" "</u>	<u>" "</u>
Applicant Address		City	State Zip

Special Event Information		
<u>5/6, 5/13, 5/20, 5/27</u>	<u>6 PM</u>	<u>8:30 PM</u>
Date of Event	Start Time	End Time
<u>WEEKLY CAR SHOW</u>		
Explanation of Event		
<u>PUBLIC PARKING; OFF WEST SIDE OF DEMERS ON WEST SIDE OF DYKE</u>		
Route/Area of Event (include map)		
<u>PARKING RESERVED FOR CLASSIC CARS</u>		
Special Requests (Staff, Road Closures, Etc)		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Citrod Frost
Signature of Applicant

4/21/2015
Date

CITROD R FROST
Print Name

CLUB PRESIDENT
Title

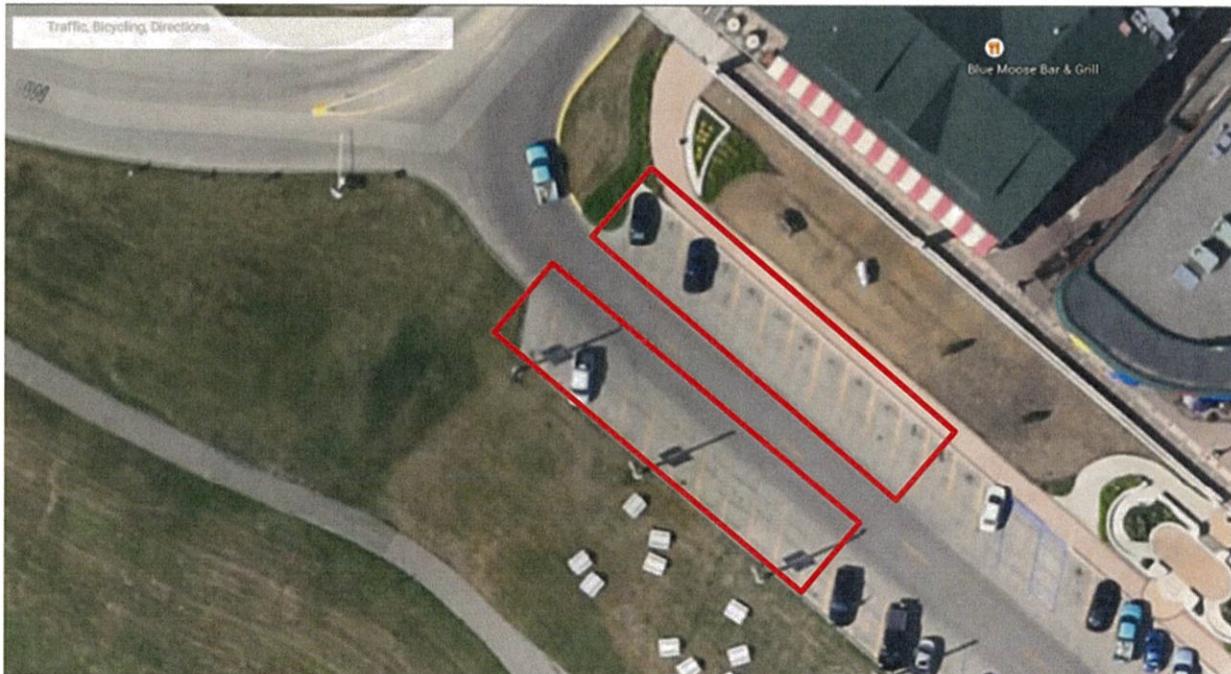
**East Side Rides Car Club Weekly Show Proposal
to the City of East Grand Forks
4/2/2015**

Purpose: The East Side Rides Car Club would like to have a weekly car show in the back lot of the Blue Moose nearest their summer decks. The City of Grand Forks has two such weekly showings at the Culver's parking lot (Tuesdays) and the El Roco parking lot (Thursdays) and our car club would like to initiate the same type of set up in the EGF boardwalk area. The club would be able to show the cars to the public and enjoy the amenities and businesses of the EGF business district and the businesses would enjoy more traffic due to the showing of these classic automobiles during mid-week. The show is free of charge and members will supply the vehicles for the weekly showing. The East Side Car Club reserves the right to petition for new membership during this event and minimal club advertising will be utilized (Flyers or side walk removable signs).

Main Club Contact: Chad Frost, Club President ph. (701-330-0526)

Request: The city, or our car club under city direction, sections off, free of charge, 20 parking spots per the map below every Wednesday from 6:00PM to 8:30PM for the show. The first show is planned for Wednesday, May 6th and the shows will end on September 9th, 2015.

Partnerships: 1) We have had preliminary discussions with the Blue Moose and they are willing to advertise about these events and directed us to clear up the parking request with the city before we could discuss further with them on how to market the event. 2) The City would partner with us to increase traffic for the downtown business area and campgrounds during the middle of the week in the summer and it would provide the benefit of a safe location for the Club members, who are primarily EGF residents, to show their vehicles and interact with other like collectors in the community.



City of East Grand Forks
Application for Special Event

Internal Use Only

The following items need to be completed and/or attached in order for the application to be processed:

*Application fee paid in full: yes no n/a
Payment Type: cash check # _____ Receipt # _____

*Application completed in full and signed: yes no

*Map of route is provided: yes no

*Copy of voluntary waiver of liability agreement for participants: yes no n/a

*Event Sponsor – Release & Indemnification Agreement: yes no

*Liability Insurance: yes no

*MnDot (if applicable): approved denied n/a

*Appropriate Staff: approved denied n/a

Notes: _____

Staff Signature: _____ Date: _____

*Council Approval ___/___/___ approved denied

Notes: _____

City Administrator Signature: _____ Date: _____

*License Number _____

**-EVENT SPONSOR-
RELEASE AND INDEMNIFICATION AGREEMENT
CITY OF EAST GRAND FORKS, MINNESOTA**

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT
SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on the City of East Grand Forks' property:

CLASSIC CAR SHOW / RESERVED PARKING

Special Events Holder hereby acknowledges, represents, and agrees as follows:

A. We understand that the above described activities are or may be dangerous and do or may involve risks or injury, loss, or damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

(Special Events Holder initials here) CRF

B. If required by this paragraph, we agree to require each participant in our special event to execute a **RELEASE AND INDEMNIFICATION AGREEMENT** for ourselves and for the City of East Grand Forks, on a form approved by the City of East Grand Forks.

Participant Release and Indemnification required? YES ___ NO X

(Special Events Holder initials here) CRF

C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of East Grand Forks, for the duration of the above described activities.

(Special Events Holder initials here) CRF

City of East Grand Forks
Application for Special Event

D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or any related third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) CRF

E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) CRF

F. We further agree to defend, indemnify and hold harmless the City of East Grand Forks, its officers, employees, insurers, and self insurance pool, from and against all liability, claims, and demands, court costs and attorneys fees, including those arising from any third party claim asserted against the City of East Grand Forks, its officers, employees, insurers or self insurance pool, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property damage or loss, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above described activities, whether or not caused by our act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) CRF

G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of the City of East Grand Forks, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Special Events Holder initials here) CRF

H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

(Special Events Holder initials here) CRF

I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

(Special Events Holder initials here) CRF

IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

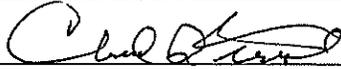
PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

CHAD R FROST, CLUBS PRESIDENT

City of East Grand Forks
Application for Special Event

Name AR CITRO R FROST

Title EAST SIDE RIDES CTR CLUB PRESIDENT

Signature 

Date 4/21/2015

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS
HOLDER:**

Name _____

Title _____

Signature _____

Date _____

RESOLUTION NO. 15 – 05 – 51

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 21446 for a total of \$847.72.

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 \$847.72 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 May 5, 2015.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: May 5, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this May 5, 2015.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

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

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

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 21446 for a total of \$847.72.
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 May 5, 2015.

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

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

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only



City of East Grand Forks

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

User: lkatka
 Printed: 5/1/2015 - 12:16 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21394	05/05/2015	3DS001	3D Specialties	699.08	0
21395	05/05/2015	ACM001	Acme Electric Companies	242.64	0
21396	05/05/2015	ADV001	Advanced Business Methods Inc	1,096.68	0
21397	05/05/2015	ALB001	Albrecht Manufacturing	729.00	0
21398	05/05/2015	ALT001	Altru Health System	385.50	0
21399	05/05/2015	AMA001	Amazon.com	67.01	0
21400	05/05/2015	AME002	American Tire Service	608.86	0
21401	05/05/2015	AME005	Ameripride Linen & Apparel Services	397.99	0
21402	05/05/2015	AQU001	Aqua Water Solutions	65.45	0
21403	05/05/2015	BAK001	Baker & Taylor Co	2,457.35	0
21404	05/05/2015	BAT001	Batteries Plus	135.80	0
21405	05/05/2015	BOR001	Border States Electric Supply	281.32	0
21406	05/05/2015	BRA001	Brady Martz & Associates	12,500.00	0
21407	05/05/2015	BRI004	Brians Flooring	2,056.00	0
21408	05/05/2015	BRO002	Brodart Co	401.18	0
21409	05/05/2015	BCA003	Bureau of Crim Apprehension	1,530.00	0
21410	05/05/2015	CAR004	Cariveau Concrete Construction Inc	1,296.00	0
21411	05/05/2015	CAR002	Carquest Auto Parts	131.88	0
21412	05/05/2015	GFT003	Donald Scott Cash	3,292.20	0
21413	05/05/2015	CED001	Cedar Rapids Tire	809.52	0
21414	05/05/2015	CHE006	Cherry Lake Publishing	11.99	0
21415	05/05/2015	CHI002	Chief Supply	378.49	0
21416	05/05/2015	MOO006	City of Moorhead	200.00	0
21417	05/05/2015	CLA001	Claitor's Law Book & Publishers	45.96	0
21418	05/05/2015	COL004	Coldspring Memorial	263.00	0
21419	05/05/2015	COM003	Complete Pest Control Inc	1,215.00	0
21420	05/05/2015	COU008	Countrywide Sanitation Company	29,386.74	0
21421	05/05/2015	DAK004	Dakota Supply Group	340.75	0
21422	05/05/2015	DAS001	Dash Medical Gloves	46.90	0
21423	05/05/2015	DEL002	Richard Delage	1,800.00	0
21424	05/05/2015	DEM001	Demco Educational Corp	86.16	0
21425	05/05/2015	DIE004	Mark Diers	100.00	0
21426	05/05/2015	DOC001	Docu Shred Inc	38.01	0
21427	05/05/2015	EAG001	Eagle Electric	3,327.47	0
21428	05/05/2015	EAP001	EAPC Architects Engineers	14,439.25	0
21429	05/05/2015	ECO001	Economy Plumbing	103.74	0
21430	05/05/2015	ENV002	Environmental Equipment	6,220.85	0
21431	05/05/2015	ENV001	Environmental Resource Associates	110.54	0
21432	05/05/2015	EXP003	Explorer Post #38	30.00	0
21433	05/05/2015	EXP002	Exponent	686.25	0
21434	05/05/2015	EZL001	EZ Locksmith	96.25	0
21435	05/05/2015	FAM001	Family Institute	500.00	0
21436	05/05/2015	ODL001	Fitzgerald, Reynolds & Harbott PLLP	1,034.00	0
21437	05/05/2015	FOR001	Forks Freightliner	670.63	0
21438	05/05/2015	G&K001	G&K Services	153.68	0
21439	05/05/2015	GAL001	Gale	70.82	0
21440	05/05/2015	GFF001	GF Fire Equipment	492.55	0
21441	05/05/2015	GFH002	GF Herald	186.46	0
21442	05/05/2015	GFW001	GF Welding & Machine	13.56	0
21443	05/05/2015	GGF001	GGF Convention & Visitors Bureau	1,035.90	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21444	05/05/2015	GOP002	Gopher State Lawn Sprinklers	240.00	0
21445	05/05/2015	H2O001	H2O Inc	14.22	0
21446	05/05/2015	HAR001	Hardware Hank	847.72	0
21447	05/05/2015	HEA006	Heartland Ag-Business Group	20.00	0
21448	05/05/2015	HEA001	Heartland Paper	44.58	0
21449	05/05/2015	ICS002	Industrial Contract Services Inc. ICS	26,150.00	0
21450	05/05/2015	INT003	Integra Telecom	94.21	0
21451	05/05/2015	INT006	Interstate Power Systems	2,432.69	0
21452	05/05/2015	JET001	Jet Way Multiple Services Inc	786.50	0
21453	05/05/2015	K&K001	K&K Trucking Inc	5,232.00	0
21454	05/05/2015	SIG001	Loreene Keehr	185.00	0
21455	05/05/2015	KEI001	Keith's Security World	20.00	0
21456	05/05/2015	KEN002	Kennedy & Graven, Chartered	191.00	0
21457	05/05/2015	KID002	Kids Reference Company, Inc	53.94	0
21458	05/05/2015	KNU003	Denise Knutson	90.00	0
21459	05/05/2015	KNU001	Knutson Printing Company	220.00	0
21460	05/05/2015	KOS001	Linda Kossow	71.84	0
21461	05/05/2015	LAK001	Laker Chemical	4,069.00	0
21462	05/05/2015	LAU003	Ian Laurie	110.00	0
21463	05/05/2015	LEA002	League of MN Cities	11,389.94	0
21464	05/05/2015	LIB001	Liberty Business Systems	93.59	0
21465	05/05/2015	LIT001	Lithia Payment Processing	2,152.46	0
21466	05/05/2015	MAC002	MacQueen Equipment	2,246.72	0
21467	05/05/2015	MAR004	Marco	118.23	0
21468	05/05/2015	MAR001	Marco Inc	505.94	0
21469	05/05/2015	MEN001	Menards	185.19	0
21470	05/05/2015	MPO001	Metropolitan Planning Organization	3,256.58	0
21471	05/05/2015	MID003	Midcontinent Communications	1,488.23	0
21472	05/05/2015	MIK001	Mike's Pizza	60.54	0
21473	05/05/2015	MND003	MN Dept of Labor & Industry	20.00	0
21474	05/05/2015	BAR005	MSC Industrial Supply Co.	309.00	0
21475	05/05/2015	NOR017	Norby's Office Services	480.00	0
21476	05/05/2015	ORE001	O'Reilly Auto Parts	1,762.00	0
21477	05/05/2015	OCL001	OCLC	138.90	0
21478	05/05/2015	ORC002	Roger Orchard	6,633.60	0
21479	05/05/2015	DIA001	Richard Papenfuss	345.60	0
21480	05/05/2015	PES006	Larry Pesch	343.66	0
21481	05/05/2015	POP001	Popular Subscription Service	726.98	0
21482	05/05/2015	PRA001	Praxair Distribution	30.10	0
21483	05/05/2015	PSD001	PS Door Services	239.40	0
21484	05/05/2015	QUI001	Quill Corp	171.68	0
21485	05/05/2015	RED007	Red River Flags	56.00	0
21486	05/05/2015	RMB001	RMB Environmental Lab Inc	33.00	0
21487	05/05/2015	STA003	Star Tribune	65.00	0
21488	05/05/2015	STO001	Stone's Mobile Radio Inc	175.50	0
21489	05/05/2015	STU001	Stuart's Towing	200.00	0
21490	05/05/2015	CHA001	The Chamber of EGF/GF	40.00	0
21491	05/05/2015	THU002	Thur-O-Clean	3,215.26	0
21492	05/05/2015	TOD001	Todays Organized Living LLC	75.00	0
21493	05/05/2015	TRU001	True Temp	674.07	0
21494	05/05/2015	ULT001	Ultramax	604.00	0
21495	05/05/2015	USB005	US Bank Corporate Payment System	11,500.51	0
21496	05/05/2015	VAL002	Valley Truck	160.43	0
21497	05/05/2015	VIL001	Vilandre Heating & A/C	237.00	0
21498	05/05/2015	WAT001	Water & Light Department	50,425.43	0
21499	05/05/2015	WID001	Widseth Smith Nolting & Associates	22,826.59	0
21500	05/05/2015	TOO001	Rob Wiedemann	87.53	0
21501	05/05/2015	WIZ001	Wizard's Enterprises Inc.	590.00	0
21502	05/05/2015	XCE001	Xcel Energy	6,596.15	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21503	05/05/2015	XER001	Xerox Corporation	94.52	0
21504	05/05/2015	HIG001	Paul Zavoral	2,183.00	0
21505	05/05/2015	ZEE001	Zee Medical Service	94.25	0
				<hr/> <hr/>	
Check Total:				265,772.69	
				<hr/> <hr/>	

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: DAVE AKER Account Number: **1870 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
04/01/2015	04/02/2015	240491	8398	CHARITABLE/SOCIAL SERVICE	MN RECREATION AND PARK A	MN	411227555	\$ 555.00	Memo	72180005	Not Reviewed	No
Name: KARLA ANDERSON Account Number: **7513 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
04/16/2015	04/17/2015	240491	8299	SCHOOLS/EDUCATIONA L SCHL	MNSOCIETYOFCPAS	MN	770510487	1,156.00	Memo	4CA222UTZHL CQ	Not Reviewed	No
Name: BRENDA AULT Account Number: **3134 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
04/14/2015	04/16/2015	240507	5399	MISCELLANEOUS GENERAL MER	DAYDREAMS SPECIALTIES	ND	270056684	225.00	Memo	00	Not Reviewed	No
Name: KEVIN BOUSHEE Account Number: **5570 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
03/25/2015	03/27/2015	240507	5047	WHOLESALE MED/DENTAL	EMERGENCY MEDICAL PRODUC	OH	391164909	128.19	Memo	76536	Not Reviewed	No
Name: JAY BRUCE Account Number: **5405 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
03/27/2015	03/30/2015	240500	5999	MISCELLANEOUS AND SPECIAL	BATTERIES PLUS #24	ND	911772624	179.16	Memo	32615	Not Reviewed	No
04/20/2015	04/21/2015	240500	5999	MISCELLANEOUS AND SPECIAL	BATTERIES PLUS #24	ND	911772624	67.98	Memo	024291060	Not Reviewed	No

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: RONALD BUBENDORF Account Number: **5156 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

03/23/2015	03/24/2015	240506	5533	AUTOMOTIVE PARTS,ACCESSO	1812 LKQ HEAVY TRUCK-MD	MD	521637030	\$ 685.00	Memo	0000000009	Not Reviewed	No
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Name: MARK DRAGICH Account Number: **3427 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

04/01/2015	04/03/2015	240500	5941	SPORTING GOODS STORES	GERRELLS SPORTS CENTER	ND	450314907	56.99	Memo	10	Not Reviewed	No
04/01/2015	04/03/2015	240500	5941	SPORTING GOODS STORES	GERRELLS SPORTS CENTER	ND	450314907	15.98	Memo	12	Not Reviewed	No
04/08/2015	04/10/2015	240500	5941	SPORTING GOODS STORES	GERRELLS SPORTS CENTER	ND	450314907	40.74	Memo	5	Not Reviewed	No

Name: NANCY ELLIS Account Number: **3178 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

01/12/2015	03/30/2015	240493	3649	RADISSON	RADISSON HOTEL ROSEVILLE	MN	411915720	93.61	Memo	13814336	Not Reviewed	No
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Name: GREGORY GAHLON Account Number: **2707 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

03/23/2015	03/24/2015	240500	5999	MISCELLANEOUS AND SPECIAL	TASER INTERNATIONAL	AZ	060741227	194.22	Memo	0001003351	Not Reviewed	No
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Name: NICK GUNDERSON Account Number: **3450 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

03/23/2015	03/25/2015	240493	7011	OTHER HOTELS	PAYNESVILLE INN AND SUITE	MN	411815285	74.81	Memo	177800	Not Reviewed	No
04/09/2015	04/10/2015	240498	7399	BUSINESS SERVICES	DARECATALOGCOM	CA	010584512	1,107.10	Memo	83294	Not Reviewed	No

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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-OTHER

Name: DEBRA HADDEN **Account Number:** **2440 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

03/24/2015	03/26/2015	240500	5732	ELECTRONICS STORES	HB SOUND & LIGHT	ND	450449026	1,579.70	Memo		Not Reviewed	No
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Name: ANTHONY HART **Account Number:** **1915 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

04/06/2015	04/07/2015	240491	9399	GOVERNMENT SERVICES-OTHER	BCA TRAINING EDUCATION	MN	416007162	150.00	Memo	32947	Not Reviewed	No
04/07/2015	04/09/2015	240493	7011	OTHER HOTELS	CRAGUNS LODGE AND GOLF RE	MN	410809115	72.14	Memo	5860091	Not Reviewed	No

Name: MICHAEL HEDLUND **Account Number:** **1856 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

03/23/2015	03/24/2015	240498	7399	BUSINESS SERVICES -OTHER	EB GRAND FORKS COMBAT	CA	141888467	25.00	Memo	79840641-40851688	Not Reviewed	No
03/28/2015	03/30/2015	240506	5541	SERVICE STATIONS	SIMONSON GAT10050029	ND	450280064	125.00	Memo		Not Reviewed	No
04/08/2015	04/10/2015	240491	8299	SCHOOLS/EDUCATIONA L SCHL	ALEX TC COLL CUST TRAININ	MN	411687554	275.00	Memo	156722	Not Reviewed	No
04/11/2015	04/13/2015	240494	5964	CATALOG MERCHANT	GALLS INTERN*	KY	203545989	68.94	Memo	MICHAEL HEDLUND	Not Reviewed	No

Name: CHARLOTTE HELGESON **Account Number:** **1631 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

03/26/2015	03/27/2015	240498	5968	CONTINUITY SUBSCRIPTION	AMAZONPRIME MEMBERSHIP	NV	710938319	99.00	Memo	DANGMAFHY9TWQ 95N3	Not Reviewed	No
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Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: LYNDA KATKA Account Number: **1545 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

04/01/2015	04/01/2015	240499	5942	BOOK STORES	AMAZON.COM	WA	911646860	\$ 36.41	Memo	102-1394170-48938	Not Reviewed	No
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Name: TERRY KNUDSON Account Number: **1162 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

04/09/2015	04/10/2015	240491	8299	SCHOOLS/EDUCATIONA L SCHL	FREDPRYOR CAREERTRACK	KS	431830400	99.00	Memo	020004270323	Not Reviewed	No
04/10/2015	04/13/2015	240498	7361	EMPLOYMENT AGENCIES- TEMP	JOBTARGET-YM	CT	770510487	115.00	Memo	5Y9222USE7V7G	Not Reviewed	No

Name: KRIS KOVAR Account Number: **5156 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

03/24/2015	03/25/2015	240499	5942	BOOK STORES	AMAZON.COM	WA	911646860	20.83	Memo	106-7200786-14994	Not Reviewed	No
03/27/2015	03/30/2015	240499	5942	BOOK STORES	AMAZON.COM	WA	911646860	20.83	Memo	106-6585316-46482	Not Reviewed	No
04/07/2015	04/08/2015	240499	5942	BOOK STORES	AMAZON MKTPLACE PMTS	WA	911994984	514.99	Memo	106-2806825-12570	Not Reviewed	No
04/10/2015	04/10/2015	240507	5065	WHOLESALE ELEC PARTS	DKC*DIGI KEY CORP	MN	411234968	130.01	Memo	SA # 42672729	Not Reviewed	No
04/20/2015	04/21/2015	240507	5045	WHOLESALE COMPUTERS/	SYX*TIGERDIRECTINC	FL	592830635	515.89	Memo	PARKS	Not Reviewed	No

Name: BRIAN LARSON Account Number: **0894 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

04/22/2015	04/23/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	127.71	Memo	G72091	Not Reviewed	No
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Name: DAVID MURPHY Account Number: **0699 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

03/24/2015	03/25/2015	240491	8299	SCHOOLS/EDUCATIONA L SCHL	SKILLPATH SEMINARS MAIN	KS	431685651	399.00	Memo	10931213	Not Reviewed	No
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Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
03/24/2015	03/25/2015	240491	8299	SCHOOLS/EDUCATIONA L SCHL	SKILLPATH SEMINARS MAIN	KS	431685651	\$ 34.09	Memo	01951819	Not Reviewed	No
04/02/2015	04/02/2015	240498	5968	CONTINUITY SUBSCRIPTION	GAN*USATODAYCIRC	IN	570691788	25.00	Memo	05686100570UT80669 84	Not Reviewed	No
04/07/2015	04/08/2015	240498	7399	BUSINESS SERVICES -OTHER	ACT*GTS EDUCATIONAL EV	CA	330884962	500.00	Memo	oiybpTA729062102	Not Reviewed	No
04/10/2015	04/13/2015	240507	5399	MISCELLANEOUS GENERAL MER	GRAND FORKS HERALD	ND	450129560	17.25	Memo	3YGDT56	Not Reviewed	No
04/14/2015	04/16/2015	240493	7011	OTHER HOTELS	GRAND VIEW LODGE TENNIS	MN		221.96	Memo	05977421	Not Reviewed	No

Name: MEGAN NELSON **Account Number:** **0648 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

03/24/2015	03/26/2015	240491	8220	COLLEGES,UNIVERSITIE S	SCSU CONTINUING EDUCATION	MN	411687554	210.00	Memo	124498	Not Reviewed	No
04/20/2015	04/21/2015	240499	9402	POSTAGE STAMPS	USPS 26267007930102479	MN	941308560	5.75	Memo	0000000000000000	Not Reviewed	No

Name: ANDREA SCHERER **Account Number:** **1888 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

04/07/2015	04/09/2015	240494	5964	CATALOG MERCHANT	ORIENTAL TRADING CO	NE		36.24	Memo	67104578901	Not Reviewed	No
04/16/2015	04/20/2015	240500	5970	ARTIST'S SUPPLY AND CRAFT SHOP	MICHAELS STORES 1583	ND	751943604	18.73	Memo	1583000495381504161 150	Not Reviewed	No

Name: AEISSO SCHRAGE **Account Number:** **6738 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

04/04/2015	04/06/2015	240500	5732	ELECTRONICS STORES	BEST BUY 00000141	MN	410907483	1,329.97	Memo	0000000000000000	Not Reviewed	No
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Transaction Detail - Summary

<u>Trans Date</u>	<u>Posting Date</u>	<u>MCCG Code</u>	<u>MCC</u>	<u>Merchant Category Code Description</u>	<u>Merchant Name</u>	<u>Merchant State/Province</u>	<u>Taxpayer ID Number (TIN)</u>	<u>Trans Amount</u>	<u>Posting Type</u>	<u>Purchase ID</u>	<u>Trans Status</u>	<u>Disputed Status</u>
Name: JACOB THOMPSON Account Number: **3435 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
04/06/2015	04/08/2015	240491	8299	SCHOOLS/EDUCATIONA L SCHL	ALEX TC COLL CUST TRAININ	MN	411687554	\$ 275.00	Memo	56669	Not Reviewed	No

Total Number of Records: 43

Total **\$11,628.22**

End of Report