

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 20, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for October 20, 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; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, EDA Director; 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:

Council President Olstad asked the Boy Scout Troop present to lead the group in the 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. James Stewart from Arnston Stewart Wegner introduced himself and informed the Council he was representing American Crystal Sugar to request bonds for a solid waste facility and to also refund bonds from 2009. He stated the City had a long history with American Crystal Sugar assisting with bonding, that State Statute allows this process to happen, and that the City is just acting as conduit in this process, the City would not have any liability. He said the bond they were asking for was \$15,000,000 and that a public hearing would need to be held for this process to continue moving forward which could be set in November for sometime in December. Mayor Stauss commented how this was something the City had done before and the City should support them again by assisting in this process. Mr. Stewart reminded the Council they had assisted with this process in 2000, 2005, 2006, and 2008. Council member Pokrzywinski asked if any action was needed at this meeting. Council President Olstad stated no.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of October 6, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of October 13, 2015.
3. Consider approving the summary minutes of the “Closed Meeting” for the East Grand Forks, Minnesota City Council of October 13, 2015.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA: NONE

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.

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

4. Regular meeting minutes of the Water, Light, Power, and Building Commission for September 17, 2015.
5. Special meeting minutes of the Economic Development Authority Board, Planning Commission, and City Council for September 29, 2015.
6. Regular meeting minutes of the Resurrection Cemetery Commission for September 28, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS:

7. Consider adopting the amendment to the Wireless Communication Ordinance of the City Code (2nd Reading).

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT THE AMENDMENT TO THE WIRELESS COMMUNICATION ORDINANCE OF THE CITY CODE (2ND READING).

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

Voting Nay: None.

8. Consider adopting Resolution No. 15-10-106 adopting the assessment roll #334 for 2014 Assessment Job No. 1 – Street Reconstruction – 17th Street NE for a total assessment of \$462,584.44.

Mr. Galstad requested the Council postpone this item for the time being.

NEW BUSINESS:

9. Consider adopting Resolution No. 15-10-108 setting the final public hearing for 2015 Assessment Job No. 3 – Street Improvements on the North Side of the City for November 10, 2015.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-10-108 SETTING THE FINAL PUBLIC HEARING FOR 2015 ASSESSMENT JOB NO. 3 – STREET IMPROVEMENTS ON THE NORTH SIDE OF THE CITY FOR NOVEMBER 10, 2015.

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

Voting Nay: None.

10. Consider approving the Polk County Mutual Aid Agreement and authorize the Mayor and City Administrator to sign the document.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE POLK COUNTY MUTUAL AID AGREEMENT AND AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE DOCUMENT.

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

Voting Nay: None.

11. Consider awarding the Civic Center Roofing project to GW & Sons Construction Inc for the amount of \$65,765.00.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO AWARD THE CIVIC CENTER ROOFING PROJECT TO GW & SONS CONSTRUCTION INC FOR THE AMOUNT OF \$65,765.00.

Mr. Aker informed the Council that Webers were not able to attend the meeting due to an issue that required their immediate attention. He explained how if approved they would be using sheet metal, there would be a warranty for 25 years, there would be 3 inches of insulation, and that he had handed out a picture of what the building would look like when completed. Mayor Stauss commented how this is necessary to fix the issue at the side doors and that this will hopefully take care of it. Council member Buckalew commented how the issue was at the side doors and that this doesn't look like it would address the issue. Mr. Aker explained that with the roof changing to the same level the snow would continue to move instead of pile up on the shorter roof which would reduce the amount of snow

that would melt and pool at the doors.

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

Voting Nay: None.

12. Consider approving the purchase of aggregate materials which will be added into the overall cost of the Point of Woods 6th Utilities and Street Construction project.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE PURCHASE OF AGGREGATE MATERIALS WHICH WILL BE ADDED INTO THE OVERALL COST OF THE POINT OF WOODS 6TH UTILITIES AND STREET CONSTRUCTION PROJECT.

Council Vice-President Grassel commented that two options were presented and asked if this was option A. Mr. Emery stated it was. Council member Vetter asked if the City was buying the material. Mr. Murphy said no and that it was going to be assessed with the rest of the project like previous assessment jobs.

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

Voting Nay: None.

Abstain: DeMers.

13. Consider adopting Resolution No. 15-10-113 approving Change Order No. 2 on the pool renovation project for the amount of \$36,688.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-10-113 APPROVING CHANGE ORDER NO. 2 ON THE POOL RENOVATION PROJECT FOR THE AMOUNT OF \$36,688.

Council member Pokrzywinski commented that he understood the reason for change orders and contingency funds but he can't think of anything that would be more visible than diving boards when it comes to a pool, he has a problem with need of new diving board coming in so late in this project, and that this change should have been included with the original design of the project. He added that this was not appropriate. Mr. Murphy stated he would pass that forward.

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

Voting Nay: None.

8. Consider adopting Resolution No. 15-10-106 adopting the assessment roll #334 for 2014 Assessment Job No. 1 – Street Reconstruction – 17th Street NE for a total assessment of \$462,584.44.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-10-106 ADOPTING THE ASSESSMENT ROLL #334 FOR 2014 ASSESSMENT JOB NO. 1 – STREET RECONSTRUCTION – 17TH STREET NE FOR A TOTAL ASSESSMENT OF \$462,584.44.

Mr. Galstad informed the Council that he had tried to speak with the attorney representing the trailer

park but was unable to reach him until he spoke with him at the meeting and that additional information has been requested. Discussion followed about special benefit of special assessments.

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

Voting Nay: None.

CLAIMS:

14. Consider adopting Resolution No. 15-10-114 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 22652 for a total of \$744.17 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. 15-10-114 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 22652 FOR A TOTAL OF \$744.17 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

15. 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 DEMERS, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Pokrzywinski commented how the EDA Board a just completed Mr. Gorte's job performance, how well he has been doing, and that he hopes Mr. Gorte is around for a long time.

Council Member Tweten acknowledged the Boy Scout troop and informed them the City is in need of young people being involved and one day they may be sitting up front as Council members.

Mr. Galstad informed the Council that he had submitted a brief to the Appellate Court in response to papers that had been filed.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE OCTOBER 20, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:19 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer