

**AMENDED AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JULY 19, 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 “Regular Meeting” for the East Grand Forks, Minnesota City Council of July 5, 2016.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of July 12, 2016.

SCHEDULED BID LETTINGS: 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.

3. Consider adopting Resolution No. 16-07-66 appointing an alternate judge for the 2016 election cycle.
4. Consider approving the request to declare the list of vehicles, snowmobile, and bicycles as surplus and to be sold at auction.
5. Consider adopting Resolution No. 16-07-67 authorizing an agreement between the City of East Grand Forks and MNDOT allowing MNDOT to act as the agent for the City accepting federal aid funds for eligible transportation related projects.
6. Consider adopting Resolution No. 16-07-68 authorizing signing authority allowing access to Minnesota government access accounts for electronic court records and documents.

7. Consider approving the renewal application for a 2AM License for the VFW Post 3817 located at 312 Demers Ave, East Grand Forks, MN 56721.
8. Consider approving the Special Event Application from the Blue Moose for an event on September 24, 2016.
9. Consider approving the Special Event Application from the East Grand Forks Association of Firefighters Local 3423 for an event on July 29-31, 2016 contingent up the Administration Office receiving a copy of insurance for the event.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

NONE

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

10. Consider adopting Resolution No. 16-07-69 accepting and awarding the bid for the 2015 City Project No. 1 – Wastewater Interconnect to R.J. Zavoral and Sons for the amount of \$5,469,157.05 contingent upon PFA funding being granted for this project.
11. Consider approving the Cornerstone Partnership Memo of Understanding between the City of East Grand Forks Park District and Altru Health System.

CLAIMS:

12. Consider adopting Resolution No. 16-07-70 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 24544 for a total of \$488.77 whereas Council Member Buckalew is personally interested financially in the contract.
13. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings

Work Session – Tuesday, July 26, 2016 – Training Room
Regular Council Meeting – Tuesday, August 2, 2016 – Council Chambers
Work Session – Tuesday, August 9, 2016 – Training Room
Regular Council Meeting – Tuesday, August 16, 2016 – Council Chambers

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JULY 5, 2016 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for July 5, 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 Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Karla Anderson, Finance Director; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Mark Dragich, Interim Parks & Recreation Director; Nancy Ellis, City Planner; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; Jason Stordahl, Public Works Director and Corey Thompson, IT Manager.

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 June 21, 2016.
2. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of June 28, 2016.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of June 28, 2016.
4. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of June 29, 2016.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE ITEMS ONE (1) THROUGH FOUR (4).

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

Voting Nay: None.

Absent: Grassel

SCHEDULED BID LETTINGS: 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 Parade Permit Application for the Potato Bowl Parade to take place on September 17, 2016.
6. Consider adopting Resolution No. 16-07-62 appointing election judges for the 2016 elections.
7. Consider approving the Exempt Gambling Permit Application for the East Grand Forks Home Run Club for a raffle to be held on July 28, 2016 at Stauss Park Baseball Field.
8. Consider adopting Resolution No. 16-07-63 rejecting all bids that were opened on June 14, 2016 for 2014 City Project No. 5 – Sand/Salt Storage Shed.
9. Consider approving a Temporary Liquor License Application for the Eagles Club 350 for a Heritage Days event on August 19, 2016 at the Heritage Village.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS FIVE (5) THROUGH NINE (9).

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

Voting Nay: None.

Absent: Grassel.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

NONE

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

10. Consider approval of the Replat of Outlots 77-80 and 94 of Auditor's Plat of Outlots 65 through 94 with shown utility and road/access easements, requiring a digital file to be submitted to the planning office, and providing a reciprocal parking and ingress/egress access easement paperwork to be reviewed and recorded with the plat.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE REPLAT OF OUTLOTS 77-80 AND 94 OF AUDITOR'S PLAT OF OUTLOTS 65 THROUGH 94 WITH SHOWN UTILITY AND ROAD/ACCESS EASEMENTS, REQUIRING A DIGITAL FILE TO BE SUBMITTED TO THE PLANNING OFFICE, AND PROVIDING A RECIPROCAL PARKING AND INGRESS/EGRESS ACCESS EASEMENT PAPERWORK TO BE REVIEWED AND RECORDED WITH THE PLAT.

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

Voting Nay: None.

Absent: Grassel.

11. Consider approval of the Green Acres PUD concept development plan including the required changes of listing setbacks for the garages, listing the number of parking spaces required for each building and the actual number of spaces per lot, and have an ingress/egress easement agreement written regarding the shared spaces.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE GREEN ACRES PUD CONCEPT DEVELOPMENT PLAN INCLUDING THE REQUIRED CHANGES OF LISTING SETBACKS FOR THE GARAGES, LISTING THE NUMBER OF PARKING SPACES REQUIRED FOR EACH BUILDING AND THE ACTUAL NUMBER OF SPACES PER LOT, AND HAVE AN INGRESS/EGRESS EASEMENT AGREEMENT WRITTEN REGARDING THE SHARED SPACES.

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

Voting Nay: None.

Absent: Grassel.

12. Consider adopting Resolution No. 16-07-64 authorizing the finance director to transfer the cash amount of \$824,533.56 from Fund 680 to Fund 101.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 16-07-64 AUTHORIZING THE FINANCE DIRECTOR TO TRANSFER THE CASH AMOUNT OF \$824,533.56 FROM FUND 680 TO FUND 101.

Council President Olstad said he did have one question and commented how these funds were from the sale of mall. He stated how the transfer is being done now and asked if this transfer should have been

done last year. Ms. Anderson said yes, that it came up during the audit because the fund balance was at 21% and the State's says a fund balance should be between 35% and 50%. She added she explained to the auditors during the budgeting process the Council agreed that money would not be spent and that it would be part of the balancing of the budget so taxes wouldn't have to be raised any more. She stated the auditor said it should be done by resolution so they know it will be assigned to balance the budget. Council member DeMers asked what Fund 101 was. Ms. Anderson said it was the general fund.

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

13. Consider approving the 2AM Liquor License for Up North Pizza & Pub located at 314 4th St NW, East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE 2AM LIQUOR LICENSE FOR UP NORTH PIZZA & PUB LOCATED AT 314 4TH ST NW, EAST GRAND FORKS, MN 56721.

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

14. Consider approving the transit contract between the City of East Grand Forks and Northland Community and Technical College for the school year of 2016-2017.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE TRANSIT CONTRACT BETWEEN THE CITY OF EAST GRAND FORKS AND NORTHLAND COMMUNITY AND TECHNICAL COLLEGE FOR THE SCHOOL YEAR OF 2016-2017.

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

CLAIMS:

15. Consider adopting Resolution No. 16-07-65 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 24463 for a total of \$3,312.10 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 16-07-65 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 24463 FOR A TOTAL OF \$3,312.10 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

Absent: Grassel.

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

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

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

Voting Nay: None.

Absent: Grassel.

COUNCIL/STAFF REPORTS:

Council Member Pokrzywinski acknowledged a guest in the audience which is his brother who was visiting from Duluth.

Council Member Tweten commented how Duluth is quite a city with quite a history.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE JULY 5, 2016 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:09 P.M.

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

Voting Nay: None.

Absent: Grassel.

David Murphy, City Administrator/Clerk-Treasurer

**UNAPPROVED MINUTES
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JULY 12, 2016 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for July 12, 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, Craig Buckalew, Henry Tweten, and Marc DeMers.

Dan Boyce, Water & Light Manager; Mark Dragich, Interim Park and 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; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

1. Altru Agreement – Chad Grassel

Council Vice-President Grassel informed the Council there were two representatives from Altru at the meeting and how the process of trying to create a cornerstone partnership had been going on approximately six months. He explained if this agreement was approved the City would receive \$450,000 over a 10 year period or \$45,000 per year. He stated there were some conditions that would need to be met which included signage being put up in the park facilities that the City would be responsible for as well as the purchase of turf for the Civic Center. He said how there had been great conversations with Mr. Dragich along with others at the Senior Center about programs that aren't currently available but could be started. He added the City would be required to do some events with Altru along with starting a commission that would discuss what the \$45,000 budget would be used for. He mentioned that he had asked for a special line item in the budget for these funds specifically. Council Vice-President Grassel said funds left over could be used by the City at its own discretion as long as it is being used for health and wellness in the community. He said he didn't think there were that many restrictions.

Council Vice-President Grassel told the Council added he thought that this was a great opportunity for the City. He told the Council the estimated cost for the required signage was approximately \$9000. Council member Vetter asked how much the turf was going to cost. Mr. Dragich said the preliminary costs were around \$100,000. Council member Vetter asked if the turf would only be used for three

months out of the year. Mr. Dragich stated it could be used from mid-April until mid-October. Discussion followed about the different groups that may utilize the turf, where and how it would be stored, how the school agreement may need to be addressed because of the new agreement, and that events scheduled by Altru would not interfere with the usual schedule of events at any of the park facilities.

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

2. Review of Bid Results for Interconnect Project – Steve Emery

Mr. Emery reminded the Council bids had been opened earlier in the day for the interconnect project. He explained how four bids had been received and the bid tabulation had been handed out. He reviewed the estimates for both proposals of the bid and the range of where the bids came in at. He commented that the City did receive very good, competitive bids and how there was only a difference of \$9,612 between the two lowest bidders. Mr. Emery stated that the budget for this project was included on the RCA and because a full time person needs to be on hand during the boring as well as the pond equalization they used 8% instead of 6% for staking and inspection because of the additional time that will be spent on this project. He reminded the Council that Mr. Boppre reached an agreement with MPCA so a person didn't have to be there full time throughout the entire project.

Mr. Emery continued saying the information was going to be provided to Public Facilities Authority (PFA) the following day to start the process to get funding for this project. He stated they were recommending awarding the bid to R.J. Zavoral and Sons contingent upon getting funding from PFA. Mayor Stauss asked to have all the I's dotted and T's crossed to ensure it was the lowest bid they were awarding.

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

3. Request for Special Event – Megan Nelson

Ms. Nelson informed the Council about a special event the Blue Moose would like to have that included games, food, and beverages. She said Mr. Patrick Boppre was present at the meeting to answer any questions the Council may have. She explained how they were asking to block off a portion of the parking lot on the wet side of the flood wall but that could cause problems with traffic. She asked if they could block off the part of the parking spots and use the greenway area instead. She explained this way there would no longer be an issue with traffic. Mr. Boppre stated they wouldn't have an issue using the greenway space for this event. Mayor Stauss commented how events like this are important to the community and thanked them for putting on this event. There were no other questions.

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

4. Request for Water/Sewer Line Special Assessments – David Murphy

Mr. Murphy explained that with the lead issue in Flint, Michigan the Water and Light Department and Commission are taking a proactive approach to help residents replace lead water lines utilizing the special assessment process which would be assessed by the City Council. He explained how they were

going to be replacing watermain in an older part of the City and were checking to see if there were lead service lines as well as testing the water before and after the line had been replaced. Mr. Murphy stated that they would also replace sewer service lines that serve more than one household, if they are old clay tile lines, or in need of replacement. He said again that the Water and Light Department would be financing these projects for residents and receiving payments through the collection of special assessments. Discussion followed about how the rate would be similar to other special assessment jobs, a review of documents that would be signed off on, and if a resident chooses not to replace the lead line if it could be included in the disclosure if the home is sold. Mr. Boyce commented how this could be a challenge nationwide but that good water treatment practices can help. Council President Olstad commented that it was great the Water and Light Commission was taking a proactive approach and asked to shore up any issues with the process.

5. Liquor License Ordinances – Mike Hedlund/Alex Albert

Chief Hedlund thanked Mr. Albert for assisting with this process. He stated the two things that amending this ordinance would do include formally recognizing the alcohol compliance check program and alter the penalty structure for those businesses that have failed compliance checks. He explained how the current structure only looks at a 12 month period and that it isn't a very effective format. He added that in his opinion the current penalty structure is overly punitive. He suggested changing the penalty structure and keeping the businesses that fail accountable over a longer period of time.

Council member Buckalew asked what the neighboring cities like Crookston and Grand Forks have as a structure. Mr. Albert stated his research focused on Minnesota cities and most places had a three year structure in place. Mr. Dukart commented that he had concerns about the three year period because it was lengthy. He added how at they were doing everything possible not to fail a compliance check and informed the Council that if an employee does fail the check they are fired on the spot. He also thanked the City for continuing to hold the alcohol server training classes instead of having the training online because it is more effective in person. Chief Hedlund stated that they were going to continue to do so. Discussion followed about the changes to the penalty structure for following failed compliance checks, what may be considered over punitive, how the fine against the employee or server that fails the check should have a stiffer penalty, and how the City may also want to reconsider having hearings for revocation held by a retired judge or separate group instead of the Council.

Council President Olstad commented how there are things that still need to be reworked and asked how the Council would like to move this forward or have it brought back to a work session. Council member Pokrzywinski said he could go with either way. Council member Buckalew said he would like to see stiffer penalties for the employee and would like to discuss this again. Council member Vetter said he could go either way but if they were going to looking into it further to look at the process of bringing in a retired judge to handle the hearings. More discussion followed about the items that will need to be looked into further.

This item will be brought back to a future Work Session.

Mayor Stauss thanked Mr. Grassel for his work on the agreement with Altru and Mr. Dragich for how great the flowers look in the City.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE JULY 12, 2016 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:16 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer

RESOLUTION NO. 16 – 07 – 66

RESOLUTION APPOINTING ALTERNATE JUDGES

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

BE IT RESOLVED, By the City Council of the City of East Grand Forks that the following election judge is appointed to serve as needed for the August 9, 2016 Primary Election and November 8, 2016 General Election.

Alternate Judge: Colleen Bushy

BE IT FURTHER RESOLVED, the administrator/clerk-treasurer is authorized to re-balance judges to different wards as needed in order to comply with state election laws; and

BE IT FURTHER RESOLVED, the judge’s hourly compensation is fixed at the following: chair judge at \$13.00 per hour, and regular judge at \$12.00 per hour.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: July 19, 2016

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 19th day of July, 2016.

Mayor

Request for Council Action

Date: July 8, 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: Michael S. Hedlund

RE: Surplus Vehicles and Bicycles

Background: The East Grand Forks Police Department has acquired a number of vehicles through asset forfeiture which occurs on some DWI and other types of arrests. The vehicles on the attached list have completely cleared the court process and are now the property of the City of East Grand Forks and/or the Pine to Prairie Drug Task Force (The proceeds of the sale of the Task Force vehicles go to the Task Force less any expenses). It is our wish to have these vehicles declared surplus property so that they may be sold at auction.

Item #21 on the list is a 1994 Polaris Indy 500 Snowmobile that has been part of the Department's fleet for many years. This snowmobile has essentially outlived its usefulness and we are requesting that it also be declared as a surplus vehicle so that it can be sold. The Police Department 2017 budget will include a capital improvements item request for a new ATV to be used by the Police Department for year round patrol of the Greenway as well as emergency response in other situations. It would be our request to have any funds gained from the sale of the snowmobile be set aside for ATV related expenses if that purchase is approved by Council.

We also have thirty five (35) miscellaneous bicycles that we have had for an extensive time and have not been claimed. These are typically found bicycles (likely stolen) that we receive but have been unable to locate the owners. We would like these bicycles to be declared surplus so that they can be disposed of through an auction.

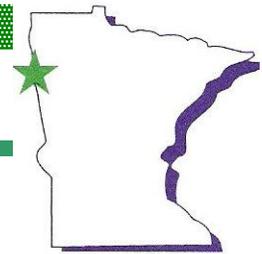
Recommendation: Declare the vehicles (as well as the miscellaneous bicycles) listed on the attached document as surplus property.

Enclosures: List of seized vehicles to be declared surplus property.

2016 Surplus vehicles for auction

- #1. 2003 Chev Silverado P/U Vin #2GCEK19V931234926
- #2. 1991 Chrys Lebaron Vin# 1C3XJ453XMG126759
- #3. 2004 Chev Trail Blazer Vin#1GNET16S94620763
- #4. 2002 Chev Silverado P/U Vin# 1GCEK14VX2Z226461
- #5.1988 Buick Le Sabre Vin# 1G4HR54C2JH481362
- #6. 2000 Ford Expedition Vin#1FMPU16L1YLC21512
- #7.2001 Kia 4Dr Vin # KNAFB1217155038004
- #8. 2004 Ford Explorer Vin# 1FMDU73KX4ZA63745
- #9. 1995 Chev Tahoe Vin# 1GNEK13K5SJ445812
- #10.1991 Toyota P/U Vin # JT4RN01P0010506
- #11. 2005 GMC P/U Vin# 2GTEK13T851114397
- #12. 2004 Pontiac Gran Prix Vin #2G2WR524041359957
- #13. 2002 GMC Yukon Vin# 1GKEK63U72J120333
- #14. 1995 Buick 4dr Vin#1G4CW52KXSH623519
- #15. 2000 Mitsubishi Mirage Vin#JA3AY26C2YUO57930
- #16.2002 Ford Explorer Vin# 1FMZU75E42ZA65064

- #17. 1994 Dodge P/U Vin #1B7HC16YXRS734255
- #18. 1998 Chev Cavalier Vin # 1G1JC5243W7230391
- #19. 2007 Chev Impala Vin# 2G1WT55KX79137920
- #20. 1992 Buick Le Sabre Vin# 1G4HR53LXNH46886
- #21. 1994 Polaris Indy 500 Serial # 2242914 (police dept)



July 2016 Bicycles to be Declared Surplus Property

1. Mongoose Bedlam – S#SNFSD12GB403
2. Haro Bike Mira 540 – M54W4J0421
3. Roadmaster Mt. Fury – C004149378
4. Pacific Evolution Women’s Mountain Bike – No S# Listed
5. Huffy Backwater (Men’s) – No S# Listed
6. Jeep Sport Comanche – UV06193620
7. Mongoose 18 Speed Mountain Bike – SNSFD12124330
8. Unknown – Spray painted Black
9. Unknown Mountain Bike -04F0011468
10. Columbia Lennox (Yellow) – No S# found
11. Mongoose – SNFS09E
12. Mongoose Ledge 2.2 – SNSFD13BD5996
13. Genesis V2100 – GS130521915
14. Schwinn Super Sport – FM24
15. Blue Children’s Bike – C388C392
16. Genesis V2100 – GS130519043
17. Pink Freestyle 20 – No S# Found
18. Huffy Ultra Terrain Shock – 099B36095
19. Genesis 6160 – GS140223503
20. Mongoose 6061 Ledge 2.1 – SNFSD13ML1512
21. Huffy – 80226HUFFY20
22. Sea Star Pink BMX – SNHBC09A18654
23. Huffy Stone Mountain – 9294612498
24. Unknown – Spray painted and serial # Filed off
25. Huffy Blades – 265159228522F
26. NEXT Green Shocker – DCM07069
27. NEXT Glamour Girl – 77145128
28. Murray Pink and White Children’s Bike
29. Magna – 35585903
30. Schwinn High Timber – YC00C08571

RESOLUTION NO. 16 – 07 - 67

RESOLUTION FOR AGENCY AGREEMENT

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

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of East Grand Forks to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Mayor and the City Administrator are hereby authorized and directed for and on behalf of the City to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement no. 1025922”, a Copy of which said agreement was before the City Council and which is made a part hereof by reference.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: July 19, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th of July, 2016.

Mayor

State of Minnesota
County of Polk

I hereby certify that the foregoing Resolution is a true and correct copy of the Resolution presented to and adopted by East Grand Forks at a duly authorized meeting thereof held of the _____ day of _____, 20____, as shown by the minutes of said meeting in my possession.

Clerk
Notary Public
Commission Expires_____

STATE OF MINNESOTA AGENCY AGREEMENT
BETWEEN
DEPARTMENT OF TRANSPORTATION
AND
EAST GRAND FORKS

FOR FEDERAL PARTICIPATION IN FORCE ACCOUNT
FOR
S.P. 119-595-001; M.P. TA 6016(237)

This agreement is entered into by and between EAST GRAND FORKS ("City") and the State of Minnesota acting through its Commissioner of Transportation ("MnDOT"),

Pursuant to Minnesota Statutes Section 161.36, the City desires MnDOT to act as the City's agent to accept and disburse federal funds for the construction, improvement, or enhancement of transportation financed in whole or in part by federal funds, hereinafter referred to as the "Project"; and

The City is proposing a federal aid project to promote and encourage walking and biking to school in the community. A public interest finding has determined that the encouragement and incentive portion of the project can be completed more economically as a Force Account hereinafter referred to as the "FORCE ACCOUNT"; and

The FORCE ACCOUNT is eligible for the expenditure of federal aid funds, and is identified in MnDOT records as State Project 119-595-001, and in Federal Highway Administration ("FHWA") records as Minnesota Project TA 6016(237); and

The CFDA number for this project is 20.205; and

MnDOT requires that the terms and conditions of this agency be set forth in an agreement.

THE PARTIES AGREE AS FOLLOWS:

I. DUTIES OF THE CITY.

A. DESIGNATION. The City designates MnDOT to act as its agent to accept and disburse federal funds made available for the Project.

B. ELIGIBILITY / COSTS. The estimated cost of the FORCE ACCOUNT is \$50,000.

1. It is anticipated that 80% (up to \$ 40,000) of the cost of the FORCE ACCOUNT is to be paid from federal funds made available by the FHWA, and that the remaining 20% will be paid by the City. The City will pay any part of the cost or expense of the work that the FHWA does not pay.
2. Any costs incurred by the City prior to authorization, will not be eligible for federal participation.

3. Eligible cost and expense, if approved, may consist of the following:
 - a) The cost of providing training, supplies, and incentive items for pedestrian and wheeled sports coordination for the East Grand Forks Safe Routes to School program as listed in the project memo for the project.
 - b) The direct labor charges for City employees for the time that said employees are engaged in the work to be performed by the City pursuant to this agreement. Said labor charges may include the prorata share of "labor additives" applicable to said labor charges. Costs to the City of "labor additives" consisting of holiday pay, vacation, sick leave, retirement, pension, unemployment taxes, compensation and liability insurance, lost time charges and similar costs incidental to labor employment will be reimbursed only when supported by adequate records.
 - c) The applicable equipment rental charges for City owned equipment used by the City and mileage charges for employee owned vehicles used by the City on the work to be performed pursuant to this agreement, at rates reflective of the City actual cost.
 - d) Expenditures for materials, supplies, mechanical data processing and equipment rental, limited to the actual expenditures for the purposes of this agreement.
4. Expenditures for general administration, supervision, maintenance and other overhead or incidental expenses of the City are not eligible for federal participation.
5. Acceptability of costs under this agreement will be determined in accordance with the cost principles and procedures set forth in the applicable Federal Acquisition Regulations, Contract Cost Principles and Procedures, 48 Code of Federal Regulations (CFR) 31 which is hereby incorporated by reference and made a part of this agreement.
6. For costs expected to exceed \$50,000, the City must request the preparation and execution of a supplement to this agreement, prior to incurring such costs.

C. STAFFING.

1. The City will designate a publicly employed registered engineer, ("Project Engineer"), to be in responsible charge of the Project and to supervise and direct the work to be performed under any construction contract let for the Project. If City elects to use a private consultant for engineering services, the City will provide a qualified, full-time public employee of the City, to be in responsible charge of the Project. The services of the City to be performed pursuant to this agreement may not be assigned, sublet, or transferred unless the City is notified in writing by MnDOT that such action is permitted under 23 CFR 1.33 and 23 CFR 635.105 and state law. This written consent will in no way relieve the City from its primary responsibility for performance of the work.

2. During the progress of the work on the Project, the City authorizes its Project Engineer to request in writing specific engineering and/or technical services from MnDOT, pursuant to Minnesota Statutes Section 161.39. Such services may be covered by other technical service agreements. If MnDOT furnishes the services requested, and if MnDOT requests reimbursement, then the City will promptly pay MnDOT to reimburse the state trunk highway fund for the full cost and expense of furnishing such services. The costs and expenses will include the current MnDOT labor additives and overhead rates, subject to adjustment based on actual direct costs that have been verified by audit. Provision of such services will not be deemed to make MnDOT a principal or co-principal with respect to the Project.
3. The City will furnish the personnel, services, supplies, and equipment necessary to properly supervise, inspect, and document the work for the Project.

D. CONTRACT ADMINISTRATION.

1. The City will request approval from MnDOT for all costs in excess of the amount of federal funds previously approved for the Project prior to incurring such costs. Failure to obtain such approval may result in such costs being disallowed for reimbursement.
2. The City will prepare reports, keep records, and perform work so as to enable MnDOT to collect the federal aid sought by the City. The City will retain all records and reports in accordance with MnDOT's record retention schedule for federal aid projects.
3. Upon completion of the Project, the Project Engineer will determine whether the work will be accepted.

E. PAYMENTS.

1. The entire cost of the Project is to be paid from federal funds made available by the FHWA and by other funds provided by the City. The City will pay any part of the cost or expense of the Project that is not paid by federal funds.
2. The City may request partial payments not more than once each thirty (30) days. The Project Engineer will certify each partial estimate.
3. The invoice and supplements thereto, will contain all details that may be necessary for a proper audit. Such details will consist of at least the following:
 - (a) A breakdown of labor by individual, classification, dates and hours worked times the applicable rate to arrive at a total dollar amount for each individual.
 - (b) The labor additive may be applied to total labor dollars, not including overtime labor dollars.
 - (c) The equipment charges must be broken down by type of equipment times the applicable rate and dates used to arrive at total equipment charges.

- (d) A detailed breakdown of outside services used and supporting invoices. Documentation that costs of outside services have been paid.
 - (e) Detail for materials, supplies, and other items with the description, units, and unit prices included in the invoice. If materials or supplies are purchased from an outside source, a copy of that invoice must be included.
 - (f) The invoices will include 100% of eligible charges applicable to the Force Account so that the prorata share of federal and City participation can be applied to the total costs.
4. Following certification, by the Project Engineer, of the final estimate, the City may request reimbursement for costs eligible for federal funds. The City's request will be made to MnDOT and will include a copy of the certified final estimate along with the required records.
 5. Reimbursement of costs under this agreement will be based on actual costs, but limited to eligible items.

F. LIMITATIONS.

1. The City will comply with all applicable Federal, State, and local laws, ordinances, and regulations.
2. Nondiscrimination. It is the policy of the Federal Highway Administration and the State of Minnesota that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance (42 U.S.C. 2000d). Through expansion of the mandate for nondiscrimination in Title VI and through parallel legislation, the proscribed bases of discrimination include race, color, sex, national origin, age, and disability. In addition, the Title VI program has been extended to cover all programs, activities and services of an entity receiving Federal financial assistance, whether such programs and activities are Federally assisted or not. Even in the absence of prior discriminatory practice or usage, a recipient in administering a program or activity to which this part applies, is expected to take affirmative action to assure that no person is excluded from participation in, or is denied the benefits of, the program or activity on the grounds of race, color, national origin, sex, age, or disability. It is the responsibility of the City to carry out the above requirements.
3. Workers' Compensation. Any and all employees of the City or other persons while engaged in the performance of any work or services required or permitted by the City under this agreement will not be considered employees of MnDOT, and any and all claims that may arise under the Workers' Compensation Act of Minnesota on behalf of said employees, or other persons while so engaged, will in no way be the obligation or responsibility of MnDOT. The City will require proof of Workers' Compensation Insurance from any contractor and sub-contractor.
4. All components purchased for this project must comply with the current Buy America policy based on the statutory provisions in the Surface Transportation

Assistance Act of 1982, as implemented with a November 25, 1983, final rule and clarified by the 1997 memo.

G. AUDIT.

1. The City will comply with the Single Audit Act of 1984 (with amendment in 1996) and Office of Management and Budget (OMB)'s "Supercircular" 2 CFR 200 Subpart F, which are incorporated herein by reference.
2. As provided under Minnesota Statutes Section 16C.05, subdivision 5, all books, records, documents, and accounting procedures and practices of the City are subject to examination by the United States Government, MnDOT, and either the Legislative Auditor or the State Auditor as appropriate, for a minimum of six years. The City will be responsible for any costs associated with the performance of the audit.

H. MAINTENANCE. The City assumes full responsibility for the operation and maintenance of any facility constructed or improved under this Agreement.

I. CLAIMS. The City will pay any and all lawful claims arising out of or incidental to the performance of the Project work. The City acknowledges that MnDOT is acting only as the City's agent for receipt and disbursement of federal funds, and not as a principal or co-principal with respect to the Project. In all events, the City will indemnify MnDOT and hold MnDOT harmless from any claims arising out of the Project.

J. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA). This Agreement requires the City to provide supplies and/or services that are funded in whole or in part by federal funds that are subject to FFATA. The City is responsible for ensuring that all applicable requirements, including but not limited to those set forth herein, of FFATA are met and that the City provides information to the MnDOT as required.

The City shall comply with the following:

1. Reporting of Total Compensation of the City's Executives.

(a) The City shall report the names and total compensation of each of its five most highly compensated executives for the City's preceding completed fiscal year, if in the City's preceding fiscal year it received:

- i. 80 percent or more of the City's annual gross revenues from Federal procurement contracts and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
- ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
- iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange

Agreement no. 1025922

Commission total compensation filings at <http://www.sec.gov/answers/excomp.htm>.)

Executive means officers, managing partners, or any other employees in management positions.

(b) Total compensation means the cash and noncash dollar value earned by the executive during the City's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):

- i. Salary and bonus.
- ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
- iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
- iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
- v. Above-market earnings on deferred compensation which is not tax qualified.
- vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

2. The City must report executive total compensation described above to the MnDOT by the end of the month during which this agreement is awarded.
3. The City will obtain a Data Universal Numbering System (DUNS) number and maintain its DUNS number for the term of this agreement. This number shall be provided to MnDOT on the plan review checklist submitted with the plans for each project. More information about obtaining a DUNS Number can be found at: <http://fedgov.dnb.com/webform/>.
5. The City's failure to comply with the above requirements is a material breach of this agreement for which the MnDOT may terminate this agreement for cause. The MnDOT will not be obligated to pay any outstanding invoice received from the City unless and until the City is in full compliance with the above requirements.

II. DUTIES OF MnDOT.

- A. ACCEPTANCE. MnDOT accepts designation as Agent of the City for the receipt and disbursement of federal funds and will act in accordance herewith.
- B. PROJECT ACTIVITIES. MnDOT will make the necessary requests to the FHWA for authorization to use federal funds for the Project, and for reimbursement of eligible costs pursuant to the terms of this agreement.

Agreement no. 1025922

C. PAYMENTS.

1. MnDOT will receive the federal funds to be paid by the FHWA for the Project, pursuant to Minnesota Statutes § 161.36, Subdivision 2.
2. MnDOT will review and certify each partial pay request. Following certification of the partial estimate, MnDOT will reimburse the City, from said federal funds made available to the Project, for each partial payment request, subject to the availability and limits of those funds.
3. Upon completion of the Project, the City will prepare a final payment request in accordance with the terms of this agreement. MnDOT will review and certify the final payment request with a final audit.
4. No more than 90% of the reimbursement due under this agreement will be paid until completion of the final audit and approval by MnDOT's authorized representative.
5. In the event MnDOT does not obtain funding from the FHWA or other funding source, or funding cannot be continued at a sufficient level to allow for the processing of the federal aid reimbursement requests, the City may continue the work with local funds only, until such time as MnDOT is able to process the federal aid reimbursement requests.

D. AUTHORITY. MnDOT may withhold federal funds, where MnDOT or the FHWA determines that the Project was not completed in compliance with federal requirements.

E. INSPECTION. MnDOT, the FHWA, or duly authorized representatives of the state and federal government will have the right to audit, evaluate and monitor the work performed under this agreement. The City will make available all books, records, and documents pertaining to the work hereunder, for a minimum of seven years following the closing of the construction contract.

III. AUTHORIZED REPRESENTATIVES. Each authorized representative will have responsibility to administer this agreement and to ensure that all payments due to the other party are paid pursuant to the terms of this agreement.

A. The City authorized representative is Greg Boppre, PO Box 285, 1600 Central Avenue NE, East Grand Forks, MN 56721 or his successor.

B. MnDOT's authorized representative is Lynnette Roshell, Minnesota Department of Transportation, State Aid for Local Transportation, 395 John Ireland Boulevard, Mail Stop 500, St Paul, MN 55155, phone 651.366.3822, or her successor.

IV. TORT LIABILITY. Each party is responsible for its own acts and omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of any others and the results thereof. The Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, governs MnDOT liability.

- V. ASSIGNMENT. Neither party will assign or transfer any rights or obligations under this agreement without prior written approval of the other party.
- VI. AMENDMENTS. Any amendments/supplements to this Agreement must be in writing and be executed by the same parties who executed the original agreement, or their successors in office.
- VII. TERM OF AGREEMENT. This agreement will be effective upon execution by the City and by appropriate State officials, pursuant to Minnesota Statutes Section 16C.05, and will remain in effect for five (5) years from the effective date or until all obligations set forth in this agreement have been satisfactorily fulfilled, whichever occurs first.
- VIII. TERMINATION. This agreement may be terminated by the City or MnDOT at any time, with or without cause, upon ninety (90) days written notice to the other party. Such termination will not remove any unfulfilled financial obligations of the City as set forth in this Agreement. In the event of such a termination the City will be entitled to reimbursement for MnDOT-approved federally eligible expenses incurred for work satisfactorily performed on the Project to the date of termination subject to the terms of this agreement.

Remainder of this page left intentionally blank

RESOLUTION NO. 16 – 07 - 68

RESOLUTION AUTHORIZING SIGNING AUTHORITY ALLOWING ACCESS TO MINNESOTA GOVERNMENT ACCESS (MGA) ACCOUNTS FOR ELECTRONIC COURT RECORDS AND DOCUMENTS

WHEREAS, the new Minnesota Government Access Accounts, allowing government agencies to view appropriate electronic court records and documents stored in the Minnesota Court Information System for cases in Minnesota district courts, require authorization from the governing body; and

WHEREAS, City Code Section 30.10 and Charter Section 4.06 defines the duties of the City Administrator, including authority to enter into contracts on behalf of the City as authorized by Council policy or action; and

WHEREAS, the Mayor oversees the police department for the City;

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of East Grand Forks, County of Polk, State of Minnesota, hereby authorizes the City Administrator as the signing authority to authorize access to MGA Accounts on behalf of the City of East Grand Forks, and the Mayor as the signing authority to authorize access to MGA accounts on behalf of the City of East Grand Forks Police Department.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: July 19, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th of July, 2016.

Mayor



Renewal Application for Optional Liquor 2AM License

License Type: 2AM-100K-5001 Expires On: September 9, 2016 ID Number: 18816

DBA

VFW 3817
Red River Valley Post
312 DeMers Ave
East Grand Fks MN 56721

Business Phone: 2187732481

If any of the above licensee information is not correct, please make corrections as necessary.

Licensee must report previous 12 month on sale alcoholic beverage gross receipts by checking one of the boxes below. Next to the box you check is your 2 AM license fee. Make check payable to: Alcohol and Gambling Enforcement Division (AGED). Mail this application and check to: AGED, 445 Minnesota St., Suite 222, St. Paul, MN 55101-5133.

- \$300 2 AM license fee - Up to \$100,000 in on sale gross receipts for alcoholic beverages
- \$750 2 AM license fee - Over \$100,000, but not over \$500,000 in on sale gross receipts for alcoholic beverages
- \$1000 2 AM license fee - Over \$500,000 in on sale gross receipts for alcoholic beverages
- \$200 2 AM license fee - 3.2% On Sale Malt Liquor licensees or Set Up license holders
- \$200 2 AM license fee - Did not sell alcoholic beverages for a full 12 months prior to this application

Yes No Does the city or county that issues your liquor license allow the sale of alcoholic beverages until 2 AM?

City Clerk/County Auditor Signature _____ Date _____

(I certify that the city or county of _____ approves the sale of alcoholic beverages until 2AM)

Licensee Signature _____ Date _____

(I certify that I have answered the above questions truthfully and correctly)

Licensee Minnesota Tax ID Number (Required): _____

Licensee: Prior to submitting this application to the Alcohol & Gambling Enforcement Division you must have this form signed by your local city or county licensing official

**Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
445 Minnesota Street, Suite 222, St. Paul, MN 55101-5133
Telephone 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
dps.mn.gov**



City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

APPLICATION FOR SPECIAL EVENT

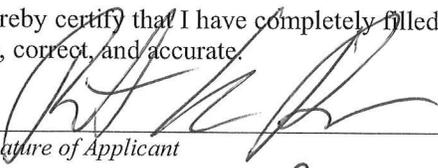
License Fee: _____

Organization Information	
<u>The Blue Moose Bar and Grill</u> <i>Organization Name</i>	<u>(218) 773-6516</u> <i>Organization Phone Number</i>
<u>507 2nd St. NW</u> <i>Organization Address</i>	<u>East Grand Forks MN 56721</u> <i>City State Zip</i>

Applicant Information	
<u>The Blue Moose Bar and Grill</u> <i>Applicant Name</i>	<u>(218) 773-6516</u> <i>Applicant Phone Number</i>
<u>507 2nd St. NW</u> <i>Applicant Address</i>	<u>East Grand Forks MN 56721</u> <i>City State Zip</i>

Special Event Information		
<u>September 24, 2016</u> <i>Date of Event</i>	<u>11 AM</u> <i>Start Time</i>	<u>10 pm</u> <i>End Time</i>
<u>An Oktoberfest Celebration. Family friendly, with games, weiner-dog races and food and beverage with a German theme available for purchase</u> <i>Explanation of Event</i>		
<u>_____</u> <i>Route/Area of Event (include map)</i>		
<u>_____</u> <i>Special Requests (Staff, Road Closures, Etc)</i>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

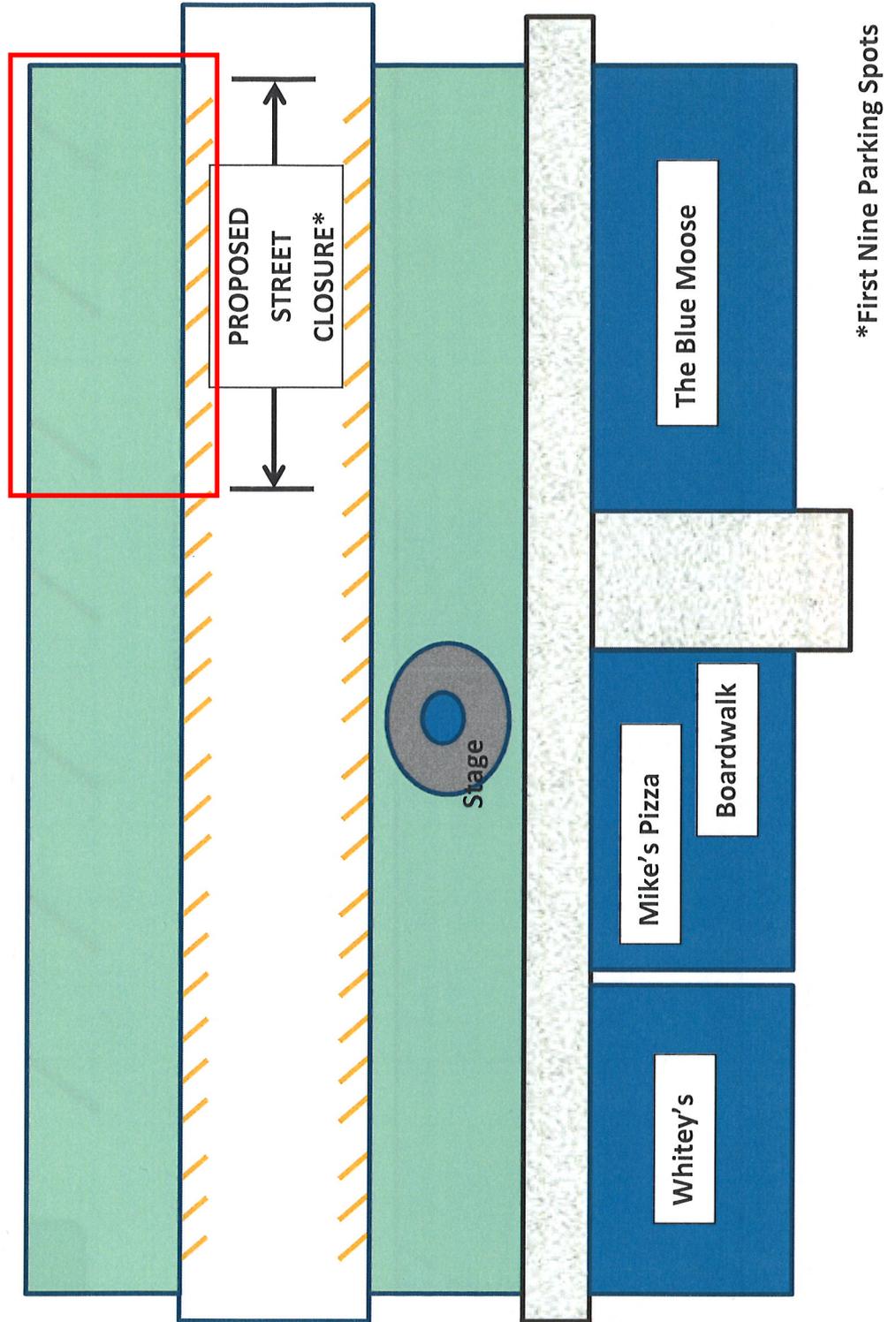

Signature of Applicant

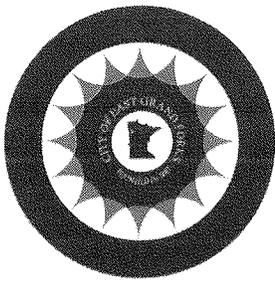
6-24-16
Date

Patrick Bopp
Print Name

Owner
Title

Reminder that they will be utilizing the nine parking spots next to the greenway and the greenway itself for this event.





City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

APPLICATION FOR SPECIAL EVENT

License Fee: _____

Organization Information		
<u>East Grand Forks Association of Firefighters Local 3423</u> <i>Organization Name</i>	<u>218-773-2403 or 701-740-3020</u> <i>Organization Phone Number</i>	
<u>415 4th St NW</u> <i>Organization Address</i>	<u>EGF</u> <i>City</i>	<u>MN</u> <u>56721</u> <i>State Zip</i>

Applicant Information		
<u>Ryan Swang</u> <i>Applicant Name</i>	<u>701-740-3020</u> <i>Applicant Phone Number</i>	
<u>415 4th St NW</u> <i>Applicant Address</i>	<u>EGF</u> <i>City</i>	<u>MN</u> <u>56721</u> <i>State Zip</i>

Special Event Information		
<u>July 29th thru July 31st 2016</u> <i>Date of Event</i>	<u>1800hrs July 29th 2016</u> <i>Start Time</i>	<u>2000hrs July 31st 2016</u> <i>End Time</i>
<u>Explanation of Event</u> <i>Hold cat fish tournament</i>		
<u>Route/Area of Event (include map)</u> <i>Lafave Park Boat Landing</i>		
<u>Road closures at River and Hill Street by Cabelas parking lot and hill street by softball diamonds from the hours of 4am and 7am July 30 and 31. Hill Street by Cabelas to the Railroad underpass from 10am to 5pm July 30 and 31</u>		
<u>Special Requests (Staff, Road Closures, Etc).</u>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Ryan Swang
Signature of Applicant

5-24-16
Date

Ryan Swang
Print Name

Treasurer
Title

City of East Grand Forks Map



Request for Council Action

Date: July 12, 2016

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

Cc: File

From: Steve Emery, P.E.

RE: 2015 City Project No. 1 – Wastewater Interconnect (Bid Results)

Background:

Four (4) bid were received on July 12, 2016 for the East Grand Forks / Grand Forks Wastewater Interconnect Project. The apparent low bidder for the project is R.J. Zavoral & Sons, Inc. We have attached for your information a copy of the bid tabulation. The difference in bid amounts between the low bid and the second place bid was only \$9,612.00 or 1.8%. The bid came in approximately 6% below the Engineers Estimate which was \$5,797,232.50

PROPOSED BUDGET

	<u>Proposal No. 1</u>	<u>Proposal No. 2</u>
Construction	\$ 4,899,195.05	\$569,962.00
Plans / Specifications (8%)	\$ 391,935.60	\$162,500.00
Staking / Inspection (8%)	\$ 391,935.60	\$ 80,395.44
Contingencies (10%)	\$ 489,919.51	\$ 56,996.20
Administration / Legal (3%)	<u>\$ 146,975.85</u>	<u>\$ 17,098.86</u>
TOTAL PROJECT COST	\$ 6,319,961.61	\$886,952.50

Note: The (%) basis for the Plans/Specifications and Staking and Inspection applies to Proposal No. 1 only.

PROPOSED FUNDING

PFA	<u>\$7,206,914.11</u>
TOTAL PROJECT COST	\$7,206,914.11

Recommendation:

With the project coming in below the Engineers Estimate it is our recommendation to award the bid to R.J. Zavoral and Sons in the amount of \$5,469,157.05 contingent upon PFA funding being secured.

Enclosures:

Bid Tabulation

RESOLUTION NO. 16 – 07 - 69

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

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

WHEREAS, pursuant to an advertisement for bids for the improvement of 2015 City Project No. 1 – Wastewater Interconnect, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

WHEREAS, it appears that R.J. Zavoral and Sons is the lowest responsible bidder at a bid price of \$5,469,157.05;

WHEREAS, the total project costs are estimated to total \$7,206,914.11;

WHEREAS, the City of East Grand Forks, Minnesota declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

NOW THEREFORE, BE IT RESOLVED,

1. This project is contingent upon funding being awarded to the City from the Public Facilities Authority.
2. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with R.J. Zavoral and Sons in the name of the City of East Grand Forks for the improvement of 2015 City Project No. 1 – Wastewater Interconnect according to the plans and specifications therefore approved by the City Council and on file in the administration office.
3. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
4. The City Portion for this project will be paid out of the following funds:

605-00-000-16610	Construction	\$5,469,157.05
605-00-000-16600	Plans/Specifications(8%)	\$554,435.60
605-00-000-16600	Staking/Inspection(8%)	\$472,331.04
605-00-000-16610	Contingencies(10%)	\$546,915.71
605-00-000-16620	Admin/Legal(3%)	\$164,074.71

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: July 19, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th of July, 2016.

Mayor

CORNERSTONE PARTNERSHIP

MEMO OF UNDERSTANDING BETWEEN EAST GRAND FORKS PARK DISTRICT AND ALTRU HEALTH SYSTEM

Altru Health System with the East Grand Forks Park District propose a cornerstone partnership. The foundation of the cornerstone agreement is a dedicated partnership between both organizations to focus on enhancing prevention and wellness in the community of East Grand Forks. This partnership will enhance existing services as well as bring additional offerings to the residents of East Grand Forks for years to come.

This memo of understanding is designed to ensure the partnership is well articulated and will survive beyond the founders of this agreement.

RECITALS

WHEREAS: A partnership between both organizations would have a powerful impact on the health, wellness and prevention for the community of East Grand Forks;

WHEREAS: Both organizations will work collaboratively to enhance existing services, as well as to bring additional offerings to the residents of East Grand Forks from youth to seniors;

WHEREAS: Altru Health System proposes a donation of \$450,000.00 dollars to be allocated at \$45,000 dollars per year for 10 years beginning in the year 2016;

WHEREAS: East Grand Forks Park District will have discretion for donation allocation assuming funding aligns with stated considerations;

WHEREAS: The funds are to supplement the existing Park and Recreation budget; (Specifically the funds are to be in addition to the Park and Recreation Budget and are not to be considered in developing the Park and Recreation annual budget);

WHEREAS: Altru Health System may cease donations if, in Altru's opinion, the City of East Grand Forks is not utilizing the donations in the spirit intended in the following list of considerations.

CONSIDERATIONS

NOW WHEREFORE, in consideration and furtherance of the above recitals, it is hereby stipulated and agreed, by and between Altru Health System and the East Grand Forks Park District, as follow:

- Altru Health System will be the exclusive partner for health, wellness and prevention activities for the City of East Grand Forks;
- Altru Health System will have signage throughout the East Grand Forks Park District's facilities/locations, to be provided by the East Grand Forks Park District, within 6 months of the agreement execution; it is anticipated that the signage/banners will be located at the following locations:

Civic Center;

VFW Area;

Blue line Area;

Its Williams park;

Nash Park

East Grand Forks Swimming pool;

Stauss Park Baseball facilities;

Senior Citizen Center; and

Other promotional materials for health, wellness and prevention activities within the City of East Grand Forks, MN.

*It is also understood that the parties will develop a cornerstone partnership logo that will be placed on the ice at the Civic Center and will be placed on the Zamboni at the VFW and Blue line club arena.

(This list is not exclusive and is anticipated to be supplemented)

- Altru Health System and East Grand Forks Park District will jointly form an operations council to meet a minimum of twice a year, the operations council shall, discuss, plan and coordinate future budgeted uses for the yearly \$45,000.00 donation. The final determination is reserved to the City of East Grand Forks;
- Altru Health System and East Grand Forks Park District will co-facilitate a community Health and Wellness assessment to bring awareness and engagement of community members and key stake holders in potential new community offerings. This will occur in the first year and then at the discretion of the operations council;
- Altru Health System and East Grand Forks Park District will co-sponsor a minimum of two community events per year related to health, wellness and prevention;
- Altru Health System will have use of the East Grand Forks Park District's facilities/sites free of charge up to 500 hours per year. Scheduling of the use of the facilities will be at the sole discretion of the City of East Grand Forks Park District;
- Allocation of funding will be provided by the East Grand Forks Park District to place indoor turf at the Civic Center. This will be utilized by Altru Health System for training via Sports Advantage Powered by EXOS and for expansion of indoor sports offered by

the East Grand Forks Park and Recreation Department. The City of East Grand Forks will make every reasonable effort to install indoor turf within one year of this agreement.

Dated this _____ day of June, 2016

Dated this _____ day of June, 2016

BY:

BY:

FOR: East Grand Forks Park District

FOR: Altru Health System

BY:

BY:

FOR: East Grand Forks Park District

FOR: Altru Health System

RESOLUTION NO. 16 – 07 – 70

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 24544 for a total of \$488.77.

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 \$488.77 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 July 19, 2016.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: July 19, 2016

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th day of July, 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 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 24544 for a total of \$488.77.
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 July 19, 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: 7/14/2016 - 3:16 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
24517	07/19/2016	3DS001	3D Specialties	223.86	0
24518	07/19/2016	ACM001	Acme Electric Companies	1,786.14	0
24519	07/19/2016	AME006	AMEM	130.00	0
24520	07/19/2016	AME002	American Tire Service	820.52	0
24521	07/19/2016	AME005	Ameripride Linen & Apparel Services	135.26	0
24522	07/19/2016	BOB001	Bobcat of Grand Forks	125.00	0
24523	07/19/2016	BOR001	Border States Electric Supply	10.71	0
24524	07/19/2016	BSN001	BSN Sports Inc.	91.80	0
24525	07/19/2016	C&R001	C&R Cleaners & Laundry	51.02	0
24526	07/19/2016	CAN001	Canon Financial Services	140.80	0
24527	07/19/2016	CAR002	Carquest Auto Parts	29.33	0
24528	07/19/2016	GFC002	City of Grand Forks	3,472.25	0
24529	07/19/2016	COM003	Complete Pest Control Inc	4,464.00	0
24530	07/19/2016	CRO001	Crookston City	2,046.51	0
24531	07/19/2016	DOC001	Docu Shred Inc	37.52	0
24532	07/19/2016	EAG001	Eagle Electric	4,757.49	0
24533	07/19/2016	EAP001	EAPC Architects Engineers	2,450.78	0
24534	07/19/2016	EID001	EIDE Motors	79.95	0
24535	07/19/2016	FER001	Ferrellgas	50.00	0
24536	07/19/2016	FIL001	Filter Care	104.69	0
24537	07/19/2016	ODL001	Fitzgerald, Reynolds & Harbott PLLP	678.50	0
24538	07/19/2016	G&K001	G&K Services	86.20	0
24539	07/19/2016	GAL003	Galstad Jensen & McCann PA	18,284.22	0
24540	07/19/2016	GGF001	GGF Convention & Visitors Bureau	3,522.76	0
24541	07/19/2016	GLO003	Global Safety Network, Inc.	39.00	0
24542	07/19/2016	GFF001	Grand Forks Fire Equipment	538.99	0
24543	07/19/2016	GFC001	Grand Forks Utility Billing	17,899.86	0
24544	07/19/2016	HAR001	Hardware Hank	488.77	0
24545	07/19/2016	HAW001	Hawkins Chemical	1,377.07	0
24546	07/19/2016	THR001	Tom Hess	5,842.60	0
24547	07/19/2016	HIG002	Higher Ground	4,958.99	0
24548	07/19/2016	HOM001	Home of Economy	49.87	0
24549	07/19/2016	HUG001	Hugo's	216.50	0
24550	07/19/2016	JET001	Jet Way Multiple Services Inc	2,966.00	0
24551	07/19/2016	JOB001	JobsHQ	1,067.76	0
24552	07/19/2016	K&K001	K&K Trucking Inc	1,800.00	0
24553	07/19/2016	KAL003	Kaler Doeling, PLLP	361.00	0
24554	07/19/2016	KAM001	Kameron Harstad	720.00	0
24555	07/19/2016	LAK001	Laker Chemical	1,844.50	0
24556	07/19/2016	LIT001	Lithia Payment Processing	1,344.18	0
24557	07/19/2016	MAR004	Marco	118.05	0
24558	07/19/2016	MAR001	Marco Inc	148.60	0
24559	07/19/2016	MPO001	Metropolitan Planning Organization	7,023.20	0
24560	07/19/2016	MID003	Midcontinent Communications	70.00	0
24561	07/19/2016	MND006	VOID****VOID****VOID*** MN I	1,050.02	0
24562	07/19/2016	MND013	MN Dept of Transportation	707.42	0
24563	07/19/2016	MNM002	MN Municipal Utilities Assoc	4,000.00	0
24564	07/19/2016	MTI001	MTI Distributing Company	5,707.64	0
24565	07/19/2016	NEW001	Newman Outdoor Advertising	2,260.00	0
24566	07/19/2016	NOV004	Jacob & Karyn Novak	5,000.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
24567	07/19/2016	ORE001	O'Reilly Auto Parts	1,727.50	0
24568	07/19/2016	OCC001	Occupational Development Center, Inc	562.70	0
24569	07/19/2016	OFF002	Office Depot	27.58	0
24570	07/19/2016	OPP001	Opp Construction	4,000.00	0
24571	07/19/2016	ORC002	Roger Orchard	13,053.69	0
24572	07/19/2016	ORT001	Ortiz Upholstery	369.90	0
24573	07/19/2016	POL008	Polk County Sheriff's Office	2,296.24	0
24574	07/19/2016	PRA003	Prairie Wind BG Inc	1,110.00	0
24575	07/19/2016	PRA001	Praxair Distribution	32.14	0
24576	07/19/2016	PRE001	Premium Waters Inc	99.50	0
24577	07/19/2016	PSD001	PS Garage Doors	134.00	0
24578	07/19/2016	QUI001	Quill Corp	398.92	0
24579	07/19/2016	RAI001	Railroad Mgmt Co III LLC	707.40	0
24580	07/19/2016	RDO001	RDO Powerplan OIB	3,725.48	0
24581	07/19/2016	RIG001	Right Choice Electric Inc	104.97	0
24582	07/19/2016	RMB001	RMB Environmental Lab Inc	388.00	0
24583	07/19/2016	SAF002	Safety Kleen Corp	924.04	0
24584	07/19/2016	SAM001	Sam's Club/Synchrony Bank	45.00	0
24585	07/19/2016	SAN005	Sanford Health Occupational Medicin	55.00	0
24586	07/19/2016	SAN001	Sanitation Products Inc.	198,139.65	0
24587	07/19/2016	SPR002	Spray Advantage	117.54	0
24588	07/19/2016	TFP001	TF Powers Construction	242,789.50	0
24589	07/19/2016	THU002	Thur-O-Clean	1,037.72	0
24590	07/19/2016	TRU003	True North Equipment	390.02	0
24591	07/19/2016	UNI005	Uniforms Unlimited Inc.	175.99	0
24592	07/19/2016	UNI013	University Station	28.40	0
24593	07/19/2016	USB001	US Bank	118,020.63	0
24594	07/19/2016	USB004	US Bank Equipment Finance	139.86	0
24595	07/19/2016	VAL002	Valley Truck	135.85	0
24596	07/19/2016	VER001	Verizon Wireless	808.18	0
24597	07/19/2016	WDA001	WDAZ TV	405.00	0
24598	07/19/2016	XER001	Xerox Corporation	99.32	0
				703,229.05	
Check Total:					