

**APPROVED  
WORK SESSION MINUTES  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
TUESDAY, MAY 25, 2010 – 5:00 PM**

**CALL TO ORDER**

*The Work Session of the East Grand Forks City Council for May 25, 2010 was called to order by Council President Dick Grassel at 5:05 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 Dick Grassel, Council Vice President Henry Tweten, Council Members Marc DeMers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.*

**STAFF PRESENT:**

*Brad Bail, City Engineer; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; John Wachter, Public Works Superintendent..*

**DETERMINATION OF A QUORUM**

**1. Bid Results – 2010 City Project No. 4 – Sanitary Sewer Improvements (City Budget Item) – Brad Bail**

Mr. Bail announced that Sellen Brothers was the low bidder for 2010 City Project No. 4. 2010 City Project No. 4 – Sanitary Sewer Improvements in the amount of \$85,000.

**2. Bid Results – 2010 City Project No.6 – Intersection Improvements (1<sup>st</sup> St/3<sup>rd</sup> Ave SE – FEMA/City Funds) – Brad Bail**

Mr. Bail announced that H&S Corporation was the low bidder on 2010 City Project No.6 – Intersection Improvements in the amount of \$237,772. Council President Grassel asked when the project would begin. Mr. Bail responded that they would coordinate with the company among other City projects for a start date. Council Member Leigh asked how long the Point Bridge would be closed. Mr. Wachter estimated 2-3 weeks with good weather.

**3. Bid Results – 2010 Assessment Job No.1 – Laurel Drive Paving (Special Assessment) – Brad Bail**

Mr. Bail announced that Strata Corporation was the low bidder on 2010 Assessment Job No. 1 – Laurel Drive Paving in the amount of \$188,774.20.

**4. Plans & Specifications – 2010 City Project No.3 – Paving – Central Ave – Brad Bail**

Mr. Bail explained that Plans and Specifications need to be filed for the Central Avenue Paving project, which is the local portion of the Central Avenue Crossing project scheduled for 2011. Council Member Pokrzywinski asked how long the road would be closed. Mr. Bail estimated about one month.

**5. Filling Vacant Patrol Officer Position – Chief Hedlund**

Chief Hedlund explained that the Police Department has a vacant Patrol Officer position due to a recent resignation. Council Member Leigh said that the budget is tight and that night patrol needed more officers than day time patrol. Council Member Pokrzywinski said he supports filling the position. Mr. Huizenga stated that the arrest figures given the proximity to Grand Forks probably support the full complement of staff. However, other similar-sized cities such as Crookston are reducing staffing to as few as one day-time patrol officer. He stated that filling the position would result in a tax increase due to LGA cuts.

Council Member DeMers asked if the City had reduced minimum staffing levels. Mr. Huizenga responded that he had not yet taken that step. He stated that had the position not been vacated it would have been a tax increase anyway. He said that we tend to focus reductions in Public Works and Police because those positions tend to come up the most. Mayor Stauss asked where the City should start cutting if it is not with this position.

**6. 2010 State Aid Repair Quotes (Bygland Road/Central Ave/2<sup>nd</sup> Ave NE) – John Wachter**

Mr. Wachter recommended awarding the State Aid Repair jobs to H&S Construction as the low bidder.

**7. Rescue Unit Fees –Scott Huizenga**

Mr. Huizenga presented a resolution that would request that Polk County institute a Rescue Unit Fee on behalf of the City and the township in the City's rescue service territory. Council Member DeMers asked about the number of households in the territory. Mr. Huizenga responded that he believed there were about 2800 utility accounts in the City; and about 400 in the rural area. Those figures are still being determined.

**8. Sidewalk Policy (ADA Compliance) – Scott Huizenga**

Mr. Huizenga recommended that the City to the sidewalk reimbursement policy to include the reimbursement of facilities that are compliant with the Americans with Disabilities Act (ADA) including truncated domes.

**9. LELS MOU – Scott Huizenga**

Mr. Huizenga recommended approving a Memorandum of Understanding with Law Enforcement Labor Services (LELS) that allows the City to provide training to Police Department personnel without incurring overtime for travel.

**10. Code of Ordinances – Ron Galstad**

Mr. Galstad explained that a new Code of Ordinances is prepared for adoption in its entirety. The adoption will be in the form of an ordinance, which requires two readings for passage.

**Other Items**

Council President Grassel stated that there are two labor agreements yet to be ratified. He said that the unions have had much time to negotiate; and that he would propose that the City grant no back pay for the 2010 year if the contracts are not settled by July.

**ADJOURN**

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE MAY 25, 2010 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:05 P.M.**

*Voting Aye: DeMers Grassel, Buckalew, Tweten, and Gregoire, Leigh, Pokrzywinski,*

*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer