

**APPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, NOVEMBER 24, 2015 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for November 24, 2015 was called to order by Council President Mark Olstad at 5:01 P.M.

CALL OF ROLL:

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

Karla Anderson, Finance Director; Greg Boppre, City Engineer; 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. Feasibility Study for Splash Park – Greg Boppre

Mr. Boppre reminded the Council they had authorized the engineers to prepare a feasibility study for potential splash parks and had Mr. Hermes continue. Mr. Hermes told the Council there were two packets, one that had information about the splash parks and the other packet had information about costs of running the splash parks. He reviewed three different locations on where the splash parks could be located which included O’Leary Park, Nash Park, and then on the far north end of the City. He explained each option in the different location, the costs of each option, and how the locations within the City were less expensive because the utilities, bathrooms, shelters, and parking were already available. Mr. Boppre added that the splash park on the north end would be more feasible in the future once the area in more developed, the utilities are in place, and there is a road out to it.

Mr. Hermes told the Council he had been working with Water Play on these estimates and how they had built the splash park at University Park in Grand Forks. He then reviewed the information on how much it would cost to run a splash park in East Grand Forks based on the 3,000 to 4,000 foot proposed splash pad. Council member DeMers thanked WSN for putting this together quickly, that the information gives a good illustration, and that they included three possible sites. He added how he thought this was feasible and he would support one or two splash parks. Council Vice-President suggested placing the splash pad on the northeast corner in Nash Park as possibility. Discussion followed about what would need to be set aside for depreciation, what the life of a splash park is, what kind of barrier there is that goes around the splash pad, and what should be considered to be included with the sales tax proposal. Mayor Stauss added that it will also depend on what the State will allow.

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

2. Consideration of Excess Liability Coverage for 2016 – Karla Anderson

Ms. Anderson informed the Council this is done every year, that they can review the options, but that the Council has usually picked option two. Council President Olstad stated the Council should stick with option two and asked if there were any questions.

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

3. Request to Authorize Use of Drug Task Force Vehicle – Mike Hedlund

Chief Hedlund reminded the Council how the Drug Task Force had expanded and may still be expanding with the addition of more agencies. He explained some of the funding for the task force comes from the sale of seized property such as vehicles. He stated how a 2011 Dodge Charger had been seized and the Drug Task Force approved the use of this vehicle by the School Resource Officer in East Grand Forks. He told the Council the vehicle needed to be outfitted which could be done using funds from the 2016 budget or through donations and that it would need to be added on the City's insurance. Discussion followed about how the vehicle would be labeled to show it was a police vehicle, a review of how the state statutes dictate when property can be seized, and if this vehicle was auctioned off the City would only receive a percentage of the funds since it was a drug seizure and most of the funds would be going to the drug task force. Council member Buckalew informed the Council that a lot of thought being put into how the vehicle was going to be labeled so it sent the correct message to youth.

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

4. Discussion on Sale of Sunshine Terrace – Ron Galstad/David Murphy

Mr. Galstad informed the Council that currently the EDA is listed as the owner of Sunshine Terrace and that there is a 20 year deferred loan on the property for one million dollars. He explained the process the City would have to go through and the different agencies that would be involved if it had been decided to move forward with the sale of the property. Discussion followed about the possibility of hiring a management company to manage the building for the City.

5. Northland College Non-Exclusive Agreement – David Murphy

Mr. Murphy told the Council the contract between the City and Northland College was about to expire for the use of the parking lot for their truck driving program. He said that the City has not been notified about any issues in regards to their use of the parking lot. Mr. Galstad stated he had not heard of any issues but requested the Public Works Director take a look at the parking lot to see if there is any damage that has been done.

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

6. Discussion of Legal Contract – David Murphy

Mr. Murphy informed the Council the legal contract was going to be expiring at the end of the year.

He stated he had asked Mr. Galstad to prepare a proposal which consisted of no increase for 2016 from the current rates but that there would be an increase from \$5,500 to \$5850 for prosecution services per month as well as the increase of \$120 to \$125 per hour for civil services. A short discussion followed about how the rates are reasonable and that the new contract will be for three years.

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

7. Other

Chief Larson informed the Council he had received a resignation from an employee. He stated that he would like to start the process soon and that the position requires Firefighter 2 Certification as well as being an EMT.

Ms. Nelson informed the Council the job of accounting technician had been offered to one of the candidates. She explained the person that was offered the position had ten years of experience with payroll and accounts payable and through a negotiating process the request was made to place the candidate on step five instead of step one. Council member Vetter asked what step the person who had left was at. Mr. Murphy stated she was at a step 4.

Mr. Murphy informed the Council that his daughter was going to be having surgery in December and that he would have to be out of the office for some time and then be in and out of the office during her recovery but he would be available by phone during this time.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE NOVEMBER 24, 2015 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:56 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer