

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, JANUARY 18, 2011 – 5:00 PM**

CALL TO ORDER

The Regular Meeting of the East Grand Forks City Council for January 18, 2011 was called to order by Council President Grasseel at 5:01 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 Craig Buckalew, Council Members Marc DeMers, Henry Tweten, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT

Dave Aker, Parks & Recreation Superintendent; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, Planning & Zoning; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Mike Hedlund, Police 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” for the East Grand Forks, Minnesota City Council of January 4, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 11, 2011.

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:

3. Public Hearing to approve the proposed improvements for “2011 Assessment Job #1 – Paving” – 14th Ave. SE – Greenway Crossing 2nd Resubdivision & Unplatted Properties.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER DEMERS, TO OPEN THE PUBLIC HEARING.

Mr. Bail announced that the proposal is to pave half of the street and leave the other half gravel. The proposal would cost approximately \$130,000 and \$240,000 to pave the entire road. The Township is not interested in paving at this time however they would be willing to meet on February 3rd at the next Township meeting to discuss options. Ms Myers, resident, would like to see paving. Council Member Gregoire would prefer to pave the entire street and partner with the township. He suggested looking at annexing the area. Council Member DeMers felt that the half street would create a drainage issue so the City should consider curb and gutter on both sides. Discussion occurred regarding maintenance. Mr. Huizenga Council Member DeMers will attend the Board Meeting on February 3rd at Mallory Township Hall along with the three property owners.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO CLOSE THE PUBLIC HEARING AND TABLE THE PROPOSED IMPROVEMENTS FOR “2011 ASSESSMENT JOB #1 – PAVING” – 14TH AVE. SE – GREENWAY CROSSING 2ND RESUBDIVISION & UNPLATTED PROPERTIES.

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

Voting Nay: 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 application for a special event license from Endracing/Greater Grand Forks Young Professionals for a winter triathlon in and around the Greenway on February 26, 2011 from 9:00 am to 3:00 pm.
5. Consider adopting Resolution No. 11-01-10 a Resolution approving the Boards & Commission appointment for the Red Lake River Corridor Commission as presented by the appropriate Elected Officials.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH FIVE (5) AS SUBMITTED.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

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

COMMUNICATIONS:

7. The Fire Department is proceeding with the promotion process for Assistant Chief and Engineer vacancies created by the retirement of Jeff Voigt.

Mr. Gust announced that he will test for the Assistant Chief position.

OLD BUSINESS: NONE.

NEW BUSINESS:

8. Consider adopting Resolution No. 11-01-11 a Resolution for the Legislature to maintain funding for Local Government Aid (LGA) at its current funding level for 2011 and 2012.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 11-01-11 A RESOLUTION FOR THE LEGISLATURE TO MAINTAIN FUNDING FOR LOCAL GOVERNMENT AID (LGA) AT ITS CURRENT FUNDING LEVEL FOR 2011 AND 2012.

Council Member DeMers discussed the new LGA proposal of \$570,000.

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

Voting Nay: None.

9. Consider adopting Resolution No. 11-01-12 a Resolution establishing Legislative priorities.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-01-12 A RESOLUTION ESTABLISHING LEGISLATIVE PRIORITIES.

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

Voting Nay: None.

10. Consider adopting Resolution No. 11-01-13 a Resolution approving plans and specifications and ordering advertisement for bids for 2010 City Project No. 2 – Safe Route to School.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-01-13 A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2010 CITY PROJECT NO. 2 – SAFE ROUTE TO SCHOOL.

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

Voting Nay: None.

11. Consider adopting Resolution No. 11-01-14 a Resolution approving plans and specifications and ordering advertisement for bids for 2010 Assessment Job No. 2 – Storm Sewer.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 11-01-14 A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 2010 ASSESSMENT JOB NO. 2 – STORM SEWER.

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

Voting Nay: None.

CLAIMS:

12. Consider adopting Resolution No. 11-01-15 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 8488 for a total of \$863.19 whereas Council Member Gregoire is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-01-15 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERTS TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBER 8488 FOR A TOTAL OF \$863.19 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Gregoire.

13. Consider adopting Resolution No. 11-01-16 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 8532 for a total of \$737.12 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. 11-01-16 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 8532 FOR A TOTAL OF \$737.12 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.

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

Acme Electric Companies	Shop Tool/Respirators	\$50.04
Advanced Business Methods Inc	Copier Contract	\$160.12
Al's Electric	RW Center/River Cinema	\$1,966.00
Albrecht Manufacturing	Snowblower Repairs	\$1,200.01
All Pro Embroidery	Uniforms	\$518.00
Alltel	Cell Phone Service	\$418.75
American Tire Service	Front Tires #752	\$316.35
Ameripride Linen & Apparel Services	Cleaning Supplies/Services	\$411.34
Aubol Zach	Reimb Coaches Clinic	\$70.00
Barnes Distribution	Inventory Parts	\$143.46
Batteries Plus	UPS For Lift Stations	\$223.11
Bert's Truck Equipment	Cutting Edges #177/Smart Hitch Valve #177/Valve Controller #157	\$863.19
Brekke Steven & Desilee	New Construction Loan	\$5,000.00
Brite-Way Window Cleaning	Windows	\$55.00
Bruce Jay	Cleaning Demers Bldg/Cell Phone Reimb	\$104.64
Building Vision LLC	2010 Tax Increment Payment	\$6,664.00
C&R Laundry & Cleaners	Dry Cleaning/Investigation/Patrol/Fire Dept	\$362.28
Canon Financial Services	Copier Contract	\$167.10
Carquest Auto Parts	Oil Seals #768/Exhaust Pipe #336	\$51.20
Civic Plus	Website/Annual Fee Jan - Dec	\$3,090.00
Cole Papers Inc	Supplies/Pop Up Towels	\$244.98
Complete Pest Control Inc	Replace Bait Stations At City/Pest Control 4th Qtr	\$897.79
Crookston City	December 2010 Safe & Sober	\$803.34
CW Fargo	Street Maint Parking Ad	\$121.00
D&D Heating & Sheet Metal	Heat Repair/Council Chambers	\$283.00
Dakota Food Equipment	Coffee Pot Switch	\$81.76
Dakota Supply Group	Lights/Sunshine Terrace	\$212.62
Dakota TV & Appliance	Dryer Repair/Maint Kit	\$144.36
Derrick Robert	Reimb Ref Fees	\$90.00
Diamond Cleaning Supply Richard Papefuss	Toilet Tissue/Towels/Misc Supplies	\$284.50
Digi Key Corp 590699	Dsipatch Remodel	\$33.47
Eagle Electric	Power Outage/City Hall/Burnt Outlet/Ballast/Service Panel	\$566.24
Economy Plumbing	Civic Locker Room	\$65.00
Fastenal Company	Bolts For Light Bar/#102	\$50.96
Ferrellgas	Propane	\$392.58

Filter Care	Washed Filters For Inventory	\$133.18
Flaherty & Hood PA	Prof Service/Teamsters	\$72.33
Flat Plains Services Inc	Snow Removal	\$282.50
Froehlich Francis	Housing Incentive Program Tax Rebate	\$1,045.44
G&K Services	Mats	\$171.52
Gaffaneys	Office Supplies	\$51.97
Galstad Randy	Hockey Reg/Reimb Coachses Clinic/Reimb Travel Devils Lake Fargo	\$339.00
Galstad Jensen & McCann PA	Prof Services Dec 2010	\$10,484.50
Garden Hut Inc	Cutting Edges/Engine #348/Heater Valve/Flywheel/Crankshaft	\$2,521.30
Genesis Graphics Inc	Camprground Sign	\$408.00
Gerrells Sport Center	Hockey Eraser Board	\$11.74
GF City Utility Billing	Landfill Charges/ Dec 2010	\$13,706.55
GF Fire Equipment	Hose Winder/3 Air Cylinders/Hose Drying Rack	\$4,615.91
GF Herald	Sr Center/New Years Party/Sr.Centers Dance	\$67.09
GF Welding & Machine	Iron For #174	\$35.72
Grand Cities Towing	Towing	\$150.00
Grand Forks City	Transit/Oct-Nov 2010	\$36,657.00
Greenwood Jake	Reimb Coaches Clinic	\$70.00
Gyolai Erik	Reimb Travel/Moorhead/TRF	\$50.00
Hajicek Rick	Cleaning 12/27/10 - 12/31/10	\$142.50
Hardware Hank	Maint Supplies	\$737.12
Hart's Auto Supply	Brake Pads & Rotors/PD	\$376.12
Heartland Paper	Scrubber Pad/Supplies	\$548.05
Hedlund Mike	Tuition Reimbursement	\$1,135.35
Holiday Credit Office	Gas/EDHA	\$16.94
Hugo's	Acct End XXX0821/Supplies	\$13.96
Integra Telecom	LD Phone/Dec 2010	\$157.90
Interact Public Safety Systems	Mobile Cop Licenses 9/10 - 8/11	\$2,552.40
J&G Landscaping Inc	Groom Trails	\$300.00
Kellermeyer Building Service	Custodial Services	\$1,923.75
Kelly Services	Temp Services	\$546.00
Kinsey Warner & Sam Lucier	Housing Incentive Program Tax Rebate	\$1,554.50
Lithia Payment Processing	Serpentine Belt & Tensioner	\$75.22
Lumber Mart	Plywood/2x6's	\$316.44
M&W Services	Water/Outdoor Rinks	\$1,320.00
MacQueen Equipment	Steering Vain Cutting Edge	\$742.61
Marco	Copier Contract	\$66.43
McDonald's of EGF	Prisoner Meals	\$45.96
Menards	Training Props/ Wire Fence Nash Park	\$225.87
Metropolitan Planning Organization	Planning & Transit Hours/Local Share	\$11,302.85
Midcontinent Communications	Sr.Center Cable/Sunshine Terrace Cable	\$797.47
Midwest Refrigeration Inc	Compressor	\$338.00
Mitch Yoney Snow Removal	Snow Removal	\$962.50

MN Dept of Public Safety	4th Qtr/CJDN Connect/Mobile Devices	\$1,530.00
MN Municipal Utilities Assoc	2011 Drug & Alohool Consortium/Safety Management Program	\$3,897.12
MN State Fire Chief Association	2011 - Dues	\$65.00
Newman Signs	Sign Rental/Jan 2011	\$1,580.00
Norby's Work Perks	Office Chairs	\$2,292.00
Northern Plumbing Supply	Urinal Kit/Sr. Center	\$78.35
NW MN Household Hazardous Waste Mgmt	Disposal/Hazardous Waste	\$824.86
O'Reilly Auto Parts	Zamboni Muffler/Tailpipe/Belt/Tension/Pully/Trans. Fluid/Batteries	\$1,619.40
Olson Bruce	Reimb Ref Seminar	\$200.00
Peterson Veterinarian Clinic P.C.	Pound Report Dec 2010	\$290.32
Polk County Sheriff's Office	Safe & Sober/December 2010	\$809.76
Praxair Distribution	Grinder Wheels/Cut-Off Wheels/Cylinder Rental	\$168.20
Premium Waters Inc	Water Service	\$70.50
PS Door Services	Garage Door Repair/Slide Lock/Pole Shed	\$123.08
Quill Corp	Office Supplies	\$514.63
Qwest	Phone Service	\$2,148.23
RDO Powerplan OIB	Fuel Filters For #129 & Spray Paint/Hyd Hose	\$343.19
Safety Depot	SW Safety Jacket	\$66.67
Scheef Jim & Julie	Tax Rebate	\$1,667.83
Schroeder Christopher & MaryJane	Housing Incentive Program Tax Rebate	\$1,791.60
Simonson Station Stores	100 Car Washes	\$500.00
Skow Natalie & Mark	Housing Incentive Program Tax Rebate	\$3,127.78
Springsted	Prof Services 10/15/10 - 11/24/10/Gen Oblig Bond Redemption	\$750.00
Stennes Granite	2 O/C	\$1,250.00
Stuart's Towing	Towing	\$113.44
Sun Dot Communications	ADSL /DSL Internet Connection	\$138.49
Surplus Center	Rubber Belting For Cutting	\$36.00
The Chamber of EGF/GF	Breakfast Tickets	\$220.00
Tiger Direct.com	Dispatch Remodel/PW Computer	\$2,405.80
Trenbeath Brady & Jayme	Housing Incentive Program Tax Rebate	\$2,234.15
True Temp	Fire Dampers/Mod Motors/Replace Chimney Pieces	\$668.71
Try-County Refrigeration	Station 1 Furnace Repairs	\$583.50
United States Post Office	1 Roll of Stamps/4 Months Mailing	\$384.00
US Bank	Interest/Principsl Bonds	\$1,745,908.75
Valley Truck	Battery For SW Lift L1/Diesel Fuel Treatment/Air Dryer	\$462.56
Vilandre Heating & A/C	Checked RTU/D'Laj Salon	\$92.92
W.D. Larson Companies LTD Inc	Blower Motor Fans/Freight	\$146.27
Waste Mgmt	Disposal Services	\$29,289.12
Water & Light Department	Monthly W&L Services/Postage/IT Hours/Phone Service	\$51,899.56
WDAZ TV	Street Maint Parking Ad/ Advertising RW Center	\$785.00
Weber James	2 Remotes/Overhead Doors	\$70.00
Wells Fargo Brokerage Services LLC	Pincipal & Interest/Muni Note/Fire Pumper Trk & Snowblower	\$72,562.68

Whitey's Cafe Inc	Board Meals	\$43.85
Wisconsin Water Association	Midwest Water industry Expo/J.Wachter	\$40.00
Yoshida Nancy	Refund Special Event Permit/Dog Sled Race	\$50.00
	Total	\$2,057,021.20

A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER TWETEN, 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 suggested that staff start meeting to discuss the upcoming flood.

Council Member Gregoire stated that the City is growing and we need to look at annexing the area by 14th Ave. SE.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE JANUARY 18, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:38 P.M.

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

Voting Nay: None.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE JANUARY 11, 2011 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:39 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer