

**APPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, AUGUST 3, 2010 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for August 3, 2010 was called to order by Council President Dick Grassel 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 (5:10 pm), Council President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks & Rec Superintendent; Greg Boppre, City Engineer; Nancy Ellis, Senior Planner; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Stuart Kovar, Public Works Foreman; and Jim Richter, EDHA Director.

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.” If you would like to address the City Council, please come up to the podium to do so.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of July 20, 2010.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of July 27, 2010.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE ITEMS ONE (1) AND TWO (2) AS SUBMITTED.

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

Voting Nay: None.

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. 10-08-80 Resolution appointing judges and designating polling places.
4. Consider adopting Resolution No. 10-08-81 Resolution to support (SHIP) Statewide Health Improvement Program.
5. Consider awarding the quote to Opp Construction for street repair on the corner of 4th St. NE and 3rd Ave. NE in the amount of \$17,900.
6. Consider awarding the quote to Opp Construction for street repair on the corner of Bygland Road and 7th St. SE in the amount of \$10,100.
7. Consider awarding the quote to Midwest Playscapes, Inc. for playground equipment in the amount of \$40,000.00.
8. Consider approving the application for an Exempt Gambling Permit for a raffle for the Red River Valley Pheasants Forever to be held April 2, 2011 at VFW, 312 DeMers Ave, East Grand Forks, MN 56721 and waive the 30-day waiting period.
9. Consider adopting Resolution No. 10-08-82 a Resolution approving the application for a gambling premise permit by the East Grand Forks Blue Line Club for the Blue Moose.
10. Consider adopting Resolution No. 10-08-83 a Resolution to enter an agreement with the State of Minnesota from January 1, 2011 to December 31, 2011 to provide 15% of the total operating costs for the paratransit service and up to 20% of the total capital costs.
11. Consider adopting Resolution No. 10-08-84 a Resolution to enter an agreement with the State of Minnesota from January 1, 2011 to December 31, 2011 to provide 20% of the total operating costs for the fixed route transit service and up to 20% of the total capital costs.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH ELEVEN (11) AS SUBMITTED.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

12. The minutes of the East Grand Forks Campbell Library Board Meeting for July 27, 2010.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

13. Consider adopting Resolution No. 10-08-85 a Resolution to request the United States Army Corps of Engineers, USACE, to extend the time frame of public comment in regard to the proposed Fargo-Moorhead Diversion.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 10-08-85 A RESOLUTION TO REQUEST THE UNITED STATES ARMY CORPS OF ENGINEERS, USACE, TO EXTEND THE TIME FRAME OF PUBLIC COMMENT IN REGARD TO THE PROPOSED FARGO-MOORHEAD DIVERSION.

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

Voting Nay: None.

CLAIMS:

14. Consider adopting Resolution No. 10-08-86 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 7016 for a total of \$1,049.60 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 10-08-86 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 7016 FOR A TOTAL OF \$1,049.60 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Grassel.

Voting Nay: None.

Abstain: Buckalew.

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

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| Acme Electric Companies | Misc Supplies | \$374.41 |
| Advanced Business Methods Inc | Copier Lease | \$173.34 |
| Allied 100 | AED Pads/Batteries | \$1,097.82 |
| American Tire Service | Tire Repair | \$1,161.00 |
| Ameripride Linen & Apparel Services | Custodial Services | \$238.97 |
| AMETEK INC. U.S. GAUGE DIVISION | Transducer for Lift | \$911.65 |
| ASE | Registration Fees | \$110.00 |
| Baker & Taylor Co | Books | \$434.94 |
| Barnes Distribution | Inventory parts | \$1,452.66 |
| Barnum Gate Services Inc | Parts for Green Site | \$59.71 |
| Batteries Plus | x - Batteries for Emergency | \$84.85 |
| Becker Arena Products Inc | Paint/Cleaner/Sealer | \$2,962.06 |
| Blue Cross Blue Shield of ND | Health Insurance Payment | \$5,764.50 |
| Blue Moose Bar & Grill | EDHA Board Meeting | \$120.51 |
| Boen Andrew | Des Moines IA/MCTC Training | \$79.50 |
| Border States Electric Supply | Flouresent Bulbs City Hall | \$224.15 |
| Brodart Co | Books | \$314.61 |
| Bruce Jay | Cleaning Service | \$60.00 |
| Campoverde Marcelo | Artist Stipend/NWR Dev Hispanic Grant | \$100.00 |
| Carquest Auto Parts | x Breather Vents 455D | \$10.61 |
| Carrot Top Industries Inc | Flags | \$416.39 |
| CBCS | Per-Account Charge/June | \$20.00 |
| Chapa Gerarda | Artist Stipend/NWR Dev Hispanic Grant | \$100.00 |
| Chupka Cory | Landscaping Incentive | \$500.00 |
| Complete Pest Control Inc | Professional Services | \$1,847.87 |
| CPL SYSTEMS CANADA INC | Grease Fitting Kit | \$581.95 |
| Cummins NPower LLC | Connect Load Banks | \$646.80 |
| Dakota Fire Protection Inc | Fire Maint. | \$585.00 |
| Demco Educational Corp | Material processing Supplies | \$453.44 |
| Diamond Cleaning Supply Richard Papenfuss | Truck Wash Soap/Gleme/Wipes | \$468.97 |
| Diamond Lake Book Co | Books | \$465.65 |
| Diverse Media Inc | DVDs | \$59.03 |
| Dutch Heidi | Artist Stipend/NWR Dev Hispanic Grant | \$100.00 |
| Eagle Electric | Professional Services | \$5,924.39 |
| Eckes Todd & Janet | Landscaping Incentive | \$500.00 |
| EnergyMisers LLC | Vending Miser/Indoor | \$2,122.38 |
| Explorer Post #38 | Squad Car Cleaning | \$50.00 |
| Exponent | Police Auction Ad/Library Subscription | \$192.00 |
| EZ Locksmith | Locks & Keys for Gate Wells | \$349.00 |
| Fargo Water Equipment | Catch Basins for Repair | \$2,936.93 |

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| Finance and Commerce | 10CP2 Bid Ad | \$226.82 |
| Forks Equipment | x - Brake Shoes #381 | \$358.47 |
| Forx Radiator | Radiator #403 | \$169.00 |
| FS Engineering | Professional Services | \$80,144.00 |
| G&K Services | Mats | \$196.87 |
| Gaffaneys | Supplies | \$233.68 |
| Gale | Books | \$93.55 |
| Garden Hut Inc | Parts for Mower | \$2,941.41 |
| Gerrells Sport Center | Pitchers Plate | \$11.69 |
| GGF Convention & Visitors Bureau | June Lodging Tax/Plaza Motel | \$535.30 |
| Gopher State Lawn Sprinklers | Sprinkler Turn On | \$12.60 |
| Gust Randy | Deliver Truck/Rock Rapids Iowa/Reimburse | \$175.10 |
| H&H Masonry | Cement Repair at Pool | \$92.00 |
| H&S Construction | Professional Services | \$140,501.60 |
| Hajicek Rick | Cleaning 0712-7/23 | \$285.00 |
| Hardware Hank | Misc Supplies | \$1,049.60 |
| Heartland Paper | Misc Supplies | \$664.66 |
| Hugo's | Summer Reading Supplies | \$22.40 |
| Huizenga Scott | MMCI Year 2/Brooklyn Center | \$1,059.25 |
| Hussey Plumbing | Plumbing Repair | \$256.50 |
| Ingenuity Frontier | Membership for J Richter. | \$250.00 |
| Inprints Screenprinting | T-Shirts | \$120.00 |
| Integrated Process Solutions Inc | Back up WW lift PLC progr | \$1,082.50 |
| Keith's Security World | Camlock | \$96.35 |
| Kelly Services | A.Finley Reception Services | \$273.00 |
| Laker Chemical | Weed Killer | \$586.03 |
| Larson Gary | Deliver Truck/Rock Rapids Iowa/Reimburse | \$46.00 |
| Laser Systems | Toner For Printer | \$208.00 |
| League of MN Cities | 2010 Directory of MN City Officials | \$52.90 |
| Liberty Flag & Specialty Company | MN Flag | \$72.95 |
| Librarians' Choice | Books | \$297.57 |
| Lithia Payment Processing | Parts | \$82.54 |
| Locators & Supplies Inc | WW Utility Markers | \$209.26 |
| Lowe's | Microwave | \$174.03 |
| Manager Plus | Managers Plus | \$1,958.00 |
| Marco Inc | Sales & Usage Tax/June | \$585.68 |
| MCFOA | Membership Fees/Huizenga/French | \$70.00 |
| Menards | Light Bulbs/Cleaner/Vinyl Rug | \$131.54 |
| MESERB Treasurer Keith Nelson | WW Membership Assesment | \$1,927.31 |
| Metropolitan Planning Organization | May Local Share/Planning and Transit | \$8,530.14 |
| Micro-Marketing LLC | Books/Audio Books | \$603.40 |
| MidAmerica Books | Books | \$418.21 |
| Mike's Pizza | State Aid Task Force Meeting | \$59.34 |

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| MN County Attorney's Association | Seizure Forms | \$40.61 |
| MN Dept of Health Env Health Div | License for the Pool | \$715.00 |
| MN Dept of Revenue VOID****VOID****VOID*** | Sales & Use Taxes-June | \$1,179.00 |
| MN Drivers & Vehicle Services | Replacement Plates/Renewals | \$386.50 |
| MN Ice Arena Mgr's Association | Fall Conference Fees | \$375.00 |
| MN Secretary of State - Notary | Notary Fee/Scott Huizenga | \$40.00 |
| Moses Dwight | Drop Tree from Storm at Campground | \$530.00 |
| Myers Melanee | Landscaping Incentive | \$280.00 |
| Nelson Kristi | Landscaping Incentive Refund | \$500.00 |
| North-Holt Electric | Outdoor Lighting/Sunshine Terrace | \$52.50 |
| Northern Safety Tech | Truck Lightrac and Brackets | \$781.96 |
| Northland Community & Technical College Foundation | 3rd Annual Golf Tournament/EDHA | \$150.00 |
| O'Reilly Auto Parts | Inventory Parts | \$459.60 |
| Odland Fitzgerald Reynolds & Harbott PLLP | First Appearances | \$240.00 |
| Olson Chris | Des Moines IA/Road Side Interview Class | \$80.50 |
| Online Marketing Solution Inc | Reference Books | \$531.95 |
| Opp Construction | Professional Services | \$151,121.81 |
| Orchard Richard | Oil Inventory | \$6,661.09 |
| Power Equipment Shop | Oil/Mower Parts | \$185.40 |
| Praxair Distribution | Cylinder Rental | \$19.08 |
| Pumpkin Books | Books | \$126.46 |
| Quill Corp | Office Supplies | \$194.80 |
| Rhen Isabel | Coordinator Stipend NWR Dev Hispanic Grant | \$300.00 |
| Ristau Yvonne | Election Judge Training/Crookston/Reimburse | \$25.00 |
| RJ Zavoral & Sons | Professional Services | \$106,871.17 |
| Rotary Club of East Grand Forks | Membership Fees/July-Sept | \$100.00 |
| Roto Rooter | Professional Services | \$1,580.00 |
| Sam's Club | Note Paper/Envelopes | \$45.43 |
| Scheels All Sports | Horse Shoe Supplies | \$59.98 |
| Schrage Aeiiso | Camp Dodge IA/Training | \$79.50 |
| Ski & Bike Shop | Campground Supplies | \$131.75 |
| Spruce Valley Corporation | 09CP 1-Estimate 8 | \$223,999.15 |
| Stone's Mobile Radio Inc | Dispatch Repeater Repair/Replaced | \$3,437.14 |
| Stordahl Kenley | Mowing/Trimming | \$4,350.00 |
| Strata Corp | 09CP3-Estimate 7 | \$11,970.00 |
| Streichers | Uniforms- Patrol | \$296.44 |
| Stuart's Towing | Towing Services | \$320.63 |
| Thomas Bouregy & Co | Books | \$139.50 |
| Tristeel Manufacturing | Fuel Gauge for K12 | \$63.91 |
| True Temp | Professional Services | \$5,729.78 |
| Univar USA Inc | Mosquito Chemicals | \$1,881.00 |
| US Bearings & Drives | x - Belts for Shop Drill | \$12.21 |
| US Figure Skating Association | FS Badges | \$26.25 |

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| USTA | 2010-2011 Membership | \$35.00 |
| Valley Truck | Inventory | \$4,633.80 |
| Vilandre Heating & A/C | Professional Services | \$869.57 |
| Wagner's Landscaping | Plant/Supplies | \$10.58 |
| Water & Light Department | IT Services/Phones/Utilities | \$27,445.60 |
| WDAZ TV | TV Spots | \$2,175.00 |
| Wizard's Enterprises Inc. | Custodial Services | \$490.00 |
| Xcel Energy | Utilities | \$2,293.27 |
| Xerox Corporation | Base Chg for June | \$40.95 |
| Zee Medical Service | Emergency Kit Refill | \$70.91 |
| | Total | \$845,054.12 |

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss announced that there is progress regarding the DNR.

Council Member DeMers asked if the Corp had completed an impact report for EGF. He also asked what the plan was once the study is completed. Mr. Boppre stated that they can't make the situation worse; they need to look at the impact.

Council President Grassel, Council Vice President Tweten, Council Member Buckalew thanked the departments on the cleanup after the storm.

Mr. Huizenga reminded the Council and Staff that he will be out of town until Monday. He thanked Rachel Anderson for her work when the Administration Office was short handed.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE AUGUST 3, 2010 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:16 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

**APPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL CLOSED MEETING
TUESDAY, AUGUST 3, 2010 – 5:00 PM**

CALL TO ORDER:

The Closed Meeting of the East Grand Forks City Council for August 3, 2010 was called to order by Council President Dick Grassel at 5:20 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 Member Marc Demers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Michelle French, Executive Assistant and Scott Huizenga, City Administrator

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

1. Closed session for City Administrator Scott Huizenga's Employee Evaluation. Closed session is to be performed according to the exception to the open meeting law pursuant to Minnesota Statute 13D.05, Subd. 3.

The purpose of the closed meeting of the East Grand Forks City Council was to discuss Scott Huizenga's evaluation.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE AUGUST 3, 2010 CLOSED MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:19 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer