

**APPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 28, 2016 – Following the Special Meeting**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for June 28, 2016 was called to order by Council President Mark Olstad at 5:09 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.

Mark Dragich, Interim Parks & Recreation Director; 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; 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.

1. Discussion with Senator Franken’s Representative - Mr. Carson Ouellette

Mr. Ouellette introduced himself to the Council and informed them that his office is based out of Moorhead. He explained he covers most of the 7th Congressional District on the Senator’s behalf. He told the Council they could review any items in the City that may have a federal aspect to them and that he would be passing out his contact information since he would be the person to contact to request Senator Franken’s attendance for events, for a letter, or any other requests. He added that he was open to listen to any issues the City may have or answer questions the Council may have.

Council member Tweten commented something that would be very important to the City is to have Senators Franken and Klobuchar join together with the North Dakota US Senators to re-establish the Grand Forks Air Base as a tanker base. He said one of the senators from North Dakota is on the Armed Forces Committee and the Grand Forks Air Force Base has the best location of the four that had been selected. He added it would have a tremendous impact on both cities if it happened. He asked to have any reports sent back to the City Administrator. Mr. Ouellette stated it was good to know the Grand Forks Air Force Base has an impact on both cities and a good sentiment to pass along. Council President Olstad said that it was good to have a contact and thanked Mr. Ouellette for attending the meeting.

2. Request to Deny Bid for Sand & Salt Shed – Steve Emery

Mr. Emery stated the bid opening date for this project was June 14th and the City only received one bid from Greystone Construction Company. He explained during the initial design Mr. Stordahl had been in contact with this company, received some information from them, and that the final bid came in around \$130,000 higher than what had been anticipated. Mr. Stordahl stated that he had been in contact with Greystone, how this company was building these structures for MNDOT around the State, and that last year they quoted this project should have cost approximately \$125,000 for everything. He continued saying that in February he received an updated estimate from Greystone and at that time the cost had increased to approximately \$135,000 for everything. He stated that is why they were expecting numbers closer to what had been discussed. He asked Council from this point forward how he should move forward with this process. He commented that he would like to get a quote to have a building installed and have WSN come up with either a floating slab plan or have the building on piers. He stated that he could wait to see what they come up with for a construction estimate for the walls, foundation, or floating slab depending on which way it would work better and if it is feasible.

Council member Pokrzywinski asked why the City only received one bid and if there weren't any other companies that build these types of buildings. Mr. Stordahl stated there are several companies that build these kinds of buildings. He informed the Council they call and asked a company that pulled the plans why they didn't submit a bid and he was told that Greystone has been typically so much lower than them in cost and they have lost every bid when bidding against them so they didn't submit a bid. Council member Pokrzywinski asked if there was a different location to place the building. Mr. Stordahl said they were looking at different locations with one being outside the current fence but in a space where the fence could be extended around it.

Council President Olstad asked if there were any more questions. Mr. Emery stated that at this time their recommendation would be to reject this bid and look into other options. Mr. Stordahl asked if the Council was okay with him looking into other options. Council President Olstad said yes. Council member DeMers asked if other communities nearby were looking at building to try and attract more bidders. Mr. Stordahl stated that the County may be interested in sharing a building but nothing more has been said at this time. He added there would be a lot to figure out so he wasn't sure if that was the best idea.

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

3. Update on the Wastewater Interconnect Project – Steve Emery

Mr. Emery informed the Council that the interconnect project was being advertised and there was going to be a pre-bid meeting on Thursday beginning at 1:00pm so they can answer any questions from contractors that are looking at submitting a bid. He stated bids were going to be opened on July 7th at 10:00am and the information will be brought to the work session on July 12th. He reviewed the proposed budget information, reviewed proposals one and two, stated construction would start in August if the city received favorable bids, substantial completion would need to be done by September 2017, and that the only stipulation is that the boring needs to be completed by October or November of this year. He commented that he met with representatives from the golf course and how they will be working with them to make sure the portion of the course they are going through will be restored. He

added that Mr. Boppre had sent out a memo about where things were at with the necessary permits for this project. Mr. Emery continued saying that the equalization basin portion of the project has been moved to Phase 1 instead of Phase 2 of the project. He informed the Council that the boring costs also increased due to the fact it will need to be longer and deeper because of the landslides that have occurred on both sides of the river banks and to prevent future issues with possible landslides. Mr. Emery asked if there were any questions. There were none.

4. Replat of Outlots 77-80, 94 & Auditor's Plat of Outlots 65-94 & Request to Consider Green Acres PUD Concept Development Plan – Nancy Ellis

Ms. Ellis informed the Council that she had an updated version of the plat which she handed out. She explained that she had been working with Mr. Judd Stauss, Mr. Scott Stauss, and Green Acre Development to add a building to their complex on property that was purchased from Mr. Hagen. She explained how this was a basic replat and that her initial issue was that there wasn't access to public right-of-way. She stated the new way to develop for apartments was by ingress/egress easement and reciprocal parking agreements to keep the apartment and parking in separate lots primarily for a financial reason. She stated that this area had been zoned as Planned Unit Development (PUD) which allows for multiple types of residential development. She said that since they are adding a building it would require a PUD amendment. She continued saying there were a few things that needed to be addressed such as the listing the impervious coverage, the setbacks of the garages, and to make sure there are enough off street parking spaces which they do however some buildings and lots do not have all spaces which is why there is the reciprocal parking agreement allowing people to use other spaces that are open.

Ms. Ellis stated that the Planning Commission had reviewed the plans; there were questions in regards to obtaining right-of-way for 20th Street NE which the Stauss' had agreed to allow a 40 foot easement, and a ten foot easement for utility purposes. She stated the Planning Commission recommended approving the plat with the easement, the extended right-of-way, a digital plan, and that Green Acres will be meeting with the city engineers to make sure they meet the storm water requirements. Council President Olstad asked if there were any questions.

Ms. Ellis added she had received an email which was included in the packet from the owner of the mobile home park asking why they were not special assessed which is a separate issue from this. She continued saying they were asking for an environmental report or traffic study. She said based on the fact that this may be a 36 unit which would add a possible 100 to 120 trips a day, that the traffic would end up on 5th Avenue and from there the traffic would be split up on 20th Street NE, 17th Street NE, or those that continue down 5th Avenue NE. She stated even 60 cars a day would not require an environmental report or traffic study.

Council member DeMers thanked Mr. Judd Stauss for making the requested changes. He asked if 7th Street would be addressed now or in the future when it is put in. Ms. Ellis said that area is currently outside of city limits, it has been assigned in the land use plan, and when it is brought into the city limits the City will then obtain the public right-of-way. She added that Mr. Hagen was concerned about paying special assessments on property that was not developed. She said that because they have access agreements and pavement and aisles that are attached to this area they will not be requiring a developer's agreement or the paving of 17th or 20th until they come forward with a new plat which

would then require a developer's agreement. She stated that since they are just replatting existing lots and adding a small portion she didn't think it was necessary to require them to construct both 17th and 20th Streets.

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

OTHER:

Council Vice-President Grassel stated that he had been contacted from the Class of 1997 wondering if the City was planning anything for 20th Anniversary of the flood and that they would be interested in organizing an event. He said if anyone was interested and had any ideas to contact him.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE JUNE 28, 2016 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:36 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer