

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, FEBRUARY 1, 2011 – 5:00 PM**

CALL TO ORDER

The Regular Meeting of the East Grand Forks City Council for February 1, 2011 was called to order by Council President Grasseel at 5:02 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 (5:28 pm), Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, Planning & Zoning; 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.

Mr. Helms, 613 2nd Ave. NE, discussed a parking ticket that he received. City Council advised him to work with staff on this issue.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 18, 2011.

2. Consider approving the minutes of the "Work Session" for the East Grand Forks, Minnesota City Council of January 25, 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: Gregoire, Leigh, Pokrzywinski, DeMers, Grassel, and Buckalew.

Voting Nay: None.

Absent: Tweten.

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 approving the application for a special event license from the Cities of Grand Forks and East Grand Forks for Winter Fest on February 12, 2011 from 12:00 pm to 6:00 pm.
4. Consider approving the application for an Exempt Gambling Permit for a raffle for the Knights of Columbus to be held April 1, 2011 at Sacred Heart Catholic Church, 200 3rd St. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
5. Consider approving the sale of City owned lot in Folsom Court for \$25,000.

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

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

Voting Nay: None.

Absent: Tweten.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

6. Regular meeting minutes of the Water, Light, Power and Building Commission for January 6, 2011.
7. Regular meeting minutes of the East Grand Forks Campbell Library Board Meeting for January 25, 2011.

COMMUNICATIONS:

8. 2010 Gambling Reports

NEW BUSINESS:

9. Consider adopting Resolution No. 11-02-17 a Resolution to amend the Facility Plan to include the Wastewater Interconnect Project and submit to MPCA.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-02-17 A RESOLUTION TO AMEND THE FACILITY PLAN TO INCLUDE THE WASTEWATER INTERCONNECT PROJECT AND SUBMIT TO MPCA.

Council Member Pokrzywinski stated that this is a good cost savings project for the City of East Grand Forks. Council Member Leigh asked if the City of Grand Forks should pay more. Mr. Boppre announced that the City will need to hold a public hearing on this project.

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

Voting Nay: None.

Absent: Tweten.

10. Consider adopting Resolution No. 11-02-21 a Resolution extending the current Intergovernmental Agreement between the Cities of Grand Forks and East Grand Forks to March 31, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER _____, SECONDED BY COUNCIL MEMBER _____, TO ADOPTING RESOLUTION NO. 11-02-21 A RESOLUTION EXTENDING THE CURRENT INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITIES OF GRAND FORKS AND EAST GRAND FORKS TO MARCH 31, 2011.

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

Voting Nay: None.

Absent: Tweten.

11. Consider adopting Resolution No. 11-02-20 a Resolution to accept a grant award from the US Department of Homeland Security for the Staffing for Adequate Fire and Emergency Response (SAFER) grant.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-02-20 A RESOLUTION TO ACCEPT A GRANT AWARD FROM THE US DEPARTMENT OF HOMELAND SECURITY FOR THE STAFFING FOR ADEQUATE FIRE AND EMERGENCY RESPONSE (SAFER) GRANT.

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

Voting Nay: None.

12. Consider adopting Resolution No. 11-02-18 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 8619 for a total of \$620.35 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. 11-02-18 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERTS TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBER 8619 FOR A TOTAL OF \$620.35 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Gregoire.

13. Consider adopting Resolution No. 11-02-19 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 8662 for a total of \$684.59 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. 11-02-19 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 8662 FOR A TOTAL OF \$684.59 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

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

Acme Electric Companies	Batteries For Flashlights	\$93.89
Advanced Business Methods Inc	Copier Lease	\$269.69
Albrecht Manufacturing	Rebuild Pully For Wing Plow/Snow Plow Repairs	\$620.43
American Tire Service	Replaced Left Rear Tire #129	\$935.50
Ameripride Linen & Apparel Services	Cleaning Services/Supplies	\$207.16
Animal Care Equipment & Services	Animal Catch Pole & Gloves	\$220.18
Baker & Taylor Co	Books	\$16.02
Barnes Distribution	Inventory	\$278.58
Barta Alex	Start Up/Thermometer/Compressor Work Civic Center	\$781.42
Becker Arena Products Inc	Plexiglass/Rink Supplies/Civic	\$3,222.83
Bert's Truck Equipment	Oil Fill Elbow #177/Plow Repair/Cylinder on Plow	\$620.35

CITY COUNCIL MEETING

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Blue Cross Blue Shield of ND	Insurance/EDHA	\$5,764.50
Border States Electric Supply	3 Lamps	\$51.15
Brady Martz & Associates	EDHA Cash Receipts	\$750.00
Broad Reach	Books	\$67.00
Brodart Co	Books	\$263.08
Bruce Jay	Reimb Mileage/Jul - Dec 2010	\$75.00
Building Vision LLC	2010 TIF/Opticare Development	\$112.00
Butler Machinery Co	Filters For #118/Mole Board Hyd Tilt Cylinder Repair # 163	\$1,549.96
Cardmember Service	Dispatch Remodel	\$216.01
Cash Donald Scott	Dial-A-Ride Dec 2010	\$2,626.93
Cedar Rapids Tire	Tires #375 & #144	\$1,618.61
Center Point Large Print	Books	\$1,574.64
Coast to Coast Solutions	Evidence Tape	\$172.24
Cole Papers Inc	Cleaner/Toilet Paper	\$142.89
Conney Safety Products	Safety Tubes/Air Quality Control	\$519.17
Country Scribe Publishing	Book	\$18.45
D T Gruel Inc	Loan/Purchase Stennes Granite Assets	\$85,800.00
D&M Auto Body	Repairs PD Squad Car/Chase Accident	\$671.74
Dacotah Paper Co	Paper Towels/Toilet Paper	\$154.70
Dahlen Tanner	Reimb Ref Fees	\$70.00
Dakota Supply Group	Lights	\$212.62
Diamond Cleaning Supply Richard Papenfuss	Squeegee For Equipment	\$31.96
Digi Key Corp 590699	Dispatch Remodel	\$33.47
DJ Dahl Inc	Loan/Purchase Assets of Stennes Funeral Home	\$150,000.00
East Grand Forks City Of	Housing Registration/Sunshine Terrace	\$975.00
East Side Sharpening	Blade Sharpening	\$300.00
Emphasys Computer Solutions	Quarterly Software Agreement/March-May	\$1,826.52
Explorer Post #38	Squad Car Cleaning	\$100.00
Exponent	2011 AJ1 Public Hearing Notice/EDHA Subscription	\$166.86
Flat Plains Services Inc	Snow Removal/Riverwalk & Infill	\$1,414.50
FS Engineering	Prof Services	\$17,451.50
G&K Services	Mats	\$147.70
Gaffaneys	Office Chair & Supplies	\$274.97
Gale	Books	\$70.19
GF Welding & Machine	Iron For Side Skid Shoe Mount/U Joints # 120	\$240.08
GGF Convention & Visitors Bureau	Lodging Tax/Plaza/Dec 2010	\$325.96
GLSports Inc	Bleachers/Windstorm/Stauss Park	\$6,196.61
Grassel Cody	Reimb Ref Registration Level 3	\$90.00
Greenberg Roofing	Snow Removal Civic Center	\$1,455.11
GW & Sons Construction Inc	Take Down & Install New Scoreboards	\$3,975.00
Hajicek Rick	Cleaning 1/3/11 - 1/14/11	\$285.00
Hajicek Rod	Reimb Meals/Crookston	\$8.25
Hardware Hank	Misc Maint Supplies	\$684.59

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Heartland Paper	Misc Supplies	\$618.60
Hedlund Mike	Gas & Toll Reciepts/San Marcos TX	\$201.05
Helgeson Charlotte	Reimb Mileage/St. Paul	\$325.38
Henke - Alamo Group Company	Curb Guard Blades #174	\$281.14
Hugo's	Acct End XX8939/Coffee	\$10.67
Kelly Services	Temp Services	\$220.50
Knauf Morgan	Housing Incentive Program Tax Rebate	\$1,845.96
Kossow Linda	Reimb Mileage Jul - Dec 2010	\$115.50
Larson Zach	Reimb Gas/Warroad & Fargo	\$83.00
League of MN Cities	City Point Learning Course	\$180.00
League of MN Cities	Workers Comp 1st Qtr/City & EDHA	\$37,195.81
Liberty Business Systems	Copies	\$73.59
Lizakowski Christopher	Housing Incentive Program Tax Rebate	\$2,073.06
Lorene Keehr	Parking Signs	\$128.10
Mamma Maria's Italian Restaurant	Board Meal	\$78.98
Marco	Sr Center Copier	\$20.27
Marco Inc	Copies	\$196.53
Micro-Marketing LLC	Book/Audio Book	\$340.84
MN Dept of Labor & Industry	Boiler	\$30.00
MN Dept of Revenue VOID****VOID****VOID***	Sales & Use Tax Dec 2010	\$516.00
MN Ice Arena Mgr's Association	2011 MIAMA Arena Membership Fee/Civic & VFW	\$290.00
MN Public Facilities Authority	PFA Int Exp Transportation & Water Revolving Funds	\$100,237.53
Moon Deb	Reimb Mileage Jul - Dec 2010	\$30.55
Nan McKay & Associates	PIH Alert/Newsletter	\$349.00
North Central Rental & Leasing	Motor Grader Rental	\$8,190.00
Northern Plumbing Supply	Flushmate For Toilets	\$25.62
O'Reilly Auto Parts	Inventory Parts/Air Filter #794/Battery	\$504.68
Odland Fitzgerald Reynolds & Harbott PLLP	First Appearances	\$136.00
Olson Ellen	Reimb Mileage/Jul - Dec 2010	\$140.95
Otis Elevator Company	Elevator Repairs	\$5,500.00
Overhead Door Co	Repair Spring Door Closure	\$449.00
Pamida	Supplies/Table	\$110.59
PlowRubber.com	Rubber Cutting Edges #120 & #125	\$268.00
Polk County Recorder	Recording Fee	\$46.00
Praxair Distribution	Oxygen	\$44.56
Premium Waters Inc	Water Service	\$35.12
PS Door Services	Cord Reel Door #3 & 4/Repair Door #4	\$343.09
Quill Corp	Office Supplies	\$523.06
RDO Powerplan OIB	Door Hinge #738/Filter	\$554.25
Red River Snowmobile Club	Northern Lights Trail Reimb	\$7,525.56
Richter James	Reimb Mileage/ Jul - Dec 2010/Reimb Postage Exp	\$4,194.60
Robertson Dennis	Reimb Gas/Willmar MN	\$39.93
Rotary Club of East Grand Forks	Dues/Jan - March 2011	\$100.00

CITY COUNCIL MEETING

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Schafer Mark	Reimb Gas/Moorhead & Warroad	\$84.00
Schmaltz Leonard	Reimb Mileage/ Jul - Dec 2010	\$143.70
Springsted	Continuing Disclosure Services	\$2,500.00
Stuart's Towing	Towing	\$676.88
Szczepanski Darren	Reimb Gas & Meals /St.Paul	\$126.51
The Chamber of EGF/GF	Annual Chamber Dinner	\$495.00
Thoreson Lisa	Refund Figure Skating	\$155.00
Tiger Direct.com	Computer/Equip Dispatch Remodel	\$664.04
Tristeel Manufacturing	Triple Roller Chain #125/Bearings & Housing #354	\$1,918.45
True Temp	Replace Fire Damper Mod Motors & Air Filters	\$2,042.45
Valley Petroleum Equipment	Fuel Island Repair	\$1,825.65
Valley Truck	Oil Filters Inventory	\$159.64
Waste Mgmt	Recycle Roll-Off's	\$728.60
Water & Light Department	Monthly Services	\$37,947.16
Weber James	Station Supplies	\$49.55
Wizard's Enterprises Inc.	Custodial Services	\$490.00
Xcel Energy	Monthly Services	\$26,634.03
Zee Medical Service	First Aid Kit Supplies	\$50.52
	Total	<u>\$546,614.26</u>

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS: NONE.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE FEBRUARY 1, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:27 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer