

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 16, 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 “Special Meeting” for the East Grand Forks, Minnesota City Council of May 29, 2015.
2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of June 2, 2015.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of June 9, 2015.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

4. Public Hearing to consider adopting Resolution No. 15-06-62 adopting the assessment roll 333 for 2015 Assessment Job No. 2 – Paving – Replat of Outlot B Block 2 for a total assessment of \$219,840.60.

CONSENT AGENDA:

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

5. Consider accepting and ratifying the Delinquency Policy adopted by the Economic Development Authority at May 5, 2015 Meeting with an approved revision at the June 16, 2015 Meeting.
6. Consider approving summary of the Social Host Ordinance to be published in the official paper.

7. Consider approving the request to declare the list of firearms on surplus property to be traded for equipment for the East Grand Forks Police Department.
8. Consider adopting the updates to the Purchasing Card Procedure.

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

9. Regular meeting minutes of the Water, Light, Power, and Building Commission for May 21, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS:

10. Consider adopting 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 and the summary of the ordinance. (2nd Reading)

NEW BUSINESS:

11. Consider adopting Resolution No. 15-06-63 accepting and awarding the bid for 2015 Assessment Job No. 2 – Paving to Opp Construction in the amount of \$184,740.
12. Consider adopting Resolution No. 15-06-64 accepting and awarding the bid for 2015 Assessment Job No. 1 – Utility and Street Construction to R.J. Zavoral and Sons in the amount of \$244,949.25.
13. Consider adopting Resolution No. 15-06-62 adopting the assessment roll 333 for 2015 Assessment Job No. 2 – Paving Replat of Outlot B Block 2 – for a total assessment of \$219,840.60.
14. Consider adopting Resolution No. 15-06-65 accepting and awarding the bid for 2015 Assessment Job No. 3 – Street & Bike Path Improvements to Opp Construction in the amount of \$1,172,030.35.
15. Consider adopting Resolution No. 15-06-66 ordering improvement and preparation of plans and specifications for 2015 City Project No. 1 – Waste Water Improvements – Interconnect.
16. Consider adopting Resolution No. 15-06-67 accepting the petition from Johnson Farms and the City of East Grand Forks to annex property into the City of East Grand Forks.
17. Consider approving the additions of _____ with the pool project.
18. Consider adopting Resolution No. 15-06-69 approving a dedicated parking spot for Little Bangkok’s Delivery Service in the parking lot on the wet side of the flood wall.

CLAIMS:

19. Consider adopting Resolution No. 15-06-68 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 21743 for a total of \$966.06 whereas Council Member Buckalew is personally interested financially in the contract.

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

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings:

Work Session – June 23, 2015 – 5:00 PM – Training Room
Regular Council Meeting – July 7, 2015 – 5:00 PM – Council Chambers
Work Session – July 14, 2015 – 5:00 PM – Training Room
Regular Council Meeting – July 21, 2015 – 5:00 PM – Council Chambers

**UNAPPROVED MINUTES
OF THE SPECIAL
CITY COUNCIL MEETING
CITY OF EAST GRAND FORKS
FRIDAY, MAY 29, 2015 – 12:00 PM**

CALL TO ORDER:

The Special Meeting of the East Grand Forks City Council for May 29, 2015 was called to order by Council President Mark Olstad at 12:00 P.M.

CALL OF ROLL:

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

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

Council President Olstad thanked everyone for attending and turned the meeting over to Mayor Stauss. Mayor Stauss explained he had vetoed this project to try and keep property taxes down as much as possible. He stated how some projects are wants and others are needs. He said the waste water project was a need, the pool project is a want, and the Council needs to be careful when it comes to taxes. He added that he would be willing to remove his veto if the Council would approve a sales tax to try to pay for the pool within seven years instead of 20 years. Mayor Stauss asked to take a poll to see if the Council would support a half of a percent sales tax and move forward as soon as possible. He also thanked the President of the Council for working with him on this project. All of the Council members except for Council member Vetter raised their hands in support of a half of percent sales tax.

Council member Vetter stated even if the Council supported the sales tax it would have to be voted on by the residents and it could be turned down. Mayor Stauss said he was right and added that the state legislature also had to pass special legislation allowing for this to happen. He stated if everyone works together and if it had community support then there shouldn't be an issue moving forward with a sales tax. Council member Vetter commented if the citizens approve a sales tax they should then be able to say which project they would like move forward with. Mayor Stauss said how he always believes in citizens input but in this case this project has been worked on for three years and how the sales tax is the way to go. Council President Olstad stated to Mayor Stauss he would need to decide at this time if he was going to withdraw his veto.

Council member DeMers stated that in principle he would be able to get behind a sales tax but that he would like more information about how this will affect businesses in East Grand Forks. He added there will be push back but this would spread out the tax burden and that he would be in favor of a diverse tax structure. Council President Olstad asked Mayor Stauss what he was going to do. Mayor Stauss stated that the majority of the Council would support a sales tax so he would remove his veto. Discussion followed about how was not a political issue. Council President Olstad thanked Mayor Stauss for working and discussing different options on how to make the pool project happen. Council

member Pokrzywinski commented how he respected the opinion of the Mayor, Council member Vetter, and Council member DeMers. He added how the community has seemed to support the idea of a sales tax and that it may burden some more than others.

Council member Buckalew explained how the community had been involved in this process, that a pool was a big part of the community, how it gives the kids something to do, help keep them active, and provide a safe environment for the youth of the community. He added how the sales tax can't just be for anything, how this was a regional venue, and thanked those who showed up for the meeting.

Mr. Aker thanked the Council and Mayor for their hard work. Ms. Melody Olstad told the Council that she had two pages of comments but the Council had made all of the points she was going to make. She added she was appreciative of their consideration; how lots of time had been spent on this project, and how the Save Our Pool group will help in any way they can. Mr. Murphy stated that with the Mayor rescinding his veto the base bid will be awarded. Council member Buckalew asked if other options could be revisited. Mr. Murphy stated that discussion would have to wait until Tuesday.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MAY 29, 2015 SPECIAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 12:19 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 2, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for June 2, 2015 was called to order by Council President Mark Olstad at 5:00 P.M.

CALL OF ROLL:

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

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; 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.”

Mr. Dale Helms, 613 2nd Ave NE, updated the Council on the flower project and how the planter by the VFW had been planted and that the hanging pots were going to be put up the following day.

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.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE ITEMS ONE (1) AND TWO (2).

Council President Olstad stated that there had been a wording change at the end of page five from the work session minutes from running to fixing in regards to the rinks.

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

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 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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE ITEMS THREE (3) THROUGH SEVEN (7).

Ms. Nelson stated that she was still waiting on insurance from Extreme North Dakota Racing but was told she should receive it within a day or two. She added that the time trial event might be held outside of city limits but if something changed they would need to turn in their insurance to host the event within the City.

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

Voting Nay: None.

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.

Mr. Kovar said thanks and told the Council it had been one heck of a ride. The Council thanked him for his service. Mayor Stauss thanked Mr. Kovar for this service to the City and hopes Mr. Kovar enjoys his retirement.

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)

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

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

Voting Nay: Vetter.

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.

Council President Olstad stated discussion will be on the liquor license only.

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

Ms. Jane Moss thanked the Council for allowing her to speak and explained that she was a shareholder in the Boardwalk Bar & Grill. She said how she had been the operating manager at the Boardwalk Bar & Grill for the last six years and explained how this license issue has hurt her business and employees. She asked Council member DeMers if the Boardwalk Bar & Grill loans were current with the EDA. Council member DeMers stated the loans specific to the Boardwalk Bar & Grill were current. She continued explaining how the article in the paper questioning the character of the owners and how that has now raised concerns with their creditors and vendors. She then played a part of one of the closed meetings which are now open to the public. After the recording was played she asked the Council if it was their intention to put something on the agenda every six months to remind the public that they are bad people. Council member DeMers said no.

Ms. Moss said how it had been stated her character was bad. Council member DeMers asked if she was the only proprietor. Ms. Moss stated she was one of the owners and that he had damaged her character when he said the proprietors because he never stated names. She went on to say the license was for Boardwalk Bar & Grill, not Boardwalk Enterprises, and how they are separate entities. She explained how they have received many phone calls and emails from clients regarding upcoming receptions and if they are able to have liquor served at them. She continued stating the City did not have a reason to deny the license and informed the Council the sales tax is always paid on time, and that Boardwalk Bar & Grill paid over \$2 million in payroll over the last six years.

Ms. Moss said that Council member DeMers said on the radio that he wants their business to be successful. She asked when the last time he had been in there or invited anyone in there lately. Council member DeMers said not recently. She added that he needs to show the people that is what he means. She said there were many faxes, emails, and phone calls from clients and how this issue has killed their business because of a vendetta against Boardwalk Enterprises. Ms. Moss then read an editorial written by a retired Hallock City Clerk stating how much hurt that can be caused when a business or individuals names are brought forward at a meeting. Ms. Moss stated how Boardwalk Bar & Grill is being held hostage because of a vendetta against Boardwalk Enterprises.

Mr. Jon Brakke said that he represented the Boardwalk. He stated the suggested conditions for the renewal of the Boardwalk's liquor license are without support from the City Code, recited section 117.03 subpart B, and stated the problem the debt the City is trying to collect is owed to the East Grand Forks Economic Development Association (EDA). He explained that Minnesota State Statute states the EDA and the City are independent legal entities and how it was the EDA who has the right to pursue recovery on the loan. He continued by saying he had seen the letter from the City Attorney, reviewed the Supreme Court case decision referenced in the letter was because of an ambiguous agreement, and stated how this situation was not the same. Mr. Brakke explained how the City Code defines the City only as the City and no reference to the EDA. He said there was another difficulty with relying on the statute since the applicant is not the entity that is alleged to have owed a debt to the EDA and how the Council is being asked to rely on a code section that does not support the conditions being suggested in the resolution.

Mr. Brakke continued by stating the Boardwalk understands the Council's frustration with the EDA and how they are equally frustrated. He went on to say that the action being contemplated is not constructive and if the City approves a one year conditional license the Boardwalk's event business may be harmed in a devastating fashion. He stated the loss of that revenue may force the Boardwalk to close which would lose both the City and State tax revenues, loss of jobs, and how the current loans with the Boardwalk Bar & grill will not get paid. He asked the Council what the advantages were for the City and residents of the City. He said the Boardwalk would like to come to a resolution and how this was not the way to do that. He said there had been a negotiating committee, settlements were discussed, and a counter-proposal was brought forward by the City without support. He said the conditions imply the City would like to negotiate but tying it to the liquor license is at the point of a sword. He stated if the City and EDA were sincere in wanting to negotiate there shouldn't be conditions. He said if the City is sincere about trying to getting this matter resolved the Boardwalk is ready, willing, and able. He added the last thing he had been told by Mr. Sinclair, the City's Attorney was that the City was not going to take further action so negotiations would not be continued. He stated a resolution could be passed without conditions that doesn't threat the Boardwalk, preserves their ability to keep paying on the loans, or if the resolution was passed it would send a message to the public using the press as a proxy. He said the Boardwalk is encouraging the City to approve the license without conditions and then get back to

fair negotiations.

Mr. Dale Helms stated what had been said makes sense and how some on the campaign trail stated they were going to get the \$510,000 back. He told the Council that they need to get together with the Boardwalk and get this handled. He added how the motion had been made to leave this alone but it keeps getting brought back up and asked what good was it to make a motion if the Council doesn't abide by it.

Council member Pokrzywinski stated he would like to respond. He stated that was he felt the community who voted for him would and expect to get the loan paid back. He said he knows they won't get the full amount back and how there is a disagreement about what the payback number should be. He added he would like nothing more than to get this issue resolved and if the offer to start negotiating again was sincere he said they were looking for was a good faith sign to try and resolve this. Council member Pokrzywinski said he didn't want to put anyone out of business. He stated how this does not get brought up every week but this came up because of the license renewal and how he hopes this can be resolved for the good of everyone. He asked Mr. Galstad with the information brought forward by Mr. Brakke if he stands by his recommendation. Mr. Galstad stated he followed up with both Mr. Sinclair and the Legal Department of the League of Minnesota Cities and this is an issue he believes the City has a legal standing.

Mr. George Kelly, 921 10 Ave SE, stated he urged the Council to defeat the resolution before them. He stated he was a resident of the City as well as co-owner of Dakota Harvest Bakers who is a vendor for the Boardwalk Bar & Grill. He stated that they had never been late on a payment and had been a pleasure to work with as well as being a friend. He told the Council they are making a fundamental mistake with confusing the Boardwalk Bar & Grill with Boardwalk Enterprises. He said as a citizen of East Grand Forks he is concerned about the loan and how all parties have made mistakes in the handling of this affair. He stated he wanted to make clear is that the people he has worked with from Boardwalk Bar & Grill are people of good character, been a pleasure to work with, and by tying these separate entities together it is threatening the livelihood of one of the entities and does not send a good message to the region that East Grand Forks promotes and welcomes business. He urged the Council to defeat the resolution on the floor and renew the license without conditions.

Council member Buckalew asked Mr. Brakke based on his statements that the group he represents is willing to negotiate or seek one of the four options that were outlined to resolve this matter. Mr. Brakke stated they don't want to have to do it at the point of a sword and if the resolution is passed they will have to sue because they believe the resolution is fundamentally improper under the City Code. He added they don't want to have to sue because they will all be diverted which would waste time and effort. He asked to have the liquor licensed passed without conditions and get back to the bargaining table. He added that the Council has his assurance they are sincere. Council President Olstad commented that he had spoken with Mr. Galstad, reviewed the information, and it was his opinion that he was not in favor of approving the license with conditions but just renewing the license. He stated this needs to move forward and that he appreciates the comments from everyone.

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

Voting Nay: Grassel, Buckalew, and Olstad.

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)

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

Ms. Nelson explained to the Council Mr. Galstad recommended setting the ratio at 20% and that the blank would be filled in on the ordinance for the next meeting. Mr. Galstad stated he had spoken with Mr. Rob Wagner, the County Assessor, and how it was suggested to set the tax rate at a 20% ratio for the agricultural land would be very similar to what the property owner was currently paying in taxes. He added that once the land was developed it would then be taxed at the urban or City's tax rate.

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

Voting Nay: None.

13. Consider adopting Resolution No. 15-06-58 approving the amendment to the waste water facility plan and moving forward with the interconnect project.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 15-06-58 APPROVING THE AMENDMENT TO THE WASTE WATER FACILITY PLAN AND MOVING FORWARD WITH THE INTERCONNECT PROJECT.

Council member Tweten asked Mayor Stauss if he was going to veto this resolution. Mayor Stauss asked to hear the discussion. Council member Tweten stated there were problems, the City was moving ahead prematurely, how there are problems with the Minnesota Pollution Control Agency, and how the MPCA has made this very difficult. Discussion followed about how there are other cities that have issues with the MPCA. Mayor Stauss commented how any other project would put too much on the taxpayer and that he will support the interconnect. Council Vice-President Grassel stated this had been a hot topic when he ran for Council and how the other projects cost too much. He added that he would be voting for the interconnect.

Council member Vetter commented how the people that have talked with him wanted to keep control and how it is hard to tell what MPCA will require in the future. He mentioned how large the lagoons were already and asked if the City kept growing how much bigger would they have to get. He stated this project is based on 30 years so at the end of 30 years it could be reviewed again to see what would be best for the City. He stated how the current COSA has the City paying over \$500,000 per year and is projected to be over a million dollars at the end of 30 years. He said there was a lot of work left on the COSA to try and bring the costs down. Council President Olstad commented how the representatives from Grand Forks had been open and willing to work with East Grand Forks on this project and COSA. Mr. Boppre stated that he will be looking into the different options for the interconnect to see what would be the most cost effective for the City. Council member Pokrzywinski stated how this had been a

long, hard fought issue and thanked everyone for their work on this process.

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

Voting Nay: None.

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.

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

Council member Tweten asked to call the question.

Voting Aye: Pokrzywinski, Buckalew, Tweten and Olstad.

Voting Nay: Grassel and Vetter.

Abstain: DeMers.

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.

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

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

Voting Nay: None.

Abstain: Buckalew.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss said he never talks about the Boardwalk and wanted to mention something. He stated that

we as a City did a poor job with this. He said it shouldn't have gone in the paper first; a meeting should have been set up between the City and the Boardwalk, but that didn't happen. He said that someone had gone to the press without talking to them first and he tried to figure out who had gone to the press. He added that wasn't the way a bill should be discussed; that both sides should have come together, and determine how it is to be settled. He said there are legitimate bills that are against the City which will have to settle and how this will more than likely end in court. He ended by saying this was handled totally wrong. He added there were so many other loans that have never been brought forward and at some point they will have to be brought forward.

Council Member Vetter congratulated Mr. Kovar and wished him good luck on retirement.

Council Member Pokrzywinski congratulated Mr. Kovar on his long dedicated service to the City and commented on the recent improvements being done at the movie theater and if anyone had a chance to go and take a look. He applauded Mr. Helms for the flowers. He stated that he appreciates the work that is being done and the people would greatly appreciate the work both he and the mayor had done. Mayor Stauss mentioned none of the flower beds will be done because they had to go out and hire people to take care of the flowers and because of the higher costs of the flower beds will not be done this year because they were not allowed to use seasonal help hired by the City or City equipment.

Council Member Buckalew thanked Mr. Kovar for his many years of service which including fighting floods. He added how long term employees of the City made that seamless and hats off to all employees who have been at the City a long time that have the knowhow to get things done. He thanked him again for his service. He said the second thing was he would like to try and meet with the Boardwalk Enterprise group to try and resolve this issue as soon as possible which would be in the best interest of everyone involved.

Council Member DeMers congratulated Mr. Kovar on his retirement, how this was a special city, and he had something to do with that.

Council Member Grassel congratulated and thanked Mr. Kovar for everything he had done over the years.

Council Member Olstad thanked Mr. Kovar for everything he had done over the years and how much it was appreciated.

Mr. Murphy informed the Council the renovation had started at the Civic Center and that the pool renovation was set to start within a couple weeks.

Mr. Galstad thanked Mr. Kovar and stated it was a pleasure working with him.

Mr. Boyce told the Council that Mr. Scott Gravseth retired after 37 years of working for Water and Light. He added that Mr. Jeff Olson was the new Distribution Superintendent and how both had been there over 30 years which shows how they are a dedicated group of individuals to the City. He said that he will miss Mr. Kovar, he will miss Mr. Gravseth, and that he is glad to still have Mr. Olson working for him.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE JUNE 2, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:02 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 9, 2015 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for June 9, 2015 was called to order by Council President Mark Olstad at 5:00 P.M.

CALL OF ROLL:

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

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; 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. Liquor License Restrictions & New Business – Megan Nelson

Council President Olstad stated item five would be discussed first. Ms. Nelson turned this item over to Ms. Shana Kramer to explain what the request was. Ms. Kramer stated she was from Creatively Uncorked which does painting parties or events. She explained she is opened an art studio in Moorhead and was looking to do the same in East Grand Forks but is looking at reclassifying as a restaurant with a limited menu in East Grand Forks so she is eligible for a wine license. Mr. Murphy asked what limited meant. She stated it would snacks and hors d'oeuvres. Council member Tweten asked where she was going to locate. She said it would be in the space next to Red Pepper. Discussion followed about the request to change the percentage of food sales required for a wine license from 60% down to 5 or 10%, how staff will be contacting state agencies to see what the specific requirements were, and how the League may be looking into art studios because the state statutes did not address this issue. Mr. Galstad stated he would look into this to see if it was statutorily possible.

This item will be brought back to a future Work Session.

2. 2015 Assessment Job No. 3 Bid Results – Steve Emery

Mr. Emery informed the Council the bids had been opened for this project which were broken down by the seven proposals. He stated the Council could award any number of the proposals. He reviewed the amounts of the projects and explained how there was an increase in the mill and overlay and seal coat because of a large amount of drainage improvements that were needed, the addition of striping, ADA improvements, and a 2 inch overlay instead of an inch and a half which could be reduced down. He then reviewed where the funds were coming from for the various proposals. Ms. Anderson added the City will be asking the DNR to help pay for the trail improvements since the portion of the trail is on their property.

Mr. Emery told the Council that with the increase to the assessment portion of the project they had two choices for moving forward. He stated that they could either hold the final hearing but any additional costs would have to be covered by the City or option two was to award the project and hold the final hearing when the project was completed. Discussion followed about how residents would still have the option to object at the final hearing, how this is a street maintenance project, how the roads have held up with maintenance, and if the Council should award the bid or hold the final public hearing first. Council member Pokrzywinski commented how the assessed number will be higher than the estimates that had been sent out and how he doesn't like to be accused of giving out bad information. More discussion followed about how there are unknowns with this project, how the Council will need to communicate with the public, and how the Council is in support with moving forward with awarding the project with all seven proposals.

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

3. 2015 City Project No. 1 Waste Water Improvements – Greg Boppre

Mr. Boppre stated that with the approval of amending the facility plan and moving forward with the interconnect he was looking for approval to move forward with plans and specifications for the interconnect. He explained that during the process of amending the facility plan he will be looking at different ways to complete the project and use the net present value process to determine which way would be the best to move forward. Council member DeMers asked if only working on the facility plan and not the decommissioning would hurt when the City is asking for help with funding. Mr. Boppre explained that the Public Facilities Authority stated that City should present this as one project with two different phases because it will be about two years before the decommissioning of the ponds would be taking place. Council member Tweten asked to get letters sent to the Council and Mayor with this information. Mr. Boppre stated that would not be an issue.

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

4. Request to Declare Surplus Property – Mike Hedlund

Chief Hedlund explained guns had accumulated over sometime and that he was requesting they be declared as surplus. He said that some of the guns would have to be destroyed but the rest

would be sold to Hunter's Outlet. He stated how this could help pay for the equipment Officer Deckert who has been training with the Grand Forks SWAT team and required specific equipment.

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

5. Update to Purchasing Card Policy – Megan Nelson

Ms. Nelson informed the Council the Purchasing Card Policy was updated to better fit the needs of the City. She explained the first policy was more of a generic policy and that Ms. Katka had made the necessary changes. Mr. Murphy recommended approving this policy as presented and what a good job Ms. Katka had done with this policy.

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

6. Request for Parking in Public Lot – Megan Nelson

Ms. Nelson stated there had been issues with people parking in the Little Bangkok delivery parking space. She said there was a request to move the parking space into one of the parking lots which the Council would be able to dedicate and towing could be enforced. After a brief discussion the Council said to move the parking spot to the other side of the building.

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

7. Discussion on Pool Project – David Murphy

Mr. Murphy stated that the pool project had been awarded as just the base bid. He explained that because the Council was looking at paying for this project with sales tax if there was interest in adding any of the amenities. He stated that if the sales tax does not pass the pool project would then be paid for by the levy. He added that the Save Our Pool group has been filling out grant applications to help pay for some of these items and that Mr. Bohlman was present to answer any questions. Council President Olstad stated there was a picture available of what the fence would look like because there were questions about it. Discussion followed about how the Council only has a couple weeks to decide if there was going to be any additions to the project, how the Council hadn't fully discuss the sales tax option, and if items could be plumbed in and set for future purchases of amenities.

Council Vice-President Grassel stated that he did not have problem with what was proposed and that these additions could help pass the sales tax. Council member Vetter stated that he thought the SOP was suppose to raise the funds for the extra amenities. He added that he asked to put this on hold to look into a wellness center but the only thing discussed was how to pay for the pool project. Council member Tweten said there were a few items that could be taken off but the other items should be included. More discussion followed about how there were concerns about adding to this project without having the sales tax being approved first, that some amenities would be difficult to retrofit later, and Mr. Bohlman was going to check and see which items needed to be done with the project and which items could be done at a later date. Mayor Stauss

commented he is worried about property taxes since the cost of operating the pool will need to be added back into the levy. Council member Tweten commented how the tax capacity has changed in the City. Mr. Bohlman stated he could have answers to the questions for the Council by the end of the week.

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

8. Other

Mr. Gorte informed the Council a public hearing will need to be held regarding border city tax credits at the July 7th Council Meeting.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE JUNE 9, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:05 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

Request for Council Action

Date: 6/12/15

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: Email Regarding the 15AJ2 – Paving Project

As per our conversation, I wanted to express concern for 2015 Assessment for Job #2 (Paving):

- the bid, as it stands is too costly
 - our property is being assessed with more than 17% of the entire project (unreasonable)
 - the current figures are NOT equitable among all properties
 - corner lots, that are uninhabited, are also "abutting" and should share portions of each frontage
 - the easement on my property (511 Brandon) should be taken into consideration when figuring in frontage.
 - \$37,562.84 is NOT "just compensation". It is highly unlikely that an appraisal of this property would be increased significantly.
 - What financial responsibility does the city hold for this project?
 - We've heard mixed responses as to how many bids there have been.
 - What would a bid look like when the rest of Brandon and the second cul de sac is completed?
- Is this bid being estimated as higher because it's only a partial street?

Thank you for your consideration. Please reply so that I know the email went through.

Thank you in advance,
Sara and Jason Lovejoy

Request for Council Action

Date: June 16, 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: Delinquency Policy (Revised)

The East Grand Forks Economic Development Authority business assistance program provides funding for economic development projects, such as expansions and new businesses. The purpose of the assistance is to provide resources to allow businesses to succeed. Because the EDA assistance is commonly provided to persons with less business experience, to applicants who lack adequate capital, and because the EDA assistance takes a subordinate position to the principal funding sources, there is a higher level of risk involved in the EDA loans. Therefore, the EDA loans are commonly backed by personal guarantees by the borrowers. Sometimes business owners become delinquent in their payments. To protect its interests, the City and EDA must then act to collect the outstanding loan. At its May 26 Workshop Meeting, the City Council requested a modification to build flexibility into the actions that follow the third missed payment.

First Missed Payment: The City will notify the borrower that a payment has been missed and is due immediately. The City will also inform the business about business assistance activities, primarily available through the Minnesota Department of Employment and Economic Development.

Second Missed Payment: The City will meet with the borrower regarding the missed payments. The City will file any legal paperwork necessary to secure its interests.

Third Missed Payment: The City may take any action it deems appropriate, depending upon the best financial interests of the City, to secure immediate or future repayment of the delinquent amounts.

The EDA Director shall inform all tenants and borrowers about the policy.

The Director shall keep the EDA Board apprised of the situation.

The EDA approved this policy at its May 5, 2015, meeting and is reviewing the revision at its June 16 meeting.

Recommendation: Approval of a motion to accept and ratify the Delinquency Policy.

CITY OF EAST GRAND FORKS

OFFICIAL SUMMARY OF 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 following is the official summary of Ordinance No. 13, 4th Series, conforming to MN Statute 331A.01 Subd 10, which was passed by the City Council on June 2, 2015. A printed copy of this ordinance is available for inspection by any person at the office of the city clerk during normal business hours or on the city website at www.egf.mn.

SOCIAL HOST ORDINANCE

Paragraph A. Purpose and Findings provides that the purpose of the ordinance is 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.

Paragraph B. States Minn. Stat. §145A.05 subdivision 1. Provides the City authority to enact the ordinance.

Paragraph C. Provides the definition applicable to the ordinance.

Paragraph D. Provides that it is unlawful for any person to host or allow an event or gathering where alcohol is present when the person knows that an underage person will or does drink or possess alcohol and the person (host) fails to take reasonable steps to prevent it.

Paragraph E. Exceptions include sole conduct between an underage person and their parents while parents are present in the parent's household; religious observances and in lawful situations by liquor establishments and where the underage person is in scope of lawful employment.

Paragraph F. Penalty. The violation is a misdemeanor under this code and a sentence of not more than 90 days or a fine of not more than \$1,000, or both may be imposed. The costs of prosecution may be added. A separate offense shall be deemed committed upon each day during which a violation occurs or continues.

Request for Council Action

Date: June 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: Michael S. Hedlund – Chief of Police

RE: Declaration of Firearms as Surplus Property

Background: The East Grand Forks Police Department periodically acquires firearms through a variety of means including found property, seized weapons, court ordered forfeitures and weapons that are turned in by the owners as they no longer want them. The firearms on the attached list have all been acquired by the EGFPD over a period of several years and we are now looking to dispose of them. In the past we have typically traded in our surplus firearms to dealers who then give us merchandise credit which was used to acquire equipment and/or supplies for the Department. In recent months our agency has become part of the Grand Forks Regional Special Operations Group. Officer Ben Deckert was selected to become part of the SWAT Team. This position requires a variety of additional equipment including a tactical rifle. Our plan is to put the proceeds from these surplus weapons towards the purchase price of a rifle for Off. Deckert.

Recommendation: Approve the declaration of the firearms on the attached list as surplus property so that they can be traded for equipment for the EGFPD.

Attachments: List of firearms to be declared as surplus property.

East Grand Forks Police - Surplus Firearms - June 2015

Make	Model	Caliber	Serial Number	ICR
Liberty Arms Corp	Mod . 66	22	IB143360	Unknown
Smith and Wesson	Model 459	9mm	TBS0654	07-1053
FIE	Model T 18	22	11702	Unknown
H & R Inc	Model 649	22	AUO36946	Unknown
Phoenix Arms	Model Raven	25 Auto	3097174	Unknown
FIE	Titan	25 Auto	ED60834	87003911
Excam	Model GT 27	25 Auto	M37258	Unknown
Marlin	Model 100 -S	22	Unknown	Unknown
Savage	Mark II	22	650367	10001612
Ruger	Super Blackhawk	44 Mag	87-10146	07-0842
Ruger	Single Six	22	264-29586	07-0842
Savage	Model 954 LS	22	L168740	10001612
Valley Arms	Hunterbolt	50	61-13-019046-00	7002696
C11	Unknown	177	07D21045	09-1001
Raven	MP-25	25 Auto	1209419	Unknown
Iver Johnsons	Unknown	32	68951	98-6360
FIE	Tex 22	22	ATX18053	5568
Hi Point	Model 995	9mm	B20692	8002776
Remington	Model 522	22	3073486	1100140
Remington	Model 522	22	3213613	11000140
Daisy	Power Line 856	177	Unknown	Unknown
Remington	Model 510	22	Unknown	Unknown
Rossi	3"	12 ga	S12SP066275	10001612
KSA	Cricket	22	439715	12003778
Stevens	Model 110	30-06	E279292	9003857
Unknown	Unknown	22	Unknown	9003857
Gecado	Unknown	22	192859	9000414

Request for Council Action

Date: 6/4/15

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: Update to Purchasing Card Procedure

Staff in the Finance Office reviewed and updated the Purchasing Card Procedure to better fit the needs of our City and address issues from the previous procedure.

Updates and changes made include the following:

- Allowing a purchasing of ammunition for the Police Department
- More clearly stated guidelines regarding sales tax
- Minor changes to language to refine the procedure to better fit and make more specific to the City
- A list of prohibited uses of the card

Staff recommends adoption of the updated procedure.

City of East Grand Forks Purchasing Card Procedure

Purpose

Purchasing cards provide employees of the City of East Grand Forks with a cost-effective, convenient and streamlined method in which to purchase items for the City, thereby reducing the volume of individual vendor payments processed by the City. The purpose of the following procedures is to ensure that the purchasing card is used appropriately by authorized City of East Grand Forks employees.

Scope

City of East Grand Forks employees who use a Purchasing Card for City expenditures

Key Terms and Definitions

- AP - Accounts Payable Office
- FD - City of East Grand Forks Finance Department
- Cardholder - city employee who is issued an individual card and agrees to abide by the purchasing card procedures established by the City of East Grand Forks **SEASONAL and TEMPORARY WORKERS and WATER & LIGHT EMPLOYEES are not eligible for a purchasing card.**
- Approver – City Department Head designated to approve Cardholder transactions
- Card Administrator - the individual within the City's AP who manages the purchasing card program
- Access Online - US Bank's online purchasing card reporting/approval system
- Purchasing Card – purchasing card issued in the name of the City and a City Employee

Requesting, Obtaining and Security of Purchasing Card

- A completed and signed Purchasing Card Application Form is required in order to apply for a purchasing card. All applications are to be submitted to the AP Card Administrator. The address used on the employee's application is to be the City's business address: 600 Demers Avenue, East Grand Forks MN, 56721.
- All Cardholders must sign and accept the terms and conditions of the City of East Grand Forks Purchasing Card Cardholder Agreement.
- The Cardholder is responsible for signing the card, security of the card, and **ALL** transactions made against it, including any unauthorized purchases made by the Cardholder or **ANY OTHER PERSON**.
- The Cardholder must immediately notify US Bank and the FD if the card is lost, stolen, or in the hands of an unauthorized person. The Cardholder will make a reasonable attempt to recover the card from an unauthorized person. The card will be voided as quickly as possible.

Cardholder Responsibilities

A Cardholder may purchase food and non-alcoholic beverages for **business-related meetings**.

A Cardholder may purchase work-related items with supervisor approval and within the spending limits set forth by the City.

The Purchasing Card **CANNOT** be used for the following:

- items for personal use or non-city purposes
- entertainment and recreation
- cash, cash advances, or extensions of credit
- food and beverages for an employee's personal meals – must be reimbursed through payroll using Minnesota Per Diem Rates
- employee relocation expenses
- alcoholic beverages
- time payments (card if for one-time purchase only)
- pyramiding (multiple purchases to cover same transaction)
- consulting services
- fuel for non-rental automobiles (unless it is an emergency)
- fuel for personal vehicles, even when traveling is work-related
- equipment required to have a license
- purchases utilizing PayPal or similar services

Purchasing Procedure

- The Cardholder must follow all quote and bid guidelines as found in the City's Purchasing Policy.
- The Cardholder must request a copy of the vendor's detailed sales receipt AND the purchasing card slip.
- If an order is done online, print the order confirmation. If order is done by phone, have the vendor fax the invoice to the Cardholder.
- All purchase transactions processed against the purchasing card must be made by the Cardholder to whom the card is issued. The card cannot be used by another person. The card cannot be transferred from one employee to another.

Sales Tax

- All purchases other than those listed as "taxable purchases" are tax exempt. It is the Cardholder's responsibility to inform the vendor of the City's tax exemption status, and submit a completed ST3 form to the vendor if needed. The tax exempt ID number is printed on the purchasing card.
- If sales tax is included on a purchase because the Cardholder did not notify the vendor of the City's tax exempt status, it is the Cardholder's responsibility to contact the vendor and have the sales tax charge credited back to the vendor.
- Taxable purchases include meals, lodging (under 30 days), and motor vehicle leases. See MN Department of Revenue Fact Sheet 176.pdf.

Late Fees and Finance Charges

- Late fees which occur because the Cardholder did not reallocate and approve transactions and submit receipts to the business office in a timely manner are the responsibility of the Cardholder.
- Cardholder must reimburse the City by cash or check within one billing cycle from the date of the late fee or finance charge.
- If payment is not received within one billing cycle, the card will be canceled, and no new card will be issued until the fees and finance charges have been repaid.

Returns and Exchanges

- If any item purchased with a purchasing card is unacceptable or not allowable, arrangements must be made for a return for credit or an exchange whenever feasible.
- A cash refund or check is prohibited unless the vendor insists that a refund must be made by cash or check. In such cases, the funds must be deposited immediately with the City. If a refund is issued in the form of a check, the check must be payable to the City of East Grand Forks.

Reimbursement of Personal Expenses Charged to the Card

- Cardholders who accidentally charge a personal item to a City purchasing card must immediately return the item and reverse the charge.
- If it is not possible for the vendor to reverse the charge, the Cardholder is responsible for payment and must contact the Finance Department immediately for instructions on how to submit payment for the personal charge.

Reallocation, Approval and Receipts

- Original Receipts must be attached to the Purchasing Card Receipt Form and submitted to AP.
- If Cardholder does not have the receipt for a purchase, they must contact the vendor to obtain a receipt.
- Employee must reallocate and approve all transactions posted to the employee's card in Access Online in a timely manner.
- Cardholders will reallocate/approve all transactions for the current month's billing by 12 p.m. on the 4th Monday of that month. Approvers will "final approve" and submit receipts for these transactions by 12 p.m. on the 4th Tuesday of each month.

Disputing a Transaction

- If a purchase is made and the vendor is unwilling or unable to correct a problem, or if a transaction shows up in the employee's transaction log that is unknown to the employee, the transaction may be disputed.
- The employee shall contact City AP to get assistance in completing the dispute process.
- The Employee shall complete any necessary paperwork and forward to US Bank as requested by AP.

Approval by Supervisor/Approver

Supervisors of Cardholders are responsible for reviewing Cardholder expenses and ensuring compliance with this and any other applicable City procedure. Supervisor duties include:

- approving employees for participation in the purchasing card program
- reviewing and approving purchases to ensure they meet objectives and are within restrictions placed on the card
- rejecting an employee's transaction for any purchase deemed unallowable or inappropriate, notifying the Cardholder of the rejection of the transaction so that appropriate action can be taken, and submitting a memo/note to AP noting why they have rejected the transaction
- reviewing purchases weekly to ensure card has not been used for unauthorized or inappropriate purchases
- responding to any misuse of the card by the Cardholder
- ensuring closure of purchasing card at time of Cardholder's separation from employment or removal of purchasing card authority, and notifying AP of this change

Delegation of Authority

- The Card Administrator shall ensure that each cardholder has met the requirements to be delegated the authority to obligate the City of East Grand Forks to the specific dollar limit of the purchasing card. This delegation requires ongoing compliance with applicable statutes, rules, and board policies.

Administration and Finance Office Responsibilities

- The Finance Department will ensure that purchases made using the Purchasing Card are recorded appropriately.
- The Finance Department will collect all paperwork, pay invoices, and file for audit.

Disciplinary Procedure

An employee's purchasing card may be temporarily suspended or cancelled for any of the following reasons:

- failure to reallocate/approve transactions by the 4th Monday of each month or have receipts submitted to AP by 12 p.m. on the 4th Tuesday of each month
- making unauthorized purchases
- making purchases prohibited by the City
- failure to notify vendors of the City's tax exempt status resulting in sales tax charges
- Exceptions may be granted by the Finance Department for situations that are beyond the control of the Cardholder as determined by the Finance Department

Supporting References

Listed below are documents that support this process:

- [Purchasing Policy Memo 010509](#)
- [Minn. Stat.471.382](#)
- [MN Department of Revenue Fact Sheet 142.pdf](#)
- [MN Department of Revenue Fact Sheet 176.pdf](#)
- [MN Per Diem Rates](#)

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held May 21, 2015 at 5:00 P.M.

Present: Ogden, Loven, Quirk, Tweten

Absent: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk that the minutes of the previous meeting of May 7, 2015 be approved as read.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,261,585.79.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

The Commission recognized Scott Gravseth on his retirement and for his dedication and years of service to the department.

It was moved by Commissioner Quirk seconded by Commissioner Loven to appoint Jeff Olson to the Distribution System Superintendent position effective June 1; and approve the eligibility roster for the two remaining finalists for a period up to two years.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Quirk to approve starting the new Distribution System Superintendent at the 36 month salary step, effective June 1, with increases after successfully completing a six month probation period.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to authorize the Civil Service Commission to advertise internally within the City for the Line Foreman position.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

Tabled the motion designating an alternate representative to the MMPA Board of Directors.

It was moved by Commissioner Tweten seconded by Commissioner Quirk to approve hiring two summer help at the DSC and adjust the pay scale starting at \$9.50/hr with a 25 cent increase on returning years with a ceiling of \$10.50/hr.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to approve hiring one person for the Summer Internship Program at the WTP setting the pay at the second year step of \$9.75/hr.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve the request to provide complimentary electricity for the Cats Incredible event being held July 31 – August 2, 2015.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve a contribution of \$700.00 for the Dakota Science Water Festival held at the Heritage Village on May 5-6, 2015.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to adjourn to the next regular meeting on June 4, 2015 at 5:00 P.M.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

Lori Maloney
Sec'y

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 20%. The property tax rate levied upon property in a Rural Service District shall therefore be 20% 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: June 16, 2015

Clerk-Administrator

President of Council

I hereby approve the foregoing Ordinance this 16th day of June , 2015.

Mayor

CITY OF EAST GRAND FORKS

**OFFICAL SUMMARY OF
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 following is the official summary of Ordinance No. 14, 4th Series, conforming to MN Statute 331A.01 Subd 10, which was passed by the City Council on June 16, 2015. A printed copy of this ordinance is available for inspection by any person at the office of the city clerk during normal business hours or on the city website at www.egf.mn.

URBAN AND RURAL SERVICE DISTRICTS

Purpose of the ordinance is to establish Urban and Rural tax districts for all properties located within the corporate limits of the City of East Grand Forks. All properties shall be taxed as Urban except unplatted lands that 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.

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 20%. The property tax rate levied upon property in a Rural Service District shall therefore be 20% of the full municipal property tax rate.

ANNUAL REVIEW

Each year the City Council shall review the status of all lands classified under this section to determine whether such lands continue to qualify for inclusion in said tax district and review tax rate applicable to such lands.

Request for Council Action

Date: April 9, 2015

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

Cc: File

From: Steve Emery, P.E.

RE: Project Award - 2015 Assessment Job No. 2 – Concrete Paving / Replat of Outlot B, Block2, Point of Woods 5th Addition

Background:

Two bids were received on Thursday, April 9, 2015. The apparent low bidder for the project is Opp Construction, Grand Forks, ND. Attached for your information is the bid tabulation. The bids came in approximately 19% higher than the engineers estimate that was put together for the Report of Feasibility. The estimated construction cost at that time was \$155,480.00

The following is the proposed budget for the project based on as-bid costs:

PROPOSED BUDGET

	<u>2015 AJ # 2</u>
Construction	\$184,740.00
Plans / Specifications	\$18,126.60
Staking / Inspection	\$ 9,237.00
Assessment Roll	\$ 1,847.40
Contingencies	\$ 5,542.20
Administration / Legal	<u>\$ 5,542.20</u>
TOTAL PROJECT COST	\$225,035.40

PROPOSED FUNDING

	<u>2015 AJ # 2</u>
Assessments	\$217,145.05
City	<u>\$ 7,890.35</u>
TOTAL PROJECT COST	\$225,035.40

Recommendation:

Due to the increase in project costs it would be our recommendation the final assessment roll be put together with the proposed budget and the final assessment hearing be conducted prior to award of bids.

Enclosures: Bid Tabulation

Revised 4/3/2015
2015 Assessment Job No. 2
Concrete Paving
Replat of Outlot B, Block 2
Point of Woods 5th Addition
East Grand Forks, MN

ITEM NO.	ITEM DESCRIPTION	Unit	Quantity	Opp Construction		Paras Contracting	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
015526	Traffic Control	LS	1	\$ 500.00	\$ 500.00	\$ 3,000.00	\$ 3,000.00
015713	Storm Drain Inlet Protection	EA	3	\$ 130.00	\$ 390.00	\$ 250.00	\$ 750.00
024100	Remove Curb and Gutter	LF	153	\$ 8.00	\$ 1,224.00	\$ 10.00	\$ 1,530.00
312200	Salvage Aggregate Surfacing	CY	408	\$ 16.00	\$ 6,528.00	\$ 10.00	\$ 4,080.00
321600	7" Concrete Pavement	SY	2453	\$ 67.00	\$ 164,351.00	\$ 68.00	\$ 166,804.00
321600	Concrete Curb and Gutter, Design B624	LF	153	\$ 39.00	\$ 5,967.00	\$ 30.00	\$ 4,590.00
321600	Reinforcement Bars (Epoxy Coated)	LBS	1538	\$ 2.00	\$ 3,076.00	\$ 3.85	\$ 5,921.30
321600	Adjust Manhole Casting Assembly	EA	1	\$ 540.00	\$ 540.00	\$ 1,000.00	\$ 1,000.00
321600	Install Manhole Casting Assembly	EA	1	\$ 1,900.00	\$ 1,900.00	\$ 1,500.00	\$ 1,500.00
329219	Turf Establishment	SY	33	\$ 8.00	\$ 264.00	\$ 25.00	\$ 825.00
TOTAL BID					\$ 184,740.00		\$ 190,000.30

RESOLUTION NO. 15 – 06 - 63

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 Assessment Job No. 2 – Paving, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

WHEREAS, it appears that Opp Construction is the lowest responsible bidder at a bid price of \$184,740;

WHEREAS, the total project costs are estimated to total \$219,840.60;

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Opp Construction in the name of the City of East Grand Forks for the improvement of 2015 Assessment Job No. 2 – Paving 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:

414-43-146-45300	Construction	\$184,740
414-43-146-43030	Engineering	\$27,711
414-43-146-43500	Miscellaneous	\$7389.60

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: June 16, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of June, 2015.

Mayor

Request for Council Action

Date: May 1, 2015

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

Cc: File

From: Steve Emery, P.E.

RE: Project Award - 2015 Assessment Job No. 1– Utility and Street Construction , Point of Woods 6th Additon.

Background:

Five (5) bids were received on April 29, 2015 for the Utility and Steet Construction Project in the Point of Woods 6th Addition. The apparent low bidder for the project is R.J. Zavoral & Sons, East Grand Forks, Mn We have Attached for your information the bid tabulation. The bids came in approximately 8% lower than the engineers estimate which was \$264,288.00

The following is the proposed budget for the project based on as-bid costs:

PROPOSED BUDGET

	<u>2015 AJ # 1</u>
Construction	\$244,949.25
Plans / Specifications	\$23,545.43
Staking / Inspection	\$12,247.46
Assessment Roll	\$ 2,449.49
Contingencies	\$12,247.46
Administration / Legal	<u>\$ 7,348.48</u>
TOTAL PROJECT COST	\$302,787.57

PROPOSED FUNDING

	<u>2015 AJ # 1</u>
City /Assessments	\$271,383.66
Water &Light	<u>\$ 31,403.91</u>
TOTAL PROJECT COST	\$302,787.57

Recommendation:

Award Bid to R.J. Zavoral & Son's Inc

Enclosures: Bid Tabulation

2015 Assessment Job #1
Utility and Street Construction
Point of Woods 6th Addition

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	Engineers Estimate			R.L.Zavoral & Sons			Spruce Valley Corporation			Taggart Contracting, Inc			United Crane and Excavation			Northeast Excavating		
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
015526	Mobilization	1	LUMP SUM	\$7,500.00	\$7,500.00	\$10,250.00	\$13,000.00	\$13,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$8,800.00	\$8,800.00	\$2,471.76	\$2,471.76					
015526	Traffic Control	1	LUMP SUM	\$2,000.00	\$2,000.00	\$1,075.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,200.00	\$1,200.00	\$1,223.52	\$1,223.52					
015713	Berrell	43	LIN. FT.	\$7.00	\$294.00	\$6.25	\$268.50	\$5.00	\$210.00	\$3.00	\$126.00	\$3.00	\$126.00	\$5.00	\$210.00	\$6.12	\$265.04				
015713	Erosion control - Silt Fence	300	LIN. FT.	\$4.00	\$1,200.00	\$4.50	\$1,350.00	\$2.00	\$600.00	\$3.00	\$900.00	\$3.00	\$900.00	\$4.00	\$1,200.00	\$6.12	\$1,836.00				
015713	Storm Drain Inlet Protection	5	EACH	\$100.00	\$500.00	\$165.00	\$825.00	\$75.00	\$375.00	\$150.00	\$750.00	\$150.00	\$750.00	\$120.00	\$600.00	\$185.38	\$926.90				
024100	Remove 8" PVC Watermain	20	LIN. FT.	\$10.00	\$200.00	\$10.00	\$200.00	\$1.00	\$20.00	\$200.00	\$200.00	\$5.00	\$100.00	\$15.00	\$300.00	\$43.15	\$863.00				
024100	Remove & Salvage 8" Gate Valve	1	EACH	\$500.00	\$500.00	\$835.00	\$200.00	\$200.00	\$175.00	\$175.00	\$75.00	\$75.00	\$75.00	\$75.00	\$492.05	\$492.05					
024100	Remove & Salvage Casting Assembly	1	EACH	\$500.00	\$500.00	\$195.00	\$100.00	\$100.00	\$150.00	\$150.00	\$100.00	\$100.00	\$100.00	\$100.00	\$248.52	\$248.52					
312200	Subgrade Preparation	2721	SQ. YD.	\$2.00	\$5,442.00	\$1.50	\$4,081.50	\$1.00	\$2,721.00	\$2.50	\$6,802.50	\$1.70	\$4,625.70	\$1.52	\$4,135.92						
312200	Common Excavation (EV)	1490	CU. YD.	\$4.00	\$5,960.00	\$7.50	\$11,175.00	\$4.00	\$7,300.00	\$5.50	\$8,195.00	\$3.00	\$4,470.00	\$14.76	\$21,992.40						
312316	Compaction Tests	5	EACH	\$100.00	\$500.00	\$25.00	\$125.00	\$90.00	\$450.00	\$300.00	\$1,500.00	\$90.00	\$450.00	\$432.56	\$2,162.80						
312123	Install Salvaged Aggregate Base Course (CV)	400	CU. YD.	\$20.00	\$8,000.00	\$5.00	\$2,000.00	\$6.00	\$2,400.00	\$8.00	\$3,200.00	\$6.00	\$3,200.00	\$48.30	\$19,320.00						
321123	Aggregate Base Course, Type C (CV)	413	CU. YD.	\$30.00	\$12,390.00	\$44.00	\$18,172.00	\$34.00	\$14,042.00	\$45.00	\$18,585.00	\$43.00	\$17,759.00	\$48.82	\$20,162.66						
321216	Construct Asphalt Pavement	126	SQ. YD.	\$75.00	\$9,450.00	\$41.00	\$5,166.00	\$47.00	\$5,922.00	\$35.00	\$4,410.00	\$44.00	\$5,544.00	\$46.96	\$5,916.96						
321600	Concrete Curb & Gutter, B624	1192.0	LIN. FT.	\$22.00	\$26,224.00	\$29.00	\$34,568.00	\$29.00	\$34,568.00	\$24.00	\$28,608.00	\$30.00	\$35,760.00	\$33.37	\$39,777.04						
329219	Turf Establishment	4356	SQ. YD.	\$3.00	\$13,068.00	\$1.60	\$6,969.60	\$2.90	\$12,632.40	\$1.40	\$6,098.40	\$3.00	\$13,068.00	\$3.34	\$14,549.04						
331000	6" PVC Watermain	19	LIN. FT.	\$50.00	\$950.00	\$27.50	\$522.50	\$34.00	\$646.00	\$50.00	\$950.00	\$82.00	\$1,558.00	\$44.71	\$849.49						
331000	8" PVC Watermain	766	LIN. FT.	\$40.00	\$30,640.00	\$33.00	\$25,278.00	\$35.00	\$26,810.00	\$44.00	\$33,704.00	\$62.00	\$47,492.00	\$42.50	\$32,555.00						
331000	12" PVC Watermain	262	LIN. FT.	\$65.00	\$17,030.00	\$45.50	\$11,921.00	\$48.00	\$12,576.00	\$50.00	\$13,100.00	\$65.00	\$17,030.00	\$56.74	\$14,865.88						
331000	6" Gate Valve & Box	3	EACH	\$2,000.00	\$6,000.00	\$1,900.00	\$5,700.00	\$1,400.00	\$4,200.00	\$1,500.00	\$4,500.00	\$1,700.00	\$5,100.00	\$1,596.02	\$4,788.06						
331000	8" Gate Valve & Box	4	EACH	\$2,500.00	\$10,000.00	\$2,400.00	\$9,600.00	\$1,925.00	\$7,700.00	\$2,000.00	\$8,000.00	\$2,900.00	\$11,600.00	\$2,195.12	\$8,780.48						
331000	12" Gate Valve & Box	1	EACH	\$5,000.00	\$5,000.00	\$4,350.00	\$3,870.00	\$3,400.00	\$3,400.00	\$3,400.00	\$4,900.00	\$4,900.00	\$3,661.85	\$3,661.85							
331000	6" Fire Hydrant (8.0 Bury)	1	EACH	\$4,000.00	\$4,000.00	\$3,775.00	\$3,775.00	\$3,600.00	\$4,200.00	\$4,200.00	\$5,000.00	\$5,000.00	\$4,395.21	\$4,395.21							
331000	6" Fire Hydrant (9.5 Bury)	1	EACH	\$4,500.00	\$4,500.00	\$3,975.00	\$3,975.00	\$4,000.00	\$4,300.00	\$4,300.00	\$5,000.00	\$5,000.00	\$4,534.49	\$4,534.49							
331000	8" Transition Coupling	1	EACH	\$5,000.00	\$5,000.00	\$4,035.00	\$4,035.00	\$4,100.00	\$4,500.00	\$4,500.00	\$5,000.00	\$5,000.00	\$4,733.44	\$4,733.44							
331000	Ductile Iron Fittings	832	LBS	\$5.00	\$4,160.00	\$3.70	\$3,078.40	\$3.50	\$2,912.00	\$4.00	\$3,328.00	\$3.50	\$2,912.00	\$3.98	\$3,311.36						
331000	Aggregate Pipe Foundation	100	CU. YD.	\$20.00	\$2,000.00	\$19.00	\$1,900.00	\$0.01	\$1.00	\$40.00	\$4,000.00	\$5.00	\$500.00	\$47.83	\$4,783.00						
331000	Mechanical-Joint Restraining Glands	12	EACH	\$100.00	\$1,200.00	\$195.00	\$2,340.00	\$150.00	\$1,800.00	\$100.00	\$1,000.00	\$1,200.00	\$90.00	\$1,080.00	\$132.01	\$1,584.12					
333100	6" Sewer Lead	419	LIN. FT.	\$30.00	\$12,570.00	\$17.75	\$7,437.25	\$33.00	\$13,827.00	\$18.00	\$7,542.00	\$22.00	\$9,218.00	\$7.62	\$3,192.78						
333100	6"x6" Sewer Wye	9	EACH	\$300.00	\$2,700.00	\$195.00	\$1,755.00	\$250.00	\$2,250.00	\$100.00	\$900.00	\$125.00	\$1,225.00	\$186.38	\$1,677.42						
333100	Sewer Telesaving	530	LIN. FT.	\$2.00	\$1,060.00	\$1.35	\$715.50	\$2.00	\$1,060.00	\$2.00	\$1,060.00	\$2.00	\$1,060.00	\$3.09	\$1,637.70						
333100	Construct Sanitary Manhole	26	LIN. FT.	\$300.00	\$7,800.00	\$366.00	\$9,516.00	\$350.00	\$9,100.00	\$400.00	\$10,400.00	\$450.00	\$11,700.00	\$376.71	\$9,794.46						
333100	Sanitary Manhole Casting Assembly	4	EACH	\$1,500.00	\$6,000.00	\$1,060.00	\$4,240.00	\$1,650.00	\$6,600.00	\$750.00	\$3,000.00	\$900.00	\$3,600.00	\$1,302.78	\$5,211.12						
333100	8" PVC Sanitary Sewer (0-10ft)	395	LIN. FT.	\$36.00	\$14,220.00	\$36.00	\$14,220.00	\$41.00	\$16,195.00	\$35.00	\$13,825.00	\$44.00	\$17,380.00	\$33.63	\$13,283.85						
333100	8" PVC Sanitary Sewer (10-12ft)	135	LIN. FT.	\$38.00	\$5,130.00	\$36.00	\$4,860.00	\$42.00	\$5,670.00	\$40.00	\$5,400.00	\$44.00	\$5,940.00	\$33.62	\$4,538.70						
334111	12" RCP Storm Sewer	32	LIN. FT.	\$50.00	\$1,600.00	\$44.00	\$1,408.00	\$41.00	\$1,312.00	\$55.00	\$1,760.00	\$37.00	\$1,184.00	\$26.39	\$844.48						
334111	15" RCP Storm Sewer	80	LIN. FT.	\$45.00	\$3,600.00	\$44.00	\$3,520.00	\$45.00	\$3,600.00	\$55.00	\$4,400.00	\$40.00	\$3,200.00	\$45.71	\$3,656.80						
334111	18" RCP Storm Sewer	184	LIN. FT.	\$50.00	\$9,200.00	\$48.00	\$8,832.00	\$67.00	\$12,328.00	\$60.00	\$11,040.00	\$45.00	\$8,280.00	\$54.00	\$9,936.00						
334111	18" Flared End Section	1	EACH	\$2,500.00	\$2,500.00	\$1,200.00	\$1,200.00	\$2,100.00	\$1,600.00	\$1,600.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,362.73	\$2,362.73						
334111	Construct Catch Basin	3	EACH	\$1,500.00	\$4,500.00	\$1,600.00	\$4,800.00	\$1,150.00	\$3,450.00	\$900.00	\$900.00	\$720.00	\$720.00	\$1,448.39	\$4,345.17						
334111	Storm Manhole Casting Assembly	1	EACH	\$1,000.00	\$1,000.00	\$455.00	\$950.00	\$700.00	\$700.00	\$700.00	\$500.00	\$500.00	\$631.66	\$631.66							
334111	Construct Storm Manhole (48")	1	EACH	\$2,500.00	\$2,500.00	\$3,160.00	\$2,350.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$2,400.00	\$2,400.00	\$2,589.43	\$2,589.43						
334111	Catch Basin Casting Assembly	3	EACH	\$1,000.00	\$3,000.00	\$1,030.00	\$3,090.00	\$1,000.00	\$3,000.00	\$750.00	\$2,250.00	\$1,020.00	\$3,060.00	\$1,288.82	\$3,866.46						
334213	15" CMP Culvert	60	LIN. FT.	\$35.00	\$2,100.00	\$29.00	\$1,740.00	\$24.00	\$1,440.00	\$25.00	\$1,500.00	\$23.00	\$1,380.00	\$29.30	\$1,758.00						

TOTAL BID	\$264,288.00	\$244,949.25	\$253,018.40	\$254,582.90	\$283,250.70	\$295,143.70
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RESOLUTION NO. 15 – 06 - 64

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 Assessment Job No. 1 – Utility and Street Construction, 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 \$244,949.25;

WHEREAS, the total project costs are estimated to total \$302,787.57;

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 Assessment Job No. 1 – Utility and Street Construction 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:

414-43-145-45300	Construction	\$244,949.25
414-43-145-43030	Plans & Specifications	\$23,545.43
414-43-145-43030	Staking/Inspection	\$12,247.46
414-43-145-43030	Assessment Roll	\$2,449.49
	Contingencies	\$12,247.46
414-43-145-43500	Admin/Legal	\$7,348.48

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 of June, 2015.

Mayor

RESOLUTION NO. 15 – 06 - 62

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

WHEREAS, The City Administrator/Clerk-Treasurer with the assistance of the person designated, has calculated the proper amount to be specially assessed against every lot, piece and parcel of land, without regard to cash valuation, utilities and street foundation improvements described as “2015 Assessment Job No. 2 – Paving – Replat of Outlot B Block 2”; for a total assessment of \$219,840.60; and

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

WHEREAS, On May 27, 2015 and June 3, 2015, a published notice will be given in the official newspaper of a special assessment hearing to consider the said proposed assessment, and a copy of said published notice was mailed on May 20, 2015, to the owner(s) of the tract(s) or parcel(s) of land as provided by law, and the public hearing will be held on June 16, 2015 and all objections to said proposed assessment have been considered by the Council, and

BE IT RESOLVED, That the City Council of the City of East Grand Forks, Minnesota, hereby determines that the property in the said proposed assessment is benefited by the improvement and that the amount of said assessment is based upon the benefit received, without regard to cash valuation, and that every lot, piece and parcel or parcels of land set out therein as assessable and that said proposed assessment has been calculated in accordance with the law, and

BE IT FURTHER RESOLVED, That said proposed assessments for said improvement be and hereby are adopted as the special assessments against the tracts of land stated in the assessment roll in the amount set out therein and that this assessment roll be given the descriptive name of “Assessment Roll No. 333 – Paving – Replat of Outlot B Block 2”.

BE IT FURTHER RESOLVED, That the said assessment shall be payable in equal installments over a period of twenty (20) years.

BE IT FURTHER RESOLVED, That interest at the rate of 4.5 percent per annum on the entire assessment from the date of the resolution levying said assessment to December 31, 2015, and each subsequent installment will be payable with one year’s interest at said rate on all unpaid installments, except that no interest will be charged if the entire assessment as to any parcel is paid at the office of the City Administrator/Clerk-Treasurer within 30 days from the date of adoption of the assessment roll.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: June 16, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th day of June, 2015.

Mayor

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

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

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

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

Request for Council Action

Date June 4, 2015

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

Cc: File

From: Steve Emery, P.E.

RE: Award of Bids – 2015 Assessment Job No. 3 – Street & Bikepath Improvements

Background:

Three (3) bids were received on June 2, 2015 for the Street and Bikepath Improvements project. The project was broke down into Seven (7) proposal with the City council having the option to award any combination of proposals. (See attached map for proposal locations). The project cost for proposal no. 1 was significantly higher than the original construction estimate that was provided as part of the Report of Feasibility which was \$393,060.00. This increase in cost was largely due to to the amount of drainage issues up on River Road NW and 14th Ave NW which we felt needed to be addressed prior to the mill and overlay. Also, as per the request of Jason Stordahl we added into the project restriping of the streets that currently have striping which was never figured into the overall project cost in the Report of Feasibility (\$20k) as well as ADA improvements which the city should be doing as part of the project. The project costs for proposal no. 2 were higher than the construction estimate that was provided as part of the Report of Feasibility which was \$141,134.00. This increase was due to an increase of \$.50/ Sy for the seal coating as well as the addition of striping. To offset the increase in projects costs and overall proposed assessment we have broken down both proposals into an assessable project cost and a State Aid cost from which the City would utilize State Aid Maintenance dollars. On a positive note on Proposals (3-6) the construction costs came down approximately \$48,117.00 from the bids that were received last August and rejected. The following is a summary of the construction costs and how these different proposal will be paid for. The prices are assuming all seven (7) proposals are awarded with OPP Construction being the low bid.

<u>Proposal No:</u>	<u>City Fund</u>	<u>Assessments</u>	<u>State Aid Maint.</u>
Proposal 1 – Mill and Overlay (City Streets):		\$516,581.25	\$219,850.00
Proposal 2 – Seal Coat (City Streets):		\$187,496.50	\$ 9,530.80
Proposal 3 – Mill & Overlay (Cemetery):	\$145,548.80		
Proposal 4 – Bike trail (North Ped Bridge):	\$ 4,478.00		
Proposal 5 – Bike trail (River Heights Park):	\$ 34,414.00		
Proposal 6 – Bike Trail (West of RR Cmpgrd):	\$ 22,156.00		
Proposal 7 – Frontage Road (Industrial Park):	\$ 31,975.00		

Proposal No. 1: Project costs to be assessed with the balance being paid utilizing State Aid Maint.
 Proposal No. 2 Project costs to be assessed with the balance being paid utilizing State Aid Maint.
 Proposal No. 3: Shall utilize street reconstruction dollars that were not utilized in 2014
 Proposal No. 4: Shall utilize Greenway maintenance dollars
 Proposal No. 5 & 6: Shall utilize Greenway maintenance dollars and or DNR dollars.
 Proposal No. 7: Shall utilize street reconstruction dollars

<u>Proposed Budget</u>	<u>City</u>	<u>Assessments</u>	<u>State Aid</u>
Construction	\$238,571.80	\$704,077.75	\$229,380.80
Plans & Specs	\$ 19,085.74	\$ 56,326.22	\$ 18,350.46
Staking / Inspection	\$ 11,928.59	\$ 35,203.89	\$ 11,469.04
Assessment Roll	\$ 2,385.72	\$ 7,040.78	\$ 2,293.81
Contingencies	\$ 11,928.59	\$ 35,203.89	\$ 11,469.04
Administration / Legal	<u>\$ 7,157.15</u>	<u>\$ 21,122.33</u>	<u>\$ 6,881.42</u>
Total Project Cost	\$291,057.59	\$858,974.86	\$279,844.57

Assessment:

On Proposal Number 1 during our review of the overall project bids we found that the estimated quantity of asphalt in the bid was 3165 tons which was calculated figuring a 2” overlay. However, the plans call out for an 1.5” overlay and thus the actual quantity of asphalt should be 2466 tons which results in a cost difference of \$74,090.00. Therefore, the Assessment Rate below for Proposal No. 1 reflects this adjustment in the project cost.

With the increase in construction costs the assessment rate will also increase, therefore here is the estimated change in assessment rates.

<u>Proposal No:</u>	<u>Assessment Rate</u>	<u>Original Rate</u>	<u>Difference:</u>
Proposal 1	\$53.24/front foot	\$48.45/front foot	\$4.79/front foot
	\$17.75/end benefit	\$16.15/end benefit	\$1.60 / end benefit
Proposal 2	\$9.90/front/foot	\$7.63/front foot	\$2.27/front foot
	\$3.30/end benefit	\$2.54/end benefit	\$0.76/end benefit

Assuming 100 ft lot with end benefit and 7 year payback:

Proposal 1 Increase: \$639.00 or \$91.29/yr or \$7.61/month

Proposal 2 Increase: \$303.00 or \$43.28/yr or \$3.61/mo

Recommendation:

Due to the increase in proposed assessments on both the Mill and Overlay and Seal Coat the City Council has two (2) options. First option is to hold the final assessment hearing prior to award of the bid. With this option the city does run the risk of final construction costs coming in higher and either the city incurring this additional cost or having to hold a 2nd final public hearing. The second option is to award the project to OPP Construction and hold the final assessment hearing upon completion of the project with all final construction costs known. One advantage of awarding the project now and holding the final assessment hearing at the end is getting an earlier start on the construction and hopefully taking

advantage of more favorable warmer weather which is especially important on the seal coat work to get a quality product.

Enclosures: Bid Tabulation and Project Area Map.

City of EAST GRAND FORKS, MINNESOTA Construction Plans For 2015 ASSESSMENT JOB NO.3 STREET & BIKEPATH IMPROVEMENTS

SHEET INDEX:

- G1.00 COVER SHEET
- G1.01 STANDARD SYMBOLS
- G1.02 GENERAL DETAILS (PROPOSALS NO.1 & NO.2 - NORTH AREA)
- G1.03 GENERAL AREA LAYOUT & BENCH MARKS (PROPOSALS NO.1 & NO.2 - SOUTH AREA)
- G1.04 GENERAL AREA LAYOUT & BENCH MARKS (PROPOSALS NO.3, NO.4, NO.5, NO.6, & NO.7)
- G1.05 BASIS OF ESTIMATE & GENERAL NOTES
- G1.06 ESTIMATED QUANTITIES
- G1.07 CONSTRUCTION DETAILS
- G1.08 DRIVEWAY DETAILS (RIVER ROAD)
- G1.09 TRAFFIC CONTROL DETAILS
- G1.10 TYPICAL SECTIONS
- G1.11 SIDEWALK CRAMP DETAILS
- G1.12 SIDEWALK CRAMP DETAILS
- G1.13 SIDEWALK CRAMP DETAILS
- G1.14 SIDEWALK CRAMP DETAILS
- G1.15 SIDEWALK CRAMP DETAILS
- G1.16 SIDEWALK CRAMP DETAILS
- G1.17 SIDEWALK CRAMP DETAILS
- G1.18 SIDEWALK CRAMP DETAILS
- G1.19 MANHOLE ADJUSTMENT SCHEDULES - (SANITARY SEWER)

PROPOSAL NO.1

- C1.00 MILL & OVERLAY - NORTH PROJECT AREA
- C1.01 MILL & OVERLAY - NORTH PROJECT AREA
- C1.02 REMOVALS & CONSTRUCTION
- C1.03 MILL & OVERLAY - NORTH PROJECT AREA
- C1.04 MILL & OVERLAY - NORTH PROJECT AREA
- C1.05 MILL & OVERLAY - SOUTH PROJECT AREA
- C1.06 MILL & OVERLAY - SOUTH PROJECT AREA
- C1.07 MILL & OVERLAY - SOUTH PROJECT AREA
- C1.08 MILL & OVERLAY - SOUTH PROJECT AREA
- C1.09 EROSION CONTROL PLAN - NORTH PROJECT AREA
- C1.10 EROSION CONTROL PLAN - NORTH PROJECT AREA
- C1.11 EROSION CONTROL PLAN - NORTH PROJECT AREA
- C1.12 EROSION CONTROL PLAN - SOUTH PROJECT AREA
- C1.13 EROSION CONTROL PLAN - SOUTH PROJECT AREA
- C1.14 EROSION CONTROL PLAN - SOUTH PROJECT AREA

PROPOSAL NO.2

- C2.00 SEAL COAT - NORTH PROJECT AREA
- C2.01 SEAL COAT - NORTH PROJECT AREA
- C2.02 SEAL COAT - NORTH PROJECT AREA
- C2.03 SEAL COAT - NORTH PROJECT AREA
- C2.04 SEAL COAT - SOUTH PROJECT AREA
- C2.05 SEAL COAT - SOUTH PROJECT AREA
- C2.06 SEAL COAT - SOUTH PROJECT AREA
- C2.07 SEAL COAT - SOUTH PROJECT AREA
- C2.08 EROSION CONTROL PLAN - NORTH PROJECT AREA
- C2.09 EROSION CONTROL PLAN - NORTH PROJECT AREA
- C2.10 EROSION CONTROL PLAN - NORTH PROJECT AREA
- C2.11 EROSION CONTROL PLAN - NORTH PROJECT AREA
- C2.12 EROSION CONTROL PLAN - SOUTH PROJECT AREA
- C2.13 EROSION CONTROL PLAN - SOUTH PROJECT AREA
- C2.14 EROSION CONTROL PLAN - SOUTH PROJECT AREA
- C2.15 EROSION CONTROL PLAN - SOUTH PROJECT AREA

PROPOSAL NO.3

- C3.00 CEMETERY MILL & OVERLAY

PROPOSAL NO.4

- CA.00 BIKE TRAIL OVERLAY - (NORTH PEDESTRIAN BRIDGE)

PROPOSAL NO.5

- C5.00 BIKE TRAIL OVERLAY - (RIVER HEIGHTS PARK)

PROPOSAL NO.6

- C6.00 BIKE TRAIL OVERLAY - (ADJACENT TO RRV STATE CAMPGROUND)

PROPOSAL NO.7

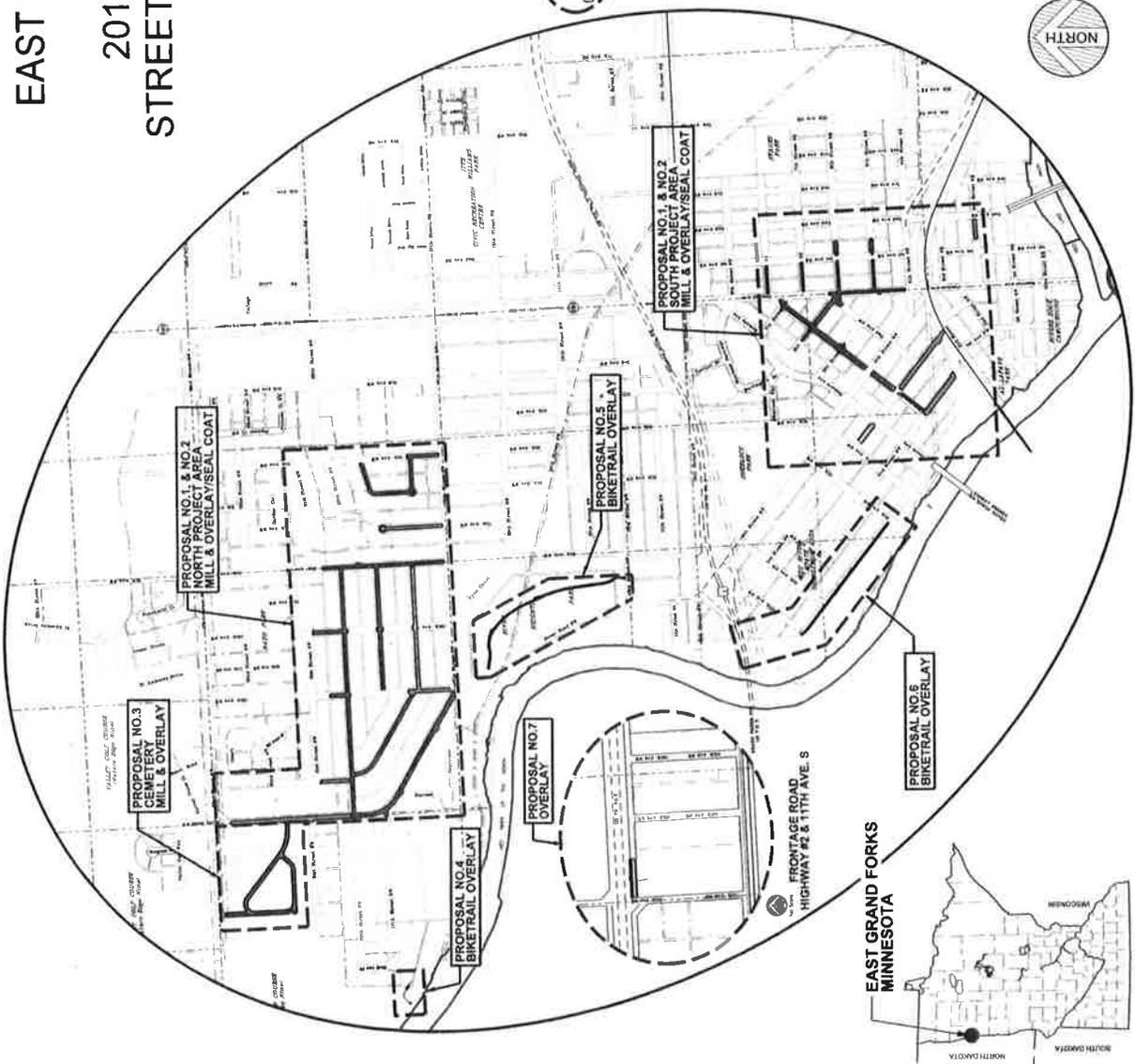
- C7.00 HIGHWAY 2 FRONTAGE ROAD OVERLAY

PROPOSAL NO.8

- C8.00 TRAFFIC CONTROL - (PROPOSALS, NO.3, NO.4, NO.5, NO.6, & NO.7)

THIS PLAN CONTAINS: 57 SHEETS

No Scale



**2015 ASSESSMENT JOB NO. 3
STREET AND BIKEPATH IMPROVEMENTS
East Grand Forks, Minnesota**

PROPOSAL NO. 1		Engineers Estimate				Strata Corporation				Opp Construction				Knife River Materials			
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	Unit Price	Amount	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total		
015526	Traffic Control	LUMP SUM	1	\$ 7,500.00	\$ 7,500.00	\$ 15,000.00	\$ 15,000.00	\$ 12,500.00	\$ 12,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00		
015713	Inlet Protection	EACH	37	\$ 100.00	\$ 3,700.00	\$ 200.00	\$ 7,400.00	\$ 175.00	\$ 6,475.00	\$ 365.00	\$ 14,245.00	\$ 365.00	\$ 14,245.00	\$ 365.00	\$ 14,245.00		
024100	Remove Concrete Curb and Gutter	LIN. FT.	2289	\$ 3.00	\$ 6,867.00	\$ 12.80	\$ 29,289.20	\$ 9.00	\$ 20,601.00	\$ 12.00	\$ 27,468.00	\$ 9.00	\$ 20,601.00	\$ 12.00	\$ 27,468.00		
024100	Remove Concrete Sidewalk	SQ. FT.	2828	\$ 1.00	\$ 2,828.00	\$ 3.00	\$ 8,484.00	\$ 1.50	\$ 4,242.00	\$ 4.00	\$ 11,312.00	\$ 1.50	\$ 4,242.00	\$ 4.00	\$ 11,312.00		
024100	Remove Pavement	SQ. YD.	887	\$ 10.00	\$ 8,870.00	\$ 21.00	\$ 18,627.00	\$ 32.00	\$ 28,384.00	\$ 60.00	\$ 53,220.00	\$ 32.00	\$ 28,384.00	\$ 60.00	\$ 53,220.00		
024100	Remove Concrete Driveway	SQ. YD.	268	\$ 6.00	\$ 1,608.00	\$ 22.00	\$ 5,896.00	\$ 15.00	\$ 4,020.00	\$ 60.00	\$ 16,080.00	\$ 15.00	\$ 4,020.00	\$ 60.00	\$ 16,080.00		
024100	Remove Casting Assembly	EACH	11	\$ 300.00	\$ 3,300.00	\$ 400.00	\$ 4,400.00	\$ 100.00	\$ 1,100.00	\$ 600.00	\$ 6,600.00	\$ 100.00	\$ 1,100.00	\$ 600.00	\$ 6,600.00		
321216	Mill Bituminous Surface	SQ. YD.	13905	\$ 3.00	\$ 41,715.00	\$ 3.50	\$ 48,667.50	\$ 1.65	\$ 22,943.25	\$ 4.00	\$ 55,620.00	\$ 1.65	\$ 22,943.25	\$ 4.00	\$ 55,620.00		
321216	Type SP 9.5 Wearing Course Mixture(2B)	TON	3165	\$ 100.00	\$ 316,500.00	\$ 100.00	\$ 316,500.00	\$ 106.00	\$ 335,490.00	\$ 107.00	\$ 338,655.00	\$ 106.00	\$ 335,490.00	\$ 107.00	\$ 338,655.00		
321216	Type SP 9.5 Leveling Course Mixture(2B)	TON	112	\$ 100.00	\$ 11,200.00	\$ 125.00	\$ 14,000.00	\$ 106.00	\$ 11,872.00	\$ 107.00	\$ 11,984.00	\$ 106.00	\$ 11,872.00	\$ 107.00	\$ 11,984.00		
321600	7" Non-Reinforced Concrete Pavement	SQ. YD.	35	\$ 70.00	\$ 2,450.00	\$ 135.00	\$ 4,725.00	\$ 104.00	\$ 3,640.00	\$ 125.00	\$ 4,375.00	\$ 104.00	\$ 3,640.00	\$ 125.00	\$ 4,375.00		
321600	8" Non-Reinforced Concrete Pavement	SQ. YD.	37	\$ 70.00	\$ 2,590.00	\$ 148.00	\$ 5,476.00	\$ 105.00	\$ 3,885.00	\$ 135.00	\$ 4,985.00	\$ 105.00	\$ 3,885.00	\$ 135.00	\$ 4,985.00		
321600	Construct Pavement	SQ. YD.	815	\$ 100.00	\$ 81,500.00	\$ 45.00	\$ 36,675.00	\$ 140.00	\$ 114,100.00	\$ 70.00	\$ 57,050.00	\$ 140.00	\$ 114,100.00	\$ 70.00	\$ 57,050.00		
321600	6" Concrete Driveway	SQ. YD.	217	\$ 60.00	\$ 13,020.00	\$ 101.00	\$ 21,917.00	\$ 73.00	\$ 15,841.00	\$ 92.50	\$ 20,072.50	\$ 73.00	\$ 15,841.00	\$ 92.50	\$ 20,072.50		
321600	7" Concrete Driveway	SQ. YD.	45	\$ 65.00	\$ 2,925.00	\$ 105.00	\$ 4,725.00	\$ 78.00	\$ 3,510.00	\$ 98.00	\$ 4,410.00	\$ 78.00	\$ 3,510.00	\$ 98.00	\$ 4,410.00		
321600	4" Concrete Sidewalk	SQ. FT.	2811	\$ 6.00	\$ 16,866.00	\$ 9.80	\$ 27,888.80	\$ 8.00	\$ 22,488.00	\$ 9.00	\$ 25,299.00	\$ 8.00	\$ 22,488.00	\$ 9.00	\$ 25,299.00		
321600	Concrete Curb and Gutter, Design B624	LIN. FT.	2301	\$ 25.00	\$ 57,525.00	\$ 46.00	\$ 105,846.00	\$ 30.00	\$ 69,030.00	\$ 42.00	\$ 96,642.00	\$ 30.00	\$ 69,030.00	\$ 42.00	\$ 96,642.00		
321600	Detectable Warning Panel	SQ. FT.	102	\$ 70.00	\$ 7,140.00	\$ 71.50	\$ 7,293.00	\$ 56.00	\$ 5,712.00	\$ 65.00	\$ 6,630.00	\$ 56.00	\$ 5,712.00	\$ 65.00	\$ 6,630.00		
321723.13	4" Width Epoxy Broken Line	LIN. FT.	570	\$ 5.00	\$ 2,850.00	\$ 0.78	\$ 444.60	\$ 3.80	\$ 2,223.00	\$ 0.71	\$ 404.70	\$ 3.80	\$ 2,223.00	\$ 0.71	\$ 404.70		
321723.13	4" Width Epoxy Double Solid Line	LIN. FT.	130	\$ 10.00	\$ 1,300.00	\$ 1.57	\$ 204.10	\$ 7.80	\$ 1,014.00	\$ 1.42	\$ 184.80	\$ 7.80	\$ 1,014.00	\$ 1.42	\$ 184.80		
321723.13	4" Width Epoxy Solid Line	LIN. FT.	964	\$ 5.00	\$ 4,820.00	\$ 2.31	\$ 2,226.84	\$ 3.80	\$ 3,759.60	\$ 2.10	\$ 2,024.40	\$ 3.80	\$ 3,759.60	\$ 2.10	\$ 2,024.40		
321723.13	Crosswalk Markings - Epoxy	SQ. FT.	420	\$ 15.00	\$ 6,300.00	\$ 13.35	\$ 5,607.00	\$ 10.10	\$ 4,242.00	\$ 12.10	\$ 5,082.00	\$ 10.10	\$ 4,242.00	\$ 12.10	\$ 5,082.00		
321723.13	24" Stop Line White	LIN. FT.	43	\$ 15.00	\$ 645.00	\$ 22.55	\$ 969.65	\$ 7.80	\$ 335.40	\$ 20.50	\$ 881.50	\$ 7.80	\$ 335.40	\$ 20.50	\$ 881.50		
321723.13	Curb Painting Epoxy	LIN. FT.	115	\$ 12.00	\$ 1,380.00	\$ 21.50	\$ 2,472.50	\$ 11.20	\$ 1,288.00	\$ 19.50	\$ 2,242.50	\$ 11.20	\$ 1,288.00	\$ 19.50	\$ 2,242.50		
321723.13	Pavement Message - Rail Grade Crossing	EACH	1	\$ 1,500.00	\$ 1,500.00	\$ 1,175.00	\$ 1,175.00	\$ 1,060.00	\$ 1,060.00	\$ 1,065.00	\$ 1,065.00	\$ 1,060.00	\$ 1,060.00	\$ 1,065.00	\$ 1,065.00		
321723.13	Pavement Message - Handicapped Symbol	EACH	1	\$ 500.00	\$ 500.00	\$ 425.00	\$ 425.00	\$ 106.00	\$ 106.00	\$ 385.00	\$ 385.00	\$ 106.00	\$ 106.00	\$ 385.00	\$ 385.00		
329219	Topsoil Borrow (LV)	CUI. YD.	50	\$ 30.00	\$ 1,500.00	\$ 80.00	\$ 4,000.00	\$ 24.00	\$ 1,200.00	\$ 75.00	\$ 3,750.00	\$ 24.00	\$ 1,200.00	\$ 75.00	\$ 3,750.00		
329219	Turf Establishment	SQ. YD.	890	\$ 4.00	\$ 3,560.00	\$ 8.00	\$ 7,120.00	\$ 3.00	\$ 2,670.00	\$ 10.00	\$ 8,900.00	\$ 3.00	\$ 2,670.00	\$ 10.00	\$ 8,900.00		
330513	Manhole Casting Assembly	EACH	5	\$ 1,000.00	\$ 5,000.00	\$ 1,500.00	\$ 7,500.00	\$ 1,440.00	\$ 7,200.00	\$ 1,900.00	\$ 9,500.00	\$ 1,440.00	\$ 7,200.00	\$ 1,900.00	\$ 9,500.00		
330513	Catch Basin Casting Assembly	EACH	6	\$ 1,500.00	\$ 9,000.00	\$ 1,000.00	\$ 6,000.00	\$ 1,925.00	\$ 11,550.00	\$ 1,900.00	\$ 11,400.00	\$ 1,925.00	\$ 11,550.00	\$ 1,900.00	\$ 11,400.00		
330513	Adjust Frame & Ring Casting	EACH	24	\$ 150.00	\$ 3,600.00	\$ 350.00	\$ 8,400.00	\$ 450.00	\$ 10,800.00	\$ 700.00	\$ 16,800.00	\$ 450.00	\$ 10,800.00	\$ 700.00	\$ 16,800.00		
330513	Adjust Valve Box	EACH	9	\$ 250.00	\$ 2,250.00	\$ 400.00	\$ 3,600.00	\$ 350.00	\$ 3,150.00	\$ 525.00	\$ 4,725.00	\$ 350.00	\$ 3,150.00	\$ 525.00	\$ 4,725.00		
	Total Proposal No. 1			\$	\$ 632,309.00	\$	\$ 732,904.29	\$	\$ 736,431.25	\$	\$ 824,502.20	\$	\$ 736,431.25	\$	\$ 824,502.20		

Engineers Estimate			Strata Corporation			Opp Construction			Knife River Materials		
PROPOSAL NO. 2 ITEM NO.	DESCRIPTION	UNIT	QUANTITY	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
015526	Traffic Control	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00	\$ 24,000.00	\$ 24,000.00	\$ 9,500.00	\$ 9,500.00	\$ 2,500.00	\$ 2,500.00
015713	Inlet Protection	EACH	83	\$ 100.00	\$ 8,300.00	\$ 200.00	\$ 16,600.00	\$ 175.00	\$ 14,525.00	\$ 385.00	\$ 31,955.00
024100	Remove Concrete Curb and Gutter	LN. FT.	39	\$ 15.00	\$ 585.00	\$ 50.00	\$ 1,950.00	\$ 12.00	\$ 468.00	\$ 12.00	\$ 468.00
024100	Remove Concrete Sidewalk	SQ. FT.	203	\$ 4.00	\$ 812.00	\$ 10.00	\$ 2,030.00	\$ 1.50	\$ 304.50	\$ 4.00	\$ 812.00
024100	Remove Pavement	SQ. YD.	13	\$ 25.00	\$ 325.00	\$ 50.00	\$ 650.00	\$ 45.00	\$ 585.00	\$ 60.00	\$ 780.00
321216	Type SP 9.5 Leaveling Course Mixture(2.B)	TON	27	\$ 125.00	\$ 3,375.00	\$ 185.00	\$ 4,995.00	\$ 140.00	\$ 3,780.00	\$ 124.00	\$ 3,348.00
321216	Seal Coat	SQ. YD.	62497	\$ 2.50	\$ 156,242.50	\$ 2.45	\$ 153,117.65	\$ 2.50	\$ 156,242.50	\$ 2.23	\$ 143,118.13
321600	4" Concrete Sidewalk	SQ. FT.	203	\$ 6.00	\$ 1,218.00	\$ 11.00	\$ 2,233.00	\$ 8.50	\$ 1,725.50	\$ 9.00	\$ 1,827.00
321600	Concrete Curb and Gutter, Design B624	LN. FT.	39	\$ 30.00	\$ 1,170.00	\$ 50.00	\$ 1,950.00	\$ 40.00	\$ 1,560.00	\$ 46.00	\$ 1,794.00
321723.13	4" Width Epoxy Broken Line	LN. FT.	840	\$ 5.00	\$ 4,200.00	\$ 0.78	\$ 655.20	\$ 3.90	\$ 3,276.00	\$ 0.71	\$ 596.40
321723.13	Crosswalk Markings Epoxy	SQ. FT.	384	\$ 15.00	\$ 5,760.00	\$ 13.35	\$ 5,126.40	\$ 10.00	\$ 3,840.00	\$ 12.10	\$ 4,646.40
321723.13	24" Stop Line White	LN. FT.	52	\$ 15.00	\$ 780.00	\$ 30.00	\$ 1,560.00	\$ 7.40	\$ 384.80	\$ 20.50	\$ 1,066.00
329219	Topsoli Borrow (LV)	CU. YD.	2	\$ 100.00	\$ 200.00	\$ 500.00	\$ 1,000.00	\$ 30.00	\$ 60.00	\$ 75.00	\$ 150.00
329219	Turf Establishment	SQ. YD.	19	\$ 10.00	\$ 190.00	\$ 55.00	\$ 1,045.00	\$ 4.00	\$ 76.00	\$ 10.00	\$ 180.00
330513	Adjust Valve Box	EACH	2	\$ 250.00	\$ 500.00	\$ 800.00	\$ 1,600.00	\$ 350.00	\$ 700.00	\$ 525.00	\$ 1,050.00
Total Proposal No. 2				\$	\$ 188,657.50	\$	\$ 218,512.25	\$	\$ 197,027.30	\$	\$ 194,300.83
PROPOSAL NO. 3											
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
015526	Traffic Control	LUMP SUM	1	\$ 1,500.00	\$ 1,500.00	\$ 8,000.00	\$ 8,000.00	\$ 1,500.00	\$ 1,500.00	\$ 500.00	\$ 500.00
024100	Remove Pavement	SQ. YD.	94	\$ 15.00	\$ 1,410.00	\$ 35.00	\$ 3,290.00	\$ 26.00	\$ 2,444.00	\$ 60.00	\$ 5,640.00
321216	Mill Bituminous Surface	SQ. YD.	5513	\$ 3.00	\$ 16,539.00	\$ 2.25	\$ 12,404.25	\$ 1.60	\$ 8,820.80	\$ 4.00	\$ 22,052.00
321216	Type SP 9.5 Wearing Course Mixture(2.B)	TON	1179	\$ 115.00	\$ 135,585.00	\$ 98.00	\$ 115,542.00	\$ 108.00	\$ 127,392.00	\$ 107.00	\$ 126,153.00
321600	5.0" Concrete Underlayment	SQ. YD.	94	\$ 70.00	\$ 6,580.00	\$ 85.00	\$ 7,980.00	\$ 58.00	\$ 5,452.00	\$ 100.00	\$ 9,400.00
Total Proposal No. 3				\$	\$ 161,614.00	\$	\$ 147,226.25	\$	\$ 146,548.80	\$	\$ 183,745.00
PROPOSAL NO. 4											
ITEM NO.	DESCRIPTION	UNIT	QUANTITY	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
015526	Traffic Control	LUMP SUM	1	\$ 1,000.00	\$ 1,000.00	\$ 3,800.00	\$ 3,800.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00
321216	Edge Milling	SQ. FT.	144	\$ 8.00	\$ 1,152.00	\$ 15.00	\$ 2,160.00	\$ 6.00	\$ 864.00	\$ 15.00	\$ 2,160.00
321216	Type SP 9.5 Wearing Course Mixture(2.B)	TON	10	\$ 250.00	\$ 2,500.00	\$ 325.00	\$ 3,250.00	\$ 250.00	\$ 2,500.00	\$ 124.00	\$ 1,240.00
329219	Topsoli Borrow (LV)	CU. YD.	1	\$ 250.00	\$ 250.00	\$ 500.00	\$ 500.00	\$ 30.00	\$ 30.00	\$ 75.00	\$ 75.00
329219	Turf Establishment	SQ. YD.	21	\$ 10.00	\$ 210.00	\$ 100.00	\$ 2,100.00	\$ 4.00	\$ 84.00	\$ 10.00	\$ 210.00
Total Proposal No. 4				\$	\$ 5,112.00	\$	\$ 11,610.00	\$	\$ 4,478.00	\$	\$ 4,185.00

PROPOSAL NO.5			Engineers Estimate			Strata Corporation			Opp Construction			Knife River Materials							
ITEM NO.	DESCRIPTION	UNIT	QUANTITY																
015526	Traffic Control	LUMP SUM	1	\$	1,000.00	\$	1,000.00	\$	4,250.00	\$	4,250.00	\$	1,800.00	\$	1,800.00	\$	750.00	\$	750.00
321216	Edge Milling	SQ. FT.	420	\$	8.00	\$	3,360.00	\$	11.00	\$	4,620.00	\$	4.00	\$	1,680.00	\$	15.00	\$	6,300.00
321216	Type SP 9.5 Wearing Course Mixture(2B)	TON	224	\$	150.00	\$	33,600.00	\$	120.00	\$	26,880.00	\$	120.00	\$	26,880.00	\$	124.00	\$	27,776.00
329219	Topsoil Borrow (LV)	CUL. YD.	19	\$	50.00	\$	950.00	\$	200.00	\$	3,800.00	\$	30.00	\$	570.00	\$	75.00	\$	1,425.00
329219	Turf Establishment	SQ. YD.	871	\$	4.00	\$	3,484.00	\$	3.00	\$	2,613.00	\$	4.00	\$	3,484.00	\$	10.00	\$	8,710.00
Total Proposal No. 5				\$	42,394.00	\$	42,394.00	\$	42,163.00	\$	42,163.00	\$	34,414.00	\$	34,414.00	\$	44,981.00	\$	44,981.00
PROPOSAL NO.5			UNIT			QUANTITY			UNIT			QUANTITY							
015526	Traffic Control	LUMP SUM	1	\$	1,000.00	\$	1,000.00	\$	3,750.00	\$	3,750.00	\$	1,200.00	\$	1,200.00	\$	500.00	\$	500.00
321216	Edge Milling	SQ. FT.	76	\$	8.00	\$	608.00	\$	20.00	\$	1,520.00	\$	4.00	\$	304.00	\$	15.00	\$	1,140.00
321216	Type SP 9.5 Wearing Course Mixture(2B)	TON	146	\$	165.00	\$	24,090.00	\$	135.00	\$	19,710.00	\$	120.00	\$	17,520.00	\$	124.00	\$	18,104.00
329219	Topsoil Borrow (LV)	CUL. YD.	14	\$	50.00	\$	700.00	\$	180.00	\$	2,520.00	\$	30.00	\$	420.00	\$	75.00	\$	1,050.00
329219	Turf Establishment	SQ. YD.	678	\$	4.00	\$	2,712.00	\$	3.50	\$	2,373.00	\$	4.00	\$	2,712.00	\$	10.00	\$	6,780.00
Total Proposal No. 6				\$	29,110.00	\$	29,110.00	\$	29,873.00	\$	29,873.00	\$	22,156.00	\$	22,156.00	\$	27,574.00	\$	27,574.00
PROPOSAL NO.7			UNIT			QUANTITY			UNIT			QUANTITY							
015526	Traffic Control	LUMP SUM	1	\$	1,000.00	\$	1,000.00	\$	3,350.00	\$	3,350.00	\$	2,200.00	\$	2,200.00	\$	1,500.00	\$	1,500.00
015713	Inlet Protection	EACH	2	\$	100.00	\$	200.00	\$	500.00	\$	1,000.00	\$	175.00	\$	350.00	\$	365.00	\$	770.00
321216	Type SP 9.5 Leveling Course Mixture(2B)	TON	75	\$	125.00	\$	9,375.00	\$	125.00	\$	9,375.00	\$	107.00	\$	8,025.00	\$	124.00	\$	9,300.00
321216	Type SP 9.5 Wearing Course Mixture(2B)	TON	200	\$	150.00	\$	30,000.00	\$	125.00	\$	25,000.00	\$	107.00	\$	21,400.00	\$	124.00	\$	24,800.00
Total Proposal No. 7				\$	40,575.00	\$	40,575.00	\$	38,725.00	\$	38,725.00	\$	31,975.00	\$	31,975.00	\$	38,370.00	\$	38,370.00
Grand Total Proposals 1 -7				\$	1,099,771.50	\$	1,099,771.50	\$	1,221,213.79	\$	1,221,213.79	\$	1,172,030.35	\$	1,172,030.35	\$	1,295,638.13	\$	1,295,638.13

RESOLUTION NO. 15 – 06 - 65

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 Assessment Job No. 3 – Street & Bike Path Improvements, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

WHEREAS, it appears that Opp Construction is the lowest responsible bidder at a bid price of \$1,172,030.35;

WHEREAS, the total project costs are estimated to total \$1,425,197.49;

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Opp Construction in the name of the City of East Grand Forks for the improvement of 2015 Assessment Job No. 3 – Street & Bike Path 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:

414-43-147-45300	Construction	\$1,172,030.35
414-43-147-43030	Plans & Specifications	\$93,762.42
414-43-147-43030	Staking/Inspection	\$58,601.52
414-43-147-43030	Assessment Roll	\$7,040.78
	Contingencies	\$58,601.52
414-43-147-43500	Admin/Legal	\$35,160.90

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: June 16, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of June, 2015.

Mayor

Request for Council Action

Date: June 3, 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: 2015 City Project No. 1 – Wastewater Improvements, Interconnect

Background:

I would like to get permission to prepare plans and specifications for the lift station, forcemain and other items for the interconnect project, with the City of Grand Forks. The details of the project will be identified when we finish the Facility Plan, which must be approved by the Minnesota Pollution Control Agency (MPCA). Phase 2 of the project, the decommissioning will be completed after the connection with the City of Grand Forks.

Recommendation:

Authorize the preparation of Plans/Specifications

Documentation:

N/A

RESOLUTION NO. 15 – 06 - 66

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS FOR 2015 CITY PROJECT NO. 1 – WASTE WATER IMPROVEMENTS

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

WHEREAS, the City Council desires plans and specifications for 2015 City Project No. 1 – Waste Water Improvements - Interconnect

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

FURTHER LET IT BE RESOLVED the lump sum the City Engineers will be paid for Preliminary/Design and Bidding Phase will not exceed \$700,000 and they will be paid 3% maximum of the construction costs of the waste water project at on hourly rate per resolution 13-12-115.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: June 16, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of June, 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 - 67

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

WHEREAS, Rodger Johnson partner and owner of Johnson Farms a North Dakota Partnership has asked that the City join in the petition and the parties have filed a Petition with the City of East Grand Forks to annex their property on 23rd Street into the City.

WHEREAS, the Land requested to be annexed is legally 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.

WHEREAS, The City Council believes that the proposed annexation is in the best Interest of the City of East Grand Forks.

NOW, THEREFORE, BE IT HEREBY RESOLVED:

That the City of East Grand Forks does hereby accept the petition of Johnson Farms and the City of East Grand Forks to annex their property into the City of East Grand Forks.

That the City of East Grand Forks does hereby Authorize the City Attorney to take the appropriate measures according to Minnesota Statute Section 414.033 to annex the proposed property into the City of East Grand Forks.

That the City Council does hereby authorize the City Administrator and the Mayor to sign the necessary document to effectuate the annexation of the above described property into the City of East Grand Forks.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: June 16, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of June, 2015.

Mayor

Request for Council Action

Date: June 16, 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: City Administrator David Murphy

RE: Award of Alternates to Pool Construction Bid.

Background

The Council has awarded the contract for reconstructing the pool to TF Powers. The funding source for the pool reconstruction has been potentially changed. With the potential change it has been suggested that now would be the time to consider the addition of the amenities bid with the pool reconstruction. The amenities were discussed at the June 9th City Council Work Session.

Staff was directed to provide a report showing which items would need costly reworking to add at a later time rather than during construction. Mark Bohlman of EAPC has provided the report. The report is attached to this RCA.

Issue

The Pool Reconstruction Pre-Construction Meeting will be held on June 16th 2015 and demolition will begin shortly after. Any alternate items that would be added during construction will need to be decided within the next two weeks to be included in construction.

Budget Impact

The cost of any added amenities would become project costs that would be paid out of a ½ cent sales tax if the sales tax is approved. If the sales tax is not approved the costs would be borne by an increase in the tax levy.

Action Required

Authorization on which alternatives are to be added to construction occurring this summer.

C:\Users\vmnelson\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\KQ64YLFA\June 16 Pool Amenities.docx



June 11, 2015

City of East Grand Forks
600 DeMers Avenue
East Grand Forks, ND 56721

SUBJ: EGF Pool Renovation

RE--: Alternate Bids

ATTN: David Murphy

FILE: 20151250

Dear David:

We reviewed each Alternate bid to determine which items would need to be installed now and which items could wait.

A. Alternate bid items to consider installing now.

1. **Alternate A-2 – Aquatic Mushroom** \$ 10,500.00

The mushroom has considerable underground piping making it difficult to install later.

2. **Alternate A-4 – Substitute “Jerith” Aluminum Picket Fence** \$ 65,000.00

Century Fence Company said it is difficult to sleeve for both a round chain link post and a 2” square ornamental fence post. It can be done but the 2” square fence post would have a considerable epoxy grout which is not desirable. It takes 8 weeks to receive ornamental fence products so an earlier decision would be helpful.

The posts for the ornamental fence need to be exact where the sleeves for a chain link post is more forgiving and can be off a half inch or so.

Century Fence said they would like to make some product substitution recommendations that would be less costly than what we requested. I asked them to make suggestions soon.

3. **Alternate A-6 – Replace Flume Slide** \$ 126,000.00

The slide has considerable underground piping and concrete foundations. The overall cost would most likely increase 40% to 50% or more if this were a separate future project. Later construction would affect the new fence and concrete pavement as well. We are planning to put about \$20,000.00 into the old slide to refurbish which also would end up being wasted.

The total for these items to be included in the project is \$ 201,500.00

B. Alternate bid items that can be installed at a later time.

1. **Alternate A-1 – Concession Area Remodeling** \$ 15,000.00

This involves additional fencing, minor parking lot work and electrical outlets. It can be done at a later time but will likely cost more to do.

2. **Alternate A-5 – Sun Shelters** \$ 28,619.00

These tent like structures can be bolted to the concrete pavement at a later time. If we knew the final locations we would thicken the slab concrete to accept the bolts. (TF Powers needs to confirm this price.)

3. **Alternate A-7 – Omit the zero entry at the wading pool.** (\$ 7,000.00)
(Recommended not accepting.)

This is a deduct amount of \$7,000.00 which we do not recommend accepting. Mothers and toddlers like a zero entry pool that has no steps.

4. **Alternate A-8 – Add manually retractable pool covers.** \$ 40,718.00

These covers can be purchased at a later date. (TF Powers needs to confirm this price.)

5. **Alternate A-9 – Replace water heater WH-1 and flue.** \$ 9,000.00

This can be replaced at any time. It serves the bath house.

6. **Alternate A-10 – Supply vertical style pool filters.** \$ 3,500.00
(Recommended not accepting.)

We thought this would be a deduct amount which it is not. We do not recommend accepting it.

7. **Alternate A-11 – Add climbing walls.** \$ 32,574.00

These wall can be erected at a later date but may cost more.

Total of recommended items that can be installed at a later date. \$ 125,911.00

There were three alternate bids that TF Powers did not bid because they said they could not get pricing on the bid date. They are Alternates A-5 – Sun Shelters, A-8 – Pool Covers, and A-11 – Climbing Walls. I have asked TF Powers to submit pricing on these three items. For the time being, I am using the prices submitted by ICS for budgeting purposes.

If you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Mark J. Bohlman". The signature is written in a cursive style with a large, stylized initial "M".

Mark J. Bohlman
for
EAPC Architects Engineers

MJB/cle

RESOLUTION NO. 15 – 06 - 69

RESOLUTION DESIGNATING PARKING SPACE FOR LITTLE BANGKOK

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

WHEREAS, Little Bangkok intends to expand its business to include deliveries:

WHEREAS, Little Bangkok has identified a need for a designated parking to allow for delivery service;

WHEREAS, there are currently several designated parking spaces for other businesses;

WHEREAS, Little Bangkok has identified a space on the wet side of the flood wall shown on Exhibit A as the most beneficial site;

WHEREAS, Little Bangkok agrees to pay all costs associated with signage of the designated space;

NOW THEREFORE, BE IT RESOLVED,

1. Little Bangkok is authorized to install signage to indicate that parking space on the wet side of the flood wall as “Little Bangkok Delivery Parking”.
2. If and when Little Bangkok ceases operation, the designated parking space will revert back to unrestricted public parking.
3. Towing is enforceable because this parking spot is a public parking lot which can be dedicated by the City Council.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: June 16, 2015

Attest:

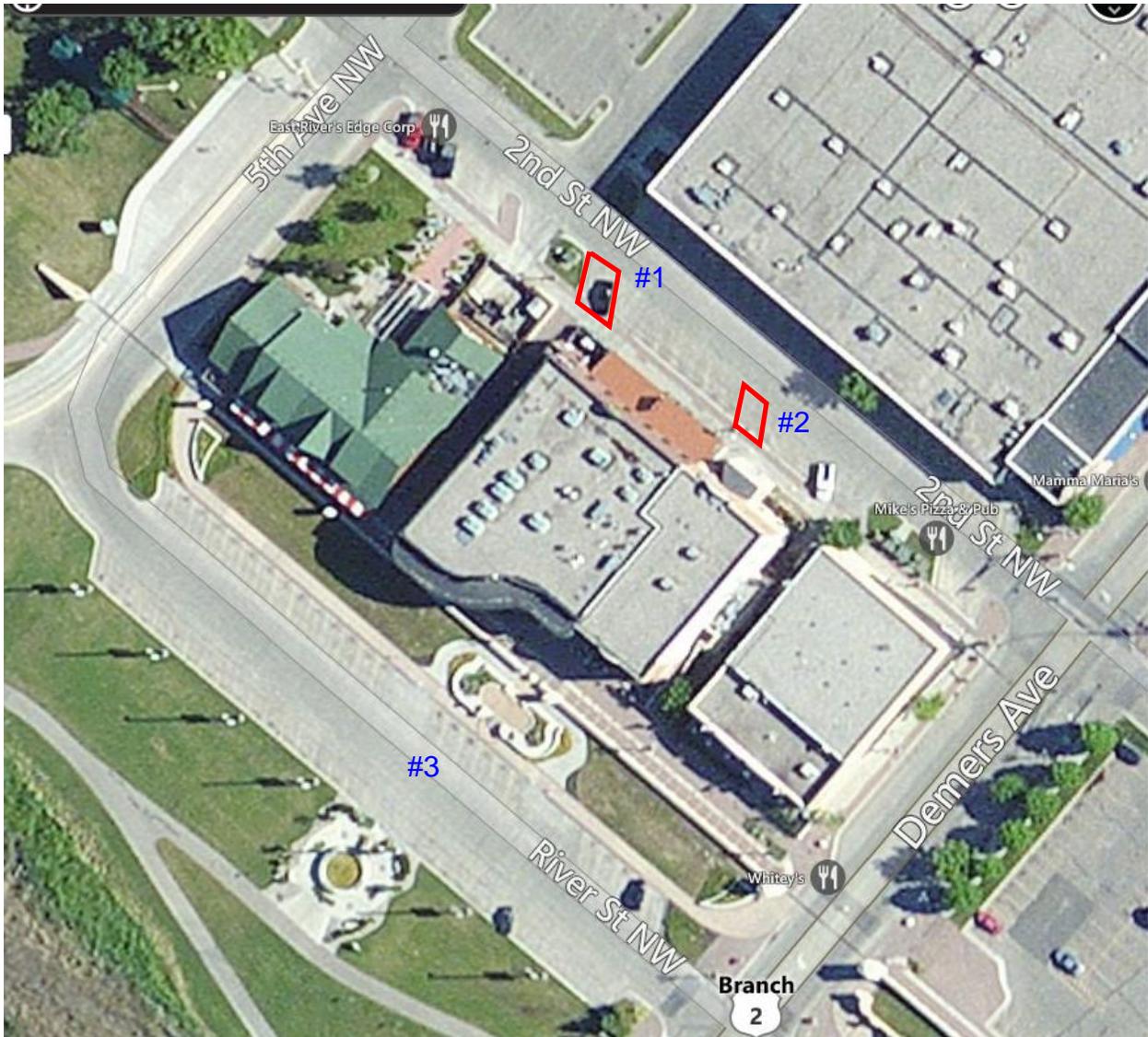
City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th of April, 2015.

Mayor

Exhibit A



#1 - First Choice

#2 - Second Choice

#3 - If they are not able to get a space on that side of the building they would like to request a parking spot on the wet side of the flood wall.

RESOLUTION NO. 15 – 06 - 68

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 21743 for a total of \$966.06.

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 \$966.06 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 16, 2015.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: June 16, 2015

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 16th 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 21743 for a total of \$966.06.
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 16, 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: 6/11/2015 - 4:30 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21689	06/16/2015	3DS001	3D Specialties	1,866.85	0
21690	06/16/2015	ACM001	Acme Electric Companies	783.33	0
21691	06/16/2015	ADV001	Advanced Business Methods Inc	150.00	0
21692	06/16/2015	AME002	American Tire Service	10.15	0
21693	06/16/2015	AME005	Ameripride Linen & Apparel Services	300.57	0
21694	06/16/2015	ANY001	Anytime Plumbing	147.33	0
21695	06/16/2015	APO001	Apollo Electric Inc	359.15	0
21696	06/16/2015	AQU001	Aqua Water Solutions	34.75	0
21697	06/16/2015	ARC001	Arctic Refrigeration	210.00	0
21698	06/16/2015	AUT001	Auto Glass & Aftermarket Inc	628.00	0
21699	06/16/2015	BAL001	Balco Uniforms Co Inc	203.81	0
21700	06/16/2015	BAT001	Batteries Plus	102.68	0
21701	06/16/2015	BCA002	BCA CJTE	232.07	0
21702	06/16/2015	BEC001	Becker Arena Products Inc	422.38	0
21703	06/16/2015	BOB001	Bobcat of Grand Forks	212.85	0
21704	06/16/2015	BRI004	Brians Flooring	4,351.00	0
21705	06/16/2015	BRO012	Craig and Lynn Brott	500.00	0
21706	06/16/2015	BUD001	Bud & Ralph's Appliance Service Inc	10.00	0
21707	06/16/2015	BUR010	Burriss Carpet Plus Inc.	722.11	0
21708	06/16/2015	C&R001	C&R Laundry & Cleaners	38.82	0
21709	06/16/2015	CAN001	Canon Financial Services	140.80	0
21710	06/16/2015	CAR002	Carquest Auto Parts	95.30	0
21711	06/16/2015	CHI002	Chief Supply	68.49	0
21712	06/16/2015	CLA001	Claitor's Law Book & Publishers	45.96	0
21713	06/16/2015	COA002	Coast to Coast Solutions	283.66	0
21714	06/16/2015	COL004	Coldspring Memorial	263.00	0
21715	06/16/2015	COM017	Commissioner of Transportation	260.00	0
21716	06/16/2015	AIR003	Corval Constructors	19,001.61	0
21717	06/16/2015	COU008	Countrywide Sanitation Company	54,680.76	0
21718	06/16/2015	CTM001	CTM Services Inc.	977.21	0
21719	06/16/2015	CUM001	Cummins NPower LLC	6,462.75	0
21720	06/16/2015	CUR001	Daniel and Paula Curran	500.00	0
21721	06/16/2015	CUS002	Custom Stripes Inc	65.00	0
21722	06/16/2015	DAK006	Dakota TV & Appliance	4,451.73	0
21723	06/16/2015	DOC001	Docu Shred Inc	38.08	0
21724	06/16/2015	EAG001	Eagle Electric	2,277.41	0
21725	06/16/2015	EXP003	Explorer Post #38	50.00	0
21726	06/16/2015	EXP002	Exponent	1,520.05	0
21727	06/16/2015	FAM001	Family Institute	500.00	0
21728	06/16/2015	FIL001	Filter Care	236.89	0
21729	06/16/2015	ODL001	Fitzgerald, Reynolds & Harbott PLLP	704.00	0
21730	06/16/2015	FLE001	Flexible Pipe Tool Company	72.25	0
21731	06/16/2015	G&K001	G&K Services	276.96	0
21732	06/16/2015	GAF002	Gaffaney's	64.69	0
21733	06/16/2015	GAL003	Galstad Jensen & McCann PA	14,645.75	0
21734	06/16/2015	GEO001	George's Quick Printing	165.00	0
21735	06/16/2015	GER004	Troy Gerber	100.00	0
21736	06/16/2015	GER001	Gerrells Sport Center	2,318.50	0
21737	06/16/2015	GFC001	GF City Utility Billing	17,243.71	0
21738	06/16/2015	GFF001	GF Fire Equipment	195.10	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21739	06/16/2015	GFH002	GF Herald	51.49	0
21740	06/16/2015	GGF001	GGF Convention & Visitors Bureau	1,127.74	0
21741	06/16/2015	GOP002	Gopher State Lawn Sprinklers	45.46	0
21742	06/16/2015	GRE002	Greg's Lawn Care	511.00	0
21743	06/16/2015	HAR001	Hardware Hank	966.06	0
21744	06/16/2015	HAR003	Hart's Auto Supply	671.26	0
21745	06/16/2015	HAW001	Hawkins Chemical	228.00	0
21746	06/16/2015	HEA001	Heartland Paper	63.06	0
21747	06/16/2015	HEI002	Tracey Heisler	50.00	0
21748	06/16/2015	HUG001	Hugo's	363.62	0
21749	06/16/2015	INT003	Integra Telecom	95.14	0
21750	06/16/2015	INT006	Interstate Power Systems	10,606.31	0
21751	06/16/2015	SIG001	Loreene Keehr	260.00	0
21752	06/16/2015	KEI001	Keith's Security World	20.12	0
21753	06/16/2015	KEN002	Kennedy & Graven, Chartered	82.50	0
21754	06/16/2015	LAK001	Laker Chemical	2,028.00	0
21755	06/16/2015	LEA002	League of MN Cities	103,683.71	0
21756	06/16/2015	LIB001	Liberty Business Systems	40.11	0
21757	06/16/2015	LIN006	Karli Lindemoen	90.00	0
21758	06/16/2015	LIT001	Lithia Payment Processing	3,660.32	0
21759	06/16/2015	MAN005	ManagerPlus,	2,441.28	0
21760	06/16/2015	MAR004	Marco	224.85	0
21761	06/16/2015	MAR001	Marco Inc	241.16	0
21762	06/16/2015	MEN001	Menards	139.37	0
21763	06/16/2015	MPO001	Metropolitan Planning Organization	6,368.70	0
21764	06/16/2015	MLR001	Michael L. Miller	4,650.00	0
21765	06/16/2015	MID003	Midcontinent Communications	70.00	0
21766	06/16/2015	MPW001	Minnesota Pump Works	18,676.07	0
21767	06/16/2015	MND007	MN Dept of Revenue	7,558.87	0
21768	06/16/2015	SFM001	MN State Fire Marshal Division	130.00	0
21769	06/16/2015	MOO005	Jonathan William Moorman	100.00	0
21770	06/16/2015	BAR005	MSC Industrial Supply Co.	903.24	0
21771	06/16/2015	MTI001	MTI Distributing Company	2,254.39	0
21772	06/16/2015	MVT002	MVTL Laboratories Inc	677.00	0
21773	06/16/2015	NEE001	Susan Neegard	500.00	0
21774	06/16/2015	NEW001	Newman Signs	3,199.80	0
21775	06/16/2015	NOR004	Northern Plumbing Supply	49.44	0
21776	06/16/2015	NOR007	Northland Custom Woodworking Inc	2,500.00	0
21777	06/16/2015	NOR024	Northland Yard Service	1,125.00	0
21778	06/16/2015	ORE001	O'Reilly Auto Parts	475.04	0
21779	06/16/2015	OLD001	Old Dominion Brush	880.00	0
21780	06/16/2015	OPP001	Opp Construction	60.00	0
21781	06/16/2015	PDQ001	PDQ Sanitary Services	176.00	0
21782	06/16/2015	PET001	Peterson Veterinarian Clinic P.C.	350.00	0
21783	06/16/2015	POL015	Polk County Administrator	29,296.00	0
21784	06/16/2015	POW001	Power Equipment Shop	249.75	0
21785	06/16/2015	PRA003	Prairie Wind BG Inc	831.49	0
21786	06/16/2015	PRA001	Praxair Distribution	415.16	0
21787	06/16/2015	PRE001	Premium Waters Inc	28.40	0
21788	06/16/2015	PRI003	Jessica Ann Pribula	200.00	0
21789	06/16/2015	PSD001	PS Door Services	510.60	0
21790	06/16/2015	QUI001	Quill Corp	69.93	0
21791	06/16/2015	RDO001	RDO Powerplan OIB	1,765.25	0
21792	06/16/2015	RED001	Red River Snowmobile Club	935.63	0
21793	06/16/2015	REL001	Reliable Office Supplies	214.38	0
21794	06/16/2015	RMB001	RMB Environmental Lab Inc	345.00	0
21795	06/16/2015	WON001	Christine K Rohde	475.00	0
21796	06/16/2015	RYD001	Rydell Chevrolet	899.77	0
21797	06/16/2015	SAF002	Safety Kleen Corp	875.17	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
21798	06/16/2015	SPI001	Paul Spielman	353.00	0
21799	06/16/2015	STE013	Stein's, Inc.	361.96	0
21800	06/16/2015	STO001	Stone's Mobile Radio Inc	49.00	0
21801	06/16/2015	SUN002	Sun Dot Communications	89.99	0
21802	06/16/2015	SUR001	Surplus Center	11.48	0
21803	06/16/2015	TAS001	Taser International	153.96	0
21804	06/16/2015	TEC001	Tecta America Corp	427.02	0
21805	06/16/2015	RET001	The Retrofit Companies Inc	5,509.68	0
21806	06/16/2015	THU002	Thur-O-Clean	5,517.13	0
21807	06/16/2015	UNI013	University Station	13.00	0
21808	06/16/2015	USB004	US Bank Equipment Finance	136.17	0
21809	06/16/2015	USP002	USPS Postmaster	196.00	0
21810	06/16/2015	VAL001	Valley Petroleum Equipment	352.35	0
21811	06/16/2015	VAL002	Valley Truck	820.74	0
21812	06/16/2015	VER001	Verizon Wireless	175.05	0
21813	06/16/2015	VIC001	Victory Corps	143.67	0
21814	06/16/2015	VIL001	Vilandre Heating & A/C	356.84	0
21815	06/16/2015	PET005	W.D. Larson Companies LTD Inc	6.41	0
21816	06/16/2015	WAS001	Waste Mgmt	449.51	0
21817	06/16/2015	WAT001	Water & Light Department	23,116.85	0
21818	06/16/2015	WDA001	WDAZ TV	400.00	0
21819	06/16/2015	WEX001	Wex Bank	205.45	0
21820	06/16/2015	WIL002	Wilbur-Ellis	1,363.13	0
21821	06/16/2015	XER001	Xerox Corporation	81.87	0
21822	06/16/2015	HIG001	Paul Zavoral	6,245.59	0
Check Total:				401,032.00	