

**AMENDED AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 5, 2016 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A 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.”

ANNUAL BUSINESS:

1. SET TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS

Consider adopting Resolution No. 16-01-01 a Resolution to set time and hour of regular City Council Meetings and Work Sessions.

2. DESIGNATE OFFICIAL NEWSPAPER

Consider adopting Resolution No. 16-01-02 a Resolution to designate The Exponent as the official newspaper.

3. DESIGNATE FINANCIAL DEPOSITORIES

Consider adopting Resolution No. 16-01-03 a Resolution to designate the following financial depositories.

- (A) American Federal
- (B) Frandsen Bank & Trust
- (C) Morgan Stanley-Smith Barney
- (D) Multi-Bank Securities
- (E) Dain Rausher
- (F) PMA - 4M Fund

4. DESIGNATE ACH ORIGATION & ONLINE BANKING

Consider adopting Resolution No. 16-01-04 a Resolution authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination and for online banking:

Name and Title

- (A) Lynn Stauss, Mayor

- (B) David Murphy, City Administrator/Clerk-Treasurer
- (C) Megan Nelson, Executive Assistant
- (D) Terry Knudson, Accounting Technician
- (E) Karla Anderson, Finance Director
- (F) Audrey Passa, Accounting Technician

APPROVAL OF MINUTES:

- 5. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of November 24, 2015.
- 6. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of December 15, 2015.
- 7. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of December 21, 2015.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

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

- 8. Consider approving the application for an Exempt Gambling Permit for a raffle for the East Grand Forks Police Officers Association to be held April 15, 2016 at the East Grand Forks Police Department, 520 Demers Ave, East Grand Forks, MN 56721 and waive the 30-day waiting period.
- 9. Consider adopting Resolution No. 16-01-05 designating “C&H Insurance” as the insurance agency to handle City Policy for 2016.
- 10. Consider adopting Resolution No. 16-01-06 approving the 2016 Administrative Services Agreement with Select Account.
- 11. Consider adopting Resolution No. 16-01-07 enabling elected and/or appointed officials of the City of East Grand Forks to be covered by the Minnesota Workers Compensation Law.
- 12. Consider adopting Resolution No. 16-01-08 approving the following Boards & Commission appointments and reappointments as presented by the appropriate elected officials.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

- 13. Regular meeting minutes of the Water, Light, Power, and Building Commission for December 3, 2015.
- 14. Regular meeting minutes of the Economic Development Authority for December 1, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

- 15. Consider adopting Resolution No. 16-01-09 waiving the monetary limits on tort liability without purchasing excess liability.
- 16. Consider adopting Resolution No. 16-01-11 accepting responsibility as the sponsoring agency for the transportation alternative project for the Bygland Road bike lane facility.

CLAIMS:

- 17. Consider adopting Resolution No. 16-01-10 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 23156 for a total of \$491.60 whereas Council Member Buckalew is personally interested financially in the contract.
- 18. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings:

Meeting days and times will be determined after the 1st meeting of the year.

RESOLUTION NO. 16 – 01 – 01

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

BE IT RESOLVED, by the City Council of the City of East Grand Forks, Minnesota, regular city council meetings will be held on the first and third Tuesdays of each month at 5:00 p.m. and the work sessions will be held on the second and fourth Tuesdays of each month at 5:00 p.m. for the 2016 year.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of January, 2016.

Mayor

RESOLUTION NO. 16 - 01 - 02

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

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that *The Exponent* is hereby designated as the 2016 official city newspaper, in which shall be published all matters indicated in Section 10.01 of the City Charter.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of January, 2016.

Mayor

RESOLUTION NO. 16 - 01 - 03

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

WHEREAS, the following institutions have presented a proposal to act as depository of City funds and has filed an Assignment of Securities in Lieu of Bond by Public Depository with the Administrator/Clerk-Treasurer of the City of East Grand Forks, Minnesota; now therefore,

BE IT RESOLVED, by the City Council of the City of East Grand Forks, Minnesota, that the said proposals be hereby accepted and made a part hereof by reference and that the following listed financial institutions, be hereby designated as depositories for the next year in which the Administrator/Clerk-Treasurer of the City shall keep and deposit monies of the City until a new designation is made, subject to the condition that other or additional depositories may be designated at any time:

American Federal
Frandsen Bank & Trust
Morgan Stanley-Smith Barney
Multi-Bank Securities
Dain Rausher
PMA - 4M Fund

BE IT FURTHER RESOLVED, that the securities as itemized on the Assignment of Securities filed with the Administrator/Clerk-Treasurer, be hereby approved as security for City Deposits and that the Assignment of Securities be made a part hereof by reference.

BE IT FURTHER RESOLVED, that the Administrator/Clerk-Treasurer is authorized to accept future securities as authorized by law for City deposits.

BE IT FURTHER RESOLVED, that there be no maximum amount which may so be deposited in said depository and that said depository shall furnish proper securities as stipulated by statute.

BE IT FURTHER RESOLVED, that the Administrator/Clerk-Treasurer is hereby authorized for and on behalf of the City to open or continue an account or accounts with and on behalf of the City to open or continue an account or accounts with said depositories and to execute and deliver to said depositories signature card or cards supplied by said depositories containing specimen signatures of officers or other persons hereinafter named and assenting to said depositories' rules and regulations governing accounts, and is also authorized for and on behalf of the City to endorse or cause to be endorsed and to deposit or cause to be deposited in such account or accounts from time to time checks, drafts and other instruments and funds payable to or held by the City.

BE IT FURTHER RESOLVED, That checks, drafts and other withdrawal orders and any and all other directions and instructions of any character with respect to funds of the City now or

hereafter with said depositories may be signed by any two of the following, with the exception that the Administrator/Clerk-Treasurer is authorized to make withdrawals and deposits for investment by himself:

Lynn Stauss, Mayor
David Murphy, City Administrator/Clerk-Treasurer
Karla Anderson, Finance Director

and said depositories are hereby fully authorized to pay and charge to such account or accounts any checks, drafts and other withdrawal orders so signed, and to honor any directions or instructions so signed, whether or not payable to the individual order of or deposited to the individual account.

BE IT FURTHER RESOLVED, that the Administrator/Clerk-Treasurer is hereby directed to remit funds for payment of both principal and interest as the same become due on all issues of City of East Grand Forks Bonds, Certificates, and other instruments of indebtedness, to the paying agent specified therein.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th day of January, 2016.

Mayor

RESOLUTION NO. 16- 01- 04

CORPORATE AUTHORIZATION RESOLUTION

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

WHEREAS, the City Council of the City of East Grand Forks, Minnesota, has designated American Federal Bank as a depository with ACH origination and online banking; and

BE IT RESOLVED By the City Council of and for the City of East Grand Forks, Minnesota, as follows:

1. The City agrees to the terms and conditions of any account agreement approved by the City Council and properly opened by any representative(s) of the City identified in the following Paragraph 2, and authorizes American Federal Bank to charge the City for all checks, drafts, or other orders, for the payment of money, that are drawn on American Federal Bank by any representative(s) of the City identified in the following Paragraph 2, regardless of by what means the facsimile signature(s) may have been affixed so long as they resemble the signature specimens listed in Paragraph 2 and contain the required number of signatures for this purpose.
2. The persons listed below (subject to any expressed restrictions) are authorized for ACH origination and for online banking:

Name and Title	Signature
(A) Lynn Stauss, Mayor	_____
(B) David Murphy, City Administrator	_____
(C) Megan Nelson, Executive Assistant	_____
(D) Terry Knudson, Accounting/HR Technician	_____
(E) Karla Anderson, Finance Director	_____
(F) Audrey Passa, Accounting Technician	_____

BE IT HEREBY FURTHER RESOLVED that the City Council has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the foregoing resolution and to confer the powers granted to the person named who have full power and lawful authority to exercise the same.

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of January, 2016.

Mayor

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, NOVEMBER 24, 2015 – Following the Work Session**

CALL TO ORDER:

The Meeting of the East Grand Forks City Council for November 24, 2015 was called to order by Council President Mark Olstad at 6:01 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.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

1. Discussion with Valley Golf Representatives regarding requested tax abatement.

Council member Pokrzywinski welcomed the representatives from Valley Golf and asked them to introduce themselves and say what their role is. Mr. Jay Frydenlund stated he was the President of the board, Mr. Larry Sloan introduced himself as the Vice-President; Mr. Dan Filipi stated he was the treasurer, and Mr. Dave Garrett said he was the secretary. Council member Pokrzywinski said the reason why he was starting was because Valley Golf approached the City and the EDA about adjusting the terms of their loan. He said the EDA Board has agreed to re-loaning up to the original amount of the loan as well as giving a vacation of the resumption of the payment and asked Mr. Gorte to fill in the details.

Mr. Gorte explained they were looking at refunding the loan which would have been approximately \$75,000 in additional funding as well as a five year period where payments were not required but interest would be accruing. Council member Pokrzywinski said the history of this was that the levy system cut through the golf course which changed the course and put them in a difficult position as well as a substantial amount of debt to rebuild the clubhouse. He said they have also been hit with property taxes with a change in the classification going from under \$10,000 per year in taxes to \$40,000 a year in taxes. He added there have been more struggles they have had. He continued to say there are some difficult choices if a golf course is going to be kept in East Grand Forks. He said from what he has learned and from the people that he talked with they do want to keep it, it is a nice amenity, and there is a lot invested in the north end development. He said the City should go all in to make sure that Valley Golf is a great viable course that attracts members, golfers, and makes the development attractive so people move in and build homes.

Council member Pokrzywinski said the request from Valley Golf is for a five year tax abatement. He added there was discussion about a ten year abatement but that stretches the Council to make a commitment longer than most would be comfortable with. He said in five years this can be looked at again and by that time there may be some help from the State or property tax relief. He continued saying there were several other components which the City should partner with Valley Golf and to help make sure they turn things around and get back to a profitable golf course. He mentioned the EDA Board is working on many bold and aggressive ideas for the north end.

Council member Tweten asked about the increase in their taxes and asked if the City should try and get the classification changed through legislation. Council member Pokrzywinski said the City should try everything we can but this was the immediate solution allowing them to stay operational. Council member DeMers asked what the City's legal ability to abate and if there was a limit on what was allowed. Mr. Galstad said abatements were done all of the time and the Council would be allowed to abate the City's portion of the taxes. He said they would also have to speak with the school and county for their portions. He said he would have to look into what length of time would be allowed. Mr. Gorte said the City uses abatement for the residential program as well as when it is covered by tax credits for industrial or commercial properties. He said he did not find any situations where taxes were abated and not back filled like in this situation. Council member DeMers said he thought the residential tax abatement was allowed by state statute. He said the City has done this in specific cases and asked to have this checked into before this goes too far. Mr. Gorte said the materials from DEED identify tax abatement as something local communities can do at their own discretion.

Mayor Stauss said he wasn't sure what year it was but the Governor changed the property tax on golf courses and this may be something they will not be willing to just let it go. He said the City does not want to own the golf course but asked what if the City owned it and leased it to them. Mr. Galstad said Pawlenty changed the rules so even though the land is owned by the City, by virtue of them leasing the property it becomes taxable to them. Mayor Stauss worries about five years down the road where things will be at and asked if the golf courses in Grand Forks make a profit. Mr. Frydenlund said both courses were owned by the City of Grand Forks so it is a tough comparison. Mr. Sloan said the park district in Grand Forks assesses tax and last year there was \$140,000 given to King's Walk and \$30,000 was given to the Lincoln course from the park district because they are a taxing body.

Council President Olstad asked them to review the process that was done up to this point. Mr. Frydenlund said they hadn't talked with the County at this point but did have an agreement in kind with the school that if the City approves the abatement the School would agree to that as well. He said if positive progress was made they were then going to contact the County. Council President Olstad asked if it was approximately \$11,000 per year in taxes the City would collect from the golf course. Mr. Gorte said that was correct. Council President Olstad said it would be approximately a \$55,000 impact. Mr. Filipi said it was approximately \$11,500 for the City based on the 2015 taxes, \$4600 for the school, and \$8,900 for Polk County.

Mayor Stauss said it was mentioned about the levy going through the course and how things really took off for a while. He stated how things seem to change about five years ago and asked if they had any reasoning on why that happened. Mr. Filipi said it really took off when Lincoln changed from an eighteen hole course to a nine hole course. He added that King's Walk wasn't up to where it is today and they had the benefit of more people playing.

Council President Olstad said he wanted to review things so everyone has the understanding what the impact would be and where things are at. He asked if the school had agreed to a five year abatement. Mr. Filipi said the school will match what the City does. Council President Olstad said if the five year abatement is agreed upon by all three entities that would equal to approximately \$125,000 along with working with the EDA on other things he asked what they will be able to do or what the plan was. Mr. Filipi said if they were able to get the \$75,000 they would be paying the real estate taxes which they currently were in arrears on by approximately \$21,500 for the second half of the year because they didn't have the money. He added it would also allow them to pay next year's taxes and that would be it.

Council member Pokrzywinski recommended what the City does is like one leg of a three-legged stool and the other two legs being Valley Golf along with their users, and the financial institution that is involved. He said there is very little that can be done in the financial world. He stated the staff, board, and members of Valley Golf need to promote what they have going on out there and building their customer base. He explained how they will be partnering with the EDA and the things the EDA has going on in marketing the development out there. He said he can't make any predictions but he promised that they will be working very hard. He added he was optimistic with the new management of the EDA that things will start taking off out there. He stated the other alternatives are the City taking over the golf course or the golf course closing and that neither of them are good options. He said it is not something he will allow to happen while he is on the Council.

Council Vice-President Grassel asked if the loan was re-amortized to \$75,000 with no payment for five years had to be on a separate resolution or if this could all be put on one resolution. He said the money was going to come out of the 280 account so the EDA would need to have the City's approval to do so. Mr. Gorte explained there would be a resolution dealing with the tax abatement and then a resolution accepting and approving the EDA actions regarding the loan. Mr. Frydenlund commented the five year freeze on the loan is new information to them. He said the tax abatement would allow them to get moving in the right direction. He stated the \$75,000 loan would be a last course of action to make sure they have their bills paid but the tax abatement would get them going into the next year. He continued saying they have a good five year plan and they have good people in positions to make a change. He said again the information about the loan is new information to them.

Council member Pokrzywinski said the loan and different terms had been discussed but the golf course would like to pay the loan off. He said that would give them breathing room but he didn't think it was all together necessary. Discussion followed about what had been discussed regarding the current loan. Mr. Filipi said different terms were in discussion only and was not something they requested. He added the last time they met he had presented part of their budget and that they are still trying to get eight years out without trying to re-amortize the loan. He said so many things are paid off eight years from now which would include the loan with the City if it is not re-amortized. He added the bulk of the City special assessments will also go away. He said the payments would total up to approximately \$65,000. Council Vice-President Grassel asked they are saying they do not want the \$75,000. Mr. Filipi stated he wasn't saying that but they haven't officially requested it yet. Council Vice-President Grassel said the Council did not have to act on that yet then.

Council member Vetter asked if the Council approves the tax abatement how it would get paid for. He commented that the housing tax abatements program brings in new property which is a benefit for the

City. He said the State reimburses the City for the other tax abatements for industrial and commercial properties so the City is not losing any money on those. He commented the current budget only had a cushion of \$53 and asked where the remainder was going to be coming from. Council member DeMers asked what the requested abatement dates were. Mr. Gorte said it would be 2016 through 2020. Council member Pokrzywinski asked if an abatement was done would it be cut from the budget or would the levy amount be the same and spread out over the rest of the properties, or would it have to be found in the current budget. Mr. Murphy said if the abatement is approved the money is given back so it would have to come out of the current budget so it would not be spread out among the other properties. Council member Pokrzywinski said that was not his understanding of it from the last time it had been discussed.

Mayor Stauss stated the City has been paying over \$100,000 a year in special assessments. He asked if the City sold some lots, could those funds be used, and he wasn't sure if enough lots could be sold to cover that amount. Discussion followed about all of the different things those funds are earmarked for. He said whatever way they look at it the City will have to help if they want to keep the golf course and added how it is needed in the community. He said that a lot of money is spent on recreation for the community and he believes if there is some way to help keep them in operation the community will be better because of it. He added the golf course will help in trying to sell the lots on the north end so if there is a way it can be worked out the City should do it.

Council member DeMers asked what the membership was like at the golf course. Mr. Frydenlund said it ranges from 200 for a high and down around 170 for a low. Council member Buckalew said he agrees with the Mayor that his amenity is needed in the community and if they shut down it will be a very big eyesore. He said his concern is the cash flow that is needed for replacing equipment and doing the things that are needed. He said it had been mentioned around \$60,000 per year number as a cash deficit and asked if that was correct. Mr. Filipi said it depended on what they did with equipment. He said they had looked if they did replace everything it was around \$100,000 but more than likely it will be around \$60,000 for equipment that will be leased over the next five years. Council member Buckalew said his concern was that if they get \$40,000 per year back from taxes they are still short. He said the difference between coming up with \$11,000 compared to \$140,000 if the City owned it and had to operate it. He commented again that he is still concerned about the \$25,000 shortfall and would like to see how they will be coming up with the difference.

Mr. Frydenlund said they hired a course superintendent who is changing things around for the better. He said a lot more was spent on the course to get things where they needed to be. He stated the second thing is they have been working on how to create more revenue by looking into corporate sponsorships and the pro shop manager who will be creating revenue possibilities for next spring. He added they will be doing everything they can as a board, they have good people in place, and they are hoping for a kick start in the right direction to get things back on track financially.

Mr. Murphy said he wanted to follow up about Council member Pokrzywinski's question. He said when a Council passes a property tax levy a certain amount of those taxes just don't come in. He stated an example is the golf course not paying a portion of property tax, that amount will not be coming in, and it is for reasons like that City's have a fund balance. He explained some years more is made if a tax forfeit property is sold and other years less comes in because of the tax delinquent properties. Mr. Murphy commented how if they don't pay taxes next year the City would not be

collecting the \$11,000 anyway and then would be covered by the fund balance. He said he just wanted to clarify.

Council member Pokrzywinski said he just had a couple more things. He stated he was going to say what Council member Buckalew said, yes it is \$11,000 if the Council moves forward with this and asked how much would it be if the City would run a municipal golf course. He stated that would be a really big number and it wouldn't be run as well as in the private sector. He added he thinks the City is committed to doing this and asked how easy it would be to attract people to build new homes in the development. He said that it adds to the value of the land and development and ensures there is a real possibility of growth on the north end. He stated one final thing that had been discussed with Valley Golf board members which was that with this commitment made between them and both the City and EDA, that it is appropriate for the City to have greater oversight. He said they were very open to have representatives from the City sit in on board meetings which is something the public would expect and it is the responsible thing to do.

Council member DeMers asked if any market analysis had been done regarding membership fees. Mr. Sloan said that was something they do on an annual basis, review rates, and try to keep a competitive rate. He said as they go forward the rate should be able to be increased because of a variety of reasons. He stated they look at where things are at and if they can raise rates without suffering ill-effects from it. Council member DeMers asked what the ratio of people who play that are from East Grand Forks residents versus people from out of town. Mr. Frydenlund said he didn't have that information but majority of those with memberships were from East Grand Forks. He added that if they have a quality product the number of people from Grand Forks that come over and play increases. Mr. Sloan said they do have some people from Grand Forks since the rate is a little better at Valley Golf.

Council President Olstad said he is more than willing to move forward and vote on this the following week. He added how the golf course is a great asset to the City, that it is great the City and Valley Golf can work in a partnership moving forward especially with the City lots available up there. He said something should be done and he is willing. Mayor Stauss said originally the stock holders each put in \$1000 or \$500 and asked if there were any way they would be able to collect something like that again. He stated that is how it was started which is the same way many things were started in East Grand Forks. Mr. Frydenlund said it was tough to do. Council member Pokrzywinski stated they had tried doing that.

Council member Buckalew said was familiar with the process in Arizona called the preservation fund. He said it is like the legacy fund. He said with the sale of any property there is a fee that goes to a recreation group to support and keep up the recreation facilities. He added he didn't know what it would take from the City perspective, how some years the amount being collected could be different depending on the economy, and asked if that was something that could be done in Minnesota. Council member DeMers said the City already has a park dedication fee that go with new plats. Council President Olstad added that it could be park dedicated land. Mr. Murphy said during early 2000s leading up to 2008 he said it was very common for cities to add on fees to lot sales where funds would even go to schools. He said it was doable in Minnesota but it can be controversial.

Council Buckalew said there had been discussion about if the sales tax should be a half percent or one percent. He added there were provisions that this can't be used for operation deficit but it can be used

for assets and so forth. He asked there would be support something at Valley Golf with an additional half percent. Council member Pokrzywinski said his concern was that if things kept getting added on to what the sales tax would be used for and it will not get passed. He added the Council should keep it simple, getting that passed is the number one priority as well as getting it approved by the State Legislature. Mayor Stauss added he wasn't sure if the State legislature would support it if some of the funds were going to a private entity.

Council member DeMers said he could get behind of an abatement project but he would like to meet in the middle as far as a rate hike. He said if Council commits the City to this the members and those that use the golf course need to show that they are willing to step up as well. He added that it is an asset to the City but it is also an asset for those that use it. Council President Olstad asked if Council member DeMers was asking the golf course to implement a rate hike on their memberships. Council member DeMers said he doesn't know if it would be for memberships or green fees. Council Vice-President Grassel said if that happens the golf course may be priced out of membership so the Council will need to be careful of what demands are put on them. Mr. Frydenlund said they typically raise the rates every two years but it is something that is looked at every year and is addressed on a yearly basis.

Council member Vetter said the Council should maybe pass a two year abatement because the golf course is talking about marketing and things on their end and revisit this in two years. He added if things have taken off they may not need a five year abatement. He added he will need to know how this will be paid for before he votes on it. Discussion followed about how long of an abatement should be allowed. Council member Pokrzywinski said he was in favor of putting a five year abatement before the Council and if that fails then move on to the next level.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE NOVEMBER 24, 2015 MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:47 P.M.

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

Voting Nay: None.

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, DECEMBER 15, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for December 15, 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 Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Gorte, EDA Director; Mike Hedlund, Police Chief; Jeremy King, Public Works Supervisor; 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 “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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL

MEMBER POKRZYWINSKI, TO APPROVE ITEMS ONE (1) THROUGH THREE (3).

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

Voting Nay: None.

Absent: Vetter.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

4. Public Hearing on the property tax rebate or abatement under the New Construction Housing Project program.

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

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

Voting Nay: None.

Absent: Vetter.

Mr. Gorte stated that the Council was required to hold a public hearing for the tax abatement that had been approved at a prior meeting with the passing of a resolution. Council President asked if there were any questions. There were none.

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

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

Voting Nay: None.

Absent: Vetter.

5. Public Hearing to consider granting a property tax abatement for five years for Valley Golf.

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

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

Voting Nay: None.

Absent: Vetter.

Mr. Gorte stated there was a statutory requirement of a public hearing for tax abatement. Council President Olstad asked if there were any questions or comments. There were none.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GRASSEL, TO CLOSE THE PUBLIC HEARING.

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

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 10th 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 3rd 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, 4th Series Summary to be published in the official paper.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE ITEMS SIX (6) THROUGH TEN (10).

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

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.

Mr. Brian Nowak introduced himself to the Council as the business agent for the Teamsters Local 120.

He thanked the Mayor and Council and informed them he was coming before the Council asking them to consider a fair wage increase for the City of East Grand Forks Public Works Department employees. He said he represents the workers who plow the streets in the winter and maintain them in the summer months. He stated these workers are the backbone of the community, going to work each day or night, and in all types of weather conditions. He explained how they answer the call when conditions are at their worst and miss out on their child's birthday parties, school plays, or even Christmas Holidays. He added when it snows they go. He said they take pride in their work and many times it goes unnoticed. He stated people wake up on a cold winter morning with the streets cleaned and salted which some have to come expect. He said the workers were just asking to maintain a good quality of life. He listed cities where employees had received 3% or 2.5% wage increases for each year of their contracts. He asked the Council to take further consideration to the proposals that he had provided.

Council member Tweten stated that the City Council along with other groups follow the consumer price index or cpi, which is helped to determine a salary rate increase because of inflation. He explained that in 2015 there was no increase given to veterans or those on social security since there wasn't a rise in inflation. He stated the City Council had included a 2% increase for a cost of living increase for employees. He then reviewed the inflation rates, unemployment rates, and stated again that the senior residents will not be receiving an increase to their social security, the city has had its challenges with budgeting, and that the Council has been told by some residents that if taxes keep increasing they will have to move. He asked if the Council should raise real estate taxes even though there wasn't an increase and possibly force people from their homes. He said he understands unions, been a part of unions, and that over the years the Council has worked hard to have good work conditions. He reminded everyone about the school referendum and stated there is a limit to what can be put on the residents. He added there were some things that had been suggested that he agreed with when it comes to safety equipment and safety training. He stated that he does not want to have seniors lose their homes which in his opinion will happen. Council member Tweten said the Council voluntarily did include an increase for the workforce. He said they will need to recognize that conditions are changing and when they are making demands they need to realize the effects of what is being asked for. He asked them to take another look at it.

Mr. Nowak thanked Council member Tweten for his comments and added that they have no intentions of putting anyone out on the street. He said their intentions are sincere that as things continue to increase the cost of living cola may not be putting out increases but everything else continues to go up which is a struggle for the workers. He continued to say the Council could maybe take a look at this for the future since the budget had been set for 2016 and how there may be an opportunity for something more than had been offered. Mayor Stauss stated that if the increases in the levy for 2015 and 2016 were added together it would be close to a million dollars. He said the Council is very generous offering the 2% because the cost of living hasn't increase and the average person will not be receiving an increase in wages. He said with the 2% the Council is doing a good job and the workers are valued. He ended by saying he thinks the 2% increase is a good offer.

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.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ACCEPT AND RATIFY THE REVISED LOT PRICES FOR CITY OWNED LOTS AS PROPOSED AND ADOPTED BY THE ECONOMIC DEVELOPMENT AUTHORITY BOARD.

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

16. Consider adopting Resolution No. 15-12-136 clarifying the principal uses of the monies received from the sale of city-owned residential lots.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-12-136 CLARIFYING THE PRINCIPAL USES OF THE MONIES RECEIVED FROM THE SALE OF CITY-OWNED RESIDENTIAL LOTS.

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

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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE PURCHASE OF RADIOS FOR THE EAST GRAND FORKS POLICE DEPARTMENT FROM STONE'S/MOTOROLA IN THE AMOUNT OF \$154,094.26.

Council member DeMers commented at the previous meeting Chief Hedlund had mentioned he was working with Mr. Stordahl and asked if radios for the Public Works Department was included in the quote. Chief Hedlund said this bid was just for radios for the police department. Council member Buckalew said that when he was looking over the bid he saw there was about \$70,000 to \$75,000 that was going to be spent on a dispatch console. He commented how there is a dispatch center in Crookston that dispatches the East Grand Forks Fire Department, the City of Crookston, and Polk County. He said they may not be ready to dispatch the police department, he is not interested in reducing the force of the police department, and if the City spends that much on a console now and there is a plan to combine dispatch with the County within a year or two the Council should discuss this. He stated how the extra person could be used on the street or they could be used in investigations if that would be a better use of money and asked Mr. Hedlund to answer some questions.

Chief Hedlund said this topic had been looked at long before he had become Chief, been reviewed several times since he has become chief, and at this point there hadn't been any action taken moving towards combining dispatch centers. He explained that he has argued the City should not transfer over

to Polk County Dispatch and he still feels that way. He stated there would be some advantages to switching over but he feels the advantages keeping dispatch outweighs changing. He explained how the jail would become useless since the dispatch also serves as the jailer and if the County was dispatching people would have to be transported to Crookston or an officer would have to sit and monitor the person which would take them off the street. He said from a public service standpoint he doesn't feel they would be able to provide as good public service to the citizens by turning into a Monday through Friday 8 to 4 business like City Hall. He said right now residents are able to come in any time to file reports, get answers, pay fines, etc. He added by doing their own dispatch he feels they can provide better service to the residents, one reason being the dispatch center doesn't know the area as well. Chief Hedlund informed the Council that Crookston still does their own dispatching Monday through Friday 8 to 4 so the Police Department would still need a dispatch console during those times. He explained how the department needs to transition over to the 800 trunk radios which will not be able to function nearly as well with the older console and would have to be done using a portable dispatch.

Council member Buckalew said the Council will need to agree that if \$75,000 will be spent on a console they will be committed to this arrangement for a period of time. Council member Pokrzywinski said he has had long discussions about this with the Chief, that he respects his opinion, and respectfully disagrees with parts of it. He explained that it was his opinion that it is a worthy debate, there are pros and cons to both ways of doing things, and a pro of combining dispatch would eliminate a duplication of service. He said until this community is united behind that effort he does not want to move forward until there is a large consensus to do it. He added he is not ready to have debate and move ahead with the purchase of this equipment so the police officers have the necessary equipment to keep the community safe. Council member DeMers said he concurs with both positions and thinks there needs to be a better strategy before moving forward as well as knowing what the costs are. He said the argument about having services 24 hours a day do not hold water but the jail is the key to that issue. He added today's force should not be hindered because of the Council.

Council member DeMers asked if console is next generation capable. Chief Hedlund stated they did not handle the 911 calls and those are transferred to the City by Polk County since they come in by phone system. He added the console is just for radios. Council member DeMers asked if they would be able to take anything else going forward. Chief Hedlund explained the State only allows public safety answer points in certain areas and in this area that is Polk County. Council member DeMers asked what the integration would look like with Polk County and if it helps. Chief Hedlund said it gets the City closer since the County is already operating on the 800 system. Council member DeMers asked if additional training will be required. Chief Hedlund explained each officer is required to take training for the 800 radio system and that the cost of training was not included with this purchase.

Council President Olstad said one thing he agreed with is that a discussion needs to be a discussion with the community about this topic. He added this purchase will help with the drug task force communications also. Chief Hedlund said the department did have some 800 radios which are used. Council President Olstad asked to have information from Crookston on how they run the police department for future discussions since they are also tied into the County. Council President Olstad commented how he has served on the drug task force board, seen what they do and that this is something that is essential to keep people safe. He added this will have to be addressed and discussed more in the future.

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

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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE 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.

Mr. Galstad said he did have an opportunity to speak with Mr. Stocker and Mr. Thompson about this. He explained this had been discussed the previous week at their township meeting and if approved they are prepared to sign the agreement which would finalize the annexation of the 40 acres.

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

19. Consider adopting Resolution No. 15-12-137 approving a voluntary contribution to fund the environmental program for the Coalition of Greater Cities of Minnesota.

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 15-12-137 APPROVING A VOLUNTARY CONTRIBUTION TO FUND THE ENVIRONMENTAL PROGRAM FOR THE COALITION OF GREATER CITIES OF MINNESOTA.

Council member Buckalew asked if it has been changed to a \$1000 on the resolution. Council Vice-President Grassel said it was.

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

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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 15-12-138 AUTHORIZING A SPECIAL ELECTION FOR FEBRUARY 29, 2015 TO CONSIDER THE IMPLEMENTATION OF A LOCAL SALES TAX.

Council member DeMers requested to review the wording of the questions and look at having just one

question. Mr. Galstad stated the resolution was drafted to allow the Council to decide if they wanted one question or two. Council President Olstad asked if the ballot question have to be an addendum to the resolution. Mr. Galstad stated the resolution had to be passed by the Council and the ballot question has to be determined and provided according to the timeline of the County's. Council President Olstad asked if it was on the same timeline. Council member DeMers asked if a separate resolution had to be passed approving the wording of the question. Mr. Galstad said the Council could just have to pass by a motion. Discussion followed about how the state statute did not require the question be included in the resolution, that by passing the resolution the City was not tied to either question that had been listed, and the City would still have time to discuss and debate what the question or questions should be. Council President Olstad clarified that this resolution would notify the State about the special election and not set the question or questions.

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

Voting Nay: None.

Absent: Vetter.

21. Consider adopting Resolution No. 15-12-139 authorizing a property tax abatement for Valley Golf Association based on the set parameters listed.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 15-12-139 AUTHORIZING A PROPERTY TAX ABATEMENT FOR VALLEY GOLF ASSOCIATION BASED ON THE SET PARAMETERS LISTED.

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

Voting Nay: None.

Absent: Vetter.

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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE PURCHASE OF A 2016 PETERBILT 320 EQUIPPED WITH HEIL 28 CUBIC YARD COMPACTOR FROM MACQUEEN EQUIPMENT FOR THE AMOUNT OF \$259,927.71.

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

Voting Nay: None.

Absent: Vetter.

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.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT 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.

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

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

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

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

COUNCIL/STAFF REPORTS:

Mayor Stauss commented how the they will see the men and at work and hopefully there won't be too much snow.

Mr. Murphy asked to have to Council notified when the new garbage truck is in so they have a chance to see it before it is used.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE DECEMBER 15, 2015 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:45 P.M.

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

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE SPECIAL MEETING
CITY OF EAST GRAND FORKS
MONDAY, DECEMBER 21, 2015 - 5:00 P.M.**

CALL TO ORDER:

The Special Meeting of the East Grand Forks City Council for December 21, 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, and Marc DeMers.

Karla Anderson, Finance Director; Ron Galstad, City Attorney; Paul Gorte, EDA Director; and Megan Nelson, Executive Assistant.

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present

NEW BUSINESS:

1. Discussion on ballot question or questions and notices.

Council President Olstad stated that there were three sheets that had three different options on them. He explained option A had one question that included the swimming pool and the splash parks, option B had two questions with the pool as one question and the splash parks as a separate question, and option C had one question asking for just the pool. He said he would start out saying what his preference would be. He informed the Council that in the last week he had spoken to 10 people or less about this issue and that all of these people had indicated they would support the pool but they did not want splash parks included. He said his preference would be to support either options B or C. He added that others have said this will hopefully only be for five years and maybe at that time look at splash parks.

Council Vice-President Grassel said he agreed with Council President Olstad on moving forward with either option B or C. He stated he preferred to move forward with option B because that would allow the citizens to pick what they would like to move forward with. He added the people he had talked with which wasn't very many and the one email that was received no one wanted to see the splash parks. He said would like to put it out to the citizens of East Grand Forks and if they strongly feel like he is hearing, the Council would either need to move forward with either B or C. Mayor Stauss said he had also been hearing what others had been hearing from the public about the 25% levy increase but also that they don't want more maintenance costs, and the swimming pool is enough. He added by far most people did not want splash parks so he suggested moving forward with option C.

Council President Olstad asked the other council members if they had any other comments to add. Council member Buckalew said he had a couple questions. He said that the Council had talked about the \$330,000 that a half a percent was going to raise so it would be approximately \$600,000 raised per year at 1% so the Council would be looking at about a four year payback and to put five years to make sure that enough funds were raised to cover all of the costs. Mr. Galstad stated the wording he used in the question was five years or later to ensure that enough funds would be collected to cover the costs of the entire project. Council member Buckalew asked if the splash parks would be paid for in less than two years. Council President Olstad said that the figure was all three projects put together and how there would be a time limit began once the funds started being collected.

Council member DeMers said the wording on B was wrong since it shows a 2% increase or that is how people would read it. Mr. Galstad stated the wording could be changed, the first question asks to impose the sales tax, and that the second question asks if the funds could be used for the splash parks. He added that if the Council would like clarification on that it can be changed but that was the intent. Council member Buckalew said he wasn't sure if people would be that clear on it. He said that was the only other question that he had and that definitely wanted to see the pool question be successful. He added that the Council could also give the residents a choice and allow them to choose. He said if they are moving forward with B they will need to work on the language. Council President Olstad reminded the Council the language of the questions had to be decided that night.

Council member Pokrzywinski commented that it was too bad they weren't able to vote on a really nice splash park at the pool and two additional splash parks on each end of town for a cost of about 1.2 or 1.3 million. He said the Council went ahead, fixed the pool, and had the vote later. He commented this is where things are at. He said he thought if there were two questions the splash parks will fail and the pool will pass. He said he doesn't want to have a vote where the splash parks fail so people say they said no to splash parks. He added that if the Council has to do this his reluctant support will be for one question, he had always supported one question, and the majority of the Council will not be voting for A with all three projects on one question.

Council President Olstad asked Council member Vetter if he had any comments. He stated he did not. Council President asked Council member DeMers if he had any comments. Council member DeMers said he would either support question A or C. He explained he thought it was the job of the Council to put together a package keeping the City fiscally responsible but also creating a vision for what type of projects the City could have. He continued to say that two questions on the ballot dooms one or both to fail. He said he thinks that in the future with the next set of projects, if this is a good funding source or people are happy with how this is happening, there are two types of project that could happen. He explained how one would have a large, overwhelming support of the city. He said the other option if the Council decides to use this tool again they will have to create an aggregated project where a lot of people will need to support it. He added that the Council may need to put some things together that maybe a majority of the people may not like. He said he doesn't think a majority of people would vote for the Civic Center now but it is a good thing. He stated that sometimes the Council will need to put a package together that betters the City in a fiscally responsible way and sell it. He said if that is not where the Council is at then to move forward with option C.

Council member Pokrzywinski said it looks like the Council will be moving forward with option C and what he hopes is there is a unified Council behind whatever comes out the meeting. He added the best

outcome is a unified City that will get behind this and the best way to deliver that message is to have an overwhelming majority vote for this. He also encouraged the Save Our Pool group to get out, campaign, and sell this since this project was done largely on their urging so they can step up and do their part. He said this had been a tough process but this is democracy and that is the way it goes. He added he hopes the Council comes out of this unified and he will get behind this. Mayor Stauss stated there has to be a unified Council on this or otherwise the people may get confused and end up with a mixed vote.

Council President Olstad asked for other comments. There were none. He then stated he would entertain a motion for item number two, three, or four.

2. Consider adopting Resolution No. 15-12-138 Addendum A approving the question and other necessary information for the special election on March 7, 2016.
3. Consider adopting Resolution No. 15-12-138 Addendum B approving the questions and other necessary information for the special election on March 7, 2016.
4. Consider adopting Resolution No. 15-12-138 Addendum C approving the questions and other necessary information for the special election on March 7, 2016.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 15-12-138 ADDENDUM C APPROVING THE QUESTIONS AND OTHER NECESSARY INFORMATION FOR THE SPECIAL ELECTION ON MARCH 7, 2016.

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

Voting Nay: DeMers.

Absent: Tweten.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE DECEMBER 21, 2015 SPECIAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:15 P.M.

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

Voting Nay: None.

Absent: Tweten.

David Murphy, City Administrator/Clerk-Treasurer

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: East Grand Forks Police Officers Association Previous Gambling Permit Number: X-04626-15-004

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 41-1948427

Mailing Address: 520 Demers Ave

City: East Grand Forks State: MN Zip: 56721 County: Polk

Name of Chief Executive Officer (CEO): Jacob Thompson

Daytime Phone: 218-773-1104 Email: jthompson@egf.mn

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
 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): East Grand Forks Police Department

Address (do not use P.O. box): 520 Demers Ave

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

Date(s) of activity (for raffles, indicate the date of the drawing): April, 15th, 2015

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: \$4,000**)

* **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 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;">CITY APPROVAL for a gambling premises located within city limits</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>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</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>TOWNSHIP (if required by the county) 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: 12/14/2015

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

Print Name: Jacob Thompson

<p>REQUIREMENTS</p> <p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days, or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: 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>MAIL APPLICATION AND ATTACHMENTS</p> <p>Mail application with:</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 \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? 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 & 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.

RESOLUTION NO. 16 - 01 - 05

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

BE IT RESOLVED, that the City Council of the City of East Grand Forks, Minnesota designates "C&H Insurance" as the insurance agency to handle the city property, liability and workers compensation policy for 2016.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of January, 2016.

Mayor

RESOLUTION NO. 16 – 01 - 06

RESOLUTION APPROVING THE 2016 ADMINISTRATIVE SERVICES AGREEMENT WITH SELECT ACCOUNT.

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

WHEREAS, the City of East Grand Forks employs Select Account to administer the Flexible Benefits Plan for the City of East Grand Forks, and

WHEREAS, The City Council of the City of East Grand Forks, Minnesota, has designated American Federal Bank as a depository.

BE IT RESOLVED, that the form of amended Cafeteria Plan including a Dependent Care Flexible Spending Account and Health Flexible Spending Account effective January 1, 2016, presented Flexible Benefits Plan effective January 1, 2016, presented to this meeting is hereby approved and adopted and that the duly authorized agents of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

BE IT FURTHER RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

BE IT FURTHER RESOLVED, that the duly authorized agents of the Employer shall act as soon as possible to notify the employees of Employer of the adoption of the Cafeteria Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form in hereby approved.

BE IT FURTHER RESOLVE, by the City Council of and for the City of East Grand Forks, Minnesota, as follows:

1. The City agrees to the terms and conditions of any account agreement approved by the City Council and properly opened by any representative(s) of the City identified in the following Paragraph 2, and authorizes American Federal Bank to charge the City for all checks, drafts, or other orders, for the payment of money, that are drawn on American Federal Bank by any representative(s) of the City identified in the following Paragraph 2, regardless of by what means the facsimile signature(s) may have been affixed so long as they resemble the signature specimens listed in Paragraph 2 and contain the required number of signatures for this purpose.

BE IT FURTHER RESOLVED that the City Council has, and at the time of adoption of this resolution had full power and lawful authority to adopt the foregoing resolution and to confer the powers granted to the person named who have full power and lawful authority to exercise the same.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of January, 2016.

Mayor

RESOLUTION NO. 16 – 01 – 07

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

BE IT RESOLVED, by the City Council of the City of East Grand Forks, Minnesota,

WHEREAS, the law enables elected or appointed officials of the City of East Grand Forks to be covered by the Minnesota Workers Compensation Law; and

WHEREAS, the East Grand Forks Mayor and East Grand Forks City Council members’ intent is that the Following Board Members be considered employees for the eligibility for Workers Comp coverage purposes.

NOW THEREFORE, BE IT RESOLVED, that the following number of board members be covered by the Minnesota Workers Compensation Law:

- Mayor & City Council: 8 members
- Cemetery Commission: 4 members
- Civil Service Board: 3 members
- Economic Development & Housing Authority Board: 7 Members
- Senior Citizen Board: 7 members
- Library Board: 7 members
- Planning Commission: 8 members
- Water, Light, Power, & Building Commission: 4 members
- Metropolitan Planning Organization: 3 East Grand Forks Representatives
- Red Lake River Corridor: 2 East Grand Forks Representatives
- Convention & Visitors Bureau Commission: 1 East Grand Forks Representative
- Polk County Planning Commission: 1 East Grand Forks Representative
- Pine to Prairie Drug Task Force: 3 East Grand Forks Representatives

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of January, 2016.

Mayor

RESOLUTION NO. 16 – 01 - 08

A RESOLUTION DESIGNATING THE MAYOR’S APPOINTMENT TO THE EAST GRAND FORKS BOARD AND COMMISSIONS FOR 2016

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

WHEREAS, the Mayor appoints citizens to fill vacancies on various Boards and Commissions of the City of East Grand Forks each year; and

WHEREAS, These Boards and Commissions are important to the operation of the City due to the value of citizen input on recommendations that are forwarded to the City Council on many important issues.

THEREFORE BE IT RESOLVED, that the City Council of the City of East Grand Forks ratifies the following appointments of Mayor Lynn Stauss to the respective Board and/or Commission for the designated term:

CEMETERY COMMISSION – Commissioners shall be appointed by the Mayor, by approval of the majority of the City Council for 3 year terms. Vacancies shall be filled in the same manner. Ordinance #208.

<u>Members</u>	<u>Expires</u>
George Wogaman (Reappointment)	12/31/18

CIVIL SERVICE COMMISSION – Members of the board shall be appointed by the Mayor, with approval of a majority of the City Council, for 3 year terms. Ordinance #152.

<u>Members</u>	<u>Expires</u>
Denise Anderson (Reappointment)	12/31/18

ECONOMIC DEVELOPMENT HOUSING AUTHORITY – Members (which includes two Council members) appointed by the Mayor, subject to approval by a majority of the City Council. Resolution #86-10-100. Six year terms.

<u>Members</u>	<u>Expires</u>
Justin Hecht (Reappointment)	12/31/21

LIBRARY BOARD – Members appointed by the Mayor, subject to approval by a majority of the City Council. Members are allowed on the board for a maximum of three 3-year terms.

<u>Member</u>	<u>Expires</u>
Jennifer LeMire	12/31/18

PLANNING COMMISSION – Members shall be appointed by the Mayor, with the approval of a majority of the City Council, for four year terms. Vacancies will be filled in the same manner. Ordinance #181, Section 2.

<u>Member</u>	<u>Expires</u>
Niel McWalter (Reappointment)	12/31/19

SENIOR CITIZEN BOARD – Board (which includes one City Council member) appointed by the Mayor, subject to approval by a majority of the City Council, for 3 year terms. See Ordinance #80 – 3rd Series.

<u>Members</u>	<u>Expires</u>
Mike Grembowski (Complete George Anderson’s Term)	12/31/17
Ted Obregon (Complete Greg Leigh’s Term)	12/31/17
Ann Pederson (Reappointment)	12/31/18
Bonnie Slette	12/31/18

WATER, LIGHT, POWER & BUILDING COMMISSION – Commissioners appointed by the Mayor, subject to approval by the City Council, for 3 year terms.

<u>Members</u>	<u>Expires</u>
Josh Grinde	12/31/18

METROPOLITAN PLANNING ORGANIZATION (two year term)

<u>Members</u>	<u>Appointed</u>	<u>Expires</u>
Mike Powers (Reappointment)		12/31/17

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th day of January, 2016.

Mayor

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held December 3, 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 19, 2015 be approved as read.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$395,117.77.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten seconded by Commissioner Loven to authorize KBM to begin preparation of the plans and specs for the 2016 Miscellaneous Electrical Distribution Project.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to authorize KBM to begin preparation of the plans and specs for the 2016 Equipment & Material bids.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Loven seconded by Commissioner Tweten to approve the Water Plant Chemical bids for 2016 as presented; and award the two year Guaranteed Cost Contract bid to Aqua-Pure Inc.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve hiring Ed Bushaw for the Waterplant Internship for 2015 at \$9.75/hr; approve the 2016 seasonal/part time position at \$10/hour; and approve the 2016 Summer Internship Program at \$17/hour, not to exceed 66 days of employment.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to approve the satisfactory completion of the six month probationary period and corresponding pay increase for Jeff Olson, Distribution System Superintendent.

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

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

Voting Aye: Ogden, Loven, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk seconded by Commissioner Loven to authorize retainage of Lockridge, Grindal & Nauen law firm in regards to the claim against sellers of liquid aluminum sulfate class action suit.

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 17, 2015 at 5:00 P.M at the Distribution Service Center.

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 December 1, 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 3:35 pm.

EDA Board present at roll, President Hecht, 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; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Karla Anderson, Finance Director arrived at 4:01.

Also Present: None

Roll Call: President Hecht determined a quorum was present.

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

A Motion was made by Board member Wogaman, seconded by Board member Pokrzywinski, to approve the minutes from the October 20, 2015 Special Meeting. M/S/P-Wogaman, Pokrzywinski; 6-0, mc.

Approval of minutes of the November 3, 2015, Regular Meeting:

A Motion was made by Board member Pokrzywinski, seconded by Board member Grinde, to approve the minutes from the November 3, 2015 Regular Meeting. M/S/P-Pokrzywinski, Grinde; 6-0, mc.

3. **Bills and Communications:**

a. Review of Accounts Payable for November 17, 2015

b. Approval of Accounts Payable for December 1, 2015

After discussion and reviewing the bills,

A Motion was made by Board Member Grassel to approve the Accounts Payable for December 1, 2015, was seconded by Board Member Wogaman. M/S/P- Grassel, Wogaman; 6-0, mc.

4. **Reports:**

a. Delinquencies Update:

ED Gorte reported that there are currently no delinquencies.

December 1, 2015

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

ED Gorte informed the group that he had received a doctor's note from Mr. Bydal, stating that he had surgery and was not able to work.

5. **Unfinished Business:**

a. Sunshine Terrace:

ED Gorte stated that Sunshine Terrace currently has a loan, which would have to be paid back, if it was sold now. In order for it to be forgiven, we would have to wait to sell it until after the loan was satisfied, which will be in 6-years.

Finance Director Anderson stated that the Board should consider having some of Ellis's salary paid for from Sunshine Terrace's funds, in the past, 10% of the person's salary was paid for from Sunshine Terrace's budget for managing the property.

b. Water's Edge Replat:

ED Gorte informed the Board that a copy of a Replat for Water's Edge was enclosed in the packet; CP Ellis stated that the road on the plat needed to be 20' in width to comply with the state statute to accommodate fire trucks. ED Gorte stated that he will check with the Fire Department to see if the fire hydrants would be in the front or the back of the houses. The group questioned whether fences in the backyards would be an issue with fire hydrants. CA Galstad stated that the covenant states that no fences will be allowed in Water's Edge. FD Anderson suggested allowing high end apartments to be built in that area. CA Galstad stated the property would have to be rezoned and permission would be needed from the homeowners in the area. After discussion, the group stated they would like to see another Replat example at the January meeting. CP Ellis stated that she will consult with the MPO regarding the possibility of a variance to the access management map or if the City can review and approve changes to the access map without MPO approval.

6. **New Business:**

a. Election of Vice Chair:

The group felt that since this would only be a one month term, before the Board votes in the 2016 for new officers, that they would just wait until January.

b. Spec Home Program:

ED Gorte indicated that he had spoken to Hecht, Grassel and Pokrzywinski about partnering with local builders to build homes in East Grand Forks. The EDA would front contractors, a city owned lot and \$100,000 to put up a spec home. Once the home was sold, the city would be reimbursed for the lot cost and the \$100,000 loan. Board Member Grinde indicated that he has had a contractor approach him about building spec homes in the past and he is interested in building 3 spec homes. The group felt that a pilot program would be a good way to test this program, they could select the builder, fund the program with a revolving fund, each time a house sells, the money could be used to build another house, they would start with 3 homes and if it works well, they

December 1, 2015

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

would consider expanding the program in the following year. ED Gorte indicated he would sit down with the contractor to discuss the terms and then make a formal announcement in January.

A motion was made by Board Member Pokrzywinski, was seconded by Board Member Grassel, to proceed as a pilot program, with the previously discussed stipulations outlined above. M/S/P- Pokrzywinski, Grassel; 6-0, mc.

c. Revised Lot Prices:

ED Gorte informed the group the price list was included with their packet and explained that the City needed to make \$12,000 on each lot to break even with the programs being offered. Then the specials were added to the lot price of \$12,000 and that is why some lots were increasing in price and some were decreasing in price.

A motion was made by Board Member Grassel, was seconded by Board Member Pokrzywinski, to approve and pass it on to the Council for approval. M/S/P- Grassel, Pokrzywinski; 6-0, mc.

d. Marketing Committee Members:

The group discussed that they would like to see people with expertise in different areas that this group would need to be knowledgeable about, such as realtors, lenders, someone from the golf course, etc. ED Gorte asked that the names be submitted to him by email.

e. January meeting date:

ED Gorte suggested that the January meeting be held on the 19th, since the first meeting date in January would be right after the holidays and getting a packet put together would be difficult.

Board Member Pokrzywinski stated that he felt with all the activity, he felt the Board should meet on December 15 as well as January 19th. The Board agreed with both those meeting dates.

7. **Adjournment**

A motion was made by Board member Pokrzywinski, seconded by Board member Grassel, to adjourn the meeting at 4:45 pm. M/S/P- Pokrzywinski, Grassel; 6-0, mc.

The next regular meeting is **December 15, 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: 11/16/15

To: East Grand Forks City Council; Mayor Lynn Stauss, President Mark Olstad , Council Vice President Chad Grassel, Council Members: Marc DeMers, Mike Pokrzywinski, Henry Tweten , and Clarence Vetter.

Cc: File

From: Karla Anderson

RE: Consider Excess Liability Coverage for 2016

Background:

Liability options are:

1. Do not waive.
If we do not waive, a single claimant could not claim more than \$500,000 and the single occurrence is limited to \$1,500,000.
2. City waives the limit.
A single claimant could claim up to the \$1,500,000 on a single occurrence, the total for all claims for this occurrence are still limited to \$1,500,000 per occurrence.
3. City waives the limit and purchase excess liability.
The city would purchase an additional \$1,000,000 of coverage. A single claimant could claim up to \$2,500,000 on a single occurrence, the total for all claims for this occurrence are limited to \$2,500,000.

The estimate for this coverage last year was approximately \$35,000, we have not purchased this excess liability in the past years. This expense is not in the 2016 budget.

The recommendation would be to choose option 1 or 2. In previous years, we have chosen Option 2 (waive the limit, without purchasing excess liability).

RESOLUTION NO. 16 – 01- 09

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

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that "C&H Insurance" has been designated as the insurance agency to handle City Policy for 2016 and The City chooses to “Waive” the monetary limits on tort liability without purchasing excess liability coverage.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of January, 2016.

Mayor

RESOLUTION NO. 16 – 01- 11

RESOLUTION ACCEPTING RESPONSIBILITY AS THE SPONSORING AGENCY

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

BE IT RESOLVED that The City of East Grand Forks is acting as sponsoring agency for a Transportation Alternatives project identified as Bygland Road bike lane facility and acknowledges herewith that it is willing to be the project sponsor; knowing full well that such sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that Nancy Ellis, City Planner is hereby authorized to act as agent on behalf of this applicant.

AGREEMENT TO MAINTAIN FACILITY

WHEREAS: The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way acquired without prior approval from the FHWA; and

WHEREAS: Transportation Alternative projects receive federal funding;

WHEREAS: The Minnesota Department of Transportation (Mn/DOT) has determined that for projects implemented with alternatives funds, this requirement should be applied to the project sponsor; and

WHEREAS: the City of East Grand Forks is the project sponsor for the transportation alternatives project identified as the Bygland Road bike lane facility.

THEREFORE BE IT RESOLVED THAT the City of East Grand Forks the Project Sponsor hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation enhancement project.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of January, 2016.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by City of East Grand Forks on this _____ day of _____ 20_____.

SIGNED:

WITNESSED:

(Signature)

(Signature)

(Title)

(Title)

RESOLUTION NO. 16 – 01 – 10

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 23156 for a total of \$491.60.

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 \$491.60 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 January 5, 2016.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: January 5, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th day of January, 2016.

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 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 23156 for a total of \$491.60.
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 January 5, 2016.

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: mnelson
Printed: 12/31/2015 - 1:00 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
23098	01/05/2016	3DS001	3D Specialties	515.60	0
23099	01/05/2016	ACM001	Acme Electric Companies	1,472.76	0
23100	01/05/2016	ADV001	Advanced Business Methods Inc	1,298.98	0
23101	01/05/2016	ALL002	All Pro Embroidery LLC	250.00	0
23102	01/05/2016	ALT001	Altru Health System	45.75	0
23103	01/05/2016	AMA001	Amazon.com	347.92	0
23104	01/05/2016	AME002	American Tire Service	6,798.20	0
23105	01/05/2016	AME008	American Tire Service Inc	2,357.76	0
23106	01/05/2016	AME005	Ameripride Linen & Apparel Services	353.86	0
23107	01/05/2016	AHC001	Anderson Heating & Cooling, Inc	233.45	0
23108	01/05/2016	ANY001	Anytime Plumbing	581.07	0
23109	01/05/2016	AQU001	Aqua Water Solutions	148.65	0
23110	01/05/2016	BAK001	Baker & Taylor Co	199.89	0
23111	01/05/2016	BAL001	Balco Uniforms Co Inc	57.30	0
23112	01/05/2016	BER015	Casey Bergh	105.00	0
23113	01/05/2016	BOB001	Bobcat of Grand Forks	1,172.96	0
23114	01/05/2016	BOR001	Border States Electric Supply	273.92	0
23115	01/05/2016	BRO002	Brodart Co	259.88	0
23116	01/05/2016	BUR002	Jason Burris	500.00	0
23117	01/05/2016	C&R001	C&R Laundry & Cleaners	192.12	0
23118	01/05/2016	CAN001	Canon Financial Services	128.00	0
23119	01/05/2016	GFT003	Donald Scott Cash	2,437.68	0
23120	01/05/2016	CED001	Cedar Rapids Tire	1,976.72	0
23121	01/05/2016	CEN001	Center Point Large Print	2,595.60	0
23122	01/05/2016	CEN006	Century Link	859.44	0
23123	01/05/2016	CIV002	Civic Plus	4,633.05	0
23124	01/05/2016	COL002	Cole Papers Inc	169.60	0
23125	01/05/2016	AIR003	Corval Constructors	2,396.00	0
23126	01/05/2016	COU008	Countrywide Sanitation Company	35,411.68	0
23127	01/05/2016	CTM001	CTM Services Inc.	228.44	0
23128	01/05/2016	CUL001	Culinex	336.18	0
23129	01/05/2016	CUM001	Cummins NPower LLC	445.00	0
23130	01/05/2016	DAK004	Dakota Supply Group	165.04	0
23131	01/05/2016	DAL002	Dales Machine Shop, Inc.	100.00	0
23132	01/05/2016	DAY002	Daydreams Specialties, LLC	50.00	0
23133	01/05/2016	DEI001	Deitz Business Promotions	259.28	0
23134	01/05/2016	DEM002	Marc DeMers	500.00	0
23135	01/05/2016	DIT001	Ditch Witch of MN Inc	45.89	0
23136	01/05/2016	DOC001	Docu Shred Inc	37.54	0
23137	01/05/2016	DOS002	Dostal Dent Tech	75.00	0
23138	01/05/2016	DVS001	DVS Renewal	80.00	0
23139	01/05/2016	EAG001	Eagle Electric	4,567.24	0
23140	01/05/2016	EAS003	East Grand Floral	39.54	0
23141	01/05/2016	EXP002	Exponent	189.00	0
23142	01/05/2016	FIL001	Filter Care	389.28	0
23143	01/05/2016	FIN003	Finest Auto Trim Inc.	337.25	0
23144	01/05/2016	FOR015	Forms & Systems of Minnesota	876.05	0
23145	01/05/2016	G&K001	G&K Services	419.02	0
23146	01/05/2016	GAL001	Gale/CENGAGE Learning	155.92	0
23147	01/05/2016	GAL007	Galls	325.94	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
23148	01/05/2016	GFF001	GF Fire Equipment	64.00	0
23149	01/05/2016	GFT002	GF Thur-O-Clean	1,350.00	0
23150	01/05/2016	GGF001	GGF Convention & Visitors Bureau	2,724.74	0
23151	01/05/2016	GRA008	Grand Forks City	38,751.00	0
23152	01/05/2016	GFH002	Grand Forks Herald	73.85	0
23153	01/05/2016	GFP002	Grand Forks Police Dept	140.00	0
23154	01/05/2016	GRE006	Grey House Publishing	307.50	0
23155	01/05/2016	EAS006	Dale Gulbranson	80.00	0
23156	01/05/2016	HAR001	Hardware Hank	491.60	0
23157	01/05/2016	HEA001	Heartland Paper	349.21	0
23158	01/05/2016	HOL002	Holiday Credit Office	21.00	0
23159	01/05/2016	HUG001	Hugo's	59.11	0
23160	01/05/2016	HUN002	Gerald Hunt	50.00	0
23161	01/05/2016	ICS002	Industrial Contract Services Inc. ICS	180,896.40	0
23162	01/05/2016	IND004	Industrial Chem Labs & Services Inc	329.52	0
23163	01/05/2016	INP001	Inprints Screenprinting	246.00	0
23164	01/05/2016	INT003	Integra Telecom	103.69	0
23165	01/05/2016	INT009	International Public Management Assc	72.25	0
23166	01/05/2016	JobsHQ	JobsHQ	533.36	0
23167	01/05/2016	JOH030	Brant & Jenny Johnson	5,000.00	0
23168	01/05/2016	KEI001	Keith's Security World	18.00	0
23169	01/05/2016	KEN002	Kennedy & Graven, Chartered	157.50	0
23170	01/05/2016	LAK001	Laker Chemical	2,534.00	0
23171	01/05/2016	PET005	Larson Companies LTD Inc	23.97	0
23172	01/05/2016	LIB001	Liberty Business Systems	36.48	0
23173	01/05/2016	LIT001	Lithia Payment Processing	250.51	0
23174	01/05/2016	LOU002	Zakery Louden	90.00	0
23175	01/05/2016	MAN005	ManagerPlus,	673.97	0
23176	01/05/2016	MAR001	Marco Inc	325.39	0
23177	01/05/2016	MAT002	Mattress Factory GF, Inc	2,099.70	0
23178	01/05/2016	MCF001	McFarlane	1,150.95	0
23179	01/05/2016	MER006	Merle's Air Duct & Furnace Cleaning	500.00	0
23180	01/05/2016	MPO001	Metropolitan Planning Organization	10,615.64	0
23181	01/05/2016	MIC001	Micro-Marketing LLC	299.97	0
23182	01/05/2016	MID003	Midcontinent Communications	1,546.51	0
23183	01/05/2016	MIL001	Josef Miller	9,460.00	0
23184	01/05/2016	BCA004	MN Bureau of Criminal Apprehension	75.00	0
23185	01/05/2016	MND006	VOID****VOID****VOID*** MN I	277.00	0
23186	01/05/2016	MNI001	MN Ice Arena Mgr's Association	300.00	0
23187	01/05/2016	MNM002	MN Municipal Utilities Assoc	35.50	0
23188	01/05/2016	MNS002	MN State Fire Chief Association	800.00	0
23189	01/05/2016	BAR005	MSC Industrial Supply Co.	88.10	0
23190	01/05/2016	MTI001	MTI Distributing Company	101.74	0
23191	01/05/2016	NEW001	Newman Signs	2,260.00	0
23192	01/05/2016	NOR006	Northdale Oil	11,085.21	0
23193	01/05/2016	NOR003	Northern Lights Figure Skating	552.69	0
23194	01/05/2016	NOR005	Northern Safety Tech	852.88	0
23195	01/05/2016	NSC001	NSC Minerals	4,276.87	0
23196	01/05/2016	ORE001	O'Reilly Auto Parts	1,783.04	0
23197	01/05/2016	OCL001	OCLC	143.07	0
23198	01/05/2016	OFF002	Office Depot	81.58	0
23199	01/05/2016	OLD001	Old Dominion Brush	2,319.41	0
23200	01/05/2016	ORC002	Roger Orchard	5,401.00	0
23201	01/05/2016	OVE002	OverDrive, Inc	8,000.00	0
23202	01/05/2016	PET001	Peterson Veterinarian Clinic P.C.	765.00	0
23203	01/05/2016	PRC001	Pioneer Research Corporation	248.22	0
23204	01/05/2016	PRA003	Prairie Wind BG Inc	9.45	0
23205	01/05/2016	PRA001	Praxair Distribution	196.20	0
23206	01/05/2016	PRE001	Premium Waters Inc	24.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
23207	01/05/2016	PSD001	PS Garage Doors	413.58	0
23208	01/05/2016	QUI001	Quill Corp	416.41	0
23209	01/05/2016	R&R001	R&R Specialties of Wisconsin Inc	329.55	0
23210	01/05/2016	RDO001	RDO Powerplan OIB	5,385.51	0
23211	01/05/2016	RED009	Redwood Toxicology Laboratoy, Inc	371.68	0
23212	01/05/2016	REH001	Jeremy & Danielle Rehling	5,000.00	0
23213	01/05/2016	REL002	Reliance Telephone System	612.00	0
23214	01/05/2016	BOR002	Timothy Riopelle	6.00	0
23215	01/05/2016	ZAV001	RJ Zavoral & Sons	2,304.59	0
23216	01/05/2016	RMB001	RMB Environmental Lab Inc	193.00	0
23217	01/05/2016	ROT001	Roto Rooter	250.00	0
23218	01/05/2016	RYD001	Rydell Chevrolet	112.62	0
23219	01/05/2016	SAF001	Safety Vision	1,328.87	0
23220	01/05/2016	MER001	Sanford Clinic Fargo Region	25.00	0
23221	01/05/2016	SME001	Joel Smerer	300.00	0
23222	01/05/2016	SPR001	Springsted Incorporated	645.00	0
23223	01/05/2016	STA009	State Industrial Products	316.17	0
23224	01/05/2016	STE009	Sterling Carpet One	131.94	0
23225	01/05/2016	STU001	Stuart's Towing	400.00	0
23226	01/05/2016	EMB003	The Emblem Authority	292.00	0
23227	01/05/2016	THO007	Kevin and Jana Thompson	5,000.00	0
23228	01/05/2016	THU002	Thur-O-Clean	3,351.26	0
23229	01/05/2016	TOL001	Todd and Tracy Tollefson and Gate Ci	500.00	0
23230	01/05/2016	TRU003	True North Equipment	55.03	0
23231	01/05/2016	TRU001	True Temp	256.67	0
23232	01/05/2016	TRY001	Try-County Refrigeration	304.00	0
23233	01/05/2016	UPS002	UPS Store	12.42	0
23234	01/05/2016	USB001	US Bank	3,994,841.25	0
23235	01/05/2016	USB005	US Bank Corporate Payment System	6,873.77	0
23236	01/05/2016	VAL002	Valley Truck	5,046.51	0
23237	01/05/2016	VER001	Verizon Wireless	733.70	0
23238	01/05/2016	VIL001	Vilandre Heating & A/C	54.89	0
23239	01/05/2016	WAT001	Water & Light Department	56,096.68	0
23240	01/05/2016	WID001	Widseth Smith Nolting & Associates	67,544.70	0
23241	01/05/2016	WIZ001	Wizard's Enterprises Inc.	1,180.00	0
23242	01/05/2016	XCE001	Xcel Energy	10,445.74	0
23243	01/05/2016	ZIE001	Ziegler	1,377.84	0
Check Total:				4,551,004.61	

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: DAVE AKER Account Number: **1870 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
12/16/2015	12/17/2015	240490	1520	GENERAL CONTRACTORS - RES	HORIZON POOL SUPPLY	MN	770510487	\$ 799.50	Memo	58L222X7ZDM2J	Not Reviewed	No
Name: KARLA ANDERSON Account Number: **7513 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
12/02/2015	12/03/2015	240499	9402	POSTAGE STAMPS	USPS 26267007930102479	MN	941308560	19.99	Memo	000000000000000000	Not Reviewed	No
Name: BRENDA AULT Account Number: **3134 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
12/02/2015	12/03/2015	240499	9402	POSTAGE STAMPS	USPS 26267007930102479	MN	941308560	19.99	Memo	000000000000000000	Not Reviewed	No
Name: RONALD BUBENDORF Account Number: **5156 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
12/12/2015	12/14/2015	240507	5072	WHOLESALE HARDWARE/S	AUSTIN HARDWARE & SUPP	MO	430887563	34.83	Memo	AP0PCB1AD461	Not Reviewed	No
Name: BENJAMIN DECKERT Account Number: **4153 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
11/24/2015	11/25/2015	240500	5947	GIFT, CARD, NOVELTY	WWW.CHALLENGECOIN SLTD.CO	FL	452823579	889.00	Memo	34617349	Not Reviewed	No
Name: NANCY ELLIS Account Number: **3178 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
12/03/2015	12/04/2015	240507	5251	HARDWARE STORES	ACME TOOLS #110	ND	450283814	(99.99)	Memo	012125727	Not Reviewed	No
12/03/2015	12/04/2015	240507	5251	HARDWARE STORES	ACME TOOLS #110	ND	450283814	99.99	Memo	012125510	Not Reviewed	No
12/03/2015	12/07/2015	240507	5411	GROCERY	HUGO'S #5	MN	450273731	14.87	Memo	06129110005VPRY704	Not Reviewed	No

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
				STORES,SUPERMARK						2361958		

Name: PAUL GORTE **Account Number:** **1823 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

11/22/2015	11/24/2015	240492	5814	FAST FOOD RESTAURANTS	TIM HORTON'S #915466	ND	463066184	37.45	Memo	000000000000000000	Not Reviewed	No
11/30/2015	12/02/2015	240491	9399	GOVERNMENT SERVICES-OTHER	ECONOMIC DEVELOPMENT ASSO	MN	411263666	250.00	Memo	5113016141812178	Not Reviewed	No
11/30/2015	12/02/2015	240491	9399	GOVERNMENT SERVICES-OTHER	ECONOMIC DEVELOPMENT ASSO	MN	411263666	255.00	Memo	5113016254518947	Not Reviewed	No
12/03/2015	12/04/2015	240501	4722	TRAVEL AGENCY (NOT AIR)	EXPEDIA*1122580964010	NV	911996083	130.66	Memo	ZZZC5YPY44YPY5CZ	Not Reviewed	No
12/04/2015	12/07/2015	240506	7523	PARKING LOTS AND GARAGES	KELLOGG SQUARE PARKING RA	MN	411545764	8.00	Memo		Not Reviewed	No
12/08/2015	12/10/2015	240492	5812	EATING PLACES AND RESTAURANTS	BLUE MOOSE BAR & GRILL	MN	411766541	17.10	Memo		Not Reviewed	No

Name: KEVIN HANSON **Account Number:** **1957 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

11/24/2015	11/25/2015	240499	5942	BOOK STORES	AMAZON.COM AMZN.COM/BILL	WA	911994984	(13.37)	Memo	00146946	Not Reviewed	No
12/04/2015	12/07/2015	240507	5085	WHOLESALE INDUST SUPP	GALCO INDUSTRIAL ELECTRO	MI	382178619	146.52	Memo	01190017	Not Reviewed	No
12/14/2015	12/15/2015	240499	5942	BOOK STORES	AMAZON MKTPLACE PMTS	WA	911994984	226.92	Memo	po 29435	Not Reviewed	No
12/17/2015	12/18/2015	240499	5942	BOOK STORES	AMAZON MKTPLACE PMTS	WA	911994984	417.24	Memo	28444	Not Reviewed	No
12/17/2015	12/18/2015	240499	5942	BOOK STORES	AMAZON MKTPLACE PMTS	WA	911994984	524.99	Memo	28444	Not Reviewed	No

Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: MICHAEL HEDLUND Account Number: **1856 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
11/30/2015	12/02/2015	240506	5541	SERVICE STATIONS	SIMONSON GAT10050029	ND	450280064	\$ 125.00	Memo		Not Reviewed	No
12/04/2015	12/07/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	2.99	Memo	736973	Not Reviewed	No
12/10/2015	12/11/2015	240499	5942	BOOK STORES	AMAZON MKTPLACE PMTS	WA	911994984	38.97	Memo	110-1961092-77658	Not Reviewed	No
12/18/2015	12/21/2015	240499	5942	BOOK STORES	AMAZON.COM	WA	911646860	199.00	Memo	110-3144989-83946	Not Reviewed	No
Name: CHARLOTTE HELGESON Account Number: **1631 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
12/16/2015	12/17/2015	240499	9402	POSTAGE STAMPS	USPS 26267007930102479	MN	941308560	5.18	Memo	0000000000000000	Not Reviewed	No
12/16/2015	12/17/2015	240499	5942	BOOK STORES	MAGERS & QUINN BOOKSLLRS	MN	411785926	20.42	Memo	28633399	Not Reviewed	No
12/21/2015	12/22/2015	240499	9402	POSTAGE STAMPS	USPS 26267007930102479	MN	941308560	6.14	Memo	0000000000000000	Not Reviewed	No
Name: LINDA KOSSOW Account Number: **9273 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
12/16/2015	12/17/2015	240507	5331	VARIETY STORES	FAMILY DOLLAR #5610	ND	562056614	12.00	Memo	00223301	Not Reviewed	No
12/17/2015	12/18/2015	240491	4814	TELECOM SVC/CRED CRD CALL	VZWRLSS*PREPAID PYMNT	CA	223372889	32.92	Memo	423986577	Not Reviewed	No
Name: KRIS KOVAR Account Number: **5156 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
12/07/2015	12/08/2015	240507	5045	WHOLESALE COMPUTERS/	SYX*TIGERDIRECTINC	FL	592830635	86.64	Memo	KOVAR12072015	Not Reviewed	No
12/17/2015	12/18/2015	240507	5045	WHOLESALE COMPUTERS/	SYX*TIGERDIRECTINC	FL	592830635	891.62	Memo	KOVAR12162015	Not Reviewed	No

Transaction Detail - Summary

<u>Trans Date</u>	<u>Posting Date</u>	<u>MCCG Code</u>	<u>MCC</u>	<u>Merchant Category Code Description</u>	<u>Merchant Name</u>	<u>Merchant State/Province</u>	<u>Taxpayer ID Number (TIN)</u>	<u>Trans Amount</u>	<u>Posting Type</u>	<u>Purchase ID</u>	<u>Trans Status</u>	<u>Disputed Status</u>
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Name: BRIAN LARSON **Account Number:** **0894 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

12/11/2015	12/14/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	\$ 15.99	Memo	738852	Not Reviewed	No
12/15/2015	12/16/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	129.98	Memo	739795	Not Reviewed	No
12/16/2015	12/17/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	35.26	Memo	740142	Not Reviewed	No
12/21/2015	12/22/2015	240507	5251	HARDWARE STORES	HARDWARE HANK	MN	411717424	76.87	Memo	741117	Not Reviewed	No

Name: GARY LARSON **Account Number:** **0810 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

12/16/2015	12/17/2015	240499	5942	BOOK STORES	AMAZON.COM AMZN.COM/BILL	WA	911994984	549.00	Memo	114-3075265-77138	Not Reviewed	No
12/17/2015	12/18/2015	240491	8398	CHARITABLE/SOCIAL SERVICE	MINNESOTA STATE FIRE CHIE	MN	411247114	93.00	Memo		Not Reviewed	No

Name: DAVID MURPHY **Account Number:** **0699 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

12/11/2015	12/14/2015	240507	5399	MISCELLANEOUS GENERAL MER	GRAND FORKS HERALD	ND	450129560	17.25	Memo	FTTRMC2	Not Reviewed	No
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Name: DENNIS ROBERTSON **Account Number:** **0425 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

12/02/2015	12/02/2015	240494	5964	CATALOG MERCHANT	GALLS	KY	203545989	57.94	Memo	DENNIS ROBERTSON	Not Reviewed	No
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Name: ANDREA SCHERER **Account Number:** **1888 **Optional 1:** **Optional 2:** **Lost/Stolen Account:** **Replacement Account:**

11/24/2015	11/27/2015	240491	8299	SCHOOLS/EDUCATIONA L SCHL	LAKESHORE LEARNING MATER	CA	941525814	173.95	Memo	4970078858	Not Reviewed	No
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Transaction Detail - Summary

Trans Date	Posting Date	MCCG Code	MCC	Merchant Category Code Description	Merchant Name	Merchant State/Province	Taxpayer ID Number (TIN)	Trans Amount	Posting Type	Purchase ID	Trans Status	Disputed Status
Name: AEISSO SCHRAGE Account Number: **6738 Optional 1: Optional 2: Lost/Stolen Account: Replacement Account:												
11/26/2015	11/27/2015	240500	4816	COMPUTER NETWORK/INFORMATION S	WWW HOVER COM	MS	770510487	\$ 71.85	Memo	46S222WXMKLV2	Not Reviewed	No
12/02/2015	12/03/2015	240500	4816	COMPUTER NETWORK/INFORMATION S	WWW HOVER COM	MS	770510487	786.67	Memo	44891746	Not Reviewed	No
12/03/2015	12/04/2015	240498	7372	COMPUTER AND DATA PROCESS	HOSTGATOR.COM	TX	201641339	175.14	Memo	R219457I825319Z71	Not Reviewed	No
12/04/2015	12/07/2015	240507	5411	GROCERY STORES,SUPERMARK	WAL-MART #3758	MN	710415188	14.68	Memo	573	Not Reviewed	No

Total Number of Records: 43

Total

\$7,397.15

End of Report