

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, SEPTEMBER 1, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for September 1, 2015 was called to order by Council President Mark Olstad at 5:01 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(5:04pm), 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; 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 QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

SWEARING IN OF OFFICER TYLER HAJICEK:

Chief Hedlund introduced Officer Hajicek to the Council, commented how he will be a second generation police officer for the department and with this addition to the police department they will be fully staffed once everyone completes their training. Chief Hedlund swore in Officer Hajicek.

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 August 18, 2015.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of August 25, 2015.
3. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of August 25, 2015.

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

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

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

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

4. Consider approving the request to declare the list of vehicles as surplus and to be sold at auction.
5. Consider approving the special event application to the Grand Forks Run for Fun LLC for the Wild Hog Half Marathon taking place on September 26, 2015 from 8:00am until 11:00pm.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI TO APPROVE ITEMS FOUR (4) AND FIVE (5).

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

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

6. Regular meeting minutes of the Water, Light, Power, and Building Commission for August 6, 2015.
7. Regular meeting minutes of the Economic Development Authority Board for July 21, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS:

8. Consider adopting Ordinance No. 15 4th Series annexing Southeast Quarter of the Southeast Quarter (SE1/4SE1/4), Section Twenty-Six (26), Township One Hundred Fifty-Two (152) North, Range Fifty (50) West Of The Fifth Principal Meridian, Polk County, Minnesota (2nd Reading).

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT ORDINANCE NO. 15 4TH SERIES ANNEXING SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER (SE1/4SE1/4), SECTION TWENTY-SIX (26), TOWNSHIP ONE HUNDRED FIFTY-TWO (152) NORTH, RANGE FIFTY (50) WEST OF THE FIFTH PRINCIPAL MERIDIAN, POLK COUNTY, MINNESOTA (2ND READING).

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

Voting Nay: None.

NEW BUSINESS:

9. Consider adopting Resolution No. 15-09-93 formally accepting the NV & Me Program Grant in the amount of \$1800 for DARE Program supplies and training.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-09-93 FORMALLY ACCEPTING THE NV & ME PROGRAM GRANT IN THE AMOUNT OF \$1800 FOR DARE PROGRAM SUPPLIES AND TRAINING.

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

Voting Nay: None.

10. Consider adopting Resolution No. 15-09-94 setting the final public hearing for 2014 Assessment Job No. 1 – Reconstruction of 17th Street NE for October 6, 2015.

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-09-94 SETTING THE FINAL PUBLIC HEARING FOR 2014 ASSESSMENT JOB NO. 1 – RECONSTRUCTION OF 17TH STREET NE FOR OCTOBER 6, 2015.

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

Voting Nay: None.

11. Consider adopting Resolution No. 15-09-95 accepting and awarding the bid for 2014 City Project No. 3 – Lift Station No. 5 Replacement to Industrial Contract Services for the amount of \$2,272,827.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-09-95 ACCEPTING AND AWARDING THE BID FOR 2014 CITY PROJECT NO. 3 – LIFT STATION NO. 5 REPLACEMENT TO INDUSTRIAL CONTRACT SERVICES FOR THE AMOUNT OF \$2,272,827.

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

Voting Nay: None.

Abstain: DeMers.

12. Consider adopting Resolution No. 15-09-96 accepting and awarding the bid for 2015 City Project No. 5 – Campground Improvements to R.J. Zavoral & Sons for the amount of \$209,941.85.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 15-09-96 ACCEPTING AND AWARDING THE BID FOR 2015 CITY PROJECT NO. 5 – CAMPGROUND IMPROVEMENTS TO R.J. ZAVORAL & SONS FOR THE AMOUNT OF \$209,941.85.

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

Voting Nay: None.

Abstain: DeMers.

13. Consider adopting Resolution 15-09-97 authorizing the reduction of the combined sewage bill from June and July for the Fairfield Inn by \$3,000.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION 15-09-97 AUTHORIZING THE REDUCTION OF THE COMBINED SEWAGE BILL FROM JUNE AND JULY FOR THE FAIRFIELD INN BY \$3,000.

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

Voting Nay: None.

14. Consider approving the license agreement between the City of East Grand Forks and Riverwalk Enterprises LLC for the use of city owned property as a drive thru exit.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE LICENSE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND RIVERWALK ENTERPRISES LLC FOR THE USE OF CITY OWNED PROPERTY AS A DRIVE THRU EXIT.

Council member Buckalew commented how this had changed from an easement agreement to a license agreement and asked Mr. Galstad if he had reviewed this agreement with Mr. Moore. Mr. Galstad explained that he had reviewed this document with Mr. Moore, how it made more sense to move forward with a license agreement, all of the concerns were addressed in the agreement, and that this document had also been sent to Mr. Moore’s attorney for review. Mr. Moore stated he did not have any issues with the agreement.

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

Voting Nay: None.

15. Consider adopting Resolution No. 15-09-99 approving and authorizing curb and gutter repairs to 4th Street NW not to exceed \$10,000.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 15-09-99 APPROVING AND AUTHORIZING CURB AND GUTTER REPAIRS TO 4TH STREET NW NOT TO EXCEED \$10,000.

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

Voting Nay: None.

CLAIMS:

16. Consider adopting Resolution No. 15-09-98 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 22301 for a total of \$336.31 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. 15-09-98 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 22301 FOR A TOTAL OF \$336.31 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Vetter wished the participants of the mud run good luck.

Council Member Buckalew commented how it was a great thing to see a son follow in his father's footsteps, how it was a great testament to his father, and the police department will benefit from this.

Council Member Tweten stated he joined in on Council member Buckalew's comments and how the police department has done an excellent job for the community.

Mr. Murphy informed the Council the Senate bonding committee will be in town on September 30th at

Northland College and that they will want to see a presentation.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE SEPTEMBER 1, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:14 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer