

**APPROVED 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 3rd 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, 4th 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 (2nd Reading).

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT ORDINANCE NO. 16, 4TH 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 (2ND 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.

David Murphy, City Administrator/Clerk-Treasurer