

**AGENDA  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, DECEMBER 15, 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 from the “Council Meeting” for the East Grand Forks, Minnesota City Council of December 1, 2015.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of December 8, 2015.
3. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of December 8, 2015.

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS:**

4. Public Hearing on the property tax rebate or abatement under the New Construction Housing Project program.
5. Public Hearing to consider granting a property tax abatement for five years for Valley Golf.

**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.*

6. Consider approving the Exempt Gambling Application for the Whitetails Unlimited Red River Valley Deer Camp to hold a raffle on January 30, 2016 at the Eagles Aerie 350 located at 227 10<sup>th</sup> St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.

7. Consider approving the Exempt Gambling Application for Sacred Heart to hold a raffle on February 22, 2016 at Sacred Heart located at 200 3<sup>rd</sup> St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
8. Consider approving the addendum to the lease agreement between the City of East Grand Forks and the Independent School District 595 setting the payment provisions for the lease and for the Civic Center Locker Room Renovation Project.
9. Consider adopting Resolution No. 15-12-135 supporting an increase to Local Government Aid.
10. Consider approving Ordinance 16, 4<sup>th</sup> Series Summary to be published in the official paper.

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

11. Regular meeting minutes of the Cemetery Commission Meeting for November 23, 2015.
12. Regular meeting minutes of the Water, Light, Power, and Building Commission for November 5, 2015 and November 19, 2015.
13. Regular meeting minutes of the Economic Development Authority Board for November 3, 2015.

**COMMUNICATIONS:**

14. Council will be addressed by the Teamsters Local 120 Business Agent, Brian Nowak.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

15. Consider accepting and ratifying the revised lot prices for City owned lots as proposed and adopted by the Economic Development Authority Board.
16. Consider adopting Resolution No. 15-12-136 clarifying the principal uses of the monies received from the sale of city-owned residential lots.
17. Consider approving the purchase of radios for the East Grand Forks Police Department from Stone's/Motorola in the amount of \$154,094.26.
18. Consider approving the special assessment property tax agreement between the City of East Grand Forks and Grand Forks Township for reimbursement of real estate property taxes at \$407.30 per year for two years.
19. Consider adopting Resolution No. 15-12-137 approving a voluntary contribution to fund the environmental program for the Coalition of Greater

20. Consider adopting Resolution No. 15-12-138 authorizing a special election for February 29, 2015 to consider the implementation of a local sales tax.
21. Consider adopting Resolution No. 15-12-139 authorizing a property tax abatement for Valley Golf Association based on the set parameters listed.
22. Consider approving the purchase of a 2016 Peterbilt 320 equipped with Heil 28 cubic yard compactor from Macqueen Equipment for the amount of \$259,927.71.

**CLAIMS:**

23. Consider adopting Resolution No. 15-12-140 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 23032 for a total of \$295.00 whereas Council Member Buckalew is personally interested financially in the contract.
24. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

**COUNCIL/STAFF REPORTS:**

**ADJOURN:**

**FOR THE OTHER AGENDAS PLEASE SEE THE FOLLOWING PAGES.**

**AGENDA  
OF THE CITY  
COUNCIL CLOSED MEETING  
CITY OF EAST GRAND FORKS  
TUESDAY, NOVEMBER 10, 2015 – Following the Council Meeting**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

1. Closed pursuant to MN Statute 13D.05 Sub. 3 (c) 3 which allows the Council to meet in closed session to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

**ADJOURN:**

**See the next page for the next Closed Meeting Agenda**

**AGENDA  
OF THE CITY  
COUNCIL CLOSED MEETING  
CITY OF EAST GRAND FORKS  
TUESDAY, DECEMBER 15, 2015 – Following the 1<sup>st</sup> Closed Meeting**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

1. Closed meeting to consider labor negotiation strategies and discuss and review labor negotiation proposals. The closed meeting is to be performed according to the exception to the open meeting law pursuant to MN Statute 13D.03.

**ADJOURN:**

Upcoming Meetings:

Organizational Meeting – January 5, 2015 – 5:00 PM – Council Chambers

Regular Council Meeting – January 5, 2015 – Following Organizational Meeting – Council Chambers

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

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for December 1, 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, 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; 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:**

**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 from the “Continued Special Meeting” for the East Grand Forks, Minnesota City Council of November 12, 2015.
2. Consider approving the minutes of the “Council Meeting” for the East Grand Forks, Minnesota City Council of November 17, 2015.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of November 24, 2015.

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

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

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS:**

4. Public Hearing on the Issuance of Industrial Development Revenue Bonds for American Crystal Sugar Company.

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

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

Mr. Jim Stewart stated he was representing the American Crystal Sugar on this bonding issue. He said this was possible under the Industrial Act; the Company would have all of the liability for the bonds, how this will be issuing as well as refunding bonds, and asked if there were any questions. Council member DeMers asked if there was a cap on what could be sponsored. Mr. Stewart explained there were two kinds of bonds that could be issued which were bank qualified and those that were not. He told the Council that the bonds were not bank qualified for this project so it did not count towards the City's limit. He then reviewed the process and once the loan agreement is signed the City will then be out of the transaction. Council member DeMers asked about the project, what the impacts were going to be from these projects, and if there would be an addition of jobs to the community.

Mr. Sam Wai introduced himself to the Council and explained there were two projects that will be funded by the bonds. He said the first would be to replace the beet pulp mill that makes the beet pelts. He continued by explaining the second item was to be a mud press and informed the Council what it would do. He said that both items are pieces of equipment are normally part of all of the factories and that they are not new inventions but standard equipment in the factories. He added that this would have a low labor impact since this was business as usual. Mr. Wai ended by commenting how he has been in front of the Council before and thanked the Council for the years of support and continued partnership with American Crystal Sugar over the years. Council member Tweten commented that they are welcome back to ask for more bonding. Mr. Wai said he would carry that message back and that only certain projects qualify for bonding. Mayor Stauss commented that the City and American Crystal Sugar have worked together in the past, it has been a good working relationship, and anything the City can do to strengthen the largest industry in the City helps the City, the region, and the company.

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

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

Council President Olstad asked if any Council member wanted to have any items pulled. Council member Vetter asked to have item seven pulled.

- 5. Consider approving the Exempt Gambling Application for Sacred Heart to hold a raffle on January 30, 2016 at the Sacred Heart School located at 200 3<sup>rd</sup> St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
- 6. Consider approving the maintenance and grooming grant agreement between the City of East Grand Forks and the Minnesota Department of Natural Resources.
- 7. Consider approving the non-exclusive agreement between the City of East Grand Forks and Northland Community and Technical for use of the parking lot for the truck driving program.
- 8. Consider approving the request to use the Pine to Prairie Drug Task Force 2011 Dodge Charger and authorize the vehicle to be equipped for use by the School Resource Officer.
- 9. Consider approving the request to start the hiring process for a firefighter position that will be open due to a resignation.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE ITEMS FIVE (5), SIX (6), EIGHT (8), AND NINE (9).**

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

*Voting Nay: None.*

*Absent: Buckalew.*

- 7. Consider approving the non-exclusive agreement between the City of East Grand Forks and Northland Community and Technical for use of the parking lot for the truck driving program.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE NON-EXCLUSIVE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND NORTHLAND COMMUNITY AND TECHNICAL FOR USE OF THE PARKING LOT FOR THE TRUCK DRIVING PROGRAM.**

Council member Vetter stated he didn’t vote in favor of this last year so he couldn’t vote in favor of this item this year. Mayor Stauss asked if there was a reason why he was opposed to this item. Council member Vetter stated that the college had a big enough parking lot and that they should be using their own parking lot.

*Voting Aye: Tweten, Olstad, Grassel, and DeMers.*

*Voting Nay: Vetter and Pokrzywinski.*

*Absent: Buckalew.*

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS: NONE**

**COMMUNICATIONS: NONE**

**OLD BUSINESS:**

- 10. Consider adopting Ordinance No. 16, 4<sup>th</sup> Series establishing requirements and procedures relating to the granting of cable services franchises for use of public right-of-ways within the City of East Grand Forks (2<sup>nd</sup> Reading).

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT ORDINANCE NO. 16, 4<sup>TH</sup> SERIES ESTABLISHING REQUIREMENTS AND PROCEDURES RELATING TO THE GRANTING OF CABLE SERVICES FRANCHISES FOR USE OF PUBLIC RIGHT-OF-WAYS WITHIN THE CITY OF EAST GRAND FORKS (2<sup>ND</sup> READING).**

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

*Voting Nay: None.*

*Absent: Buckalew.*

**NEW BUSINESS:**

- 11. Consider adopting Resolution No. 15-12-128 giving preliminary approval to the issuance of industrial development revenue bonds for the American Crystal Sugar Company.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-12-128 GIVING PRELIMINARY APPROVAL TO THE ISSUANCE OF INDUSTRIAL DEVELOPMENT REVENUE BONDS FOR THE AMERICAN CRYSTAL SUGAR COMPANY.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

- 12. Consider approving the agreement between the City of East Grand Forks and Ronald Galstad of Galstad, Jensen, and McCann for legal services from 2016 through 2018.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND RONALD GALSTAD OF GALSTAD, JENSEN, AND MCCANN FOR LEGAL SERVICES FROM 2016 THROUGH 2018.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

13. Consider adopting Resolution No. 15-12-129 approving the hiring of Audrey Passa as the Accounting Technician at a salary of \$20.97 per hour.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 15-12-129 APPROVING THE HIRING OF AUDREY PASSA AS THE ACCOUNTING TECHNICIAN AT A SALARY OF \$20.97 PER HOUR.**

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

14. Consider adopting Resolution No. 15-12-130 accepting the feasibility report and declaring the intention for splash parks to be funded utilizing sales tax revenues.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 15-12-130 ACCEPTING THE FEASIBILITY REPORT AND DECLARING THE INTENTION FOR SPLASH PARKS TO BE FUNDED UTILIZING SALES TAX REVENUES.**

Mayor Stauss commented it should state the project would only be done if the sales tax is passed and will not be done using property taxes. Council President Olstad said that should be satisfied by the resolution stating the project will be done utilizing sales tax. Council member DeMers added he would not want to move forward with this project unless the City had the sales tax revenue.

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

15. Consider adopting Resolution No. 15-12-131 authorizing the purchase of a new transit bus from Hoglund Bus Company for approximately \$136,000 plus \$3,500 for camera equipment.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-12-131 AUTHORIZING THE PURCHASE OF A NEW TRANSIT BUS FROM HOGLUND BUS COMPANY FOR APPROXIMATELY \$136,000 PLUS \$3,500 FOR CAMERA EQUIPMENT.**

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

**CLAIMS:**

16. Consider adopting Resolution No. 15-12-132 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 22945 for a total of \$1,061.91 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-12-132 AUTHORIZING THE CITY**

**OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 22945 FOR A TOTAL OF \$1,061.91 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

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

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

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

*Voting Nay: None.*

*Absent: Buckalew.*

**COUNCIL/STAFF REPORTS:**

Mayor Stauss thanked the street department for doing a good job on snow removal.

Council Member Tweten reminded the Council about the hockey game that was going to take place later in the evening.

Council Member DeMers said the Holidazzle parade had a great turn out, had good weather, and that it showcased downtown.

Mr. Murphy stated his family had gone to the Holidazzle parade, they had a good time, and how there were great fireworks.

Ms. Ellis informed the Council the Christmas tree was going to be put up on Thursday afternoon at 2:00pm and that treats would be available for those who come and help.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE DECEMBER 1, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:17 P.M.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

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David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES  
OF THE CITY  
COUNCIL WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, DECEMBER 8, 2015 – 5:00 PM**

**CALL TO ORDER:**

*The Work Session of the East Grand Forks City Council for December 8, 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; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; 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. East Grand Forks Girls Hockey Team – Jim Enright**

Mr. Enright introduced himself as the coach of the East Grand Forks girls hockey team. He told the Council that only the captains were going to attend the meeting but the entire team ended up coming to say thank you and tell the Council how fantastic it is to have a home. Council member Tweten commented how he was told that East Grand Forks has the best behaved women's hockey team down at the state tournament, to keep up that type of conduct, and how hockey teaches teamwork and how important that will be later on in life. Mayor Stauss asked what the best thing was about the locker room. The girls said everything. Mayor Stauss commented how the Council is happy they were able to do this project and wished the girls good luck.

**2. Lot Pricing Discussion – Paul Gorte**

Mr. Gorte told the Council that he had reviewed the prices of the lots. He explained how \$12,000 was needed from each lot sale to cover the costs of the incentive programs. He stated how after deducting the special assessments some of the lot prices needed to be adjusted to cover these costs. He said the EDA Board had discussed this approved them so the programs are self sustaining as opposed to subsidizing the programs. The Council was being asked to approve these changes. Council President Olstad commented how he knew about the new housing incentive program asked what was going to be

paid for with these funds. Mr. Gorte explained it was also going to cover the tax rebate or abatement, the landscape incentive, and the special assessments. Council President Olstad commented he wanted to make sure there was nothing else added in. Mr. Gorte said this should be covering what will be taken out of the fund. Ms. Anderson added that the City has sold enough lots and collected specials to cover the payment for the specials on the north end from the special assessment fund instead of the 280 fund.

Council member Pokrzywinski stated that Mr. Gorte has put a lot of work into this and there had been lots of discussions at the EDA meetings. He said this does accomplish a sustainable program as long as the fund doesn't have anything new come out of it. He stated how this fund was originally suppose to be used for flood protection maintenance program, how the fee had to be raised to cover increasing costs, and once this neighborhood is developed the revenue collected will help with those costs. Council member Pokrzywinski commented that there is a bold new plan to jump start the development in this area and this is the responsible thing to do unless this fund is going to be used for flood protection maintenance. He added this is a rational way to price the lots. Council President Olstad said he just wanted it laid out on why this is being done and asked Mr. Gorte to explain the changes to one of the lots. Mr. Gorte explained how the price for Lot 9, Block 1 in Waters Edge 1<sup>st</sup> Addition was short of the \$12,000 needed so \$4,828 was added to the lot price.

Mayor Stauss said \$12,000 was a very reasonable price for a lot, commented how this area has not developed like the Council had anticipated, how there are building restrictions on these properties, and how the City can't keep paying for the special assessments. Mr. Gorte said the EDA was working on ways to sell these lots and hope to bring a program before the Council at the beginning of next year. Council member Vetter asked if these funds had been dedicated by resolution for flood maintenance and if that needed to be changed. Discussion followed about how this should be passed by resolution, how the EDA has plans for this area next year, and that the Council understands why the prices were being adjusted. Council member DeMers requested next time to include maps along with the information.

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

### **3. Request to Purchase Radios for Police Dept – Mike Hedlund**

Chief Hedlund commented how radios had been discussed many times, explained how the State of Minnesota and Polk County has changed over to the 800 ARMER system but the City had not at this time and one reason would be the difficulty in communicating with Grand Forks. He stated the 800 ARMER system had phenomenal coverage, was more effective, and how the Fire Department had received a grant for helping pay for the radios needed for their department. He said the Police Department was offered an incentive to purchase radios at a cheaper rate than the current state bid contract but the radios had to be ordered by December 18<sup>th</sup>. He added he had been in contact with a consultant regarding how many radios were needed and at this time had not received the costs but it had been estimated around \$159,000. Council member DeMers asked what system Grand Forks was using. Chief Hedlund stated they were still on the VHF system. Discussion followed about how a tower was going to be placed to help the communication between East Grand Forks and Grand Forks, how there were funds available in the Capital Improvement Fund for this purchase, and how the console still needs to be replaced in the Police Department.

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

#### **4. School Lease Addendum – David Murphy**

Mr. Murphy stated this had been previously discussed, that the school did not want to have the lease changed, but add the addition of an addendum to set the terms of payments for the Civic Center Renovation project. He added that the language was finally approved and that the school had made their \$100,000 payment for 2015 in September.

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

#### **5. Resolution to Support Increase in LGA – David Murphy**

Mr. Murphy said there was a request from the Coalition of Greater Minnesota Cities. He explained Minnesota was projected to have a surplus of \$1.8 billion and one item the Coalition was lobbying for was an increase to Local Government Aid. He said LGA makes up approximately 25% of the City's budget and the Coalition was going to request an increase of \$45.5 million to LGA to get it back to the level before un-allotment took place. Council member Pokrzywinski said when the State had a deficit they asked the cities and schools for help and now they can support the cities by increasing LGA. Mayor Stauss asked what the City's last increase was. Ms. Anderson stated it was \$29,000. Mayor Stauss asked if any indication was given on how that would be divided up. Council President Olstad said no and explained a new formula is used when figuring out LGA. Council member Tweten commented how the Council should push for this, that the City has needs, and how the Council has done well with the shortage of funds up to this point. Council President Olstad reminded the Council that he does sit on the Board for the Coalition and this is something that they push for every year. Council member Pokrzywinski told the Council to contact Representative Deb Kiel and urge her to support the increase to LGA.

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

#### **6. Voluntary Assessment to Fund Environmental Program – David Murphy**

Mr. Murphy explained that this request was also coming from the Coalition because they were looking at pursuing a lawsuit against MPCA and the EPA challenging them over the standards used for mandates are suppose to be based on sound scientific rational and information. He said the Coalition is alleging is that currently the MPCA is basing standards on factors that are not scientific but that were arbitrary. He explained they were requesting each member city to voluntarily send in a \$1 assessment per waste water hookup. Council member Olstad commented how the City had been singled out since the interconnect project was moving forward. He said he did vote no along with Bemidji but said he would bring this back for the Council to consider. Discussion followed about how this would cost around \$2600, how the most of the Council felt something should be sent but not the \$1 per hookup, and that Bemidji had been contacted about why they did not want to support the assessment.

Council Vice-President Grassel commented the City may need support on something else down the road and asked to only make a two year commitment at \$1000 or half the assessment. More discussion

followed about the importance of clean water, keeping people safe, and that regulations should be based on sound science so the City does not have to spend more than necessary. Council member Tweten asked to have Thief River Falls and Crookston contacted to see if they were going to support the voluntary assessment.

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

## **7. Discussion on Special Election – David Murphy**

Mr. Murphy told the Council in order to hold an election on February 29, 2016 the Council would need to adopt a resolution at the next meeting. He asked for the Council to discuss this and recommended a committee be formed to work on the question for the ballot. Council President Olstad said it had been suggested to have a half cent, one cent, and different sunsets. He reviewed what information had to be included on the resolution and added how the ballot question had to be specific. Mr. Galstad review research he had completed regarding this item and how some cities had many items included. Discussion followed about how some residents were not going to support a sales tax if the splash parks were included, how two questions could be proposed so the pool and splash parks could be voted on separately, and what Council members would like to be a part of the committee to help form the questions.

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

## **8. Other**

Ms. Ellis informed the Council that the Housing Authority had offered another proposal for leasing space in City Hall and she asked for the Council's input. Council President Olstad explained the proposal was \$7 per square foot for 2016, \$8 per square foot for 2017, and \$10 per square foot for 2018. Discussion followed about other spaces rented for approximately \$10 per square foot in City Hall, what the length of the lease should be, and other suggestions of what the rent should be. The Council agreed to counter with a three year lease at \$8 for 2016, \$9 for 2017, and \$10 for 2018. Ms. Ellis stated she would bring that back to the Housing Authority.

Mr. Galstad told the Council that he had submitted the annexation for the Johnson property. He said it was his error that he had not included an agreement on how the City would be reimbursing the township for taxes. He explained the last couple annexations that were completed were for City property. He stated how the amount the township would have received on this property was \$407.30 per year. He said that the County Assessor, Rob Wagner, said it had to be paid for at least two years and no more than eight. He suggested making two payments and that Mr. Stocker wouldn't have a problem with the proposed agreement but they will be discussing the terms and that they can be negotiated. Mayor Stauss said he read the section on the utilities that are provided. Mr. Galstad said that was in the original, that negotiation had been going on, and that the installation of utilities would be paid for by the developer. Council President Olstad said this had been discussed and the numbers were workable for the developer.

Council President Olstad asked the Council if they would like to have the meeting on December 22<sup>nd</sup> or if it should be cancelled. Ms. Nelson explained that traditionally the Council does not hold the last

work session of the year because it is typically is close to the holidays and more than likely there will be very few items on the agenda. After a very short discussion the Council decided not to have the work session on December 22<sup>nd</sup>.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE DECEMBER 8, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:14 P.M.**

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

*Voting Nay: None.*

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David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES  
OF THE CITY  
SPECIAL MEETING  
CITY OF EAST GRAND FORKS  
TUESDAY, DECMEBER 8, 2015 – 7:00 PM**

**CALL TO ORDER:**

*The Special Meeting of the East Grand Forks City Council for December 8, 2015 was called to order by Council President Mark Olstad at \_\_\_\_\_ 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, and Marc DeMers.*

*Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; 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*

**SCHEDULED PUBLIC HEARINGS:**

1. Public Hearing for the consideration of the 25% increase to the tax levy.

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

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

*Voting Nay: None.*

*Absent: Tweten.*

Mayor Stauss said he would like to talk about the figures from last year. He stated how he had been criticized quite a bit and since it was the final part of the year he wanted to let everyone know where things were at. He stated last year there was a 10% increase which he vetoed so there was only a 5% increase to the levy. He commented how 1% of the budget is approximately \$30,000 so 5% would be \$150,000. He continued by saying the swimming pool was closed for reconstruction so the City saved around \$135,000 and \$25,000 for not putting out flowers. He said right there was \$160,000 which covered the 5% that was cut but there were still comments about how things could not be done since the budget had been cut. He stated how there was

around \$149,000 in the street department since the winter had been mild. He added there may still be funds that come out of that but there was still a savings. He explained \$4500 was saved by the Council and mayor for not attending conferences, the city should have saved on utilities, an additional \$30,000 came into the City from the State Park, and there was \$900,000 from the sale of the mall. He stated the 5% cut did not hurt the City had all, there was excess, and asked where it was spent.

Council President Olstad explained that most of the sale of the mall went into the City's reserves which are required by the State of Minnesota. He said the City had reserves of 31% and the State recommends cities should have 42-45% set aside so the reserve was increased with those funds to ensure there are ample reserves to run the City. Mayor Stauss said the Council will also have to be careful when taking out of the reserves and make sure it isn't spent on just anything.

Council Vice-President Grassel questioned the comment about the pool and saving \$135,000. He said the 5% that was cut was to close the pool, the City didn't gain \$100,000, but rather it had to be cut otherwise the pool would have been kept open. He continued to comment on the Mayor's remarks about the money that was saved and other remarks on how the City vehicles couldn't be used for watering flowers. He said numbers keeping being thrown around and all that is doing is confusing people. He stated the pool which was closed for a reason which was to make up for the 5% cut in the levy and asked if he was correct. Ms. Anderson stated he was correct. Council Vice-President Grassel stated that was not a savings of \$100,000. Mayor Stauss asked when the pool would have been closed to be fixed. Council member Grassel said it wasn't the plan but the Council had to forward the plan to cut that money from the budget. Mayor Stauss commented that the figures he was talking about showed that the Council had more money in the budget than was needed and it was spent.

Ms. Anderson said she was asked to bring forward the tax rates for the last 10 years. She explained that she had the last 12 years. She said the tax rate for the City in 2015 was \$55.81 per thousand dollars of property. She stated the 25% increase has to do with the actual amount of the levy, not the thousand dollar amount of property. She said for 2016 the tax rate increased to \$61.24 so the increase was \$5.43 per thousand dollars of property. She added that in 2005 the total tax rate for the City was \$75.24 per thousand dollars of property. Council President thanked Ms. Anderson for bringing that information forward and added that over the years the tax rate has changed some with \$52 being the lowest. Ms. Anderson said the City is still growing and with more homes and commercial being added into the community the levy will be dispersed even more so with an increase of 4% or 5% to the levy each year and the tax rate would probably not change since there would be more people paying a portion of the levy.

Council member DeMers said he would like to hear from the people at the meeting and asked Ms. Anderson if there was a way of knowing from the County how much the increase of tax capacity is due to new development versus an increase in valuation. Ms. Anderson said no. She informed the Council how both she and Mr. Murphy were informed that the properties in Polk County were undervalued and if the values were not raised the State was going to come in and raise them so the County moved forward and raised values. She added that they were raised 12% this year and it had been mentioned it could be raised another 12% next year. Council member DeMers asked if there was still a take rebate available for increased property taxes. Ms.

Anderson said it was income based along with other factors so she was not able to give an answer.

Council member Vetter stated he wanted to clarify that even if the State comes in with mandated increases to property values and everyone receives 12% increase it is a zero percent increase to their property taxes. Ms. Anderson added if the tax rate remains the same and divided by the same number of people. Council member Vetter said that was correct said again an increase in valuations does not guarantee an increase to property taxes. Ms. Anderson stated that she had received a worksheet from another city in Minnesota and got within one percent so the following year there will be a better tool to use. Council President Olstad asked if anyone would like to address the Council if they would please come forward and state their name and address.

Mr. Dan Rolczynski, 1826 14<sup>th</sup> Ave NW, said he is questioning the big hit in taxes plus the seal coat. He said he has lived in his home 51 years and in all of those years they have never seen taxes go up 17% plus. He said it has gone up moderately from 2% to 4%. He stated it appears to him that the Council wants to run them out of town or out of their home. He continued by saying his home is not fancy at 1100 square feet, the family vehicle is 14 years old, and being on a fixed income of social security makes things very difficult to handle the 17% increase in taxes. He said he they didn't own anything else other than plots in Resurrection Cemetery. He said he isn't sure if their dwelling should have had an increase of \$20,000 in valuation. He continued by telling the Council that they are employees which they should not forget, that they were elected to do a good job, and how they may not be re-elected if they don't. He said the Council needs to buckle up and watch where the dollars are going. He stated the increase in spending habits have to be looked at. He commented how he had spoken to a real estate agent in Grand Forks and how he had said East Grand Forks was catching up to Grand Forks. He added if that was the case there wasn't going to be many people coming to the east side, businesses are going to be moving, and he is going to find a stake and put his home for sale.

Mr. Dan Lizakowski, 507 3<sup>rd</sup> Ave SE, said his taxes are going up 30.9% this year. He stated that he does expect them to go up some every year since he has lived in East Grand Forks for 6 years. He said the biggest increase was the City taxes going from \$797 up to almost \$1200 per year. He said his homestead exemption went down, the value went up over \$40,000, and he doesn't know what he did other than replaced some carpet and appliances. He said he has two kids in daycare that costs over \$1000 a month and this was just insane.

Council President Olstad asked if anyone else wanted to address the Council. No one came forward.

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

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

*Voting Nay: None.*

*Absent: Tweten.*

**NEW BUSINESS:**

2. Consider adopting Resolution No. 15-12-133 approving the 2015 Tax Levy, Collectable in 2016.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 15-12-133 APPROVING THE 2015 TAX LEVY, COLLECTABLE IN 2016.**

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

3. Consider adopting Resolution No. 15-12-134 approving the 2016 Budget and to authorize specific financial related activities.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 15-12-134 APPROVING THE 2016 BUDGET AND TO AUTHORIZE SPECIFIC FINANCIAL RELATED ACTIVITIES.**

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

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE DECEMBER 8, 2015 SPECIAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 7:17 P.M.**

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

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David Murphy, City Administrator/Clerk-Treasurer

## NOTICE OF PUBLIC HEARING

The City of East Grand Forks has scheduled a public hearing to consider granting a property tax rebate (abatement) under the New Construction Housing Projects program. The City of East Grand Forks has approved the program for the calendar years 2016-2021 inclusive. Each eligible property will receive a rebate for two years during calendar years. The 2016 eligible properties include parcels 83.04417.00, 83.04194.00, 83.04061.00, 83.04018.00, 83.04209.00, 83.04035.00, 83.04098.00, 83.03914.00, 83.04021.00, 83.04369.00, 83.04244.00, 83.04270.00, 83.04195.00, 83.04034.00 (list of parcels by tax id number). The two year estimated total value of the City's tax abatement is \$42,000.00. The public hearing will be held on Tuesday, December 15, 2015, at 5:00 p.m. in the East Grand Forks City Hall Council Chambers (second floor) located at 600 DeMers Avenue NW, East Grand Forks, Minnesota.

David Murphy  
City Manager  
City of East Grand Forks  
(published December 2, 2015)

**NOTICE OF PUBLIC HEARING**

The City of East Grand Forks has scheduled a public hearing to consider granting a property tax abatement for five years (calendar years 2016-2020 inclusive) to Valley Golf, including parcels 83.04093.00, 83.00114.32, 83.00113.88, 83.00101.00, and 83.00093.00. The estimated total value of the abatement is \$63,000 (approximately \$12,500 per year). The public hearing will be held on Tuesday, December 15, 2015, at 5:00 p.m. in the East Grand Forks City Hall Council Chambers (second floor) located at 600 DeMers Avenue NW, East Grand Forks, Minnesota.

David Murphy  
City Manager  
City of East Grand Forks  
(published December 2, 2015)

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Whitetails Unlimited Red River Valley Deer Camp Previous Gambling Permit Number: X-93327

Minnesota Tax ID Number, if any: 3891694 Federal Employer ID Number (FEIN), if any: 39-1415070

Mailing Address: 625 20th Ave NW

City: Baudette State: MN Zip: 56623 County: Lake of the Woods

Name of Chief Executive Officer (CEO): James Nordlof

Daytime Phone: 218-434-0399 Email: jnordlofwtu@yahoo.com

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division      Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100      [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103      651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Eagles Aerie 350

Address (do not use P.O. box): 227 10th St NW

City or Township: East Grand Forks Zip: 56721 County: Polk

Date(s) of activity (for raffles, indicate the date of the drawing): Saturday January 30, 2016

Check each type of gambling activity that your organization will conduct:

Bingo\*  Paddlewheels\*  Pull-Tabs\*  Tipboards\*

Raffle (total value of raffle prizes awarded for the calendar year: \$ 15,000.00)

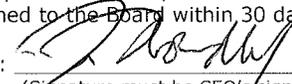
\* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

<p style="text-align: center;"><b>CITY APPROVAL for a gambling premises located within city limits</b></p> <p>_____ The application is acknowledged with no waiting period.</p> <p>_____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p>_____ The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div>	<p style="text-align: center;"><b>COUNTY APPROVAL for a gambling premises located in a township</b></p> <p>_____ The application is acknowledged with no waiting period.</p> <p>_____ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p>_____ The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p><b>TOWNSHIP (if required by the county)</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 12/2/15

(Signature must be CEO's signature; designee may not sign)

Print Name: James Nordlof

<p><b>REQUIREMENTS</b></p> <p><b>Complete a separate application for:</b></p> <ul style="list-style-type: none"> <li>• all gambling conducted on two or more consecutive days, or</li> <li>• all gambling conducted on one day.</li> </ul> <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p><b>Financial report to be completed within 30 days after the gambling activity is done:</b> A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p><b>MAIL APPLICATION AND ATTACHMENTS</b></p> <p><b>Mail application with:</b></p> <p>_____ a copy of your proof of nonprofit status, and</p> <p>_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is <b>\$100</b>; otherwise the fee is <b>\$150</b>. Make check payable to <b>State of Minnesota</b>.</p> <p><b>To:</b> Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p><b>Questions?</b> Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

MINNESOTA LAWFUL GAMBLING  
**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:  
• conducts lawful gambling on five or fewer days, and  
• awards less than \$50,000 in prizes during a calendar year.  
If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.  
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Sacred Heart Previous Gambling Permit Number: X-60010  
Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 41-0773774  
Mailing Address: 200 Third St NW  
City: East Grand Forks State: MN Zip: 56721 County: Polk  
Name of Chief Executive Officer (CEO): Xavier Ilango  
Daytime Phone: 218 773 0877 Email: mKraft@sacredheartegf.net

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**  
Don't have a copy? Obtain this certificate from:  
MN Secretary of State, Business Services Division      Secretary of State website, phone numbers:  
60 Empire Drive, Suite 100      [www.sos.state.mn.us](http://www.sos.state.mn.us)  
St. Paul, MN 55103      651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
If your organization falls under a parent organization, attach copies of both of the following:  
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Sacred Heart  
Address (do not use P.O. box): 200 Third St NW  
City or Township: East Grand Forks Zip: 56721 County: Polk  
Date(s) of activity (for raffles, indicate the date of the drawing): Feb 22, 2016  
Check each type of gambling activity that your organization will conduct:  
 Bingo\*  Paddlewheels\*  Pull-Tabs\*  Tipboards\* 2016  
 Raffle (total value of raffle prizes awarded for the calendar year: \$ 28,000)

\* **Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under **List of Licensees**, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

<p style="text-align: center;"><b>CITY APPROVAL for a gambling premises located within city limits</b></p> <p>___ The application is acknowledged with no waiting period.</p> <p>___ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p>___ The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 20px;"> <p><b>The city or county must sign before submitting application to the Gambling Control Board.</b></p> </div>	<p style="text-align: center;"><b>COUNTY APPROVAL for a gambling premises located in a township</b></p> <p>___ The application is acknowledged with no waiting period.</p> <p>___ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p>___ The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p><b>TOWNSHIP (if required by the county)</b> On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature must be CEO's signature; designee may not sign)

Print Name: \_\_\_\_\_

<b>REQUIREMENTS</b>	<b>MAIL APPLICATION AND ATTACHMENTS</b>
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<p><b>Complete a separate application for:</b></p> <ul style="list-style-type: none"> <li>• all gambling conducted on two or more consecutive days, or</li> <li>• all gambling conducted on one day.</li> </ul> <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p><b>Financial report to be completed within 30 days after the gambling activity is done:</b> A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p><b>Mail application with:</b></p> <p>___ a copy of your proof of nonprofit status, and</p> <p>___ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is <b>\$100</b>; otherwise the fee is <b>\$150</b>. Make check payable to <b>State of Minnesota</b>.</p> <p><b>To:</b> Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p><b>Questions?</b> Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the</p>	<p>application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-</p>	<p>ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management &amp; Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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This form will be made available in alternative format (i.e. large print, braille) upon request.

# Request for Council Action

Date: December 8, 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: School Lease Addendum.

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## Background

ISD #595 previously agreed to pay \$300,000 of the construction/remodeling costs for the Civic Center to make it Title IX compliant. The School District prefers to enter into an Addendum to the Lease to address their portion of the costs rather than amending the current lease to include the obligation.

The proposed Addendum to Lease requires the School District to pay \$100,000 each year for the years of 2015, 2016 and 2017. The agreement has been reviewed by the City Attorney who approves it as to form and content.

## Budget Impact

The addendum provides a total payment from the School District of **\$300,000**. The total construction costs with soft costs and Change Orders is estimated to be **\$761,430.91**. This leaves the City's portion at **\$461,430.91**. When this project was being discussed prior to letting, it was the School District's opinion that costs associated with the concession stands should not be split as that should be a cost to the City as the owners of the building resulting in the cost differential.

## Action Required

Discussion and Direction.

## Addendum to Lease

This Addendum Agreement is made this 14 day of September , 2014 by and between the City of East Grand Forks (“City”) and Independent School District No. 595, East Grand Forks (“District”).

WHEREAS, the above parties entered into a Lease Agreement dated September 22, 2014 by which City agreed to Lease to District the East Grand Forks Civic Recreation Center and VFW Memorial Arena (the “Arena”) for the 2014-2015 school year.

WHEREAS, the above parties agreed to amend the September 22, 2014 lease by allowing the District the opportunity to extend the lease to the 2015-2016, 2016-2017 and 2017-18 school years.

WHEREAS, the District has agreed to make a contribution towards the construction and improvement of locker room facilities (the Improvements”) at the Arena.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. The City shall prepare plans for the Improvements. The District shall have an opportunity to review and approve, in writing, the plans.
2. The City shall proceed to diligently construct the Improvements as approved by the District.
3. Construction of the Improvements shall not interfere with the District’s use of the leased premises for the purposes described in the Lease.

PAYMENT PROVISIONS.

District 595 shall pay to City at 600 Demers Avenue, East Grand Forks, MN 56721 the annual sum of \$200,000, as and for payment of the lease and improvements for the construction of the East Grand Forks Civic Recreation Center and VFW Memorial Arena girls locker room, payable as follows:

\$100,000.00 due September 30, 2015

\$100,000.00 due March 30, 2016

\$100,000.00 due September 30, 2016

\$100,000.00 due March 30, 2017

\$100,000.00 due September 30, 2017

\$100,000.00 due March 30, 2018

5. The City shall be responsible for all costs of the Improvements above and beyond the District's Contribution.

INDEPENDENT SCHOOL DISTRICT NO. 595

By:

\_\_\_\_\_  
School Board Chair                      Date

By:

\_\_\_\_\_  
School Board Clerk                      Date

CITY OF EAST GRAND FORKS, MINNESOTA

By:

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Lynn Stauss, Mayor                      Date

By:

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David Murphy,                      Date  
Administrator/  
Clerk Treasurer

By:

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David Aker, Park and                      Date  
Recreation  
Superintendent

RASW: 28768



www.eapc.net



EAPC

December 4, 2015

City of East Grand Forks  
600 DeMers Ave.  
East Grand Forks, MN 56721

RE--: Civic Center Renovation

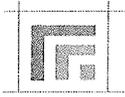
FILE: 20142610

ATTN: David Murphy

Dear David:

The following is a cost summary for the Civic Center Renovation Project.

<u>Original Contract Amount</u>	\$ 634,500.00
Change Order #1	\$ 27,841.15
Pending Change Order #2	
• Approved Electrical Items	\$ 3,289.50
• North Concession Island Revisions	\$ 3,901.00
• New Prep Sink at North Concessions	\$ 2,970.00
• New Electrical Items under review	<u>\$ 4,332.46</u>
Total Construction Costs	\$ 676,834.11
 <u>Contingency Review</u>	
Original Contingency	\$ 31,725.00
Change Order No. 1	\$ (27,841.15)
Pending Change Order No. 2	<u>\$ (14,492.96)</u>
Amount Exceeding Contingency	\$ 10,609.11
 <u>Design Contract</u>	
Total Costs to Date	\$ 84,596.80



Summary

Construction Costs	\$ 676,834.11
Design Costs	<u>\$ 84,596.80</u>
Total Costs	\$ 761,430.91

Please contact us if you have any questions. One final change order needs to be written to close out the contract.

Thank you,

*Wayne G. Dietrich*

Wayne G. Dietrich, AIA  
for  
EAPC Architects Engineers

WGD/cle

# Request for Council Action

Date: December 8, 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: Resolution 15-12-135 Supporting Local Government Aid Increase.

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## Background

LGA provides roughly 25% of the 10 million annual revenues the city receives each year. As you are aware, LGA has had a tumultuous recent history with un-allotments and freezes. LGA will be a focus point for the Coalition of Greater Minnesota Cities in its lobbying efforts for the 2016 Legislative Session.

The CGMC is asking all member cities to pass this resolution supporting an increase of 45.5 million for the 2017 payable year. CGMC feels the time is right for this request due to the budget surplus the State is currently enjoying.

## Budget Impact

Any LGA increases will help ease the property tax burden in East Grand Forks.

## Action Required

Discussion and Direction.

**RESOLUTION NO. 15 - 12 – 135**

**A RESOLUTION IN SUPPORT OF INCREASING LOCAL GOVERNMENT AID  
IN THE 2016 LEGISLATIVE SESSION**

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

WHEREAS, Local Government Aid (LGA) is a critical need for our City; and

WHEREAS, LGA provides funding to restrain property taxes on homeowners and businesses; and

WHEREAS, LGA provides for basic services such as public safety, infrastructure, and fire protection; and

WHEREAS, the legislature and state agencies have imposed unfunded mandates upon local cities, including pension requirements, expensive wastewater infrastructure costs, among other mandates; and

WHEREAS, an LGA increase would help the City of East Grand Forks purchase new squad cars for the police department, purchase radios compatible with the Minnesota ARMER system for our City Departments so can effectively communicate within the City and the surrounding area, and help pay for street improvements;

WHEREAS, no Omnibus Tax Bill was passed by the 2015 Legislature, thus freezing the LGA appropriation;

THEREFORE, BE IT RESOLVED that the City of East Grand Forks supports an increase in the base appropriation for Local Government Aid of \$45.5 million effective for aid payable in 2017 and urges adoption of the proposal by the House and Senate.

BE IT FURTHER RESOLVED that a copy of the resolution be sent to the following: the legislators representing the city of East Grand Forks, Speaker of the House Rep Kurt Daudt, Senate Majority Leader Sen. Tom Bakk, House Tax Chair Rep. Greg Davids, Senate Tax Chair Sen. Rod Skoe, and Governor Mark Dayton.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed: December 8, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of the Council

I hereby approve the foregoing resolution this 8<sup>th</sup> day of December, 2015.

\_\_\_\_\_  
Mayor

**OFFICIAL SUMMARY OF  
ORDINANCE NO. 16, 4<sup>th</sup> Series**

**AN ORDINANCE FOR THE CITY OF EAST GRAND FORKS, MINNESOTA ESTABLISHING REQUIREMENTS AND PROCEDURES RELATING TO THE GRANTING OF CABLE SERVICES FRANCHISES FOR USE OF PUBLIC RIGHTS-OF-WAY WITHIN THE CITY OF EAST GRAND FORKS, INCLUDING THE DEFINITION OF TERMS, REQUIREMENTS FOR COMMUNITY SERVICE CHANNELS, REQUIREMENTS REGARDING THE CHARGING OF FEES FOR USE OF RIGHTS-OF-WAY, CUSTOMER SERVICE STANDARDS, TECHNICAL STANDARDS, AND OTHER PROVISIONS RELATING TO CABLE SERVICES FRANCHISES.**

The following is the official summary of Ordinance No. 16, 4<sup>th</sup> Series, conforming to MN Statute 331A.01 Subd 10, which was passed by the City Council on December 1, 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](http://www.egf.mn).

**CABLE FRANCHISES ORDINANCE**

The Cable Franchise ordinance provides the framework for the City of East Grand Forks to grant non-exclusive franchise agreements to provide cable service within the City. The ordinance sets forth all pertinent terms agreed upon by the City and Cable Service Company to provide cable services to the residence of East Grand Forks.

**Section 1: General provisions**; specifically outlines the relationship between the and the City's ability to enforce the agreement and safeguard residents and the City.

**Section 2: Definitions**; provides all the material definitions that control the relationship between the parties.

**Section 3: Franchise Requirements**; details that a franchise is required to operate cable services within the City and the requirements of the cable services company to operate within the City during the terms of the agreement.

**Section 4: Terms**; provides that the specific terms of the agreement between the parties will be set forth in detail in the franchise agreement that will be entered into between the City and the cable company.

**Section 5: Franchise Provisions**; provides all of the uniform franchise provisions controlling any cable franchise issued to any cable service company to provide services within the City of East Grand Forks.

**Section 6: Franchise Fees**; provides that all service providers will pay to the City an annual 5% franchise fee for the use of the City right of ways and provides penalty provisions.

**Section 7: Customer Service standards**; requires that the cable service provider comply with the FCC customer service standards.

**Section 8: General**; Provides the City may regulate rates, record retention, removal of property and provides remedies for franchise violations.

**Section 9: Severability**; generally provides that if any paragraph is held to be invalid the remaining provisions are valid.

**Section 10, Bankruptcy**; provides guidelines if the cable service provider files for bankruptcy protection.

**Section 11: Administration of Franchise**; City is responsible for the administration of the agreement and City code.

**Section 12: Effective, Acceptance and Governing law**; States how and when the ordinance becomes effective and the law governing the parties.

Resurrection Cemetery Commission Meeting  
 Monday, November 23, 2015  
 4:00 p.m.  
 City Hall – Conference Room

MINUTES

The East Grand Forks Resurrection Cemetery Commission met Monday, November 23, 2015 at City Hall at 4:00 pm. Chairman Dave Tucker called the meeting to order at 4:00 p.m.

Present were: Chairman Tucker, Commissioner Julie Marek, Alderman Chad Grassel and Executive Secretary Dave Aker. Guests included Dan Dahl.

Alderman Grassel made a motion to accept the minutes for September 28, 2015, motion was seconded by Commissioner Marek, motion passed.

Executive Secretary Aker reviewed the financial minutes for September and October of 2015. Commissioner Marek motioned that we accept the financial minutes; Alderman Grassel seconded the motion and motion passed.

**OLD BUSINESS:**

Secretary Aker said that Karla Anderson had said she could make the meeting, something must have come up because she was not able to make it. The winter burials were reviewed on the cost and Dan Dahl said he knew the prices. Secretary Aker said that Stennes Granite had talked about the fact that they wanted more money for the removal of frozen markers during funerals. Mr. Dahl agreed, but he didn't know what they were asking. Secretary Aker brought up the fact they have two diggers for the winter, Dahl said they had been using Anderson out of Grafton and he would borrow the machinery to dig the winter graves.

**NEW BUSINESS:**

Chairman Tucker brought up the cost of the columbarium and how much room we still have in the granite columbarium, Secretary Aker said we have eight niches on each side of the columbarium, single and double. Alderman Grassel said they wouldn't last long because people are moving towards cremation. Chairman Tucker asked if we could remove the gazebo and use the concrete for another columbarium. Secretary Aker said we could not use the concrete because it is only 4 – 5" thick and to put the columbarium in place you have to have footings. Alderman Grassel asked if the perpetual fund could be used for buying another columbarium, Secretary Aker said the last columbarium was bought like that using borrowed money from the perpetual fund. He also said the cost of the columbarium is probably gone up 15 – 20%. The Resurrection board directed Aker to get bids on a columbarium and bring it to the next meeting or call a special meeting.

Alderman Grassel asked if a garage could be built out of the perpetual fund, Brian Larson has asked for it for two years and it gets thrown out of the budget. No one seemed to know so Grassel said he would talk to the City Attorney.

Secretary Aker asked if there was a need to put benches out at the cemetery, the board said no. Chairman Tucker asked if we could make an area for the military burials. Alderman Grassel asked where he would put the military graves and Mr. Dahl asked who could be buried there and

is it open to spouses or relatives. Chairman Tucker said he would do some more research into the military graves.

Secretary Aker said that Commissioner Wogaman's term is due, so he would get hold of Commissioner Wogaman to see if he would like to another term.

Alderman Grassel adjourn the meeting until the week of April 25-29; Commissioner Marek second the adjournment; motion passed.

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

Present: Ogden, Loven, Quirk, Tweten

It was moved by Commissioner Loven seconded by Commissioner Quirk that the minutes of the previous meeting of October 15, 2015 be approved as read.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$456,499.16.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to approve the job description for the Accountant position and send to Springsted for pointing to determine the salary range.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve the Certificate of Substantial Completion for the 2015 Watermain Replacement Project.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

Commissioner Tweten made a motion to table the 2016 Watermain project preliminary work by WSN. The motion did not receive a second. Motion failed. After some discussion the agenda item was withdrawn by Water & Light staff.

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve the quote from RJ Zavoral & Sons for the 2015 Lime Sludge Removal Project at the Waterplant in the amount of \$43,982.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve Change Order #2 to the North Holt Electric Construction contract for the 2015 Miscellaneous Electric Distribution Construction Project extending the substantial completion deadline to 11-25-16.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve the 2016-2018 Honeywell Multi Year Service Agreement at the Waterplant and authorize payment for 2016 in the amount of \$16,034 when invoice is received.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Tweten to adjourn to the next regular meeting on November 19, 2015 at 5:00 P.M.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

Lori Maloney  
Sec'y

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held November 19, 2015 at 5:00 P.M.

Present: Ogden, Loven, Quirk, Tweten

It was moved by Commissioner Loven seconded by Commissioner Quirk that the minutes of the previous meeting of November 5, 2015 be approved as read.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,212,252.51.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to authorize WSN to begin the preliminary topographical work for the 2016 Watermain Project.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve the salary pay range determined by Springsted for the Accountant position and authorize the Civil Service Secretary to advertise the position and begin the hiring process.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Quirk to approve the job description and the salary pay range determined by Springsted for the Computer Application Specialist position; and authorize the Civil Service Secretary to advertise the position and begin the hiring process.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve the proposal from WSN & Advanced Engineering & Environmental Services to begin Phase 1 of the Disinfection By-Product Formation Evaluation Study with estimated costs of \$52,500 for both phases of the project subject to modifications to the contract as proposed by City Attorney Galstad.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to table the City Council Resolution on the pool loan terms pending further information from the council.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve the electrical rates for FY 2016 as proposed by General Manager Boyce.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Quirk to approve the water rates for FY 2016 as proposed by General Manager Boyce.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Quirk to approve the revised budget for FY 2016 as proposed by General Manager Boyce.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Quirk to approve the advertising budget for 2016 as presented.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Quirk to adjourn to the next regular meeting on December 3, 2015 at 5:00 P.M.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

Lori Maloney  
Sec'y

## **APPROVED MINUTES OF THE REGULAR MEETING OF THE BOARD MEMBERS OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT AUTHORITY (EDA)**

A regular meeting of the Board Members of the East Grand Forks Economic Development Authority was held at 3:30 pm on November 3, 2015, in the East Grand Forks City Hall Training Room, on the first floor in the South Wing, East Grand Forks, MN.

1. **Roll Call:**

Meeting was called to order by President Hecht at 3:34 pm.

EDA Board present at roll, President Hecht, Vice President Shea, Board Members Mike Pokrzywinski, Chad Grassel, George Wogaman, Josh Grinde and Ralph Messelt.

Absent: None

Staff present: Paul Gorte, Economic Development Director; Brenda Ault, Executive Assistant; Karla Anderson, Finance Director; Ron Galstad, City Attorney

Also Present: None

Roll Call: President Hecht determined a quorum was present.

2. **Approval of minutes of the October 20, 2015, Regular Meeting:**

A Motion was made by Board member Grassel, seconded by Board member Pokrzywinski, to approve the minutes from the October 20, 2015 Regular Meeting. M/S/P- Grassel, Pokrzywinski; 7-0, mc.

3. **Bills and Communications:**

a. Approval of Accounts Payable for November 3, 2015

After discussion and reviewing the bills,

A Motion was made by Board Member Wogaman to approve the Accounts Payable for November 3, 2015, was seconded by Board Member Grinde. M/S/P- Wogaman, Grinde; 7-0, mc.

4. **Reports:**

a. Delinquencies Update:

ED Gorte reported that there are currently no delinquencies.

5. **Unfinished Business:**

a. New Home Rebate Program:

ED Gorte stated that the Council had approved renewing the 2-year program for 6-years, and the program would need renewing when that expires in 2021. Board Members Grassel and Pokrzywinski stated that the program has a lot of support and the Council felt it shouldn't have to be renewed every 2-years, so that is why it was extended for 6-years.

November 3, 2015

MINUTES OF THE REGULAR MEETING OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT AUTHORITY (EDA) (continued)

A Motion was made by Board Member Pokrzywinski to approve the New Home Tax Abatement Program for 6-years, with it being up for renewal in 2021, was seconded by Board Member Grassel. M/S/P- Pokrzywinski, Grassel; 7-0, mc.

b. Valley Golf Update:

ED Gorte informed the Board that Valley Golf had requested a 10-year property tax abatement from the City Council. They are also looking for an abatement from their loan with the EDA. Board Member Pokrzywinski stated that he has had a discussion with fellow Council Members Grassel and Buckalew. They all feel it's important to support the golf course, the course has a considerable amount of debt since the flood control cut the course in half. He stated that the City does not want to own the course, and if the course is forced to seek protection from the debt, the City would end up owning it anyway. He would like to see a package of support offered to them: reapply for the loan, up to the original amount, with a 5-year abatement. He stated that a meeting with the full Council and the Valley Golf Board would be scheduled once a package is put together. He would also like the EDA Board to oversee the business side of the course, with an EDA Board Member or EDA staff attending their meetings and Valley Golf submitting their financial reports for the EDA Board Meetings. He stated that the course would like other assistance from the city, such as mowing and help with manpower for equipment repair. Board Members Shea, Grassel and Hecht agreed that the EDA Board should be involved in overseeing their financials and assistance in figuring out the business side of it. The Board instructed ED Gorte to draft a letter of support for President Hecht to sign.

A Motion was made by Board Member Pokrzywinski to encourage Valley Golf to reapply for a loan, inform them that we are very interested in working with them toward a long term solution, was seconded by Board Member Grassel. M/S/P- Pokrzywinski, Grassel; 7-0, mc.

6. **New Business:**

a. Bydal:

ED Gorte informed the group that a email was included in the packet, from Mr. Bydal, stating that he was having surgery and would not be able to work for 6-months. He would like his loan payments deferred for 6-months. The Board felt that since Mr. Bydal is the only employee, the business would not be generating any money. After further discussion,

A Motion was made by Board Member Grassel, was seconded by Board Member Wogaman, to approve the request, with the following stipulations; Mr. Bydal supplies us with a doctor's note, along with monthly updates from the doctor, on Mr. Bydal's condition; the first payment will be due a month after he is cleared to return to work; he will still be charged interest and the terms of this agreement, will be a maximum of 6-months. M/S/P- Grassel, Wogaman; 7-0, mc.

November 3, 2015

MINUTES OF THE REGULAR MEETING OF THE EAST GRAND FORKS ECONOMIC DEVELOPMENT AUTHORITY (EDA) (continued)

ED Gorte stated that there was a flyer enclosed in the packet for a Veteran's Pre-Business Seminar on November 4<sup>th</sup> if anyone would like to attend.

Board Member Pokrzywinski stated that he had been approached by a builder about spurring growth in East Grand Forks. After discussion, the Board felt that a committee should be formed. Board Member Pokrzywinski suggested that every Board Member come up with a name of a person to appoint to the committee.

A motion was made by Board Member Pokrzywinski, was seconded by Board Member Grassel, to form a committee, for the purpose of forming ideas to spur growth in East Grand Forks, and for each Board Member to submit a name to ED Gorte by next week. M/S/P- Pokrzywinski, Grassel; 7-0, mc.

ED Gorte stated that it was with his great regret to inform the Board that Mr. Shea was stepping down. Board Member Shea then addressed the group and informed them that he was moving to Grand Forks and would need to step down. He stated that it had been a great experience serving on the Board and although he was resigning, he still planned to be active in the area. He stated that he felt the City was moving in the right direction. ED Gorte then presented Board Member Shea with a plaque, thanking him for his years of service.

7. **Adjournment**

A motion was made by Board member Pokrzywinski, seconded by Board member Shea, to adjourn the meeting at 4:23 pm. M/S/P- Pokrzywinski, Shea; 7-0, mc.

The next regular meeting is **December 1, 2015 at 3:30** in the **East Grand Forks Training Room, First Floor in the South Wing, East Grand Forks City Hall**, East Grand Forks, MN.

Respectfully Submitted,  
Brenda Ault  
Executive Assistant

# Request for Council Action

Date: December 15, 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: Communications - Teamsters.

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## Background

Teamsters Representative Brian Nowak has requested a forum to address the Council regarding the Union Contract and Negotiation process. He was informed that the most appropriate manner is to be added to the Communications Portion of the meeting. Mr. Nowak has been scheduled during that portion.

# Request for Council Action

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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: Lot Pricing

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The EDA reviewed the lot prices for the residential lots. The City offers \$10-12,000 in incentives to purchasers of new homes. Upon review the EDA found that the land price for numerous lots was less than the incentives available. Therefore, the EDA voted to revise the lot prices to provide a land price of not less than \$12,000. No lots were adjusted downward at this time.

The EDA approved this change at its December 1, 2015, meeting.

Recommendation: Approval of a motion to accept and ratify the revised Lot Pricing.

Parcel #	Legal Description	Price	Total Specials	Actual Lot Price	12000/Lot	Recommended	Change
83.04054.00	WE 1st Lot 1 Block 1	\$38,650.00	\$23,160.69	\$15,489.31	\$35,160.69	\$38,650.00	\$0.00
83.04055.00	WE 1st Lot 2 Block 1	\$38,650.00	\$24,027.52	\$14,622.48	\$36,027.52	\$38,650.00	\$0.00
83.04056.00	WE 1st Lot 3 Block 1	\$38,650.00	\$19,825.57	\$18,824.43	\$31,825.57	\$38,650.00	\$0.00
83.04057.00	WE 1st Lot 4 Block 1	\$38,650.00	\$21,566.49	\$17,083.51	\$33,566.49	\$38,650.00	\$0.00
83.04059.00	WE 1st Lot 6 Block 1	\$38,650.00	\$23,158.47	\$15,491.53	\$35,158.47	\$38,650.00	\$0.00
83.04060.00	WE 1st Lot 7 Block 1	\$130,000.00	\$16,386.17	\$113,613.83	\$136,386.17	\$136,386.00	\$6,386.00
83.04062.00	WE 1st Lot 9 Block 1	\$38,650.00	\$31,477.60	\$7,172.40	\$43,477.60	\$43,478.00	\$4,828.00
83.04065.00	WE 1st Lot 3 Block 2	\$48,650.00	\$25,904.92	\$22,745.08	\$37,904.92	\$48,650.00	\$0.00
83.04072.00	WE 1st Lot 10 Block 2	\$48,650.00	\$25,269.02	\$23,380.98	\$37,269.02	\$48,650.00	\$0.00
83.04073.00	WE 1st Lot 11 Block 2	\$48,650.00	\$29,394.46	\$19,255.54	\$41,394.46	\$48,650.00	\$0.00
83.04074.00	WE 1st Lot 12 Block 2	\$48,650.00	\$12,022.95	\$36,627.05	\$24,022.95	\$48,650.00	\$0.00
83.04075.00	WE 1st Lot 13 Block 2	\$48,650.00	\$11,980.70	\$36,669.30	\$23,980.70	\$48,650.00	\$0.00
83.04076.00	WE 1st Lot 14 Block 2	\$48,650.00	\$11,980.70	\$36,669.30	\$23,980.70	\$48,650.00	\$0.00
83.04077.00	WE 1st Lot 15 Block 2	\$48,650.00	\$11,980.70	\$36,669.30	\$23,980.70	\$48,650.00	\$0.00
83.04078.00	WE 1st Lot 16 Block 2	\$48,650.00	\$11,980.70	\$36,669.30	\$23,980.70	\$48,650.00	\$0.00
83.04079.00	WE 1st Lot 17 Block 2	\$48,650.00	\$29,718.51	\$18,931.49	\$41,718.51	\$48,650.00	\$0.00
83.04080.00	WE 1st Lot 18 Block 2	\$48,650.00	\$26,648.66	\$22,001.34	\$38,648.66	\$48,650.00	\$0.00
83.04081.00	WE 1st Lot 19 Block 2	\$48,650.00	\$29,893.92	\$18,756.08	\$41,893.92	\$48,650.00	\$0.00
83.04083.00	WE 1st Lot 21 Block 2	\$48,650.00	\$28,996.95	\$19,653.05	\$40,996.95	\$48,650.00	\$0.00
83.04095.00	WE 1st Lot 1 Block 3	\$38,650.00	\$26,280.06	\$12,369.94	\$38,280.06	\$38,650.00	\$0.00
83.04096.00	WE 1st Lot 2 Block 3	\$38,650.00	\$28,602.49	\$10,047.51	\$40,602.49	\$38,650.00	\$0.00
83.04097.00	WE 1st Lot 3 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04099.00	WE 1st Lot 5 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04100.00	WE 1st Lot 6 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04101.00	WE 1st Lot 7 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04103.00	WE 1st Lot 9 Block 3	\$38,650.00	\$29,467.70	\$9,182.30	\$41,467.70	\$41,468.00	\$2,818.00
83.04104.00	WE 1st Lot 10 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04105.00	WE 1st Lot 11 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04106.00	WE 1st Lot 12 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04107.00	WE 1st Lot 13 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04108.00	WE 1st Lot 14 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04110.00	WE 1st Lot 16 Block 3	\$38,650.00	\$30,971.94	\$7,678.06	\$42,971.94	\$42,972.00	\$4,322.00
83.04111.00	WE 1st Lot 17 Block 3	\$38,650.00	\$35,723.84	\$2,926.16	\$47,723.84	\$47,724.00	\$9,074.00
83.04112.00	WE 1st Lot 18 Block 3	\$38,650.00	\$35,709.16	\$2,940.84	\$47,709.16	\$47,709.00	\$9,059.00
83.04113.00	WE 1st Lot 19 Block 3	\$38,650.00	\$25,874.23	\$12,775.77	\$37,874.23	\$38,650.00	\$0.00
83.04114.00	WE 1st Lot 20 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04115.00	WE 1st Lot 21 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04116.00	WE 1st Lot 22 Block 3	\$38,650.00	\$24,568.18	\$14,081.82	\$36,568.18	\$38,650.00	\$0.00
83.04118.00	WE 1st Lot 24 Block 3	\$38,650.00	\$25,630.02	\$13,019.98	\$37,630.02	\$38,650.00	\$0.00
83.04119.00	WE 1st Lot 25 Block 3	\$38,650.00	\$33,772.69	\$4,877.31	\$45,772.69	\$45,773.00	\$7,123.00
Parcel #	Legal Description	Price	Total Specials	Actual Lot Price	12000/Lot	Recommended	Change
83.04141.00	WE 2nd Lot 1 Block 1	\$35,000.00	\$24,900.84	\$10,099.16	\$36,900.84	\$36,901.00	\$1,901.00
83.04143.00	WE 2nd Lot 3 Block 1	\$35,000.00	\$23,447.86	\$11,552.14	\$35,447.86	\$35,448.00	\$448.00
83.04144.00	WE 2nd Lot 4 Block 1	\$35,000.00	\$30,440.68	\$4,559.32	\$42,440.68	\$42,441.00	\$7,441.00
83.04146.00	WE 2nd Lot 6 Block 1	\$35,000.00	\$31,345.27	\$3,654.73	\$43,345.27	\$43,345.00	\$8,345.00
83.04147.00	WE 2nd Lot 7 Block 1	\$35,000.00	\$30,249.97	\$4,750.03	\$42,249.97	\$42,250.00	\$7,250.00
83.04148.00	WE 2nd Lot 8 Block 1	\$35,000.00	\$25,691.83	\$9,308.17	\$37,691.83	\$37,692.00	\$2,692.00
83.04150.00	WE 2nd Lot 10 Block 1	\$35,000.00	\$23,436.08	\$11,563.92	\$35,436.08	\$35,436.00	\$436.00
83.04151.00	WE 2nd Lot 11 Block 1	\$35,000.00	\$30,009.31	\$4,990.69	\$42,009.31	\$42,009.00	\$7,009.00
83.04152.00	WE 2nd Lot 12 Block 1	\$35,000.00	\$31,789.52	\$3,210.48	\$43,789.52	\$43,790.00	\$8,790.00
83.04153.00	WE 2nd Lot 13 Block 1	\$35,000.00	\$30,704.54	\$4,295.46	\$42,704.54	\$42,705.00	\$7,705.00
83.04155.00	WE 2nd Lot 15 Block 1	\$35,000.00	\$25,483.74	\$9,516.26	\$37,483.74	\$37,484.00	\$2,484.00
83.04156.00	WE 2nd Lot 1 Block 2	\$20,000.00	\$15,661.19	\$4,338.81	\$27,661.19	\$27,662.00	\$7,662.00
83.04157.00	WE 2nd Lot 2 Block 2	\$20,000.00	\$13,382.09	\$6,617.91	\$25,382.09	\$25,382.00	\$5,382.00
83.04158.00	WE 2nd Lot 3 Block 2	\$20,000.00	\$13,439.91	\$6,560.09	\$25,439.91	\$25,440.00	\$5,440.00
83.04159.00	WE 2nd Lot 4 Block 2	\$20,000.00	\$13,497.72	\$6,502.28	\$25,497.72	\$25,498.00	\$5,498.00
83.04166.00	WE 2nd Lot 11 Block 2	\$20,000.00	\$13,503.61	\$6,496.39	\$25,503.61	\$25,504.00	\$5,504.00
83.04167.00	WE 2nd Lot 12 Block 2	\$20,000.00	\$15,548.85	\$4,451.15	\$27,548.85	\$27,549.00	\$7,549.00

Parcel #	Legal Description	Price	Total Specials	Actual Lot Price	12000/Lot	Recommended	Change
83.00114.18	WE 3rd Lot 6 Block 1	\$55,000.00	\$32,735.61	\$22,264.39	\$44,735.61	\$55,000.00	\$0.00
83.00114.19	WE 3rd Lot 7 Block 1	\$55,000.00	\$28,175.68	\$26,824.32	\$40,175.68	\$55,000.00	\$0.00

Parcel #	Legal Description	Price	Total Specials	Actual Lot Price	12000/Lot	Recommended	Change
83.04381.00	CV Lot 2 Block 1	\$31,000.00	\$0.00	\$31,000.00	\$12,000.00	\$31,000.00	\$0.00
83.04382.00	CV Lot 3 Block 1	\$28,000.00	\$0.00	\$28,000.00	\$12,000.00	\$28,000.00	\$0.00
83.04383.00	CV Lot 4 Block 1	\$30,000.00	\$0.00	\$30,000.00	\$12,000.00	\$30,000.00	\$0.00
83.04384.00	CV Lot 5 Block 1	\$30,000.00	\$0.00	\$30,000.00	\$12,000.00	\$30,000.00	\$0.00
83.04385.00	CV Lot 6 Block 1	\$30,000.00	\$0.00	\$30,000.00	\$12,000.00	\$30,000.00	\$0.00
83.04386.00	CV Lot 7 Block 1	\$33,000.00	\$0.00	\$33,000.00	\$12,000.00	\$33,000.00	\$0.00
83.04389.00	CV Lot 2 Block 2	\$40,000.00	\$0.00	\$40,000.00	\$12,000.00	\$40,000.00	\$0.00
83.04391.00	CV Lot 4 Block 2	\$35,000.00	\$0.00	\$35,000.00	\$12,000.00	\$35,000.00	\$0.00
83.04392.00	CV Lot 5 Block 2	\$35,000.00	\$0.00	\$35,000.00	\$12,000.00	\$35,000.00	\$0.00
83.04393.00	CV Lot 6 Block 2	\$35,000.00	\$0.00	\$35,000.00	\$12,000.00	\$35,000.00	\$0.00

**RESOLUTION NO. 15 – 12 - 136**

**RESOLUTION TO CLARIFY THE PRINCIPAL USES OF THE MONIES RECEIVED FROM THE SALE OF CITY-OWNED RESIDENTIAL LOTS**

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

WHEREAS, the City of East Grand Forks acquired properties after the 1997 flood and at other times; and,

WHEREAS, the City has subdivided some of the land so acquired into residential lots for sale and development; and,

WHEREAS, the City desires to clarify the principal uses of the monies obtained through the sale of said City-owned residential lots.

NOW, THEREFORE, BE IT RESOLVED, the East Grand Forks City Council does hereby clarify the principal uses of the monies received from the sale of City-owned residential lots.

1. The principal uses for the dollars received from the sale of City-owned residential lots shall be for the housing incentive programs offered by the City and programs to promote the sale of City-owned residential lots.
2. The City Council may, from time to time, authorize other uses for said monies at its sole discretion.
3. This resolution replaces any and all previous resolutions regarding the use of monies obtained through the sale of City-owned residential lots.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the Resolution passed.

Passed: December 15, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 15<sup>th</sup> day of December, 2015

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: December 3, 2015 – Amended December 9, 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: Request to purchase radios for the East Grand Forks Police Department

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**Background:** The East Grand Forks Police Department has been in the process of trying to convert from VHF radios to 800 trunking radios on the MN ARMER (Allied Radio Matrix Emergency Response) System. We have previously acquired eight (8) portable radios. The preliminary budget for the City of East Grand Forks has funds set aside for the completion of this project. We will be purchasing portable radios for the officers, Mobile radios for the marked police cars and equipment for our Dispatch Center. We have been working with the Minnesota Department of Public Safety on this project and they have put us in touch with a consultant who will give us an independent evaluation of what equipment is needed for our Dispatch Center. That is scheduled to occur sometime during the week of December 9-13, 2015.

The East Grand Forks Fire Department and multiple other regional fire departments were able to acquire a very sizeable grant to purchase radios (this was only available for fire departments) and Motorola has provided them with a very good pricing package that is well below their own state bid price. Motorola has agreed to allow us to get this same pricing but we need to have our order placed by December 18, 2015. Billing would be after the 1<sup>st</sup> of the New Year. I will work to have a final equipment list and associated price by the December 15, 2015 City Council meeting but as we have not been able to meet with the consultant yet we have not been able to finalize that list at this time.

*We received the final price quote from Stone's/Motorola on December 9, 2015. The final price came in at \$154,094.26 so almost \$6,000.00 under the original budget request.*

**Recommendation:** Approve the purchase of radios for the East Grand Forks Police Department to be paid out of the 2016 budget based upon the proposal from Stone's Mobile Radio.

**Attachments:** Stone's Mobile Radio price proposal.

## MIP 5000 VoIP Radio Console

	Quantity	List each	Extended List
Tone Gateway	10	\$ 798.00	\$ 7,980.00
Digital Gateway	3	\$ 798.00	\$ 2,394.00
MIP Dispatch SW 4 Ch	1	\$ 2,500.00	\$ 2,500.00
Headset Jackbox Enh.	2	\$ 575.00	\$ 1,150.00
Gooseneck Microphone	1	\$ 250.00	\$ 250.00
Foot Switch	1	\$ 106.00	\$ 106.00
Rack Mount kit	5	\$ 225.00	\$ 1,125.00
Rack Shelf	8	\$ 81.27	\$ 650.16
Rack Mnt GND bar	1	\$ 112.79	\$ 112.79
Rack Mnt power strip	3	\$ 128.64	\$ 385.92
Work Station\Monitor	1	\$ 2,550.00	\$ 2,550.00
Sound card & speakers	1	\$ 189.00	\$ 189.00
HP Switch	1	\$ 2,050.00	\$ 2,050.00
Tone Remote Adapter	1	\$ 432.41	\$ 432.41
Instant Recall Recorder	1	\$ 2,648.00	\$ 2,648.00
Patch Cables	25	\$ 5.00	\$ 125.00
Cat 5 Bulk Real	1	\$ 525.00	\$ 525.00
Labor 2 techs 3 days	48	\$ 98.00	\$ 4,704.00
Shop Supplies	1	\$ 946.68	\$ 946.68
Mileage	2	\$ 20.00	\$ 40.00
<b>Total</b>			<b>\$ 30,863.96</b>

### Disatch Center

Description	Qty	List	Ex. List
DB Spectra 800 MHz combiner	1	\$ 9,338.00	\$ 9,338.00
7 ft equipment rack	1	\$ 500.00	\$ 500.00
10 feet #6 Ground Wire	2	\$ 30.00	\$ 60.00
5 foot Flex LMR Jumper	5	\$ 40.00	\$ 200.00
Interface to Console	1	\$ 1,068.00	\$ 1,068.00
Installation rack and equipment	1	\$ 1,068.00	\$ 1,068.00
Misc parts	1	\$ 1,000.00	\$ 1,000.00
<b>Total Equipment</b>			<b>\$ 13,234.00</b>

### APX7500 800 Consolette

Description	Qty	Price	Ex. Price
APX7500 Consolette	5	\$ 2,985.00	\$ 14,925.00
Limited Front Panel	5	\$ 360.00	\$ 1,800.00
P25 CAI Software	5	\$ 386.25	\$ 1,931.25
800 Primary band	5	\$ -	\$ -
AC Line Cord	5	\$ -	\$ -
Smartzone	5	\$ 1,125.00	\$ 5,625.00
Hardware Key	5	\$ 3.75	\$ 18.75
DES-OFB Encryption	5	\$ 449.25	\$ 2,246.25
Multi-Key	5	\$ 247.50	\$ 1,237.50
ENH 1 year SFS	5	\$ 83.00	\$ 415.00

Promo	5	\$	(400.00)	\$	(2,000.00)
Installation	5	\$	300.00	\$	1,500.00
Programming	5	\$	50.00	\$	250.00
<b>Total</b>				\$	<b>27,948.75</b>

### APX6000 Portable radio

Description	Qty		Price		Ex. Price
APX6000 Portable radio	16	\$	1,650.00	\$	26,400.00
P25 CAI Software	16	\$	386.25	\$	6,180.00
Smartzone operation	16	\$	900.00	\$	14,400.00
9600 Buad Trunking	16	\$	225.00	\$	3,600.00
Extreme Noise Reduction	16	\$	18.75	\$	300.00
2-year Extended Warranty	16	\$	84.00	\$	1,344.00
FM Intrinsic battery option	16	\$	37.50	\$	600.00
DES-OFB Encryption	16	\$	449.25	\$	7,188.00
Multi-Key	16	\$	247.50	\$	3,960.00
Hardware key	16	\$	3.75	\$	60.00
Promotion	16	\$	(400.00)	\$	(6,400.00)
Impress Charger	16	\$	86.48	\$	1,383.68
Remote Speaker Mic - 3.5mm Jack	16	\$	83.72	\$	1,339.52
Translucent Tube Rcv only earpiece	16	\$	36.80	\$	588.80
Programming	16	\$	50.00	\$	800.00
<b>Total</b>				\$	<b>61,744.00</b>

### APX6500 800 35 watts

Description	Qty	Squad Radios		Ex. Price
			Price	
APX6500 800 35 watt radio	5	\$	1,424.25	\$ 7,121.25
New 05 Control Head	5	\$	324.00	\$ 1,620.00
New 05 Control Head Software	5	\$	-	\$ -
Palm Mic	5	\$	54.00	\$ 270.00
Aux Speaker 7.5 watt	5	\$	45.00	\$ 225.00
P25 CAI Software	5	\$	386.25	\$ 1,931.25
Smartzone operation	5	\$	900.00	\$ 4,500.00
Dash Mount	5	\$	93.75	\$ 468.75
P25 trunking	5	\$	225.00	\$ 1,125.00
1 year SFS LITE	5	\$	64.00	\$ 320.00
Hardware Key	5	\$	3.75	\$ 18.75
DES-OFB Encryption	5	\$	449.25	\$ 2,246.25
Multit-Key	5	\$	247.50	\$ 1,237.50
Promotion	5	\$	(400.00)	\$ (2,000.00)
Installation	5	\$	100.00	\$ 500.00
Low Profile 800 Antenna	5	\$	54.56	\$ 272.80
Lund Face Plate for Center Console	5	\$	39.40	\$ 197.00
Programming	5	\$	50.00	\$ 250.00
<b>Total</b>				\$ <b>20,303.55</b>

<b>Total</b>				\$	<b>154,094.26</b>
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**SPECIAL ASSESSMENT PROPERTY TAX AGREEMENT BETWEEN THE CITY OF  
EAST GRAND FORKS AND GRAND FORKS TOWNSHIP, MINNESOTA**

IN THE MATTER OF ANNEXATION OF LAND FROM GRAND FORKS TOWNSHIP TO THE CITY OF EAST GRAND FORKS, MINNESOTA PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

**WHEREAS**, Johnson Farms a North Dakota partnership petitioned the City requesting that the City join in the request to annex property located in Grand Forks Township into the City of East Grand Forks. Johnson Farms was approached by a developer to build multi-family housing units to accommodate the Northland Community and Technical College student population.

**WHEREAS**, the real property situated in Grand Forks Township, County of Polk, State of Minnesota, 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 of the Fifth Principal Meridian, Polk County, Minnesota containing approximately 40 acres.

**WHEREAS**, the City Council determined that it was in the best interest of the City to annex the parcel into the City so that it can have access to all City utilities and services for the multi-family housing development;

**WHEREAS**, the notice and public hearing requirements of Minnesota Statute § 414.033 subd. 2b were provided to the Grand Forks Township and a public hearing was held on June 16, 2015;

**WHEREAS**, Grand Forks Township did not object to the proposed annexation;

**WHEREAS**, the City annexed the property into the city by ordinance pursuant to Minnesota Statute § 414.033 subd. 2(3);

**WHEREAS**, it is a requirement of Minnesota Statute § 414.036 that the City enter into an agreement to reimburse to the Township to annex taxable property;

**WHEREAS**, the City must provide reimbursement for all or part of the taxable property and shall pay the Township in substantially equal payments as property tax reimbursement over not less than two nor more than eight years from the time of annexation.

**WHEREAS**, the property taxes due to the Township for the entire Quarter section that contains the 40 acre parcel that was annexed is \$407.30 per year;

**NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:**

The City of East Grand Forks shall pay to Grand Forks Township as reimbursement of real estate property taxes the amount of \$407.30 per year for a total of \$814.60. Payment will be made by March 1 in each calendar year 2016 and 2017 for full, final and complete reimbursement of the City's obligation as set forth in Minn.Stat. § 414.036.

DATED \_\_\_\_\_

DATED \_\_\_\_\_

GRAND FORKS TOWNSHIP

CITY OF EAST GRAND FORKS

\_\_\_\_\_  
Greg Stocker, Chairman

\_\_\_\_\_  
Lynn Stauss, Mayor

\_\_\_\_\_  
David Thompson, Secretary

\_\_\_\_\_  
David Murphy, City Administrator

# Request for Council Action

Date: December 15, 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: Resolution 15-12-137 Voluntary Assessment to Fund Environmental Program.

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## Background

The Coalition of Greater Minnesota Cities (CGMC) is requesting all member cities to participate in funding a lawsuit against the United States Environmental Protection Agency regarding riverine standards. The discussion at the Council Work Session settled on a voluntary contribution of \$1,000 rather than an assessment to each wastewater connection.

Thief River Falls is considering the \$1 per connection as requested by CGMC which results in \$3,390. Crookston is not considering the assessment at this time.

## Budget Impact

The \$1,000 contribution would be an unbudgeted spend down of the Wastewater Fund.

## Action Required

A MOTION to APPROVE Resolution 15-12-137.

**RESOLUTION NO. 15 - 12 – 137**

**A RESOLUTION TO APPROVE VOLUNTARY CONTRIBUTION TO FUND ENVIRONMENTAL PROGRAM**

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

WHEREAS, the Coalition of Greater Minnesota Cities (CGMC) has initiated two legal actions challenging the MPCA’s water quality standards for rivers and streams; and

WHEREAS, CGMC has engaged the law firm of Flaherty and Hood to make the legal challenges; and

WHEREAS, CGMC does not have sufficient reserves to fund the legal challenges; and

WHEREAS, CGMC has requested member cities to voluntarily assess each of the wastewater connections in their cities one dollar to fund the action; and

WHEREAS, the East Grand Forks City Council believes a one dollar per connection assessment is excessive and considered a lump sum payment as an alternative;

THEREFORE, BE IT RESOLVED that the City of East Grand Forks agrees to a lump sum payment of One Thousand Dollars (\$1,000) to the Coalition of Greater Minnesota Cities to fund the legal challenges.

BE IT FURTHER RESOLVED that the City of East Grand Forks agrees to consider the funding request on a yearly basis if necessary.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed: December 15, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of the Council

I hereby approve the foregoing resolution this 15<sup>th</sup> day of December, 2015.

\_\_\_\_\_  
Mayor

## David Murphy

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**From:** Shannon Stassen [sstassen@crookston.mn.us]  
**Sent:** Friday, December 11, 2015 8:09 AM  
**To:** David Murphy  
**Subject:** RE: CGMC Voluntary Assessment

Hi David,  
At this point it is not something Crookston is considering.  
Shannon

**From:** David Murphy [mailto:dmurphy@ci.east-grand-forks.mn.us]  
**Sent:** Wednesday, December 09, 2015 9:54 AM  
**To:** Shannon Stassen  
**Subject:** FW: CGMC Voluntary Assessment

My first attempt was kicked back, let's try this again.  
David

**From:** David Murphy  
**Sent:** Wednesday, December 09, 2015 10:18 AM  
**To:** Shannon Stassen (sstassen@ci.crookson.mn.us); 'Larry Kruse'  
**Subject:** CGMC Voluntary Assessment

Good Morning Gentlemen,  
We had a Council Work Session last night and one of the items discussed was the Voluntary Assessment requested by the CGMC to challenge the water quality regulations. My Council is considering giving a straight contribution of \$1,000 and asked me to find out what – if anything – Thief River Falls and Crookston are contributing.  
Thank you .  
David

## David Murphy

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**From:** Larry Kruse [lkruse@citytrf.net]  
**Sent:** Wednesday, December 09, 2015 10:54 AM  
**To:** David Murphy  
**Cc:** sstassen@ci.crookson.mn.us  
**Subject:** Re: CGMC Voluntary Assessment

Last night our Committee recommended the \$1 per customer equalling \$3,390.

Sent from my iPhone

On Dec 9, 2015, at 9:51 AM, David Murphy <[dmurphy@ci.east-grand-forks.mn.us](mailto:dmurphy@ci.east-grand-forks.mn.us)> wrote:

Good Morning Gentlemen,

We had a Council Work Session last night and one of the items discussed was the Voluntary Assessment requested by the CGMC to challenge the water quality regulations. My Council is considering giving a straight contribution of \$1,000 and asked me to find out what – if anything – Thief River Falls and Crookston are contributing.

Thank you .

David

**RESOLUTION NO. 15 – 12 - 138**

**RESOLUTION IN SUPPORT OF IMPOSING A CITY SALES AND USE TAX**

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

**WHEREAS**, the City of East Grand Forks, (hereinafter “City”) after public input determined that it is in the best interest of the citizens of East Grand Forks to renovate the public swimming pool and construct neighborhood splash parks on the North and South end of the City (Nash and O’Leary Park);

**WHEREAS**, the City advertised competitive bids for the pool improvement project and awarded the 2012 City Pool Project No. 6 Pool Renovation to the lowest responsible bidder;

**WHEREAS**, the final project cost for the pool renovation project is \$2,122,529.00;

**WHEREAS**, the City authorized the City Engineer to do a feasibility study for the construction of the proposed splash parks;

**WHEREAS**, the cost estimate for the Nash splash park project is \$316,265.00;

**WHEREAS**, the cost estimate for the O’Leary splash park project is \$288,265.00;

**WHEREAS**, the City determined that the best funding mechanism for the construction project is the enactment of a local Sales and Use Tax; and

**WHEREAS**, the City proposes to hold a special election on February 29, 2016 for approval of the city voters to impose by ordinance a sales and use tax of up to 1% to pay all or part of the capital or administrative costs of acquisition, construction and improvement to the City’s public swimming pool and splash parks in Nash and O’Leary park.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**

1. That the City of East Grand Forks does authorize a special election to ask voters to impose a local sales and use tax of up to 1%;
2. That the City authorizes the revenue generated from the sales and use tax to pay all or part of the capital or administrative costs of acquisition, construction and improvement to the city public swimming pool and splash parks in Nash and O’Leary park;
3. That the authorized expenses include, but are not limited to acquiring property, paying construction expenses related to the renovation and/or the development of these facilities and improvements, and securing and paying debt service on bonds or

other obligations issued to finance acquisition, construction, improvement, or development of the public swimming pool and splash parks within the City of East Grand Forks;

4. That upon approval of the city voters at the special election if the City determines that it is in the City's best interest to finance the project with general obligation bonds, the City may issue, without an additional election, general obligation bonds of the City in an amount not to exceed \$2,820,000.00 to pay capital and administrative expenses for the acquisition, construction, improvement and development of the public swimming pool and splash parks within the City of East Grand Forks;
5. That if the City decides to finance the project with general obligation bonds the debt represented by the bonds must not be included in computing any debt limitations applicable to the City, and the levy of taxes required by Minnesota Statutes, section 475.61 to pay principal of any interest on the bonds must not be subject to any levy limitations or be included in computing or applying any levy limitation applicable to the City;
6. That the tax imposed by the City shall expire at the later of 5 years or when the revenues first meet or exceed an amount equal to \$2,820,000.00, plus associated costs, including interest, related to the issuance of bonds. The City may terminate the tax earlier if it so desires. Effective the day after local compliance with Minnesota Statutes 645.021.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed: December 15, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of the Council

I hereby approve the foregoing resolution this 15<sup>th</sup> day of December, 2015.

\_\_\_\_\_  
Mayor

**CITY QUESTION 1**

**TITLE: CITY SALES TAX FOR POOL RENOVATION**

SHALL THE CITY OF EAST GRAND FORKS BE AUTHORIZED TO IMPOSE A SALES AND USE TAX OF TO 1% FOR THE PURPOSE OF PAYING ALL OR PART OF THE CAPITAL AND ADMINISTRATIVE COSTS OF THE PUBLIC SWIMMING POOL RENOVATION PROJECT IN THE CITY OF EAST GRAND FORKS?

*(If authorized, the City may issue General Obligation bonds or obtain other appropriate financing in the principal amount of \$2,122,529.00 for the purpose of paying such capital and administrative costs of the project. Sales tax revenues will be pledged to the payment of the bonds or financing payment obligation. It is anticipated the tax will terminate in 5 years.)*

**CITY QUESTION 2**

**TITLE: CITY SALES TAX FOR SPLASH PARK CONSTRUCTION**

SHALL THE CITY OF EAST GRAND FORKS BE AUTHORIZED TO FUND SPLASH PARK CONSTRUCTION WITH THE SALES AND USE TAX?

*(If authorized, the City will include in the financing or issuance of the General Obligation bonds an additional amount of \$697,471.00 for the purpose of paying such capital and administrative costs to construct the Nash splash park and O'Leary splash park. Sales tax revenues will be pledged to the payment of the project financing or bonds payments. It is anticipated the tax will terminate in 5 years.)*

**RESOLUTION NO. 15 – 12 - 139**

**RESOLUTION TO AUTHORIZE A PROPERTY TAX ABATEMENT FOR VALLEY GOLF ASSOCIATION**

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

WHEREAS, Minnesota Statutes 469.1812 through 469.1815 authorize Property Tax Abatement for Community Development purposes; and,

WHEREAS, Valley Golf Association operates the golf course to the benefit of the City and its residents; and,

WHEREAS, Valley Golf Association requested financial assistance in the form of a property tax abatement from the City to address increased property taxes and added costs dating to the flood of 1997; and,

WHEREAS, The City Council of the City of East Grand Forks finds that a golf course provides hundreds of thousands of dollars in value to the community in the form of recreational opportunities, support to school activities, and community pride; and,

WHEREAS, the City Council believes and finds that the requested abatement of an estimated total of \$63,000 (sixty-three thousand dollars) is less than the benefit provided to the City and its residents and businesses; and,

WHEREAS, the City Council has determined that it is in the public interest to preserve or increase the tax base, provide employment opportunities, and to help provide access to public services for the residents; and,

WHEREAS, the City of East Grand Forks desires to authorize a five (5) year Property Tax Abatement for Valley Golf Association for the property taxes payable for parcels 83.04093.00, 83.00114.32, 83.00113.88, 83.00101.00, and 83.00093.00 in calendar years 2016-2020 in order to further the public interest.

NOW, THEREFORE, BE IT RESOLVED, the East Grand Forks City Council does authorize a Property Tax Abatement for Valley Golf Association for the property taxes payable in calendar years 2016-2020 with the following parameters required for participation:

1. Valley Golf Association shall provide an update of its financial condition by no later than August 1 of each year, beginning August 1, 2016, and going through August 1, 2020.
2. Valley Golf Association shall act to accommodate oversight representation by the City of East Grand Forks on its governing board.

3. The abatement of real property taxes shall be for five years for the property taxes payable in calendar years 2016-2020 for parcels 83.04093.00, 83.00114.32, 83.00113.88, 83.00101.00, and 83.00093.00.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the Resolution passed.

Passed: December 15, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 15<sup>th</sup> day of December, 2015

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: 12/10/2015

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: Jason Stordahl-Public Works Director

RE: Commercial Refuse Truck

Background: We have discussed the funding and purchasing of a new Commercial Refuse Truck in past Work Sessions. We now have the funds (budget \$270,000) and I and staff have researched multiple truck and compactor options. We have made a selection that we feel will fulfill or needs, and through the National Joint Powers Alliance and MacQueen Equipment received pricing on a new Peterbilt Truck & Heil Compactor. See purchasing price below.

MacQueen Equipment (pricing through NJPA):

2016 Peterbilt 320 equipped with Heil 28 cubic yard compactor	\$259,927.71
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Recommendation: Purchase a new commercial refuse truck and compactor from Macqueen Equipment (priced through NJPA) for \$259,927.71.

C:\Users\vmnelson\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\KQ64YLFA\Commercial Refuse Truck.docx

MAC QUEEN EQUIPMENT, INC.

QUOTE # 1160005 595 ALDINE ST. ST. PAUL MN, 55104 QUOTE DATE:

651-645-5726 WATTS 1-800-832-6417 11/07/15

ORDER: \_\_\_\_\_

FAX 651-645-6668

ORDER DATE:

CITY OF EAST GRAND FORKS  
600 DEMERS AVE

SHIP TO: CITY OF EAST GRAND FORKS  
1001 2ND ST NE

EAST GRAND FORKS MN 56721

EAST GRAND FORKS MN 56721

TERMS: N30

Customer P.O.: PENDING

SALES REP.: LARSON/WEIS

Customer Phone: 218-773-2483

QTY.	DESCRIPTION	EACH	EXTENDED PRICE
1.00	*2016 PETERBILT 320/ HEIL HP	259,927.71	259,927.71

PRICED OFF NJPA CONTRACT #112014  
COMPLETE TO CITY OF EAST GRAND FORKS, MN SPECIFICATIONS  
2016 PETERBILT 320 (AS PER ATTACHED SPECS)  
XGS AUTO LUBE CHASSIS & PACKER (PER ATTACHED SPECS)

HEIL HALFPACK 28 CU YD FRONTLOADER  
THROTTLE LIMIT KIT  
HOPPER WORKLIGHT  
DUAL FLOOD CONTAINER LIGHTS FORWARD FACING  
PETERSON MULTI FUNCTION LED LIGHT PACKAGE  
BODY SIDE ASSIST LIGHTS  
3RD EYE DOUBLE CAMERA W/LCD COLOR MONITOR (TAILGATE/HOPPER)  
CLEANOUT SHOVEL KIT  
MUD FLAPS ANTO SAIL IN FRONT OF REAR TIRES  
20# FIRE EXTINGUISHER  
ROOF ACCESS LADDER  
MOUNTED AT HEIL  
PAINTED IMRON WHITE TO MATCH CHASSIS  
F.O.B. EAST GRAND FORKS, MN  
DELIVERY 60 DAYS ARO, WILL ADVISE

SUB.TOT. 259,927.71

BUYER \_\_\_\_\_ SELLER \_\_\_\_\_

We reserve the right to change prices without notice. The price in effect at time of order will prevail, notwithstanding the prices shown herein. Sales tax and F.E.T. will be added unless tax exempt certificate is provided.

**RESOLUTION NO. 15 – 12 - 140**

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 23032 for a total of \$295.00.

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 \$295.00 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 December 15, 2015.

*Voting Aye:*  
*Voting Nay:*  
*Abstain:*

The President declared the resolution passed.

Passed: December 15, 2015

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 15<sup>th</sup> day of December, 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 3<sup>rd</sup> Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 23032 for a total of \$295.00.
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 December 15, 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: apassa  
Printed: 12/11/2015 - 4:23 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
22998	12/15/2015	BLI001	Bonnie L. Aamot	85.00	0
22999	12/15/2015	ADV001	Advanced Business Methods Inc	297.32	0
23000	12/15/2015	ALL002	All Pro Embroidery LLC	30.00	0
23001	12/15/2015	ALT007	Altec Industries, Inc	4,521.43	0
23002	12/15/2015	AME002	American Tire Service	455.00	0
23003	12/15/2015	AME008	American Tire Service Inc	590.80	0
23004	12/15/2015	AME005	Ameripride Linen & Apparel Services	159.39	0
23005	12/15/2015	AND006	Robert Anderson	300.00	0
23006	12/15/2015	BEC001	Becker Arena Products Inc	113.90	0
23007	12/15/2015	BER001	Bert's Truck Equipment	82.00	0
23008	12/15/2015	C&R001	C&R Laundry & Cleaners	50.32	0
23009	12/15/2015	CAR002	Carquest Auto Parts	79.44	0
23010	12/15/2015	COL004	Coldspring Memorial	106.00	0
23011	12/15/2015	COL002	Cole Papers Inc	315.00	0
23012	12/15/2015	CRO001	Crookston City	820.44	0
23013	12/15/2015	CUM001	Cummins NPower LLC	2,942.00	0
23014	12/15/2015	CUS002	Custom Stripes Inc	22.00	0
23015	12/15/2015	DAK004	Dakota Supply Group	78.65	0
23016	12/15/2015	DAK006	Dakota TV & Appliance	55.00	0
23017	12/15/2015	DJD001	DJ Dahl Inc	306.73	0
23018	12/15/2015	EAP001	EAPC Architects Engineers	270.36	0
23019	12/15/2015	EGF006	EGF City Petty Cash Ckng	3,679.16	0
23020	12/15/2015	EMP002	Emergency Medical Product Inc	45.88	0
23021	12/15/2015	EXP002	Exponent	375.26	0
23022	12/15/2015	ODL001	Fitzgerald, Reynolds & Harbott PLLP	1,034.00	0
23023	12/15/2015	GAL003	Galstad Jensen & McCann PA	12,855.25	0
23024	12/15/2015	GEO001	George's Quick Printing	800.00	0
23025	12/15/2015	GFC001	GF City Utility Billing	17,558.74	0
23026	12/15/2015	GFF001	GF Fire Equipment	267.63	0
23027	12/15/2015	GFH002	GF Herald	475.02	0
23028	12/15/2015	GFT002	GF Thur-O-Clean	1,350.00	0
23029	12/15/2015	GGF001	GGF Convention & Visitors Bureau	3,026.04	0
23030	12/15/2015	GLO003	Global Safety Network, Inc.	44.00	0
23031	12/15/2015	GRA008	Grand Forks City	69,869.00	0
23032	12/15/2015	HAR001	Hardware Hank	295.00	0
23033	12/15/2015	HAR003	Hart's Auto Supply	803.69	0
23034	12/15/2015	HAW001	Hawkins Chemical	621.00	0
23035	12/15/2015	HEA001	Heartland Paper	314.34	0
23036	12/15/2015	HUG001	Hugo's	322.23	0
23037	12/15/2015	IND006	Indepth Inspections LLC	28,923.78	0
23038	12/15/2015	INT003	Integra Telecom	93.16	0
23039	12/15/2015	JobsHQ	JobsHQ	1,193.80	0
23040	12/15/2015	KEI001	Keith's Security World	217.00	0
23041	12/15/2015	LAK001	Laker Chemical	2,151.25	0
23042	12/15/2015	LEA002	League of MN Cities	923.05	0
23043	12/15/2015	LIT001	Lithia Payment Processing	983.25	0
23044	12/15/2015	LUM001	Lumber Mart	30.80	0
23045	12/15/2015	MAR004	Marco	182.09	0
23046	12/15/2015	MAR001	Marco Inc	207.11	0
23047	12/15/2015	MLR001	Michael L. Miller	9,074.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
23048	12/15/2015	MID003	Midcontinent Communications	75.00	0
23049	12/15/2015	BCA004	MN Bureau of Criminal Apprehension	75.00	0
23050	12/15/2015	MND006	VOID****VOID****VOID*** MN I	276.00	0
23051	12/15/2015	MOO004	Moody's Investors Service, Inc.	11,000.00	0
23052	12/15/2015	BAR005	MSC Industrial Supply Co.	140.52	0
23053	12/15/2015	MTI001	MTI Distributing Company	114.52	0
23054	12/15/2015	MWO001	MWOA	15.00	0
23055	12/15/2015	ORE001	O'Reilly Auto Parts	1,299.63	0
23056	12/15/2015	OFF002	Office Depot	144.44	0
23057	12/15/2015	POL008	Polk County Sheriff's Office	6,547.49	0
23058	12/15/2015	PRA001	Praxair Distribution	31.14	0
23059	12/15/2015	PRE001	Premium Waters Inc	22.05	0
23060	12/15/2015	SPA001	Spare Husband Inc	1,157.50	0
23061	12/15/2015	SPR501	Springsted	645.00	0
23062	12/15/2015	SPR001	Springsted Incorporated	34,614.10	0
23063	12/15/2015	STE013	Stein's, Inc.	292.86	0
23064	12/15/2015	STE001	Stennes Granite	221.00	0
23065	12/15/2015	STU001	Stuart's Towing	250.00	0
23066	12/15/2015	SUN002	Sun Dot Communications	89.99	0
23067	12/15/2015	TFP001	TF Powers Construction	207,900.00	0
23068	12/15/2015	CHA001	The Chamber of EGF/GF	1,561.00	0
23069	12/15/2015	TRF002	Thief River Falls Police Department	1,676.31	0
23070	12/15/2015	USB501	US Bank	450.00	0
23071	12/15/2015	USB004	US Bank Equipment Finance	136.17	0
23072	12/15/2015	VAL002	Valley Truck	32.31	0
23073	12/15/2015	WAT001	Water & Light Department	141,454.24	0
23074	12/15/2015	XCE001	Xcel Energy	3,189.34	0
23075	12/15/2015	XER001	Xerox Corporation	178.53	0
23076	12/15/2015	ZEE001	Zee Medical Service	355.75	0
				583,341.20	
Check Total:					