

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 4, 2016 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for October 4, 2016 was called to order by Council President Mark Olstad at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Reid Huttunen, Parks and Recreation Superintendent; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Megan Nelson, Executive Assistant; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

RECOGNITION OF THE SAVE OUR POOL GROUP FOR A DONATION TO THE CITY:

Council Vice-President Grassel read a statement recognizing and thanking the members of the Save Our Pool organization for their time and efforts to raise money to help pay for the pool renovation project. He introduced Ms. Melody Olstad, Ms. Tina Neil, Mr. Todd Schumacher, and Mr. Mark Olstad and thanked them for their efforts in heading up this organization. Ms. Melody Olstad thanked the City Council and entire citizenry of East Grand Forks for their support.

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 corrected minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of August 23, 2016.

2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of September 20, 2016.
3. Consider approving the minute summary of the “Closed Session” for the East Grand Forks, Minnesota City Council of September 20, 2016.
4. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of September 27, 2016.
5. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of September 27, 2016.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS ONE (1) THROUGH FIVE (5).

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

6. Public Hearing regarding the special assessments for 2015 Assessment Job No. 1 – Utilities and Street Construction for Point of Woods 6th Addition for a total assessment of \$265,750.35.

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

Mr. Emery asked if there was anyone present for the hearing. No property owners were in attendance. He stated this was the final hearing for the 2015 Assessment Job No. 1 for utilities and street construction in the Point of Woods 6th Addition. He reviewed the costs for each portion of the project that included \$60.66 per lineal foot for water main, \$0.22 per square foot for storm sewer, \$51.53 per lineal foot for sanitary sewer, and \$122.17 per front foot for street construction. He added that these assessments would be assessed for 20 years at 4.5% interest and that they could be prepaid until November 30th of this year.

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

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

Voting Nay: None.

CONSENT AGENDA: NONE

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

7. Regular minutes of the Economic Development Authority Board for September 9, 2016.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

8. Consider adopting Resolution No. 16-10-94 adopting assessment roll #336 for 2015 Assessment Job No. 1 – Utilities and Street Construction – Point of Woods 6th Addition for a total assessment of \$265,750.35.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 16-10-94 ADOPTING ASSESSMENT ROLL #336 FOR 2015 ASSESSMENT JOB NO. 1 – UTILITIES AND STREET CONSTRUCTION – POINT OF WOODS 6TH ADDITION FOR A TOTAL ASSESSMENT OF \$265,750.35.

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

Voting Nay: None.

9. Consider adopting Resolution No. 16-10-95 formally accepting the \$109,420.09 donation from the Save Our Pool group to help pay for the city pool renovation project.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 16-10-95 FORMALLY ACCEPTING THE \$109,420.09 DONATION FROM THE SAVE OUR POOL GROUP TO HELP PAY FOR THE CITY POOL RENOVATION PROJECT.

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

Voting Nay: None.

10. Consider adopting Resolution No 16-10-97 entering into a maintenance agreement for the Kennedy Bridge with the City of Grand Forks, the Minnesota Department of Transportation, and the North Dakota Department of Transportation.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO 16-10-97 ENTERING INTO A MAINTENANCE AGREEMENT FOR THE KENNEDY BRIDGE WITH THE CITY OF GRAND FORKS, THE MINNESOTA DEPARTMENT OF TRANSPORTATION, AND THE NORTH DAKOTA DEPARTMENT OF TRANSPORTATION.

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

Voting Nay: None.

11. Consider approving the request to declare five computer monitors as surplus and allow the library director staff to dispose of them.

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE REQUEST TO DECLARE FIVE COMPUTER MONITORS AS SURPLUS AND ALLOW THE LIBRARY DIRECTOR STAFF TO DISPOSE OF THEM.

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

Voting Nay: None.

CLAIMS:

12. Consider adopting Resolution No. 16-10-96 authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 25084 for a total of \$323.53 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 16-10-96 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 25084 FOR A TOTAL OF \$323.53 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Buckalew thanked the Save Our Pool committee again. He commented on how much hard work goes into something like this, lots of hours spent organizing, and without someone taking charge who knows where the kids would be swimming. He said thanks again.

Council Member Tweten stated he also wanted to compliment the pool group. He said one thing that happens when people show interest in the community is that it encourages others to step forward and

participate. He said the net result when people work together is much more is accomplished. He added they should keep at it because the City has more room to accept additional checks.

Mr. Murphy reminded the Council that there are two meetings scheduled for later this month with one being scheduled with the public school and the other being scheduled with the technical college. He added that he hoped they would be able to attend.

Chief Hedlund informed the Council that this Friday from 10:00am until 11:00am they will be holding their first ever Coffee with a Cop event at City Hall in the Training Room. He explained the program and how this is an informal setting for residents to come and speak with law enforcement about questions or concerns they may have.

Council member Pokrzywinski asked Chief Hedlund to discuss the article published in the paper about the heroes in the police department that saved a life. Chief Hedlund stated two officers, Alex Schilke and Eric Burman, responded to a call about a car in the ditch. He stated the driver had lost control and ended up almost completely submerged in a coulee. He explained the officers were able to break the window and get the driver out.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE OCTOBER 4, 2016 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:12 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer