

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, AUGUST 4, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for August 4, 2015 was called to order by Council President Mark Olstad at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss(5:05pm), Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Henry Tweten, and Marc DeMers.

Karla Anderson, Finance Director; Jeff Boushee, Assistant Fire Chief; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Charlotte Helgeson, Library Director; 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:

PRESENTATION FROM AUDITORS:

Ms. Janelle Mulroy reviewed the Comprehensive Annual Financial Report (CAFR) for 2014. She stated what the different sections of the CAFR were and what information can be found in those sections. She reviewed general fund information including assets and liabilities, information about the funds that are separate from the general fund, explained the finding that was reported in errors in the housing files, and at the end of 2014 the fund balance was at 32%. She added how bank reconciliations needed to be completed in a timely manner and a review of internal control procedures needed to be done with the changing of staff. There were no questions. Council President Olstad thanked Ms. Mulroy for her report.

PRESENTATION FROM THE COALITION OF GREATER MN CITIES:

Mr. Bradley Peterson introduced himself to the Council and started explaining what the Coalition of Greater Minnesota Cities had been working towards during the last legislative session. He explained how they focused on transportation, LGA, and economic development from the greater Minnesota perspective. He explained how they had been working on getting LGA brought back to the 2002 level but was still 45 million short of that goal. Mr. Peterson said that nothing happened with LGA because there wasn't a tax bill or transportation bill. He stated how the legislature could not agree on how things should happen so this next year will have a significant session. He added that he isn't hopeful much will

happen because it will be the same people in the legislature trying to solve the same issues.

Mr. Peterson informed the Council there were a few things that did get approved which included funding for workforce housing, broadband, and job training. He added how the next Coalition event will be held in November in Alexandria and then asked for questions. Council President Olstad asked if there was going to be a Coalition Day since the session was going to be short. Mr. Peterson said yes and that they were still working on what the date would be. Council member Tweten asked about the transportation bill and explained how there was suppose to be an expressway all the way to Duluth. He also commented on how the first five years of a child's life are the most important and that the State should be preparing for the future by preparing the children through education. He added how funds have been withheld from schools like the tech school in East Grand Forks and how the State needs a trained work force.

Mayor Stauss commented his concern was in the increase in cost to waste water treatment systems, something that is very important to the City, and that small communities can't pay for all of the items being required. He asked if the Coalition could work with both parties in the legislature and set funding aside for these kinds of projects. Mr. Peterson explained the Coalition was engaged in a lawsuit against the Minnesota Pollution Control Agency about the most recently passed guidelines. He explained how the legislature allowed for a cost study to be done seeing how much it will cost communities to comply with the guidelines. He added Wisconsin had moved forward with requirements, went back and completed a cost study, and found that it would cost billions for communities to comply. He added that the Metro doesn't understand since they have not dealt with these issues much but did pass the cost study. Council President Olstad thanked Mr. Peterson for his presentation.

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" for the East Grand Forks, Minnesota City Council of July 21, 2015.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEM ONE (1).

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

Voting Nay: None.

Absent: Buckalew.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

2. Public Hearing: Final Plat approval for Black Gold First Resubdivision

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO OPEN THE PUBLIC HEARING.

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

Voting Nay: None.

Absent: Buckalew.

Ms. Ellis informed the Council that this would be a simple resubdivision because lot A was going to be split because an easement was purchased from that lot. She added how lots B, C, and part of A would be combine and the remaining part of lot A and lot D would also combine forming two lots separate lots.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO CLOSE THE PUBLIC HEARING.

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

Voting Nay: None.

Absent: Buckalew.

CONSENT AGENDA:

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

3. Consider approving the temporary liquor license application for the VFW Post 3817 for the Heritage Days dance which will be held on Friday, August 14, 2015.
4. Consider approving a special event application for the Blue Moose to hold Oktoberfest starting at noon on Saturday, September 19th until 10:00pm contingent upon the Certificate of Liability being turned into the Administration Office prior to the event.
5. Consider approving a special event application for the Heritage Foundation to hold a 5K run starting at 8:00am beginning at the Heritage Village and ending downtown at Whitey's.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS THREE (3) THROUGH FIVE (5).

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

Voting Nay: None.

Absent: Buckalew.

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

6. Regular meeting minutes of the Economic Development Board from June 16, 2015.
7. Regular meeting minutes of the Water, Light, Power, and Building Commission for June 18, 2015 and July 2, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

8. Final Plat Approval for Black Gold First Resubdivision.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE FINAL PLAT FOR BLACK GOLD FIRST RESUBDIVISION.

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

Voting Nay: None.

Absent: Buckalew.

9. Authorize City Administrator to Advertise for Hire Public Works Supervisor.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE ADVERTISING TO HIRE A PUBLIC WORKS SUPERVISOR.

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

Voting Nay: None.

Absent: Buckalew.

10. Authorize City Administrator to advertise internally for hire Public Works Lead Operator.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE ADVERTISING INTERNALLY TO HIRE A PUBLIC WORKS LEAD OPERATOR.

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

Voting Nay: None.

Absent: Buckalew.

11. Authorize Public Works Director to appoint a Lead Waste Water/Storm Water Operator.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE PUBLIC WORKS DIRECTOR TO APPOINT A LEAD WASTE WATER/STORM WATER OPERATOR.

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

Voting Nay: None.

Absent: Buckalew.

12. Resolution 15-08-84 Accepting AGF Federal Grant for \$180,326.38 for 800 MHZ Radios.

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

MEMBER GRASSEL, TO ADOPT RESOLUTION 15-08-84 ACCEPTING AGF FEDERAL GRANT FOR \$180,326.38 FOR 800 MHZ RADIOS.

Council member DeMers asked if it had been determined where the funding of the City's portion would be coming from. Discussion followed about where the funds for the City's portion would be coming from or if it should be included in the budget for 2016. Mayor Stauss asked who the radios were going to be purchased from and if there was going to be a service contract. Mr. Jeff Boushee stated he was Assistant Chief at the Fire Department and said they were going to be receiving State bids from Stone's. Mayor Stauss asked if there were going to be any other local companies that were going to be included in the bidding process. Mr. Boushee said not that he knew of. Mayor Stauss asked who the service agreement would be with. Mr. Boushee stated it would be with the provider who is awarded the bid.

Mr. Stan Wicker stated he was owner and operator of Stan's Communications since 1958. He explained how he is sorry that the only provider they were considering was Stone's and how there is more than one kind of radio available. He added he would like to be a part of this process. Mr. Boushee explained that this grant was applied for by all the fire departments in Polk County so it wasn't just the City making the decisions for this grant, how the fire chief is a representative for the group, and he could be asked about the process. Council President Olstad clarified that the Council did not direct how this process should be done. Discussion followed about where the funds for the City portion just needed a consensus from the Council and passing this resolution is just accepting the grant.

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

Voting Nay: None.

Absent: Buckalew.

CLAIMS:

13. Consider adopting Resolution No. 15-08-85 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 22122 for a total of \$196.21 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-08-85 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 22122 FOR A TOTAL OF \$196.21 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Absent: Buckalew.

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

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

Voting Aye: DeMers, Vetter, Pokrzywinski, Tweten, Olstad, and Grassel.
Voting Nay: None.
Absent: Buckalew.

COUNCIL/STAFF REPORTS:

Mr. Murphy commented how he had heard several positive comments about Catfish Days and told the Fire Department they did a good job.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE AUGUST 4, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:59 P.M.

Voting Aye: DeMers, Vetter, Pokrzywinski, Tweten, Olstad, and Grassel.
Voting Nay: None.
Absent: Buckalew.

David Murphy, City Administrator/Clerk-Treasurer