

**APPROVED MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, OCTOBER 19, 2010 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for October 19, 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, Council President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT: DO NOT READ

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

Other Staff: _____

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 October 5, 2010.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF OCTOBER 5, 2010.

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

Voting Nay: None.

2. Consider approving the minutes of the “Budget Work Session” for the East Grand Forks, Minnesota City Council of October 6, 2010.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE “BUDGET WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF OCTOBER 6, 2010.

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

Voting Nay: None.

3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of October 12, 2010.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE “WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF OCTOBER 12, 2010.

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

Voting Nay: None.

4. Consider approving the minutes of the “Budget Work Session” for the East Grand Forks, Minnesota City Council of October 13, 2010.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE THE “BUDGET WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF OCTOBER 13, 2010.

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

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.

5. Consider adopting Resolution No. 10-10-102 a Resolution approving the application for a gambling premise permit by the ALS Association, Minnesota Chapter for the Eagles Club.
6. Consider approving the application for a special event license from Whitey's Steak and Seafood for the placement of a tent and a live band on city-owned property in the boardwalk area on October 22 and 23.
7. Consider adopting Resolution No. 10-10-103 accepting a Business Development Public Infrastructure (BDPI) award of \$250,000 from the State of Minnesota and authorizing the city to enter into an agreement with the State of Minnesota for the project.
8. Consider adopting Resolution No. 10-10-104 approving a Consent Agreement and Final Order with the United States Environmental Protection Agency and authorizing the City Administrator and the Mayor to execute all appropriate documents.
9. Consider adopting Resolution No. 10-10-106 approving a one-year lease for city storage facilities with the Minnesota Department of Natural Resources, Region 1.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE CONSENT MOTIONS NUMBER FIVE (5) THROUGH NINE (9) AS SUBMITTED.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

10. Regular meeting minutes of the Water, Light, Power and Building Commission for September 16, 2010.

COMMUNICATIONS: NONE.

OLD BUSINESS:

11. Consider adopting Resolution No. 10-10-105 to support the LaFave Multi-Use Trail for the City of East Grand Forks; Project: #C023-10-1C.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 10-10-105 TO SUPPORT THE LAFAVE MULTI-USE TRAIL FOR THE CITY OF EAST GRAND FORKS; PROJECT: #C023-10-1C.

Council Member Leigh stated his support for the project and asked if the project could include a plan to "reinforce" the areas where vehicles travel. Council President Grassel stated that he favored the current project; and that he would oppose closing the existing roads near the ball fields used by Sacred Heart school. Council Member DeMers asked when the Council would see design plans for the project.

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

Voting Nay: None.

NEW BUSINESS:

12. Consider adopting Ordinance No. 314 3rd Series, an Ordinance of the City of East Grand Forks, Minnesota, amending City Code Provision in Title VII: Traffic Code, Chapter 70 entitled “General Provisions” by amending Section 70.02 entitled “Definitions” and by amending Chapter 72 entitled “Parking Regulations” by amending Section 72.04, Section 72.10, and Section 72.11 (1st Reading).

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT ORDINANCE NO. 314 3RD SERIES, AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE PROVISION IN TITLE VII: TRAFFIC CODE, CHAPTER 70 ENTITLED “GENERAL PROVISIONS” BY AMENDING SECTION 70.02 ENTITLED “DEFINITIONS” AND BY AMENDING CHAPTER 72 ENTITLED “PARKING REGULATIONS” BY AMENDING SECTION 72.04, SECTION 72.10, AND SECTION 72.11 (1ST READING).

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

Voting Nay: None.

13. Consider adopting Resolution No. 10-10-107 amending the City Personnel Policy Manual to incorporate a Sick Leave Donation Policy.

Council Member DeMers asked what effect the policy would have on union agreements. Mr. Huizenga stated the tentative agreement with Teamsters Local 120 contains a provision that is virtually identical. The policy would apply to all City positions because the other agreements are silent on sick leave donation.

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 10-10-107 AMENDING THE CITY PERSONNEL POLICY MANUAL TO INCORPORATE A SICK LEAVE DONATION POLICY.

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

Voting Nay: None.

CLAIMS:

14. Consider adopting Resolution No. 10-10-108 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 7726 for a total of \$914.20 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 10-10-108 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 7726 FOR A TOTAL

OF \$914.20 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew

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

Advanced Business Methods Inc	Copier Contract	176.34
Aker Dave	Baseball Meeting	150
Albrecht Manufacturing	Repair Belt Flight Frame #112/Weld Brackets	599.65
Alltel	Cell Phone/Aug/Sept/Oct	1227.7
American Tire Service	Tires/Mounting	2438.87
American Tire Service Inc	Tires #730 & #540	455.52
Ameripride Linen & Apparel Services	Cleaning Service	210.87
Aqua Water Solutions	5 Gallon Water / Deposit	33.1
Barnes Distribution	Inventory	1192.11
Batteries Plus	Batteries For WW/SW Lift Stations	83.01
Bobcat of Grand Forks	2003 Bobcat Landplane Attachment/Finance Chg	1627.21
Border States Electric Supply	Bulbs	11.2
Borgen Joe	Roast Pork For Pig Roast	100
Breidenbach Shirlene	Sidewalk Reimb	245
Bruce Jay	Clean Demers Building	60
Butler Machinery Co	Parts #194/Cooling Fans & Reversing Fan	1906.81
Bydal Designs	Sign	1243.9
C&R Laundry & Cleaners	Dry Cleaning PD/FD/Park & Rec	424.44
Canon Financial Services	Copier Fees	167.1
Cash Donald Scott	Dial-A-Ride 2010	2002.59
CBCS	Per Account Charge	110
Cheever Leslie	Sec Deposit Refund	402.33
Cole Papers Inc	Tissue/Soap/Bags	181.5
Complete Pest Control Inc	3rd Qtr Service	2738.26
Custom Stripes Inc	Striping For New Pickup	665
Dakota Fence	Replace Slide Gate At Greensite	4892
Dakota TV & Appliance	Air Conditioner/Dryer	1237.23
Diamond Cleaning/ Richard Papenfuss	Cleaning Supplies	684.07
Display Sales Co	Castings & Banner Rods	551.48
District 16 Hockey	Association Fees 2010 - 2011 Season	400
Duane W. Nielsen Company	Calibrate Main Lift Magmeter	570.08
Eagle Electric	Repair Lights/Furnished Transducer/Stop Float	282.98
East Side Express	EDHA Board Meeting	48.13
Emphasys Computer Solutions	Qrtly Software Agreement/4th Qtr	1826.52

Exponent	Ordinance No.313 3rd Series/Fall Clean Up	437.6
Fastenal Company	Shop Tool/Bolts	28.61
Filter Care	Washed Filters For Inventory	310.61
Flexible Pipe Tool Company	Boom Cntrl Pendant For Versa-Vac	1851.77
Florian & Sons Excavating Inc	Unload Columbarium	310
FS Engineering	Prof Services	5344.43
G&K Services	Mats	75.99
Gaffaney's	Time Cards For PWD/Supplies	485.56
Galstad Jensen & McCann PA	Prof Services	6998.5
Garden Hut Inc	Seat Pivot & Shaft	48.25
George's Quick Printing	Receipt Books/Supplies	83.37
GF City Utility Billing	Landfill Disposal Fees	15314.7
GF Herald	Sr Center Ad/Dinner & Dance/Pig Roast	150.72
GGF Convention & Visitors Bureau	Lodging Tax/Aug 2010/East Grand Inn	685.24
Greater Northwest EMS	EMS Conf	198
Greenberg Roofing	Roof Repair/Lobby	10220
Hajicek Rick	Cleaning 9/27/10 - 10/1/10	142.5
Hardware Hank	Maint Supplies	914.2
Hawkins Chemical	Calibration On WW Meter	75
Heartland Paper	Tissue/Supplies/Soap	462.97
Home of Economy	Repair Parts	444.15
Hugo's	Supplies	106.48
Integra Telecom	LD Phone/Sept 10	158.1
Intoximeters Inc	Mouthpieces For PBT's	42.75
JobsHQ	Winter Help Ad	236.88
Kellermeyer Building Service	Cleaning Service/CH/RW Center	2671.88
Kelly Services	Temp Services	273
Lab Safety Supply	Supplies For Lagoon Samples	107.61
Laker Chemical	Degreaser	2712.43
League of MN Cities	Codification Contract/Oct 2006	5503
Lets Play Hockey	Renewal Of Subscription	99
Lithia Payment Processing	A/C Condensor / Transmission	284.36
Lumber Mart	Lumber/Bolts/Brackets	445.85
M&K Porta Potties	Porta Potties/Frisbee Golf Course	110
Manias Michelle	Reimb Meals/EMS Conf/Mahnomen	30
Marco	Copy Machine Maint	67.61
McDonald's of EGF	Prisoner Meals 9/22-9/30	42.83
Menards	Maint Supplies	76.64
Metropolitan Planning Organization	Planning & Transit Hours/Local Share Aug 2010	5805.46
Midcontinent Communications	Cable Sr Center/Sunshine Terrace	797.47
MN Dept of Labor & Industry	Quarterly Building Permit Surcharge/1st -3rd Qtr	2496.54
MN Dept of Public Safety	Mobile Devices/CJDN Connect & Operations	1530
MN Municipal Utilities Assoc	City's Share/4th Qtr Safety Mgnmt	3578.12

MN State Treasurer - Treasury Division	Administrative Forfeitures/Police Auction	338.15
Morgan Printing	Winter Brochure	1198.07
Mushitz Bob	Overpayment of Hockey Fees	100
Newman Signs	Sign Rental	1580
Northern Safety Tech	Vertex LED Lights #420/Light Bar/Tacrac/Brackets	2999.81
NW Regional Small Business Dev Center	2010 SBDC Funding Commitment	250
O'Reilly Auto Parts	Inventory & Grease Gun	364.39
Opp Construction	09 AJ2 Est4 & 09 AJ4 Est 6	40190.86
Orchard Richard	5W20 & ATF For Inventory	1045.13
Pamida	Paper Towels	21.35
Paul Grzadzieleski	Tree Removal	860.25
Peterson Veterinarian Clinic P.C.	Sept 2010 Pound Report	466.09
Polk County Attorney-Widseth	Administrative Forfeitures/Police Auction	3185.42
Polk County Recorder	Recording Fee	46
Praxair Distribution	Cylinder Rental	19.54
Premium Waters Inc	Water Service	85.12
Quill Corp	Supplies	106.16
Qwest	Phone Service	2258.68
RDO Powerplan OIB	Brakes/Transmission/Steering	8189.99
RDO Truck Centers	Left Door & Post Hinges	460.24
RMB Environmental Lab Inc	Pre-discharge Sample Sec. Pond	56
Stauss Lynn	Reimb Mileage/LMC Regional Meeting	25
Stennes Granite	3 Open/Close/Metcalf/Oynan	1425
Strata Corp	2010 AJ 1 Est2 Final Laurel Dr Paving	10440.01
Sun Dot Communications	DSL Sunshine Terrace	11.5
Tony Dorn Inc	Copier Fees	36.53
True Temp	Exhaust Fans/Repair Work Sig Jew	237.01
Vilandre Heating & A/C	Toilet Repair	239
Waste Mgmt	Monthly Disposal Services	35321.98
Water & Light Department	Monthly Services/IT Support/3rd Qtr Postage	42777.84
WDAZ TV	Fall Cleanup Ad	71
Whitey's Cafe Inc	EDHA Board Meeting	134.72
Xcel Energy	Monthly Services	1748.11
Xerox Corporation	Base Charge For September	64.28
Zee Medical Service	Refill First Aid Kit	39.4
		257095.81

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss stressed that everyone should listen to all of the candidates for Minnesota Governor as the election approaches.

Council Member Tweten encouraged everyone to continue their thoughts for the French family; and he thanked the Public Safety departments for their response to the incident.

Mr. Galstad stated that the 2nd reading of the proposed parking ordinance would include a map of the proposed maintenance districts.

Mr. Boppre said that he hoped 23rd Street NW would be open within the next 1-2 weeks.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE OCTOBER 19, 2010 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:19 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer