

**APPROVED MINUTES  
OF THE CITY  
COUNCIL WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, MARCH 8, 2016 – 5:00 PM**

**CALL TO ORDER:**

*The Work Session of the East Grand Forks City Council for March 8, 2016 was called to order by Council President Mark Olstad at 6:09 P.M.*

**CALL OF ROLL:**

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

*Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; 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; Jeremy King, Public Works Supervisor; Gary Larson, Fire Chief; and David Murphy, City Administrator/Clerk-Treasurer.*

**DETERMINATION OF A QUORUM:**

*The Council President Determined a Quorum was present*

**1. 2015 City Project No. 1 – Interconnect Project – Steve Emery**

Mr. Emery stated he had passed around a set of plans of where things were at today. He explained that they would like to file the plans with the City Council at the meeting next Tuesday. He continued saying the plans would then be sent to the Minnesota Pollution Control Agency for review. He said if approved they are hoping to start advertising for bids on April 20<sup>th</sup> and May 4<sup>th</sup> with the bid opening on May 10<sup>th</sup>. He added that MPCA will have comments which will need to be addressed.

Mayor Stauss commented how there was an article in the paper about the Missouri and if the City should be contacting them. Council President Olstad stated that Mr. Boyce was on the committee. Mr. Boyce informed the Council that Water and Light has been a part of that committee and had followed the project closely over the last several years.

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

**2. Intersection Control Evaluation Study – Steve Emery**

Mr. Emery stated that this had been discussed at previous work sessions and if the City would like to follow the Bygland Road study and utilize the federal sub-target dollars for the project MNDOT stated

that the City would first have to complete an intersection control evaluation study. He explained how this work would need to be completed by a traffic engineer and how they included a proposal from Alliant. He stated they have included an additional 10% for their time if needed so it would total \$10,989. He added this was required by MNDOT to amend the TIP. Council President Olstad asked for questions.

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

### **3. Verizon Wireless Cell Tower on City Property – Nancy Ellis**

Ms. Ellis stated this had been discussed previously, how monopole towers were not allowed before in residential areas, but that has been changed and they are now allowed if it is city property, churches, or public open space and not within a restrictive distance. She told the Council that this location can now be revisited and that Mr. Buell was present at the meeting to answer any questions.

Council Vice-President Grassel asked if the location had moved or if it was always in this location. Ms. Ellis said it was originally at the concrete pad but then moved back behind the trees. Council member DeMers said he wanted to make sure that this will be 40 feet from the toe of the levy. Ms. Ellis said it would be. Discussion followed about what the actual location of monopole would be. Ms. Ellis a site plan will have to be reviewed. Mr. Buell said the property had been formally surveyed, they were informed of the setbacks, and they will make sure they follow those setbacks. More discussion followed about the diagram that shows the space they will be renting. Mr. Buell added they could shrink the space down since they are still negotiating. Council member DeMers commented how there is also drainage there and make sure that is not affected. Ms. Ellis said this was to show the Council what it was going to look like and use as much of the existing cement that is there.

Ms. Ellis asked the Council if they should continue with negotiations of the lease and then move forward with the special use permit in April. Council President Olstad asked if anyone had an issue with that. There were none. Ms. Ellis added they will continue moving forward contingent upon the approval of the lease.

### **4. Request to Purchase Street Sweeper – Jeremy King**

Mr. King informed the Council that the purchase of a street sweeper was included in the 2016 capital improvement budget. He stated that they had made a selection that will fulfill the City's needs using the National Joint Powers Alliance and Sanitation Products for an Elgin Pelican street sweeper. He said the recommendation was to purchase the street sweeper for the amount of \$202,460 and declare the current Elgin street sweeper as surplus. Discussion followed about the options that were included for the street sweeper and how \$270,000 had been budgeted for this purchase.

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

### **5. Request to Advertise for Bids for a Sand & Salt Shed – Jeremy King**

Mr. King reminded the Council that in the spring of 2015 bids were collected for the sand and salt building and how the bid results came in significantly higher than what had been budgeted. He

continued saying how there was \$125,000 budgeted in the capital improvement budget for this project and asked for approval to advertise for bids. He said the recommendation was to allow staff to advertise for bids for this project.

Mayor Stauss commented how there has been discussions about wants and needs. He stated that for 129 years there hasn't been one, that he does realize the sand can get hard, and asked if this was really needed. Council President Olstad asked if the City would be able to use the county building. Ms. Anderson stated it was a state building and the City was not allowed to use them. Discussion followed about the current situation at Public Works, how hard the sand can be on the equipment when it is hard and in clumps, and how this is something the City may need. Council Vice-President asked if they could reach out to Grand Forks and that their facility would be out of the way. Mr. King stated that the issue with that is crossing state lines and that he wasn't certain if Mr. Stordahl had contacted them.

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

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE MARCH 8, 2016 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:30 P.M.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

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David Murphy, City Administrator/Clerk-Treasurer