

**APPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, MAY 10, 2016 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for May 10, 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: Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Karla Anderson, Finance Director; Dan Boyce, Water & Light Manager; Mark Dragich, Recreation Supervisor; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Gorte, Economic Development Director; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; and Megan Nelson, Executive Assistant.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

1. Request to Hire Baseball Coordinator – Mark Dragich

Mr. Dragich stated that with the reorganization in the Park and Recreation Department he was requesting to hire a baseball coordinator to handle the day-to-day operations for the baseball program. He stated that he would not totally step away but that they would need someone out in the field and active with what was going on. Council member Tweten asked how much this person would be paid. Mr. Dragich said this position would be in the \$15 per hour range. Council member Tweten asked how many kids participate in the baseball program. Mr. Dragich stated there were around 300 which did exclude the participants in the Legion program. Council President Olstad asked what the time frame for this position. Mr. Dragich said they would start as soon as possible and would go until approximately August 1st. Council member Vetter asked if this seasonal position would be eligible for PERA. Mr. Murphy stated they would not due to the time frame this position is working in. Discussion followed about trying to keep a high level of service, that the softball program already has coordinator in place, and that the person in this position would work as needed and wouldn't necessarily be putting in 40 hours a week.

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

2. Request to Build Garage at the Cemetery – Mark Dragich

Mr. Dragich informed the Council he had received the information for the electrical work for the garage which he then handed out. He explained this garage would be used for storing equipment and

mowers that are used at the cemetery and how eventually this space will include a work bench and tools. Discussion followed about other possibilities such as using an existing building in the area, if a garage is built to include a plan for a possible addition in the future, and the possible locations for the garage. Council member Buckalew suggested talking with Good Sam to see if they had a space the City could use until the garage is built to store the lawn mower and other equipment. More discussion followed on different sites the garage could be located. Council President Olstad asked to have this brought to next week's meeting but if more time is needed it will go back to the next work session.

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

3. Realtor-Initiated Sales of City Owned Lots – Paul Gorte

Mr. Gorte told the Council that he was looking for advice on this issue. He explained how the City has been contacted by realtors looking at city lots for clients. He stated how usually the commission comes from the seller and how these sales could potentially cost the City around \$3000. Discussion followed about how this could be worked out in the closing costs, that this could be dealt with on a case by case basis since there are so few, that the commission should be lower than 5% or 6% since it is a bare lot, and that currently the City is not using the MLS system. Council member Pokrzywinski suggested since the lots are priced to break even to add this as a surcharge to the lot sale. More discussion followed about how the Council was not opposed to adding a surcharge to cover the realtor commission.

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

4. Microbrewery Discussion – Ron Galstad

Mr. Galstad stated this item had been previously brought forward and explained how this is even broader than microbreweries. He said that the City currently doesn't have anything addressing microbreweries or distilleries in the ordinances and it would be a policy decision to have that added. He recommended modifying the current ordinance to encompass microbreweries, distilleries, and other items. He stated that it would set up the process for the City application and fee but that these would be regulated by the State. Council President asked since there is a vineyard close by if they would be able to open a tasting room and that he would like to try to get everything into this ordinance. Mr. Galstad said he didn't think that was possible unless they opened up a restaurant since the tap rooms or cocktail rooms have to be at the same location as the brewery or distillery. Discussion followed about how the State regulates production of microbreweries, distilleries, and wineries. Council member Pokrzywinski commented how this was a cottage industry and the City should take down any obstacles for these businesses.

This item will be brought back to a future work session.

5. Other

Mr. Gorte informed the Council the EDA, Water and Light, and Valley Golf will be hosting the Forx Builders After Hours on May 23rd between 5:00pm and 7:00pm at Valley Golf Club house. He said the purpose is to help market the lots, showcase the programs Water and Light has to offer, and try to entice people to purchase golfing memberships or rounds of golf. He added the costs will be split between the three groups.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MAY 10, 2016 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:42 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer