

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 2, 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 19, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 26, 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.

3. Consider approving an extension to the East Side Rides Car Club permit to continue to hold a car show on Wednesday evenings from 6:00pm until 8:30pm through the end of June 2015.
4. Consider approving the special event application for Extreme North Dakota Racing for their Bicycle, Orienteering, and Boat Race for June 6, 2015 from 9:00am until 5:00pm contingent upon the certificate of liability being turned in to the Administration Office prior to the race.
5. Consider accepting and ratifying the Recording Fees and Taxes Policy adopted by the Economic Development Authority at the May 5, 2015 Board Meeting.
6. Consider approving the request from the Senior Inc Group to install a patio door at the Senior Center as well as pay for all of the incurred costs for the project.

7. Consider approving the special event application for Northern Star Cycling Club for their Time Trial Bicycle Race to be held on the evenings of June 11th, June 25th, July 9th, and July 23rd from 6:30pm until 8:30pm contingent upon the certificate of liability being turned into the Administration Office prior to the race.

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

8. Regular meeting minutes of the Water, Light, Power, and Building Commission for May 7, 2015.

COMMUNICATIONS:

9. Acknowledge the retirement of Stuart Kovar from the Public Works Department and for his 36 plus years of service to the City.

OLD BUSINESS:

10. Consider adopting 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. (2nd Reading)
11. Reconsider approving the “On-sale Weekday & Sunday” Liquor License Renewal for the Boardwalk Bar & Grill located at 415 2nd St NW Suite 2 East Grand Forks, MN 56721 by the adoption of Resolution No. 15-06-60 setting conditions for the next renewal process.

NEW BUSINESS:

12. Consider approving Ordinance No. 14, 4th Series amending City Code Title XV Land Usage by adding Section 154 to create Urban and Rural Service Districts in the City of East Grand Forks Pursuant to Minnesota Statute 272.67. (1st Reading)
13. Consider adopting Resolution No. 15-06-58 approving the amendment to the waste water facility plan and moving forward with the interconnect project.
14. Consider adopting Resolution No. 15-06-59 accepting and awarding the bid for 2015 City Project No. 3 – Sidewalk Improvements to R.J. Zavoral and Sons in the amount of \$75,241.85.

CLAIMS:

15. Consider adopting Resolution No. 15-06-61 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 21639 for a total of \$475.92 whereas Council Member Buckalew is personally interested financially in the contract.
16. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings:

Work Session – June 9, 2015 – 5:00 PM – Training Room
Regular Council Meeting – June 16, 2015 – 5:00 PM – Council Chambers
Work Session – June 23, 2015 – 5:00 PM – Training Room
Regular Council Meeting – July 7, 2015 – 5:00 PM – Council Chambers

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for May 19, 2015 was called to order by Council President Mark Olstad at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss(5:01), Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

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

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of 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.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

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

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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE ITEMS FOUR (4) THROUGH TEN (10) EXCEPT FOR ITEMS 7D AND 9.

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

Voting Nay: Grassel and Tweten.

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

- d. Boardwalk Bar & Grill located at 415 2nd St NW Suite 2 East Grand Forks, MN 56721.

Council member DeMers stated that it was the duty of the Council to review the applications and make sure the proprietors of the establishments are fitting of the privilege of serving liquor. He continued reviewing items the Council should take under consideration when it comes to liquor license renewals which included making sure the establishment was in good standing with the City. He added that since they are not in good standing the liquor license should not be renewed until they are in good standing with the City. Mr. Galstad stated that the Boardwalk Bar & Grill is a separate entity. He added that if he was referring to Boardwalk Enterprise it is a different issue. Council member DeMers stated that he was aware of that. Discussion followed about if there were violations and previous precedent that had been set.

Council President Olstad asked if this could be voted on again. Mr. Galstad stated if the Council was questioning this to allow him time for research. Mr. Murphy stated since this item had been pulled from the consent agenda it would need a separate motion. Council President Olstad asked if Council member DeMers was making a motion and asked him to state a motion.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO NOT PERMIT A LIQUOR LICENSE FOR BOARDWALK BAR & GRILL.

Council member Buckalew stated that the loan regarding the entity in question was with the EDA and asked Mr. Galstad if that was considered a separate entity or part of the City. He added that he would like more clarification. Mr. Galstad asked the Council to table this issue so he would be able to do more research. He stated there were items he would like to look into more before the vote was taken. Council President Olstad asked about the timeline for liquor licenses. Ms. Nelson explained liquor licenses expire at the end of June and the State likes to get the renewal information at least 30 days prior to the license expiring.

Council member Buckalew rescinded his second to the motion to tabling this item. Council member DeMers rescinded his motion to tabling this issue. Discussion followed about when this should be brought forward.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO POSTPONE THIS MOTION UNTIL THE JUNE 2ND MEETING.

Council President asked what would happen if this vote fails. Mr. Murphy stated the renewal would then be denied.

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

Voting Nay: Vetter.

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.

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

Council member DeMers stated that one of these businesses had some issues and asked if they were in good standing with the City. Mr. Murphy explained that they were in good standing with the City and how they were still under probation if there is a violation prior to their probation ending the license would then be suspended.

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

Voting Nay: None.

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)

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE 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)

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

Voting Nay: Vetter.

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

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-05-55 AUTHORIZING TRANSFERS FOR BUDGET YEAR 2014.

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

Voting Nay: None.

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.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EAST GRAND FORKS AND THE EAST GRAND FORKS PUBLIC SCHOOL DISTRICT FOR SCHOOL RESOURCE OFFICER SERVICES.

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

Voting Nay: None.

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.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 15-05-56 SETTING THE PUBLIC HEARING FOR 2015 ASSESSMENT JOB NO. 2 – PAVING – REPLAT OF OUTLOT B BLOCK 2.

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

Voting Nay: None.

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.

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

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

Voting Nay: None.

Abstain: Buckalew.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Buckalew commented how it is graduation time and reminded everyone to be safe and have a good time.

Council Member Tweten stated how he went to the County, received information about the tax capacity for the previous five years, and commented how the tax capacity has been increasing. He added that it was important to monitor this and that he was optimistic about this building year.

Mr. Galstad stated that he would be completing research regarding the questions about the liquor license.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MAY 19, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:22 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, MAY 26, 2015 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for May 26, 2015 was called to order by Council President Mark Olstad at 5:00P.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; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1. Extreme North Dakota Special Event Application – Megan Nelson

Ms. Nelson explained the City had received a special event application for a biking, orienteering, and boat race being proposed for June 6th. She stated Mr. Dexter Perkins was present to answer any questions. Mr. Dexter explained the adventure race was half was bicycling and half was paddling in a boat. He stated how this is a more laid back event, that there was going to be teams of two, reviewed the required items each team had to carry with them during the race and what safety measures they were taking. Mayor Stauss asked if lifejackets were required. Mr. Perkins stated they were.

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

2. Review of Classic Car Show – Megan Nelson

Ms. Nelson stated that Mr. Frost was unable to attend the meeting due to a conflict in his schedule and added that at this time there had only been one car show since the other Wednesdays had been rained out. She added that the Administration Office hadn't been notified about any issues at this point and requested that the Council extend the permit until the end of

June and review it again at that time.

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

3. Bid Results for 15CP3 Sidewalk Improvements – Steve Emery

Mr. Emery explained to the Council that there was missing paperwork with some of the bids so only one bid was legitimate. He reviewed the project and alternatives, reminded the Council there were transit dollars available to help pay for this project, WSN would be paid for the plans and specifications, and the City's portion of the project was approximately \$22,000. Ms. Anderson stated that \$33,000 had been budgeted for capital projects and suggested those funds be used for this project. Mr. Murphy asked what the engineer's estimate had been. Mr. Emery stated they were recommending only awarding the base bid at \$75,000 and the estimate for the base bid was approximately \$50,000. Mr. Galstad stated that he had been contacted, completed research, and provided an opinion regarding the bids. Discussion followed about why this project needs to be completed, questions about the bid tabulation, how all of the necessary forms were sent out with the packet information to bidding the project, and if the bid should be accepted or rejected.

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

4. Recording Fees & Taxes Policy – Paul Gorte

Mr. Gorte explained the Economic Development Board was in the process of updating policies. He stated the policies he was bringing forward were already adopted by the Board but would need to be ratified by the City Council. He explained the recording fee and taxes policy. Council member Vetter asked if he had researched what other cities policies were. Mr. Gorte stated he had not. Mr. Galstad stated that Crookston does the same thing. Council President Olstad asked what this has cost the City. Mr. Gorte stated this was normal practice and was not a huge savings. Discussion followed about lot sales and special assessments on the north end.

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

5. Delinquency Policy – Paul Gorte

Mr. Gorte stated the EDA Board had asked him to simplify the policy that was in place for dealing with delinquencies which he had reduced from six steps down to three. He said that copies of this policy were going to be sent to all current borrowers and renters. Council member Vetter asked about step three and starting foreclosure. He stated how that may not be the best thing to do. Council President Olstad asked if he would like the language changed. Discussion followed about how the Board will be notified about the change and it will be brought back for the Council to ratify at the June 16th meeting.

6. Senior Center Patio Door – Dave Aker

Mr. Aker stated that the Senior Inc group, who are like the Friends of the Library, would like to

put in a patio door at the Senior Center. He explained they would be putting out picnic tables and a grill. Council President Olstad asked if they had the memorial garden. Mr. Aker said yes. He added that the patio would be 24x24. Council President Olstad asked if they would be paying for the project and there was no cost to the City. Mr. Aker stated yes.

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

7. Annexation and Special Service District – Ron Galstad

Mr. Galstad informed the Council that he had received a petition to annex in property. Mayor Stauss asked if the lots should be sold on the north end before annexing in more property. Mr. Galstad stated the property they are looking at annexing is a 40 acre piece. Council President Olstad stated this property would be zoned for multi-family or PUD. Mr. Galstad continued informing the Council about how this could be made a rural service district keeping the agricultural land at a similar tax rate that it currently has. He explained that as long as the property is agricultural land the tax rate wouldn't change but as soon as it was sold for development the developed property would then have the City tax rate. Discussion followed about if there is a firm offer from a developer, what the annexation process would be, and how there is a 30 year timeline for the rural tax district. Mr. Galstad stated he would double check the timeline. More discussion followed about how the land will be developed according to the City's Comprehensive Land Use Plan and all development proposals will be going through the Planning Commission and the City Council for approval.

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

8. Market Value Discussion – Henry Tweten

Council member Tweten reviewed the total market value of the City and how it has been growing over the last five years. He referred to the construction permit information and stated how the permits taken out indicate improvements. He stated how the student population has a big effect, how the school does receive different forms of funding, and reviewed the tax capacity and how with the tax abatements it usually takes three years to get the new homes on the tax rolls. He explained that with the increase in tax capacity the City will be able to increase the budget if necessary. He asked the Council to review the information and asked to have this brought back to a future work session. He stated the Council needs to determine a levy which would need to be maintained and plan for future development.

Council member Vetter stated that he looked into this further and added he is glad to see the market values are going up in the City. He said that he reviewed tax rates per \$1000 of tax capacity. He stated that in 2005 for just City taxes for general fund and debt service the rate was at \$75.24 per \$1000 in tax capacity. He said that every year since then the rate has gone down with the exception of 2011 and 2012 and that it went down in 2013 and 2014. He added that in 2014 the tax rate was \$57.53 per \$1000 in tax capacity. He stated that when the tax rate goes down, even with more market value the City is not taking in any more money. He said that if the Council could agree to keep the tax rates per \$1000 at a level the City would then be able to take more in with the increase in property values because of the services that need to be kept up.

Discussion followed about how it is difficult to try to determine tax rates because of all of the variables.

9. Report from the League – David Murphy

Mr. Murphy reminded the Council that a claim had been sent in regarding the \$510,000 loan. He explained that the claim was denied for both the City and the EDA. He stated the first reason was because the City had not realized an actual loss since payments could still be made and the other reason was that the EDA employee's actions were not considered malfeasance. He said they could appeal the decision and that Council did not have to take action but that he wanted to make them aware of the situation. Council member DeMers asked what the appeals process would be. Mr. Murphy stated the Council would have to appeal to the League of Minnesota Cities. Mr. Galstad stated they would have to bring it to court. Council member Vetter stated the City had a loss because of the \$25,000 spent in lawyer's fees.

10. Verbal Update on Campground – David Murphy

Mr. Murphy informed the Council that the Department of Natural Resources had sent a draft agreement for the City to review and that they were willing to release the \$250,000 for the expansion project. Mayor Stauss stated that the City will also be receiving more funds from 2014. Mr. Murphy said the draft will be brought forward for the Council to review. Discussion followed about the future of the recreation area, what is included in the current agreement, and how it had been a process to get things to this point.

11. Waste Water Project Discussion – David Murphy

Mr. Murphy stated that the committee had met twice and how Mr. Todd Feland and Mr. Shawn Gaddie attended the second meeting. He said how the group determined the figures and the net present values and referred to the page showing how the net present values were approximately 52 million for the pond project, 56 million for the mechanical plant, and 31 million for the interconnect project. Council member Vetter reviewed the assumptions page and how the operational costs were 1.29 million for the interconnect, 1.1 million for the mechanical plant, and 108,000 for the ponds. Mayor Stauss commented how the initial costs were so high for the ponds. Council member Buckalew stated this had been a good exercise, they agreed in principle, and did the best they could do with what they had. Council member DeMers said it had been a good process and there had been great participation. He added how there was an increase in operations but when looking at the total amounts the interconnect was still less. Council President Olstad stated how the intentions were to have a vote on June 2nd and asked if all of the questions had been answered regarding the costs. Discussion followed about how the Council needs to look at negotiating the COSA, how taking a vote could affect the ability to negotiate, and how the City is on a timeline for this project for both funding and for the permit from the MPCA.

Council member Buckalew stated the costs shouldn't be any higher than what had already been presented and how the members from Grand Forks were open and willing to look at options. Council President Olstad asked again if there was to be a vote at the next meeting. Council

member Vetter asked what the consequences were going to be. Mr. Emery stated that the City would be put off the funding cycle for another year and how the current waste water permit expires in December. Mayor Stauss stated the Council needs to be clear with what they are doing before they try to move forward and how the interconnect was the way to go. More discussion followed about funding and how the COSA had only been proposed and wasn't finalized at this point. Mr. Galstad explained the COSA would be developed based on what the final project was going to be which may be a direct line to the treatment plant. More discussion followed about how Grand Forks was going to look and see if there was room in their easement for another pipe or if East Grand Forks would have to purchase their own easement and how there is more to happen with more needing to be determined.

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

12. Other

Council President Olstad stated how the pool had been vetoed and a special meeting had been set for Friday, May 29th at 12:00pm. A handout was passed out showing how homes would be affected by an increase in the levy to cover the cost of the pool. Council President Olstad reviewed the information. Ms. Anderson stated that commercial was not included because of the disparity credit. Council member DeMers asked if the numbers included payment as well as operation costs. Council President Olstad stated it was. Ms. Anderson stated it did not take the tax capacity into account.

Mayor Stauss stated that right now there were two major projects, one being the pool and the other being the interconnect. He said that he is very concerned about taxes and increases and how people on fixed incomes don't receive an increase. He continued by saying how the swimming season was about 10 weeks long and how it would cost approximately \$204,000 per week for those 10 weeks to run the pool for the next 10 years. He added that he was for the pool but that it had to be for the people and how this should have been a bond issue voted on by the people. Mayor Stauss continued by saying how there were ways to raise funds and said how a half cent sales tax could bring in an additional \$316,000 per year. He added that the pool could then be paid off in about seven years and that this would have been approved by the legislators. He said again he was in favor of the pool but not if the taxpayers had to pay for all of it. Discussion followed about how the Council could try and override the veto, that the bid is only valid until Friday and how sales tax needs to have a dedicated source to spend it on.

Council President Olstad asked Mayor Stauss if the Council agreed to try implementing a sales tax would he withdraw his veto. He stated he would if they agreed to a sales tax. More discussion followed about how this would help lessen the burden on the taxpayers and if the Council was really willing to allow a large increase to the levy in the fall. Discussion followed about how the sewer is a need and the pool is a want. Council member Vetter stated there was nothing wrong with the pool and asked why they couldn't run it until a pipe breaks. He added that if there was a sales tax increase there should be a wellness center combined with the pool. More discussion followed about how the current pool does leak and other issues that need to be addressed. Ms. Anderson commented how if there is a sales tax it could also be used to help pay for fixing the rinks. Mr. Todd Schumacher stated that he wanted the pool for his kids to use and

that he would step up and work on trying to get a sales tax passed if needed.

Mr. Murphy reminded the Council that the bids came under the engineer's estimate and that it would be extremely unlikely that would happen again if this job would need to be rebid. Council member Buckalew stated that consultants were hired to figure out what the residents wanted, that the sales tax could allow the Council to consider other options, how it should be something the kids will use, but this would be the max the Council could do if they are using property tax to pay for the project.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE MAY 26, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 7:16 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

Request for Council Action

Date: 5/22/15

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: Megan Nelson

RE: East Side Rides Car Club Weekly Show

Background:

The Council had approved a special event application for the East Side Rides Car Club show. They were allowed to use the west side of the parking lot by restaurant row on Wednesday evenings from 6:00pm to 8:30pm. The permit was approved for the month of May and the Council wanted to review this again at the end of the month.

Update:

I contacted Mr. Frost, who is unable to attend the meeting on due to a conflict with his schedule, and was informed that it rained the first two Wednesdays in May but last week they filled 18 of the 20 spots they had requested. He commented that many people stopped by and stated they would be coming back the following week with their classic cars. He added there haven't been any issues to report since they have only been able to use the parking lot for once so far.

Recommendation:

At this time I asked the Council to consider extending the special event permit for the car show through the end of June and review it again at that time.



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 SPECIAL EVENT

License Fee: N/A

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

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

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

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

Citrod Frost
Signature of Applicant

4/21/2015
Date

CITROD R FROST
Print Name

CLUB PRESIDENT
Title

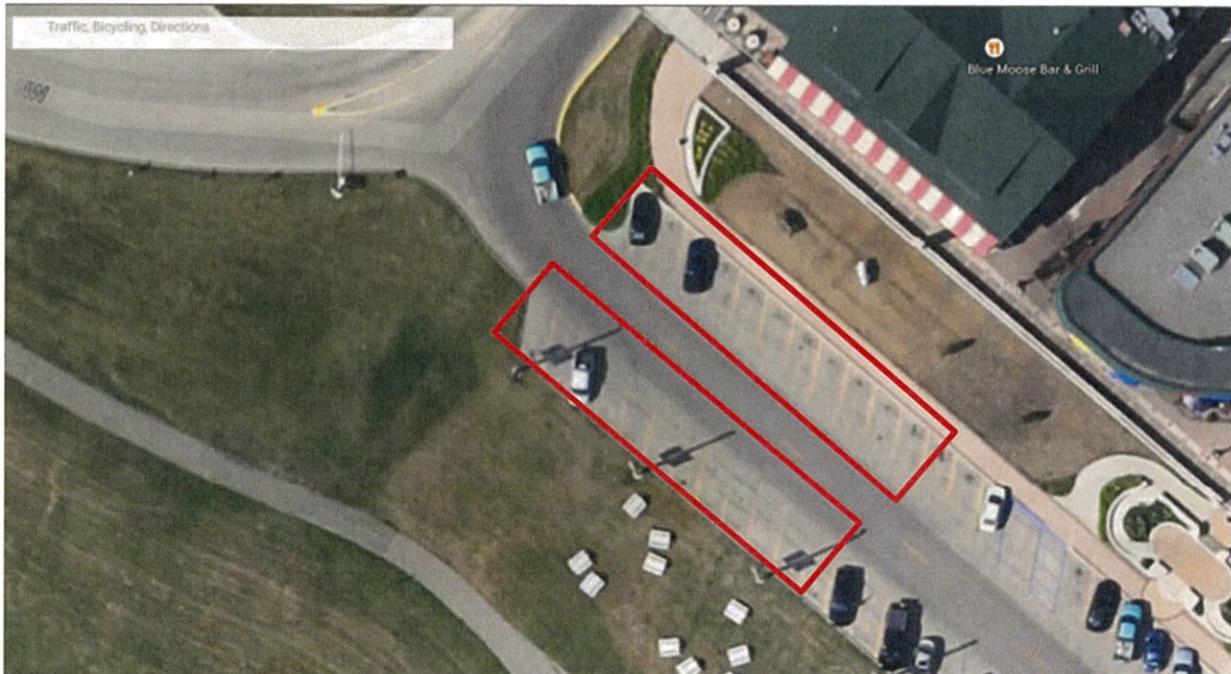
**East Side Rides Car Club Weekly Show Proposal
to the City of East Grand Forks
4/2/2015**

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

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

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

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



City of East Grand Forks
Application for Special Event

Internal Use Only

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

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

*Application completed in full and signed: yes no

*Map of route is provided: yes no

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

*Event Sponsor – Release & Indemnification Agreement: yes no

*Liability Insurance: yes no

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

*Appropriate Staff: approved denied n/a

Notes: _____

Staff Signature: _____ Date: _____

*Council Approval ___/___/___ approved denied

Notes: _____

City Administrator Signature: _____ Date: _____

*License Number _____

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

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

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

CLASSIC CAR SHOW / RESERVED PARKING

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

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

(Special Events Holder initials here) CRF

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

Participant Release and Indemnification required? YES ___ NO X

(Special Events Holder initials here) CRF

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

(Special Events Holder initials here) CRF

City of East Grand Forks
Application for Special Event

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

(Special Events Holder initials here) CRF

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

(Special Events Holder initials here) CRF

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

(Special Events Holder initials here) CRF

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

(Special Events Holder initials here) CRF

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

(Special Events Holder initials here) CRF

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

(Special Events Holder initials here) CRF

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

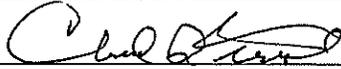
PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

CHAD R FROST, CLUBS PRESIDENT

City of East Grand Forks
Application for Special Event

Name AR CITRO R FROST

Title EAST SIDE RIDES CTR CLUB PRESIDENT

Signature 

Date 4/21/2015

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

Name _____

Title _____

Signature _____

Date _____

Request for Council Action

Date: 5/21/15

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: Megan Nelson

RE: END-BOB Special Event Application

The City has received an application for a special event. The Extreme North Dakota Racing(END) Organization is proposing to hold a bicycle, orienteering, and boat race (BOB) using the greenway, rural EGF, and the Red Lake River. I have included the application and map for the Council to review. The description of the race and safety plan are as follows:

Race Description:

The race will take place along the greenway of EGF and GF (for teams or individuals) to find certain points using maps and a compass (no GPS allowed). It will then follow primarily gravel roads (up to each team what road to travel on depending on their navigation skills) to get out to an access point on the Red Lake river near the east end of 200th St. SW. The paddling would take place from that point until the Red Lake River Boat Ramp to exit the river. A rough sketch of a map is attached for convenience.

In the past we have had kids as young as 10 race with adults and we'd like to see that again. This is more of a friendly ride than a race, and it isn't particularly competitive.

Safety Plan:

END-BOB is a team event. If a participant has a problem they will always have a teammate nearby. In fact, our rules require that participants stay near to each other at all times. This is the first line of defense for any emergency situation that may arise. While this event had previously been open to solo racers, we have elected to modify the event to be a team event only.

In our minds, we divide safety considerations into two kinds: health issues and biking/water/boating issues.

Minor bumps and scrapes are common for the sort of event that we are putting on. Some racers consider such things to be badges of honor! But, less commonly something more serious arises. Somebody might,

for example, turn an ankle or bump their head on a branch and require stitches. Most potential health problems are of that sort – the sort of thing that simply requires the racer to be taken by their teammates/buddies to a place where appropriate treatment is available.

It is hard to anticipate what sort of other health emergency might come up, but to cater to most possibilities, we require all teams to have a first aid kit with basic supplies – especially supplies capable of stopping bleeding. They must also have a cell phone in a sealed waterproof bag, and we will give them a list of contact and emergency phone numbers.

For the biking section of the event – in GF and EGF Parks and on Polk County Roads, we will monitor racers' locations by having some race organizers at a few key points and, perhaps, driving around. Racers will be a bit spread out and so we will not be everywhere they are, but if something occurs and they need assistance, they can call us or 911.

Health safety while on water is a bit more problematic. We will have monitors at four safety points on the river – all racers will know where those points are and will know that they can go there for assistance – (1) at the place where boats go into the water, (2) at the Hwy 220 bridge, (3) near the east end of O'Leary Park, and (4) at the finish. These spots all have good road access and, essentially, divide the river section into thirds. Between these safety spots, we will have established checkpoints at several places that are well located on maps. And, there are many farms and farm roads that could provide access to the river if needed for some purpose. The farms and farm roads, too, will make it easy to describe where someone is if (in the very unlikely event) there is need for emergency personnel to get to them.

In our event, swimming is absolutely prohibited. The water portion of our race is a boating event and, as is standard for all boating events, we do not plan to have monitor boats or lifeguards on patrol. Having a few motorized craft bopping around would not significantly add to safety for the boaters. And as mentioned earlier, we will require all boaters to have pfd's at all times.

Of course we are concerned about boating safety. So, if a thunderstorm or other violent weather comes up that makes the river wavy or dangerous in some other way, you can be sure that we will cancel or delay our event. Or, you can tell us to cancel/delay the event if you see such a risk that we have overlooked. But, short of something like that, the chance that any canoe or raft will capsize is minuscule to zero. The river has practically no current, no rocks, and zero rapids. Furthermore, it is very difficult to capsize a canoe, even if trying to do so on purpose, and it is even harder to capsize a raft. And, in most places the water is so shallow that people can stand up in the river.

The most likely time someone might fall into the river is when getting into or out of their boat. The river bank in places is slippery and some of the slopes are a bit steep. But, near the shore the water is shallow and people can just climb out of the river or back into their boat – with only a bit of mud to show for it. And, as mentioned above, they will all have pfd's and they will have teammates nearby at all times.



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 SPECIAL EVENT

License Fee: _____

Organization Information			
Extreme North Dakota Racing	218-791-8673		
<i>Organization Name</i>	<i>Organization Phone Number</i>		
3707 Simonview Ct	GF	ND	58201
<i>Organization Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

Applicant Information			
Joel Larson	218-791-8673		
<i>Applicant Name</i>	<i>Applicant Phone Number</i>		
3707 Simonview Ct	GF	ND	58201
<i>Applicant Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

Special Event Information		
June 6, 2015	9:00AM	5:00PM
<i>Date of Event</i>	<i>Start Time</i>	<i>End Time</i>
Extreme North Dakota Bicycle, Orienteering, and Boat Race (END-BOB) is an orienteering race traveling by bike and paddling a canoe, kayak or paddle board.		
<i>Explanation of Event</i>		
Race will be on GF/EGF Greenway, rural EGF roads and the Red Lake River. (see attached map)		
<i>Route/Area of Event (include map)</i>		
<i>see attached map</i>		
n/a		
<i>Special Requests (Staff, Road Closures, Etc)</i>		

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



Signature of Applicant

JOEL LARSON

Print Name

May 6, 2015

Date

DIRECTOR-ENDRACING

Title

City of East Grand Forks
Application for Special Event

Internal Use Only

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

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

*Application completed in full and signed: yes no

*Map of route is provided: yes no

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

*Event Sponsor – Release & Indemnification Agreement: yes no

*Liability Insurance: yes no

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

*Appropriate Staff: approved denied n/a

Notes: _____

Staff Signature: _____ Date: _____

*Council Approval ____/____/____ approved denied

Notes: _____

City Administrator Signature: _____ Date: _____

*License Number _____

**Extreme North Dakota Racing -EVENT SPONSOR-
RELEASE AND INDEMNIFICATION AGREEMENT
CITY OF EAST GRAND FORKS, MINNESOTA**

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

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

O'Leary Park, EGF Greenway and Roads and the Red Lake River.

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

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

(Special Events Holder initials here) ju

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

Participant Release and Indemnification required? YES NO

(Special Events Holder initials here) ju

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

(Special Events Holder initials here) ju

City of East Grand Forks
Application for Special Event

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

(Special Events Holder initials here) *JM*

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

(Special Events Holder initials here) *JM*

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

(Special Events Holder initials here) *JM*

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

(Special Events Holder initials here) *JM*

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

(Special Events Holder initials here) *JM*

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

(Special Events Holder initials here) *JM*

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

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

City of East Grand Forks
Application for Special Event

Name _____

Title _____

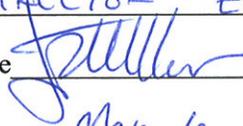
Signature _____

Date _____

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

Name JOEL LARSON

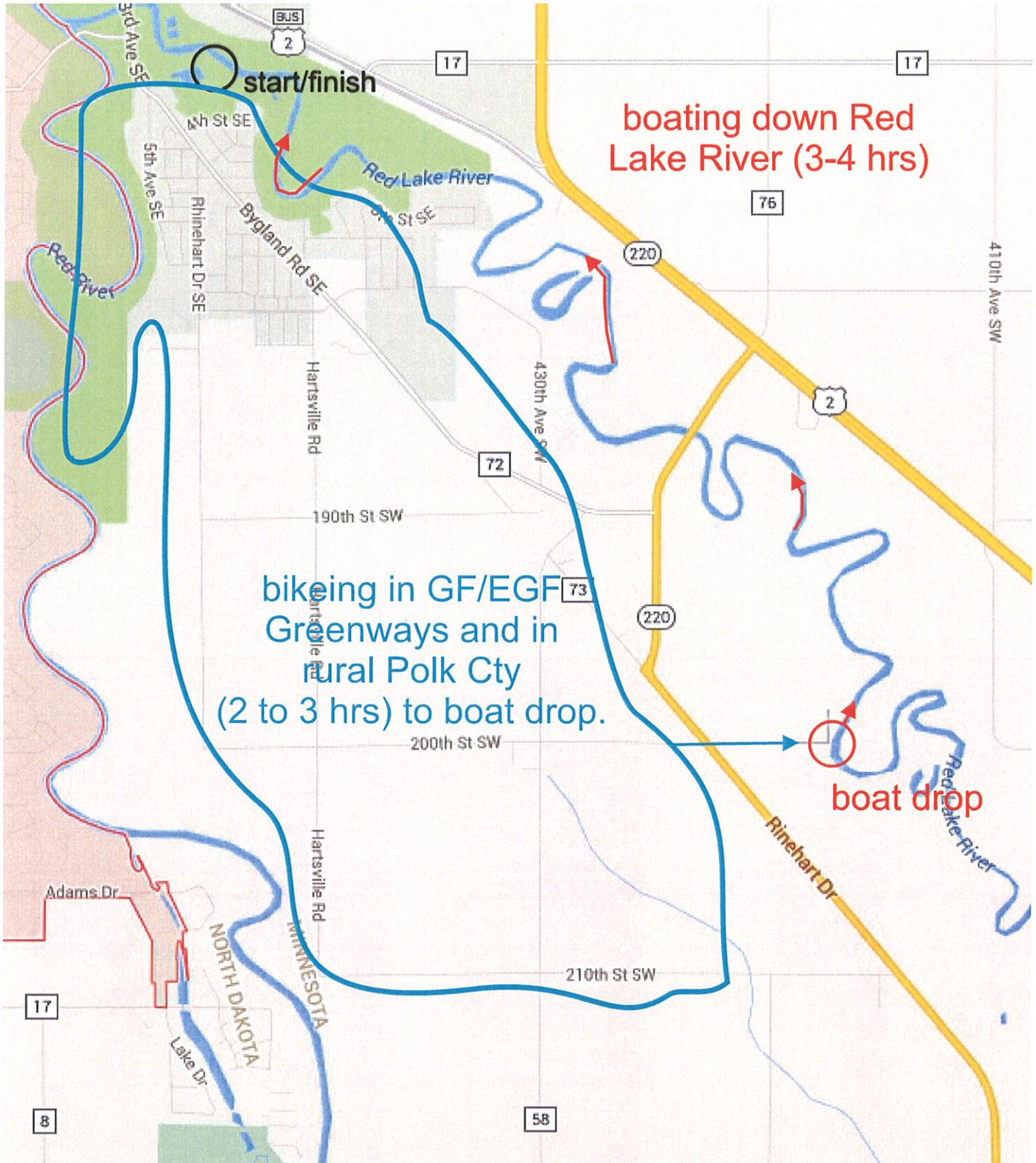
Title DIRECTOR - ENDORSEMENT

Signature 

Date May 6, 2015

EndBob start/finish in O'Leary Park at picnic shelters

(Times given below are estimates based on how long it took us to do the course)



Note: race route avoids all major roads and does not cross any city streets in GF and EGF

Request for Council Action

Date: June 2, 2015

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: Paul Gorte, Economic Development Director

RE: Recording Fees and Taxes

The County collects three fees: deed tax, mortgage registration tax and document recording fees. The deed tax is .0033 of the sale price (state law), the mortgage registration tax is .0023 of the amount of the mortgage (state law), and \$46.00 for a document recording fee. The City has been paying these fees.

Proposed policy:

1. The Seller/City shall be responsible for the deed tax and the deed recording fee for any land sale when the City is the seller.
2. The purchaser/mortgagor shall be responsible for the payment of fees collected by Polk County as related to the recording of the mortgage and satisfaction of mortgage as follows.
 - a. At the time of the initial mortgage, the applicant shall provide checks to the City, made out to Polk County, in the amounts of \$46 for the recording fee and .0023 times the amount of the mortgage for the Minnesota Mortgage Registration tax.
 - b. At the time of satisfaction of the mortgage, the City shall provide the mortgagor with the satisfaction. The mortgagor is responsible for recording the document at the County Recorder and paying the recording fee.

** Presently the deed tax is .0033 of the sale price and the mortgage registration tax is .0023 of the amount of the mortgage. If the state changes the percentages charged the amount collected will reflect the change.

The EDA approved this policy at its May 5, 2015, meeting.

Recommendation: Approval of a motion to accept and ratify the Recording Fees and Taxes Policy.

Request for Council Action

Date: May 20, 2015

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

Cc: File

From: Dave Aker

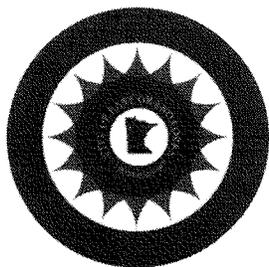
RE: A door at the Senior Center for a patio

Background:

Senior Inc. of the Senior Center is asking for permission to put a door from the dining room to the outside to a patio. They are going to use the northwest window in the dining room and cut it out for a door they can use in the summer. The door would be made of metal and have a window above (like the doors that are in the entrance). It would have a dead bolt lock on it. The Senior Inc. would pay for the cutout, and the door and framing, the cost would be \$3,500 for the whole project.

Recommendation: My recommendation is to allow them to have the door put in.

Enclosures: N/A



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 SPECIAL EVENT

License Fee: _____

Organization Information		
<u>NORTHERN STAR CYCLING CLUB</u>	<u>651-285-4729</u>	
Organization Name	Organization Phone Number	
<u>1114 5TH AVE N</u>	<u>GF</u>	<u>ND 58203</u>
Organization Address	City	State Zip

Applicant Information		
<u>TIM SPROUL</u>	<u>651-285-4729</u>	
Applicant Name	Applicant Phone Number	
<u>1114 5TH AVE N</u>	<u>GF</u>	<u>ND 58203</u>
Applicant Address	City	State Zip

Special Event Information		
<u>(JUNE 11, 25, JULY 9, 23, 2015)</u>	<u>6:30 PM</u>	<u>8:30 PM</u>
Date of Event	Start Time	End Time
<u>EAST SIDE TIME TRIALS SERIES, SUMMER 2015</u>		
Explanation of Event		
<u>INDIVIDUAL TIME TRIAL BICYCLE RACE FROM</u>		
<u>BYGLAND FLOOD WALL OUT TO HWY 220 AND BACK</u>		
Route/Area of Event (include map)		
<u>OPENED TO TRAFFIC WILL FOLLOW FLOW OF</u>		
<u>TRAFFIC ON RIGHT SIDE OF ROAD WITH A TURN</u>		
Special Requests (Staff, Road Closures, Etc)		
<u>AROUND JUST WEST OF 220.</u>		

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

TJASO
Signature of Applicant

MAY 26, 2015
Date

TIM SPROUL
Print Name

EVENT ORGANIZER
Title

City of East Grand Forks
Application for Special Event

Internal Use Only

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

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

*Application completed in full and signed: yes no

*Map of route is provided: yes no

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

*Event Sponsor – Release & Indemnification Agreement: yes no

*Liability Insurance: yes no

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

*Appropriate Staff: approved denied n/a

Notes: _____

Staff Signature: _____ Date: _____

*Council Approval ___/___/___ approved denied

Notes: _____

City Administrator Signature: _____ Date: _____

*License Number _____

NORTHERN STAR CYCLING CLUB - EVENT SPONSOR-
RELEASE AND INDEMNIFICATION AGREEMENT
CITY OF EAST GRAND FORKS, MINNESOTA

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

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

FOR THE PURPOSE OF USE OF BYGLAND RD FOR THE EVENT:
EAST SIDE TIME TRIAL SERIES, SUMMER 2015, INCLUDING
4 DATES (JUNE 11, 25, JULY 9 AND 23)

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

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

RIDING A BICYCLE ON BYGLAND RD OPENED TO
TRAFFIC FOR AN INDIVIDUAL TIMED EVENT
RELEASE FORM WILL BE SIGNED BY ALL PARTICIPANTS

(Special Events Holder initials here) TS

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

Participant Release and Indemnification required? YES NO

SEE RELEASE FORM

(Special Events Holder initials here) TS

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

(Special Events Holder initials here) _____

City of East Grand Forks
Application for Special Event

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

(Special Events Holder initials here) TS

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

(Special Events Holder initials here) TS

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

(Special Events Holder initials here) TS

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

(Special Events Holder initials here) TS

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

(Special Events Holder initials here) TS

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

(Special Events Holder initials here) TS

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

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

City of East Grand Forks
Application for Special Event

Name TIM SPROUL

Title EVENT ORGANIZER (EAST SIDE TIME TRIAL SERIES)

Signature TJASO

2015

Date 5/26/2015

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

Name _____

Title _____

Signature _____

Date _____

NORTHERN STAR CYCLING CLUB PRESENTS:
EAST SIDE TIME TRIAL SERIES ~ SUMMER 2015

ATTENTION:

Recreational Cyclists
Mountain Bikers
Fat Tire Bikers
Gravel Grinders
BMX Racers
Triathletes
Road Cyclists

HAVE FUN
GET FASTER
RACE YOURSELF
10K 4X'S THIS SUMMER

WHO: All Welcome

WHAT: The Race of Truth! 10K (6.2 Miles) 4 dates, same course

WHERE: The Start/Finish will be at the Bygland Flood Wall, with the Turnaround located just before the Stop Sign at Hwy 220

WHEN: The Time Trials will be held on 4 dates, Thursday evenings (June 11th, June 25th, July 9th and July 23rd) with the first rider departing at 6:30pm

WHY: Challenge Yourself, Gauge Your Fitness over an 8 week period, Have Fun, Great Cross Training for all sorts of other Sports ~ Including Hockey!

HOW: Since this is the Inaugural Year (2015) there will be NO FEE! The first rider will start at 6:30pm with the rest, individually starting every 60 seconds thereafter. We will time you!

Simple Registration will be open from 6pm-6:30pm on the day of each event. Sign Waiver that will include all 4 dates and receive a starting number.

Call your number out to the timers upon finishing. Try to beat your own personal record each time!

Contact Tim Sproul with Questions:

sproultim@gmail.com

651-285-4729

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held May 7, 2015 at 5:00 P.M.

Present: Ogden, Loven, Quirk, Tweten

Absent: None

It was moved by Commissioner Tweten seconded by Commissioner Loven that the minutes of the previous meeting of April 16, 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 \$541,303.39.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to approve a loan to the City for the pool project in an amount up to \$1,841,515, if needed, with the loan payback details to be determined at a later date.

Voting Aye: Loven, Quirk, Tweten

Voting Nay: Ogden

It was moved by Commissioner Quirk seconded by Commissioner Loven to declare truck #752 as surplus and transfer said truck to the Public Works department.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to approve the sale of surplus equipment to T&R Electric in the amount of \$8,626.40

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to adjourn to the next regular meeting on May 21, 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

RONALD I. GALSTAD* \diamond
 PATTI J. JENSEN* \diamond
 RACHEL PRUDHOMME* \diamond
 ANNIE E. JENSEN* \diamond

LUCAS WYNNNE \ddagger
 JESSICA WEST \ddagger

TIMOTHY W. McCANN
 (1967-2002)



\diamond Licensed in North Dakota
 * Licensed in Minnesota
 • Licensed in Colorado
 \ddagger Law Clerk

GALSTAD, JENSEN & McCANN, P.A.

East Grand Forks Office: 411 2nd Street NW, Suite D, P.O. Box 386, East Grand Forks, MN 56721
 Telephone: 218.773.9729 • Facsimile: 218.773.8950

Warren Office: 205 West Johnson Avenue, Suite No. 4, Warren, MN 56762
 Telephone: 218.745.0919 • Facsimile: 877.720.5618

May 22, 2015

Mr. David Murphy
 City Administrator
 600 Demers Avenue
 East Grand Forks, MN 56721

Re: Boardwalk Bar & Grill, LLC

Dear Mr. Murphy:

This letter summarizes the opinion that Brad Sinclair and I have regarding the renewal of the Liquor License for the Boardwalk Bar & Grill, LLC.

I have discussed this matter with Mr. Sinclair and have reviewed the following:

1. City Code definitions Section 10.05 regarding the definition of "City";
2. Resolution 86-10-100 regarding the creation of the East Grand Forks Economic Development Authority and Bylaws;
3. Minn.Stat. § 469.091;
4. City Code Alcoholic Beverages §§ 117.02 and 117.03;
5. The decision rendered in the Arens v. Village of Rogers, 61 N.W.2d 508 (1969) where the court held that no person has a vested property right to engage in or to continue to engage in the liquor business;
6. The decision rendered in Bergman v. City of Melrose, 420 N.W. 2d 663 (Minn. 1988), where the court recognized that no liquor license shall be renewed or granted in which, taxes, assessments or other financial claims of the City are delinquent and unpaid. City

denied the application for a renewal since applicate had unpaid real estate taxes and special assessments;

7. The decision in Eagan Economic Development Authority v. U-Haul, 787 N.W. 2d 523 (Minn.2010), where the court held “City” and “EDA” were interchangeable regarding a specific statute; and
8. Discussions with the Legal department at the League of Minnesota Insurance Trust.

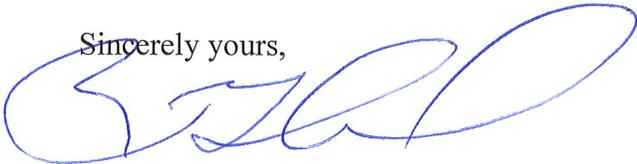
From the information and documents reviewed it is our opinion the Definition of City is broad enough and has been used interchangeably with the EDA to bring this renewal request within the provisions of City Code Alcoholic Beverages § 117.03 (B) to deny the renewal.

However, since there has been an ongoing dispute regarding offsets that Boardwalk Enterprises, Inc. has alleged regarding the delinquent financial obligation, it is our opinion that the license should be renewed but conditioned upon resolution within one (1) year by Boardwalk Enterprises, Inc. by either:

1. commencement of a legal proceeding by Boardwalk Enterprises, Inc.;
2. the parties agreement to mutual mediation and resolution of the dispute;
3. arbitration of the issue; or
4. the parties negotiating a settlement of the amount of indebtedness all prior to the renewal date.

If the obligation is not resolved within one (1) year, renewal of the license can be denied if the obligation still remains outstanding.

Sincerely yours,



Ronald I. Galstad
City Attorney

RESOLUTION NO. 15 - 06 – 60

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

WHEREAS, the City of East Grand Forks, (hereinafter “The City”) has a renewal application for a liquor license for the Boardwalk Bar and Grill, LLC.

WHEREAS, the Boardwalk Enterprises, LLP owns the premises that the Boardwalk Bar and Grill, LLC leases for its operation.

WHEREAS, the Boardwalk Enterprises, LLP has a disputed delinquent financial claim with the City in the amount of \$510,000.00 that is attached to the premises the house the Boardwalk Bar & Grill, LLC Operation.

WHEREAS, the ownership group of the two entities meet the definition of APPLICANT in City Code Section 117.03 (B). resulting in the ability to deny the renewal.

WHEREAS, since the claim is disputed and to put the Boardwalk Bar & Grill, LLC on notice and to be fair and reasonable to the Boardwalk Bar and Grill, LLC and the Citizens of East Grand Forks the Council resolves as follows:

NOW, THEREFORE, BE IT HEREBY RESOLVED

That the City renews the Liquor License however but conditioned upon resolution within one (1) year by Boardwalk Enterprises, LLP with the City by either:

- 1. commencement of a legal proceeding by Boardwalk Enterprises, Inc.;
- 2. the parties agreement to mutual mediation and resolution of the dispute;
- 3. arbitration of the issue; or
- 4. the parties negotiating a settlement of the amount of indebtedness all prior to the renewal date.

If the obligation is not resolved within one (1) year, renewal of the license can be denied if the obligation still remains outstanding.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: June 2, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council



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# 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

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 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 _____
(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.

ORDINANCE NO. 14 4th Series

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS AMENDING CITY CODE TITLE XV LAND USEAGE BY ADDING SECTION 154 TO CREATE URBAN AND RURAL SERVICE DISTRICTS IN THE CITY OF EAST GRAND FORKS PURSUANT TO MINNESOTA STATUTE 272.67.

THE CITY OF EAST GRAND FORKS DOES ORDAIN:

Section 1.

Section 154.01 Urban and Rural Service Districts

A ESTABLISHMENT OF TAX DISTRICTS

Pursuant to Minnesota Statute 272.67, the City of East Grand Forks hereby divides the areas within its corporate limits into an Urban Service District and a Rural Service District. Said districts shall be constituted as separate taxing districts for the purpose of all municipal property taxes, except those levied for the payment of bonds and judgments and interest thereon.

B CRITERIA/DEFINITIONS

1. The Urban Service District shall include all properties located within the corporate limits of the City of East Grand Forks, except those properties which are included in a Rural Service District.
2. The Rural Service District shall include only unplatted lands, which need not be contiguous to one another, and which, in the judgment of the city council at the time of the adoption of the ordinance, are rural in character, and are not developed for commercial, industrial, or urban residential purposes, and, for these reasons, are not benefitted to the same degree as other lands located within the limits of the City of East Grand Forks and financed by general taxation.
3. In Rural Service Districts, the following regulations shall apply, unless otherwise provided herein:
 - a. The property must be rural in character;
 - b. The property must not be developed, or used for commercial, industrial or residential purposes;
 - c. The property must be unused and seeded, or used for agricultural purposes only. For purposes of this district, “agricultural purposes” shall include only the following uses:

Agricultural uses, included farm crops, and farm and agricultural related buildings and structures (not residential dwellings), subject to Minnesota Pollution Control standards, but not including feedlots, manure spreading, livestock, or other commercial or industrial operations.

- d. Farm and Ag-related buildings and structures existing (but no residential dwellings) at the time a property is first include in the Rural Service District may continue to be utilized for agricultural purposes. Existing buildings and structures may be repaired or replaced, if destroyed by wind or fire, but may not be expanded. No permit shall be granted to construct any new or additional buildings or structure.

The land described on the Exhibit A are hereby included in the Rural Service District.

C. CHANGES IN USE OF PROPERTY IN RS DISTRICT

Whenever application is made for a permit for construction of a commercial, industrial or residential building, or improvement, or whenever such improvement or building is commenced without a permit, the East Grand Forks City Council shall make and enter an order by resolution transferring such parcel, or part thereof, from the Rural Service District to the Urban Service District.

Any application for platting of the property shall also permit the governing body of the City of East Grand Forks to make and enter an order by resolution transferring such parcel from the Rural Service District to the Urban Service District.

D. TAX RATIO

In the judgment of the East Grand Forks City Council, the ratio which exists between the benefits resulting from tax-supported municipal service to parcels in the Rural Service District to parcels in the Urban Service District is approximately ____%. The property tax rate levied upon property in a Rural Service District shall therefore be ____% of the full municipal property tax rate.

E. ANNUAL REVIEW

Each year the City Council shall:

- 1.) review the status of all lands classified under this section to determine whether such lands continue to qualify for inclusion in said tax district;
- 2.) review tax rate applicable to such lands.

Section 2. City Code Chapter 10 entitled "General Provisions" Applicable to Entire City Code Including Penalty for Violation" and Section 10.99 entitled "General Penalty" 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 14, 4th Series.

Voting Aye:

Voting Nay:

Absent:

The President declared the Ordinance passed.

ATTEST:

PASSED: _____, 2015

Clerk-Administrator

President of Council

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

Mayor

**PROPERTY OWNER PETITION TO MUNICIPALITY
FOR ANNEXATION BY ORDINANCE - 120 Acres or Less**

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE
ANNEXATION OF CERTAIN LAND TO THE CITY OF EAST GRAND FORKS,
MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

TO: Council of the City of East Grand Forks, Minnesota

PETITIONER(S) STATE: All of the property owners in number are required to commence a proceeding under Minnesota Statutes § 414.033, Subd. 2(3).

It is hereby requested by:

_____ the sole property owner; or
 X all of the property owners (If the land is owned by both husband and wife, *both* must sign the petition to represent all owners.)

of the area proposed for annexation to annex certain property described herein lying in the Township of Grand Forks to the City of East Grand Forks, County of Polk, Minnesota.

The area proposed for annexation is described as follows:

Southeast Quarter of the Southeast Quarter (SE1/4SE1/4), Section Twenty-six (26), Township One Hundred Fifty-two (152) North, Range Fifty (50) West.

1. There are 2 property owners in the area proposed for annexation. (If a property owner owns more than one parcel in the area proposed for annexation, he/she is only counted once as an owner - the *number* of parcels *owned* by a petitioner is not counted.)
2. The land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available.

Except as provided for by an orderly annexation agreement, this clause may not be used to annex any property contiguous to any property previously annexed under this clause within the preceding 12 months if the property is owned by the same owners and annexation would cumulatively exceed 120 acres.

3. Said property is unincorporated, abuts on the city's **North** S E W (circle one) boundary(ies), and is not included within any other municipality.
4. The area of land proposed for annexation, in acres, is 40 acres.
5. The reason for the requested annexation is to assist an orderly development for residential and commercial growth. The current plan is to build (in phases) multi-family housing to

help in the retention and growth of students at the Northland Community and Technical College located just south and east of the proposed area along Highway 220 North

PETITIONERS REQUEST: That pursuant to Minnesota Statutes § 414.033, the property described herein be annexed to and included within the City of East Grand Forks, Minnesota.

Dated: _____ Dated: _____

Signatures:

Rodger Johnson, Partner
Johnson Farms a North Dakota Partnership

CITY OF EAST GRAND FORKS

David Murphy, City Administrator

Lynn Stauss, Mayor

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 2b, before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), a municipality must hold a public hearing and give 30 days' written notice by certified mail to the town or towns affected by the proposed ordinance and to all landowners within and contiguous to the area to be annexed.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 11, when a municipality declares land annexed to the municipality under subdivision 2, clause (3), and the land is within a designated floodplain, as provided by section 103F.111, subdivision 4, or a shoreland area, as provided by section 103F.205, subdivision 4, the municipality shall adopt or amend its land use controls to conform to chapter 103F, and any new development of the annexed land shall be subject to chapter 103F.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 12, when a municipality annexes land under subdivision 2, clause (2), (3) or (4), property taxes payable on the annexed land shall continue to be paid to the affected town or towns for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the municipality may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the municipality may not levy on the annexed area until the following levy year.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd 13, at least 30 days before a

municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), the petitioner must be notified by the municipality that the cost of electric utility service to the petitioner may change if the land is annexed to the municipality. The notice must include an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation.

Municipal Boundary Adjustment Unit Contacts

Star Holman star.holman@state.mn.us 651-361-7909

Katie Lin katie.lin@state.mn.us 651-361-7911

RESOLUTION NO. 15 - 06 – 58

A RESOLUTION APPROVING THE AMENDED WASTE WATER FACILITY PLAN

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

WHEREAS, the City of East Grand Forks has adopted a Waste Water Facility Plan;

WHEREAS, the City of East Grand Forks had previously approved moving forward with an upgrade to the stabilization ponds;

WHEREAS, during the design phase of the project the Minnesota Pollution Control Agency added requirements which increased the proposed project cost by approximately 12 million dollars;

WHEREAS, with these new requirements and costs the City Council reviewed other waste water options;

WHEREAS, the Council would like to amend the facility plan and move forward with interconnect project:

WHEREAS, MPCA must approve the Facility Plan and the City will submit the plan to be placed on the Project Priority List (PPL) and the Intended Use Plan (IUP) for the 2015 funding cycle;

WHEREAS, the projected rate has yet to be determined because the City is still looking for funding sources for this project;

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the Facility Plan be amended and move forward with the interconnect project.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: June 2, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 2nd day of June, 2015.

Mayor

5-18-15 Review of Waste Water Project Alternatives

Assumptions used:

1. Operational costs per project over and above current operations;
 - A. \$526,185 for COSA;
 - B. \$43,485 for Stabilization ponds;
 - C. \$440,485 for Mechanical Plant.

2. 3% inflation rate

3. 1.5% NPV (Net Present Value)

4. Length of Term is 30 years

5. Debt Service is 20 years—PFA(Public Financing Assistance) is over 20 years, interest rate is 1.5%

6. Intermediate costs-Capital investments within the next 30 years for each project:
 - A. Stabilization Ponds -\$8,000,000 for cleaning; \$3,000,000 cleaning primary pond after 15 years and 5 times for \$1,000,000 each for the secondary pond
 - B. Interconnect- \$450,000: Depreciation increase of \$300,000 EGF share 5% for 30 years
 - C. Mechanical \$5,000,000: for 10 years for equipment replacement starting with year 20 through year 30. ($\$500,000 \times 10 = \$5,000,000$)

7. Operational costs for each project in year 30
 - A. Stabilization Ponds- \$108,716
 - B. Mechanical Plant-\$1,101,248
 - C. Mechanical Plant Interconnect-\$1,290,504

	30 Year		
	Pond	Plant	Interconnect
Construction Cost and Decomissioning	36,747,718	29,428,253	9,422,431
Debt Service (Interest)	6,060,240	4,853,152	1,553,898
Operations	1,719,382	17,416,624	20,409,775
Phosphorus Treatment	282,788	0	0
Intermediate Costs	8,000,000	5,000,000	450,000
Potential Revenue	0	(690,000)	(690,000)
Net Present Cost	52,810,127	56,008,029	31,146,104

Request for Council Action

Date: May 22, 2015

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

Cc: File

From: Greg Boppre, P.E.

RE: Project Award – 2015 City Project No. 3 – Sidewalk Improvements

Background:

Four bids were received on May 19, 2015 for 2015 City Project No.3, with the low RESPONSIVE bidder being R.J. Zavoral and Sons (See attached Bid Tab). I would like to approve the apparent low responsive bidder and award the BASE BID (only) portion of the contract.

2015 CP #3 is a Federal Aid improvement project funded through the Federal Transit Administration for construction of driveways and sidewalk on 5th Avenue N.E. from 20th Street to 15th Street.

The following is the proposed budget for the project:

PROPOSED BUDGET

	<u>2015 CP#3 Base Bid</u>
Construction	\$75,241.85
Plans / Specifications	\$9,029.02
Staking / Inspection	\$3,762.09
Contingencies	\$3,762.09
Administration / Legal	<u>\$2,257.25</u>
Total Project Cost	\$94,052.30

Proposed Funding

	<u>2015 Base CP#3</u>
FTA	\$62,977.00
WSN	\$9,029.02
City	<u>\$22,046.28</u>
Total Project Cost	\$94,052.30

Recommendation: Award *Base Bid* to R. J. Zavoral and Sons.

Enclosures: Bid Tab

2015 City Project No. 3
Sidewalk Improvements
East Grand Forks, MN



May 19, 2015		BASE BID		R.J. Zavoral and Sons, Inc.		Tony Anderson Construction		Paras Contracting Inc.		MAK Construction	
Item No	Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2021.501	Mobilization	1	Lump Sum	\$ 4,000.00	\$ 4,000.00						
2104.501	Remove Curb and Gutter	64.4	Lin. Ft.	\$ 3.00	\$ 193.20						
2104.503	Remove Concrete Sidewalk	250.4	Sq. Ft.	\$ 1.50	\$ 375.60						
2104.505	Remove Concrete Driveway Pavement	230.2	Sq. Yd.	\$ 3.15	\$ 725.13						
2104.511	Sawing Concrete Pavement (Full Depth)	243.4	Lin. Ft.	\$ 10.00	\$ 2,434.00						
2211.503	Aggregate Base (CV) Class 5 (P)	40	Cu. Yd.	\$ 44.00	\$ 1,760.00						
2521.501	4" Concrete Walk	250.4	Sq. Ft.	\$ 17.00	\$ 4,256.80						
2531.501	Concrete Curb and Gutter, Design B624	64.4	Lin. Ft.	\$ 55.30	\$ 3,561.32						
2531.507	6" Concrete Driveway Pavement	230.2	Sq. Yd.	\$ 229.00	\$ 52,715.80						
2563.601	Traffic Control	0.75	Lump Sum	\$ 4,300.00	\$ 3,225.00						
2573.53	Storm Drain Inlet Protection	3	Each	\$ 165.00	\$ 495.00						
2575.555	Turf Establishment	0.75	Lump Sum	\$ 2,000.00	\$ 1,500.00						
TOTAL BASE BID					\$75,241.85	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE

May 19, 2015		ALTERNATE ONE BID		R.J. Zavoral and Sons, Inc.		Tony Anderson Construction		Paras Contracting Inc.		MAK Construction	
Item No	Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2104.503	Remove Concrete Sidewalk	115	Sq. Ft.	\$ 1.50	\$ 172.50						
2104.505	Remove Concrete Driveway Pavement	118.8	Sq. Yd.	\$ 3.15	\$ 374.22						
2104.511	Sawing Concrete Pavement (Full Depth)	41	Lin. Ft.	\$ 10.00	\$ 410.00						
2211.503	Aggregate Base (CV) Class 5 (P)	20.5	Cu. Yd.	\$ 44.00	\$ 902.00						
2504.602	Adjust Valve Box	1	Each	\$ 120.00	\$ 120.00						
2521.501	4" Concrete Walk	115	Sq. Ft.	\$ 17.00	\$ 1,955.00						
2531.507	6" Concrete Driveway Pavement	118.8	Sq. Yd.	\$ 229.00	\$ 27,205.20						
2563.601	Traffic Control	0.15	Lump Sum	\$ 2,500.00	\$ 375.00						
2575.555	Turf Establishment	0.15	Lump Sum	\$ 1,850.00	\$ 277.50						
TOTAL ALTERNATE ONE BID					\$31,791.42	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE

May 19, 2015		ALTERNATE TWO BID		R.J. Zavoral and Sons, Inc.		Tony Anderson Construction		Paras Contracting Inc.		MAK Construction	
Item No	Description	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
2104.523	Salvage Sign	2	Each	\$ 50.00	\$ 100.00						
2211.503	Aggregate Base (CV) Class 5 (P)	3	Cu. Yd.	\$ 44.00	\$ 132.00						
2504.602	Adjust Valve Box	1	Each	\$ 120.00	\$ 120.00						
2521.501	4" Concrete Walk	505.2	Sq. Ft.	\$ 17.00	\$ 8,588.40						
2563.601	Traffic Control	0.1	Lump Sum	\$ 3,750.00	\$ 375.00						
2564.536	Install Sign Panel	2	Each	\$ 235.00	\$ 470.00						
2573.53	Storm Drain Inlet Protection	2	Each	\$ 165.00	\$ 330.00						
2575.555	Turf Establishment	0.1	Lump Sum	\$ 5,550.00	\$ 555.00						
TOTAL ALTERNATE TWO BID					\$10,670.40	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE	UNRESPONSIVE

I hereby certify that this tabulation of bids is a true and correct copy of the bids received on the City of East Grand Forks, 2015 City Project No. 3 Sidewalk Improvements, East Grand Forks, MN. Project bid May 19, 2015

See Cariveau, P. E., Reg. No. 44230
Project Engineer

RESOLUTION NO. 15 – 06 - 59

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

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

WHEREAS, pursuant to an advertisement for bids for the improvement of 2015 City Project No. 3 – Sidewalk Improvements, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

WHEREAS, it appears that R.J. Zavoral and Sons is the lowest responsible bidder at a bid price of \$75,241.85;

WHEREAS, the total project costs are estimated to total \$94,052.30;

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with R.J. Zavoral and Sons in the name of the City of East Grand Forks for the improvement of 2015 City Project No. 3 – Sidewalk Improvements according to the plans and specifications therefore approved by the City Council and on file in the administration office.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
3. The City Portion for this project will be paid out of the following funds:

	Federal Transit Funds	\$62,977.00
Plans & Specs	Widseth Smith Nolting	\$9029.02
101-49-300-47200	City Capital Projects Fund	\$22,046.28

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: June 2, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 2nd of June, 2015.

Mayor

RESOLUTION NO. 15 – 06 - 61

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 21639 for a total of \$475.92.

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 \$475.92 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 June 2, 2015.

Voting Aye:

Voting Nay:

Abstain:

The President declared the resolution passed.

Passed: June 2, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 2nd day of June, 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 21639 for a total of \$475.92.
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 June 2, 2015.

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

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

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only



City of East Grand Forks

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

User: lkatka
Printed: 5/28/2015 - 11:41 AM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21612	06/02/2015	3DS001	3D Specialties	651.15	0
21613	06/02/2015	ACM001	Acme Electric Companies	362.90	0
21614	06/02/2015	ADV001	Advanced Business Methods Inc	751.66	0
21615	06/02/2015	AMA001	Amazon.com	445.86	0
21616	06/02/2015	AME002	American Tire Service	33.00	0
21617	06/02/2015	AME008	American Tire Service Inc	450.16	0
21618	06/02/2015	AME005	Ameripride Linen & Apparel Services	119.83	0
21619	06/02/2015	BAI001	Bailey Nurseries Inc	2,843.00	0
21620	06/02/2015	BAK001	Baker & Taylor Co	631.91	0
21621	06/02/2015	BAL001	Balco Uniforms Co Inc	652.29	0
21622	06/02/2015	BAT001	Batteries Plus	80.93	0
21623	06/02/2015	BRO002	Brodart Co	243.20	0
21624	06/02/2015	BRO012	Craig and Lynn Brott	5,000.00	0
21625	06/02/2015	BSN001	BSN Sports Inc.	1,403.85	0
21626	06/02/2015	GFT003	Donald Scott Cash	3,107.13	0
21627	06/02/2015	CHE006	Cherry Lake Publishing	908.46	0
21628	06/02/2015	CUM001	Cummins NPower LLC	313.25	0
21629	06/02/2015	DAN002	Dan's Excavating Inc	607.16	0
21630	06/02/2015	DAY002	Daydreams Specialties, LLC	45.00	0
21631	06/02/2015	EAG001	Eagle Electric	170.00	0
21632	06/02/2015	FIL001	Filter Care	191.04	0
21633	06/02/2015	FOR015	Forms & Systems of Minnesota	875.58	0
21634	06/02/2015	G&K001	G&K Services	91.46	0
21635	06/02/2015	GFE001	GF Excavating	400.00	0
21636	06/02/2015	GFF001	GF Fire Equipment	337.27	0
21637	06/02/2015	GFH002	GF Herald	335.00	0
21638	06/02/2015	GRA008	Grand Forks City	76,496.00	0
21639	06/02/2015	HAR001	Hardware Hank	475.92	0
21640	06/02/2015	HEA001	Heartland Paper	70.94	0
21641	06/02/2015	HUG001	Hugo's	123.30	0
21642	06/02/2015	IND004	Industrial Chem Labs & Services Inc	164.76	0
21643	06/02/2015	INT011	Integrated Process Solutions Inc	4,709.12	0
21644	06/02/2015	KEN002	Kennedy & Graven, Chartered	96.80	0
21645	06/02/2015	LUN006	Sonja Lundstrom	165.00	0
21646	06/02/2015	MCF002	MCFOA	35.00	0
21647	06/02/2015	MEN001	Menards	18.70	0
21648	06/02/2015	MPO001	Metropolitan Planning Organization	3,574.88	0
21649	06/02/2015	MIC001	Micro-Marketing LLC	69.49	0
21650	06/02/2015	MID003	Midcontinent Communications	1,550.23	0
21651	06/02/2015	MIN005	Minitex	530.00	0
21652	06/02/2015	MND006	VOID****VOID****VOID*** MN I	4,205.00	0
21653	06/02/2015	MTI001	MTI Distributing Company	16,690.68	0
21654	06/02/2015	NEW001	Newman Signs	199.91	0
21655	06/02/2015	NDQ001	North Dakota Quarterly (UND)	37.00	0
21656	06/02/2015	NOR004	Northern Plumbing Supply	75.00	0
21657	06/02/2015	OCL001	OCLC	139.04	0
21658	06/02/2015	DIA001	Richard Papenfuss	262.85	0
21659	06/02/2015	PAR005	Paras Contracting	19,684.00	0
21660	06/02/2015	POL006	Polk County Highway Department	2,321.00	0
21661	06/02/2015	POW001	Power Equipment Shop	32.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21662	06/02/2015	PRA001	Praxair Distribution	29.41	0
21663	06/02/2015	QUI001	Quill Corp	218.81	0
21664	06/02/2015	ROZ001	Lacy Rozowski	141.68	0
21665	06/02/2015	STA005	Strata Corp	595.81	0
21666	06/02/2015	FOR017	The Forum	220.00	0
21667	06/02/2015	PRI005	The Prime Group LLC	200.00	0
21668	06/02/2015	TOD001	Todays Organized Living LLC	150.00	0
21669	06/02/2015	UNI004	University of Minnesota	125.00	0
21670	06/02/2015	UNI013	University Station	13.00	0
21671	06/02/2015	USB005	US Bank Corporate Payment System	5,788.15	0
21672	06/02/2015	VAL001	Valley Petroleum Equipment	101.96	0
21673	06/02/2015	VAL002	Valley Truck	145.23	0
21674	06/02/2015	WAT001	Water & Light Department	22,655.68	0
21675	06/02/2015	WEX001	Wex Bank	71.36	0
21676	06/02/2015	WID001	Widseth Smith Nolting & Associates	18,921.07	0
21677	06/02/2015	WIZ001	Wizard's Enterprises Inc.	590.00	0
21678	06/02/2015	WOO003	Annelee Woodstrom	410.00	0
21679	06/02/2015	XCE001	Xcel Energy	3,836.24	0
				<hr/> <hr/>	
Check Total:				206,991.11	
				<hr/> <hr/>	

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: DAVE AKER Account Number: **1870 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

05/21/2015	05/22/2015	240498	8911	ARCHITECTURAL/ENGI NEERING	LEATHERS ASSOCIATES	NY	161427912	\$ 41.83	Memo	085052107540001	Not Reviewed	No
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Allocation Accounting Code Amount: \$41.83 Allocation Accounting Code Value: 101-45-121-42000

Allocation Source: DAC Allocation Last Changed By: System

Name: KARLA ANDERSON Account Number: **7513 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

04/25/2015	04/27/2015	240493	3791	STAYBRIDGE SUITES	STAYBRIDGE SUITES MG	MN	411947156	121.29	Memo	02807552	Not Reviewed	No
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Allocation Accounting Code Amount: \$121.29 Allocation Accounting Code Value: 1014192043300

Allocation Source: USER Allocation Last Changed By: ANDERSON,KARLA

Name: BRENDA AULT Account Number: **3134 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

05/19/2015	05/21/2015	240507	5411	GROCERY STORES,SUPERMARK	HUGO'S #5	MN	450273731	41.65	Memo	06129110005VPRY704 2238877	Not Reviewed	No
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Allocation Accounting Code Amount: \$41.65 Allocation Accounting Code Value: 1014240042000

Allocation Source: DAC Allocation Last Changed By: System

Name: JAY BRUCE Account Number: **5405 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

05/06/2015	05/07/2015	240500	5999	MISCELLANEOUS AND SPECIAL	BATTERIES PLUS #24	ND	911772624	67.90	Memo	024291962	Not Reviewed	No
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Allocation Accounting Code Amount: \$67.90 Allocation Accounting Code Value: 630-46-440-44000

Allocation Source: DAC Allocation Last Changed By: System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
05/13/2015	05/14/2015	240507	5200	HOME SUPPLY WAREHOUSE STORES	MENARDS GRAND FORKS	ND	390989248	\$ 132.04	Memo	0	Not Reviewed	No
Allocation Accounting Code Amount:				\$132.04	Allocation Accounting Code Value: 630-46-440-44000							
Allocation Source: DAC				Allocation Last Changed By: System								
05/15/2015	05/18/2015	240507	5200	HOME SUPPLY WAREHOUSE STORES	MENARDS GRAND FORKS	ND		(132.04)	Memo	13041182	Not Reviewed	No
Allocation Accounting Code Amount:				(\$132.04)	Allocation Accounting Code Value: 630-46-440-44000							
Allocation Source: DAC				Allocation Last Changed By: System								
05/15/2015	05/18/2015	240507	5200	HOME SUPPLY WAREHOUSE STORES	MENARDS GRAND FORKS	ND	390989248	123.69	Memo	0	Not Reviewed	No
Allocation Accounting Code Amount:				\$123.69	Allocation Accounting Code Value: 630-46-440-44000							
Allocation Source: DAC				Allocation Last Changed By: System								
05/21/2015	05/22/2015	240507	5200	HOME SUPPLY WAREHOUSE STORES	LOWES #01896*	ND	560578072	18.48	Memo	0000000000000000	Not Reviewed	No
Allocation Accounting Code Amount:				\$18.48	Allocation Accounting Code Value: 630-46-440-44000							
Allocation Source: DAC				Allocation Last Changed By: System								

Name: RONALD BUBENDORF **Account Number:** **5156 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

05/01/2015	05/04/2015	240500	5732	ELECTRONICS STORES	TADIBROTHERS 3104398054	CA	900331130	273.88	Memo	7140751335	Not Reviewed	No
Allocation Accounting Code Amount:				\$273.88	Allocation Accounting Code Value: 1014314042210							
Allocation Source: DAC				Allocation Last Changed By: System								

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: BENJAMIN DECKERT Account Number: **4153 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[04/27/2015](#) 04/28/2015 240500 5941 SPORTING GOODS STORES CABELA S RETAIL, INC EAST MN 470804130 \$ 4.99 [Memo](#) Not Reviewed No

Allocation Accounting Code Amount: \$4.99 Allocation Accounting Code Value: 1014210042000
Allocation Source: USER Allocation Last Changed By: HEDLUND,MICHAEL

[05/01/2015](#) 05/04/2015 240491 9399 GOVERNMENT SERVICES-OTHER L A POLICE GEAR INC CA 810599164 79.97 [Memo](#) 1 Not Reviewed No

Allocation Accounting Code Amount: \$79.97 Allocation Accounting Code Value: 1014210042000
Allocation Source: USER Allocation Last Changed By: HEDLUND,MICHAEL

[05/08/2015](#) 05/11/2015 240491 9399 GOVERNMENT SERVICES-OTHER L A POLICE GEAR INC CA 810599164 74.99 [Memo](#) 1 Not Reviewed No

Allocation Accounting Code Amount: \$74.99 Allocation Accounting Code Value: 101-42-100-42000
Allocation Source: DAC Allocation Last Changed By: System

[05/18/2015](#) 05/19/2015 240500 7299 MISC PERSONAL SERVICES ND NTNL GD CMP GRAFTON ND 450423412 105.00 [Memo](#) Not Reviewed No

Allocation Accounting Code Amount: \$105.00 Allocation Accounting Code Value: 101-42-100-42000
Allocation Source: DAC Allocation Last Changed By: System

Name: STEVEN DEMERS Account Number: **3774 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[04/23/2015](#) 04/24/2015 240500 5999 MISCELLANEOUS AND SPECIAL PLANET HEADSET INC WA 500023076 207.44 [Memo](#) 69480023 Not Reviewed No

Allocation Accounting Code Amount: \$207.44 Allocation Accounting Code Value: 1014210042000
Allocation Source: USER Allocation Last Changed By: HEDLUND,MICHAEL

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: MARK DRAGICH Account Number: **3427 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

04/27/2015	04/29/2015	240500	5941	SPORTING GOODS STORES	GERRELLS SPORTS CENTER	ND	450314907	\$ 286.00	Memo	5	Not Reviewed	No
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Allocation Accounting Code Amount: \$286.00 Allocation Accounting Code Value: 1014513042000
Allocation Source: USER Allocation Last Changed By: HADDEN,DEB

05/05/2015	05/07/2015	240497	5969	OTHER DIRECT MARKETER	CARROT TOP INDUSTRIES INC	NC	561577639	37.92	Memo	PoNum	Not Reviewed	No
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Allocation Accounting Code Amount: \$37.92 Allocation Accounting Code Value: 1014194042000
Allocation Source: USER Allocation Last Changed By: HADDEN,DEB

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

05/07/2015	05/11/2015	240493	3829	COUNTRY INN BY CARLSON	COUNTRY INN BY CARLSON	MN	453947027	186.56	Memo	176546986	Not Reviewed	No
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Allocation Accounting Code Amount: \$186.56 Allocation Accounting Code Value: 101-42-400-42000
Allocation Source: DAC Allocation Last Changed By: System

Name: GREGORY GAHLON Account Number: **2707 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

05/21/2015	05/22/2015	240499	5942	BOOK STORES	AMAZON.COM	WA	911646860	179.90	Memo	116-6338071-73986	Not Reviewed	No
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Allocation Accounting Code Amount: \$179.90 Allocation Accounting Code Value: 101-42-100-42000
Allocation Source: DAC Allocation Last Changed By: System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: PAUL GORTE Account Number: **1823 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

05/16/2015	05/18/2015	240507	5411	GROCERY STORES,SUPERMARK	TARGET	00017830	ND	410215170	\$ (0.36)	Memo		Not Reviewed	No
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Allocation Accounting Code Amount: (\$0.36) Allocation Accounting Code Value: 6204987042000
Allocation Source: DAC Allocation Last Changed By: System

05/16/2015	05/18/2015	240507	5411	GROCERY STORES,SUPERMARK	TARGET	00017830	ND	410215170	(0.17)	Memo		Not Reviewed	No
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Allocation Accounting Code Amount: (\$0.17) Allocation Accounting Code Value: 6204987042000
Allocation Source: DAC Allocation Last Changed By: System

05/16/2015	05/18/2015	240507	5411	GROCERY STORES,SUPERMARK	TARGET	00017830	ND	410215170	8.57	Memo	0000000000000000	Not Reviewed	No
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Allocation Accounting Code Amount: \$8.57 Allocation Accounting Code Value: 6204987042000
Allocation Source: DAC Allocation Last Changed By: System

Name: NICK GUNDERSON Account Number: **3450 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

05/07/2015	05/11/2015	240491	8398	CHARITABLE/SOCIAL SERVICE	MINNESOTA SHERIFFS ASSN	MN	410883456	120.00	Memo	7157778451		Not Reviewed	No
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Allocation Accounting Code Amount: \$120.00 Allocation Accounting Code Value: 1014210042000
Allocation Source: DAC Allocation Last Changed By: System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: DEBRA HADDEN Account Number: **2440 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

04/29/2015	05/01/2015	240493	3614	AMERICINN	AMERICINN APPLE VALLEY	MN	454943980	\$ 333.00	Memo	11148014	Not Reviewed	No
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Allocation Accounting Code Amount: \$333.00 Allocation Accounting Code Value: 1014520243300
Allocation Source: USER Allocation Last Changed By: HADDEN,DEB

Name: RODNEY HAJICEK Account Number: **2365 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

04/22/2015	04/24/2015	240493	3502	BEST WESTERN HOTELS	BEST WESTERN HOTELS - ST.	MN	460452761	300.03	Memo	499750A	Not Reviewed	No
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Allocation Accounting Code Amount: \$300.03 Allocation Accounting Code Value: 101-42-100-42000
Allocation Source: DAC Allocation Last Changed By: System

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

04/22/2015	04/24/2015	240493	3502	BEST WESTERN HOTELS	BEST WESTERN HOTELS - ST.	MN	460452761	300.03	Memo	499748A	Not Reviewed	No
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Allocation Accounting Code Amount: \$300.03 Allocation Accounting Code Value: 1014210043300
Allocation Source: USER Allocation Last Changed By: HEDLUND,MICHAEL

04/28/2015	04/30/2015	240507	5085	WHOLSALE INDUST SUPP	COMADE INC.	CA	331013311	155.50	Memo	1225BBY	Not Reviewed	No
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Allocation Accounting Code Amount: \$155.50 Allocation Accounting Code Value: 1014210042000
Allocation Source: USER Allocation Last Changed By: HEDLUND,MICHAEL

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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05/01/2015	05/04/2015	240506	5541	SERVICE STATIONS	SIMONSON GAT10050029	ND	450280064	\$ 125.00	Memo		Not Reviewed	No
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Allocation Accounting Code Amount: \$125.00 **Allocation Accounting Code Value:** 1014210044000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

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

04/22/2015	04/24/2015	240491	8398	CHARITABLE/SOCIAL SERVICE	QGV*NORTHWEST MINNESOTA F	MN	411556013	45.00	Memo	2243278	Not Reviewed	No
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Allocation Accounting Code Amount: \$45.00 **Allocation Accounting Code Value:** 1014550443080
Allocation Source: USER **Allocation Last Changed By:** HELGESON,CHARLOTTE

Name: LINDA KOSSOW **Account Number:** **9273 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

05/13/2015	05/14/2015	240507	5310	DISCOUNT STORES	SHOPKO 00507426	MN	410985054	7.47	Memo		Not Reviewed	No
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Allocation Accounting Code Amount: \$7.47 **Allocation Accounting Code Value:** 630-46-440-44000
Allocation Source: DAC **Allocation Last Changed By:** System

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

04/28/2015	04/29/2015	240499	5942	BOOK STORES	AMAZON.COM	WA	911646860	34.70	Memo	104-8345557-41914	Not Reviewed	No
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Allocation Accounting Code Amount: \$34.70 **Allocation Accounting Code Value:** 1014210044000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

04/29/2015	04/29/2015	240499	5942	BOOK STORES	AMAZON MKTPLACE PMTS	WA	911994984	39.90	Memo	104-8306668-11834	Not Reviewed	No
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Allocation Accounting Code Amount: \$39.90 **Allocation Accounting Code Value:** 1014210044000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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05/20/2015	05/21/2015	240499	5942	BOOK STORES	AMAZON MKTPLACE PMTS	WA	911994984	\$ 709.99	Memo	PWD	Not Reviewed	No
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Allocation Accounting Code Amount: \$709.99 **Allocation Accounting Code Value:** 101 41 510 44300

Allocation Source: DAC **Allocation Last Changed By:** System

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

04/22/2015	04/23/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	127.71	Memo	G72091	Not Reviewed	No
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Allocation Accounting Code Amount: \$127.71 **Allocation Accounting Code Value:** 1014514042000

Allocation Source: USER **Allocation Last Changed By:** HADDEN,DEB

04/28/2015	04/29/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	32.96	Memo	G73778	Not Reviewed	No
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Allocation Accounting Code Amount: \$32.96 **Allocation Accounting Code Value:** 1014514042000

Allocation Source: USER **Allocation Last Changed By:** HADDEN,DEB

04/28/2015	04/29/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	59.95	Memo	G73792	Not Reviewed	No
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Allocation Accounting Code Amount: \$59.95 **Allocation Accounting Code Value:** 1014514042000

Allocation Source: USER **Allocation Last Changed By:** HADDEN,DEB

04/30/2015	05/01/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	55.97	Memo	G74473	Not Reviewed	No
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Allocation Accounting Code Amount: \$55.97 **Allocation Accounting Code Value:** 1014514042000

Allocation Source: USER **Allocation Last Changed By:** HADDEN,DEB

05/04/2015	05/05/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	26.97	Memo	G75739	Not Reviewed	No
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Allocation Accounting Code Amount: \$26.97 **Allocation Accounting Code Value:** 1014514042000

Allocation Source: USER **Allocation Last Changed By:** HADDEN,DEB

05/07/2015	05/08/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	110.95	Memo	G76833	Not Reviewed	No
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Allocation Accounting Code Amount: \$110.95 **Allocation Accounting Code Value:** 1014514042000

Allocation Source: USER **Allocation Last Changed By:** HADDEN,DEB

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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[05/08/2015](#) 05/11/2015 240507 5251 HARDWARE STORES HARDWARE HANK MN 411717424 \$ 40.47 [Memo](#) G77136 Not Reviewed No
Allocation Accounting Code Amount: \$40.47 **Allocation Accounting Code Value:** 1014514042000
Allocation Source: USER **Allocation Last Changed By:** HADDEN,DEB

Name: DAVID MURPHY **Account Number:** **0699 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

[05/02/2015](#) 05/04/2015 240498 5968 CONTINUITY SUBSCRIPTION GAN*USATODAYCIRC IN 570691788 25.00 [Memo](#) 05500700593UT8066984 Not Reviewed No
Allocation Accounting Code Amount: \$25.00 **Allocation Accounting Code Value:** 101-41-510-42000
Allocation Source: DAC **Allocation Last Changed By:** System

[05/15/2015](#) 05/18/2015 240507 5399 MISCELLANEOUS GENERAL MER GRAND FORKS HERALD ND 450129560 17.25 [Memo](#) 8ZSVWFM Not Reviewed No
Allocation Accounting Code Amount: \$17.25 **Allocation Accounting Code Value:** 101-41-510-42000
Allocation Source: DAC **Allocation Last Changed By:** System

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

[05/08/2015](#) 05/11/2015 240493 3750 CROWN PLAZA HOTELS CROWNE PLAZA PLYMOUTH MN 263201660 563.20 [Memo](#) 1429575 Not Reviewed No
Allocation Accounting Code Amount: \$563.20 **Allocation Accounting Code Value:** 101-41-510-42000
Allocation Source: DAC **Allocation Last Changed By:** System

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: ANDREA SCHERER Account Number: **1888 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[04/30/2015](#) 05/01/2015 240507 5310 DISCOUNT STORES SHOPKO 00507426 MN 410985054 \$ 7.98 [Memo](#) Not Reviewed No
Allocation Accounting Code Amount: \$7.98 **Allocation Accounting Code Value:** 1014550442000
Allocation Source: USER **Allocation Last Changed By:** HELGESON,CHARLOTTE

[05/15/2015](#) 05/18/2015 240492 5814 FAST FOOD RESTAURANTS PAPA JOHN'S 02513 ND 203493493 62.09 [Memo](#) 000000000000000000 Not Reviewed No
Allocation Accounting Code Amount: \$62.09 **Allocation Accounting Code Value:** 4004550443360
Allocation Source: USER **Allocation Last Changed By:** HELGESON,CHARLOTTE

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

[05/07/2015](#) 05/08/2015 240500 5732 ELECTRONICS STORES BESTBUYCOM724050021 MN 411953804 135.99 [Memo](#) 000000000000000000 Not Reviewed No
Allocation Accounting Code Amount: \$135.99 **Allocation Accounting Code Value:** 1014212142000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

[05/11/2015](#) 05/12/2015 240497 5969 OTHER DIRECT MARKETER AMERA-CHEM INC CO 841436389 86.90 [Memo](#) 783 Not Reviewed No
Allocation Accounting Code Amount: \$86.90 **Allocation Accounting Code Value:** 1014212142000
Allocation Source: USER **Allocation Last Changed By:** HEDLUND,MICHAEL

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
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Name: JASON STORDAHL Account Number: **5413 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

[05/08/2015](#) 05/11/2015 240507 5200 HOME SUPPLY WAREHOUSE STORES MENARDS GRAND FORKS ND 390989248 \$ 43.18 [Memo](#) NONE Not Reviewed No

Allocation Accounting Code Amount: \$43.18 Allocation Accounting Code Value: 6054947042000
Allocation Source: USER Allocation Last Changed By: STORDAHL,JASON

[05/14/2015](#) 05/18/2015 240493 3715 FAIRFIELD INN FAIRFIELD INN-BURNSVILLE MN 450444413 240.08 [Memo](#) 031 14050 Not Reviewed No

Allocation Accounting Code Amount: \$240.08 Allocation Accounting Code Value: 1014314042210
Allocation Source: DAC Allocation Last Changed By: System

[05/14/2015](#) 05/18/2015 240506 5542 AUTOMATED FUEL DISPENSERS HOLIDAY STNSTORE 0213 MN 410771276 69.55 [Memo](#) 0000000000000000 Not Reviewed No

Allocation Accounting Code Amount: \$69.55 Allocation Accounting Code Value: 1014314042210
Allocation Source: DAC Allocation Last Changed By: System

Transaction Detail - Summary

<u>Trans Date</u>	<u>Posting Date</u>	<u>MCCG Code</u>	<u>MCC</u>	<u>Merchant Category Code Description</u>	<u>Merchant Name</u>	<u>Merchant State/Province</u>	<u>Taxpayer ID Number (TIN)</u>	<u>Trans Amount</u>	<u>Posting Type</u>	<u>Purchase ID</u>	<u>Trans Status</u>	<u>Disputed Status</u>
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Name: JACOB THOMPSON Account Number: **3435 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:

05/20/2015	05/22/2015	240506	5542	AUTOMATED FUEL DISPENSERS	HOLIDAY STNSTORE 0090	MN	410771276	\$ 51.80	Memo	0000000000000000	Not Reviewed	No
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Allocation Accounting Code Amount: \$51.80 Allocation Accounting Code Value: 101-42-100-42000

Allocation Source: DAC Allocation Last Changed By: System

Total Number of Records: 50

Total

\$5,788.15

End of Report