

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

CALL TO ORDER

The Regular Meeting of the East Grand Forks City Council for March 1, 2011 was called to order by Council Vice President Buckalew 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 Vice President Craig Buckalew, Council Members Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Nancy Ellis, Planning & Zoning; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Mike Hedlund, Police Chief; 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:

NEW BUSINESS:

1. Consider adopting Resolution No. 11-03-25 a Resolution dedicatng the Richard L. Grassel Park.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-03-25 A RESOLUTION DEDICATNG THE RICHARD L. GRASSEL PARK.

Council Member Buckalew read Resolution No. 11-03-25. Mayor Stauss presented a plaque to the Grassel family dedicating the Richard L. Grassel Park and for his many years of service to the City of East Grand Forks. Chad Grassel thanked the City and stated that Dick Grassel enjoyed his time on the Council and various boards and commissions. Council Members stated that he was always trying to improve the City, protected the elderly, and enjoyed helping children.

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

Voting Nay: None.

Absent: DeMers and Gregoire.

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:

2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of February 15, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF FEBRUARY 15, 2011.

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

Voting Nay: None.

Absent: DeMers and Gregoire.

3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 22, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF FEBRUARY 15, 2011.

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

Voting Nay: None.

Absent: DeMers and Gregoire.

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.

Council Member Pokrzywinski pulled item #7.

4. Consider approving the 2011 Airborne Custom Spraying Agreement for mosquito control.

5. Consider approving the request to award the bid for the Zamboni 545 Ice Resurfacer for the Civic Center to Frank J. Zamboni & Co., Inc. for a total amount of \$89,000.00.
6. Consider approving the request to award the bid for the HVAC System for the Police Department to McFarlane for a total amount of \$77,900.00.
7. Consider approving the following "Off Sale" Weekday Liquor License to Valley Liquors, Inc dba Hugos Wine & Spirits located at 306 14th St. NE, East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE FOLLOWING "OFF SALE" WEEKDAY LIQUOR LICENSE TO VALLEY LIQUORS, INC DBA HUGOS WINE & SPIRITS LOCATED AT 306 14TH ST. NE, EAST GRAND FORKS, MN 56721.

Mr. Dukart, Dukes Liquor owner, stated that this will hurt the small liquor establishments within East Grand Forks. Mayor Stauss announced that by approving this will hurt but the City cannot deny an application for off-sale. Council Member Pokrzywinski stated that the City cannot deny to protect a light business so therefore he will vote in favor. Mr. Dukart requested this to be tabled so that he is able to prepare a presentation on why this application should be denied. Council Member Leigh withdrew his second and motion died.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO TABLE THE FOLLOWING "OFF SALE" WEEKDAY LIQUOR LICENSE TO VALLEY LIQUORS, INC DBA HUGOS WINE & SPIRITS LOCATED AT 306 14TH ST. NE, EAST GRAND FORKS, MN 56721.

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

Voting Nay: None.

Absent: DeMers and Gregoire.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH SIX (6) AS SUBMITTED.

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

Voting Nay: None.

Absent: DeMers and Gregoire.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

8. Regular meeting minutes of the Water, Light, Power and Building Commission for February 3, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

CLAIMS:

9. Consider adopting Resolution No. 11-03-26 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 8900 for a total of \$316.62 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. 11-03-26 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 8900 FOR A TOTAL OF \$316.62 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Tweten, Leigh, and Pokrzywinski.

Voting Nay: None.

Abstain: Buckalew.

Absent: DeMers and Gregoire.

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

Advanced Business Methods Inc	Copier Lease	\$159.80
Alltel	Cell Phone	\$401.27
Altru Health Systems	BLS Instructor Card/Manias	\$5.00
Amazon.com	Kindle	\$139.00
Ameripride Linen & Apparel Services	Cleaning Supplies/Services	\$440.81
Auto Glass & Aftermarket Inc	Replace Windshield #128	\$444.00
Baker & Taylor Co	Books	\$261.76
Barnes Distribution	Shop Tool	\$740.54
Bartlette Sharon	Art Festival Artist	\$100.00
Batteries Plus	Batteries	\$82.70
Best Western Kelly Inn St Paul	Lodging/Huizenga/Stauss/Demers/Buckalew	\$854.48
Black Chris	Art Festival Artist	\$100.00
Blue Cross Blue Shield of ND	EDHA Insurance	\$5,764.50
Border States Electric Supply	Bulbs	\$80.52
Brad & Jamie Christianson & Wells Fargo Bank	New Construction Loan	\$5,000.00
Brite-Way Window Cleaning	Window Cleaning	\$60.00
Brodart Co	Books	\$173.37
Buckalew Craig	Reimb Meals & Mileage/St.Paul/CGMC	\$411.54
Bud & Ralph's Appliance Service Inc	Repairs/Sunshine Terrace	\$104.25
C&R Laundry & Cleaners	Dry Cleaning/FD	\$67.79
Carquest Auto Parts	Breather Vents Inventory	\$17.61
Carson Industries Inc	Cleaning Supplies	\$199.90

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Cash Donald Scott	Dial-A-Ride Jan 2011	\$3,270.15
CBCS	Collection Fee	\$16.00
CENGAGE Learning	Books	\$119.92
Cole Papers Inc	Tissue/Cleaner	\$1,707.90
Comfort Inn	Lodging/Robertson	\$88.30
Demco Educational Corp	Scratch Guards/Material Processing Supplies	\$344.81
DeMers Marc	Reimb Meals/St.Paul/CGMC	\$78.00
Diamond Cleaning Supply Richard Papenfuss	Truck Wash Soap & Cleaning Supplies	\$448.46
Digital-Ally Inc	TS Wireless Mics For Squad Cars	\$337.50
Display Sales Co	Banners	\$3,687.19
Eagle Electric	Rpr Circuit Board Sr Center/Scoreboard Wiring Civic	
EGF Police Petty Cash	Parking Light Sunshine Terrace	\$2,080.75
Explorer Post #38	Reimb Postage	\$11.03
Exponent	Squad Car Cleaning	\$40.00
Fire Safety USA	Flood Control/Labor/Cancellation of PH/RFP 2011 Traffic	\$344.79
Forx Builders Association	Uniforms/Swang	\$200.00
FS Engineering	EDHA Membership Dues	\$330.00
G&K Services	Prof Services 1/24/11 - 2/19/11	\$33,203.26
Gaffaneys	Mats	\$280.60
Gale	Ink	\$132.44
GF Herald	Books	\$116.97
GGF Convention & Visitors Bureau	Newspaper Subscriptions/Library	\$420.16
Glock Professional Inc	Jan 2011 Lodging Tax/Plaza Motel	\$285.60
Godfathers Exterminating Inc	Armorers Course/D.Robertson	\$150.00
Grand Cities Towing	Insects/Sunshine Terrace	\$133.59
Grand Forks City	Towing	\$49.99
Grove Ruby	Dec 2010 Transit	\$16,866.00
GW & Sons Construction Inc	Art Festival Artist	\$100.00
Hajicek Rick	Dispatch Remodel/Renovation	\$25,345.00
Hardware Hank	Cleaning Services	\$142.50
Hearn Jason	Maint Supplies	\$316.62
Heartland Paper	Reimb Mileage/Roseau	\$52.00
Hedlund Mike	Paper/Gloves/Coffee Filters/Batteries/Bags	\$1,436.03
Holiday Credit Office	Registration/02Chev	\$3.25
Hugo's	Fuel For Travel Expenses	\$226.48
Huizenga Scott	Acct End 2483/Meal for EMT Class	\$53.50
International Code Council	Reimb Meals/St.Paul/CGMC Conf/Crookston Flood Mtg	\$118.50
J&G Landscaping Inc	2011 Membership Dues/T.Spoor	\$100.00
Keith's Security World	Groom Trails	\$300.00
Kellermeyer Building Service	Keys For Shop/Door Lock Repair	\$70.68
Kelly Services	Cleaning Services	\$1,923.75
Knutson Printing Company	Temp Services	\$543.19
	Envelopes	\$354.20

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Kossow Linda	Reimb Maint Supplies	\$41.57
Kustom Signals Inc	Hand Held Controller W/Cable	\$98.57
League of MN Cities	Deductible/Pool Accident/Kayleigh Kuznia	\$1,000.00
Lee Kendra	Clean Apt # 110	\$50.00
Liberty Business Systems	Copier Lease	\$73.59
Lithia Payment Processing	Fuel Pump Assy #543/Brake Pads #421	\$1,010.23
Lowes	Granite Top/Dispatch Remodel	\$51.75
Lunseth Plumbing & Heating	Water Heater Repairs	\$2,114.23
M&W Services	Water/Outdoor Rinks	\$180.00
Marco	Copier Contract	\$65.00
Marco Inc	Copier	\$294.31
Memphis Net & Twine Co Inc	Replace Damaged Equipment/Wind Storm	\$37.82
Menards	Shelving/Saw Blades/Grinding Wheel	\$59.96
Micro-Marketing LLC	DVDs	\$44.88
Midcontinent Communications	Cable Sunshine Terrace	\$744.85
Mitch Yoney Snow Removal	Snow Removal	\$1,347.50
MN Dept of Revenue VOID****VOID****VOID***	Sales & Use Tax/Jan 2011	\$932.00
Northern Safety Tech	Strobe Lights/Switches/Lens Inventory	\$1,785.45
Northland Custom Exteriors Inc	Repair Ceiling & Wall/Apt 206 & 222	\$800.00
O'Reilly Auto Parts	Blower Motor & Resistor	\$104.25
Orchard Richard	Unleaded Fuel/6503 Gallson/ Diesel Fuel 1501 Gallons	\$23,555.36
Overhead Door Co	Repairs/Overhead Doors/VFW	\$65.00
Pagnac Diane	Art Festival Artist	\$100.00
Peterson Ashley	Reimb Mileage/Bismarck/Fargo	\$155.00
Polk County Recorder	Filing Fee	\$66.00
Polk Directories	Directory Book	\$335.00
Praxair Distribution	Work Gloves	\$557.50
Premium Waters Inc	Water Service	\$85.12
Quill Corp	Toner/Office Supplies	\$707.88
Qwest	Phone Service	\$2,028.86
Rydell Chevrolet	Front Bumper Cap #250 & Deflector	\$456.76
Safety Kleen Corp	Parts Washer Service/24 Gallons of Waste	\$714.71
Schrage Aeisso	Dig Ally Cards	\$106.71
Seames Jojo	Art Festival Artist	\$200.00
Seidl Fred	Art Festival Artists	\$500.00
Show Me Books	Books	\$187.00
SimplexGrinnell	Replace Outside Camera	\$395.44
	Reimb Mileage/Crookston/Norther RRV Flood	
Stauss Lynn	Forum/St.Paul CGMC Cong	\$437.04
Strata Corp	2010 CP1 Est 6 Final	\$79,567.30
Swang Ryan	Reimb New Hire Uniform	\$145.57
The Child's World Inc	Books	\$159.50
The Pin Center	City Logo Pins	\$500.00

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Thomas Bouregy & Co	Books	\$139.50
Tiger Direct.com	Replacement Computer/Dispatch Remodel	\$584.63
Uniforms Unlimited Inc.	Taser Equipment	\$1,084.96
Valley Truck	Starter #298	\$399.50
Victory Corps	Flaga	\$88.75
Vilandre Heating & A/C	Repairs/Quilters Eden/Dampers	\$811.83
Wachter John	Wastewater/Stormwater Conf	\$1,033.86
Waite Terry	Art Festival Artist	\$100.00
Waste Mgmt	Recycle Roll-Off's Jan 2011/Greensite Jan 2011	\$1,438.51
Water & Light Department	Monthly Services 1/5/11 - 2/5/11	\$40,680.49
White Banner	Uniforms/Hart	\$107.00
Wizard's Enterprises Inc.	Custodial Services	\$490.00
Xcel Energy	Monthly Services	\$23,959.32
Xerox Corporation	Copier Service	\$21.79
Zee Medical Service	First Aid Kit Refill	\$64.18
	Total	<u>\$304,303.98</u>

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

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

Voting Nay: None.

Absent: DeMers and Gregoire.

COUNCIL/STAFF REPORTS:

Mayor Stauss and Council Members stated that Mr. Grassel will be greatly missed. He was very dedicated, knowledgeable, and an excellent Council President. Mr. Huizenga announced that City offices will close from 9:30 a.m. to 1:00 p.m. on March 3, 2011 to attend his funeral. Mr. Richter thanked Ms French for coordinating a gift for the Grassel Family and thanked her for her help on the plaques.

Mr. Gust, Fire Chief, announced that the flood meeting will be on Thursday, March 3, 2011 at 1:30 p.m. at the Fire Station.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE MARCH 1, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:47 P.M.

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

Voting Nay: None.

Absent: DeMers and Gregoire.

Scott Huizenga, City Administrator/Clerk-Treasurer