

**APPROVED  
MINUTES  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
TUESDAY, AUGUST 17, 2010 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for August 17, 2010 was called to order by Council Vice President Henry Tweten 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 (5:02 pm), Council Vice President Henry Tweten, Council Member Marc Demers, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.*

**STAFF PRESENT:**

*Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Jim Richter, EDHA Director; and John Wachter, Public Works Superintendent.*

**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” & “Closed Meeting” for the East Grand Forks, Minnesota City Council of August 3, 2010.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE “REGULAR MEETING” & “CLOSED MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF AUGUST 3, 2010.**

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

*Voting Nay: None.*

*Absent: Grassel and Buckalew.*

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of August 10, 2010.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE “WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF AUGUST 10, 2010.**

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

*Voting Nay: None.*

*Absent: Grassel and Buckalew.*

**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. 10-08-87 a Resolution approving the plans and specifications and ordering advertisement for bids for “2010 Assessment Job No. 2 – Storm Sewer Improvements” – Northstar Terrace.
4. Consider adopting Resolution No. 10-08-88 a Resolution to enter into an agreement with the BNSF Railway Company and the Commissioner of Transportation for the installation and maintenance of railroad crossing signals at the intersection of Central Ave.
5. Consider approving the application for a special event license from “Northern Plains HDSA”, for the Huntingtons’ disease 5k walk/run, for September 11, 2010 from 9am-12pm.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH FIVE (5) AS SUBMITTED.**

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

*Voting Nay: None.*

*Absent: Grassel and Buckalew.*

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:**

6. Regular Meeting minutes of the Water, Light, Power and Building Commission for July 15, 2010.

**COMMUNICATIONS: NONE.**

**OLD BUSINESS: NONE.**

**NEW BUSINESS: NONE.**

**CLAIMS:**

- 7. Consider adopting Resolution No. 10-08-89 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 7113 for a total of \$1,094.42 whereas Council Member Gregoire is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 10-08-89 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERTS TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBER 7113 FOR A TOTAL OF \$1,094.42 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

*Voting Aye: Leigh, Pokrzywinski, DeMers, and Tweten.*  
*Voting Nay: None.*  
*Abstain: Gregoire.*  
*Absent: Grassel and Buckalew.*

- 8. Consider adopting Resolution No. 10-08-90 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 7157 for a total of \$1,180.15 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 10-08-90 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 7157 FOR A TOTAL OF \$1,180.15 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

*Voting Aye: Gregoire, Leigh, Pokrzywinski, DeMers, and Tweten.*  
*Voting Nay: None.*  
*Absent: Grassel and Buckalew.*

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

Advanced Business Methods Inc	Copier Contract	\$178.59
Altru Health Systems	BLS Provider Cards M.Manias	\$63.00
American Tire Service	Flat Repair /Loader Tires/Truck Tires/Deweeze Tires	\$4,896.74
Ameripride Linen & Apparel Services	Lotion/Towel/Soap/Mop	\$325.83
Apollo Electric Inc	Fountain Motor Repair	\$900.36

Aqua Water Solutions	Water Service	\$50.35
Auto Glass & Aftermarket Inc	Rear Slider Window #102	\$368.23
Barnes Distribution	Inventory Parts	\$552.81
Becker Arena Products Inc	Tempered Glass	\$547.54
Bert's Truck Equipment	Tommygate/Cab Protector/Light Bar #250/Bed Liner	\$1,094.42
Brians Flooring	Carpet/Flooring	\$4,663.64
Brite-Way Window Cleaning	July Cleaning Service	\$50.00
Bruce Jay	Clean Demers Bldg July 2010	\$60.00
Business Essentials	Binder Clips/Correction Fluid/Paper	\$81.62
Bydal Designs	Campground Signs	\$192.37
C&R Laundry & Cleaners	Uniform Cleaning/Investigation/PD /FD	\$391.47
Cabela's Retail	Lifesaver/Distress Flag/Other Boat Supplies	\$249.97
Canon Financial Services	Copier Fees	\$167.10
Carquest Auto Parts	Maint Parts	\$306.53
Casteel Michael	Front End Alignment #102	\$57.70
Clear Channel Communications	Direct Mail Spot/EDHA	\$550.30
CMI Inc	PBT Mouthpieces	\$55.16
Morgan Printing	Cemetery Flyers/Receipt Books	\$679.72
Complete Pest Control Inc	YellowJacket Nest Removed/Treated	\$80.16
Custom Stripes Inc	Stripping for New Boat	\$1,140.00
Dakota TV & Appliance	Lid Switch/Air Conditioner/Dishwasher/Fridge Rpr	\$665.54
David J Garry	Playground Gravel/Pearock	\$731.03
Dragich Mark	Reimburse Baseball ID & Patches	\$57.96
Egeland Marilyn	Mileage/Crookston	\$25.00
Emergency Automotive Technologies	Freight	\$28.69
Environmental Equipment	Sweeper Parts #114	\$373.53
Environmental Resource Association	Ph Test Sampling	\$107.00
Explorer Post #38	Squad Car Cleaning	\$50.00
Exponent	Sr Center Subscription/10 CP2 Ad	\$557.50
Far From Normal	Rapid Remover	\$95.00
Filter Care	Washed Filters Inventory	\$443.56
G&K Services	Mats	\$134.38
Gaffaneys	Red Book Receipt/Marker Page Post-It/Supplies	\$100.67
Galstad Jensen & McCann PA	Prof Services	\$5,953.15
Garden Hut Inc	Toro Motor Parts	\$323.16
Gerrells Sport Center	Basketball Hoops/Nets	\$317.13
GF City Utility Billing	Landfill Tickets July 2010	\$13,467.90
GF Fire Equipment	Groves/Mobile Hose Drier W/Winder/Extinguishers	\$1,939.95
GF Herald	Ad For PD Auction/EGF Pride Ad	\$1,737.26
GF Welding & Machine	Lawnmower Repair	\$19.44
GGF Convention & Visitors Bureau	Lodging Tax/June & July/East Grand Inn	\$1,316.84
Gopher State Lawn Sprinklers	Valve Replacement	\$76.20
Grand Cities Towing	Towing	\$100.00

Grand Forks City	2nd Qtr Transit	\$62,169.00
Grassel Cody	Minnetonka/State Baseball Reimbursement	\$606.86
Gust Randy	Rock Rapids IA/Pick Up Truck	\$46.00
Hadden Deb	TRF/ Hockey Registration Meeting	\$50.00
Hajicek Rick	Cleaning Service	\$285.00
Hardware Hank	Maint Supplies	\$1,180.15
Hawkins Chemical	Chlorine	\$1,209.82
Heartland Paper	Toilet Paper Trail Heads/Garbage Bags/Tissue	\$203.46
Hugo's	Supplies	\$62.92
Indigo Signworks	Outside Light Repairs	\$3,272.85
Integra Telecom	Long Distance	\$177.79
Inventory Trading Company	Uniform Shirts - Deb & Julie1	\$343.75
Jolanda Streifel	Softball Trophies	\$36.30
Keith's Security World	Key Blanks/Locks	\$93.38
Kellermeyer Building Service	Cleaning Service	\$2,671.88
Kelly Services	A. Finley/Reception 7/25	\$420.00
Lab Safety Supply	Mirror/Stair Treads	\$651.61
Larson Gary	Rock Rapids IA/Pickup Up Truck	\$81.02
Locators & Supplies Inc	WW Marking Flags	\$693.61
Lumber Mart	Treated Lumber	\$50.22
M&K Porta Potties	Porta Potty Rental/Baseball/Softball/Parks	\$420.00
M&W Services	Mowings/Applications	\$218.03
Menards	Scraper/Blade/Tape	\$17.90
Meritcare	Vaccine For Anthony Hart	\$58.50
Metropolitan Planning Organization	July 2010 Planning & Transit Hours	\$2,948.71
Midcontinent Communications	Sr Center Cable/ Sunshine Terrace August	\$797.47
MN Municipal Utilities Assoc	Drug & Alcohol Test/J.Stordal	\$29.00
MN Public Facilities Authority	PFA Int & Principal Exp Transportaion Rev. Fund	\$234,387.66
Monarch Travel & Tours	Travel/EDA Const Mgmt Conf/Chicago	\$2,307.20
Newman Signs	Cabela's Sign Rental	\$1,580.00
Northland Maintenance & Construction	Replace 11 Yds Bath Vinyl	\$220.00
Northwest Asphalt Maintenance Inc	Crack/Seal Streets	\$14,700.00
O'Reilly Auto Parts	Shop Supply	\$1,323.53
Opp Construction	Repair 1800 Blk 3rd Ave NW/Tree Removal	\$3,550.00
Pamida	Candy/Drinks/Folding Tables/Paper Towels	\$108.69
Peterson Veterinarian Clinic P.C.	Pound Report	\$714.05
Polk County Auditor Treasurer	10 Assessment Billing/3608 Parcels	\$28,864.00
Polk County DAC	Shredding Service	\$15.03
Praxair Distribution	Shop Supplies	\$212.40
Premium Waters Inc	Water Service/Admin & EDHA	\$60.62
ProDataPlus.com	Panasonic DVDRam	\$19.19
Quill Corp	Office Supplies/Top Load Sheet	\$150.46
Railroad Mgmt Co III LLC	5 Sewer Pipeline Crossing Rent	\$499.15

RDJ Specialties Inc	Lollipops	\$202.07
Richter James	Reimb/Hydraulic Oil	\$122.76
River Cinema & Ultima Bank	Business Expansion	\$150,000.00
Ryan John	Minnetonka/State Baseball Reimbursement	\$126.00
Rydell Chevrolet	Door Spring & Pin #303	\$108.19
Schiller Karen	Reimb Supplies	\$229.33
Slette Llyod	Reimburse for Printer Ink	\$43.72
Stauss Lynn	TRF/National Commander or Veterans	\$50.00
Strategic Insights Inc	License Renewal:Plan-it/Capital Planning Software	\$721.41
Streichers	Uniforms	\$635.34
Stuart's Towing	Towing	\$53.44
Sun Dot Communications	DSL Internet	\$138.49
Surplus Center	Misc Inv	\$71.38
The Chamber of EGF/GF	Base Tour Lunch/Mayor	\$20.00
Titan Access Account	Hyd Transmission Oil #171	\$371.70
Tony Dorn Inc	Copier Maintance Contract	\$143.54
True Temp	Normal Service on CH	\$82.50
Two Rivers Auto Sales	Partial Refund on Car w/ No Title	\$200.00
Ultramax	Ammo	\$570.00
University of Minnesota	Fall Tree School/Gulbranson/Larson/Aker	\$160.00
UPS	Shipping For Transducer	\$11.36
Valley Truck	Front Wheel Seal #616	\$48.49
Vilandre Heating & A/C	Drinking Fountain Repairs`	\$1,027.18
Waste Mgmt	Disposal Services	\$33,084.61
Water & Light Department	Monthly Services	\$48,694.88
Water Environment Federation	WEF Membership	\$105.00
Wilbur-Ellis	Fertilizer	\$367.00
Xerox Corporation	Base Chg Copier	\$21.79
	Total	\$651,241.89

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

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

*Voting Nay: None.*

*Absent: Grassel and Buckalew.*

#### **COUNCIL/STAFF REPORTS:**

Council Vice President Tweten thanked the members of the Council, Mayor, and staff who attended the luncheon with Congressman Dorgan. He announced that Council President Grassel and Mayor Stauss will be attending the CGMC meeting in Winona, MN this week.

Council Member Leigh talked to FS Engineering regarding 14<sup>th</sup> St. project. He suggested that street projects should be cleaned up immediately.

Council Member Pokrzywinski thanked Mr. Huizenga for placing the weekly memo online. He announced that the City of East Grand Forks had a poor turnout during the Primary Election and congratulated the candidates who are running again this year.

Mr. Huizenga stated that the City Council will need to meet on August 31<sup>st</sup> to discuss budget.

Mr. Boppre announced that the Point Bridge opened last Saturday. He suggested that the City of East Grand Forks look at another inner city bridge in the near future especially when the City is looking at an impact with the FM Diversion Project.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE AUGUST 17, 2010 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:18 P.M.**

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

*Voting Nay: None.*

*Absent: Grassel and Buckalew.*

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Scott Huizenga, City Administrator/Clerk-Treasurer