

**APPROVED  
MINUTES  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
Tuesday, January 6, 2009 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for January 6, 2009 was called to order by Council President Dick 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 (5:18), Council President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.*

**STAFF PRESENT:**

*Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Dave Aker, Parks & Rec Superintendent; John Wachter, Public Works Superintendent; Nancy Ellis, Planning & Zoning; Jerry Lucke, Finance Director; Mike Hedlund, Police Chief; Randy Gust, Fire Chief; Dan Boyce, Water & Light Manager; and Jim Richter, EDHA Director.*

**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.”*

**ANNUAL BUSINESS:**

**1. SET TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS**

Consider adopting Resolution No. 09-01-01 a Resolution to set time and hour of regular City Council Meetings and Work Sessions.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-01-01 A RESOLUTION TO SET TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS AND WORK SESSIONS.**

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

**2. DESIGNATE OFFICIAL NEWSPAPER**

Consider adopting Resolution No. 09-01-02 a Resolution to designate The Exponent as the official newspaper.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 09-01-02 A RESOLUTION TO DESIGNATE THE EXPONENT AS THE OFFICIAL NEWSPAPER.**

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

**3. DESIGNATE FINANCIAL DEPOSITORIES**

Consider adopting Resolution No. 09-01-03 a Resolution to designate the following financial depositories.

- (A) American Federal
- (B) Community Bank
- (C) Smith Barney
- (D) Multi-Bank Securities
- (E) Dain Rausher
- (F) PMA - 4M Fund

**A MOTION WAS MADE BY COUNCIL MEMBER BUCKALEW, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-01-03 A RESOLUTION TO DESIGNATE THE FOLLOWING FINANCIAL DEPOSITORIES.**

- (A) AMERICAN FEDERAL**
- (B) COMMUNITY BANK**
- (C) SMITH BARNEY**
- (D) MULTI-BANK SECURITIES**
- (E) DAIN RAUSHER**
- (F) PMA - 4M FUND**

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

Consider adopting Resolution No. 09-01-04 a Resolution authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination and for online banking:

Name and Title Signature

- (A) Lynn Stauss, Mayor
- (B) Scott Huizenga, City Administrator

- (C) Michelle French, Executive Assistant
- (D) Terry Knudson, Accounting Technician
- (E) Jerry Lucke, Finance Director

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-01-04 A RESOLUTION AUTHORIZING PERSONS LISTED BELOW (SUBJECT TO ANY EXPRESSED RESTRICTIONS) IS AUTHORIZED FOR ACH ORINATION AND FOR ONLINE BANKING:**

**NAME AND TITLE SIGNATURE**

- (A) LYNN STAUSS, MAYOR**
- (B) SCOTT HUIZENGA, CITY ADMINISTRATOR**
- (C) MICHELLE FRENCH, EXECUTIVE ASSISTANT**
- (D) TERRY KNUDSON, ACCOUNTING TECHNICIAN**
- (E) JERRY LUCKE, FINANCE DIRECTOR**

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

**APPROVAL OF MINUTES:**

- 4. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of December 16, 2008.

**A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF DECEMBER 16, 2008.**

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

**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 chose.*

- 5. Consider approving the following Gas & Oil Installer Licenses pending required bond:
  - a. Ed Krogfoss, 3720 S 69<sup>th</sup> St., Grand Forks, ND 58201.
  - b. Try County Refrigeration, Heating, and Cooling, 14423 St Hwy 220, East Grand Forks, MN 56721.
  - c. One Hour Heating & Air Conditioning, 1318 12<sup>th</sup> Ave. S, Grand Forks, ND 58201.
  - d. Scott Calde, 205 210<sup>th</sup> St. SW, Fargo, ND 58106-0188

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6. Consider approving the following Gas & Oil Installer Licenses pending required bond:
  - a. Quiet Waters Massage, Garrett Hovendick, 305 DeMers Ave., East Grand Forks, MN 56721.
  - b. Jamie Rae Tverberg, 305 DeMers Ave, East Grand Forks, MN 56721.
7. Consider approving the following Master Plumber Licenses pending required bond and license:
  - a. Hussey Plumbing Inc., 1003 9<sup>th</sup> Ave. SE, East Grand Forks, MN 56721.
  - b. Ed Krogfoss, 3720 S 69<sup>th</sup> St., Grand Forks, ND 58201.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE CONSENT MOTIONS NUMBER FIVE (5) THROUGH SEVEN (7) AS SUBMITTED.**

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

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:**  
**NONE.**

**COMMUNICATIONS: NONE.**

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

8. Consider adopting Resolution No. 09-01-05 a Resolution approving the 2009 Administrative Service Agreement with Discovery Benefits Inc.

**A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-01-05 A RESOLUTION APPROVING THE 2009 ADMINISTRATIVE SERVICE AGREEMENT WITH DISCOVERY BENEFITS INC.**

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

9. Consider adopting Resolution No. 09-01-06 a Resolution supporting maintenance of local title and registration services.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-01-06 A RESOLUTION SUPPORTING MAINTENANCE OF LOCAL TITLE AND REGISTRATION SERVICES.**

Council Member Leigh asked if we are encouraging the State. Council Member Buckalew stated that the fees are mandated and we are just bringing Legislatures aware of the issues that need to be corrected.

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

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10. Consider adoption of Ordinance No. 307 3<sup>rd</sup> Series and Ordinance an ordinance of the City of East Grand Forks, Minnesota, amending City Code Chapter Two Entitled “Administration” by adding to Section 2.30, Claims and Disbursements a subdivision 5 to grant the City Administrator/Clerk Treasurer and/or other designated officials authority; and by adopting by reference City Code Chapter 1 and Section 2.99 which, among other things, contain penalty provisions. (1<sup>st</sup> Reading)

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT ORDINANCE NO. 307 3<sup>RD</sup> SERIES AND ORDINANCE AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, AMENDING CITY CODE CHAPTER TWO ENTITLED “ADMINISTRATION” BY ADDING TO SECTION 2.30, CLAIMS AND DISBURSEMENTS A SUBDIVISION 5 TO GRANT THE CITY ADMINISTRATOR/CLERK TREASURER AND/OR OTHER DESIGNATED OFFICIALS AUTHORITY; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 2.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS. (1<sup>ST</sup> READING)**

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

11. Consider adopting Resolution No. 09-01-07 a Resolution to adjust the Civil Service Commission salary from \$600 to \$1,000 beginning January 1, 2009.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADOPT RESOLUTION NO. 09-01-07 A RESOLUTION TO ADJUST THE CIVIL SERVICE COMMISSION SALARY FROM \$600 TO \$1,000 BEGINNING JANUARY 1, 2009.**

Council Member Pokrzywinski asked if this was discussed previously. Mr. Huizenga stated it was discussed at the last budget work session in November.

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

12. Consider approving the following Board & Commission appointments:

CEMETERY COMMISSION –

Reappoint Julie Marek for a 3 year term beginning 1/1/09 through 12/31/11

CIVIL SERVICE BOARD –

Appoint Val Gravseth to replace Rae Potter for a 3 year term beginning 1/1/09 through 12/31/11

ECONOMIC DEVELOPMENT HOUSING AUTHORITY –

Reappoint Nan Larson for a 6 year term beginning 1/1/09 through 12/31/14

LIBRARY BOARD –

Appoint Sharon Budge to replace Marcia Metzger for a 3 year term beginning 1/1/09 through 12/31/11

Reappoint Kay Buckalew for a 3 year term beginning 1/1/09 through 12/31/11

PLANNING COMMISSION –

Reappoint Brad Bail for a 4 year term beginning 1/1/09 through 12/31/12

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Appoint Chad Erickson to replace Terry Hecht for a 4 year term beginning 1/1/09 through 12/31/12  
Appoint Mike Powers to replace Sheila Bruhn for a 4 year term beginning 1/1/09 through 12/31/12

**SENIOR CITIZEN BOARD** –

Appoint Bonnie Slette to replace Betty Floan for a 3 year term beginning 1/1/09 through 12/31/11  
Appoint Lora Jean Kleven to replace Lois Lee for a 3 year term beginning 1/1/09 through 12/31/11

**WATER, LIGHT, POWER & BUILDING COMMISSION** –

Reappoint Mike Quirk for a 3 year term beginning 1/1/09 through 12/31/11

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE FOLLOWING BOARD & COMMISSION APPOINTMENTS:**

**CEMETERY COMMISSION** –

**REAPPOINT JULIE MAREK FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11**

**CIVIL SERVICE BOARD** –

**APPOINT VAL GRAVSETH TO REPLACE RAE POTTER FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11**

**ECONOMIC DEVELOPMENT HOUSING AUTHORITY** –

**REAPPOINT NAN LARSON FOR A 6 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/14**

**LIBRARY BOARD** –

**APPOINT SHARON BUDGE TO REPLACE MARCIA METZGER FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11**  
**REAPPOINT KAY BUCKALEW FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11**

**PLANNING COMMISSION** –

**REAPPOINT BRAD BAIL FOR A 4 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/12**  
**APPOINT CHAD ERICKSON TO REPLACE TERRY HECHT FOR A 4 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/12**  
**APPOINT MIKE POWERS TO REPLACE SHEILA BRUHN FOR A 4 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/12**

**SENIOR CITIZEN BOARD** –

**APPOINT BONNIE SLETTE TO REPLACE BETTY FLOAN FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11**  
**APPOINT LORA JEAN KLEVEN TO REPLACE LOIS LEE FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11**

**WATER, LIGHT, POWER & BUILDING COMMISSION** –

**REAPPOINT MIKE QUIRK FOR A 3 YEAR TERM BEGINNING 1/1/09 THROUGH 12/31/11**

Council Member DeMers asked is the EDHA board term is supposed to be 6 years long. Mr. Richter stated it has always been that way and it states 6 years in the Charter. Council Member DeMers also asked if Val Gravseth would have a conflict. Mr. Galstad stated that he will her sign a written disclosure for any Water & Light hiring.

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

*Voting Nay: None.*

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**CLAIMS:**

13. Consider adopting Resolution No. 09-01-08 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 1873 for a total of \$312.64 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 09-01-08 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 1873 FOR A TOTAL OF \$312.64 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT**

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

*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	\$449.78
Advanced Business Methods	Copier Lease	\$161.51
Aker Dave	2 Meals in Bemindji	\$22.33
Aker Jeremy and Jacklyn	Housing Incentive Program Tax Rebate	\$2,641.87
Aker Knute and Pearl	Housing Incentive Program Tax Rebate	\$2,439.27
Albrecht Manufacturing	Wing Hinge Pins	\$725.00
Allmaras Michael and Marsha	Housing Incentive Program Tax Rebate	\$2,528.01
Alltel	Nov Cell Phone 1201058292-553	\$290.46
Altru Health System	Legal Blood Draw	\$35.00
American Tire Service	Tire Rpr #763	\$96.00
Ameripride Linen & Apparel Services	Rugs for Dec	\$399.32
Anderson Donald and Patty	Housing Incentive Program Tax Rebate	\$2,439.27
Anderson Marjorie	Housing Incentive Program Tax Rebate	\$1,450.32
Baker & Taylor Co	Books	\$66.45
Barbara McLeod and Christy Senechal	Housing Incentive Program Tax Rebate	\$2,096.96
Barnes Distribution	Inventory Parts	\$231.13
Batteries Plus #24	Camcorder Batterie	\$88.57
Baune Seth	Coaches Clinic Reimb	\$70.00
Becker Arena Products Inc	Ice Depth Finder	\$1,403.14
Beiswenger Cynthia	Housing Incentive Program Tax Rebate	\$1,820.27
Bevelacqua Anthony and Stacye	Housing Incentive Program Tax Rebate	\$2,174.96
Blue Cross Blue Shield of ND	Health Insurance Coverage	\$4,482.60
Boespflug Brandon and Katie	Housing Incentive Program Tax Rebate	\$1,758.20
Boushey Jason and Ann	Housing Incentive Program Tax Rebate	\$1,823.03
Bowman Frank and Alisa	Housing Incentive Program Tax Rebate	\$2,303.03
Brady	Martz & Associates	\$6,000.00
Breedlove Freddie and Angela	Housing Incentive Program Tax Rebate	\$2,827.99
Bret and Sarah Danielson and Gerad		
Neil Law	New Construction Loan	\$5,000.00

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Brodart Co	Books	\$357.44
Brown Seth	Ref Reimb, Housing Incentive Program Tax Rebate	\$4,032.86
Bruce Jay	Reimb For Mileage July -Dec 08	\$87.75
Burkel Randy and Amy	Housing Incentive Program Tax Rebate	\$2,331.14
Burris Jason and Kim	Housing Incentive Program Tax Rebate	\$2,103.84
C&R Laundry & Cleaners	Fire Laundry	\$264.88
Carik Jay and Lynette	Housing Incentive Program Tax Rebate	\$1,919.95
Cariveau Adam	Housing Incentive Program Tax Rebate	\$2,423.50
Carquest Auto Parts	Parts To Rpr Air Hose	\$79.47
Center Point Large Print	2 Books	\$34.42
Chapa Dan and Mary	Housing Incentive Program Tax Rebate	\$2,674.32
Climate Control Inc	Building Services Agreement	\$6,000.00
Coalition of Greater MN Cities	2009 CGMC Dues Assessments	\$11,006.00
Cole Papers Inc	Supplies - Cleaner	\$978.20
Commercial Maintenance Chemical Corp	Lift Station Degreaser	\$1,298.94
Commercial Printing	Postage Due Inv #1855	\$13.11
Complete Pest Control Inc	Insects/Rodents	\$2,567.76
Construction Engineers	Water Leak Investigation	\$280.00
Countrywide Tax Services	Refund Of Incorrect Parcel Payment 83.03158.00	\$31.00
Craig Pietruszewski and Jackie Gaddie	Housing Incentive Program Tax Rebate	\$3,318.89
Cummins NPower LLC	K-10 Lift Station Repair/Maint	\$2,386.40
D&D Heating & Sheet Metal	Roof Top Unit Repairs	\$371.95
Demco Educational Corp	Processing Materials	\$42.45
DeMers Marc	Housing Incentive Program Tax Rebate	\$1,713.17
Diamond Cleaning Supply	Cups	\$163.80
Digital-Ally	Inc	\$147.50
Dorsey & Whitney LLP	Bond Issue Costs Through Nov 08	\$10,000.00
Drummer Darin	Mural At River Walk Center	\$6,431.00
Dudgeon James and Norma	Housing Incentive Program Tax Rebate	\$1,317.06
Dvorak Eric and Sara	Housing Incentive Program Tax Rebate	\$2,070.15
Eagle Electric	Exhaust Fan Repair	\$9,162.18
East Side Auto Service	Install Fuel Pump #763	\$179.64
East Side Travel Plaza	Fule For #163	\$132.20
Eback Troy and Stacy	Housing Incentive Program Tax Rebate	\$1,954.13
Egeland Tracey and James	Housing Incentive Program Tax Rebate	\$2,120.42
Eggebraaten John and Joan	Housing Incentive Program Tax Rebate	\$1,601.03
Ellertson Eric and Jennifer	Housing Incentive Program Tax Rebate	\$2,097.45
Experience Works	Exp. Works Initiative	\$300.00
Explorer Post #38	Car Washes	\$40.00
Feist Mona and Pius	Housing Incentive Program Tax Rebate	\$2,505.89
Ferrellgas	Propaine	\$363.83
Floan Sanders	General Services From 11/17/08 - 12/26/08	\$62,194.04
Folkedahl Bruce and Constance	Housing Incentive Program Tax Rebate	\$4,143.08
Fore Matt	Gas Reimb For Fargo	\$24.27
G&K Services	Rugs	\$451.57
Gaffanays	Chairmat, Glue	\$125.97
Gahlon Gregory and Kelly	Housing Incentive Program Tax Rebate	\$2,792.44
Gale	Books	\$240.94
Galen and Joellen Cariveau and Community Bank RRV	New Contruction	\$5,000.00

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Garden Hut of Grand Forks	Wiper	\$181.46
GC Distributing Co	Refuse Bags	\$3,711.59
George's Quick Printing	2009 Refuse and Recycling Calendars	\$692.25
Gerald Lucke & Co LTD	Prof Services 12/1 - 12/30	\$8,400.00
Gerrells Sport Center	Jerseys Bantam B	\$2,600.00
GF Fire Equipment	Fire Extinguisher Maint.	\$440.50
Grand Cities Towing	Towing Expense	\$2,100.00
Grand Forks Police Dept	Share Radio Grant Fire & Police	\$59,346.46
Green Danny	Gas Reimb/Level I	\$161.50
Hajicek Rick	Cleaning	\$247.00
Hanson Jeremy and Rebecca	Housing Incentive Program Tax Rebate	\$1,734.97
Hardware Hank	Supplies	\$312.64
Harsell Dana and Christine	Housing Incentive Program Tax Rebate	\$2,302.74
Hearn Jason	Gas Reimb - Fargo/Moorhead	\$51.30
Heartland Paper	Water Tank	\$206.55
Hedlund Mike	Housing Incentive Program Tax Rebate, Airfare Reimb	\$4,007.70
Hitch N Go	Superwinch Blower	\$750.00
Hoff Colleen	Housing Incentive Program Tax Rebate	\$1,879.92
Home of Economy	De-icer, Float Valve	\$77.15
Hugo's	Plants	\$17.02
Ink Doctor	Printer Ink	\$77.88
Integra Telecom	Phone Dec	\$221.07
Johnathon Bruley and Kristin Reichmann	Housing Incentive Program Tax Rebate	\$1,451.79
Johnson Kenneth and Maryrose	Housing Incentive Program Tax Rebate	\$2,480.17
Johnson Robert	Housing Incentive Program Tax Rebate	\$1,317.06
Johnson Shaun and Carrie	Housing Incentive Program Tax Rebate	\$2,239.29
Jung Beverly	Housing Incentive Program Tax Rebate	\$1,980.40
Kallinen Kevin and Paula-Dee	Housing Incentive Program Tax Rebate	\$3,482.77
Keith's Lock & Key	2 Cylinders For Shop Doors	\$117.34
Kellermeyer Building Service	Cleaning Services In City Hall	\$525.05
Klein Jennifer	Housing Incentive Program Tax Rebate	\$2,162.80
Knutson Denise	Justins Fisure Skating Reimb	\$60.00
Knutson Philip and Alissa	Housing Incentive Program Tax Rebate	\$2,672.17
Kossow Linda	Mileage Reimb 7/3/08 - 12/18/08	\$84.24
Larson Darin	Reimb for Hockey	\$350.00
League of MN Cities	Insurance Premiums	\$4,375.02
Lithia Payment Processing	Car Services	\$552.27
Lumber Mart	Reimb Building Inspections	\$2,086.36
M&W Services	Plow Snow At Riverwalk Center	\$206.25
Mack Jason and Kristie	Housing Incentive Program Tax Rebate	\$3,521.81
Marco Net	Sharp Staple Cartridge	\$73.21
Mark Cowger Construction	Solar Roof Vents On Library	\$1,662.78
Menards	Wire, Blinds	\$346.20
Menge Warren and Cheryl	Housing Incentive Program Tax Rebate	\$815.06
Merkens Seth	Housing Incentive Program Tax Rebate	\$1,971.43
Metropolitan Planning Organization	MPO Nov 08	\$10,387.01
Micro-Marketing LLC	Books On CD	\$18.95
Midcontinent Communications	Sunshine Terrace Cable	\$696.80
Midcontinent Communications	Television Ad	\$2,088.00
Midwest Refrigeration Inc	Replace Compressor, Freon, Expansion Valve	\$2,355.92

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Mike's Pizza	Lunch Nancy Ellis	\$53.75
MN Chief of Police Association	Shipping Charges For Donated Computers, 2009 Memb Renewal	\$262.93
MN Ice Arena Mgr's Association	Membership Dues	\$140.00
MN Municipal Utilities Assoc	Safety Comp 1st Qtr Drug & Alcohol Testing	\$3,918.50
MN State Fire Chief Association	MN State Fire Cheif Dues	\$65.00
Moon Deb	Mileage Reimb 7/1/08 - 12/5/08	\$66.23
Murray Megan Leigh	Housing Incentive Program Tax Rebate	\$2,221.15
Navarro Brett and Lisa	Housing Incentive Program Tax Rebate	\$1,782.74
Nelson Dillon	Boots, Meal & Mileage Reimb	\$525.48
Nelson John and Kristi	Housing Incentive Program Tax Rebate	\$3,609.11
Nelson Kim	Mileage Reimb 7/1/08 - 12/18-08	\$98.52
Nelson Business Forms	Parking Tickets	\$1,623.52
Newmech Companies	Oil Filters	\$253.96
North Central Rental & Leasing	Equip Rental From 12/1/08 - 1/6/09	\$2,385.00
Novak Troy and Kelley	Housing Incentive Program Tax Rebate	\$1,846.23
O'Reilly Auto Parts	Inventory & Parts	\$1,292.55
Olson Maryann	Housing Incentive Program Tax Rebate	\$2,398.37
Otis Elevator Company	Service Contract Charges for 10/1/08 - 9/30/09 & 1/1/09 - 12/31/09	\$5,703.75
Pamida	Supplies	\$14.49
Parrill Joshua and Emily	Housing Incentive Program Tax Rebate	\$1,465.23
Peabody Robert and Jeanine	Housing Incentive Program Tax Rebate	\$11,176.30
Peak Performance	Service Contract For IBM	\$72.00
Pederson David	Housing Incentive Program Tax Rebate	\$1,739.83
Peterson Ann	Housing Incentive Program Tax Rebate	\$2,505.89
Praxair Distribution	Tool Part	\$184.29
Premium Waters Inc	Water	\$34.00
Pynn Stephen and Marsha	Housing Incentive Program Tax Rebate	\$2,062.98
Quill Corp	Office Supplies	\$171.29
Radio Shack Corporation	Iventory Parts For Police Cars	\$17.87
Random House Inc	Books On Cassettes	\$280.00
RDO Equipment Co	Inv Parts #108 & #163	\$96.42
Richter James	July-December Reimb & Lunch Reimb	\$363.08
RJ Zavoral & Sons	Curb Repair	\$1,450.00
RMB Environmental Lab Inc	4 Hr Composite Sample	\$43.00
Robinson James and Rose	Housing Incentive Program Tax Rebate	\$1,444.39
Ruben Flores and Jessica Perez	Housing Incentive Program Tax Rebate	\$1,833.71
Rude Dustin and Karina	Housing Incentive Program Tax Rebate	\$1,782.52
Rydell Chevrolet	Mirror (RH #763)	\$113.65
Scherber Nathen	Housing Incentive Program Tax Rebate	\$1,877.06
Schmaltz Leonard	Mileage Reimb 6/11/08 - 12/18/08	\$159.90
Schroeder Connie	Housing Incentive Program Tax Rebate	\$1,325.86
Skyberg Jeffery	Housing Incentive Program Tax Rebate	\$2,356.39
Stadem Dr. Clifford and Gladys	Housing Incentive Program Tax Rebate	\$1,623.04
Standard Register	W 2 Forms	\$289.23
Stennes Granite	3 Graves O/C - Devos, Vanek, & Austin	\$1,875.00
Stordahl Dyann and Kenley	Housing Incentive Program Tax Rebate & Hockey Reimb	\$2,742.99
Straw William	Gas Reimb to Bemidji	\$17.81
Stuart's Towing	1982 1/2 Ton 4x4	\$60.00
Sundby Leslie and Maureen	Housing Incentive Program Tax Rebate	\$1,979.03

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Surplus Center	Chain & Misc Inventory	\$55.62
Symbol Arts	Award Coins	\$725.30
Telle Dale and Linda	Housing Incentive Program Tax Rebate	\$2,999.84
The Chamber of EGF/GF	Eggstravaganza Tickets	\$100.00
Thompson Kevin and Jana	Housing Incentive Program Tax Rebate	\$2,171.68
Tiger Direct.com	Samsung Monitor	\$254.71
Tinkham Brian and Kim	Housing Incentive Program Tax Rebate	\$1,602.37
Tretter Tyler	Reimbursement Clinic Level 2	\$50.00
True Temp	Shop Supplies, Air Pressure Switch, ST Repairs, Mars Sequencer	\$610.50
Try-County Refrigeration	Service Rooftop Blower	\$601.46
Uniforms Unlimited	Inc.	\$55.95
Unique Snow Removal	2nd Half Of Snow Removal Contract	\$1,127.50
US Bank	Principle and Interest Due on Bonds	\$1,250,436.25
US Foodservice Inc TM	Pig Roast For Senior Center	\$479.58
Valley Truck	Work on Plow, Engine Repair, ABS Light	\$2,868.78
Verizon Wireless	Cell Phone Coverage Nov	\$476.26
Vilandre Heating & A/C	Boiler Rpr	\$435.55
Virnig Glen and Lisa	Housing Incentive Program Tax Rebate	\$2,043.34
Von Ruden Jeffry	Housing Incentive Program Tax Rebate	\$2,140.97
Water & Light Department	Water and Light Nov	\$82,483.40
George Weber	Boots Reimb	\$75.00
Wells Fargo Brokerage Services	Muni Note	\$75,773.56
Wizard's Enterprises Inc	Custodial Services	\$490.00
World Media	Books	\$190.27
Xcel Energy	Electric Services	\$25,520.58
Joseph and Jenna Zavoral	Housing Incentive Program Tax Rebate	\$1,987.80
Lori Zeman Gregoire	Housing Incentive Program Tax Rebate	\$2,265.52
	Total	\$1,874,726.18

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, 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 thank everyone for providing names for the Board and Commission appointments. He also thanked Public Works on the snow removal. He announced that he visited the service groups and they discussed the problems regarding LGA. He shared his new slogan for LGA – “Let’s Get Active.”

Council Member DeMers stated that this will be an interesting and challenging year and he is glad that the City Council has such a good relationships with the Department Heads.

Council Member Buckalew thanked Public Works on the snow removal and thanked the Police Department for their efforts as well.

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Council Vice President Tweten suggested that Mr. Huizenga talk to the Department Heads regarding possible retirements to avoid layoffs. He would like to discuss the employment outlooks at an upcoming work session.

Council President Grassel thanked Public Works on the excellent snow removal.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO ADJOURN THE JANUARY 6, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:36 P.M.**

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

*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer