

**APPROVED MINUTES  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
TUESDAY, DECEMBER 7, 2010 – 7:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for December 7, 2010 was called to order by Council President Dick Grassel at 7:00 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:**

*Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Mike Hedlund, Police Chief; 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.*

Charlotte Johnson, 601 5<sup>th</sup> Ave. NE, discussed her evaluations on her tax statement. City Council directed her to contact Rob Wagner, Polk County Assessor.

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of November 16, 2010.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of November 23, 2010.

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

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

*Voting Nay: None.*

**SCHEDULED BID LETTINGS:**

3. Consider approving the request to award the base bid for “2011 Assessment Job No.2 – Industrial Park” to FS Engineering for the total bid price of \$102,000.00.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE REQUEST TO AWARD THE BASE BID FOR “2011 ASSESSMENT JOB NO.2-INDUSTRIAL PARK” TO FS ENGINEERING FOR THE TOTAL BID PRICE OF \$102,000.00.**

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

*Voting Nay: 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.*

4. Consider approving the following Taxi Cab License Renewal:
  - a. S&S Towing and Repair/Mike Swala, 300 2<sup>nd</sup> Ave NE, East Grand Forks, MN 56721.
5. Consider approving the application for a special event license for the Red River Sled Dog Derby starting February 19, 2010 at 1:00 pm and ending February 20, 2010 at 1:00 pm.
6. Consider approving the application for an Exempt Gambling Permit for a raffle for Our Saviors Lutheran Church to be held January 30, 2011 at Our Saviors Lutheran Church, 1515 5<sup>th</sup> Ave. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
7. Consider approving the application to conduct off-site gambling for a raffle for the East Grand Forks Blue Line Club to be held December 15, 2010 at the American Legion, 1009 Central Ave., East Grand Forks, MN 56721.
8. Consider approving the request to remodel the dispatch area in the Police Department and approve the quote from GW & Sons Construction Inc. for a total amount of \$28,400.00.
9. Consider approving the quote for City Hall Window Shades to Decorating Concepts for the total amount of \$46,720.00.
10. Consider approving the Lutheran Social Services (LSS) Senior Nutrition Program Site Use Agreement for the East Grand Forks Senior Center and authorize the City Administrator/Clerk-

Treasurer to sign on behalf of the City.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH TEN (10) AS SUBMITTED.**

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

*Voting Nay: None.*

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

11. Regular meeting minutes of the Water, Light, Power and Building Commission for October 7, 2010.

12. Regular meeting minutes of the Water, Light, Power and Building Commission for November 4, 2010.

**COMMUNICATIONS: NONE.**

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

13. Consider adopting Resolution No. 10-12-123 amending the Figure Skating fees for the 2011-2012 skating season.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 10-12-123 AMENDING THE FIGURE SKATING FEES FOR THE 2011-2012 SKATING SEASON.**

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

*Voting Nay: None.*

14. Consider adopting Resolution No. 10-12-124 approving the 2011 Budget and to authorize specific financial related activities.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 10-12-124 APPROVING THE 2011 BUDGET AND TO AUTHORIZE SPECIFIC FINANCIAL RELATED ACTIVITIES.**

Council Member DeMers stated that the budget is a lot of work and thanked staff involved in the budget. Mayor Stauss also thanked the taxpayers. Council Member Pokrzywinski would like to see a year by year utility bill comparison similar to the tax statement.

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

*Voting Nay: None.*

15. Consider adopting Resolution No. 10-12-125 approving the 2010 Tax Levy, Collectable in 2011.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 10-12-125 APPROVING THE 2010 TAX LEVY, COLLECTABLE IN 2011.**

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

*Voting Nay: None.*

**CLAIMS:**

16. Consider adopting Resolution No. 10-12-126 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 8070 for a total of \$1,682.21 whereas Council Member Gregoire is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 10-12-126 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERTS TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBER 8070 FOR A TOTAL OF \$1,682.21 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Gregoire.*

17. Consider adopting Resolution no. 10-12-127 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank for the goods referenced in check number 8106 for a total of \$2,011.16 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. 10-12-127 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK FOR THE GOODS REFERENCED IN CHECK NUMBER 8106 FOR A TOTAL OF \$2,011.16 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Buckalew.*

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

A&L Siding & Home Improvement Center Inc.	Nash Park/Hail Storm/Reshingle Shed	\$4,501.00
Acme Electric Companies	Impact Driver/Safety Jackets/Ladder/Hose	\$1,693.35

Agri-Valley Grand Forks Petroleum	Diesel fuel	\$19,221.54
Aker Dave	Reimb Meal/Mileage/Alexandria & TRF	\$249.50
Albrecht Manufacturing	Rebuild Snow Bucket	\$3,048.72
Alltel	Cell Phone Service	\$396.98
American Tire Service	Repair Flat	\$32.20
American Tire Service Inc	4 Tires & Front End Alignment #510	\$63.15
Ameripride Linen & Apparel Services	Cleaning Supplies/Service	\$470.24
Anytime Plumbing	Bathroom Sink Repair	\$125.01
Applied Concepts	Rear Radar Antenna Cable #543	\$109.01
Baker & Taylor Co	Books	\$388.32
Barnes Distribution	Inventory & Shop Supplies	\$180.83
Bartlette Steve	Reimb Ref Fees	\$90.00
Batteries Plus	Batteries	\$94.56
Becker Arena Products Inc	Flooding Hose	\$81.35
Bert's Truck Equipment	Tarp For Salt & Sand Pile	\$1,682.21
Blue Cross Blue Shield of ND	EDHA Insurance 12/1/10 - 1/1/11	\$5,764.50
Brite-Way Window Cleaning	Cleaning Service	\$50.00
Brodart Co	Books	\$352.66
Bruce Jay	Clean Demers Bldg	\$75.00
Burris Kim	Refund Kenady Burris Basic 2/Broken Arm	\$65.00
Business Essentials	Planners/Schedule Book/Supplies	\$116.63
C&R Laundry & Cleaners	Dry Cleaning/Parks	\$56.75
Canon Financial Services	Copier Service	\$167.10
Carquest Auto Parts	Hyd Adapters/Hose End	\$379.19
Cash Donald Scott	Oct 2010 Dial-A-Ride	\$2,350.11
Coalition of Greater MN Cities	CGMC Fall Conference	\$540.00
Cole Papers Inc	Tissue/Cleaner	\$296.21
Cole Papers Inc	Cleaning supplies	\$97.28
Deluxe Business Checks & Solutions	1099-Misc Forms	\$109.55
DeMers Marc	Reimb Meal/Mileage/Alexandria/CGMC Conf	\$237.75
EGF Firemen's Relief Association	Fire State Aid 2010	\$33,815.00
Electric Pump	Repair Flygt Pumps	\$1,157.35
Experience Works	Community Partnership Campaign	\$250.00
Explorer Post #38	Squad Car Cleaning	\$100.00
Exponent	Parking Ordinance	\$314.65
Fire Safety USA	Uniforms	\$795.00
Flat Plains Services Inc	Snow Removal/Demers Bldg	\$282.50
FS Engineering	Professional Services	\$48,178.77
G&K Services	Mats	\$147.70
Gaffaneys	Paper/Calendar	\$24.63
Gale	Books	\$93.58
George's Quick Printing	Street Maint Door Hangers	\$427.50
Gerrells Sport Center	Pads/Puck Bags/Game Pucks	\$771.80

GF Fire Equipment	Service Fire Extinguishers	\$396.84
GF Herald	Sr Center Dance/Fall Bazaar	\$167.41
GGF Convention & Visitors Bureau	Lodging Tax/Plaza Motel Oct 2010/E Grand Inn Sept/Oct	\$1,798.96
GLSports Inc	Hockey Jersey (Girls)	\$1,635.00
Grand Forks City	3rd Qtr Trans	\$49,363.00
Grassel Richard	Reimb Meal/Mileage/Alexandria/CGMC Meeting	\$237.75
Gyolai Erik	Reimb Coach Fees	\$180.00
Hajicek Rick	Cleaning 11/8/10 - 11/12/10	\$142.50
Hardware Hank	Maint Supplies	\$2,011.16
Hearn Jason	Reimb Ref Fees	\$90.00
Heartland Paper	Squeegee/Handle/Soap/Cleaner/Tissue/Pads	\$648.48
Hegg Justin	Reimb Gas/Moorhead	\$62.00
Holiday Credit Office	Gas/Travel	\$242.32
Home of Economy	Extension Cord	\$48.01
Hugo's	Supplies	\$123.40
Huizenga Scott	Reimb Meals/Alexandria/CGMC Meeting	\$50.25
Huntsville Township	Furnish & Install Light	\$4,787.00
Ingeman Ryan	Reimb Ref Fees	\$45.00
Integrated Process Solutions Inc	WW #2 Lift Station OIT Install	\$2,650.00
Jet Way Multiple Services Inc	WW Sanitary Cleaning	\$1,687.50
Kelly Services	Temp Services	\$311.50
Know Buddy Resources	Books	\$124.70
Laker Chemical	WW Degreaser	\$1,613.81
Liberty Business Systems	Photo Copier	\$73.59
Librarians' Choice	Books	\$177.12
Locators & Supplies Inc	WW Utility Markers	\$1,086.68
Lumber Mart	Cement Mix	\$9.28
Lynne Gladwin	Reimb Postage/Signs	\$42.35
M&W Services	Standard Road Salt	\$1,084.38
MacQueen Equipment	PTO Gear Case Lower Shaft	\$4,584.25
Mahon Bernadine	Reimb Mileage/Crookston	\$25.00
Marco	Copier Service	\$291.17
McDonald's of EGF	Prisoner Meals	\$48.89
Meritcare	Drug & Alcohol Testing/Immunizations	\$393.00
Metropolitan Planning Organization	Planning & Transit Hours Oct 2010/Local Share Oct	\$9,827.83
Micro-Marketing LLC	Books on CDs	\$296.27
Midcontinent Communications	Cable Sr Center/Sunshine Terrace	\$797.47
Midway Industries	Rink Bulbs	\$398.57
Midwest Refrigeration Inc	Compressor Fan Work	\$113.75
Mike's Pizza	St Aid Task Force Meal	\$66.82
MN Commissioner of Transport	Striping	\$4,451.71
MN Dept of Revenue VOID****VOID****VOID***	Sales & Use Tax Oct 2010	\$298.00
MN Pollution Control Agency	MS4 General Permit	\$400.00

Nardini Fire Equipment Co.	Fire Ext Inspection	\$71.95
Newman Signs	X-Mas Banner Brackets	\$1,710.33
Northern Plumbing Supply	Suction Gun	\$33.31
O'Grady Publishing Company	Book	\$21.00
O'Reilly Auto Parts	Maint Supplies/Parts	\$1,183.25
Odland Fitzgerald Reynolds & Harbott PLLP	First Appearances	\$340.00
Old Dominion Brush	Repair Parts #112	\$2,685.64
Opp Construction	Epoxy For Wall Flood Plate	\$2,597.36
OSI Environmental Inc.	Used Oil Filters	\$100.00
Paras Contracting	10 CP3 Est 3 FINAL	\$6,558.66
Paul Grzadzieleski	Stump Removal	\$220.00
Peak Performance	Sunshine Terrace	\$320.25
Polk County Attorney-Widseth	Admin Forfeiture of Property Seized/Case 10-1954	\$17.05
Polk County Recorder	Recording Fees	\$92.00
Power Equipment Shop	Chaps	\$111.12
Praxair Distribution	Oxygen For Shop/Acetylene	\$189.88
Premium Waters Inc	Water Service	\$24.50
Quill Corp	Office Supplies	\$253.75
Qwest	Phone Service	\$1,855.91
RDO Powerplan OIB	2010 Henke Snow Plowblade	\$16,513.32
RDO Truck Centers	Starter #155	\$346.97
Riendeau Donny	Hockey Coaches Clinic	\$120.00
RMB Environmental Lab Inc	WW Pre Discharge Sample	\$118.00
Roto Rooter	Shower Drain/Toilet Repairs	\$280.00
Rydell Chevrolet	Chevy Pickup Door Parts	\$279.82
Rydell Chevrolet	Chevy Pickup Door Parts/Dome Light	\$53.68
Schafer Mark	Reimb Gas/Bemidji	\$42.00
Shooting Star Casino Hotel and Event Center	Lodging/Michelle Manias	\$67.13
Solem Robin	Training Reimb	\$45.00
Spruce Valley Corporation	09 CP1 Est 11	\$6,394.00
Standard Register	W2's/1099's	\$272.26
Stauss Bill	Reimb Coaches Clinic	\$260.00
Stauss Lynn	Reimb/Meal/Mileage/Alexandria/CGMC Meeting	\$237.75
Strata Corp	09 CP3 Est 10 FINAL/10 CP1 Est 4	\$75,186.81
The Chamber of EGF/GF	Membership Dues/City/EDHA/RRSRA	\$1,085.00
Thomas Bouregy & Co	Books	\$139.50
True Temp	RTU Motor Burned Out/Service Boilers/Maint Work	\$540.46
Try-County Refrigeration	Service Furnace	\$230.00
Univar USA Inc	Mosquito Control	\$2,181.87
Valley Truck	Batteries #104/Battery Tender/Battery Post Adapt	\$297.58
Vilandre Heating & A/C	Boiler Started	\$78.00
Waste Mgmt	Recycle Roll Off's	\$1,272.81
Water & Light Department	Monthly Services	\$178,421.50

Weber George	Reimb Ref Fees	\$90.00
White Banner	Uniform Shirts/Hart	\$376.00
Wizard's Enterprises Inc.	Custodial Services	\$490.00
Xcel Energy	Monthly Services	\$5,004.00
	Total	\$531,136.32

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

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

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO FORMALLY THANK ALL THOSE INVOLVED IN THE BUDGET PROCESS.**

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

**COUNCIL/STAFF REPORTS:**

Mr. Huizenga stated that he and Mayor Stauss met with the City of Crookston officials and Representative Kiel.

Mr. Wachter thanked the Police Department and Fire Department for the rapid response to the 911 call at the Public Works Department.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE DECEMBER 7, 2010 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 7:19 P.M.**

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

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Scott Huizenga, City Administrator/Clerk-Treasurer