

**APPROVED 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