

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 3, 2014 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for June 3, 2014 was called to order by Council President Buckalew at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council President Craig Buckalew, Council Vice President Greg Leigh, Council Members Clarence Vetter, Dale Helms, Henry Tweten, Mark Olstad, and Chad Grassel.

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

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.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of May 20, 2014.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 27 2014.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

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

3. Consider approving the following "On-sale Weekday & Sunday" Liquor License Applicant Renewals:
 - a. Little Bangkok located at 415 2nd St NW, East Grand Forks, MN 56721.
 - b. Boardwalk Bar & Grill located at 415 2nd St NW, East Grand Forks, MN 56721
4. Consider approving the renewal application for Optional Liquor 2AM Liquor License for the Boardwalk Bar & Grill at 415 2nd St NW, East Grand Forks, MN 56721.
5. Consider approving the Special Event License to the East Grand Forks Association of Fire Fighters Local 3423 for the Cats Incredible Catfish Tournament starting on August 1st through August 3rd, 2014.
6. Consider approving a temporary liquor license application for the East Grand Forks Association of Fire Fighters Local 3423 for Cats Incredible Catfish Tournament from August 1st through August 3rd contracting with the Eagles Club for liquor services.
7. Consider approving the purchase and replacement of the overhead doors at Station 2 from Valley Door in the amount of \$7258.
8. Consider approving the refurbishing of the Rescue Box on the 421 Rescue Truck for the amount of \$63,000 and the purchase of a new cab and chassis in the amount of \$47,499 both being completed by Maintainer Custom Bodies.

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

Council member Helms stated he had questions about items four and eight. He asked item four was allowed by law. Mr. Murphy stated that it was. Council member Helms then asked Chief Larson if they will be given a loaner during the time the Rescue Truck will be worked on. Chief Larson stated will not be getting a loaner but they will be utilizing the suburban in its place. He added this is what they had done in the past when this truck was being repaired.

Council member Olstad asked Mr. Murphy to explain number three and four, especially number three. Mr. Murphy stated that the Boardwalk Bar and Grill LLC is a different entity than the Boardwalk LLP who has the outstanding loan. He also explained how both of these groups were waiting on their insurance and did not have everything ready to go when the last of the liquor licenses were approved.

Mr. Galstad asked that 3a be removed and tabled because there was a utility bill that needs to be addressed prior to approval. President Buckalew asked if could be approved contingent upon the issue being cleared up. Mr. Murphy stated how the owner had come in, spoke with him about this, and there is more of an issue to this than no payment on the bill. Council President Buckalew stated this would have to be treated as a separate item. Discussion followed about if the Water and Light Department were working on this issue with them and how if anything was to be reduced it would be approved by the Water and Light Commission. Council Vice-President Leigh said he would amend his motion.

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

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

Voting Nay: None.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE ITEM THREE A (3A) SUBJECT TO SUCCESSFUL RESOLUTION OF THE UTILITY BILL.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

9. Regular meeting minutes of the Water, Light, Power, and Building Commission for May 1, 2014.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

10. Consider adopting Resolution No. 14-06-46 agreeing to the rehabilitation of the bridge with a middle median and accommodations for pedestrians and bicyclists be located inside the truss on the north side of the bridge.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 14-06-46 AGREEING TO THE REHABILITATION OF THE BRIDGE WITH A MIDDLE MEDIAN AND ACCOMMODATIONS FOR PEDESTRIANS AND BICYCLISTS BE LOCATED INSIDE THE TRUSS ON THE NORTH SIDE OF THE BRIDGE.

Council member Olstad said this resolution is basically saying the council is okay with having the bikes and pedestrians inside the bridge and asked if that was correct. Council member Grassel asked why this path would be located on the north side of the bridge. Mr. Haugen explained how it would work easier to tie this path system on the Grand Forks side and that it could have worked on either side in East Grand Forks. Council member Grassel asked how that will affect the access from River Road and if that

will be changed. Mr. Haugen stated that will not be affected and the path will go along side the access. Mayor Stauss asked if the driving lanes will be 11 feet for traffic lanes. Mr. Joe McKinnon from MNDOT informed the council they will be trying to keep the bike and pedestrian path as wide as possible, how they are looking at including a barrier between the traffic and bike lane, and trying to keep the traffic lanes as wide as possible. Mayor Stauss added how the council is very concerned with all of the trucks and farm equipment that cross the bridge and the safety of the people using the path on the bridge.

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

Voting Nay: None.

11. Consider adopting Resolution No. 14-06-47 authorizing the purchase of a new transit bus from Hoglund Bus Company in the approximate amount of \$127,325.50.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 14-06-47 AUTHORIZING THE PURCHASE OF A NEW TRANSIT BUS FROM HOGLUND BUS COMPANY IN THE APPROXIMATE AMOUNT OF \$127,325.50.

Council Vice-President Leigh stated that he had discussed this with Mr. Haugen and he understands the sequence of meetings that were needed and asked the following be recorded in the minutes. He stated this total will be paid by a combination of state funding (\$101,000) and a local match, more than likely from the City of Grand Forks. He asked if that did not happen where the money was coming from. Ms. Ellis stated the local share had been budgeted. She added how this item will be going before the Grand Forks council next week.

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

Voting Nay: None.

12. Consider approving Lease Agreement #2 between the City of East Grand Forks and the Grand Forks-East Grand Forks Metropolitan Planning Organization for renting more space in the East Grand Forks City Hall starting June 1st, 2014.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE LEASE AGREEMENT #2 BETWEEN THE CITY OF EAST GRAND FORKS AND THE GRAND FORKS-EAST GRAND FORKS METROPOLITAN PLANNING ORGANIZATION FOR RENTING MORE SPACE IN THE EAST GRAND FORKS CITY HALL STARTING JUNE 1ST, 2014.

Mayor Stauss asked what room they would be renting. Mr. Murphy stated it was the conference room in between the Mayor's Office and Administration Office.

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

Voting Nay: None.

13. Consider adopting Resolution No. 14-06-48 vacating the alley extending through Lots 1 through 24, Block 5, Grand Forks East Addition.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSAD, TO ADOPT RESOLUTION NO. 14-06-48 VACATING THE ALLEY EXTENDING THROUGH LOTS 1 THROUGH 24, BLOCK 5, GRAND FORKS EAST ADDITION.

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

Voting Nay: None.

14. Consider adopting Resolution No. 14-06-49 accepting donations for the East Grand Forks Police Department's Project Lifesaver Program.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 14-06-49 ACCEPTING DONATIONS FOR THE EAST GRAND FORKS POLICE DEPARTMENT'S PROJECT LIFESAVER PROGRAM.

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

Voting Nay: None.

15. Consider adopting Resolution No. 14-06-50 accepting donations for the Parks and Recreation Department various areas as designated by the donors.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 14-06-50 ACCEPTING DONATIONS FOR THE PARKS AND RECREATION DEPARTMENT VARIOUS AREAS AS DESIGNATED BY THE DONORS.

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

Voting Nay: None.

CLAIMS:

16. Consider adopting Resolution No. 14-06-51 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 18886 for a total of \$2,852.11 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 14-06-51 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 18886 FOR A TOTAL OF \$2,852.11 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Vetter, Helms, Tweten, Olstad, Leigh, and Grassel.

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 OLSTAD, SECONDED BY COUNCIL MEMBER GRASSEL, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

Council President Buckalew stated the last item on the agenda was a discussion regarding hiring an attorney for the loan issue. Council member Tweten stated he had reviewed the resumes and Brad Sinclair had more experience with situations like this and his fees were reasonable.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER OLSTAD, TO HIRE BRAD SINCLAIR AS INDEPENDENT ATTORNEY FOR THE OUTSTANDING LOAN ISSUE.

Council Vice-President Leigh state he agreed with Mr. Tweten. He added that he thought it was good to hire someone from out of town so there were no potential conflicts of interest with this case. He continued to explain that it is not because Mr. Galstad cannot do the job but to take away any notion impropriety.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss complimented the Park and Recreation and Public Works Departments on already spraying for mosquitoes. He added that there are dandelions everywhere that need to get sprayed which makes the City look better.

Council Member Vetter stated there hasn't been an update on the EDA and reorganization of that department and asked to have it added to the next work session.

Council Member Helms had one question for Ms. Ellis. He stated that he and the Mayor went and looked at the car in question and they think it is more than a sheet covering the car. He asked to have that revisited. Ms. Ellis stated the cops handled that nuisance but she will speak with them about that.

Mr. Murphy stated that he had passed out a copy of the Strategic Leadership Plan and said he would like this topic added to an upcoming work session to have an update and progress report on this as well as informing Mr. Helms on this process. He stated the other item was a brief update on the EDHA. He told the council that he will be meeting with Mr. Lee Meyer with Northwest Minnesota Housing

City Council Meeting

June 3, 2014

regarding options the City might with housing and reviewed other information he has gathered on other economic development and housing departments and will be bringing this forward soon.

Mr. Boppre stated that at the next work session he will have another update on the pond project and will be asking the council permission for taking soil borings.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE JUNE 3, 2014 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:23 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer