

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MAY 19, 2015 - 5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of May 5, 2015.
2. Consider approving the minutes of the “Special Council Meeting” for the East Grand Forks, Minnesota City Council of May 7, 2015 and continued on May 12, 2015.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 12, 2015.

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.

4. Consider approving the Fireworks/Pyrotechnic Special Effects Permit for the Grand Forks Sertoma Club on July 4, 2015 beginning at 10:00pm to approximately 10:20pm.
5. Consider adopting Resolution No 15-05-53 formally accepting the Mighty Ducks Grant in the amount of \$148,375.
6. Consider adopting Resolution No. 15-05-54 ordering improvement and the preparation of plans and specifications for 2015 City Project No. 4 – Curb, Gutter and Paving – 5th Ave NE.

7. Consider approving the following “On-sale Weekday & Sunday” Liquor Licenses Applicant Renewals:

- a. East Grand Lanes LLC located at 1500 5th Ave NE East Grand Forks, MN 56721.
- b. Blue Moose Bar & Grill located at 507 2nd St NW East Grand Forks, MN 56721.
- c. Valley Golf located at 2407 River Rd NW East Grand Forks, MN 56721.
- d. Boardwalk Bar & Grill located at 415 2nd St NW Suite 2 East Grand Forks, MN 56721.
- e. American Legion 157 located at 1009 Central Ave NW East Grand Forks, MN 56721.
- f. Mike’s Pizza & Pub located at 411 2nd St NW East Grand Forks, MN 56721.
- g. Little Bangkok located at 415 2nd St NW Suite 1 East Grand Forks, MN 56721.
- h. Eagles Club 350 located at 227 10th St NW East Grand Forks, MN 56721.
- i. VFW Post 3817 located at 312 Demers Ave East Grand Forks, MN 56721.
- j. Whitey’s located at 121 Demers Ave East Grand Forks, MN 56721.
- k. Casa Mexico located at 112 14th St NE East Grand Forks, MN 56721.
- l. Mamma Maria’s located at 211 Demers Ave Suite 16 East Grand Forks, MN 56721.

8. Consider approving the following “Off-sale” Non-Intoxicating Malt Liquor License Applicant Renewals:

- a. East Side Travel Plaza located at 607 Gateway Dr NE East Grand Forks, MN 56721.
- b. Shopko Hometown #742 located at 421 Gateway Dr NE East Grand Forks, MN 56721.

9. Consider approving the following “Off-sale” Intoxicating Liquor License Applicant Renewals:

- a. Hugo’s Wine & Spirits located at 310 14th St NE East Grand Forks, MN 56721.
- b. Pop’s Liquor located at 122 4th St NE East Grand Forks, MN 56721.

10. Consider approving the “On-sale” Wine and “On-sale” Non-Intoxicating Liquor License Applicant Renewal:

- a. Tao Garden located at 302 Demers Ave East Grand Forks, MN 56721.

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

11. Regular meeting minutes of the Water, Light, Power, and Building Commission for April 16, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

12. Consider approving Ordinance No. 13, 4th Series amending City Code Chapter 130 Entitled “General Offenses” by adding section 130.08 and by adopting by reference City Code Chapter 1 and section 10.99 which, among other things, contain penalty provisions. (1st Reading)

13. Consider adopting Resolution No. 15-05-55 authorizing transfers for budget year 2014.

14. Consider approving the Memorandum of Understanding between the City of East Grand Forks and the East Grand Forks Public School District for School Resource Officer Services.
15. Consider adopting Resolution No. 15-05-56 setting the public hearing for 2015 Assessment Job No. 2 – Paving – Replat of Outlot B Block 2.

CLAIMS:

16. Consider adopting Resolution No. 15-05-57 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 21538 for a total of \$1360.57 whereas Council Member Buckalew is personally interested financially in the contract.
17. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings:

- Work Session – May 26, 2015 – 5:00 PM – Training Room
- Regular Council Meeting – June 2, 2015 – 5:00 PM – Council Chambers
- Work Session – June 9, 2015 – 5:00 PM – Training Room
- Regular Council Meeting – June 16, 2015 – 5:00 PM – Council Chambers

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for May 5, 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; Karla Anderson, Finance Director; 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.

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

SWEARING IN OF OFFICER MITCHELL MARTINSON:

Chief Hedlund swore in Officer Mitchell Martinson. Council members congratulated Officer 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."

Mr. Clayton Vetter stated he was making the request for a special event application for horse rides on Mother's Day from Mike's Pizza area, down along the river, and then back. He said they had to wait to make sure their insurance to be extended before they submitted the application. Council President Olstad stated it came before the Council for discussion and to see if there were questions. Discussion followed about how their insurance is in place, they will be, they will be seeking approval from the DNR since they would be on their property, and that it would be more of a formality for the City to be aware of the event taking place. Council member DeMers asked if they would be on the trail. Mr. Vetter stated they would be next to the trail and maybe use it if they need to turn around. More discussion followed about what kind of carriage they would be using and how Mr. Vetter had participated in the

125th Celebration as well as other local events.

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.

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

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

Voting Nay: None.

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.

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

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

Voting Nay: 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.

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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL

MEMBER GRASSEL, TO APPROVE ITEMS FIVE (5) THROUGH SEVEN (7).

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

Voting Nay: None.

**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.

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

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

Voting Nay: None.

Abstain: Buckalew.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member DeMers thanked Mr. Stordahl's crew for doing a good job with clean-up week.

Council Member Olstad stated he had attended the ceremony for the swearing in of the new police sergeants and congratulated them.

Mr. Murphy apologized to the Council and stated how there was a shorter time frame for awarding the

contract for the pool project which is why there was a special meeting on Thursday which would be taking place right after the Water and Light meeting.

Chief Hedlund said on May 12th there was going to be the Upper Red River Valley Police Memorial Ceremony at the Grand Forks Court House beginning at 2:00pm. He said that they will also be having an awards ceremony for East Grand Forks officers, both former and current, but the date had not been determined at this time. Chief Hedlund ended by informing the Council about the retirement ceremony would be taking place on May 22nd for Sergeant Mike Anderson.

Ms. Anderson asked to clarify what time the meeting was on Thursday. Council President Olstad stated it would be starting at 7:00pm.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MAY 5, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:13 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE SPECIAL
CITY COUNCIL MEETING
CITY OF EAST GRAND FORKS
THURSDAY, MAY 7, 2015 – 5:00 PM**

CALL TO ORDER:

The Special Meeting of the East Grand Forks City Council for May 7, 2015 was called to order by Council President Mark Olstad at 7:00 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.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1. Discussion and Awarding Contract for Pool Reconstruction

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO RECESS THE MEETING UNTIL TUESDAY, MAY 12TH TO DETERMINE THE ANSWER TO THE LEGAL QUESTION OF THE ACCEPTANCE OF THE FUNDS.

Council member DeMers asked for elaboration. Council President Olstad stated at this time the Council didn't know the answers to all of the questions regarding this item. Mr. Murphy stated there had been questions about the terms and conditions of accepting the funds from the Water and Light Department which was being looked into.

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

Voting Nay: None.

Meeting was recessed at 7:02pm.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUCNIL MEMBER BUCKALEW, TO RECONVENE THE RECESSED MEETING FROM MAY 7TH SPECIAL COUNCIL MEETING ON MAY 12, 2015 AT 6:41PM.

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

Voting Nay: None.

1. Award of Pool Bid.

Ms. Nelson stated she had handed out a resolution awarding the bid for the pool project.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUCNIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 15-05-52 ACCEPTING AND AWARDING THE BID FOR 2012 CITY PROJECT NO. 6 – POOL IMPROVEMENTS TO TF POWERS FOR THE BID PRICE OF \$1,626,000.

Mayor Stauss asked what expenses were going to be and how this would affect the taxpayers. Council member Pokrzywinski asked how much revenue was generated by the pool. Discussion followed about how the revenue generated was a small percentage of what the expenses were to run the pool, a review of the operating costs for the three previous years, and that this project would only be replacing what is already there. Mayor Stauss asked why operating hadn't gone up more. Ms. Anderson explained that after this project was completed the repairs and maintenance expenses should be decreasing.

Council member DeMers stated this was a tough issue, explained with the other projects he did not see this as high of a priority, and added that everything else should be taken care of so he would not be supporting this project. Council member Buckalew explained how the pool is a safe environment for the kids of the community and that this is a higher priority because they teach kids how to swim, and how it fits in well with the playground, trails, and campground. He ended by saying he does find value in this project and will support it. Council member Tweten commented how important it is for people to learn how to swim and that the pool gives them this opportunity. Discussion followed about the swimming lessons offered at the pool, how the payment estimates do include pool operations if this project moves forward, and that there are other places for kids to learn how to swim.

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

Voting Nay: DeMers and Vetter.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MAY 12, 2015 SPECIAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:59 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, MAY 12, 2015 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for May 12, 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; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; David Murphy, City Administrator/Clerk-Treasurer; and Megan Nelson, Executive Assistant.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1&2. Bid Results for 15AJ1 Utilities & Street Construction in POW 6th Addition and Discussion on the 15AJ2 Paving Project in POW 5th Addition – Steve Emery

Mr. Emery informed the Council that five competitive bids had been opened for this project, the lowest bid was lower than the engineer's estimate, and the project would be assessed except for the installation of a trunk water line would be paid for by the Water and Light Department. Mr. Emery then reviewed how the projects in Point of Woods 6th and 5th Addition were tied together since there were materials being removed from one area that could be used in the other area if both projects move forward. He added it had been suggested to hold a final hearing for the Point of Woods 5th Paving project to see if the property owners wanted to move forward. Discussion followed about how much time there is to award the bids for the Point of Woods 5th Project, if an extension could be requested, and how there shouldn't be any issues with these to contractors potential working together.

Item two will be referred to a City Council Meeting for action.

3. 2015 City Project No. 4 Curb/Gutter/Paving on 5th Ave NE – Steve Emery

Mr. Emery told the Council the engineering staff was looking for authorization to start the plans and specifications for repairing intersection at 5th Avenue NE and 10th Street NE and removing

the train tracks. He reminded the Council and application had been sent to help pay for this project and the City had been awarded a LRIP Grant in the amount of \$553,106. He stated the project costs were estimated for \$653,672 and the remaining costs that were not covered by the grant could be covered using state aid funds. Mr. Boppre told the Council that they had two years to spend the funds so they would be able to bid the project this year and complete construction next year. Council President Olstad asked to have Campbell Farms to put in writing that they approved the removal of the tracks. Discussion followed about how this project would affect 10th Street NE, how state aid construction dollars were going to be used, and how the repairs will be able to handle the heavy truck traffic that would be using these roads.

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

4. Social Host Ordinance – Mike Hedlund

Chief Hedlund stated this ordinance could help prevent underage drinking and would be another tool for the police department to use. Mayor Stauss asked what other cities have an ordinance like this. Chief Hedlund said both Crookston and Grand Forks have this type of ordinance. Ms. Sue Thompson stated 109 cities and 22 counties in the State have passed this type of ordinance. Council Vice-President Grassel asked if parents that are unaware would still be held responsible. Mr. Galstad explained the parents would have to have knowledge of what was happening. Discussion followed about the process of passing the ordinance, educating the community about the ordinance, and different situations where this ordinance could be used.

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

5. Memorandum of Understanding for School Resource Officer – Mike Hedlund

Chief Hedlund reminded the Council that the City had received grant funding for a school resource officer. He explained there were grant dollars available for the first three years and the fourth year the costs for this officer would be split between the City and the school district. He stated the Memorandum of Understanding outlines the agreement for this position between the City and the school. He added that the officer would be put in place this fall. Mr. Galstad requested that more information was provided on training and a job description so the officer can understand their role. Council member Tweten commented how an officer in school helps reduce the amount of incidents of drugs in the schools. Council member Buckalew asked to change the word DARE to something more generic if a better program is available. Council Vice-President Grassel stated Officer Gunderson had been in the school as the DARE Officer and had been doing a great job and the Council should keep this going as long as they are able to.

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

6. Discussion on COSA – Mark Olstad

President Olstad stated that an email had been included in the packet regarding the assigned debt which brought up discussion points about the waste water project. Mr. Boppre stated there had been a question on subsidizing and this new proposal would take that away. Council member Vetter stated there could be numerous things and reviewed costs and charges of what the City would have to pay and then mentioned other possible scenarios the City may want to move

forward with. Discussion followed about the other scenarios, how the possibility of those scenarios could be looked into, and a review of the timeline of when things are due or need to be done. Council President Olstad asked if it would be beneficial to form a committee and get some questions answered. Council member Vetter suggested having the figures updated and having the committee agree on those figures. More discussion followed about the engineers have been looking for possible funding sources, how the City does not qualify for certain grants, and there is approximately only 21 million available next year for bonding from the State.

Council President Olstad asked Mr. Boppre if there would be enough time for him to fill out the information if the Council didn't take action until the June 2nd Council Meeting. Mr. Boppre stated he would have enough time. Council President Olstad stated then the three committee members of Council member Buckalew, Council member Vetter, and Council member DeMers would meet with staff, work on updating the numbers, and bring the information back to the next work session.

7. Capital Budget Discussion – Karla Anderson

Ms. Anderson stated she had handed out a proposed capital budget for 2016. She reviewed the items and payments that were included, reviewed information about other funds, and how the information in front of them did not include an increase for inflation. Discussion followed about how the Council would like a breakdown of estimates of expenses and how the City has been growing, and property values had increased. Council President Olstad said if there were any questions about the budget or different funds to stop and see Ms. Anderson. Mr. Murphy stated the budget information will be brought back to the first work session in June.

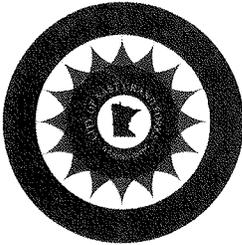
ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE MAY 12, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:41 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer



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

APPLICATION FOR FIREWORKS/PYROTECHNIC SPECIAL EFFECTS PERMIT

License Fee: **\$50**

Applicant Information (Sponsoring Organization)			
Grand Forks Sertoma Club	N/A		
<i>Applicant Name</i>	<i>Phone Number</i>		
6200 Lake Drive	Grand Forks	ND	58201
<i>Applicant Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>
<i>Federal Tax ID #</i>	<i>MN Tax ID #</i>		

Authorized Agent Information			
RES Specialty Pyrotechnics, Inc.	952.873.3113		
<i>Authorized Agent Name</i>	<i>Phone Number</i>		
21595 286th Street	Belle Plaine	MN	56011
<i>Business Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

Fireworks/Pyrotechnic Special Effects Information		
7/4/2015	Approx. 10 PM	Approx. 10:20 PM
<i>Date of Event</i>	<i>Start Time</i>	<i>End Time</i>
East Grand Forks, MN, along Red River across from Cabela's		
<i>Location of Event</i>		
Delivered Day of Show		
<i>Manner and place of storage of fireworks/pyrotechnic special effects prior to display:</i>		
see attachment		
<i>Type & number of fireworks/pyrotechnic special effects to be discharged:</i>		

Minnesota state law requires that this display be conducted under the direct supervision of a pyrotechnic operator certified by the State Fire Marshal.			
Don Lange	O-0607		
<i>Name of supervising operator:</i>	<i>Certificate No:</i>		
21595 286th Street	Belle Plaine	MN	56011
<i>Corporate Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

City of East Grand Forks
Application for Fireworks/Pyrotechnic Special Effects License

I understand and agree to comply with all provisions of this application and the requirements of the issuing authority, and will ensure that the fireworks/pyrotechnic special effects are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Camille Coman
Signature of Applicant (or agent)
Camille Coman
Print Name

4/9/2015
Date
Office Manager
Title

Required Attachments
The following items need to be completed and/or attached in order for the application to be processed:
* Proof of a bond or certificate of insurance in amount of at least \$ <u>5,000,000</u> .
*A diagram of the ground, or facilities (for indoor displays), at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks/pyrotechnic special effects are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained. For proximate audience (e.g. indoor) displays, the diagram must also show the fallout radius for each pyrotechnic device used during the display.
*Names and ages of all assistants that will be participating in the display.

The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any:

Signature of fire chief/county sheriff: [Signature]

Date:

Signature of issuing authority: _____

Date:

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: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no Payment Type: <input type="checkbox"/> cash <input checked="" type="checkbox"/> check # <u>10466</u> Receipt # <u>330959</u>
*Application completed in full and signed with required attachments: <input checked="" type="checkbox"/> yes <input type="checkbox"/> no
*Fire Chief: <input checked="" type="checkbox"/> approved <input type="checkbox"/> denied
Notes: _____
Fire Chief Signature: <u>[Signature]</u> Date: <u>5-12-15</u>
*Approved <input type="checkbox"/> yes <input type="checkbox"/> no License Number _____

City of East Grand Forks
Application for Fireworks/Pyrotechnic Special Effects License

Proof of Workers' Compensation Insurance Coverage

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

Insurance Company Name: MN WC Assigned Risk Plan
(Not the insurance agent)

Policy Number or Self-Insurance Permit Number: MNAR0000002124

Dates of Coverage: 11/9/2014 - 11/9/2015

(Or)

I am not required to have workers' compensation liability coverage because:

I have no employees covered by the law.

Other (specify)

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.



Signature

RESOLUTION NO. 15 – 05 – 53

**ACCEPTANCE OF THE MIGHTY DUCKS GRANT FOR CIVIC CENTER
RENOVATIONS**

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

WHEREAS, the City of East Grand Forks applied for funding to help pay for a girls locker room at the Civic Center through the Minnesota Amateur Sports Commission (MASC);

WHEREAS, the Minnesota Amateur Sports Commission provides funding for the development of sports facilities;

WHEREAS, the City was awarded \$148,375 through the Mighty Duck Grant Fund for the girls locker room project;

NOW, THEREFORE, BE IT RESOLVED By the City Council of Grand Forks, Minnesota, does as follows:

1 – The City formally accepts the grant dollars in the amount of \$148,375 for the Civic Center Renovation project which the City will be receiving as a reimbursement once the project has been completed.

2 – The Mayor and Finance Director are authorized and directed to execute the agreement between the City of East Grand Forks and the Minnesota Amateur Sports Commission for this grant.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: May 19, 2015

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 19th day of May, 2015.

Mayor

Request for Council Action

Date: May 1,2015

To: East Grand Forks City Council, Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Henry Tweten, Marc Demers, Craig Buckalew and Mike Pokrzywinski.

Cc: File

From: Steve Emery, P.E.

RE: 2015 City Project No. 4 – Curb, Gutter and Paving – 5th Ave NE
East Grand Forks, MN

Background:

In November 2014 Greg Boppre, WSN submitted an application for a Grant through the Local Road Improvement Program (LRIP) for the lowering and reconstruction of the intersection of 5th Ave NE and 10th St NE. In April we were notified the project was selected to receive a grant. We have also spoken with Campbell farms and have received their permission to remove the tracks at the intersection of 5th Ave NE and 10th St SE. It is anticipated construction for this project would be in 2016. We are at this time looking for authorization to proceed with Plans and Specifications.

<u>Proposed Budget:</u>	<u>2015 CP No. 4</u>
Construction	\$502,825.00
Plans/Specifications	\$60,339.00
Staking/Inspection	\$40,226.00
Administration / Legal	\$25,141.25
Contingencies	<u>\$25,141.25</u>
Total Project Cost	\$653,672.50

<u>Proposed Funding:</u>	<u>2015 CP No. 4</u>
LRIP Grant	\$553,106.00
State Aid Funds	<u>\$100,566.50</u>
Total Project Cost	\$653,672.50

Recommendation:

Authorize Wiseth Smith Nolting to Prepare Plans & Specs for this project.

Enclosures:

Grant Award Letter from MNDOT

Project Estimate

Project Area Map.



**STREET RECONSTRUCTION
5th Ave NE and 10th Street NE
EAST GRAND FORKS**

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2021.501	Mobilization	LS	1	\$5,000.00	\$5,000.00
2104.501	Remove Curb and Gutter	LF	825	\$5.00	\$4,125.00
2104.505	Remove Concrete Pavement	SY	2320	\$6.00	\$13,920.00
2104.505	Remove Concrete Driveway Pavement	SY	100	\$6.00	\$600.00
2104.509	Remove Casting	EA	5	\$500.00	\$2,500.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	200	\$7.00	\$1,400.00
2105.501	Common Excavation (P)	CY	8000	\$8.00	\$64,000.00
2105.525	Topsoil Borrow (LV)	CY	150	\$40.00	\$6,000.00
2105.604	Geogrid	SY	2600	\$4.00	\$10,400.00
2112.604	Subgrade Preparation	SY	2600	\$4.00	\$10,400.00
2211.607	Aggregate Base(10")	CY	800	\$35.00	\$28,000.00
2301.529	Reinforcement Bars (Epoxy Coated)	LB	1000	\$3.00	\$3,000.00
2301.604	Concrete Pavement 9.0"	SY	2400	\$60.00	\$144,000.00
2502.541	4" Perforated Drain Tile	LF	960	\$3.00	\$2,880.00
2503.511	18" RCP Storm Sewer	LF	300	\$60.00	\$18,000.00
2504.602	Adjust Gate Valve & Box	EA	5	\$300.00	\$1,500.00
2506.516	Casting Assembly, Type A	EA	4	\$1,000.00	\$4,000.00
2506.516	Casting Assembly Type C	EA	3	\$1,200.00	\$3,600.00
2506.602	Install Catch Basin	EA	4	\$3,000.00	\$12,000.00
2506.603	Construct Storm Manhole (48")	LF	40	\$250.00	\$10,000.00
2521.501	4" Concrete Sidewalk	SF	1000	\$5.00	\$5,000.00
2531.501	Concrete Curb and Gutter, Design B624	LF	825	\$20.00	\$16,500.00
2531.507	6" Concrete Driveway Pavement	SY	100	\$50.00	\$5,000.00
2563.601	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2573.530	Storm Drain inlet Protection	EA	4	\$100.00	\$400.00
2575.501	Seeding	SY	2200	\$2.00	\$4,400.00
2582.502	4" Broken Line White - Epoxy	LF	300	\$4.00	\$1,200.00
2582.601	Traffic Enhancements	LS	1	\$20,000.00	\$20,000.00
2545.601	Electrical relocations	LS	1	\$100,000.00	\$100,000.00
TOTAL CONSTRUCTION COST					\$502,825.00
Engineering - Plans/Specifications					\$60,339.00
Engineering - Stake/Inspection					\$40,226.00
Administration					\$15,084.75
Legal					\$10,056.50
Contingencies					\$25,141.25
TOTAL					\$653,672.50



Minnesota Department of Transportation

State Aid for Local Transportation

395 John Ireland Boulevard, MS 500

Saint Paul, MN 55155

651-366-3803

April 2, 2015

David Murphy
City of East Grand Forks
600 Demers Avenue
East Grand Forks, MN 56721

RE: 2014 Local Road Improvement Program (LRIP) Solicitation

Dear Mr. Murphy:

Thank you for submitting an application for the Local Road Improvement Program. Your project on 5th Avenue NE was selected for Local Road Improvement Program funds appropriated by the legislature in 2014.

Please work through the project development process with Lou Tasa, MnDOT District State Aid Engineer. The county will need to submit plans for approval along with an engineer's estimate before a final determination for funds will be approved. At that time, a MnDOT grant agreement number will be assigned for the project. We have estimated \$553,106 of LRIP funds for this project.

Your agency is required to execute a bond grant agreement, which includes certification of right of way ownership by the agency and a resolution agreeing to finance any cost in excess of the grant amount before the grant can be authorized for reimbursement. These funds cannot fund any part of the project that falls within MnDOT right of way.

Templates for the resolution and grant agreement will be posted on the State Aid website. If have questions, please contact me at patti.loken@state.mn.us or by the phone number above.

Sincerely,

A handwritten signature in black ink that reads 'Patti Loken'.

Patti Loken
State Aid Program Engineer

cc: Lou Tasa, District State Aid Engineer
File

An Equal Opportunity Employer



RESOLUTION NO. 15 – 05 - 54

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS FOR 2015 CITY PROJECT NO. 4 – CURB, GUTTER AND PAVING – 5TH AVE NE

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

WHEREAS, the City Council desires plans and specifications for 2015 City Project No. 4 – Curb, Gutter and Paving – 5th Avenue NE;

WHEREAS, the City was awarded a Local Road Improvement Program grant in the amount of \$553,106 for this project with the remainder of the costs being paid for with State Aid Construction funds;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA that the City Council directs the City Engineer to prepare plans and specifications for the 2015 City Project No. 4 per the guidelines of the existing engineering services agreement with Widseth Smith Nolting Engineering as well as pay the cost for the plans and specifications.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: May 19, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th of May, 2015.

Mayor



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement

445 Minnesota Street, Suite 222
St. Paul, MN 55101
651-201-7500

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code ONSS License Period Ending 6/30/2015 ID# 41417

ISSUING AUTHORITY East Grand Fks

Licensee Name East Grand Lanes LLC

Trade Name East Grand Lanes

City, State, Zip Code 1500 5th Ave NE

East Grand Fks MN 56721

Business Phone 7012152008

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

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5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature [Signature] for East Grand Lanes LLC Date 4/17/15
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations(criminal/civil). Report violations on back, then sign here.



**Minnesota Department of Public Safety
Alcohol and Gambling Enforcement**

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License Code ONSS License Period Ending 6/30/2015 ID# 7862

ISSUING AUTHORITY East Grand Fks

Licensee Name East River's Edge Corp.

Trade Name Blue Moose Bar & Grill

City, State, Zip Code 507 Second St NW

East Grand Fks MN 56721

Business Phone 2187736516

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

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Licensee Signature [Signature] DOB [Redacted] Date 4/20/15
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations (criminal/civil). Report violations on back, then sign here.)



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License Code ONSS License Period Ending 6/30/2015 ID# 12467

ISSUING AUTHORITY East Grand Fks

Licensee Name Valley Golf Association

Trade Name Valley Golf Course

City, State, Zip Code *2407 River Road NW

East Grand Fks MN 56721

Business Phone 2187731207

License Fees: Off Sale On Sale \$3,800 Sunday \$200

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Licensee Signature Davey Weiser DOB [REDACTED] Date 4-28-15
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only (Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
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Minnesota Department of Public Safety
Alcohol and Gambling Enforcement

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License Code ONSS License Period Ending 6/30/2015 ID# 26788

ISSUING AUTHORITY East Grand Fks

Licensee Name Boardwalk Bar & Grill LLC

Trade Name Boardwalk Bar & Grill

City, State, Zip Code 415 2nd St NW/Suite 2

East Grand Fks MN 56721

Business Phone 2183993000

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

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Licensee Signature Jane Moss DOB [redacted] Date 5/4/15
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
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License Code ONSS License Period Ending 6/30/2015 ID# 821

ISSUING AUTHORITY East Grand Fks

Licensee Name American Legion 157

Trade Name East Grand Forks American Legion

City, State, Zip Code 1009 Central Ave NW

East Grand Fks MN 56721

Business Phone 2187731129

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

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Licensee Signature [Signature] DOB [Redacted] Date 5-7-15
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations(criminal/civil). Report violations on back, then sign here.



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement

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License Code ONSS License Period Ending 6/30/2015 ID# 15193

ISSUING AUTHORITY East Grand Fks

Licensee Name SJA Thunder Corporation

Trade Name Mike's Pizza & Pub

City, State, Zip Code 411 2nd St NW

East Grand Fks MN 56721

Business Phone 2187732479

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

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Licensee Signature Sherry Danner DOB [redacted] Date 4/27/2015
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
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Minnesota Department of Public Safety
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License Code ONSS License Period Ending 6/30/2015 ID# 43213

ISSUING AUTHORITY East Grand Fks

Licensee Name Inthanon LLC

Trade Name Little Bangkok

City, State, Zip Code 415 2nd St NW/Suite 1

East Grand Fks MN 56721

Business Phone 2183991122

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

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Licensee Signature [Signature] DOB [Redacted] Date 5/12/15
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
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Minnesota Department of Public Safety
Alcohol and Gambling Enforcement
 445 Minnesota Street, Suite 222
 St. Paul, MN 55101
 651-201-7500

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License Code ONSS License Period Ending 6/30/2015 ID# 822

ISSUING AUTHORITY East Grand Fks

Licensee Name FOE Aerie 350

Trade Name Dacotah Aerie

City, State, Zip Code 227 10th St NW/PO Box 482
East Grand Fks MN 56721

Business Phone 2187730077

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

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Licensee Signature [Signature] DOB [Redacted] Date 5/13/2015
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License Code ONSS License Period Ending 6/30/2015 ID# 825

ISSUING AUTHORITY East Grand Fks

Licensee Name VFW 3817

Trade Name Red River Valley Post

City, State, Zip Code 312 DeMers Ave

East Grand Fks MN 56721

Business Phone 2187732481

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

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Licensee Signature Gary Dudgeon DOB [redacted] Date 4-29-15
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License Code ONSS License Period Ending 6/30/2015 ID# 35165

ISSUING AUTHORITY East Grand Fks

Licensee Name Timothy Bjerk Inc.

Trade Name Whitey's

City, State, Zip Code 121 DeMers Ave

East Grand Fks MN 56721

Business Phone 2187731831

License Fees: Off Sale On Sale \$3,800 Sunday \$200

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Licensee Signature Jim Bjerk DOB [REDACTED] Date 5/9
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City Clerk/County Auditor Signature _____ Date _____
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License Code ONSS License Period Ending 6/30/2015 ID# 35909

ISSUING AUTHORITY East Grand Fks

Licensee Name El Azteca of East Grand Forks Inc.

Trade Name Casa Mexico Restaurant

City, State, Zip Code 112 14th St NE
East Grand Fks MN 56721

Business Phone 2187734331

License Fees: Off Sale \$0 On Sale \$3,800 Sunday \$200

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Licensee Signature [Signature] DOB [Redacted] Date 05-15-15
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License Code ONSS License Period Ending 6/30/2015 ID# 26865

ISSUING AUTHORITY East Grand Fks

Licensee Name MM Restaurant Group Inc.

Trade Name Mamma Maria's Italian Rest

City, State, Zip Code 211 DeMers Ave Ste 16

East Grand Fks MN 56721

Business Phone 2187732225

License Fees: Off Sale On Sale \$3,800 Sunday \$200

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Licensee Signature [Signature] DOB [Redacted] Date 5-15-15
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License Code 3.2OFSL License Period Ending 6/30/2015 ID# 35166

ISSUING AUTHORITY East Grand Fks

Licensee Name Northdale Oil Inc.

Trade Name East Side Travel Plaza

City, State, Zip Code 607 Gateway Dr NE
East Grand Fks MN 56721

Business Phone 2187734345

License Fees: Off Sale \$137 On Sale Sunday

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Licensee Signature [Signature] DOB [Redacted] Date 4/9/15
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License Code 3.2OFSL License Period Ending 6/30/2015 ID# 44191

ISSUING AUTHORITY East Grand Fks

Licensee Name Shopko Stores Operating Co LLC

Trade Name Shopko Hometown #742

City, State, Zip Code 421 Gateway Dr NE
East Grand Fks MN 56721

Business Phone 2187731130

License Fees: Off Sale On Sale Sunday

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Licensee Signature [Signature] Secretary DOB [Redacted] Date 4-27-15
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License Code OFSL License Period Ending 6/30/2015 ID# 32136

ISSUING AUTHORITY East Grand Fks

Licensee Name Valley Liquors Inc.

Trade Name Hugo's Wine & Spirits

City, State, Zip Code 310 14th St NE

East Grand Fks MN 56721

Business Phone 2187732418

License Fees: **Off Sale \$150 On Sale Sunday**

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Licensee Signature [Signature] DOB [Redacted] Date 4/10/15
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License Code OFSL License Period Ending 6/30/2015 ID# 3241

ISSUING AUTHORITY East Grand Fks

Licensee Name Pop's Liquor LLC

Trade Name Pop's Liquor

City, State, Zip Code 122 Fourth St NE

East Grand Fks MN 56721

Business Phone 2187733036

License Fees: Off Sale \$150 On Sale \$0 Sunday \$0

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RENEWAL OF LIQUOR , WINE, CLUB OR 3.2% LICENSES

No license will be approved or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code MWNONSB License Period Ending 6/30/2015 ID# 44408

ISSUING AUTHORITY East Grand Fks

Licensee Name Yangzhou Jin Ding Catering Services (USA) Co Ltd.

Trade Name Tao Garden

City, State, Zip Code 302 Demers Ave
East Grand Fks MN 56721

Business Phone 2183991015

License Fees: Off Sale On Sale \$550.00 Sunday

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature [Signature] DOB [Redacted] Date 05/13/15
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations(criminal/civil). Report violations on back, then sign here.



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement

445 Minnesota Street, Suite 222
St. Paul, MN 55101
651-201-7500

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approved or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code 3.2ONSS License Period Ending 6/30/2015 ID# 44409

ISSUING AUTHORITY East Grand Fks

Licensee Name Yangzhou Jin Ding Catering Services (USA) Co Ltd.

Trade Name Tao Garden

City, State, Zip Code 302 Demers Ave
East Grand Fks MN 56721

Business Phone 2183991015

License Fees: Off Sale On Sale \$275.00 Sunday

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

- 1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature [Signature] DOB [Redacted] Date 05/13/15
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/County Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
(Signature certifies licensee or associates have not been cited during the past five years for any state/local liquor law violations(criminal/civil). Report violations on back, then sign here.

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held April 16, 2015 at 5:00 P.M.

Present: Ogden, Loven, Quirk, Tweten

Absent: None

It was moved by Commissioner Loven seconded by Commissioner Quirk that the minutes of the previous meeting of April 2, 2015 be approved as read.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,213,906.37.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to declare 14 used regulators and one transformer as surplus; and award the sale of said surplus items to the highest bidder.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to awarding the 2015 Miscellaneous Electrical Distribution Construction project bid to North-Holt Electric in the amount of \$146,919.00.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to authorize KBM to prepare plans & specs for the electrical work associated with the lowering of the intersection at 5th Ave NE & 10th St NE.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Quirk to authorize Widseth Smith Nolting to prepare plans & specs for the Water Treatment Plant lab renovation/addition project.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to adjourn to the next regular meeting on May 7, 2015 at 5:00 P.M.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Request for Council Action

Date: May 1, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Chief Michael Hedlund

RE: Social Host Ordinance

Background: Social Host Ordinances are being adopted in cities, counties and states across the nation as a tool to help law enforcement combat underage drinking. A social host ordinance is designed to hold people that “host” underage drinking parties responsible, regardless of who actually supplies the alcohol. These ordinances DO NOT prohibit underage persons from consuming alcohol in their own home while with their parent, which is allowed under Minnesota law. A social host ordinance does not focus on who provided the underage persons alcohol (this is already covered under separate ordinances/statutes) but instead focuses on who provides the location where the underage drinking takes place. The owner/renter of the property does not necessarily need to be present to be held responsible under a social host ordinance but they must have allowed the event to take place through either direct action or inaction. A completely unknowing person would not be charged under this ordinance.

Recommendation: It is my recommendation that the East Grand Forks City Council enact the attached proposed social host ordinance.

Attachments: The final version of the social host ordinance was still being worked on at the time RCA’s needed to be submitted and will be provided at the City Council meeting on May 12, 2015.

ORDINANCE NO. 13 4th SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE CHAPTER 130 ENTITLED "GENERAL OFFENSES" BY ADDING SECTION 130.08 AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY OF EAST GRAND FORKS ORDAINS:

Section 1. That Section 130.08 of the City Code is adopted and added to the City code to read as follows, to-wit:

130.08 Social Host Liability

130.08.A Purpose and Findings:

The East Grand Forks City Council intends to discourage underage possession and consumption of alcohol, even if done within the confines of a private residence, and intends to hold persons criminally responsible who host events or gatherings where persons under 21 years of age possess or consume alcohol regardless of whether the person hosting the event or gathering supplied the alcohol. The East Grand Forks City Council finds that:

- 1) Events and gatherings held on private or public property where alcohol is possessed or consumed by persons under the age of twenty-one are harmful to those persons and constitute a potential threat to public health and public safety requiring prevention or abatement.
- 2) Prohibiting underage consumption acts to protect underage persons, as well as the general public, from injuries related to alcohol consumption, such as alcohol overdose or alcohol-related traffic collisions.
- 3) Alcohol is an addictive drug which, if used irresponsibly, could have drastic effects on those who use it as well as those who are affected by the actions of an irresponsible user.
- 4) Often, events or gatherings involving underage possession and consumption occur outside the presence of parents. However, there are times when the parent(s) is/are present and, condone the activity, and in some circumstances provide the alcohol.
- 5) A deterrent affect will be created by holding a person criminally responsible for hosting an event or gathering where underage possession or consumption occurs.

130.08.B Authority

This section is enacted pursuant to Minn. Stat. §145A.05 subdivision 1.

130.08.C Definitions

For purposes of this section, the following terms have the following meanings:

ALCOHOL. Alcohol means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey, rum, brandy, gin, or any other distilled spirits including dilutions and mixtures thereof from whatever source or by whatever process produced.

ALCOHOLIC BEVERAGE. Alcoholic beverage means alcohol, spirits, liquor, wine, beer, and every liquid or solid containing alcohol, spirits, wine or beer, and which contains one-half of one percent (.05) or more of alcohol by volume and which is used for beverage purposes either alone or when diluted, mixed, or combined with other substances.

EVENT or GATHERING. Event or gathering means any group of three or more persons who have assembled or gathered together for a social occasion or activity at a residence or premises.

HOST. Host means to permit an event or gathering where one or more minors consume or possess any alcohol or alcoholic beverage on property owned or controlled by the person.

PARENT. Parent means any person having legal custody of a juvenile:

- a) As natural, adoptive parent, or step-parent;
- b) As a legal guardian; or
- c) As a person to whom legal custody has been given by order of the court.

PERSON. Person means any individual(s) responsible for an event or gathering including, but not limited to, the individual(s) who owns, rents, leases, or otherwise has controlled the premises where the event or gathering takes place, the individual(s) in charge of the premises, and/or the individual(s) who organized the event or gathering. If the residence or premises is rented, the landlord is not covered by this ordinance unless landlord otherwise meets this definition.

POSSESS. Possess means care, custody, dominion and control of liquor.

RESIDENCE or PREMISES. Residence or premises" means any home, yard, farm, field, land, apartment, condominium, hotel or motel room, or other dwelling unit, or a hall or meeting room, park, whether occupied on a temporary or permanent basis, whether occupied as a dwelling or specifically for a party or other social function, and whether owned, leased, rented, or used with or without permission or compensation.

UNDERAGE PERSON. Underage person is any individual under twenty one (21) years of age.

130.08.D Prohibited Acts

130.10.D.1

It is unlawful for any person(s) to:

a) host or allow an event or gathering at any residence or premises where alcohol or alcoholic beverages are present when the person knows that an underage person will or does

- i) consume any alcohol or alcoholic beverage; or
- ii) possess any alcohol or alcoholic beverage; and

b) the person fails to take reasonable steps to prevent possession or consumption by the underage person(s). Reasonable steps shall including the following:

- i) controlling access to alcohol and/or alcoholic beverages at the event or gathering; and
- ii) verifying the age of persons attending the event or gathering by inspecting drivers license or other government issued identification cards to ensure that minors do not consume or possess alcohol and/or alcoholic beverages while at the event or gathering; and,
- iii) supervising the activities of minors at the event or gathering.

130.08.D.2

A person is criminally responsible for violating Subsection (D)(1) above if the person intentionally aids, advises, hires, counsels, or conspires with or otherwise procures another to commit the prohibited act.

130.08.D.3

A person who hosts an event or gathering does not have to be present at the event or gathering to be criminally responsible.

130.08.E Exceptions

130.08.E.1

This section does not apply to conduct solely between an underage person and his or her parents while present in the parents household.

130.08.E.2

This section does not apply to legally protected religious Observances.

130.08.E.3

This section does not apply to retail intoxicating liquor or 3.2 percent malt liquor licensees, municipal liquor stores, or bottle club permit holders who are regulated by Minn. Stat. § 340A.503 Subd. 1(a)(1).

130.08.E.4

This section does not apply to situations where underage persons are lawfully in possession of alcohol or alcoholic beverages during the course and scope of employment.

130.99 Penalty

Every person violates a section, division or provision of this chapter when he or she performs an act thereby prohibited or declared unlawful, or fails to act when the failure is thereby prohibited or declared unlawful, or performs an act prohibited or declared unlawful or fails to act when the failure is prohibited or declared unlawful by a code adopted by reference by this chapter, and upon conviction thereof, shall be punished as for a misdemeanor except as otherwise stated in specific provisions hereof.

The penalty which may be imposed for any crime which is a misdemeanor under this code, including Minnesota Statutes specifically adopted by reference, shall be a sentence of not more than 90 days or a fine of not more than \$1,000, or both. The costs of prosecution may be added. A separate offense shall be deemed committed upon each day during which a violation occurs or continues

Section 2. City Code Chapter 1 entitled "Definitions and General Provisions Applicable to Entire City Code Including Penalty for Violation" and Section 10.99 entitled "Violation a Misdemeanor" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 3. This ordinance shall take effect and be in force from and after its passage and publication and be given the Number 13, 4th Series.

Voting Aye:

Voting Nay:

Absent:

The President declared the Ordinance passed.

ATTEST:

PASSED: _____, 2015

City Administrator

President of Council

I hereby approve the foregoing Ordinance this _____ day of _____, 2015.

Mayor

Request for Council Action

Date: 5/15/15

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: Karla Anderson

RE: 2014 Year end transfers and Project fund transfers

Attached is a resolution on transfers needed as of 12-31-14.

Some of the transfers were budgeted.
Cemetery and Transit ending negative balances were over budgeted amount.
Tax rebates were not completed as of year-end so did not spend the budgeted amount of \$60,000.

Some assessment projects were never reimbursed from the corresponding bond fund so the project fund 414 was negative. Each project has been reconciled and these transfers are needed to zero out the project fund account 414. They have been reimbursed from Fund 401, which is the fund that was borrowed with the Special Assessment loan from Water and Light.

The 2014 General Fund Street Reconstruction was budgeted at \$250,000. Under \$50,000 was spent, due to the projects not being done, bid to high.... Propose to move \$200,000 to the State Aid Fund to cover the Cemetery, Lee's place and other assessments that are tied to the City's share.

Recommendation: To accept all the transfers as presented in the Resolution submitted.

RESOLUTION NO. 15 – 05 - 55

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

WHEREAS, the City Council has passed budget resolution authorizing other transfers occurring in 2014; and

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the Clerk-Treasurer is authorized to make the following transfers for budget year 2014 as set out hereafter:

<u>Reason</u>	<u>Amount</u>	<u>Transfer To</u>	<u>Transfer From</u>
Local 13CP1 Multi-Use Trails	\$119,000	415-39-000-39201	101-49-300-47200
Budget Transfer in General Fund	\$120,000	101-39-000-39203	401-49-300-47200
Distribute Tax Levy-2007 Bond	\$17,533.34	535-39-000-39204	101-49-300-47210
Cemetery Budget(\$28,289)Transfer	\$37,554.82	214-39-000-39201	101-49-300-47240
Transit Budget(\$73,190) Transfer	\$81663.86	210-39-000-39201	101-49-300-47220
Budgeted for Waters Edge Bond	\$120,000	533-39-000-39204	280-49-300-47200
Budgeted(\$60,000)for tax rebates	\$11,864.22	101-39-000-39204	280-49-300-47200
City share 14CP2 sidewalk	\$94,458.57	415-39-000-39201	209-49-300-47200
13CP2 Wastewater mains Reimburse project fund 415	\$356,544.58	415-39-000-396201	605-00-000-16200

Transfers for assessment projects that were not done in the past years:

<u>Reason</u>	<u>Amount</u>	<u>Transfer to</u>	<u>Transfer from</u>
08AJ2 NCTC Utilty Roll #314	\$58,531.77	414-39-000-39201	401-49-300-47200
08AJ3 Roll #311	\$50,712.70	414-39-000-39201	401-49-300-47200
09AJ1 Utilty Roll #315	\$525,375.73	414-39-000-39201	401-49-300-47200

09AJ2 Paving Roll #317	\$322,904.37	414-39-000-39201	401--49-300-47200
09AJ3 Roll #313	\$163,030.24	414-39-000-39201	401-49-300-47200
10AJ1 Roll #316	\$221,459.57	414-39-000-39201	401-49-300-47200
10AJ2 NorthStar Terrace	\$221,850.24	414-39-000-39201	401-49-300-47200
11AJ2 &11AJ3 Roll #328-331	\$15,263.05	435-39-000-39201	537-39-000-39310

<u>Reason</u>	<u>Amount</u>	<u>Transfer to</u>	<u>Transfer from</u>
2014 Street Reconstruction	\$200,000	209-39-000-39201	101-43-120-45300

City's share of mill and overlay and cemetery, project wasn't completed in 2014

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: May 19, 2015

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 19th day of May, 2015.

Mayor

Request for Council Action

Date: May 1, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Chief Michael Hedlund

RE: MOU Between the City of East Grand Forks and the East Grand Forks Public School District

Background: The East Grand Forks Police Department/City of East Grand Forks has been awarded a grant for \$125,000.00 to pay a portion of the salary and benefits for a new police officer for the city. Per the grant this funding is to provide a School Resource Officer for the East Grand Forks Public Schools. The grant funds are to be paid over a three year period with a requirement that the position be kept at 100% local cost for a fourth year. Prior to our accepting the grant both the East Grand Forks School Board and the East Grand Forks City Council gave their approval to move forward with this project with the local share for salary and benefits being split equally by the city and the school district. The attached MOU is the formalization of that agreement and is also being presented to the School Board for their approval.

Recommendation: I recommend the formal approval of this MOU and the commencement of this project.

Attachments: The MOU is still being touched up and finalized and will be provided at the City Council Meeting on May 12, 2015.

MEMORANDUM OF UNDERSTANDING SCHOOL RESOURCE OFFICER SERVICES

This Memorandum of Understanding is entered into by and between the East Grand Forks Public School District, East Grand Forks, Minnesota (hereinafter “District”) and the City of East Grand Forks, Minnesota (hereinafter “City”) by and through its Police Department.

WHEREAS, the City provides police services within the City of East Grand Forks, Minnesota; and

WHEREAS, the District provides educational services within the City of East Grand Forks, Minnesota; and

WHEREAS, both the City and the District are desirous to dedicate a police officer to School Resource Officer duties within the public school buildings of the District, duties associated with matters arising from the activities of the School Resource Officer and duties associated with safety on or near school grounds.

NOW THEREFORE, the parties hereto agree as follows:

I. **ASSIGNMENT OF THE SRO:** The City will assign a School Resource Officer (hereinafter “SRO”) to the District for service at locations that are mutually agreed upon by the City and the District. The SRO will provide general police services at the locations assigned.

II. **EMPLOYMENT STATUS:** The SRO will remain an employee of the City and not an employee of the District and will provide general police services within the District locations as assigned. The District shall not be responsible for; and the City agrees to indemnify and hold the District harmless from liability for the withholding of any taxes related to the assignment of the SRO by the City to the District, including but not limited to State and Federal income tax, worker’s compensation benefits, or unemployment compensation premiums.

III. **SCHOOL RESOURCE OFFICER - DESIGNATION – PURPOSE**

- A. The purpose of this agreement is to delineate services provided by the City for the District as part of the SRO program. The City’s SRO is hereby authorized to serve as the District’s “law enforcement unit” for purposes of:
 - a. Enforcing local, state and federal laws;
 - b. Referring to appropriate authorities matters of enforcement of any local, state or federal law against any individual or organization other than the District itself; and
 - c. Maintaining the physical security and safety of the District.

- B. It shall be recognized by both parties that “law enforcement unit” records shall be exempt from the requirements of the Family Educational Rights and Privacy Act (FERPA). To meet the requirements of this exemption, “law enforcement unit” records must meet the following criteria:

- a. The records must be created by the law enforcement unit;
 - b. The records must be created for a law enforcement purpose; and
 - c. The records must be maintained by the law enforcement unit.
- C. It shall be recognized by both parties that records of a “law enforcement unit” does not mean:
- a. Records by a law enforcement unit for a law enforcement purpose that are maintained by a component of the District other than the law enforcement unit; or
 - b. Records created and maintained by a law enforcement unit exclusively for non-law enforcement purpose, such as disciplinary action or proceeding conducted by the District.

IV. **RESPONSIBILITIES OF THE CITY OF EAST GRAND FORKS:** The SRO shall be an employee of the City and supervised by, and answerable to the Chief of Police or his designee. The City shall be responsible for the actions of the SRO within the scope of his employment. The SRO shall be an experienced officer selected by the City of East Grand Forks with approval of the District. The City of East Grand Forks will assist the District meet its responsibilities to students and their families by:

- A. Agreeing to provide services, as defined in the “Purpose” stated above and the attached Job Description, to the District during the term of this agreement.
- B. Ensuring that the SRO is aware of, and adheres to, all federal and state regulations and District policies/procedures applicable to the provision of services as defined in the “Purpose” above, and attached Job Description.
- C. Acknowledging the District’s exclusive and direct control over all personally identifiable information from student’s education records in the possession of the SRO in the course of work covered by this agreement except for records and information that meets the criteria of a “law enforcement unit” record in accordance with the Family Educational Rights and Privacy Act (FERPA) and the Minnesota Government Data Practices Act, (MGDPA). Any personally identifiable information from students’ education records provided by the District to the SRO that does not meet the criteria of a “law enforcement record” shall be subject to the provisions of FERPA and MGDPA, including but not limited to parental access/inspection and (re)disclosure restrictions. Students’ education records shall not be removed from the District’s premises.
- D. Ensuring that personally identifiable information from students’ education records disclosed by the District to the SRO is not used for research purposes of any kind without prior written approval of the District Superintendent or designee(s).
- E. Evaluating the SRO’s work performance and as part of the evaluation process, seeking input from District staff (school principals or designees).
- F. Providing the SRO with a cell phone and laptop computer for use in the duties of the SRO.

- G. Having the SRO available to the District during days school is in session, or by special arrangements as determined by the City and the District.
 - a. The SRO shall be allowed to be absent from the District's premises for training purposes with prior approval of the District and the City.
 - b. The SRO will be allowed to be absent from school for purposes of appearing in court.
 - c. The SRO will be allowed to be absent from the District's premises for three days during the school year (for reasons other than training) without the City providing a replacement SRO. Any absences beyond three days during the District school year will require a replacement SRO to be provided by the City.
 - d. The SRO shall not be required to be on District premises during school curriculum days unless the SRO is providing training for District personnel.
 - e. The SRO will work District special events (i.e. dances, significant sporting events, etc.) providing arrangements have been made to provide the SRO with sufficient notice so as to allow the SRO an opportunity to adjust his regular work schedule. Per the LELS labor contract with the CITY, adjustments to the work schedule must be made at least 30 days in advance.
 - f. The SRO may conduct home visits on behalf of the District or the City – including students being sent home for various reasons and students who are not in school.
 - g. The SRO will coordinate the transportation of students to juvenile detention when necessary and appropriate.
 - h. The SRO will continue to provide annual DARE instruction to students at Sacred Heart and Riverside Christian Schools.

- H. Providing the SRO with appropriate uniforms and equipment to allow for the effective performance of his duties.

- I. Ensuring that while on the District's premises, the SRO wears a District issued identification badge and verbally identifies himself as an SRO when in contact with parents of District students.

- V. RESPONSIBILITIES OF THE EAST GRAND FORKS PUBLIC SCHOOL DISTRICT:
The District will assist the City to meet its responsibilities by:
 - A. Designating the SRO as a school official, and allowing or providing for the disclosure of personally identifiable information from students' education records when it is determined that SRO's have a legitimate educational interest in the information in order to perform the duties set forth in this agreement and such disclosure does not violate FERPA and MGDPA. Upon request, providing input into the performance evaluation of the SRO.

 - B. The District shall provide the SRO with the policies and procedures that the District has in place regarding FERPA.

- C. The District shall provide training and educational materials to ensure the SRO is properly trained regarding their duties and responsibilities under FERPA.
 - D. Providing office space, necessary furniture and telephone on District premises for the
 - E. SRO.
- VI. COST-SHARE: The partnership between the City and the District is supported financially by a grant through the United States Department of Justice – COPS Office.
- A. While the City will be assigning an experienced officer as the SRO, a new “replacement officer” shall be hired at the outset of this agreement and it shall be the cost of the salary and benefits of this “replacement officer” that will be the basis of this agreement. The COPS grant funding totals \$125,000.00 to be paid by the COPS Office to the City over the course of three years. The COPS office funds will be paid to the city as follows: 1st year = \$42,500.00, 2nd year = \$41,500.00 and 3rd year = \$41,000.00. The City and the District shall equally share in the cost of the base salary and benefits for the “replacement officer” that are over and above the funding provided via the COPS Grant. These costs will be based upon the then current salary and benefit expenditures for the “replacement officer” based upon the labor agreement between the City and Law Enforcement Labor Services. Based upon the current labor agreement (which expires at the end of calendar year 2015) the total salary and benefit cost for the “replacement officer” will be \$1,190.81 per week. In Year 1 the COPS Grant will provide \$817.31 in funding per week leaving a difference of \$373.50 per week in 2015 to be shared equally by the District and the City. The City shall provide the District with an invoice for the District’s share of the salary and benefits of the “replacement officer” prior to the end of each month and the District shall process payment of this invoice on the second Monday of the following month.
 - B. Per the labor agreement the “replacement officer” will get a step increase at six months, one year and annually thereafter until he reaches top pay after six years. In addition future COLA increases will be negotiated and will affect the overall cost of the replacement officer. Should the “replacement officer” get married the cost of health insurance will also increase based upon the then current rates in the labor agreement. The District will be provided a copy of the current LELS contract (and each subsequent contract during the period of this agreement) that covers the salary and benefits of the “replacement” officer.
 - C. This Cost-Share agreement shall run for a minimum of four years from its date of commencement per the requirement of the COPS Grant.
 - D. The City shall be responsible for all required paperwork associated with the COPS Grant.
- VII. REPRESENTATION AS TO ADEQUATE INSURANCE COVERAGE: Each party of this agreement represents and warrants to the other that it has and shall maintain in effect adequate liability insurance, Worker’s Compensation, and other appropriate forms of

insurance coverage sufficient to generally protect the respective parties to this agreement and their employees carrying out the objectives of the agreement and each shall provide the other with a declarations page showing said insurance.

VIII. INDEMNIFICATION AND HOLD HARMLESS AGREEMENTS:

- A. The City shall indemnify, defend, and hold harmless the District, its officers and its employees from and against all claims, losses, costs, damages and expenses (including reasonable attorney's fees and costs) which result from or arise in connection with any action, negligence or omission of the City and its employees.
 - B. The District shall indemnify, defend and hold harmless the City, its officers and its employees from and against all claims, losses, costs, damages and expenses (including reasonable attorney's fees and costs) which result from or arise in connection with any action, negligence or omission of the District and its employees.
 - C. The indemnifications provided herein shall survive the termination of this agreement.
- IX. ACCESS TO EDUCATIONAL RECORDS (FERPA): Both the City and the District agree that all information regarding a student that is considered an educational record will be held in confidence and will not be divulged to any unauthorized person without prior written consent of the student and/or parent, except for access required by law, regulation, and third party agreements. The District and the City agree that the SRO will have access to educational records as the SRO is considered a school official who the District has determined to have a legitimate educational interest and right to have access to educational records under the Family Educational Right to Privacy Act (FERPA) and each party shall comply with all requirements with respect to protected educational rights as defined by FERPA. The provisions of this paragraph shall survive the termination of this contract.
- X. WAIVER: No waiver by either party or any term or provision of this Agreement shall be deemed to be a waiver of any term or other provision.
- XI. SAVINGS CLAUSE: Any term or provision of this Agreement which now or hereafter is determined to be invalid or unenforceable shall not impair the validity of the remainder of this Agreement.
- XII. ANNUAL REVIEW: The goals, objectives, expectations and other details of the School Resource Officer Program shall be reviewed at least annually between the members of the City and the members of the District. Following such review, the City and the District may reduce to writing their understanding of the Program. The failure to follow by the guidelines prepared under this paragraph XII shall not give rise to any claim for relief by one party against the other.
- XIII. ASSIGNABILITY: This agreement is not assignable by either party without the prior written consent of the other party.

XIV. AMENDMENTS: This agreement may be amended or modified at any time, but only by the written agreement of the parties hereto.

XV. TERM OF CONTRACT: The term of this agreement shall begin June 1, 2015 and shall end May 31, 2019. The agreement may be renewed thereafter upon the consent of all parties, and provided that the Cost-Share agreement reflect an agreed upon cost basis for each party. This contract may only be voided if all requirements of the COPS Office Grant have been met by the City and the District.

East Grand Forks Public School District – ISD #595

By: David Pace
Its: Superintendent

Date:

City of East Grand Forks

By: David Murphy
Its: City Administrator

Date:

By: Mark Olstad
Its: City Council President

Date:

RESOLUTION NO. 15 – 05 - 56

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

WHEREAS, The City Administrator/Clerk-Treasurer with the assistance of the person designated, has calculated the proper amount to be specially assessed against every lot, piece and parcel of land, without regard to cash valuation, utilities and street foundation improvements described as “2015 Assessment Job No. 2 – Paving – Replat of Outlot B Block 2”; and

WHEREAS, Said calculations known as the proposed assessments were filed with the Administrator/Clerk-Treasurer on May 19, 2015; and

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

1. A hearing shall be held at 5:00pm or as soon as possible thereafter on June 16, 2015 in the City Hall Council Chambers located at 600 Demers Ave to pass upon such proposed assessments. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator/Clerk-Treasurer is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall stated in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

Voting Aye:

Voting Nay:

Absent:

Abstain:

The President declared the resolution passed.

Passed: May 19, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th day of May, 2015.

Mayor

**ASSESSMENT ROLL
 REPLAT OF OUTLOT B, Block 2 - POINT OF WOODS 5TH ADDITON
 EAST GRAND FORKS, MINNESOTA**

STREET IMPROVEMENTS	
Construction	\$ 184,740.00
Plans and Specifications	\$ 16,626.60
Staking & Inspection	\$ 9,237.00
Assessment Roll	\$ 1,847.40
Administration	\$ 5,542.20
Contingencies	<u>\$ 1,847.40</u>
TOTAL PROJECT COST	\$ 219,840.60
Front Footages	
Point of Woods 5th Addition -	
Replat of Outlot B	<u>967.67</u>
TOTAL ASSESSABLE FOOTAGE	967.67
Assessment Rate	\$ 227.19 Front Foot

ASSESSMENT ROLL
REPLAT OF OUTLOT B, BLOCK 2 - POINT OF WOODS 5TH ADDITON
EAST GRAND FORKS, MINNESOTA

PARCEL No.	OWNER	DESCRIPTION	STREET		TOTAL ASSESSMENT BEFORE INTEREST
			FRONT FOOT	\$ FRONT BENEFIT	
	REPLAT OF OUTLOT B - POINT OF WOODS 5TH ADDITION			\$227.19	
83.04432.00	ROBERT E & JEANINE H PEABODY	Lot-A Block-001	165.34	\$37,562.84	\$37,562.84
83.04433.00	AFFINITY BUILDERS LLC	Lot-B Block-001	109.72	\$24,926.79	\$24,926.79
83.04434.00	ROBERT E & JEANINE H PEABODY	Lot-C Block-001	23.16	\$5,261.62	\$5,261.62
83.04435.00	ROBERT E & JEANINE H PEABODY	Lot-G Block-002	124.67	\$28,323.22	\$28,323.22
83.04436.00	MELQUIST SAMUEL R & LEAH M	Lot-H Block-002	95.47	\$21,689.40	\$21,689.40
83.04437.00	ROBERT E & JEANINE H PEABODY	Lot-J Block-002	103.54	\$23,522.79	\$23,522.79
83.04438.00	ROBERT E & JEANINE H PEABODY	Lot-K Block-002	111.24	\$25,272.12	\$25,272.12
83.04439.00	MEAGHER GREGORY P & TRACY J	Lot-L Block-002	109.79	\$24,942.70	\$24,942.70
83.04440.00	ROBERT E & JEANINE H PEABODY	Lot-M Block-002	124.74	\$28,339.12	\$28,339.12
SUBTOTAL REPLAT OF OUTLOT B POINT OF WOODS 5TH ADDITION			967.67	\$219,840.60	\$219,840.60
GRAND TOTAL			967.67	\$219,840.60	\$219,840.60

RESOLUTION NO. 15 – 05 – 57

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 21538 for a total of \$1360.57.

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 \$1360.57 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 19, 2015.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: May 19, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th day of May, 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 21538 for a total of \$1360.57.
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 19, 2015.

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

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

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only

User: lkatka
Printed: 5/14/2015 - 1:15 PM



City of East Grand Forks

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

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21507	05/19/2015	ACM001	Acme Electric Companies	96.98	0
21508	05/19/2015	ADV001	Advanced Business Methods Inc	61.13	0
21509	05/19/2015	ALL007	Allied 100	463.76	0
21510	05/19/2015	AME005	Ameripride Linen & Apparel Services	293.49	0
21511	05/19/2015	ANY001	Anytime Plumbing	73.60	0
21512	05/19/2015	AQU001	Aqua Water Solutions	135.90	0
21513	05/19/2015	BEC001	Becker Arena Products Inc	144.66	0
21514	05/19/2015	BEM002	Bemidji Area Chamber of Commerce	20.00	0
21515	05/19/2015	BRI004	Brians Flooring	1,420.00	0
21516	05/19/2015	BSN001	BSN Sports Inc.	626.80	0
21517	05/19/2015	BUD001	Bud & Ralph's Appliance Service Inc	37.80	0
21518	05/19/2015	C&R001	C&R Laundry & Cleaners	121.09	0
21519	05/19/2015	CAN001	Canon Financial Services	140.80	0
21520	05/19/2015	CEN006	Century Link	841.55	0
21521	05/19/2015	COL002	Cole Papers Inc	399.48	0
21522	05/19/2015	COU008	Countrywide Sanitation Company	34,009.33	0
21523	05/19/2015	DOC001	Docu Shred Inc	37.98	0
21524	05/19/2015	EAP001	EAPC Architects Engineers	8,277.99	0
21525	05/19/2015	EXP003	Explorer Post #38	40.00	0
21526	05/19/2015	FAS001	Fastenal Company	113.55	0
21527	05/19/2015	FER001	Ferrellgas	185.54	0
21528	05/19/2015	FRH001	Firehouse Magazine	24.95	0
21529	05/19/2015	FOR005	Forum Communications Company	16.00	0
21530	05/19/2015	G&K001	G&K Services	143.07	0
21531	05/19/2015	GAF002	Gaffaney's	125.47	0
21532	05/19/2015	GAL003	Galstad Jensen & McCann PA	13,812.55	0
21533	05/19/2015	GEO001	George's Quick Printing	236.00	0
21534	05/19/2015	GFC001	GF City Utility Billing	16,578.51	0
21535	05/19/2015	GFH002	GF Herald	973.02	0
21536	05/19/2015	GRA009	Grand Forks Environmental Lab	40.00	0
21537	05/19/2015	EAS006	Dale Gulbranson	420.00	0
21538	05/19/2015	HAR001	Hardware Hank	1,360.57	0
21539	05/19/2015	HEA001	Heartland Paper	363.32	0
21540	05/19/2015	HOL002	Holiday Credit Office	48.38	0
21541	05/19/2015	HOM001	Home of Economy	19.36	0
21542	05/19/2015	HUG001	Hugo's	60.64	0
21543	05/19/2015	IND006	Indepth Inspections LLC	9,078.79	0
21544	05/19/2015	JobsHQ	JobsHQ	369.12	0
21545	05/19/2015	KAL003	Kaler Doeling, PLLP	57.00	0
21546	05/19/2015	LUM001	Lumber Mart	194.17	0
21547	05/19/2015	MAR004	Marco	155.37	0
21548	05/19/2015	DUA001	Mark Steven Dykes	615.18	0
21549	05/19/2015	MCD001	McDonald's of EGF	266.53	0
21550	05/19/2015	B&M002	Michael C Moulton/Beverly Moulton	18.00	0
21551	05/19/2015	MID003	Midcontinent Communications	75.00	0
21552	05/19/2015	MID016	Midwest Pest Control Inc	125.00	0
21553	05/19/2015	MID007	Midwest Refrigeration Inc	104.00	0
21554	05/19/2015	MIK001	Mike's Pizza	60.54	0
21555	05/19/2015	MIT001	Mitch Yoney Snow Removal	506.25	0
21556	05/19/2015	MNC009	MN Crime Prevention Association	45.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21557	05/19/2015	COM002	Morgan Printing	1,185.00	0
21558	05/19/2015	NEW001	Newman Signs	2,661.99	0
21559	05/19/2015	NFP001	NFPA	165.00	0
21560	05/19/2015	NOR004	Northern Plumbing Supply	8.53	0
21561	05/19/2015	NOR024	Northland Yard Service	120.00	0
21562	05/19/2015	NWM001	NW MN Household Hazardous Waste	994.03	0
21563	05/19/2015	ORE001	O'Reilly Auto Parts	6.99	0
21564	05/19/2015	PET001	Peterson Veterinarian Clinic P.C.	619.00	0
21565	05/19/2015	PRA001	Praxair Distribution	806.34	0
21566	05/19/2015	PRE001	Premium Waters Inc	34.75	0
21567	05/19/2015	QUI001	Quill Corp	679.39	0
21568	05/19/2015	RDO001	RDO Powerplan OIB	6,884.68	0
21569	05/19/2015	RED001	Red River Snowmobile Club	4,678.18	0
21570	05/19/2015	REL001	Reliable Office Supplies	361.35	0
21571	05/19/2015	RMB001	RMB Environmental Lab Inc	279.00	0
21572	05/19/2015	MER001	Sanford Clinic Fargo Region	176.00	0
21573	05/19/2015	SIM001	Simonson Station Stores	7.95	0
21574	05/19/2015	SIM002	SimplexGrinnell	100.00	0
21575	05/19/2015	SPA001	Spare Husband Inc	1,100.00	0
21576	05/19/2015	STA005	Strata Corp	557.48	0
21577	05/19/2015	STU001	Stuart's Towing	100.00	0
21578	05/19/2015	SUN002	Sun Dot Communications	89.99	0
21579	05/19/2015	TRA003	Trans Alarm, Inc	1,266.80	0
21580	05/19/2015	TRU001	True Temp	1,846.44	0
21581	05/19/2015	USB004	US Bank Equipment Finance	136.17	0
21582	05/19/2015	USF002	US Foodservice Inc TM	40.66	0
21583	05/19/2015	VAL002	Valley Truck	1,580.53	0
21584	05/19/2015	VER001	Verizon Wireless	818.12	0
21585	05/19/2015	VIL001	Vilandre Heating & A/C	932.46	0
21586	05/19/2015	WAS001	Waste Mgmt	449.51	0
21587	05/19/2015	WAT001	Water & Light Department	28,524.17	0
21588	05/19/2015	WID001	Widseth Smith Nolting & Associates	32,092.29	0
21589	05/19/2015	WPR001	WP & RS Mars Co.	264.72	0
21590	05/19/2015	XER001	Xerox Corporation	82.03	0
21591	05/19/2015	ZEE001	Zee Medical Service	64.55	0
				<hr/>	
				Check Total:	
				183,147.32	
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