

**AGENDA  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, APRIL 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.”*

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of March 8, 2016.
2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of March 14, 2016.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 22, 2016.

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA: NONE**

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.

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

4. Regular meeting minutes of the Water, Light, Power, and Building Commission for March 3, 2016.

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

5. Consider adopting Resolution No. 16-04-36 authorizing a reduction in the sewage portion of a utility bill for Mr. Scott Richter.
6. Consider approving and reaffirming the joint powers agreement between the City of East Grand Forks and the other participants of the Red Lake River Corridor to support the efforts to make the area a regional park or receive a trail designation.
7. Consider adopting Resolution No. 16-04-37 formally supporting and authorizing the submission of an application requesting a designation as a regional park or trail for the Red Lake River Corridor.
8. Consider approving the request to include the installation of a driveway to the K-8 Storm Lift Station to the bidding process of 2016 Assessment Job No. 1 – Street Improvements.
9. Consider adopting Resolution No. 16-04-38 authorizing a partial refund of a loan in the amount of \$15,000 to Valley Golf.

**CLAIMS:**

10. Consider adopting Resolution No. 16-04-39 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 23797 for a total of \$922.75 whereas Council Member Buckalew is personally interested financially in the contract.
11. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

**COUNCIL/STAFF REPORTS:**

**ADJOURN:**

**Upcoming Meetings**

- Work Session – April 12, 2016 – Training Room
- Regular Council Meeting – April 19, 2016 – Council Chambers
- Work Session – April 26, 2016 – Training Room
- Regular Council Meeting – May 3, 2016 – Council Chambers

**UNAPPROVED MINUTES  
OF THE SPECIAL MEETING  
CITY OF EAST GRAND FORKS  
TUESDAY, MARCH 8, 2016 – 5:00 PM**

**CALL TO ORDER:**

*The Special Meeting of the East Grand Forks City Council for March 8, 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, Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Henry Tweten, and Marc DeMers.*

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

**DETERMINATION OF A QUORUM:**

*The Council President Determined a Quorum was present*

**SCHEDULED PUBLIC HEARINGS:**

1. Public Hearing on proposed 2016 Assessment Job No. 1 – Street Improvements.

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

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

*Voting Nay: None.*

*Absent: Buckalew.*

Council President Olstad reminded everyone that when addressing the Council to please stand and state their name and address. He then turned it over to Mr. Emery. Mr. Emery welcomed everyone to the meeting, introduced himself, Mr. Brad Bail, and explained they would be reviewing the information that was presented the previous week. He stated how there were three parts to this project which included a seal coat, a mill and overlay, and a reconstruction for a portion of Rhinehart Drive. Mr. Emery said the last project like this was completed in 2006 and that this project was maintenance to help prolong the life of the asphalt road. He commented how property owners would have the option to either pay for the project or have it assessed over a seven year period. He then turned it over to Mr. Bail to review the assessment process.

Mr. Bail stated he would review the information presented the week before and started by explaining what an assessment is. He reviewed what front and end benefits are and how they are calculated. He also explained how assessments are calculated for odd shaped lots, how assessment rolls are put together and how front and end benefits are applied to properties. Mr. Emery reviewed the costs of each portion of the project and what the cost per foot for each portion of the project. He stated how the reconstruction portion was on the State Aid system and how the current policy is that only 30% of the cost will be assessed. Mr. Emery added that this would be spread out over a seven year period and how this is the first step in the assessment process. He then asked if there were questions. Council President Olstad asked again that those who speak state their name and address for the record.

Mr. Dan Rolczynski, 14<sup>th</sup> Ave NW, asked when the payment would be due. Mr. Bail explained the project would have to be bid first to determine what the actual project costs were and if they were reasonable. He continued saying if the costs were reasonable the project could moved forward and it more than likely wouldn't be until the fall until the specials would be due. Mr. Rolczynski asked if they would be sent a bill. Mr. Bail said they would be notified about what the costs would be and at that time would have the opportunity to pay it off or have it assessed. Mr. Emery said the work would be completed this summer and have the final assessment roll completed by October because the information would need to be sent to the County by November.

Mr. Jack Gregoire, representative of 401 Demers Ave, stated his concern is with the traffic on the street. He stated there are a lot of beet trucks that come down this road from Highway 2. He continued saying that he has nothing against farmers and how this is a farm community but that the beet trucks are overweight, stretched out, and how some come through town quickly. He doesn't see how the overlay would hold up for eight years. He stated how they were bottlenecked when the sewer lines were being repaired and stated again he doesn't see how an overlay will hold up with all of the traffic. He added how these trucks should be using the bypass and going down 5<sup>th</sup> Ave instead of going through downtown. He stated that for what they are paying he doesn't think that it will hold up.

Council member DeMers asked what 4<sup>th</sup> Street had been designed for. Mr. Bail stated that it was designed for up to 10 tons. Mr. Emery said this street was included on the State Aid system and was designed for truck traffic. Council member DeMers said they should expect something to be done to the street in eight years for maintenance. Council member Vetter asked that since this street is on State Aid if these properties would be assessed the whole cost or if State Aid would be picking up some of the cost. Mr. Emery said 100% of the costs would be assessed. He explained when it is full reconstruction it is only 30% but if it is maintenance type work they are assessed 100%. Council member Vetter asked if this was considered part of the Business Highway 2 bypass. Mr. Bail said Business Highway 2 turns at the corner and goes down Demers towards the Sorlie Bridge.

Council member DeMers asked why this property was receiving a front benefit instead of end benefit. Mr. Emery stated that the narrowest part of the property faces 4<sup>th</sup> Street. Council member DeMers asked if it mattered that there were two parcels. Mr. Bail said it was still based on the direction of the lot and that if someone owned five lots that were all 50 feet they would then be charged for the 250 feet and added how footage is based on how the lots were originally laid out. Mayor Stauss stated how eight years had been mentioned and how these projects will need to be done again in eight to ten years again.

Duane Driscoll, 902 18<sup>th</sup> St NW, said he paid \$3000 last summer and that there wasn't any end benefit last summer. He asked what the end benefit does for him and asked for an explanation. Mr. Bail said he will try and explained how this was a way to try and keep things as fair as possible. Mr. Driscoll asked why everyone doesn't pay. Mr. Bail said everyone does when the street is done in front of their house as well as side streets. Mr. Driscoll asked again how this benefits him. Mr. Bail explained that many people come down the street such as the police officers, the fire fighters, and the garbage collector which all provide services. Mr. Driscoll and the city engineers discussed what had happened the year before and how residents pay aren't assessed for improvements to Demers and other heavily traveled streets.

Council member DeMers stated that most that live in the area that Mr. Driscoll lives in are paying end benefits and if the City didn't have the end benefit policy there would be fewer streets. He added that this is the fairest way the Council has come up with so far that gets everyone to chip in. He added how this is a network and hopefully someday the Council can discuss fixing the streets as one community. Mr. Galstad told everyone that the State of Minnesota does not allow cities to have the entire city as a street district which would allow everyone to pay in to rather than having special assessments. He stated that had come before the Legislature on more than one occasion but at this point had not been passed. Discussion followed about how bug control and other items are allowed by state statute.

Ms. Joanne Nokelby, 704 5<sup>th</sup> St SE, commented about city wide and asked if there was a project done back in 2006 was city wide. Mr. Emery explained that back in 2006 every asphalt street in town was improved at the same time. He stated that this time they are completing this over a three year time frame so anyone who lives on an asphalt street will be assessed during this three year process. Ms. Nokelby asked about when 5<sup>th</sup> Street SE will be completed. Mr. Emery said it would be done in 2017. Ms. Nokelby asked why they covered the cracks in the street if it was going to be redone. Mr. Bail stated that it was to try and keep water from getting into the road. He added how they tried to seal as many of the cracks as possible and how there is only so much money available for crack sealing. Mr. Nokelby asked when the costs will end. Mr. Bail explained that asphalt streets require maintenance every seven to ten years which is set by MNDOT. He added if they don't take care of them the streets will have to be reconstructed. Mr. Nokelby asked who would be doing the job this time. Mr. Bail said they haven't collected bids for this project so at this time they do not know. Discussion followed about how the numbers presented were based on estimates, the numbers were subject to change, and if the bids are much higher than what is estimated the Council more than likely won't vote to move forward with the project. Mayor Stauss stated how comments had been made about the poor job done last time and asked that if residents think the job isn't good enough to let the Council know about it.

Council member DeMers stated that the last time a project was completed was 2006 so it is going on ten years. He added that what was done in 2006 compared to what was completed last year is a night and day difference. He said some people that lived in the areas which were repaired last year commented to him they were very happy with the way it turned out, the process, the time it took, and the fact they didn't have gravel in their berms. He also asked to be informed about things that residents see and be prepared they should be receiving a better product. Mr. Emery explained how process has changed since 2006 and commented how this is a better product in the end.

Mr. Don Coulter, 512 7<sup>th</sup> Ave SE, said he believes that the product is better. He stated that he only concern is that streets in the town that don't need maintenance. He commented that he came to the

conclusion that his street does need maintenance but driving around there were streets that are not in need of repair. He stated that they should give some of the roads a few more years before doing an improvement. Mr. Emery explained the roads were inspected last year, that portions of a road may be okay, but other parts of the same street may not be. Mr. Coulter said they should also take under consideration the amount of traffic on some of the roads. Mr. Bail explained the process of how roads had been inspected, how it was decided on what type of improvement is needed, and how now that process also includes the pavement management system and what that all entails. Discussion followed about how end benefits go half way down the block based on the block, not the amount of number of lots on the block.

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

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

*Voting Nay: None.*

*Absent: Buckalew.*

Council President Olstad thanked everyone for coming and for their comments. He reminded them that this was the first step and how the costs will be reviewed when the bids are received.

**NEW BUSINESS:**

2. Consider adopting Resolution No. 16-03-27 ordering the improvements and the preparation of plans and specifications for 2016 Assessment Job No. 1 – Street Improvements – City Wide.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 16-03-27 ORDERING THE IMPROVEMENTS AND THE PREPARATION OF PLANS AND SPECIFICATIONS FOR 2016 ASSESSMENT JOB NO. 1 – STREET IMPROVEMENTS – CITY WIDE.**

Council member Vetter asked if the reconstruction portion of the project was still included. Mr. Emery said it was still included. Council member Vetter asked if it would make more sense to install the round-a-bout and reconstruct the portion of Rhinehart Drive at the same time. Mr. Emery said that was an option for the Council. He added that if it was included they would determine where the round-a-bout would be so no work would be duplicated. Council member Vetter stated he thinks if they wait they could get a better prices instead of only reconstructing 200 feet of a street. He recommended pulling the reconstruction section of the project out. Council President Olstad stated this had been discussed a couple weeks ago and it was his understanding that the engineers would look into this to determine what would need to be done with the round-a-bout. He added they are still working on getting that information and how the Council could include the reconstruction and see what the bids come in at. Mr. Emery said it could be done is an alternate. Discussion followed about how the round-a-bout needs to be made the correct size and for the future and how there would be a benefit for completing the round-a-bout and reconstruction as one project in the same year.

Mr. Coulter asked if the round-a-bout was the way to go and what was wrong with putting in stop signs. Mr. Emery said the round-a-bout was recommended from the study that was completed, how stop signs

could back up traffic, and that round-a-bouts keep traffic flowing. He added that there wasn't enough traffic to warrant traffic lights. Council member Pokrzywinski said a four way stop intersection had been tried before and it backed up traffic even more. He said that people are resistant to round-a-bout but they are a safer method of controlling traffic. Discussion followed about how this would be a one lane round-a-bout, how they are safer way to control traffic, how they are designed to keep traffic flowing, and that the cars in the round-a-bout will have the right-of-way.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO AMEND THE MOTION TO WITHDRAW THE RECONSTRUCTION PORTION FROM THE PROJECT.**

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

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 16-03-27 ORDERING THE IMPROVEMENTS AND THE PREPARATION OF PLANS AND SPECIFICATIONS FOR 2016 ASSESSMENT JOB NO. 1 – STREET IMPROVEMENTS – CITY WIDE EXCLUDING THE RECONSTRUCTION PORTION OF THE PROJECT.**

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

- 3. Consider adopting Resolution No. 16-03-28 accepting and awarding the bid for 2015 City Project No. 4 – Curb, Gutter, & Paving – 5<sup>th</sup> Ave NE & 10<sup>th</sup> St NE to Opp Construction in the amount of \$333,597.70.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 16-03-28 ACCEPTING AND AWARDING THE BID FOR 2015 CITY PROJECT NO. 4 – CURB, GUTTER, & PAVING – 5<sup>TH</sup> AVE NE & 10<sup>TH</sup> ST NE TO OPP CONSTRUCTION IN THE AMOUNT OF \$333,597.70.**

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

- 4. Consider adopting Resolution No. 16-03-29 accepting and awarding the bid for 2016 Assessment Job No. 2 – Concrete Paving & Sidewalk Construction to Opp Construction in the amount of \$347,992.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 16-03-29 ACCEPTING AND AWARDING THE BID FOR 2016 ASSESSMENT JOB NO. 2 – CONCRETE PAVING &**

**SIDEWALK CONSTRUCTION TO OPP CONSTRUCTION IN THE AMOUNT OF \$347,992.**

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

*Voting Nay: None.*

*Abstain: DeMers.*

*Absent: Buckalew.*

5. Consider adopting Resolution No. 16-03-30 adopting the updates to the 2045 Land Use Plan.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 16-03-30 ADOPTING THE UPDATES TO THE 2045 LAND USE PLAN.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

6. Consider approving the request to hire a full time maintenance worker for City Buildings and to be placed at Grade 7 on the pay scale.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE REQUEST TO HIRE A FULL TIME MAINTENANCE WORKER FOR CITY BUILDINGS AND TO BE PLACED AT GRADE 7 ON THE PAY SCALE.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

7. Consider awarding the annual sewer cleaning job to Veit for \$215 per hour for sewer cleaning services.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO AWARD THE ANNUAL SEWER CLEANING JOB TO VEIT FOR \$215 PER HOUR FOR SEWER CLEANING SERVICES.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

8. Consider approving the Exempt Gambling Application for the East Grand Forks Ducks Unlimited group to hold a raffle on May 6, 2016 at the American Legion located at 1009 Central Ave NW East Grand Forks, MN 56721 and waive the 30-day waiting period.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE EXEMPT GAMBLING APPLICATION FOR THE EAST GRAND FORKS DUCKS UNLIMITED GROUP TO HOLD A RAFFLE ON MAY 6, 2016**

**AT THE AMERICAN LEGION LOCATED AT 1009 CENTRAL AVE NW EAST GRAND FORKS, MN 56721 AND WAIVE THE 30-DAY WAITING PERIOD.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MARCH 8, 2016 SPECIAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:03 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

**UNAPPROVED MINUTES  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
MONDAY, MARCH 14, 2016 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for March 14, 2016 was called to order by Council President Mark Olstad at 5:02 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.*

*Dave Aker, Parks & Recreation Superintendent; Karla Anderson, Finance Director; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, City Planner; Paul Gorte, Economic Development Director; 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 March 1, 2016.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 8, 2016.

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

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

**SCHEDULED BID LETTINGS:**

- 3. Consider adopting Resolution No. 16-03-32 approving the plans and specifications and ordering advertisement for bids for 2015 City Project No. 1 – Interconnect Project.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 16-03-32 APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2015 CITY PROJECT NO. 1 – INTERCONNECT PROJECT.**

Mr. Boppre thanked the Council for letting him design the project which had been both challenging and rewarding. He reminded them of the tentative timeline for this project, that two permits will be required, and once both have been approved he will be asking to set the bid date for the project.

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

- 4. Consider adopting Resolution No. 16-03-33 ordering advertisement for bids for 2014 City Project No. 5 - Sand/Salt Storage Building.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 16-03-33 ORDERING ADVERTISEMENT FOR BIDS FOR 2014 CITY PROJECT NO. 5 - SAND/SALT STORAGE BUILDING.**

Mr. Stordahl stated how there had been a couple questions at the work session. He commented how one was if this was a want or a need. He explained that the City currently is operating under an MS4 permit which tries to monitor any illicit discharge and that the City must also comply. He informed the Council what other cities in the region have done by either building their own building or sharing with the County or State. He explained those that share with the State have been grandfathered in and the State no longer allows those agreements. Council member DeMers asked what the future of sanding is and if the City will at some point use a brine system. Mr. Stordahl explained how he has looked into a brine process but the City would still need a facility to store the salt for the brine. Mayor Stauss commented how the sand and salt that gets put on the road gets into the storm water system much faster than sitting in the storage pile. Council member Tweten stated how the street crew is affective and the Council has the responsibility to keep the roads safe. Mr. Stordahl added that if or when this building wasn't being used for salt storage it could be used to store equipment.

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

- 5. Consider approving the Exempt Gambling Application for the East Grand Forks Home Run Club to hold a raffle on April 12, 2016 at Stauss Baseball Park located at 5<sup>th</sup> Ave NE East Grand Forks, MN 56721 and waive the 30-day waiting period.
- 6. Consider approving the temporary liquor license for Sacred Heart for an event on April 9, 2016 with contracted liquor services being provided by East Grand Lanes.

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

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

*Voting Nay: None.*

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

- 7. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 4, 2016 and February 18, 2016.
- 8. Regular meeting minutes of the Economic Development Authority Board for February 2, 2016.

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

- 9. Consider adopting Resolution No. 16-03-34 authorizing Alliant Engineering to conduct the Intersection Control Evaluation at the intersection of Byglund Road and Rhinehart Drive with costs for services not to exceed \$9,990.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 16-03-34 AUTHORIZING ALLIANT ENGINEERING TO CONDUCT THE INTERSECTION CONTROL EVALUATION AT THE INTERSECTION OF BYGLAND ROAD AND RHINEHART DRIVE WITH COSTS FOR SERVICES NOT TO EXCEED \$9,990.**

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

*Voting Nay: None.*

Council member Tweten stated since the Council has started this process it should give people living out on the south end of town notice that the Council is concerned about the traffic conditions there, there has been considerable discussion on this topic, and that this is a safety issue. He commented how the Council will continue to set priorities that help develop the residential areas.

10. Consider approving the request to purchase an Elgin Pelican Street Sweeper from Sanitations Products in the amount of \$202,460 and declare the current Elgin Street Sweeper as surplus.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE REQUEST TO PURCHASE AN ELGIN PELICAN STREET SWEEPER FROM SANITATIONS PRODUCTS IN THE AMOUNT OF \$202,460 AND DECLARE THE CURRENT ELGIN STREET SWEEPER AS SURPLUS.**

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

*Voting Nay: None.*

**CLAIMS:**

11. Consider adopting Resolution No. 16-03-35 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 23692 for a total of \$368.09 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 16-03-35 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 23692 FOR A TOTAL OF \$368.09 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Buckalew.*

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Council Member Tweten stated that he had given the Council a copy of an article that was in the Star Tribune and the USA Today. He explained that one thing the Council has recognized over the years is the safety of employees and how it is important to protect the police officers.

Council Member Buckalew stated that he was looking forward to meet in the Twin Cities and try to get legislation passed that will benefit the community.

Mr. Boppre told the Council that both Mr. Stordahl and his staff were instrumental in the preparation of plans and specifications which was 90 pages long and the largest set of plans that he had ever prepared and thanked them for their help with this. He commented how a delegation was going down to the Twin Cities and wished them good luck.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE MARCH 14, 2016 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:24 P.M.**

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

*Voting Nay: None.*

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David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES  
OF THE CITY  
COUNCIL WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, MARCH 22, 2016 – 5:00 PM**

**CALL TO ORDER:**

*The Work Session of the East Grand Forks City Council for March 22, 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, 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; 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; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.*

**DETERMINATION OF A QUORUM:**

*The Council President Determined a Quorum was present*

**1. Northland Community & Technical College Presentation – President Dennis Bona**

President Dennis Bona introduced himself as well as Ms. Jodi Stassen, Mr. Brian Huschle, and Mr. Carey Castle to the Council. He informed the Council he had been with the college since July of 2015 and how this would be a short presentation showing how Northland Community and Technical College is an asset, a resource, and how the City and the college have become partners. He first highlighted the economic impact the college has on East Grand Forks regarding employing 140 full time staff, having local expenditures of \$500,000 per year, how they try to keep construction and renovation projects with local contractors, and how the traffic of 2800 students has an impact on the City.

President Bona continued the presentation reviewing academic programming explaining how there are 94 programs in which students can become certified or receive a diploma. He stated how they also offer employer training and have worked with over 152 employers in the area to provide training to over 3000 employees. He added how many students that attend Northland find jobs locally. He informed the Council there is a virtual tour now available of the entire campus on their website, that the College has hosted or participated in numerous local events, and what adult education courses they now offer. President Bona also told the Council about the NCTC Foundation, the scholarships they are able to provide, and their performance rate.

President Bona told the Council about future programming, how evening courses will be offered, and how they are looking into what manufacturers will need in the area along with agriculture and unmanned aerial systems. He added how much of the unmanned aerial program is located at the Thief River Falls

campus but that they are looking at where the need is. President Bona then commented how they are looking at partnership opportunities and mentioned how they have partnered with the City before regarding the purchase of a fire truck and for using a parking lot for the truck driving program. He also added that they partner up with the Forx Builders on the home they build every year.

Council member Tweten commented on the medical programs that the college has and how this school has an affect that may not always be visible but that it is there. Mayor Stauss added how very important the college is to the community. Council President Olstad stated that he was glad Northland was in the community and how he was looking forward to continue to work with them in the future. Council member Pokrzywinski invited President Bona to meetings a couple times a year to give an update to the Council on how things were going. He added how attending the college is very attractive compared an expensive university and that he hopes enrollment keeps growing. Discussion followed about how the college is trying to keep tuition down for students and how the economy can affect enrollment.

## **2. Down Town Banners – Mark Olstad**

President Mark Olstad said the request had been made to have this item moved to the next work session. Mayor Stauss commented how he typically orders the banners and how the order needs to be placed. He stated that he had already picked out a banner that could be used this year, added that it is up to the Council, and how they would be paying more for specialized banners. Council President Olstad stated that this discussion could wait a couple weeks.

## **3. Request for Reduction in Sewage Fee – Mark Olstad**

Council President Olstad stated that the City has been asked for a reduction in the sewage portion of a utility bill by Mr. Scott Richter because he had a skating rink in his back yard. He explained how the bill had been included in the packet showing the sewage portion was \$146.25. He added how the average usage totaled \$8.12. He stated how the sewage usage was tied to water usage since it was based on a percentage of water usage and most of the water went into the ground. Mayor Stauss commented that the Council should consider this since it was for kids. Council member Tweten commented how in cases like this people should be getting approval beforehand. Discussion followed about how a notice could be sent out with the utility bill, if the sprinkle rate could be used for skating rinks, and how the sprinkle rate is based on an average water usage. Ms. Ellis asked if this was going to be the new policy and how she knows of other residents that may come in and ask for a reduction in there bill as well. Mayor Stauss commented how the water is not going into the sewer so the City is not treating the water. Council President Olstad stated how the Council will have to look at this more but this item will be moved to the next meeting.

## **4. Microbrewery License – Megan Nelson**

Ms. Nelson informed the Council that she had been contacted last November by someone interested in opening up a microbrewery in the City. She explained that she didn't have the necessary information, requested information from the State, and told the Council how the State would issue a license for the microbrewery or distillery but the City would license a taproom or cocktail room. She asked for direction from the Council before spending any more time on this item. Council President Olstad commented how there are separate items with one being breweries that were allowed to serve and then just having a brewery. He asked if separate ordinances would be required. Mr. Galstad stated that he hadn't looked into anything at this point. Discussion followed about how the requirements would be dependent on what the establishment is, what the City is allowed to regulate, and what the Council

would be willing to consider.

Council member DeMers said he was interested, how there is opportunity there, and asked to have Mr. Galstad look into this further. Council President Olstad asked if the off-sale ordinance should be amended to include this. Ms. Nelson commented how the person who contacted her specifically asked about a taproom so they would also be looking at on-sale also. Council member Pokrzywinski stated how this was a growing trend in business and how the City should remove obstacles if they are able to so he was in favor of doing what the City can.

Mr. Galstad commented how the City may also want to look at the business ordinance and possibly have businesses in East Grand Forks register with the City so the City is aware of who is conducting business in East Grand Forks. Council member Pokrzywinski stated that unless it is a regulated business he was not in favor of requiring a permit or the City adding regulations to whoever would like to do business in the City.

## **5. Other**

Council Vice-President Grassel reminded the Council how there has been meetings with Valley Golf for some time regarding their situation and that the EDA was looking at extending Valley Golf's loan from the 280 fund which is controlled by the City and how funds may need to be transferred. Ms. Anderson explained how there were funds available in the 401 project fund that could be transferred to the 280 fund for the housing project program. She added how they were looking into other funds and what the restrictions were on those funds. Council Vice-President Grassel said the total loan amount would be approximately \$75,000 and asked if there were any issues with that. Council member Vetter asked why they would be using the 280 fund. Council Vice-President Grassel explained that is where the loan originated from. Mayor Stauss asked about the payback. Council Vice-President Grassel said they were working on that. Council member Pokrzywinski said all they were asking for was Council approval for transferring funds and added there was lots of activity going on with the housing program. He added how the golf course has fallen on hard times but projected a break even budget for 2016.

Council member DeMers asked if the County or School authorized the abatement of taxes. Council member Pokrzywinski said it was before the School Board and will be going before the County in April. Council member DeMers asked if the loaned funds would be restricted in any way and said he would not be in favor of giving any unrestricted funds. Discussion followed about how this was not a bailout, that the City would gain oversight of operations, how the golf course is asking to have their loan funds re-advanced, and that the transfer would prevent the 280 fund from being in the hole at the end of the year. Mayor Stauss commented it would cost the City a lot more to run the golf course if Valley Golf shuts their doors. Council member Pokrzywinski said this was the best with no good options, reviewed how the golf course was changed by the levy system, and how they are currently struggling. He added how it is beneficial for the City that the golf course is up and running. Mr. Gorte stated that a transfer would only be done if needed. Discussion followed about how originally it was the EDA that had suggested the refund of the loan, how now the golf course was asking for those funds, and that the Council would like to ask for an agreement. Mr. Gorte said this could be done at a future date since this was going to be done as contingency. Council President Olstad asked for more information to be brought back to the April 12<sup>th</sup> Work Session.

Council member DeMers informed the Council that he had attended the Red Lake River Corridor joint powers board. He stated how the group is looking at enhance this area as a trail in northwest Minnesota. He explained how this board was created in 2003, when the funding went away they stopped meeting,

and now there are legacy funds available. He stated they were asking for a reconfirmation of support from the City along with an appointee and alternate. Council member DeMers commented that he would be the appointee, how the process has started of filling out the application to be designated as a regional trail, and how there isn't any cost to be a part of the board. He stated how they will need to update the master plan which would cost considerably less than it cost to put together the original master plan. He asked the Council if they were still interested in being a part of this, that the application would have to be submitted by April 29<sup>th</sup>, and the master plan would be updated after that.

Mayor Stauss said the biggest problem for this group was getting funding and that nothing ever moved forward. He added how if they were able to get the legacy funds as a region it would be worth doing. Council member Pokrzywinski stated that the City would need to decide what kind of project the City would like to do and how there were some ideas out there already. He added how this will help build partnerships with neighbors and how this corridor was a valuable asset to the community so he was in support of this. Council President Olstad stated that he thought it was a good idea to be involved, to work with neighbors, and hopefully it will be able to take off which will help enhance the communities. Discussion followed about who should be the representative and alternate and how there will also be committees for this. Council President Olstad stated that Council member DeMers could be the representative and anyone else interested being the alternate could contact Council member DeMers.

Council President Olstad reminded the Council about the trip down to the State Capitol. He commented about their meetings, how quick some of the meetings were, and that Mr. Murphy and Council member Buckalew would be testifying at a committee hearing for the City regarding the sales tax. Council member DeMers said he thought things went well but that no one really knows what will happen since it is such a short session.

Council member Tweten asked if Mr. Barry Wilfahrt if he had any comments about the Tech College. Mr. Wilfahrt stated that he has worked very closely with the school, how 75% of their graduates stay in the area after graduating, and that was very important.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE MARCH 22, 2016 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:18 P.M.**

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

*Voting Nay: None.*

*Absent: Buckalew.*

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held March 3, 2016 at 5:00 P.M.

Present: Loven, Grinde, Tweten

Absent: Quirk

It was moved by Commissioner Tweten seconded by Commissioner Grinde that the minutes of the previous meeting of February 18, 2016 be approved as read.

Voting Aye: Loven, Grinde, Tweten

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Tweten to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$503,368.22.

Voting Aye: Loven, Grinde, Tweten

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Tweten to approve sending the requested documentation to American Crystal on estimate for work required on American Crystal Sugar's beet freeze project which is included in the 2016 Miscellaneous Electric Construction Project plans and specs.

Voting Aye: Loven, Grinde, Tweten

Voting Nay: None

The commission tabled agenda item #7 on the Park Department water bottle filling stations.

It was moved by Commissioner Grinde seconded by Commissioner Tweten to approve the plans and specs for the 2016 Watermain Project; advertise for bids; and set bid opening for 4-5-16 at 10:00 am.

Voting Aye: Loven, Grinde, Tweten

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Tweten to approve the satisfactory completion of the six month probationary period and corresponding pay increase for David Solarski as Assistant Line Foremen.

Voting Aye: Loven, Grinde, Tweten

Voting Nay: None

The commission tabled agenda item #10 on the vehicle replacement request.

It was moved by Commissioner Tweten seconded by Commissioner Grinde to adjourn to the next regular meeting on March, 17, 2016 at 5:00 P.M.

Voting Aye: Loven, Grinde, Tweten

Voting Nay: None

Lori Maloney  
Secretary

**RESOLUTION NO. 16 – 04 - 36**

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

WHEREAS, Scott Richter, 1811 10<sup>th</sup> St SE, had a skating rink in his back yard this past winter;

WHEREAS, due to the increase in water use there was an increase to the sewage use since it is tied to water use; and

WHEREAS, Mr. Richter is requesting to have his sewage portion of the bill reduced to his average usage since majority of the water usage did not enter the sewage system; and

WHEREAS, the total amount of the sewage portion of the bill was \$146.25 and the average usage totals \$8.12; and

NOW THEREFORE BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, agrees and authorizes the reduction of the sewage portion of the utility bill by \$138.13.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed: April 5, 2016

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 5<sup>th</sup> of April, 2016.

\_\_\_\_\_  
Mayor

## JOINT POWERS AGREEMENT

### [Red Lake River Corridor]

**AGREEMENT**, Made January 6, 2003, among those eligible Cities and Counties which acknowledge, accept and become signatories to this agreement, all referred to herein as Participants.

#### **R e c i t a l s**

A. The Participants have in common the power to provide programs and projects that improve the livability of their communities or region by enhancing economic, educational and recreational opportunities for residents.

B. It is determined by the Participants that the protection, restoration and enhancement of the Red Lake River's natural corridor ("Corridor") will maintain and improve the quality of life and enhance economic, educational and recreational opportunities within the Red Lake River region.

C. Minnesota Statutes, Section 471.59, authorizes the joint exercise of powers common to the Participants and agreements to perform any service or function which the Participant providing such service or function is authorized to provide for itself, even in the absence of commonality of powers.

**NOW, THEREFORE**, the Participants agree as follows:

1. **Purpose**. The purpose of this agreement is to cooperate in the planning for and implementation of programs, activities, services and projects that enhance the Corridor.

2. **Participant Eligibility**. Cities and counties that are located, in whole or in part, within the Red Lake Watershed District boundaries are eligible to become Participants.

3. **Administration of Agreement**.

b. **Creation of Joint Board**. There is hereby created the Red Lake River Corridor Board ("Joint Board"). The Joint Board has the organization, powers, and duties set out in this agreement.

b. **Authority and Duties**. The Joint Board has the following powers and duties:

1) **General Powers**. The Joint Board may:

- a) Serve as a forum for consideration, study and recommendation on area concerns relating to the Corridor;
- b) Assemble information helpful in the consideration of possible activities, services and projects designed to enhance the Corridor, including, but not limited to, the creation of a geographic information system focusing on the Corridor;
- c) Produce planning and design documents for boat access points, parkland, trails, historic sites and natural features;
- d) Catalog the Corridor's land use history;
- e) Explore practical avenues and make recommendations for cooperation, coordination and joint action regarding the Corridor;
- f) Provide such joint programs, functions or services as it deems advisable in keeping with the purpose of this agreement;
- g) On behalf of the Participants, apply for, receive and administer funding from all sources designed to further the purposes of this agreement;
- h) Develop and implement By-Laws, rules and regulations not inconsistent with the terms of this agreement governing its operation;
- i) In its own name, make and enter into contracts, employ agents and employees (whenever possible volunteer help will be obtained), lease, acquire, hold and dispose of property, incur debts, liabilities and obligations, provide for insurance coverage, including, but not limited to, liability insurance for members of the Joint Board, and make expenditures all within the limitations of funds provided to it by the Participants and from other sources; provided, that no debt or obligation may be incurred without the prior written approval of all

of the Participants unless such debt or obligation can, at the time it is incurred, be paid in full from actual resources or resources expected pursuant to a budget approved by all of the Participants; and

j) Perform all necessary functions and do all things necessary or desirable to fulfill the purposes of this agreement.

2) Conformance with Law. The Joint Board will disburse funds in a manner which, so far as practical, agrees with the method provided by law for the disbursement of funds by the Participants. Contracts let and purchases made under this agreement must conform to the requirements applicable to contracts and purchases of the Participants.

c. **Membership and Organization.** The membership and organization of the Joint Board is as follows:

1) Membership. The Joint Board consists of members equal in number to the number of Participants. One (1) member will be appointed by the governing body of each Participant. Members of the Joint Board ("Members") may, but need not, be public officials. Members will serve for a term of four (4) years, provided that the Joint Board will by lot or other appropriate method select an initial term for the first Member selected by each Participant which will as closely as possible provide for half of the Members' terms to expire every two (2) years. A Member will hold office until the appointment of his or her successor.

2) Vacancies. Vacancies on the Joint Board will be filled in the same manner that original appointments are made. Any Member missing three (3) or more consecutive meetings without an excuse approved by the Joint Board will be deemed to have vacated his or her office and the vacancy will be filled in the manner provided herein for filling vacancies.

3) Removal. A member may be removed if the Member fails to perform his or her duties in accordance with the purposes of this agreement, or is guilty of nonfeasance or malfeasance in office. The following procedure must be followed to remove a Member:

(a) The Joint Board, by resolution stating the cause(s), determines that cause(s) may exist to remove a Member.

(b) The Participant is given written notice of the intent of the Joint Board to have the Executive Committee review the removal of a Member representing the Participant. Such notice shall include the cause(s) of removal, the following options for the Participant and require the Participant to provide written notice of its intent with respect to the options within thirty (30) days of receiving notice:

i. Remove the Member as the representative of the Participant and appoint a new Member.

ii. Request a meeting with the Executive Committee to review the cause(s) of removal.

iii. Show extenuating circumstances for continued service of the Member on the Joint Board.

(c) Following completion of steps (a) and (b), the Executive Committee shall review cause(s) for removal of the Member and:

i. Recommend removal of the Member from the Joint Board; or

ii. If the Participant removes the Member and appoints a new Member to represent the Participant, recommend acceptance of such new Member; or

iii. Recommend continued service of the Member on the Joint Board.

(d) The Joint Board shall receive the recommendation of the Executive Committee and accept or reject the recommendation or take whatever other action it deems appropriate under the circumstances. If the vote is to remove the Member, such removal must be by the affirmative vote of at least two-thirds (2/3rds) of the number of Members comprising the Joint Board.

(e) If the Joint Board removes the Member following the above steps, the Joint Board shall request that a new Member be appointed by the Participant. Failure to appoint a Member does not exclude the Participant from the duties and responsibilities of a Participant in this agreement.

- 4) Meetings. The Joint Board will hold regular meetings at least annually. Special meetings may be called by the Chairperson or by any two (2) Members, by written notice at least three (3) days before the meeting. Notice of all regular and special meetings, together with an agenda of such meetings, will be given in the same manner as such notice is given for meetings of the Participants. Meetings will be open to the public.
- 5) Compensation. Members will serve without pay but they may be reimbursed for actual out-of-pocket expenses.
- 6) Officers. The Members will select one (1) Member as Chairperson, one (1) Member as Vice Chairperson and one (1) Member a Secretary. They will also select a Treasurer, who need not be a Member. The Treasurer shall be bonded in an amount deemed appropriate by the Joint Board.
- 7) Quorum and Voting. Except when a larger vote is specifically required elsewhere in this agreement, a vote of at least a majority of a quorum is

required to pass any measure. A quorum is one-half ( $\frac{1}{2}$ ) of the number of Members comprising the Joint Board. A Member must be present to cast a vote. Voting by proxy is not allowed.

- 8) Executive Committee. The Executive Committee consists of the Chairperson, the Vice Chairperson, the Secretary and an additional Member selected by the Chairperson. The Chairperson will serve as the Chairperson of the Executive Committee. The Executive Committee has the authority of the Joint Board in the management of the business of the Joint Board except that the Executive Committee will act only in the interval between meetings of the Joint Board, may not determine matters of policy without the prior specific authorization of the Joint Board and at all times is subject to the control and direction of the Joint Board as a whole. The minutes of the Executive Committee meetings shall be forwarded to the Joint Board.
- 9) Alternate. Participants may appoint one (1) alternate who, in the absence of the Member, may attend Joint Board meetings and perform all of the duties and have all of the rights of the Member.

#### 4. Finances.

- a. **Contributions by Participants**. The participants will contribute to the Joint Board in amounts and at times agreed upon by them through a process of negotiation. None of the participants is liable for the payment of any sum either to one another or to the Joint Board in connection with this agreement unless such sum has been specifically authorized or ratified by resolution of its respective governing body.
- b. **Budget, Funds and Charges**. The Joint Board shall, on or before the first day of August each year, prepare and submit to the Participants a budget for its next fiscal year, which budget must be approved by the Participants before it may be adopted by the Joint Board as its budget. The Joint Board will have such funds as are provided to it from time to time by the Participants, such funds it can raise by providing charges for its services or programs, if any, and such funds as may be donated to it.

- c. **Reports.** The Joint Board shall send a report (including, but not limited to, all receipts and disbursements for the previous reporting period) at least annually and within four (4) months of the close of its fiscal year.
- d. **Accounting.** The Joint Board is strictly accountable for all funds and it is responsible for the method, procedure and individuals performing services in connection with the keeping of financial ledgers, making reports and preparing statements for receipts and disbursements. The financial statements and accounts shall be audited by a certified public accountant in conjunction with one of the Participant's audits or in accordance with other acceptable accounting practices authorized by law.
- e. **Responsibility for Obligations for Joint Board.** None of the Participants shall be liable for any obligations of the Joint Board.
- f. **Fiscal Year.** The fiscal year of the Joint Board ends on the 31st day of December of each year.

5. **Title to and Control of Property.**

- a. **Title of Property.** In the event the Joint Board acquires any real or personal property or constructs any facilities, title shall be held by the Joint Board.
- b. **Control of Property.** All property acquired, constructed and held pursuant to this agreement shall be exclusively controlled by the Joint Board as to the manner in which it shall be used and all other matters concerning the use and enjoyment of said property.

6. **Duration, Termination, Withdrawal and Involuntary Withdrawal.**

- a. **Duration.** This agreement will continue in effect until it is terminated in the manner provided herein.
- b. **Termination.** This agreement may be terminated upon at least two-thirds (2/3) of the Participants' governing bodies passing a resolution of the governing body's intention to terminate. Such termination will be effective at the close of the Joint Board's first fiscal year ending

after the time the requirement for termination is met unless a different effective date is provided for in the resolutions required to terminate.

- c. **Disposition of Funds Upon Termination.** Upon termination of this agreement, any money in possession of the Joint Board after the payment of all costs, expenses and charges validly incurred under this agreement shall be returned to the participants in proportion to their contribution determined as of the time of termination.
- d. **Disposition of Property Upon Termination.** Upon termination of this agreement, any property acquired by the Joint Board under this agreement which has not been liquidated by the Joint Board shall be distributed to the Participants in accordance with the respective contributions of each to the costs of said property. In the event any structure shall have been constructed by the Joint Board upon land owned by one or more but not all of the Participants, then upon termination, the Participant or Participants owning the land upon which the structure was constructed shall have the option to purchase said structure at its fair market value.
- e. **Voluntary Withdrawal.** A participant may voluntarily withdraw from the agreement by passing a resolution indicating its intent to withdraw from the agreement and filing a copy of the resolution with the Secretary of the Joint Board. Any such withdrawal will be effective when it has been filed with the Joint Board. Voluntary withdrawal of a Participant shall have no effect upon the continuation of the agreement so long as more than one Participant remains after the withdrawal. The interest of the withdrawing Participant will automatically revert to the Joint Board so that all the remaining Participants shall share in the agreement in the same proportion as their then respective positions. The voluntary withdrawing Participant shall not be paid for the value of the withdrawing Participant's share in the agreement. Further, the withdrawing Participant will not be refunded any monies provided by the withdrawing Participant to the Joint Board prior to the withdrawal nor shall any information provided by the Participant to the Joint Board be returned to the withdrawing Participant.

f. **Expulsion of Participant.** A Participant may be expelled from the agreement. The expulsion of a Participant from the agreement shall have no effect upon the continuation of the agreement. Any Participant expelled shall immediately lose all interest in the agreement and the Joint Board, and shall not be paid for the value of the expelled Participant's interest in the agreement. Further, the expelled Participant will not be refunded any monies provided by the expelled Participant to the Joint Board prior to the withdrawal nor shall any information provided by the Participant to the Joint Board be returned to the expelled Participant. The following procedure will be followed to expel a Participant:

(a) The Joint Board, by resolution stating the cause(s), determines that cause(s) may exist to expel a Participant.

(b) The Participant is given written notice of the intent of the Joint Board to have the Executive Committee review the removal of the Participant. Such notice shall include the cause(s) of expulsion. The notice shall also include the following options for the Participant and require the Participant to provide written notice of its intent with respect to the options within thirty (30) days of receiving notice:

i. Voluntarily withdraw from the agreement; or,

ii. Request a meeting with the Executive Committee to review the cause(s) of expulsion; or,

iii. Show extenuating circumstances for continued participation in the agreement by the Participant.

(c) Following completion of steps (a) and (b), the Executive Committee shall review the cause(s) for expulsion of the Participant and:

i. Recommend expulsion of the Participant; or

ii. Recommend continued participation in the agreement by the Participant.

(d) The Joint Board shall receive the recommendation of the Executive Committee and accept or reject the recommendation or take whatever other action it deems appropriate under the circumstances. If the vote is to expel the Participant, such expulsion must be by the affirmative vote of at least two-thirds (2/3) of the number of Members comprising the Joint Board.

(e) If the Joint Board expels the Participant following the above steps, the expelled Participant is ineligible to again become a Participant without the affirmative consent, by resolution, of two-thirds (2/3) of the Participants' governing bodies.

7. **Amendment.** This agreement can only be changed by an agreement in writing signed by all of the Participants.

8. **Captions.** Captions in the paragraphs of this agreement are for convenience of reference only.

9. **Entire Agreement.** All promises and undertakings that the Participants have made are contained in this agreement.

10. **Multiple Counterparts.** This agreement may be signed in a number of identical counterparts, each of which will be deemed to be an original, but all of which constitute, collectively, one and the same agreement. In making proof of this agreement, it will not be necessary to produce or account for more than one such counterpart.

[Remainder of Page intentionally Blank]

The \_\_\_\_\_ of \_\_\_\_\_ acknowledges,  
(City or County)  
accepts and signs the Joint Powers Agreement [Red Lake River Corridor] dated  
January 6, 2003, with the intention of becoming a Participant effective the  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By \_\_\_\_\_  
Its \_\_\_\_\_

By \_\_\_\_\_  
Its \_\_\_\_\_

(Signature Page to Joint Powers Agreement)

**CITY OF EAST GRAND FORKS**  
**RESOLUTION NO. 16 – 04 - 37**  
**RESOLUTION SUPPORTING REGIONAL PARK OR TRAIL DESIGNATION**  
**APPLICATION IN GREATER MINNESOTA:**

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

**Park or trail name:** Red Lake River Corridor

**Location:** Polk, Red Lake and Pennington Counties, Cities of East Grand Forks, Fisher, Crookston, Red Lake Falls, Thief River Falls

**Date of Resolution:** April 5, 2016

Check below as identified on application:

- Lead Applicant: Red Lake River Corridor Joint Board
- Joint Applicant/Partner (City of East Grand Forks)

The Participants in the Red Lake River Corridor Joint Board have in common the power to provide programs and projects that improve the livability of their communities or region by enhancing economic, educational and recreational opportunities for residents. It is determined by the Participants that the protection, restoration and enhancement of the Red Lake River's natural corridor will maintain and improve the quality of life and enhance economic, educational and recreational opportunities within the Red Lake River region.

**BE IT RESOLVED** that Red Lake River Corridor Joint Board, as lead applicant, has the authority to act as legal public sponsor for the application described in the *Request for Designation as a Regional Park or Trail in Greater Minnesota. As members of the Joint Powers Board, [East Grand Forks]* we formally support and authorize the applicant's submission on behalf of the partnership.

**BE IT FURTHER RESOLVED** that as lead applicant and joint applicant(s)/partner(s) we are fully aware of the information provided in the application and associated responsibilities, including long-term commitments as defined in the application and related master plan and supporting information as submitted.

**BE IT FURTHER RESOLVED** that, should Red Lake River Corridor receive formal designation as a Regional park or trail in Greater Minnesota by the Commission, that as joint applicant(s) *we* have the legal authority to enter into formal designation and funding agreements with the Commission for the referenced park or trail.

**BE IT FURTHER RESOLVED** that listed applicant and joint applicant(s)/partner(s) certify they will comply with all applicable laws and regulations associated with regional designation and any future grant funding for their respective portions of any project.

East Grand Forks designates members to the Red Lake River Corridor Joint Board

Representative – Marc DeMers

Alternate - Rob Horken

*Voting Aye:*

*Voting Nay:*

*Absent:*

**WE CERTIFY THAT** the above resolution was adopted by the listed lead applicant and joint applicant(s)/partner(s) Board or Council.

Passed: April 5, 2016

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 5<sup>th</sup> of April, 2016.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: 3-28-2016

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

Cc: File

From: Jason Stordahl-Public Works Director

RE: Storm Lift Station K-8 Driveway

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## Background:

K-8 Stormwater Lift Station is located just west of Northland Community and Technical College's north parking lot. Currently the only way to access the lift is to drive over the curb and across their grass. In times of wet weather accessing the lift is very difficult. We have budgeted \$27,000 in our Capital Improvement Plan (Stormwater) to install a driveway.

WSN Engineering has provided us with a Construction Cost Estimate of \$18,895 to install a driveway. In hopes of receiving the best construction pricing we would like to include this project as an option to our 2016 Assessment Job No. 1 Street Improvements Project.

Recommendation: Authorize Staff to include the K-8 Stormwater Lift Station Driveway Construction Project as an option in our 2016 Street Improvement Project Advertisement for Bid.

## Request for Council Action

Date: April 5, 2016

To: East Grand Forks City Council 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.

Cc: File

From: Paul Gorte, Economic Development Director

RE: Valley Golf Refunding Request

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Valley Golf has requested the refunding of its loan to the original \$200,000 amount. Valley Golf has paid \$73,780.62 of the original loan from the 280 account, leaving an unpaid balance of \$126,219.38. The EDA allowed Valley Golf not to make its last two payments in 2015, with interest accruing however. The City Council approved a five-year property tax abatement. Similar requests by Valley Golf to the School District and County are pending.

Valley Golf was asked how much money was needed to assure that its doors would open for the 2016 season until revenues began to accrue. They replied \$15,000 but requested the larger refunding so they could pay their past-due and upcoming property taxes.

A committee has been working on the Valley Golf issues and continues to work with Valley Golf to define a long-term solution.

An operating golf course is important to protect the City's investment in the north end. Therefore, as an interim measure while alternatives are being defined and evaluated, it is recommended that the Valley Golf loan be refunded to the amount of an additional \$15,000 while the long-term solution is created. If approved, a new amortization schedule and loan documents will be prepared to implement the partial refunding.

**RESOLUTION NO. 16 – 04 - 38**

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

WHEREAS, Valley Golf is having financial difficulties and has approached the City for assistance with their current situation;

WHEREAS, the City has already agreed to a possible five year tax abatement to help with the current situation; and

WHEREAS, Valley Golf has informed the City more assistance is needed and is requesting the refund of their loan back to the original amount to pay past due property taxes; and

WHEREAS, a partial refund of the loan for \$15,000 is being requested so they are able to open and start operations in 2016;

NOW THEREFORE, BE IT RESOLVED that the City of East Grand Forks does hereby authorizes and agrees to the following to protect the investment the City has made developing the north end of the City:

1. Approve the request for a partial refund of the loan \$15,000 for operating.
2. Continue having a committee work to reach a long-term solution for this issue.

*Voting Aye:*  
*Voting Nay:*  
*Absent:*

The President declared the resolution passed.

Passed: April 5, 2016

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 5<sup>th</sup> of April, 2016.

\_\_\_\_\_  
Mayor

**RESOLUTION NO. 16 – 04 – 39**

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 23797 for a total of \$922.75.

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 \$922.75 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 April 5, 2016.

*Voting Aye:*  
*Voting Nay:*  
*Abstain:*

The President declared the resolution passed.

Passed: April 5, 2016

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 5<sup>th</sup> day of April, 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 3<sup>rd</sup> Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 23797 for a total of \$922.75.
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 April 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

User: apassa  
 Printed: 4/1/2016 - 2:10 PM



## City of East Grand Forks

P. O. Box 373  
 East Grand Forks, MN 56721  
 (218) 773-2483

Check	Date	Vendor No	Vendor Name	Amount	Voucher
23748	04/05/2016	ACM001	Acme Electric Companies	595.75	0
23749	04/05/2016	ADM001	Ad Monkeys Inc.	1,160.50	0
23750	04/05/2016	ADV001	Advanced Business Methods Inc	617.34	0
23751	04/05/2016	ALB001	Albrecht Manufacturing	64.85	0
23752	04/05/2016	ALT001	Altru Health System	47.50	0
23753	04/05/2016	AMA001	Amazon.com	127.00	0
23754	04/05/2016	AME002	American Tire Service	775.00	0
23755	04/05/2016	AME005	Ameripride Linen & Apparel Services	326.88	0
23756	04/05/2016	AND007	Anderson Bros Body Shop	4,250.98	0
23757	04/05/2016	ANY001	Anytime Plumbing	408.73	0
23758	04/05/2016	BAB002	Babe Ruth League	80.00	0
23759	04/05/2016	BAK001	Baker & Taylor Co	627.78	0
23760	04/05/2016	BEC001	Becker Arena Products Inc	168.22	0
23761	04/05/2016	BRB001	Bryan D. and Randi K. Berger	1,788.75	0
23762	04/05/2016	BES002	Best Western Kelly Inn St Paul	613.56	0
23763	04/05/2016	BON003	Jacob and Sara Bondy	1,742.82	0
23764	04/05/2016	BRI004	Brians Flooring	3,059.60	0
23765	04/05/2016	BRO002	Brodart Co	235.97	0
23766	04/05/2016	BRU005	David J. Bruner	25.00	0
23767	04/05/2016	BUR004	Lisa Burlage	595.00	0
23768	04/05/2016	C&R501	C&R Cleaners & Laundry	249.45	0
23769	04/05/2016	CAN001	Canon Financial Services	128.00	0
23770	04/05/2016	CEN006	Century Link	859.47	0
23771	04/05/2016	GFC002	City of Grand Forks	7,568.00	0
23772	04/05/2016	COA001	Coalition of Greater MN Cities	325.00	0
23773	04/05/2016	COD002	Code 4 Services LLC	2,249.58	0
23774	04/05/2016	COL002	Cole Papers Inc	436.81	0
23775	04/05/2016	CON004	Paul Consing	50.00	0
23776	04/05/2016	CUS002	Custom Stripes Inc	490.00	0
23777	04/05/2016	DAH005	Dale O. and Connie A. Dahlen	2,711.11	0
23778	04/05/2016	DAK011	Dakota Fire Protection Inc	2,100.00	0
23779	04/05/2016	DEI005	Justin Deitz	88.03	0
23780	04/05/2016	DEM001	Demco Educational Corp	263.85	0
23781	04/05/2016	DSC001	Diamond Cleaning Supply	144.90	0
23782	04/05/2016	DOC001	Docu Shred Inc	73.64	0
23783	04/05/2016	ECO001	Economy Plumbing	785.00	0
23784	04/05/2016	EGF006	EGF City Petty Cash Ckng	12,429.21	0
23785	04/05/2016	ENV002	Environmental Equipment & Services	724.86	0
23786	04/05/2016	FRA004	Jason and Tara Franklin	2,297.23	0
23787	04/05/2016	G&K001	G&K Services	383.12	0
23788	04/05/2016	GAL001	Gale/CENGAGE Learning	155.92	0
23789	04/05/2016	GAR001	Garden Hut Inc	42.44	0
23790	04/05/2016	GEO001	George's Quick Printing	110.00	0
23791	04/05/2016	GFT002	GF Thur-O-Clean	4,658.50	0
23792	04/05/2016	GFW001	GF Welding & Machine	80.00	0
23793	04/05/2016	GGF001	GGF Convention & Visitors Bureau	2,528.55	0
23794	04/05/2016	GLO003	Global Safety Network, Inc.	117.00	0
23795	04/05/2016	GFH002	Grand Forks Herald	227.00	0
23796	04/05/2016	GRI001	Josh & Nicole Grinde	5,000.00	0
23797	04/05/2016	HAR001	Hardware Hank	922.75	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
23798	04/05/2016	HAV002	Shaun and Kristen Havis	3,796.29	0
23799	04/05/2016	HAW001	Hawkins Chemical	382.16	0
23800	04/05/2016	HBS001	HB Sound & Light Inc	1,607.50	0
23801	04/05/2016	HEA001	Heartland Paper	174.27	0
23802	04/05/2016	HOL002	Holiday Companies	116.44	0
23803	04/05/2016	HUG001	Hugo's	101.83	0
23804	04/05/2016	ICS002	Industrial Contract Services Inc. ICS	109,471.50	0
23805	04/05/2016	INT003	Integra Telecom	95.36	0
23806	04/05/2016	IRS005	Internal Revenue Service	3,155.00	0
23807	04/05/2016	INT015	International Council of Shopping Cen	100.00	0
23808	04/05/2016	INT008	Intoximeters Inc	71.50	0
23809	04/05/2016	K&K002	K&K Insurance	444.00	0
23810	04/05/2016	KAL003	Kaler Docling, PLLP	2,299.00	0
23811	04/05/2016	KEN002	Kennedy & Graven, Chartered	1,872.50	0
23812	04/05/2016	KNU001	Knutson Printing Company	2,176.70	0
23813	04/05/2016	LAM003	Richard A. Lambert	50.00	0
23814	04/05/2016	LEA002	League of MN Cities	47,816.00	0
23815	04/05/2016	LIB001	Liberty Business Systems	53.34	0
23816	04/05/2016	LIN007	Brent Lindstrom	1,617.29	0
23817	04/05/2016	LIT001	Lithia Payment Processing	59.38	0
23818	04/05/2016	IAC001	Login, Inc.	875.00	0
23819	04/05/2016	LUB001	Chad and Brita Lubinski	3,501.46	0
23820	04/05/2016	LUK003	Matthew & Nicole Lukach	4,811.96	0
23821	04/05/2016	LUN001	Lunseth Plumbing & Heating	251.79	0
23822	04/05/2016	MAC002	MacQueen Equipment	256,311.39	0
23823	04/05/2016	MAR004	Marco	102.33	0
23824	04/05/2016	MAR001	Marco Inc	100.73	0
23825	04/05/2016	MCF001	McFarlane	5,856.66	0
23826	04/05/2016	MPO001	Metropolitan Planning Organization	2,548.64	0
23827	04/05/2016	BRA008	Michael Branby & Lisa D. Tocchio	3,177.16	0
23828	04/05/2016	MID003	Midcontinent Communications	1,555.94	0
23829	04/05/2016	MIL003	Charles and Karen Miller	1,875.80	0
23830	04/05/2016	MIT001	Mitch Yoney Snow Removal	262.50	0
23831	04/05/2016	BCA004	MN Bureau of Criminal Apprehension	65.00	0
23832	04/05/2016	MPS001	MN Dept of Public Safety	25.00	0
23833	04/05/2016	MND013	MN Dept of Transportation	4,575.68	0
23834	04/05/2016	MOE002	Ben & Keleigh Moen	5,000.00	0
23835	04/05/2016	NOR005	Northern Safety Tech	141.01	0
23836	04/05/2016	NOV005	Aliza Novacek-Olson	100.00	0
23837	04/05/2016	ORE001	O'Reilly Auto Parts	496.94	0
23838	04/05/2016	OCL001	OCLC	143.07	0
23839	04/05/2016	OLS013	Casey and Jennifer Olson	3,152.84	0
23840	04/05/2016	PCM001	PCM Sales Inc.	5,928.04	0
23841	04/05/2016	PEA008	Laurel Peabody	25.00	0
23842	04/05/2016	PEC001	Wes Peck	25.00	0
23843	04/05/2016	PRA003	Prairie Wind BG Inc	399.00	0
23844	04/05/2016	PRA001	Praxair Distribution	170.00	0
23845	04/05/2016	PRE001	Premium Waters Inc	25.24	0
23846	04/05/2016	PRO008	Pro-Tec Powder Coating	425.00	0
23847	04/05/2016	PSD001	PS Garage Doors	302.61	0
23848	04/05/2016	QUI001	Quill Corp	1,435.32	0
23849	04/05/2016	ZAV001	RJ Zavoral & Sons	6,700.00	0
23850	04/05/2016	RUD004	Dustin and Karina Rude	2,339.38	0
23851	04/05/2016	RYA007	Catherine Ryan	2,118.53	0
23852	04/05/2016	S&S001	S&S Worldwide	89.08	0
23853	04/05/2016	SCH040	Thomas Scherer	50.00	0
23854	04/05/2016	SHI001	SHI Intercontinental Corp	2,015.00	0
23855	04/05/2016	SJO002	Matt & Melissa Sjostrom	3,755.24	0
23856	04/05/2016	SLO002	Lawrence J and Wendy L Sloan	2,071.05	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
23857	04/05/2016	SOL005	Thomas and Tera Solem	2,681.52	0
23858	04/05/2016	STA003	Star Tribune	315.12	0
23859	04/05/2016	STA010	Eric & Ashley Stauss	3,137.20	0
23860	04/05/2016	STO001	Stone's Mobile Radio Inc	2,420.00	0
23861	04/05/2016	STU001	Stuart's Towing	750.00	0
23862	04/05/2016	TOD001	Today's Organized Living LLC	210.00	0
23863	04/05/2016	TRA006	Barry & Rachel Traub	3,240.62	0
23864	04/05/2016	TRU001	True Temp	473.11	0
23865	04/05/2016	TRY001	Try-County Refrigeration	245.00	0
23866	04/05/2016	USB002	US Bank	1,350.00	0
23867	04/05/2016	USB005	US Bank Corporate Payment System	6,672.33	0
23868	04/05/2016	VAT001	Darrin and Laura Vatnsdal	3,719.13	0
23869	04/05/2016	VER001	Verizon Wireless	740.75	0
23870	04/05/2016	VIL001	Vilandre Heating & A/C	2,527.00	0
23871	04/05/2016	WAL008	Anthony & Heather Walsh	2,500.23	0
23872	04/05/2016	WAT001	Water & Light Department	38,131.38	0
23873	04/05/2016	WID001	Widseth Smith Nolting & Associates	68,954.28	0
23874	04/05/2016	XCE001	Xcel Energy	8,003.25	0
23875	04/05/2016	XER001	Xerox Corporation	88.90	0
23876	04/05/2016	YEO001	Ye Ol Painters, LTD	400.00	0
23877	04/05/2016	ZAK001	Jared Zak	1,455.65	0
23878	04/05/2016	ZEJ002	Thomas and Andrew Zejdlik	1,662.36	0
				713,452.93	
Check Total:					