

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, FEBRUARY 15, 2011 – 5:00 PM**

CALL TO ORDER

The Regular Meeting of the East Grand Forks City Council for February 15, 2011 was called to order by Council President 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 Craig Buckalew, Council Members Marc DeMers, Henry Tweten, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Jerry Lucke, Finance Director; 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 February 1, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE “REGULAR MEETING” FOR THE EAST

GRAND FORKS, MINNESOTA CITY COUNCIL OF FEBRUARY 1, 2011.

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

Voting Nay: None.

SCHEDULED BID LETTINGS:

2. Consider adopting Resolution No. 11-02-22 a Resolution accepting and awarding the bid for improvements for 2010 Assessment Job No. 2 – Storm Sewer Improvements – Northstar Terrace for a bid price of \$193,139.90.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-02-22 A RESOLUTION ACCEPTING AND AWARDING THE BID FOR IMPROVEMENTS FOR 2010 ASSESSMENT JOB NO. 2 – STORM SEWER IMPROVEMENTS – NORTHSTAR TERRACE FOR A BID PRICE OF \$193,139.90.

Mr. Boppre announced that this item went out for bid last year and came back high. This is a rebid and came in \$25,000 less than last year.

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

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.

3. Consider approving the application for an Exempt Gambling Permit for a raffle and paddlewheel for the East Grand Forks Heritage Foundation to be held April 15, 2011 at the VFW, 312 DeMers Ave., East Grand Forks, MN 56721 and waive the 30-day waiting period.
4. Consider approving the application for an Exempt Gambling Permit for a raffle for the East Grand Forks Fire Department Relief Association to be held June 11, 2011 at the Eagles Club, 227 10th St. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH FOUR (4) AS SUBMITTED.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

5. Regular meeting minutes of the Water, Light, Power and Building Commission for January 20, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

- 6. Consider adopting Resolution No. 11-02-23 a Resolution authorizing or reauthorizing membership in the 4M Fund.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-02-23 A RESOLUTION AUTHORIZING OR REAUTHORIZING MEMBERSHIP IN THE 4M FUND.

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

Voting Nay: None.

CLAIMS:

- 7. Consider adopting Resolution No. 11-02-24 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 8790 for a total of \$209.79 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 11-02-24 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 8790 FOR A TOTAL OF \$209.79 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

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

3D Specialties	Safety Glasses	\$57.63
Acme Electric Companies	Shop Tools And Flashlights	\$319.38
Advanced Business Methods Inc	Copier Contract	\$166.08
American Tire Service	Four Tires Mounted #375	\$68.11
American Tire Service Inc	2 Tires/#545	\$212.41
Ameripride Linen & Apparel Services	Cleaning Supplies/Service	\$538.93
Anderson Mike	Reimb Meals/St.Paul	\$102.50
Anderson Acoustics	Dispatch Remodel	\$1,368.57
Aqua Water Solutions	Water Service	\$111.70
Barksdale Michel & Julie	Housing Incentive Tax Rebate	\$915.58
Batteries Plus	UPS Batteries For Lift	\$53.35

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Beaton Scott	Housing Incentive Program Tax Rebate	\$1,109.53
Bobcat of Grand Forks	Breather Cap & Hyd Filter #375	\$50.88
Brewitz Billy	Reimb Gas/Moorehead	\$36.00
Bruce Jay	Reimb/MN Engineer Boiler Test	\$65.00
Butler Machinery Co	Work Light #118	\$26.52
C&R Laundry & Cleaners	Dry Cleaning	\$251.03
Canon Financial Services	Copier Contract	\$180.80
Cole Papers Inc	Tissue	\$73.95
Country Inn St.Paul East	Lodging/Anderson/Manias	\$257.06
D&D Heating & Sheet Metal	Repair Air Handlers	\$71.50
DeMers Steve	Travel Reimb/St.Paul	\$102.50
Diamond Cleaning Supply Richard Papenfuss	Shop Supplies & WW Insect Spray	\$516.25
Digi Key Corp 590699	Dispatch Remodel	\$141.01
Dorsey & Whitney LLP	Legal Fees/Redemption of GO Bond	\$400.00
Eagle Electric	Replacement Cord Cap For Generator	\$750.00
East Side Sharpening	Blade Sharpening	\$135.00
EGF Police Petty Cash	Postage	\$10.34
Emergency Automotive Technologies	Whelen SSTube & Strobe Power Supply	\$100.00
Exponent	Budget Summary/2010 AJ2 Bid Ad	\$449.50
Ferrellgas	Propane/BLA	\$189.60
Filter Care	Washed Filters For Inventory	\$236.19
Flat Plains Services Inc	Snow Removal/Riverwalk/Boardwalk	\$3,971.73
Forx Radiator	A/C Condenser/Trans Cooler	\$189.00
G&K Services	Mats	\$76.34
Gaffaneys	Supplies	\$17.33
Galstad Randy	Reimb Mileage	\$62.00
Galstad Jensen & McCann PA	Prof Services	\$10,764.28
Garden Hut Inc	Carburetor/#348	\$54.72
George's Quick Printing	Business Cards/D.Szczepanski/Terry V	\$138.95
GF City Utility Billing	Landfill January 2011	\$12,620.10
GGF Convention & Visitors Bureau	Lodging Tax Jan 2011	\$510.73
GLSports Inc	Softball Equipment	\$1,796.48
Gust Randy	Reimb Meals/St.Cloud	\$164.26
Gyolai Erik	Reimb Mileage/Hibbing/Virginia/Grand Rapids	\$151.00
Hajicek Rick	Cleaning 1/17/11 - 2/5/11	\$427.50
Hardware Hank	Maint Supplies	\$209.79
Heartland Paper	Towels/Tissue	\$155.25
Home of Economy	Cable/Anchor/Nuts Lift Station #1	\$100.63
Hugo's	Acct EndXXX2483/ Food Supplies	\$115.22
Integra Telecom	LD Phone	\$148.87
Integrated Process Solutions Inc	Level Transmitter & Cable for WW Lift/SCADA Repairs	\$2,079.98
International Association of Chiefs of Police	Membership /M.Hedlund	\$120.00
K&K Trucking Inc	200 Yards Of Sand	\$2,486.00

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Kellermeyer Building Service	Custodial Service	\$665.01
Kelly Services	Temp Services	\$306.68
Knutson Philip and Alissa	Refund For Basic 1 Skating	\$60.00
Kossow Linda	Reimb Shipping Fees/Maint Exp	\$118.82
League of MN Cities	Safety Workshop/M.Hedlund	\$20.00
League of MN Cities	Volunteer Accident Plan	\$858.00
Lithia Payment Processing	Alternator/Shocks/Power Seat Switch/Tires & Rims	\$1,564.90
Lumber Mart	Maint Supplies/Lumber/Painting Supplies	\$1,211.93
M&W Services	Standard Road Salt	\$1,085.25
Manias Michelle	Reimb Meals/St.Paul	\$102.50
Marco	Copies/Copier Contract	\$102.99
Mike's Pizza	Board Meeting	\$62.38
MN Chief of Police Association	ETI Registration/M.Hedlund & R.Hajicek	\$710.00
MN Dept of Labor & Industry	MN Building Permit Surcharge Report	\$1,162.08
MN Drivers & Vehicle Services	Registration/02 Chev 43092	\$6.25
Newman Signs	Sign Rental	\$1,580.00
NW Regional Small Business Development Center	2011 SBDC Funding Commitment	\$250.00
O'Reilly Auto Parts	Parts/Shop Tool/Ign Switch/Shocks/Starter/Scan Tool	\$2,961.54
Orchard Richard	7603 Gallons Of 50/50 Diesel/Oil	\$28,649.45
	City Hall/2011 Elevator Contract/Sunshine Terrace Contract	\$4,071.36
Otis Elevator Company	Pound Report Jan 2011	\$387.99
Peterson Veterinarian Clinic P.C.	Oxygen & Acetylene/Cylinder Rental	\$129.51
Praxair Distribution	Garage Door Repair	\$87.43
PS Door Services	Office Supplies	\$130.85
Quill Corp	Quick Coupler Caps/Wheel Lock/Hyd Hose/Tilt Frame/Bearings	\$5,349.08
	Heater Switch #105	\$21.35
RDO Powerplan OIB	Transmission Synchronizer/Case Gasket/Blower Motor/Oil Cooler Lines/Transfer Case Parts	\$1,242.78
RDO Truck Centers	Bid Advertisement/10 AJ 2 Northstar Terrace	\$437.50
	3 O/C	\$1,875.00
Rydell Chevrolet	Replace Antenna Connector	\$11.74
SGC Horizon LLC	Towing	\$106.50
Stennes Granite	DSL	\$138.49
Stone's Mobile Radio Inc	Toner Carton For Xerox	\$489.80
Stuart's Towing	Reimb Meals/White Bear Lake	\$244.50
Sun Dot Communications	Annual Dinner	\$495.00
Supply Distribution Center	Dispatch Remodel	\$137.63
Szczepanski Darren	Furnace Repair	\$60.00
The Chamber of EGF/GF	Hyd Filter/Fuel Treatments/Power Steering Cooler	
Tiger Direct.com	Hose/Starter	\$818.16
True Temp	Reimb Ref Fees	\$90.00
Valley Truck		
Vizenor Shane		

CITY COUNCIL MEETING

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Waste Mgmt	Prof Services	\$27,583.45
Water & Light Department	Prof Services	\$45,847.64
Xerox Corporation	Copier Contract	\$61.47
	Total	\$176,722.07

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, 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 announced that they met with Legislatures when they went down to the Coalition meeting and everything went well.

Council Vice President Buckalew stated that they had great meetings with the Legislatures and they are will to work with the City.

Council Member Tweten announced that Mr. Huizenga, Mayor Stauss, and himself attended a flood meeting in Crookston and met with Dayton and discussed the possibility of being "Capital for a Day."

Mr. Boppre announced that the City will hold a public hearing on the wastewater interconnect project on March 1st. Discussion occurred regarding this project.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE FEBRUARY 15, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:31 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer