

**APPROVED MINUTES  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, FEBRUARY 2, 2016 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for February 2, 2016 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(5:01pm), Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.*

*Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; 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 19, 2016.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 26, 2016.

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

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

*Voting Nay: 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.

Council President Olstad asked if any Council member like an item to be pulled. Council member DeMers asked to have item five (5) be pulled.

3. Consider approving an Offsite Gambling Permit Application for the Blue Line Club to hold a raffle on April 9, 2016 at the VFW Arena located at 711 3<sup>rd</sup> St SE East Grand Forks, MN 56721.
4. Consider approving an Exempt Gambling Application for the East Grand Forks Fire Department Relief Association to hold a raffle on June 11, 2016 at the Eagles Club located at 227 10<sup>th</sup> St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
5. Consider adopting Resolution 16-02-20 authorizing an increase of \$100 per month to the Water and Light Commissioner salaries.
6. Consider approving the purchase of two new pumps from Minnesota Pump Works and declare the used pumps as surplus trading one in to reduce the purchase price from \$57,642 to \$55,108.
7. Consider approving the Special Event Application for the Grand Cities Artfest event for June 11-12, 2016 and waiving the transient merchant license for the artists of the event.
8. Consider adopting Resolution No. 16-02-21 authorizing the implementation of the updated compensation plan for non-union employees.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS THREE (3), FOUR (4), AND SIX (6) THROUGH EIGHT (8).**

Mr. Murphy stated there was an error with the wage scale in the compensation plan resolution and asked that the Council vote on the wage scale that was in front from them and have that replace the scale in the resolution.

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

*Voting Nay: None.*

5. Consider adopting Resolution 16-02-20 authorizing an increase of \$100 per month to the Water and Light Commissioner salaries.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION 16-02-20 AUTHORIZING AN INCREASE OF \$100 PER MONTH TO THE WATER AND LIGHT COMMISSIONER SALARIES.**

Council member DeMers stated that his only objection was this was looked at last year and it was decided at that time it wasn't prudent to increase the salaries. He added he hasn't seen any evidence or reasoning why there would be a benefit to the City or Water and Light. He stated that people on boards and commissions should be the last people to be receiving raises. Council member Tweten explained that the raise was included in the budget and commented how the Water and Light Commission is one of the finest in the State. He stated how the work they have done has helped improve the bond rating, that meetings are usually at least an hour and a half to two hours, they attend meetings all over, and that it is important to have the qualified people on the commission.

Council member Pokrzywinski stated that if the Council is consistent the other boards and commissions should also be receiving compensation and until all boards and commissions receive compensation he will be voting no. Mayor Stauss commented that it was three people and asked how much the operating budget was for the Water and Light Department. Mr. Boyce informed the Council that the increase was included in the Water and Light budget for 2016, that when Ms. Ogden retired after serving for 27 years on the commission she commented there was never a raise in the pay, and the operating budget was approximately \$15 million dollars. Mayor Stauss commented what is required of this commission is different than other commissions. Council member Vetter stated that the commission does a lot of work and run the Water and Light just like a business. Discussion followed about how serving on a board should be considered a duty, how the Water and Light Commission had been fortunate over the years to have talented people, and how in the future the Council may need to consider paying all board and commission members.

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

*Voting Nay: DeMers and Pokrzywinski.*

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

9. Regular meeting minutes of the Water, Light, Power, and Building Commission for January 7, 2016.
10. Regular meeting minutes of the Economic Development Authority Board for December 22, 2015.
11. Regular meeting minutes of the Planning Commission for October 8, 2015.

#### **COMMUNICATIONS:**

12. Acknowledgement of the Mayor's Veto of Resolution 16-01-16 accepting the Knight Foundation grant.

#### **OLD BUSINESS:**

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

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

Council member DeMers informed the Council that Mr. Corey Thompson reviewed the budget to see what could be done for approximately \$25,000. Mr. Thompson explained the project could be reduced to the \$25,000 figure by utilizing software and other efficiencies. Council member DeMers asked what the shift in quality would be. Mr. Thompson stated it would be similar in quality but there would be challenges. Mr. Thompson informed the Council there would be five cameras, three being installed upstairs and two being installed downstairs. Council member DeMers commented how this would get things going and the Council would be able to upgrade in future years.

Mayor Stauss stated he doesn't like to veto things but it does happen because he has a different belief than others but that this grant was wonderful. He commented on how the budget had been cut the previous year and how the Council wanted to stick with the budget. He continued explaining there were many things coming up, projects were in progress, and how the Council still doesn't know how everything will be paid for. He added that the Council may need to increase taxes to cover costs and reminded the Council how the School referendum will also be affecting the tax payers. He said that he hopes the budget will be held down, that he is unable to support this at this time, and it is a want, not a need.

Council member DeMers commented how the Council spends money on a wide variety of things that they have to prioritize. He explained they work in the public realm as a government and how the core of any government is a compact with the people they represent. He stated how that compact is built on trust, how there have been issues, and that they owe it to public to do everything to rebuild the trust. He added it wasn't about being on TV but setting a record by creating a primary source for people to look back on. He stated how the project can be done for about \$25,000, not spending any money from the general fund, and accepting the grant so they are able to move forward with this project.

Mayor Stauss commented the Council does not try to hide anything, meetings are covered by the newspapers, radio, and TV station, and that the meetings are open to the public. He added this will be a future thing and that the Council should not accept this grant until they are ready to move forward with the project. He stated that this would just be adding money to the budget.

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

*Voting Nay: Tweten.*

**NEW BUSINESS:**

14. Consider adopting Resolution No. 16-02-22 authorizing the application to the Minnesota Public Facilities Authority for a loan for the wastewater treatment system project.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 16-02-22 AUTHORIZING THE APPLICATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY FOR A LOAN FOR THE WASTEWATER TREATMENT SYSTEM PROJECT.**

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

15. Consider approving Change Order No. 2 for the Civic Center Renovation Project which will cost \$20,295.65 and be paid for from the capital improvement budget.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE CHANGE ORDER NO. 2 FOR THE CIVIC CENTER RENOVATION PROJECT WHICH WILL COST \$20,295.65 AND BE PAID FOR FROM THE CAPITAL IMPROVEMENT BUDGET.**

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

*Voting Nay: None.*

16. Consider approving the request to help cover the costs of furnishing the warming area at the Civic Center in the amount of \$\_\_\_\_\_.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE REQUEST TO HELP COVER THE COSTS OF FURNISHING THE WARMING AREA AT THE CIVIC CENTER IN THE AMOUNT OF \$9300.**

Council member DeMers asked if a limit should be set or only pay 50% less of what donations were collected. Council member Vetter stated there were tables and chairs already in the warming area, that the club was going to be selling tables as a fundraiser, and that the City should not be participating in that fundraiser. Council President Olstad stated how there was miscommunication or assumptions made regarding the warming area and at this point the Blue Line Club took the lead. Discussion followed about how much the chairs and tables cost, that those are the tables and chairs are already in the warming area, and if the Council should pay for just the chairs. Council member DeMers asked to amend the motion to pay for just the chairs. Council member Tweten added how the counter also needs to be paid for.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO AMEND THE AMOUNT TO \$4,599.40.**

*Voting Aye: DeMers and Pokrzywinski.*

*Voting Nay: Olstad, Grassel, Vetter, and Buckalew.*

*Abstain: Tweten.*

Council President Olstad stated the motion failed.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE REQUEST TO HELP COVER THE COSTS OF FURNISHING THE WARMING AREA AT THE CIVIC CENTER IN THE AMOUNT OF \$9300.**

Council member DeMers asked if this purchased followed the purchasing policy guidelines. Mr.

Murphy stated that it did and was under the amount requiring a second quote.

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

*Voting Nay: DeMers, Vetter, and Tweten.*

**CLAIMS:**

17. Consider adopting Resolution No. 16-02-23 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 23390 for a total of \$1,208.54 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 16-02-23 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 23390 FOR A TOTAL OF \$1,208.54 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Buckalew.*

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

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

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Council Member Pokrzywinski thanked the Community and Knight Foundation, Kristi Mishler, and staff for their commitment for open government. He also thanked city staff and especially Corey Thompson for their time and effort when applying for this grant.

Mr. Murphy reminded the Council about the joint session with the Grand Forks City Council on February 4<sup>th</sup> and that it will be held at the Chamber building. He also added that staff had received more questions about the sales and use tax. He stated that the use tax would be on items that were rented like something from the hardware store if it was a taxable item and not on items that were purchased in Grand Forks.

Chief Hedlund announced that the Police Department was notified they will be receiving six portable breath testing devices. He said that they will not have to have a city match for those. He added that they also received a \$1000 grant for Project Lifesaver training.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE FEBRUARY 2, 2016 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:43 P.M.**

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

*Voting Nay: None.*

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David Murphy, City Administrator/Clerk-Treasurer