

**APPROVED 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