

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 19, 2016 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for January 19, 2016 was called to order by Council President Mark Olstad at 5:01 P.M.

CALL OF ROLL:

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

Dave Aker, Parks & Recreation Superintendent; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, Economic Development Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

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.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 5, 2016.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 12, 2016.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS ONE (1) AND TWO (2).

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

Voting Nay: None.

Absent: Pokrzywinski.

SCHEDULED BID LETTINGS:

3. Consider adopting Resolution No. 16-01-12 approving the plans and specifications and ordering advertisement for bids for 2015 Assessment Job No. 4 – Curb, Gutter, and Paving – 5th Ave NE and 10th St NE.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 16-01-12 APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2015 CITY PROJECT NO. 4 – CURB, GUTTER, AND PAVING – 5TH AVE NE AND 10TH ST NE.

Mr. Emery said this was a city project not an assessment job. Ms. Nelson stated she would make the necessary corrections.

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

Voting Nay: None.

Absent: Pokrzywinski.

4. Consider adopting Resolution No. 16-01-13 approving the plans and specifications and ordering advertisement for bids for 2016 Assessment Job No. 2 – Concrete Paving & Sidewalk Construction – Riverview 10th Addition.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 16-01-13 APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2016 ASSESSMENT JOB NO. 2 – CONCRETE PAVING & SIDEWALK CONSTRUCTION – RIVERVIEW 10TH ADDITION.

Council member DeMers asked if the sidewalk elevation issue had been addressed. Mr. Emery said it was included in the final and that Ms. Ellis has spoken with Mr. Bondy. Ms. Ellis stated he didn't have any issues paying for the sidewalk but did not want to have to pay for redoing the driveway so that will be taken care of by the sidewalk replacement program with the rest being assessed.

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

Voting Nay: None.

Absent: Pokrzywinski.

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.

5. Consider approving the special event application from the Great Grand Forks Young Professionals group for the Frosty Bobber event to be held on Saturday, February 13, 2016.

6. Consider adopting Resolution No. 16-01-14 approving the following Boards & Commission appointments as presented by the appropriate elected officials.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS FIVE (5) AND SIX (6).

Council member DeMers commented that the term length for an EDA Board member is six years which was set in 1986 and at some point the Council may want to consider shortening that term. Mayor Stauss informed the Council that when people are asked to be on the board that he tells them if they are unable to complete a term to let him know so someone else can be appointed to finish the term.

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

Voting Nay: None.

Absent: Pokrzywinski.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

7. Regular meeting minutes of the Water, Light, Power, and Building Commission for December 17, 2015.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

8. Consider approving the agreement between the City of East Grand Forks and Indepth Inspections for building inspection services for 2016.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND INDEPTH INSPECTIONS FOR BUILDING INSPECTION SERVICES FOR 2016.

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

Voting Nay: None.

Absent: Pokrzywinski.

9. Consider adopting Resolution No. 16-01-15 accepting the report of feasibility for 2016 Assessment Job No. 1 Street Improvements and setting the public hearing for March 1, 2016.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 16-01-15 ACCEPTING THE REPORT OF FEASIBILITY FOR 2016 ASSESSMENT JOB NO. 1 STREET IMPROVEMENTS AND

SETTING THE PUBLIC HEARING FOR MARCH 1, 2016 AND REMOVING THE RHINEHART RECONSTRUCTION PROJECT.

Council President Olstad asked if the Rhinehart project is removed would the Council still need to request an advance in State Aid funds. Mr. Emery said if the Council doesn't move forward with work on Rhinehart there wouldn't be a reason to request the advance. He added they had contacted Alliant for more information which they still have not received about the proposed round-a-bout and would pull the work back so it would not be affected by the future round-a-bout. He added that if the Council requested the advance it still wouldn't lock them into the project. Discussion followed on the poor current condition of this section of Rhinehart, how the engineers are working on trying to get more information regarding the round-a-bout, and if the round-a-bout project should be combined with the reconstruction project.

Mr. Murphy explained that staff had been about this item and stated how the Council would need to commit to a round-a-bout at this location so staff will know that it will be moving forward. Mayor Stauss stated that he agreed that the Council would need to commit because if the Council isn't moving forward with a round-a-bout then they should proceed with the reconstruction. More discussion followed about how the time frame for this project was three to five years and the Council could consider using the subtarget funds they will receive in 2018 for this project as one funding source. Ms. Ellis commented how those funds were scheduled to be used to reconstruct 10th Street NE but that could be changed. She also added it would be 2022 before the City would receive the subtarget funds again but in the past the cities have sometimes swapped the years when they receive funds.

Mr. Galstad said the Council needs to vote on if they would like to remove that portion of the project and then vote on the resolution making it cleaner. Council President Olstad stated the current motion was to remove the Rhinehart reconstruction project.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO REMOVE THE RHINEHART RECONSTRUCTION PROJECT.

Voting Aye: Buckalew, Tweten, and Vetter.

Voting Nay: Olstad, Grassel, DeMers, and Mayor Stauss.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 16-01-15 ACCEPTING THE REPORT OF FEASIBILITY FOR 2016 ASSESSMENT JOB NO. 1 STREET IMPROVEMENTS AND SETTING THE PUBLIC HEARING FOR MARCH 1, 2016.

Council member DeMers stated he was still in favor of pulling this out but will give the engineers more time to work on this.

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

Voting Nay: Vetter.

Absent: Pokrzywinski.

10. Consider adopting Resolution No. 16-01-16 accepting the Knight Foundation Grant for the project to televising the City Council meetings and other city meetings.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 16-01-16 ACCEPTING THE KNIGHT FOUNDATION GRANT FOR THE PROJECT TO TELEVISIONING THE CITY COUNCIL MEETINGS AND OTHER CITY MEETINGS.

Council member Tweten stated he objects to this because it wasn't in the budget. He commented how Council member DeMers wanted to raise a fee to pay for this and whether it is a fee or a tax it comes from the same checkbook. He said again that it wasn't in the budget and that it wasn't the right thing to do at this time. Mayor Stauss commented how he was opposed to this and thanked those who worked on obtaining the grant. He added they should have made sure the Council was supportive before moving forward. He stated how the Council has the highest budget put forward and that the people are not very happy about it. He continued how some people will be affected by street improvements which is another increase, the increase of the school bond issue, and if this item was included would put the Council over budget. He said they still don't know how the pool is going to be paid for yet. He added that the Council should stick to the budget that was passed in December and bring it down if possible.

Council Vice-President Grassel stated that since this has come up and put in the paper there had been five people approach him that were in favor of this. He added that he doesn't want to turn down \$25,000. He said how there is time to try and find a way to make this work without impacting the City budget too much. Mayor Stauss commented how the newspapers, the TV station, and the radio station all cover what happens at the meetings which are also open to the public and that the information is available. Council President Olstad commented that people access information differently today, that this is a great idea, he thanked those who worked on this, and that he was in favor of this.

Voting Aye: Buckalew, Olstad, Grassel, DeMers, and Vetter,

Voting Nay: Tweten

Absent: Pokrzywinski.

11. Consider adopting Resolution No. 16-01-18 appointing the ballot board and election judges for the March 7, 2016 Special Election and setting the polling location as City Hall.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 16-01-18 APPOINTING THE BALLOT BOARD AND ELECTION JUDGES FOR THE MARCH 7, 2016 SPECIAL ELECTION AND SETTING THE POLLING LOCATION AS CITY HALL.

Council Vice-President Grassel asked that any information sent out be clear and concise as possible so people understand.

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

Voting Nay: None.

Absent: Pokrzywinski.

12. Consider adopting Resolution No. 16-01-19 requesting the advance of State Aid funds for the Rhinehart Reconstruction Project.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 16-01-19 REQUESTING THE ADVANCE OF STATE AID FUNDS FOR THE RHINEHART RECONSTRUCTION PROJECT.

Council member DeMers asked if there was a penalty for getting these funds early. Mr. Emery said there wasn't and that receiving these funds did not commit the City to the project.

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

Voting Nay: Vetter.

Absent: Pokrzywinski.

CLAIMS:

13. Consider adopting Resolution No. 16-01-17 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 23288 for a total of \$664.64 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 16-01-17 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 23288 FOR A TOTAL OF \$664.64 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

Absent: Pokrzywinski.

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

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

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

Voting Nay: None.

Absent: Pokrzywinski.

COUNCIL/STAFF REPORTS:

Mr. Murphy reminded the Council about the joint session with Thief River Falls and Crookston Councils in Crookston with the social starting at 6:00pm and the forum starting at 7:00pm.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE JANUARY 19, 2016 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:34 P.M.

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

Voting Nay: None.

Absent: Pokrzywinski.

David Murphy, City Administrator/Clerk-Treasurer