

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
APRIL 5, 2011
5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

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.”

“Merit Award” – Greg Boppre

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of March 15, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 22, 2011.
3. Consider approving the minutes of the “Special Work Session” for the East Grand Forks, Minnesota City Council of March 28, 2011.
4. Consider approving the minutes of the “Special Work Session” for the East Grand Forks, Minnesota City Council of March 29, 2011.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

5. Public hearing to consider the final plat approval of the Burlington Northern Industrial Park 2nd Resubdivision.

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.

6. Consider approving the sale of City owned lot in the Timberline Addition on 3rd Ave. SE in the amount of \$25,000.
7. Consider adopting Resolution No. 11-04-32 a Resolution for Post-Employment Health Care Savings Plan for Non-Union Personnel.
8. Consider approving the application for a Special Event for the Grand Cities Art Fest on June 11, 2011 from 8:00 a.m. to 8:00 p.m. and June 12, 2011 from 8:00 a.m. to 8:00 p.m. and wave the Transient Merchant License Fee.
9. Consider approving the application for a Special Event for Tony Palmiscno, wedding reception, on July 1, 2011 from 12:00 p.m. to 12:00 a.m.
10. Consider approving the Parade Permit for KEM Shrine on June 4, 2011 from 10:00 a.m. to 11:00 a.m. pending MnDot approval.
11. Consider approving the application for an Exempt Gambling Permit for a raffle for East Grand Forks Ducks Unlimited Chapter 165 to be held May 12, 2011 at American Legion Club, 1009 Central Avenue NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
12. Consider approving the application for a temporary on-sale liquor license for the Sacred Heart Church and School to be held Saturday, April 30, 2011 at Sacred Heart, East Grand Forks, MN 56721, and liquor will be contracted with Liberty Lanes.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

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

COMMUNICATIONS:

14. Jeff Anderson promoted to Assistant Chief
15. Paul Hansen promoted to Engineer

OLD BUSINESS:

16. 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.

NEW BUSINESS:

17. Consider approving the agreement between the State of Minnesota Department of Natural Resources and the City of East Grand Forks for the LaFave Multi-Use Trail, Project #C023-10-1C.

18. Consider adopting Resolution No. 11-04-33 a Resoutuion approving an extension of the existing Intergovernmental Transportation Service Agreement with the City of Grand Forks, ND for transit services through December 31, 2011.

CLAIMS:

19. Consider adopting Resolution No. 11-04-34 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 9141 for a total of \$5,747.44 whereas Council Member Gregoire is personally interested financially in the contract.

20. Consider adopting Resolution No. 11-04-35 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 9191 for a total of \$682.05 whereas Council Member Buckalew is personally interested financially in the contract.

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

ADJOURN:

Upcoming Meetings

Work Session – April 12, 2011 – 5:00 PM – Training Room

Regular Meeting – April 19, 2011 – 5:00 PM – Council Chambers

Work Session – April 26, 2011 – 5:00 PM – Training Room

Request for Council Action

Date: March 29, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Henry Tweten, Greg Leigh and Mike Pokrzywinski.

Cc: File

From: Greg Boppre, P.E.

RE: Merit Award

Background:

The Minnesota Department of Transportation and the Concrete Paving Association rates new paving projects every year throughout the State. These projects are rated against other similar projects and the best project is awarded a 'Merit Award'.

The paving project we completed last year for 23rd street nw, was recently awarded the 'Merit Award' and the plaque reads, "in recognition of the high quality concrete pavement construction performed on 23rd Street in East Grand Forks, which has been rated the best project of its type completed in Minnesota during 2010".

This is the fifth award the City has received since 1995 and the third since 2006.

Recommendation:

The plaque will be presented to the City Council

Enclosures:

Plaque

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for March 15, 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 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; Jerry Lucke, Finance Director; Jim Richter, EDHA Director; Tom Spoor, Building Inspector; and John Wachter, Public Works Superintendent.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

ELECTION OF COUNCIL PRESIDENT AND VICE-PRESIDENT BY WRITTEN BALLOT:

PRESIDENT OF CITY COUNCIL

- a) Council Vice-President announces that nominations for the Council Presidency are now open.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO NOMINATE BUCKLAEW FOR PRESIDENT OF THE CITY COUNCIL.

- b) Motion to close nominations.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO CLOSE NOMINATIONS.

- c) Written ballot for Council President

- d) Results declared and elected Council President asked to take the Chair.

THE BALLOTS WERE READ AND BUCKALEW WAS DECLARED THE PRESIDENT OF THE CITY COUNCIL.

VICE-PRESIDENT OF CITY COUNCIL

- a) Council President Announces that nominations are now open for the Vice-Presidency of the City Council.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO NOMINATE GREGOIRE FOR VICE-PRESIDENT OF THE CITY COUNCIL.

- b) Motion to close nominations

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER LEIGH, TO CLOSE THE NOMINATIONS.

- c) Written ballot for Council Vice-President.

- d) Results declared and Council Vice-President installed.

THE BALLOTS WERE READ AND GREGOIRE WAS DECLARED THE VICE-PRESIDENT OF THE CITY COUNCIL.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GREGOIRE, TO NOMINATE LEIGH TO FILL-IN IN THE EVENT THAT THE PRESIDENT AND VICE-PRESIDENT ARE ABSENT.

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

Voting Nay: DeMers.

NEW BUSINESS:

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 March 1, 2011.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 8, 2011.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE ITEMS ONE (1) AND TWO (2) AS SUBMITTED.

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

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 choose.

3. Consider adopting Resolution No. 11-03-27 a Resolution authorizing governmental unit to be a party to Minnesota Water Agency Response Network (MnWARN).
4. Consider approving the request to award the bid for three mowers (Toro 4100D w/Cab & Toro 360 for Parks & Recreation – Toro 4100D for Public Works) for a price of \$145,216.21.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) AND FOUR (4) AS SUBMITTED.

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

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 February 17, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS:

6. 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.

Council President Buckalew announced that the applicant would like the current application pulled.

NEW BUSINESS:

7. Consider adopting Resolution No. 11-03-28 a Resolution designating the appointment to the Economic Development and Housing Authority Board.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-03-28 A RESOLUTION DESIGNATING THE APPOINTMENT OF COUNCIL MEMBER GREGOIRE TO THE ECONOMIC DEVELOPMENT AND HOUSING AUTHORITY BOARD.

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

Voting Nay: None.

Abstain: Gregoire.

8. Consider adopting Resolution No. 11-03-29 a Resolution declaring a State of Emergency in the City of East Grand Forks, County of Polk due to flooding of the Red River of the North and the Red Lake River.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 11-03-29 A RESOLUTION DECLARING A STATE OF EMERGENCY IN THE CITY OF EAST GRAND FORKS, COUNTY OF POLK DUE TO FLOODING OF THE RED RIVER OF THE NORTH AND THE RED LAKE RIVER.

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

Voting Nay: None.

9. Consider adopting Resolution No. 11-03-30 a Resolution requesting Flood Emergence Assistance from the U.S. Army Corps of Engineers if necessary.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 11-03-30 A RESOLUTION REQUESTING FLOOD EMERGENCY ASSISTANCE FROM THE U.S. ARMY CORPS OF ENGINEERS IF NECESSARY.

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

Voting Nay: None.

10. Consider approving the purchase of two 2011 Ford Crown Victoria Police Interceptors for a total price of \$44,933.28 from Elk River Ford.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE PURCHASE OF TWO 2011 FORD CROWN VICTORIA POLICE INTERCEPTORS FOR A TOTAL PRICE OF \$44,933.28 FROM ELK RIVER FORD.

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

Voting Nay: None.

11. Consider approving the proposal for Initial Roof Engineering Services for Partial Investigation of Ice Damming and Roof Leakage at East Grand Forks Campbell Library from INSPEC, Inc. for basic services of \$14,700 not to exceed \$20,000.

Mr. Galstad had some liability suggestions to protect both parties.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE PROPOSAL FOR INITIAL ROOF ENGINEERING SERVICES FOR PARTIAL INVESTIGATION OF ICE DAMMING AND ROOF LEAKAGE AT EAST GRAND FORKS CAMPBELL LIBRARY FROM INSPEC, INC. FOR BASIC SERVICES OF \$14,700 NOT TO EXCEED \$20,000 TO INCLUDE PROPOSED AMENDMENT FROM CITY ATTORNEY.

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

Voting Nay: None.

12. Consider approving the request to award the bid to Midwest Playscapes, Inc. for \$15,231.52 for playground equipment for the Greenway Park and Itts Williams Park.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE REQUEST TO AWARD THE BID TO MIDWEST PLAYSAPES, INC. FOR \$15,231.52 FOR PLAYGROUND EQUIPMENT FOR THE GREENWAY PARK AND ITTS WILLIAMS PARK.

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

Voting Nay: None.

CLAIMS:

13. Consider adopting Resolution No. 11-03-31 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 9043 for a total of \$362.16 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. 11-03-31 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 9043 FOR A TOTAL OF \$362.16 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

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

Acme Electric Companies	Water Trap Air Filter For Plasma Cutter/Hammerdrill Kit/Floodwall Straps/Honda Generator-Flood	\$2,443.18
Advanced Business Methods Inc	Copier Contract	\$202.43
Aker Dave	Reimb Meal/Crookston/Hockey Meeting	\$8.96
Albrecht Manufacturing	Repair Bent Snowblower/125	\$396.00
American Industrial Refrigeration Inc	Compressor Valve	\$206.91

American Tire Service	Install Rim Lock Rings #129/Repair Flat Tires	\$211.83
Ameripride Linen & Apparel Services	Cleaning Service/Supplies	\$579.80
Aqua Water Solutions	5 Gallon Water & Deposit	\$50.35
Atlantic Safety Product	Exam Gloves	\$93.15
Aubol Zach	Reimb Mileage/Roseau	\$52.00
Babe Ruth League	Team Registration/Insurance Cal Ripken	\$472.00
Becker Arena Products Inc	Spreader Cloth	\$57.49
Border States Electric Supply	Ballast/Bay Lights	\$190.09
Brady Martz & Associates	HUD Reports/Yr End 2010	\$2,100.00
Business Essentials	Office Supplies/Ink	\$158.36
C&R Laundry & Cleaners	Dry Cleaning Feb 2011	\$320.45
California Contractors Supplies Inc	Spray Paint For WW & Street	\$287.52
Cardmember Service	Dispatch Remodel/Cables/Cords	\$245.49
Caulfield Studios	Frames/Council Picture/Mayor Picture	\$419.42
Coalition of Greater MN Cities	Leg Action Day/Buckalew/Demers/Stauss/Huizenga	\$260.00
Cole Papers Inc	Supplies	\$275.48
Consing Paul	Photography Winner	\$50.00
Cronquist Laura	Photography Winner	\$50.00
Cummins NPower LLC	Repairs #614	\$927.08
Dakota Supply Group	RPM Safety Switch #125	\$139.20
Dash Medical Gloves	Med Gloves	\$59.90
Deziel Julie	Reimb Meals/TAC Workshop	\$13.50
Explorer Post #38	Squad Car Cleaning	\$50.00
Exponent	Notice of PH Replat Industrial Pk/Subscription FD	\$66.96
Ferrellgas	Propane/Rinks	\$131.54
Flat Plains Services Inc	Snow Removal/RW & Infill	\$840.00
Forks Freightliner	Oil Pan Plug/Seal #157	\$4.32
FS Engineering	Prof Services Industrial Pk 1st Addition Plat/EDHA	\$3,122.00
G&K Services	Mats	\$175.60
Gaffaneys	Office Supplies	\$47.33
Galstad Randy	Reimb Mileage/Crookston/Fargo/Baudette	\$123.00
Galstad Jensen & McCann PA	Prof Services Feb 2011	\$9,713.25
Garden Hut Inc	Gasket Crankcase For Ice Edger	\$5.48
GF City Utility Billing	Landfill Charges Feb 2011	\$11,408.65
GF Herald	Sr. Center Dance	\$61.38
GF Park District	Greenway Marketing Payment	\$350.00
GGF Convention & Visitors Bureau	Membership Dues/City & EDHA	\$625.00
GLSports Inc	Bleachers/Stauss Park/Wind Storm`	\$11,889.84
Gyolai Erik	Reimb Mileage/Detroit Lakes	\$51.00
Hajicek Rick	Cleaning/2/14/11 - 3/4/11	\$427.50
Hardware Hank	Maint Supplies	\$362.16
Hegg Justin	Reimb Mileage/Roseau/Bagley/Detroit Lake/Sauk Center	\$232.00
Home of Economy	Hose To Repair Pressure Washer	\$15.57

Hugo's	Supplies/Rural Township Meeting	\$56.07
Huizenga Scott	Reimb Meals/Mileage Mahnommen Intergov Retreat	\$85.57
Idland Kimberly	Reimb Costumes/Show Props	\$509.67
Integra Telecom	LD Phone	\$170.16
Intn'l Public Management Association for HR	LT Fire Test	\$120.00
J&G Landscaping Inc	Groom Trails	\$200.00
Jolanda Streifel	Appreciation Plaque/D.Grassel	\$55.00
Kellermeyer Building Service	Cleaning Service	\$2,671.88
Kelly Services	Temp Services	\$825.87
Kyllo Pam	Photography Winner	\$25.00
Laker Chemical	EZ Dose Bacteria Bugs For WW	\$1,026.80
League of MN Cities	Joint Legislative Conf Reimb/ Patrol Subscription	\$2,185.00
League of MN Cities	Municipality Insurance/1st Qtr & 2nd Qtr	\$92,514.72
Leigh Greg	Reimb Mileage/Crookston/Property Tax & LGA Tour	\$26.01
Lithia Payment Processing	Rear Axel Seals/Oil/Additive/Str #543/Rear Axel Seal #421	\$638.92
Lumber Mart	Sheetrock/Hardware	\$62.44
Lunde Sandra	Photography Winner	\$25.00
Mamma Maria's Italian Restaurant	Reimb Gift Cert (3) Received	\$150.00
Marco	Copies	\$77.00
McDonald's of EGF	Prisoner Meals	\$68.61
Metropolitan Planning Organization	Planning & Transit Hours & Local Share/Jan 2011	\$6,279.19
Midcontinent Communications	Cable/Sr Center	\$52.62
Mike's Pizza	St Aid Meeting Meal	\$66.82
MN County Attorney's Association	Criminal & Traffic Code Books	\$76.96
MN Dept of Revenue	Annual Fee/WWTP	\$5,900.00
Newman Signs	30/35 MPH Speed Limit/Comm Zone Parking/Sign Rental	\$2,093.33
Norman Troy	Reimb Ref Fees	\$90.00
NSC Minerals	Standard Road Salt	\$2,058.60
O'Reilly Auto Parts	Brake Rotors #545/Fuel Filters #298/Floodwall Adhesive	\$249.58
Odland Fitzgerald Reynolds & Harbott PLLP	First Appearances	\$304.00
Orchard Richard	55 Gal Drum Of ATF/Motorcraft 5W20 Inv/Drum Deposit	\$1,088.65
Palmiscino Tony	Reimb Mileage/Detroit Lakes/Fargo	\$86.00
Pamida	Cust # 02790447/Supplies	\$19.23
Party City	Account # 40401021/Bingo/Placemats/Supplies	\$39.79
Polk County Auditor Treasurer	2010 Special Assessments Due 83.00113.84/83.00113.77	\$16,364.41
Polk County DAC	Shredding Services	\$5.89
Polk County Recorder	Filing Fees	\$92.00
Quill Corp	Supplies	\$522.08
Qwest	Phone Service	\$173.59
Radar Shop	Radar Equip Recertified	\$323.00
RDO Powerplan OIB	Wheel Ring Lock #129/Hyd Hose Rear Diff #129	\$170.02
Richter James	Reimb Postage	\$5.55

Runck Ann	City Share/Blinds City Hall	\$18,850.00
Rydell Chevrolet	Drivers Door Window Motor	\$107.63
Rynning Kathryn	Photography Winner	\$50.00
Schafer Mark	Reimb Mileage/Crookston/Baudette/Baudette	\$165.00
Seton	Brass Stencils	\$92.75
Spielman Paul	Batteries For Portable 2-Way	\$883.86
Spray Advantage	Fittings For Sump Pumps	\$135.38
Steever Kyle	Driving School	\$30.00
Stennes Granite	2 O/C	\$1,250.00
Sterling Carpet One	Kawneer Astragal/Tubelite	\$192.21
Sun Dot Communications	DSL/Sr Center City Hall Sunshine Terrace	\$138.49
Swang Mike	Reimb Meal/TAC Wksp/Bemidji	\$13.50
Szczepanski Darren	Reimb Meals/TRF	\$42.75
True Temp	Replace Fan Belts	\$169.48
US Bank Trust N.A.	GO Bonds Admin Fees	\$2,156.25
Valley Truck	Filters For Inventory	\$419.56
Vanderhoof Lynda	Sr Center Bulk Mailing	\$185.00
Waste Mgmt	Prof Services Feb 2011	\$29,263.73
Water & Light Department	Monthly Services 1/20-11-2/20/11	\$44,913.57
Xerox Corporation	Copier Fees	\$21.79
	Total	\$286,609.15

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Member Tweten thanked Public Works on the excellent cleanup on Saturday.

Mr. Aker informed City Council of the breakfast on Sunday from 9 am to 1 pm at the Senior Citizen Center.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE MARCH 15, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:20 P.M.

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

Voting Nay: None.

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, MARCH 22, 2011 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for March 22, 2011 was called to order by Craig Buckalew, Council President 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 Craig Buckalew, Council Vice-President Wayne Gregoire, Council Members Marc DeMers, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT

Dave Aker, Parks & Recreation Superintendent; Brad Bail, City Engineer; Greg Boppre, City Engineer; 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

1. State Aid Route/Special Assessment Policy – State Aid Task Force

Mr. Huizenga gave a brief summary and recommendation from the State Aid Task Force. He stated that last Fall the Task Force recommended a flat fee of around \$18.50 per month. The new recommendation is that all state aid residents would pay a monthly fee, non-state aid residents would pay 40% of reconstruction costs along with a monthly fee. The monthly fee is calculated based on trips. A single family home would pay \$8.91 per month.

Council President Buckalew stated that the entire Special Assessment Policy needed to be looked at. Council Member Pokrzywinski announced that the state aid residents do not pay anything now, and there are no legal basis to assess a property owner for reconstruction. Council Member Tweten stated that he would like to see this worked into the budget rather than a fee. He also felt that the trip calculation was not accurate and we cannot charge a monthly fee for the new areas with new assessments. Mayor Stauss also expressed his concern of residents living on concrete roads who either paid or is paying for the more expensive street versus those who live on asphalt who requires mill/overlay on a regular basis. He stated that residents on concrete streets will not see a benefit for 20 to 30 years or more. Discussion occurred regarding 20th St. NW, 5th Ave. NW, and 15th St. NE. Mr. Galstad recommended an Attorney General's

opinion on the fee system. Council President Buckalew stated that in order to get the renters to pay, it must go on an utility bill. Mr. Boppre announced that the Task Force also recommends holding a public hearing before making a decision. City Council will revisit this item around September 1st.

2. Civic Center Locker Rooms – Greg Boppre

Mr. Boppre announced that he received a quote of \$450,000 based on construction costs that include architectural, mechanical, and electrical fees. This quote does not include engineering fees or any other soft costs. Mr. Boppre suggested approving the plans and specifications on April 5th, then go out for bids. He thought the total price would be approximately \$562,000. Mr. Huizenga announced that the School Board approved \$410,000 which they would only pay \$205,000. Mayor Stauss asked if it would be better to just add on to the NE addition. Mr. Huizenga suggested a small committee to meet with the School Board. Discussion continued regarding other options.

3. 3rd Ave. SE Lot Sale – Jim Richter

Mr. Richter suggested selling a buildable lot on 3rd Ave. SE in the cul-de-sac for \$25,000. Mayor Stauss suggested looking at a plan to sell the golf course lots as well.

4. Wastewater Interconnect Study – John Wachter

Mr. Wachter stated that in the event that MPCA issues further treatment mandates such as phosphorus levels, it could cost \$216,000 to \$424,000 per year to treat the 95-98 acre facility. This does not include set up costs.

5. Budget Transfers – Jerry Lucke

Mr. Lucke stated that they are similar to last years budget transfers. He stated that the cemetery fund needs a transfer this year to cover the capital outlay and higher receivables.

6. Other

Mr. Huizenga asked City Council how they would like to proceed with the interview process of the ward two vacancy. City Council would like to hold interviews for all applicants on March 29th at 5:00 p.m.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MARCH 22, 2011 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:52 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
MONDAY, MARCH 28, 2011 – 5:00 PM**

CALL TO ORDER

The Special Work Session of the East Grand Forks City Council for March 28, 2011 was called to order by Craig Buckalew, Council President 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 Craig Buckalew, Council Vice-President Wayne Gregoire, Council Members Marc DeMers, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

DETERMINATION OF A QUORUM

1. City Council Ward 2 Interviews were conducted with the following candidates:

5:00 p.m.	Pamela Solga
5:30 p.m.	Kevin Jerik
6:00 p.m.	Gordon “Gus” Lightfoot

ADJOURN

THE MARCH 28, 2011 SPECIAL WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT ADJOURNED AT 6:43 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, MARCH 29, 2011 – 5:00 PM**

CALL TO ORDER

The Special Work Session of the East Grand Forks City Council for March 29, 2011 was called to order by Craig Buckalew, Council President 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 Craig Buckalew, Council Vice-President Wayne Gregoire, Council Members Marc DeMers, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

DETERMINATION OF A QUORUM

1. City Council Ward 2 Interviews were conducted with the following candidates:

5:00 p.m.	Ronald Vonasek
5:30 p.m.	Dale Helms
6:00 p.m.	Alan Maloney

Discussion occurred regarding the candidates interviews.

ADJOURN

THE MARCH 29, 2011 SPECIAL WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT ADJOURNED AT 6:59 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

Request for Council Action

Date: April 5, 2011

To: East Grand Forks City Council and Mayor Lynn Stauss

From: Nancy Ellis, Senior Planner

RE: Final Approval of Burlington Northern Industrial Park 2nd Resubdivision

BACKGROUND AND SUPPORTING DOCUMENTATION OF REQUEST:

Folson Farms is planning on removing an existing building and then building new on Lot 3 of Burlington Northern Industrial Park I. The new building's width would not meet the side setback requirement of 4' from the property line. Instead of pursuing a variance to the City Council, Folson Farms is moving the Lot 3 property line to the west, decreasing the Lot 1 property square footage in order to build this new building four or more feet from their shared property line.

Folson Farms and Bryan and Barry Folson have no objections to this property line movement for the new building or to the reduced width and square footage of their properties. This does change the setback distance from the existing building on Lot 1 to the new property line; however, it does continue to meet the required setbacks. Both lots will also still meet the impervious coverage requirements and no easements or right-of-way will be affected

PLANNING COMMISSION RECOMMENDATION

NO Planning Commission hearing is necessary, as this is a simple subdivision/simple replat of two parcels. Staff recommends approval of Burlington Northern Industrial Park 2nd Resubdivision being a replat of Lots 1 & 3, Block 3, of the replat of Block 2 and Block 3 Burlington Northern Industrial Park I.

GENERAL INFORMATION

APPLICANTS/PROPERTY OWNERS: Bryan Folson, Barry Folson and Folson Farms

REQUESTED ACTION: Applicant is requesting a final approval of Burlington Northern Industrial Park 2nd Resubdivision being a replat of Lots 1 & 3, Block 3, of the replat of Block 2 and Block 3 Burlington Northern Industrial Park I.

SITE ZONING/LAND USE: I-2 is the current zoning - Lots 1 & 3 have Industrial warehouse buildings on each lot.

SURROUNDING ZONING/LAND USE:

North: I-2 zoning, American Crystal Sugar land

West: I-2 zoning, Minnesota Grain Inc, elevator and buildings and A & L Potato

South: I-2 zoning, Skinner property

East: I-2 zoning, American Crystal Sugar Facility

COMMENTS

The replat increases the square footage and lot width of Lot 3, Block 2, Burlington Northern Industrial Park 2nd Resubdivision, which is owned by Byran and Barry Folson. The other lot, owned by Folson Farms Inc will see a decrease in width and square footage but it will still meet all I-2 lot requirements including setbacks and impervious coverage. Easements and Right-Of-Way will stay the same.

STAFF RECOMMENDATION

Staff recommends approving the final plat with the following conditions:

- 1) Submit a digital file to the planning office.

Encl.

PLAT OF BURLINGTON NORTHERN INDUSTRIAL PARK 2ND RESUBDIVISION TO THE CITY OF EAST GRAND FORKS, MINNESOTA

Being a replat of Block 3, of the Replat of Block 2 and Block 3, Burlington Northern Industrial Park I

INSTRUMENT OF DEDICATION

"KNOW ALL MEN BY THESE PRESENTS": That Folsom Farms Corporation, a Minnesota Corporation, Bryan Folsom and Barry Folsom the owners and proprietors of the following described property:

That part of the Replat of Block 2 and Block 3, Burlington Northern Industrial Park I, to the City of East Grand Forks, Minnesota according to the plat thereof on file and of record in the office of the County Recorder, Polk County, Minnesota described as follows:

Lots 1 and 3, Block 3, Burlington Northern Industrial Park I, to the City of East Grand Forks, Minnesota according to the plat thereof on file and recorded in Book C of Plats, Page 576, Document 513014, on file and of record in the office of the County Recorder, Polk County, Minnesota.

All bearings and distances are grid based on the North Dakota State Plane Coordinate System - North Zone of 1983 (NAD83).

Has caused the same to be surveyed and platted as "PLAT OF BURLINGTON NORTHERN INDUSTRIAL PARK 2ND RESUBDIVISION" to the City of East Grand Forks, Minnesota and do hereby dedicate to the public, all of the streets and alleys, and utility easements as shown on this plat; the dimensions of which are as designated on the plat.

Brian Folsom

STATE OF)
) SS
COUNTY OF)

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared Brian Folsom known to be the person described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

Notary Public, _____ County
State of _____
My Commission Expires: _____

Barry Folsom

STATE OF)
) SS
COUNTY OF)

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared Barry Folsom known to be the person described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

Notary Public, _____ County
State of _____
My Commission Expires: _____

Brian Folsom, President/Treasurer Folsom Farms Corporation

Barry Folsom, Vice President/Treasurer Folsom Farms Corporation

STATE OF)
) SS
COUNTY OF)

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared Brian Folsom, President/Treasurer Folsom Farms Corporation, known to be the person described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

Notary Public, _____ County
State of _____
My Commission Expires: _____

STATE OF)
) SS
COUNTY OF)

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared Barry Folsom, Vice President/Treasurer Folsom Farms Corporation, known to be the person described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

Notary Public, _____ County
State of _____
My Commission Expires: _____

SURVEYORS CERTIFICATE

I hereby certify that I have surveyed and platted the property described on this plat as "PLAT OF BURLINGTON NORTHERN INDUSTRIAL PARK 2ND RESUBDIVISION", that this plat is a correct representation of the survey, that all distances are correctly shown on the plat in feet and hundredths of a foot, that all monuments will be correctly placed in the ground as designated, that the outside boundary lines are correctly designated on the plat and that there are no wetlands as defined in MS 505.02, Subd. 1 or public highways to be designated other than as shown.

Patrick M. Krug, Land Surveyor
Minnesota Registration No. 47922

STATE OF)
) SS
COUNTY OF)

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 20____ by Patrick M. Krug, Minnesota Registration No. 47922

Notary Public, _____ County
State of _____
My Commission Expires _____ N

CITY COUNCIL APPROVAL:

I hereby certify that the within plat of "PLAT OF BURLINGTON NORTHERN INDUSTRIAL PARK 2ND RESUBDIVISION" to the City of East Grand Forks, Minnesota, was approved by Resolution of the City Council of the City of East Grand Forks, Minnesota, at a regular scheduled meeting of the City Council held on the _____ day of _____, 20____.

Scott M. Huizenga, City Administrator
City of East Grand Forks, Minnesota

CITY PLANNING COMMISSION APPROVAL:

I hereby certify that the within plat of "PLAT OF BURLINGTON NORTHERN INDUSTRIAL PARK 2ND RESUBDIVISION" to the City of East Grand Forks, Minnesota, was approved by the City Planning Commission of the City of East Grand Forks, Minnesota, at a meeting of said City Planning Commission on the _____ day of _____, 20____.

City Planning Commission of the City of East Grand Forks, Minnesota
By: _____, its Secretary
Brad Ball

TAX STATEMENT:

COUNTY AUDITOR TAX STATEMENT

No delinquent taxes due and transfer entered this _____ day of _____, 20____.

Polk County Auditor, State of Minnesota

COUNTY TREASURER TAX STATEMENT:

I hereby certify that all taxes for 20____ on the land described herein are paid.

Polk County Treasurer, State of Minnesota

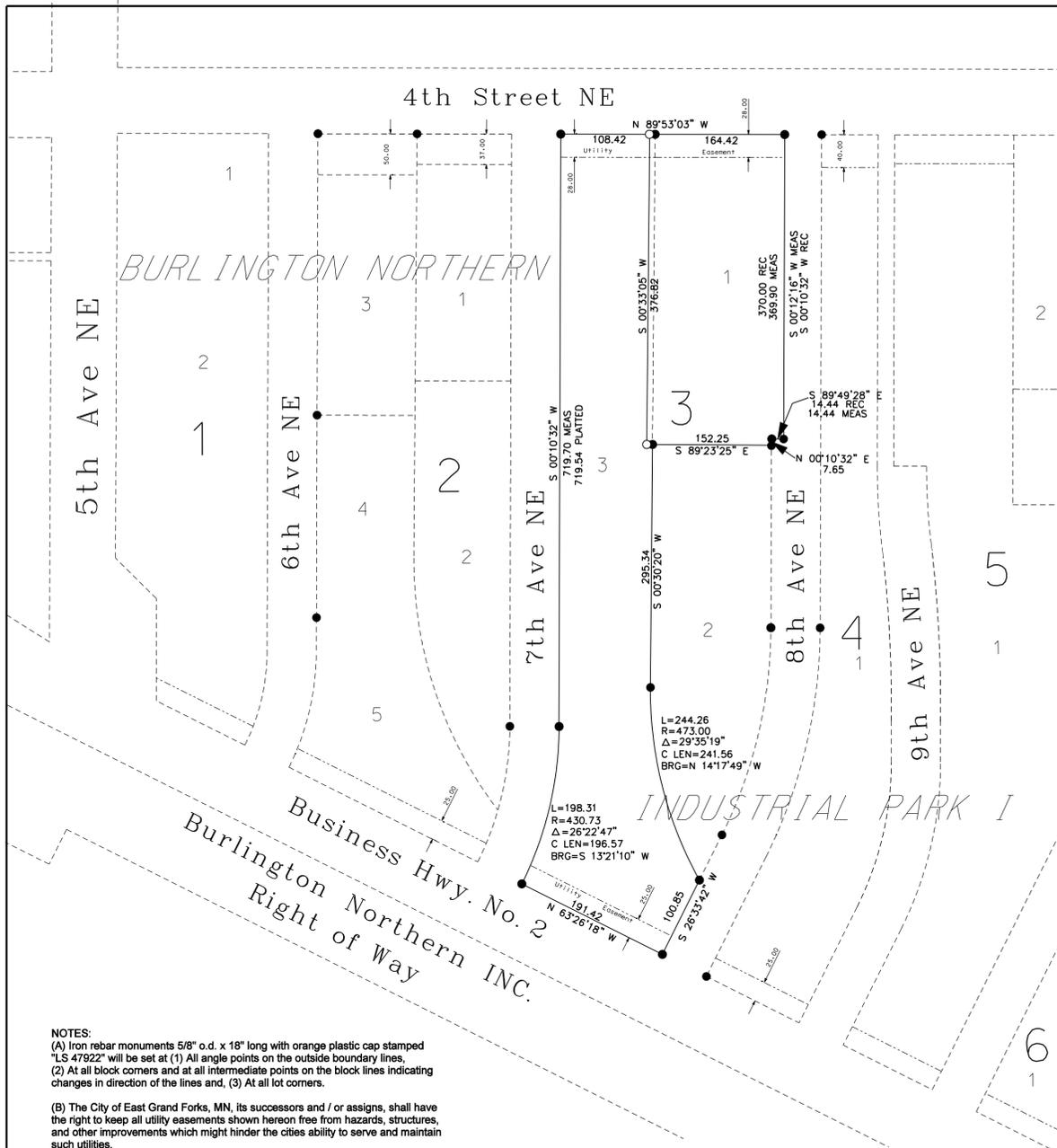
RECORDING CERTIFICATE

COUNTY RECORDER CERTIFICATE

DOCUMENT NUMBER

I hereby certify that this instrument was filed in the office of the Polk County Recorder for record on this _____ day of _____, 20____, at _____ o'clock _____ M., and was duly recorded in Book _____ of _____ on page _____.

Polk County Recorder, State of Minnesota

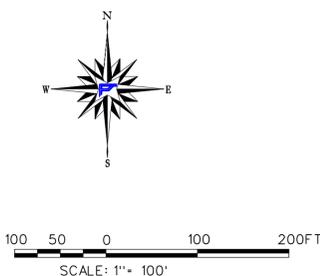
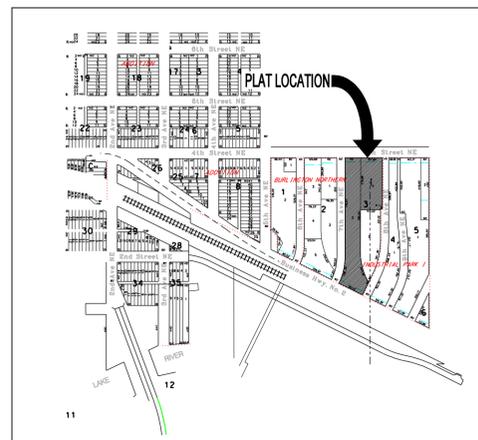


- NOTES:**
- (A) Iron rebar monuments 5/8" o.d. x 18" long with orange plastic cap stamped "LS 47922" will be set at (1) All angle points on the outside boundary lines.
 - (2) At all block corners and at all intermediate points on the block lines indicating changes in direction of the lines and, (3) At all lot corners.
 - (B) The City of East Grand Forks, MN, its successors and / or assigns, shall have the right to keep all utility easements shown hereon free from hazards, structures, and other improvements which might hinder the cities ability to serve and maintain such utilities.
 - (C) All bearings are grid based on the North Dakota State Plane coordinate system - North Zone of 1983 (NAD83). All distances are ground.

LEGEND

- EASEMENT LINE
- SECTION LINE
- NEW LOT LINE
- EXISTING MONUMENT
- MONUMENT SET (THIS SURVEY)
- PLAT BOUNDARY
- EXISTING PROPERTY LINES
- CITY LIMITS
- CONTOUR LINE (2' INTERVAL)

VACINITY MAP



Request for Council Action

Date: March 11, 2011

To: East Grand Forks City Council, Mayor Lynn Stauss, and Council Vice President Craig Buckalew, Council Members: Marc Demers, Henry Tweten, Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Economic Development Housing Authority

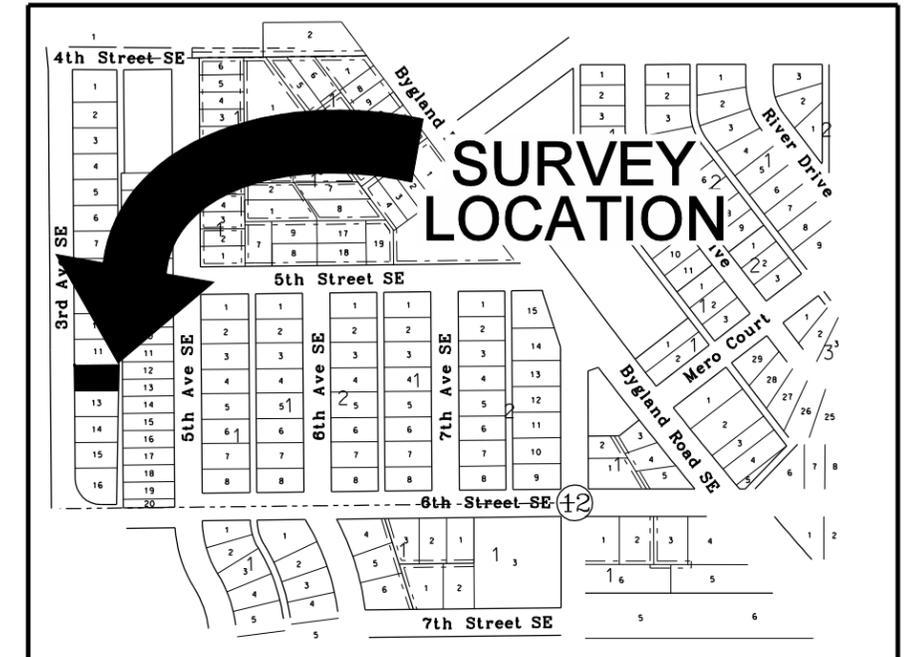
RE: Consider sale of buildable lot on 3 rd Ave SE.

This is another of the lots that was purchased for dike alignment and recently determined to be buildable. It is located at the end of 3rd Ave SE on the cul-de-sac. The legal description is lot 12 blk 1 Timberline Addition. The lot is 75 by 130 feet with alley access as well. The plat is included in this RCA. We would suggest a \$25,000 sale price. This is consistent with other lots in other developed neighborhoods.

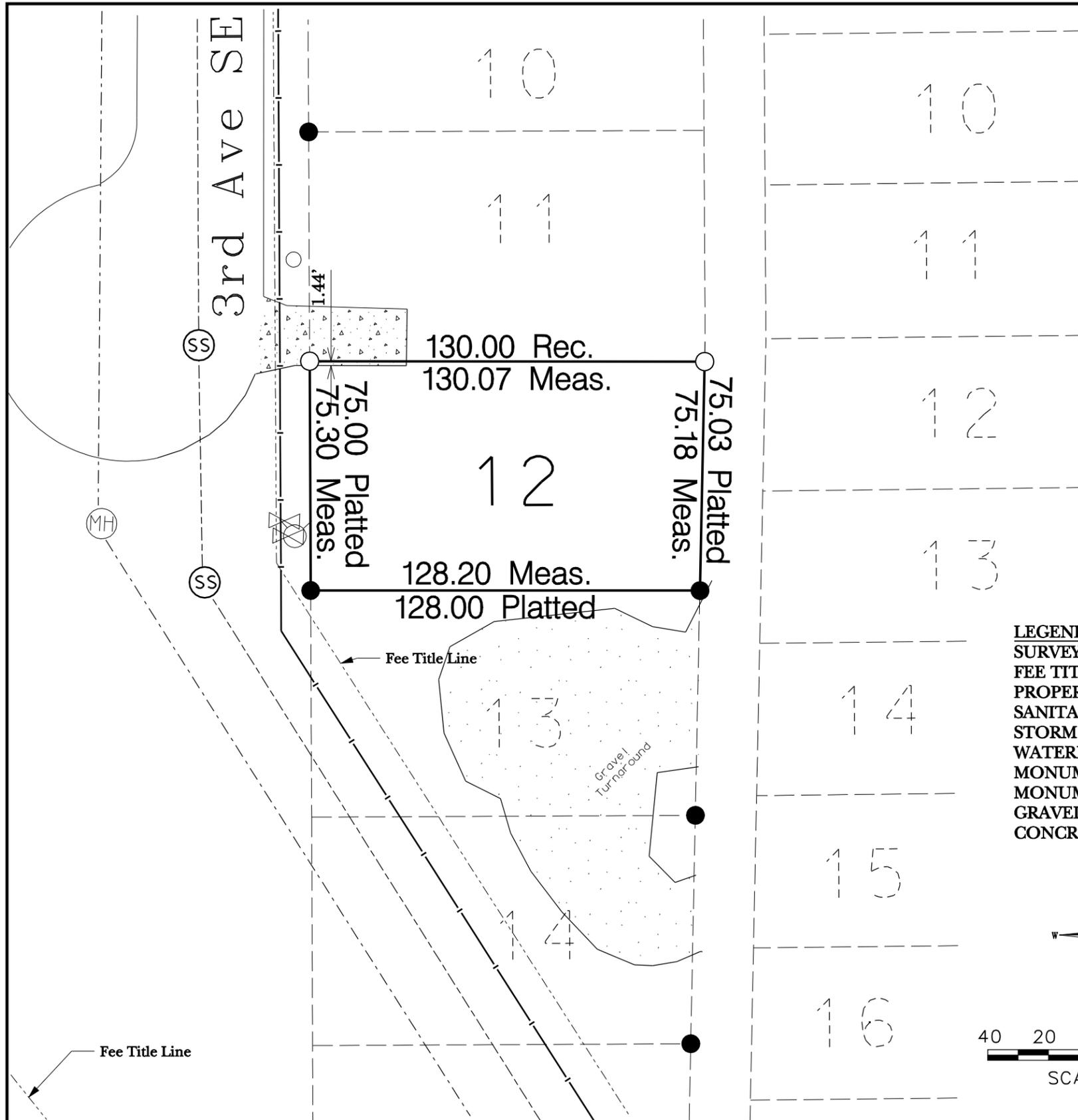
Any question prior to the meeting please call me at 773-2371.

CERTIFICATE OF SURVEY

Lot 12, Block 1, Timberline Addition
to the City of East Grand Forks,
POLK COUNTY, MINNESOTA

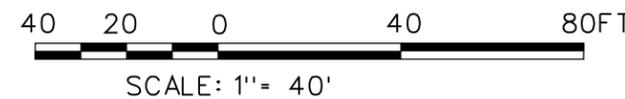
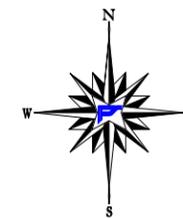


VICINITY MAP
no scale



LEGEND

SURVEY BOUNDARY LINE	—————
FEE TITLE LINE	-----
PROPERTY LINE	-----
SANITARY SEWER LINE	-----
STORM SEWER LINE	-----
WATERLINE	-----
MONUMENTS FOUND	●
MONUMENTS SET	○
GRAVEL TURNAROUND	▨
CONCRETE PAVEMENT	▤



Legal Description - Taken from Warranty Deed Document Number 554674, dated October 28, 1997, recorded in Book 600 of Deeds, Pages 95-98, in the Office of the County Recorder, Polk County, Minnesota.

Lot 12, Block 1, Timberline Addition to the City of East Grand Forks, Polk County, Minnesota.

I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

PATRICK M. KRUG DATE: 1/12/2011 LICENSE NO. 47922

DATE: 3/9/2011	DRAWN BY:
DGN: Timberline_Add_lot12block1.dgn	CHECKED BY:
MODEL NAME: survey	REVISION:
PATH: N:\EGF\CertificateofSurvey\Timberline_Add_lot12block1.dgn	

PROJECT

Lot 12, Block 1, Timberline Addition, to the City of East Grand Forks, Minnesota

PREPARED BY:



(218) 773-1185
FAX (218) 773-3348
1600 Central Ave. NE
East Grand Forks, Minnesota
www.fs-mn.com
Copyright © 2010 FS Engineering

SHEET:

A RESOLUTION FOR POST-EMPLOYMENT HEALTH CARE SAVINGS PLAN FOR NON-UNION PERSONNEL

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the City of East Grand Forks has employees who are not represented by any bargaining group and are considered non-union employees of the City; and

WHEREAS, the eligible non-union members with at least 480 hours of accumulated sick leave at year end will contribute the dollar amount equivalent of 3% of the eligible unused and banked sick leave to a Health Care Saving Plan.

WHEREAS, the members of the non-union group desire to amend the Health Care Savings Plan policy regarding severance payments to employees.

WHEREAS, the members of the non-union group have established a Health Care Savings Plan policy regarding severance payments to employees; and

THEREFORE BE IT RESOLVED, that effective **May 1, 2011** upon resignation, retirement, or disability all employees with less than 480 hours of sick leave shall contribute 0% of their sick leave to the MSRS Health Care Savings Plan; employees with 480 or more hours of sick leave shall contribute 100% of their eligible unused sick leave to the MSRS Health Care Savings Plan. Upon the death of an employee, the employee, or named beneficiary, shall be paid 100% of the employee’s eligible sick leave then accumulated, and the pay shall be paid at the employee’s current rate of pay.

Voting Aye:
Voting Nay: None.
Absent: None.

The President declared the resolution passed.

Passed: April 5, 2011

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 5th day of April, 2011.

Mayor

NORTH VALLEY
ARTS
COUNCIL

8

March 29, 2011

Mayor Lynn Stauss
East Grand Forks City Council
East Grand Forks City Hall
600 DeMers Avenue
East Grand Forks, MN 56721

Dear Mr. Stauss,

Please accept my sincere thanks for your generous support of the Grand Cities Art Fest. The North Valley Arts Council (NoVAC) is especially grateful for the support we receive from the City of East Grand Forks and the East Grand Forks City Council, and from our sponsors and volunteers. Your support ensures that the Grand Cities Art Fest continues to be a great success. We simply could not coordinate the event without you, and we appreciate all your help.

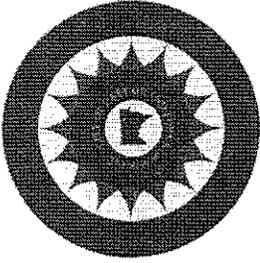
We respectfully request an exemption to the transient merchant license for our 2011 Grand Cities Art Fest artists. This exemption from this requirement for all vendors would apply during the event dates of June 11 & 12, 2011m and it would assist NoVAC in its efforts to ensure that all our vendors have a successful show.

We greatly appreciate your consideration of our request. Please contact me at (701) 772-3710 or at info@novac.org if you have any questions. Again, we are so thankful for your generous support, and we look forward to another successful year at the Grand Cities Art Fest!

Sincerely,



Marie Strinden
Executive Director



City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

APPLICATION FOR SPECIAL EVENT

License Fee: _____

Organization Information		
<u>Grand Cities Art Fest</u> <i>Organization Name</i>	<u>201-772-3710</u> <i>Organization Phone Number</i>	
<u>124 N. 3rd St.</u> <i>Organization Address</i>	<u>GF</u> <i>City</i>	<u>ND 58203</u> <i>State Zip</i>

Applicant Information		
<u>Marie Strinden</u> <i>Applicant Name</i>	<u>201-772-3710</u> <i>Applicant Phone Number</i>	
<u>124 N. 3rd St.</u> <i>Applicant Address</i>	<u>GF</u> <i>City</i>	<u>ND 58203</u> <i>State Zip</i>

Special Event Information		
<u>June 11 & 12, 2011</u> <i>Date of Event</i>	<u>8 a.m.</u> <i>Start Time</i>	<u>8 p.m.</u> <i>End Time</i>
<u>Arts & Crafts festival including food vendors and music.</u> <i>Explanation of Event</i>		
<u>Cabela's parking lot, public parking area west of Cabela's and the open area south of Cabela's.</u> <i>Route/Area of Event (include map)</i>		
<u>3 dumpsters, barricades, traffic cones, water and electricity hook ups.</u> <i>Special Requests (Staff, Road Closures, Etc)</i>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Marie Strinden
Signature of Applicant

3/3/11
Date

MARIE STRINDEN
Print Name

EXECUTIVE DIRECTOR
Title

**-EVENT SPONSOR-
RELEASE AND INDEMNIFICATION AGREEMENT
CITY OF EAST GRAND FORKS, MINNESOTA**

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT
SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on the City of East Grand Forks' property:

Grand Cities Art Fest - June 11th + 12th

Special Events Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that the above described activities are or may be dangerous and do or may involve risks or injury, loss, or damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

(Special Events Holder initials here) MOS

- B. If required by this paragraph, we agree to require each participant in our special event to execute a **RELEASE AND INDEMNIFICATION AGREEMENT** for ourselves and for the City of East Grand Forks, on a form approved by the City of East Grand Forks.

Participant Release and Indemnification required? YES NO

(Special Events Holder initials here) MOS

- C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of East Grand Forks, for the duration of the above described activities.

(Special Events Holder initials here) MOS

City of East Grand Forks
Application for Special Event

D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or any related third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) MOS

E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) MOS

F. We further agree to defend, indemnify and hold harmless the City of East Grand Forks, its officers, employees, insurers, and self insurance pool, from and against all liability, claims, and demands, court costs and attorneys fees, including those arising from any third party claim asserted against the City of East Grand Forks, its officers, employees, insurers or self insurance pool, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property damage or loss, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above described activities, whether or not caused by our act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) MOS

G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of the City of East Grand Forks, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Special Events Holder initials here) MOS

H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

(Special Events Holder initials here) MOS

I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

(Special Events Holder initials here) MOS

IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

City of East Grand Forks
Application for Special Event

Name MARIE STRINDEN

Title EXECUTIVE DIRECTOR

Signature 

Date 3/3/11

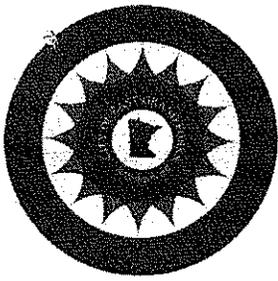
**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS
HOLDER:**

Name _____

Title _____

Signature _____

Date _____



City of East Grand Forks

9

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

APPLICATION FOR SPECIAL EVENT

License Fee: _____

Organization Information			
Organization Name		Organization Phone Number	
Organization Address	City	State	Zip

Applicant Information			
Applicant Name		Applicant Phone Number	
Applicant Address	City	State	Zip

Special Event Information		
Date of Event	Start Time	End Time
Explanation of Event		
Route/Area of Event (include map)		
Special Requests (Staff, Road Closures, Etc)		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Anthony Palmisano
Signature of Applicant

3-28-2011
Date

Anthony (Tony) Palmisano
Print Name

Title

**-EVENT SPONSOR-
RELEASE AND INDEMNIFICATION AGREEMENT
CITY OF EAST GRAND FORKS, MINNESOTA**

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT
SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on the City of East Grand Forks' property:

Special Events Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that the above described activities are or may be dangerous and do or may involve risks or injury, loss, or damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

(Special Events Holder initials here) A.P.

- B. If required by this paragraph, we agree to require each participant in our special event to execute a **RELEASE AND INDEMNIFICATION AGREEMENT** for ourselves and for the City of East Grand Forks, on a form approved by the City of East Grand Forks.

Participant Release and Indemnification required? YES NO

(Special Events Holder initials here) _____

- C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of East Grand Forks, for the duration of the above described activities.

(Special Events Holder initials here) A.P.

City of East Grand Forks
Application for Special Event

D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or any related third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) AP

E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) AP

F. We further agree to defend, indemnify and hold harmless the City of East Grand Forks, its officers, employees, insurers, and self insurance pool, from and against all liability, claims, and demands, court costs and attorneys fees, including those arising from any third party claim asserted against the City of East Grand Forks, its officers, employees, insurers or self insurance pool, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property damage or loss, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above described activities, whether or not caused by our act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) AP

G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of the City of East Grand Forks, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Special Events Holder initials here) AP

H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

(Special Events Holder initials here) AP

I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

(Special Events Holder initials here) AP

IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

City of East Grand Forks

Application for Special Event

Name _____

Title _____

Signature *Anthony J. Demers* _____

Date *3/30/2011* _____

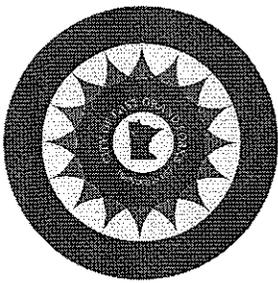
PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

Name _____

Title _____

Signature _____

Date _____



City of East Grand Forks

10

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

APPLICATION FOR PARADE

License Fee: 100.00

Organization Information		
<u>WEM Shrive</u>	<u>701-772-7125</u>	
Organization Name	Organization Phone Number	
<u>423 Bruce Ave</u>	<u>Grand Forks</u>	<u>ND 58201</u>
Organization Address	City	State Zip

Applicant Information		
<u>Bill Steckler</u>	<u>218-791-6162</u>	
Applicant Name	Applicant Phone Number	
<u>8196 32nd Ave South</u>	<u>Grand Forks</u>	<u>ND 58201</u>
Applicant Address	City	State Zip

Parade Information		
<u>June 4, 2011</u>	<u>10:00 AM</u>	<u>11:00</u>
Date of Event	Start Time	End Time
<u>Cars + Band</u>		
Route of Parade Travel (include map)		
<u>Cars + Band</u>		
Composition of Parade (cars, band, animals)		
Notes		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Bill Steckler
Signature of Applicant

3-25-11
Date

Bill Steckler
Print Name

Chief of Staff;
Title Marshall

City of East Grand Forks Application for Parade

Internal Use Only

The following items need to be completed and/or attached in order for the application to be processed:

*Application fee paid in full: yes no Payment Type: cash check # _____ Receipt # _____

*Application completed in full and signed: yes no

*Map of route is provided: yes no

*MnDot (if applicable): approved denied

*Police Chief: approved denied

Notes: _____

Police Chief Signature: _____ Date: _____

*Council Approval ____/____/____ approved denied

Notes: _____

City Administrator Signature: _____ Date: _____

*License Number _____

Minnesota Lawful Gambling LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
 - conducts lawful gambling on five or fewer days, and
 - awards less than \$50,000 in prizes during a calendar year.

Application fee for each event If application postmarked or received:	
less than 30 days before the event \$100	more than 30 days before the event \$50

ORGANIZATION INFORMATION		Check # _____ \$ _____
Organization name East Grand Forks Ducks Unlimited Chapter 165	Previous gambling permit number X60002-10-002	
Type of nonprofit organization. Check one. <input type="checkbox"/> Fraternal <input type="checkbox"/> Religious <input type="checkbox"/> Veterans <input checked="" type="checkbox"/> Other nonprofit organization		
Mailing address 2426 Pebble Beach RD NW	City East Grand Forks	State Zip Code County MN 56721 Polk
Name of chief executive officer (CEO) Michael Hedlund	Daytime phone number 701-215-2373	Email address mhedlund@eastgrandforks.net

Attach a copy of ONE of the following for proof of nonprofit status. Check one.

Do not attach a sales tax exempt status or federal ID employer numbers as they are not proof of nonprofit status.

- Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
 Don't have a copy? This certificate must be obtained each year from:
 Secretary of State, Business Services Div., 180 State Office Building, St. Paul, MN 55155 Phone: 651-296-2803
- IRS income tax exemption [501(c)] letter in your organization's name.**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.
- IRS - proof previously submitted to Gambling Control Board**
 If you previously submitted proof of nonprofit status from the IRS, no attachment is required.

GAMBLING PREMISES INFORMATION

Name of premises where gambling activity will be conducted (for raffles, list the site where the drawing will take place)
American Legion Club

Address (do not use PO box) City Zip Code County
1009 Central Avenue NW East Grand Forks 56721 Polk

Date(s) of activity (for raffles, indicate the date of the drawing)
May 12, 2011

Check the box or boxes that indicate the type of gambling activity your organization will conduct:

- Bingo* Raffles Paddiewheels* Pull-Tabs* Tipboards*

* **Gambling equipment** for pull-tabs, bingo paper, tipboards, and paddiewheels must be obtained from a distributor licensed by the Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

Also complete
Page 2 of this form.

Print Form

Reset Form

To find a licensed distributor, go to www.gcb.state.mn.us and click on List of Licensed Distributors, or call 651-639-4076.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

If the gambling premises is within city limits, a city official must check the action that the city is taking on this application and sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- The application is denied.

Print city name East Grand Forks
 On behalf of the city, I acknowledge this application.

Signature of city official receiving application

Title _____ Date ____/____/____

If the gambling premises is located in a township, a county official must check the action that the county is taking on this application and sign the application.
A township official is not required to sign the application.

- The application is acknowledged with no waiting period.
- The application is acknowledged with a 30 day waiting period, and allows the Board to issue a permit after 30 days.
- The application is denied.

Print county name _____
 On behalf of the county, I acknowledge this application.
 Signature of county official receiving application

Title _____ Date ____/____/____

(Optional) TOWNSHIP: On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within township limits. [A township has no statutory authority to approve or deny an application [Minnesota Statute 349.166]]

Print township name _____

Signature of township official acknowledging application

Title _____ Date ____/____/____

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the date of our gambling activity.

Chief executive officer's signature _____ Date **March 16, 2011**

Complete a separate application for each gambling activity:

- one day of gambling activity,
- two or more consecutive days of gambling activity,
- each day a raffle drawing is held

Send application with:

- a copy of your proof of nonprofit status, and
 - application fee for each event.
- Make check payable to "State of Minnesota."

To: Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Financial report and recordkeeping required

A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.gcb.state.mn.us. Within 30 days of the activity date, complete and return the financial report form to the Gambling Control Board.

Questions?

Call the Licensing Section of the Gambling Control Board at 651-639-4076.

Print Form

Reset Form

This form will be made available in alternative format (i.e. large print, Braille) upon request.
Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information requested; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If you supply the information requested,

the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data are available to: Board members, Board staff whose work requires access to the

information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this Notice was given; and anyone with your written consent.



Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar Street Suite 133, St. Paul MN 55101-5133
 (651) 215-6209 Fax (651) 297-5259 TTY (651) 282-6555
 WWW.DPS.STATE.MN.US



**APPLICATION AND PERMIT
 FOR A 1 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

TYPE OR PRINT INFORMATION

NAME OF ORGANIZATION <i>Sacred Heart Church & School</i>		DATE ORGANIZED <i>1898</i>	TAX EXEMPT NUMBER <i>41-0773774, MN 9046016</i>	
STREET ADDRESS <i>200 Third St NW</i>		CITY <i>East Grand Forks</i>	STATE <i>MN</i>	ZIP CODE <i>56721</i>
NAME OF PERSON MAKING APPLICATION <i>Michelle Kraft</i>		BUSINESS PHONE <i>(218) 773-0877</i>	HOME PHONE <i>(701) 739-2455</i>	
DATES LIQUOR WILL BE SOLD <i>Sat. April 30</i>		TYPE OF ORGANIZATION <input type="checkbox"/> CLUB <input type="checkbox"/> CHARITABLE <input checked="" type="checkbox"/> RELIGIOUS <input type="checkbox"/> OTHER NONPROFIT		
ORGANIZATION OFFICER'S NAME <i>Larry Delaney</i>		ADDRESS <i>Same as above</i>		
ORGANIZATION OFFICER'S NAME <i>Dan Zavoral</i>		ADDRESS <i>EGF</i>		
ORGANIZATION OFFICER'S NAME <i>Mike Von Rueden</i>		ADDRESS		

Location license will be used. If an outdoor area, describe

Sacred Heart Social Hall & gyms

Will the applicant contract for intoxicating liquor service? If so, give the name and address of the liquor licensee providing the service.

Liberty Lanes, EGF MN

Will the applicant carry liquor liability insurance? If so, please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL & GAMBLING ENFORCEMENT

CITY/COUNTY _____

DATE APPROVED _____

CITY FEE AMOUNT _____

LICENSE DATES _____

DATE FEE PAID _____

SIGNATURE CITY CLERK OR COUNTY OFFICIAL _____

APPROVED DIRECTOR ALCOHOL AND GAMBLING ENFORCEMENT _____

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the License for the event

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held March 3, 2011 at 5:00 P.M.

Present: Ogden, Brickson, Tweten

Absent: Quirk

It was moved by Commissioner Tweten second by Commissioner Brickson that the minutes of the previous meeting of February 17, 2011 be approved as read.

Voting Aye: Ogden, Brickson, Tweten

Voting Nay: None

It was moved by Commissioner Brickson second by Commissioner Tweten to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$382,913.98.

Voting Aye: Ogden, Brickson, Tweten

Voting Nay: None

CHECK NO	VENDOR	DESCRIPTION	AMOUNT
504447	Acme Electric Companies	Parts	43.18
504448	Adensam Tony	Rebate / 613 4th Ave NE	500.00
504449	American Payment Centers	Drop boxes	219.00
504450	Batteries Plus	Batteries	52.68
504451	Bauer JoAnne	Refund Check	16.95
504452	Bobcat of Grand Forks	Repairs	600.55
504453	Border States Electric	Supplies	297.32
504454	Boyce Dan	Expenses	1.17
504455	Cal-Pacific Carbon LLC	Wtr treat chemicals	21,120.00
504456	Cardmember Service	Training & school; supplies	731.77
504457	Cremers Greg	Rebate / 1114 17th St NW	500.00
504458	Docu Shred Inc	Shredding	180.14
504459	DPC Industries Inc	Wtr treat chemicals	1,546.00
504460	EGF City	Transfer	72,903.44
504461	Fargo ND City of	Water lab tests	75.00
504462	Fidelity National Property/Casualty	Flood insurance	8,946.00
504463	Fisher Scientific Co LLC	Lab supplies	1,057.13
504464	Frandsen Bank & Trust	Reimbursement	240.81
504465	FS Engineering	Professional services	2,578.00
504466	George's Quick Printing	Supplies	129.32
504467	GF Thur-O-Clean	Janitorial services / Feb	432.84
504468	GF Welding & Machine Co	Supplies	7.21
504469	Giauque Sarah	Refund Check	19.56
504470	Gopher State One-Call	Locates; fees	102.90
504471	Hawkins Inc	Wtr treat chemicals	2,110.18
504472	Heartland Consumers Power Dist	Current	232,260.46
504473	Heartland Paper Company	Supplies	23.86
504474	Hendrickson Jacob R	Refund Check	27.94
504475	Holiday Fleet	Fuel	221.52
504476	Hornbaker Brian	Appliance rebates	225.00
504477	Interstate Express	Freight	35.00
504478	Interstate Power Systems	Repairs	1,361.30
504479	Johnson Randie	Boot reimbursement	100.00
504480	Kemble Dale	Rebate / 417 4th St NE	500.00

504481	Lumber Mart	Supplies	3.72
504482	Marco	Copier maint	103.77
504483	McCorkle Mayme	Refund Check	25.44
504484	MN Dept of Health (MDH)	MDH fee / Jan - Mar	4,494.00
504485	National Drive	Teamster "Drive" / Feb	8.00
504486	Nelson Business Forms	Supplies	1,914.08
504487	Pitney Bowes	Postage	5,000.00
504488	PS Doors	Maintenance	134.73
504489	Ray Chiropractic	Rebate/weatherize 418 Demers Av	783.75
504490	Schafer Alexandra L	Refund Check	35.90
504491	Schneiderman Tom	Expenses	144.62
504492	Simons Sheila	Refund Check	122.87
504493	TigerDirect	Supplies	27.19
504494	Water & Light Department	Utilities; rebates	16,524.74
504495	Xcel Energy	Gas utilities	<u>4,424.94</u>
TOTAL			<u><u>\$382,913.98</u></u>

It was moved by Commissioner Brickson second by Commissioner Tweten to approve the plans and specs for the 2011 filter rehab project; advertise for bids, and set the bid opening for 10 A.M. on Tuesday, April 5.

Voting Aye: Ogden, Brickson, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Brickson to approve the CIP weatherization contract between the Water & Light Department and Tri-Valley Opportunity Council.

Voting Aye: Ogden, Brickson, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Brickson that the meeting be adjourned to March 17, 2011 at 5:00 P.M.

Voting Aye: Ogden, Brickson, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Request for Council Action

Date: 03/31/2011

To: East Grand Forks City Council, Mayor Lynn Stauss, Council President Craig Buckalew, Henry Tweten, Council Members: Marc Demers, Vice President Wayne Gregoire, Greg Leigh, and Mike Pokrzywinski.

Cc: File

From: Randy Gust, Fire Chief

RE: Promotions

Fire Department Memo:

I have promoted Jeff Anderson to Assistant Chief, replacing Jeff Voigt who retired last year. Paul Hansen has been promoted to Engineer to fill vacancy caused by the promotion of Jeff Anderson.

Anderson will move into his position starting on the 13th of April, with Hansen moving into his on the 12th of April.

Enclosures:

GENERAL INFORMATION SHEET

REQUIRED TO ACCOMPANY ANNUAL BEER AND LIQUOR APPLICATIONS

- 1. Name of applicant: Valley Liquors, Inc dba Hughes Wine & Spirit
- 2. Is applicant an individual, partnership or **corporation?** (Circle one)
If individual, go to question 7 and continue. If partnership, go to question 6 and continue.
If corporation, start at question 3 and continue.

- 3. Name of Officers:
 - Kristi Magnuson Nelson President
 - Diane Magnuson Vice-Pres
 - David Magnuson Treasurer }
Secretary }

- 4. Names of Directors:
 - Kristi Magnuson Nelson
 - Diane Magnuson
 - David Magnuson

5. Names of stockholders and number of shares held by each:

Name	Number of Shares
<u>Kristi Magnuson Nelson</u>	<u>54</u>
<u>Diane Magnuson</u>	<u>23</u>
<u>David Magnuson</u>	<u>23</u>

6. Names of Partners: _____

7. Name and address of manager/agent: (must be a resident of city)
Jeff Westrom

8. Seating capacity for serving meals at tables related to the Sunday On Sale liquor license:

9. Are there any delinquent taxes or charges owed to the City on the premises where licenses are to be issued: Yes _____ No X

10. Are there any individuals who are involved with the licenses requested under the age of 21 or not citizens of the United States? Yes _____ No X

Kristi Magnuson Nelson _____
Signatures of authorized individual Date 2/10/11

FED ID# 2638275 60

MN ID# 998-4020

PROOF OF WORKERS' COMPENSATION INSURANCE COVERAGE

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

Insurance Company Name: Waaler Insurance
(Not the insurance agent)

Policy Number or Self-Insurance Permit Number: _____

Dates of Coverage: _____

(or)

I am not required to have workers' compensation liability coverage because:

I have no employees covered by the law.

Other (specify) _____

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.



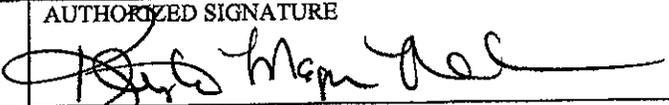
Department of Public Safety
 Alcohol & Gambling Enforcement Division
 444 Cedar Street, Suite 133
 St. Paul, MN 55101

Phone: 651-296-6159 TDD: 651-282-6555

CARD NUMBER

(Office Use Only)

APPLICATION FOR RETAILER'S (BUYER) CARD FOR LIQUOR OR WINE
FEE \$20.00

ISSUING AUTHORITY	TYPE CODE	BUYER'S CARD EXPIRES	INDEN. NO.
PRINT NAME OF LICENSEE (AS SHOWN ON LICENSE) Valley Liquors, Inc dba Hugo's Wine & Spirits		BUSINESS NAME (DBA) Hugo's Wine & Spirits	
BUSINESS ADDRESS 306 14th St NE		COUNTY POLK	BUSINESS PHONE 773-2418
CITY, STATE, ZIP CODE East Grand Forks, MN 56721		AUTHORIZED SIGNATURE 	





Minnesota Department of Public Safety
ALCOHOL AND GAMBLING ENFORCEMENT DIVISION
 444 Cedar St., Suite 222, St. Paul, MN 55101-5133
 (651) 201-7507 FAX (651)297-5259 TTY(651)282-6555
 WWW.DPS.STATE.MN.US



APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE

No license will be approved or released until the \$20 Retailer ID Card fee is received

Workers compensation insurance company, Name _____ Policy # _____
 Licensee's MN Sales and Use Tax ID # 998-4020 To apply for a MN sales and use tax ID #, call (651) 296-6181
 Licensee's Federal Tax ID # 263827560

If a corporation, an officer shall execute this application If a partnership, a partner shall execute this application.

Licensee Name (Individual, Corporation, Partnership, LLC) <u>Valley Liquors, Inc dba Hugo's Wine & Spirits</u>		Social Security #	Trade Name or DBA <u>Hugo's Wine & Spirits</u>	
License Location (Street Address & Block No.) <u>306 14th St NE</u>		License Period From _____ To _____		Applicant's Home Phone #
City <u>East Grand Forks</u>	County <u>Polk</u>	State <u>MN</u>	Zip Code <u>56721</u>	
Name of Store Manager <u>Jeff Westrom</u>		Business Phone Number <u>218-773-2418</u>		DOB (Individual Applicant)

If a corporation or LLC state name, date of birth, Social Security # address, title, and shares held by each officer. If a partnership, state names, address and date of birth of each partner.

Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
<u>Kristi Sue Magnuson Nelson</u>	<u>8/8/67</u>	[REDACTED]	<u>Pres</u>	<u>54</u>	<u>915 S AM St GF, ND 58201</u>
<u>Dane Gayle Magnuson</u>	<u>1/4/68</u>	[REDACTED]	<u>39 V.P</u>	<u>23</u>	<u>2805 Olson Drive GF, ND 58201</u>
<u>David Magnuson</u>	<u>10/12/69</u>	[REDACTED]	<u>42 Spt/Asst</u>	<u>23</u>	<u>117 N Washington GF, ND 58201</u>
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code

- If a corporation, date of incorporation 11/13/2007, state incorporated in North Dakota, amount paid in capital 900,000. If a subsidiary of any other corporation, so state NONE and give purpose of corporation to sell off sale alcoholic beverages. If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota? Yes No
- Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state.
1st floor of Hugo's Family Market place
- Is establishment located near any state university, state hospital, training school, reformatory or prison? Yes No If yes state approximate distance. _____
- Name and address of building owner: Valley Markets, Inc.
1950 3rd Ave S Suite C Grand Forks, ND 58201
Has owner of building any connection, directly or indirectly, with applicant? Yes No
- Is applicant or any of the associates in this application, a member of the governing body of the municipality in which this license is to be issued? Yes No If yes, in what capacity? _____
- State whether any person other than applicants has any right, title or interest in the furniture, fixtures or equipment for which license is applied and if so, give name and details. NONE
- Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?
 Yes No If yes, give name and address of establishment. _____

6. Are the premises now occupied or to be occupied by the applicant directly separate and distinct from any other establishment? Yes No
9. State whether applicant has or will be granted, an On sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises. Yes No Will be granted
10. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License. Yes No Will be granted
11. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality. _____
12. State Number of Employees 1 until facility is built
13. If this license is being issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)? _____
14. If this license is being issued by a County Board, is it located in an organized township? **If so, attach township approval.**

1. State whether applicant or any of the associates in this application, have ever had an application for a liquor license rejected by any municipality or state authority; if so, give dates and details. NO
2. Has the applicant or any of the associates in this application, during the five years immediately preceding this application ever had a license under the Minnesota Liquor Control Act revoked for any violation of such laws or local ordinances; if so, give dates and details. NO
3. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere, including State Liquor Control penalties? Yes No If yes, give dates, charges and final outcome.
4. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802. Yes No If yes, attach a copy of the summons.

This licensee must have one of the following: **(ATTACH CERTIFICATE OF INSURANCE TO THIS FORM.)**

- Check one
- A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.
- or
- B. A surety bond from a surety company with minimum coverage as specified in A.
- or
- C. A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

I certify that I have read the above questions and that the answers are true and correct of my own knowledge.

Print name of applicant & title <u>Valley Liquors, Inc</u>	Signature of Applicant <u>[Signature]</u>	Date <u>2/10/11</u>
---	--	------------------------

REPORT BY POLICE/SHERIFF'S DEPARTMENT

This is to certify that the applicant and the associates named herein have not been convicted within the past five years for any violation of laws of the State of Minnesota or municipal ordinances relating to intoxicating liquor except as follows:

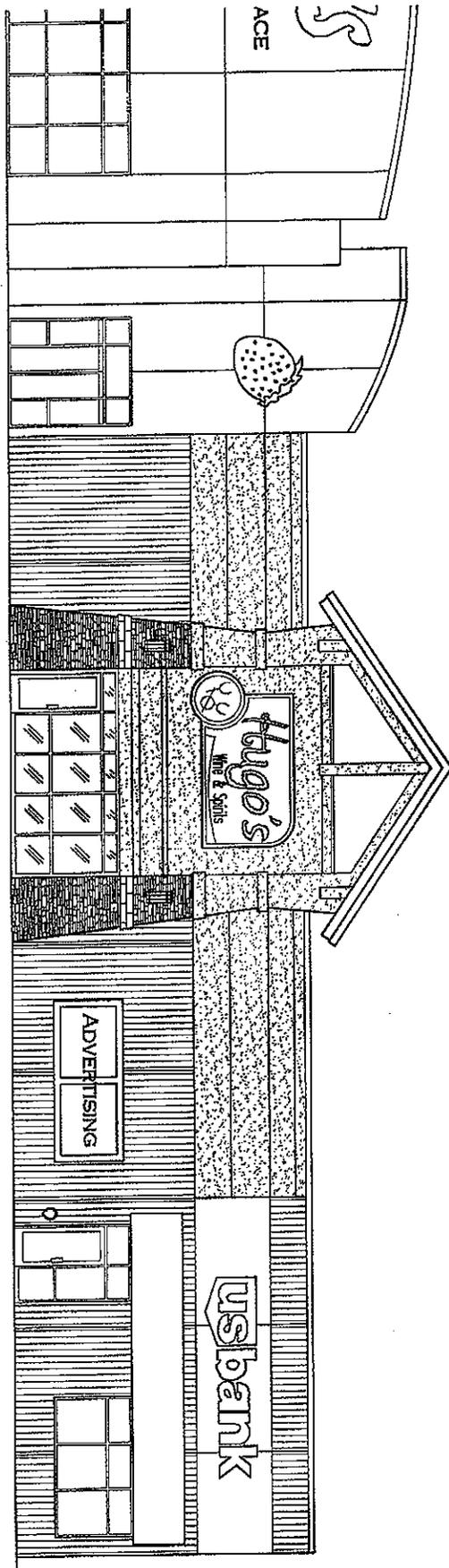
Police/Sheriff's Department	Title	Signature

PS 9136-(2009)

County Attorney's Signature _____

IMPORTANT NOTICE

All retail liquor licensees must register with the Alcohol, Tobacco Tax and Trade Bureau.
For information call (513) 684-2979 or 1-800-937-8864



Minnesota Department of Natural Resources

500 Lafayette Road • St. Paul, MN • 55155-40__



March 18, 2011

Scott Huizenga, Director of Finance
City of East Grand Forks
600 DeMers Avenue
East Grand Forks, MN 56721

RE: City of East Grand Forks
LaFave Multi-Use Trail, Project #C023-10-1C

Dear Scott Huizenga:

Enclosed find three (3) copies of the above mentioned agreement for your review and approval. Upon signing all three copies please forward them back to my attention. A fully executed copy will be sent back to you for your files. These documents must be returned to this office within thirty days of the date at which they are received. If it is not received in that time period, the agreement will be voided and your project will be delayed.

The Financial Management Manual outlines the paperwork needed to receive reimbursement. It is available at <http://www.dnr.state.mn.us/grants/recreation/index.html>, and click on the appropriate grant program you have been awarded. The manual is listed under "For the Grantee" section. Please forward this link to the person that will be completing the reimbursement documentation.

Do not hesitate to give me a call if you have any questions regarding this agreement.

Sincerely,

A handwritten signature in cursive that reads 'Traci Vibo'.

Traci Vibo, Grant Coordinator
Division of Parks and Trails
Minnesota Department of Natural Resources
(651) 259-5619
traci.vibo@state.mn.us

Enclosure

cc Dave Aker
File #C023-10-1C



**AGREEMENT BETWEEN THE STATE OF MINNESOTA
DEPARTMENT OF NATURAL RESOURCES
AND THE City of East Grand Forks (#C023-10-1C)**

THIS AGREEMENT is made between the State of Minnesota, acting by and through its Commissioner of Natural Resources (hereinafter the "State"); and the **City of East Grand Forks** (hereinafter the "Recipient").

WHEREAS, The Minnesota Legislature by 2009 Minnesota Laws, Chapter 37, Article 1, Section 4, Subdivision 5 from the natural resources fund for trail grants to local units of government on land to be maintained for at least 20 years for the purposes of the grant. This appropriation is from the revenue deposited in the natural resources fund under Minnesota Statutes, section 297A.94, paragraph (e), clause (4). In addition, if a project financed under this program receives a federal grant award, the availability of the financing from this paragraph for that project is extended to equal the period of the federal grant; and

WHEREAS, the Recipient has applied to the State for a grant and has proposed to **construct .75 miles of a 10 foot wide bituminous trail for pedestrian use to replace the deteriorating lower section of the trail along the Red Lake River**; (hereinafter the "Project") and which has been approved by the Recipient's appropriate governing entity as evidenced by Attachment "A" which is attached hereto and incorporated by reference herein;

NOW THEREFORE, it is agreed between the State and the Recipient as follows:

1. GENERAL CONDITIONS

- 1.1 The total obligation of the State for all compensation and reimbursement to the Grantee under this Grant Agreement will not exceed **\$95,000.00**.
- 1.2 The Recipient acknowledges that these funds are proceeds from the Natural Resources Fund, which is subject to certain legal restrictions and requirements, including Minnesota Statutes Section 116P.13. The Recipient is responsible for compliance with this and all other relevant State and Federal laws and regulations promulgated pursuant thereto governing the proceeds of the Fund in the fulfillment of the Project. Further, the Recipient is responsible for obtaining all applicable permits, permission and/or interests in property necessary for the performance of this Agreement.

1.3 CONTACT PERSONS

The authorized contact person for the State is:

Andrew Korsberg, Trail Program Coordinator
Trails and Waterways Division
Department of Natural Resources
500 Lafayette Road, Box 52

1- Cooperative Trail Program

St. Paul, Minnesota 55155-4052

The authorized contact person for the Recipient is:

*Dave Aker, Parks & Rec Superintendent
City of East Grand Forks
600 DeMers Avenue
East Grand Forks, East Grand Forks, MN 56721*

The authorized fiscal agent for the Recipient is:

*Scott Huizenga, Director of Finance
City of East Grand Forks
600 DeMers Avenue
East Grand Forks, MN 56721*

1.4 OPERATION OF THE PROJECT.

The Agency shall operate the PROJECT or cause it to be operated as outlined in the approved Application that is attached hereto as Attachment "B" which is incorporated by reference herein during the period from the effective date as referenced in paragraph 13.1 through **June 30, 2012**.

2. **USE OF FUNDS**

The Recipient shall use the proceeds of this agreement only for the eligible costs of the Project as outlined in Section 5. Costs.

3. **MATCHING FUNDS**

The State shall disburse funds to the Recipient pursuant to this agreement on a reimbursement basis not to exceed fifty (50) percent of its eligible costs, as described in Section 5. Costs up to a maximum of **\$95,000.00**.

4. **PROJECT**

4.1 PROJECT SPECIFICATIONS

The Project shall be guided by the Application as approved by the State. After completion of the Project, the Recipient shall certify to the State that the Project, as conducted, conforms to the approved Application. Said certification must be filed with the State prior to final reimbursement for the Project by the State.

4.2 ADMINISTRATION AND SUPERVISION

The Recipient shall be responsible for the administration, supervision, management and Project oversight that may be required for the work performed under this agreement. The Recipient may employ such professional services, as it deems reasonable and necessary to provide these services, subject to the provision of Section 5. Costs.

2-Cooperative Trail Program

4.3 ACKNOWLEDGMENTS

Upon Project completion, the Recipient shall post a permanent funding acknowledgment sign at the entrance to the Project site, or at an alternative conspicuous location on the site. The sign will state that the site was cooperatively developed by the Minnesota Department of Natural Resources.

4.4 STATUS REPORTS

The Recipient shall submit to the State program status, as the State shall reasonably request.

5. COSTS

5.1 REIMBURSABLE COSTS

Eligible costs shall be those costs directly incurred by the Recipient in preparation of and the actual conduct of the Project. Eligible costs shall be based upon the approved Application and can include the following types of costs provided they are solely related to and necessary for the completion of the Project:

- 5.1.1 Advertising costs solely for (1) Recruitment of personnel; (2) Solicitation of bids; and (3) Disposal of scrap materials;
- 5.1.2 Capital and labor expenditures for facilities, equipment and other capital assets;
- 5.1.3 Communication costs incurred for telephone calls and postage;
- 5.1.4 Materials & supplies;
- 5.1.5 Freight transportation expenses; and
- 5.1.6 Professional services and Project administration costs provided that they do not exceed 20% of the total cost of the Project;
- 5.1.7 Land acquisition (including permanent easements) whose value is established by a licensed appraiser and whose conclusions of value are certified by the state.

Any cost not defined as an eligible cost or not included in the approved Application shall not be paid from State funds committed to the Project.

5.2 NONREIMBURSABLE COSTS

Noneligible costs for reimbursement means all costs not defined as eligible costs, including but not limited to the following:

- 5.2.1 Any expenditure that occurs outside of the operating dates established in Section 1.4 (OPERATION OF THE PROJECT);
- 5.2.2 Fund raising;
- 5.2.3 Volunteer or Donated Labor
- 5.2.4 Taxes, except sales tax on goods and services;
- 5.2.5 Insurance, except title insurance;
- 5.2.6 Attorney fees;
- 5.2.7 Loans, grants, subsidies to persons or entities for development;
- 5.2.8 Bad debts or contingency funds;
- 5.2.9 Interest;

- 5.2.10 Lobbyists;
- 5.2.11 Political contributions;
- 5.2.12 Wages and expenses of Recipient's employees;
- 5.2.13 Fringe benefit costs of Recipient's employees; and
- 5.2.14 Land appraisals.

6. REIMBURSEMENT PROCEDURES

- 6.1 *Invoices.* The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted at the close of each state fiscal year (*July 1 – June 30*) at the very least.
- 6.2 *Federal funds.* (Where applicable, if blank this section does not apply)
Payments under this grant contract will be made from federal funds obtained by the State through Title ----- CFDA number ----- of the ----- Act of ----- . The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

All reimbursement requests, including invoices, for this project must be received by the State on or before **June 30, 2012**.

Upon completion of the Project, the Recipient shall certify to the State that the Project, as conducted, conforms to the approved Application. Said certification must be filed with the State prior to final reimbursement for the Project by the State.

Prior to reimbursement for land acquisition, if applicable, the Recipient must file a perpetual easement referenced in Paragraph 14 herein below with the County Recorder and provide a copy of the same with the state.

7. ACCOUNTING AND AUDIT

Under Minn. Stat. § 16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant contract are subject to examination by the State and/or State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract.

8. NONDISCRIMINATION

The Recipient in the conduct of the Project shall not engage in discriminatory employment practices and shall in all respects comply with Minnesota Statutes, Sections 363.03 and 181.59-60 and all applicable rules and subsequent amendments.

9. **WORKERS COMPENSATION**

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claim made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

10. **GOVERNMENT DATA PRACTICES AND INTELLECTUAL PROPERTY**

10.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

10.2 Intellectual Property Rights. The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this contract*. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant contract. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

11. **LIABILITY**

The Grantee must indemnify, save, and hold the State, its agent, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

12. **CONVERSION OF USE**

The Recipient shall not at any time convert any property acquired or developed pursuant to this Agreement to uses other than those specified in this Agreement without the prior written approval of the State, until a period of twenty years from the time the designated Funds are no longer available for the Project, has expired.

13. **TERM**

13.1 **EFFECTIVE DATE**

Costs may be incurred for this agreement upon approval of the Environmental Analysis documentation or **March 17, 2011**, whichever is later, although no reimbursements will be made until this Agreement is fully executed. This Agreement shall become legally effective upon such date as it is executed by the State Agency.

13.2 **EXPIRATION DATE**

The agreement shall remain in effect until **June 30, 2012**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

13.3 **TERMINATION**

If the State finds that there has been a failure on the part of the Recipient to comply with the provisions of this Agreement, that reasonable progress has not been made, or that the purposes for which the funds were awarded have not been or will not be fulfilled, the State may take action to protect the interests of the State including, but not limited to, the refusal to disburse additional funds and requiring the return of all or part of the funds previously disbursed.

13.4 **AMENDMENTS**

Any amendment to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

14. **ANTI-TRUST PROVISION**

The Recipient hereby assigns to the State of Minnesota any and all claims for overcharges as to goods and/or services provided in connection with the Agreement

resulting from antitrust violations that arise under the antitrust laws of the United States and the antitrust laws of the State of Minnesota.

15. **ASSIGNMENT**

The Recipient agrees to grant to the State a perpetual easement for the general public to use the subject property for recreational trail purposes. Attached hereto as Attachment "D" and incorporated by reference is a copy of the indenture to be filed with the county recorder if applicable.

16. **DATA DISCLOSURE**

Under Minn. Stat. § 270.66, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the state, to federal and state tax agencies and state personnel involved in the payment of state obligation. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

1. STATE ENCUMBRANCE VERIFICATION

*Individual certifies that funds have been encumbered as
Required by Minn. Stat. §§ 16A.15 and 16C.05.*

Signed: Raina Ocho

Date: March 18, 2011

CFMS Grant contract No. B- 54481

3. STATE AGENCY

By: _____
(with delegated authority)

Title: Deputy Director, Division of Parks and Trails

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s)
Have executed the grant contract on behalf of the Grantee as required
by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Revised 8/5/2008

LIST OF ATTACHMENTS

- A Resolution and approval by board or council
- B Approved Application
- C Financial Management Manual – on website as referenced in cover letter

8- Cooperative Trail Program

RESOLUTION NO. 09 - 11 - 75

Council Member Tweten, supported by Council Member Pokrzywinski, introduced the following resolution and moved its adoption:

Resolution to support a new bike trail in LaFave Park

Whereas, the bike trail in LaFave Park will connect the trails in the Greenway;

Whereas, the current bike trail down by the Red River and Red Lake River is under water most of the time and is deteriorating from the flood waters;

Whereas, the proposed bike trail is safer and much easier to maintain;

Whereas, visitors from the State Recreation Area and local residents will be able to use the bike trails year long;

Whereas, the bike trail is used for walks, races and marathons that will have a decent trail to use;

Whereas, the City of East Grand Forks will continue to provide maintenance and improvements to the trails;

Therefore, the City of East Grand Forks would support the Regional Trails Legacy to replace a part of the trail in LaFave Park.

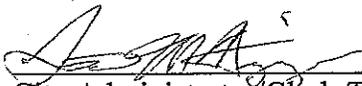
Voting Aye: DeMers, Grassel, Buckalew, Tweten, Gregoire, and Pokrzywinski.

Voting Nay: Leigh.

Absent: None.

The President declared the resolution passed.

Attest:



City Administrator/Clerk-Treasurer



Richard L. Soral
President of the Council

I hereby approve the forgoing resolution



Jim Stauss
Mayor

Project #

C023-10-1C



LOCAL TRAIL CONNECTIONS PROGRAM

2010 APPLICATION

RECEIVED
JUN 14 2010

Before completing this application read the program manual that contains instructions on completing this form.

*Type all responses within the boxes associated with each question.
Handwritten applications will not be accepted.
DO NOT change the format of this document.*

GENERAL CONTACT INFORMATION:

1.	Grant Applicant (Unit of Government required):	
2.	Contact Person:	Dave Aker
3.	Contact Title:	Parks & Recreation Superintendent
4.	Mailing Address:	
	Building Name (if applicable):	City of East Grand Forks
	Street:	600 DeMers Ave.
	City, State Zip:	East Grand Forks, MN 56721
5.	Daytime Phone:	(218) 773-8000
6.	Fax Number:	(218) 773-8003
7.	E-mail Address:	EGFaker@hotmail.com
8.	Website (if available):	

TRAIL CLUB OR ORGANIZATION/PROJECT PARTNER (If applicable):

9.	Contact Person and Title:	Kim Greendahl, Greenway Specialist
10.	Organization/Club Name:	Greenway & Trails Users Advisory Group
11.	Mailing Address	P.O. Box 5200
	Building Name (if applicable):	
	Street:	
	City, State Zip:	Grand Forks, ND 58206-5200
12.	Daytime Phone:	(701) 738-8746
13.	Fax Number:	
14.	E-mail Address:	kgreendahl@grandforksgov.com
15.	Website (if available):	www.grandforksgov.com/greenway

LOCATION OF PROJECT:

16.	County Project is located within:	Polk
17.	State Legislative (House) District:	2A
18.	Legislative House Representative:	Bernie Leider
19.	State Senate Representative:	LeRoy Stumpf
20.	Congressional District:	7 th
21.	Congressional Representative:	Rep. Collin Peterson

GENERAL PROJECT INFORMATION:

22.	Project Title:	LaFave Multi-Use Trail		
23.	Total Project Cost:	\$ 207,035.40		
24.	Amount Requested:	\$ 100,000.00		
25.	Local Match:	\$ 107,035.40		
26.	Source of Local Match:	City of East Grand Forks General Fund		
27.	Has the local match been secured? (mark one)	X	YES	NO
28.	Will other non-local funds be used for this project? (mark one)		YES	X NO
	If yes, give amount:			
29.	What is the source of the non-local funds?			
30.	Have the non-local funds been secured? (mark one)		YES	NO
31.	If this project has received federal funding through the Enhancements Program, please indicate which year your organization is programmed for construction? (please include a copy of the award notification as attachment "G")		FFY:	
32.	If this project is for a new trail development, please indicate estimated length:	Feet (if less than 1/2 mile):	Miles:	.75
33.	Below, indicate which primary and secondary recreation uses will directly benefit from the proposed project:			
	Primary Use	Secondary Use		
	X		Walking/Hiking	
	X		Bicycling	
		X	Mountain Bicycling	
			Horseback Riding	
			Cross-Country Skiing	
	X		In-Line Skating	
			Snowmobiling	
			ATV Riding	
			Off-Highway Motorcycling	
			4 X 4 Trucking	
			Other (specify):	

QUALIFYING REQUIREMENTS

All applications must address each of the following six qualifying requirements.
Failure to provide information on each of the requirements will result in the disqualification of the application.

Please complete each section as outlined in the instructions.

34. Project Description:

The LaFave Multi-use trail is a ten foot wide bituminous trail for pedestrian use. The trail is a part of the Greenway Trail system which is a nine (9) mile course along the river that connects East Grand Forks and Grand Forks. The trail would be a safer route for bikers and walkers. This project will replace the lower section of the trail that has deteriorated due to frequent flooding of the Red Lake River.

35. Costs Associated with the Project:

The total project cost is \$207,035.40. The City charges a \$1.00 fee per month for residents on their utility bill to cover the local match of \$51,758.85. The maintenance plan would consist of snow plowing in the winter and sweeping in the summer. These costs are budgeted into the Parks & Recreation budget. The City anticipates implementing a bituminous overlay of this proposed trail segment between 20 and 25 years after completion.

36. Project Timeline:

September 2010 to November 2010, Design and Specifications.
December 2010, Project Memorandum approved.
January 2011, Plan and Specifications approved.
February 2011, Project Letting.
March 2011, Project Award to successful low bidder.
May 2011, Construction begins
June 2011, Construction is completed.

37. Project Readiness:

The City of East Grand Forks has moved forward with the design and preparation of the project memorandum. The land is owned by the City with no additional right of way to acquire, the local match is in place.

38. Year Round Trail Usage:

The LaFave multi-use trail is utilized year round. The City plows the trail in the winter so pedestrians can continue to walk and run. There are marathons year round and this will connect the trails.

EVALUATION CRITERIA

All applicants must address each of the following six evaluation criteria that are listed, and in the order that they are presented below. *Failure to provide information on each of the criterion will result in the disqualification of the application.*

39. **Site and Project Quality:**

The LaFave multi-use trail will travel through LaFave Park with a view of the Red Lake River and the Red River. The trail provides a historic view of the rapids on the Red Lake River and the softball fields in LaFave Park.

The entire trail is ten-foot wide and it meets Federal guidelines for trail development. This will provide a user friendly trail system for all pedestrian users including those who are mobility impaired. Because the trail network is routed through the park, limiting the trail use to pedestrian travel is appropriate.

40. **Accessibility:**

The LaFave multi-use trail will connect with the Louis Murray Bridge over the Red Lake River and a completed bituminous trail by the Sorlie Bridge. The trail will be accessible by the public because it is located within public right of ways and public parking. All trail accesses are equipped for mobility accessibility features with proper grading.

41. **Public Need for and Benefit of Project:**

The LaFave multi-use trail is driven by high waters that force pedestrians to walk up on higher grounds. There is a trail next to the rivers that no one is able to use very much because it is always flooded. The LaFave trail is considerably higher and safer. (see photo)

42. **Community Commitment to Trail Use:**

The trails in East Grand Forks are used heavily by residents. The impact of the marathons and half marathons is outstanding. The trail would make it easier to get to work or school by biking or walking. The visitors in the Red River State Recreation Area and the ones that park in the public parking lots would be able to experience the whole trail system. The City's comprehensive plan includes an overall walk ability plan that connects the trail system with other pedestrian routes such as sidewalks.

43. Impact on Adjoining Landowners in the Vicinity of the Project:

The land is owned by the City of East Grand Forks, there are no land owners in the vicinity.

44. Attention to the Potential Environmental Impact of the Project and Efforts to Avoid or Mitigate Adverse Effects:

During the construction phase of the LaFave multi-use trail, there will be noise and dust found when normal trail construction is occurring. Landscaping will be limited to turf establishment in disturbed areas adjacent to the proposed trail. There are no gardens planned for this project.

45. Connectivity:

The LaFave multi-use trail would connect the State Recreation Area and Grand Forks for a continuous trail along the Greenway that has a total of 27 miles of trails. It connects the downtown restaurants, camping, single and multi-family residential developments.

ATTACHMENT CHECKLIST

Required Attachments (All attachments MUST be 8 ½ by 11 ONLY)	
	Attachment A – Required Certifications
	Attachment B – Resolution Supporting Application
	Attachment C – Letters of Support
	Attachment D – Project Location Map (8 ½ X 11 ONLY)
	Attachment E – Site Level Map (8 ½ X 11 ONLY)
Additional Attachments (if applicable)	
	Attachment F – Transportation Enhancement Award Letter

APPLICATION DUE DATE: Received or postmarked by Wednesday, March 31, 2010.

Send 8 copies of the application with attachments to the following address:

Traci Vibo, Grant Coordinator
Department of Natural Resources
Trails and Waterways Division
500 Lafayette Road, Box 52
St. Paul, MN 55155-4052
Phone: (651) 259-5619

Attachment A

REQUIRED CERTIFICATIONS

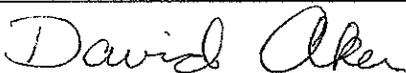
For Grant Applicants:

"I hereby certify that all of the information provided in this application is true and accurate to the best of my knowledge. I recognize that in the event of the proposed project being funded, this document will be used as an addendum to the agreement between the sponsoring unit of government and the state to guide project scope and reimbursement. I also acknowledge that all work must be completed by **June 30, 2011**, and no reimbursement will be sought for an in-house labor services and/or to meet existing payroll."

Name:	Dave Aker	Title:	Parks & Recreation Superintendent
Unit of Government:	City of East Grand Forks		
Signature:		Date:	11/06/2009

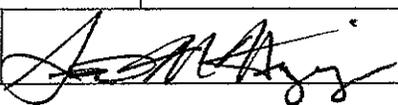
For Trail and Park Administrators:

"I substantially agree that the proposed trail related project will be mutually beneficial to the local community, as well as to the goals and purposes for which this recreation unit was established. I will cooperate in its provision if the project proposal should be funded."

Name:	Dave Aker	Title:	Parks & Recreation Superintendent
Unit of Government:	City of East Grand Forks		
Signature:		Date:	11/06/2009

For All Administrators of Public Lands Crossed/Utilized in the Proposed Linkage:

"I preliminarily agree with plans to develop the proposed trail related project on land administered by my agency, and I will cooperate in seeking more formal authorization in the event the project proposal is authorized for reimbursement."

Name:	Scott Huizenga	Title:	City Administrator
Unit of Government:	City of East Grand Forks		
Signature:		Date:	11-6-09

RESOLUTION NO. 09 - 11 - 75

Council Member Tweten, supported by Council Member Pokrzywinski, introduced the following resolution and moved its adoption:

Resolution to support a new bike trail in LaFave Park

Whereas, the bike trail in LaFave Park will connect the trails in the Greenway;

Whereas, the current bike trail down by the Red River and Red Lake River is under water most of the time and is deteriorating from the flood waters;

Whereas, the proposed bike trail is safer and much easier to maintain;

Whereas, visitors from the State Recreation Area and local residents will be able to use the bike trails year long;

Whereas, the bike trail is used for walks, races and marathons that will have a decent trail to use;

Whereas, the City of East Grand Forks will continue to provide maintenance and improvements to the trails;

Therefore, the City of East Grand Forks would support the Regional Trails Legacy to replace a part of the trail in LaFave Park.

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

Voting Nay: Leigh.

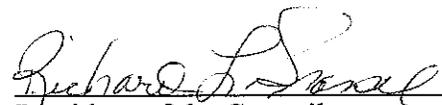
Absent: None.

The President declared the resolution passed.

Attest:



City Administrator/Clerk-Treasurer



President of the Council

I hereby approve the forgoing resolution



Mayor



City of Grand Forks

255 North Fourth Street • P.O. Box 5200 • Grand Forks, ND 58206-5200

Kim Greendahl, Greenway Specialist kgreendahl@grandforksgov.com (701) 787-3756
Website: www.grandforksgov.com/greenway Fax: (701) 787-3725

November 09, 2009

To Whom It May Concern:

Please consider this a letter of support from the Greenway and Trail Users Advisory Group in reference to an application for funding being made by the City of East Grand Forks for the construction and realignment of a trail located in the downtown East Grand Forks portion of the Greenway.

The Greenway is approximately 2,200 acres of natural open space in the heart of Grand Forks, ND and East Grand Forks, MN that provides a unique opportunity for year-round outdoor recreation activities in an urban setting. The Greenway features several parks, campground, two golf courses, disc golf courses, shore bank fishing sites and many more recreational opportunities.

One of the key features of the Greenway is a multi-purpose trail system that includes two pedestrian bridges that provide a link between the two communities. The proposed trail realignment is located along this trail system and would provide a much needed improvement to a trail section that has suffered deterioration and damage. The current trail segment has become nearly impossible for bicyclists and in-line skaters to use safely.

The Greenway and Trail Users Advisory group was formed in 2008 to gather input, ideas and assistance from citizens regarding the Greenway and trails in our community. Each month citizens meet to discuss how to improve the trail system and promote trail use. The group supports the applications for funds being submitted by the City of East Grand Forks to replace this trail segment.

I appreciate your attention to this project and hope you will give favorable consideration of the request.

Sincerely,

Kim Greendahl
Greenway Specialist

EAST GRAND FORKS
POLICE DEPARTMENT



Michael Hedlund
Chief of Police

520 Demers Avenue East Grand Forks, MN 56721
Phone (218) 773 - 1104 Fax (218) 773 - 1108

November 5, 2009

To whom it may concern:

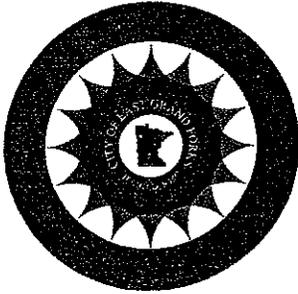
I am writing this letter in support of a grant proposal from Mr. Dave Aker and the City of East Grand Forks Parks & Recreation Department. The Cities of Grand Forks, ND and East Grand Forks, MN have an extensive and interconnected bike trail system that is very heavily used. One section of the trail goes through La Fave Park in East Grand Forks but there are a number of issues with this section. This section runs near the river and is prone to being affected by summer floods which minimize the usability of the trail in this area. Mr. Aker's proposal involves relocating this section to a higher elevation that would decrease this problem and also place the trail closer to more frequently traveled areas of the community, increasing the safety of pedestrians and bicyclists alike as they use this section of the path. As a regular user of the trail system I am well aware of the problems in this area and as the local Chief of Police I strongly support this project as having merit from a community safety aspect as well. If you have any questions please feel free to contact me!

Sincerely,

A handwritten signature in black ink, appearing to read "M. Hedlund".

Michael S. Hedlund
Chief of Police

cc: File



City of East Grand Forks

600 DeMers Ave • P.O. Box 373 • East Grand Forks, MN 56721
218-773-2483 • 218-773-9728 fax www.eastgrandforks.net

November 6, 2009

To whom it may concern:

This letter is in support of a grant for a bike and walking trail in La Fave Park. The proposal Dave Aker has made for relocation of the trail to higher ground is safer and more useable than the trail is now. The section that runs down from the Louis Murray Bridge is a very steep slope and the one he proposes would make that trail more safe. The other section of the trail runs along the river and is often flooded during heavy rain events or spring floods. We share a trail system with Grand Forks; and to keep it open on our side we need an addition to the trail. People in the State Campground use the trails regularly. To keep up our trail system growing in popularity we have to relocate the trail to higher ground. The proposal is a very good and safe project, if you have any questions feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Huizenga".

**Scott Huizenga
City Administrator, City of East Grand Forks**

YMCA FAMILY CENTER



PO BOX 13177
7TH & UNIVERSITY AVENUE
GRAND FORKS, ND 58208-3177
TELEPHONE (701) 775-2586
FAX (701) 775-9611

April 5, 2010

Scott Huizenga, City Administer
City of East Grand Forks
600 DeMers Avenue
East Grand Forks, MN 56721

RE: YMCA Cat's Incredible Half Marathon/EGF Greenway Trails

Dear Scott:

For the last 2 years the Cat's Incredible Half Marathon road race has been held on the trail system within the Greenway. The 8 ½ mile loop, utilizing the two pedestrian bridges, makes for an excellent route for the event. The race can start on either side of the river near down town and end on the other side. This route has made for a great event and has led to growth in participation.

The most serious drawback runners have told us is the condition of the trail in downtown East Grand Forks (LaFave Park area), which they describe as 'treacherous'. During the best of weather conditions, the cracks and deteriorated asphalt can be hazardous for runners leading to twisted ankles and falls. During wet, rainy weather, it is even worse. Two years ago, we had to shovel the mud off the trail and hoped that no one would fall or twist an ankle in a mud filled crack. As runners came through, their shoes were filled with mud. We thought about re-routing them up onto Third Street, but that still created a hazard as runners are competing with vehicular traffic. Another problem with this higher route is it doesn't connect well back into the trail system.

With the exception of the downtown East Grand Forks segment, runners give great reviews on the routing of this race. If this segment were fixed, we believe the race could become a premier event.

Sincerely,

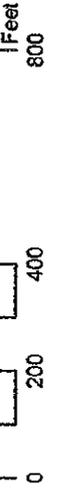
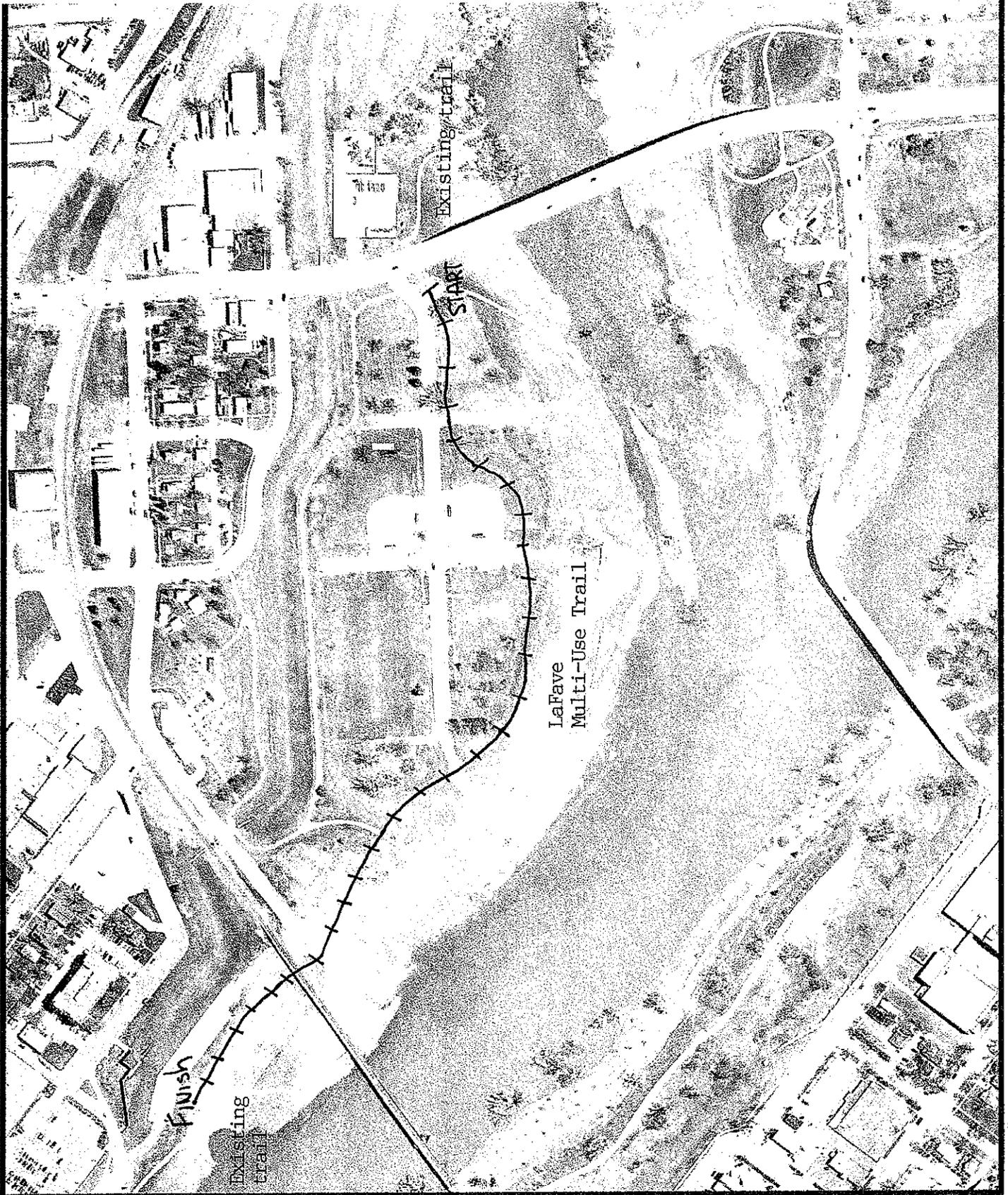
A handwritten signature in black ink, appearing to read 'Debra A. Vein'.

Debra A. Vein, Race Director/Health & Wellness Director

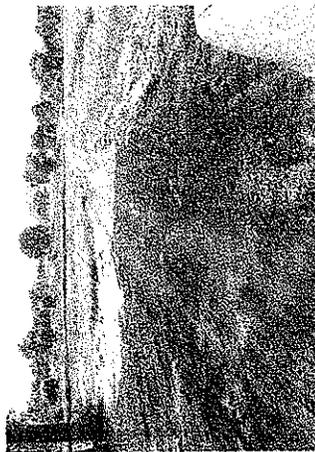
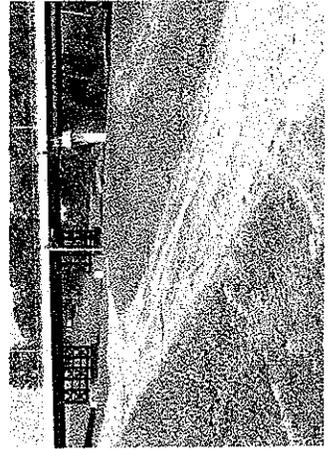
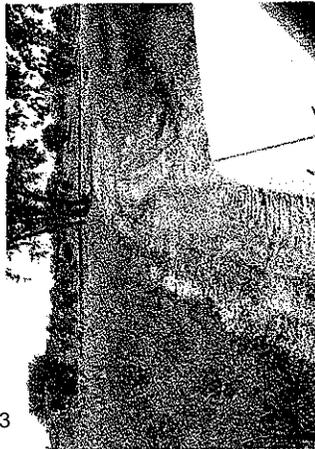
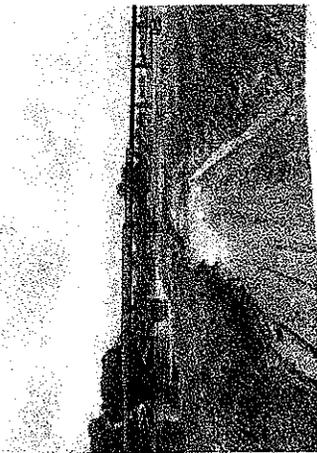
pc: Mayor Lynn Stauss, Craig Buckalew, Dick Grassel, Wayne Gregoire, Mike Pokrzwinski,
Henry Tweton, Mark DeMers, Greg Leigh



GIFTS TO THE ENDOWMENT FUND PERPETUATE YOUR INTEREST IN YOUTH



We are looking for an alternate route for pedestrian traffic that goes by the Red Lake River and the Red River. These pictures are down by the rivers where the water is over the trail or where mud is caked on them. There is a month each season where it doesn't look like this. The LaFave Multi-use trail would be much higher and out of the water.



RESOLUTION NO. 11 – 04 – 33

A RESOLUTION APPROVING AN EXTENSION OF THE EXISTING INTERGOVERNMENTAL TRANSPORTATION SERVICE AGREEMENT WITH THE CITY OF GRAND FORKS, NORTH DAKOTA FOR TRANSIT SERVICES THROUGH DECMEBER 31, 2011

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

WHEREAS, the City previously executed an Intergovernmental Transportation Service Agreement with the City of Grand Forks, North Dakota (“Operator”);

WHEREAS, the term of the Agreement was January 1, 2006 through December 31, 2010; and

WHEREAS, the City Council approved an extension of the agreement through March 31, 2011 at the Council Meeting of February 1, 2011; and

WHEREAS, the City Council has directed the City Attorney to clarify certain language in the proposed new Intergovernmental Transportation Service Agreement that begins January 1, 2011;

BE IT RESOLVED by the City Council of the City of East Grand Forks, Minnesota that the City approves an extension of the existing Intergovernmental Transportation Service Agreement with the City of Grand Forks, North Dakota for Transit Services through December 31, 2011; and

BE IT FURTHER RESOLVED that the City Council authorizes the Mayor and the City Administrator to execute all necessary documents related to the agreement extension.

Voting Aye:
Voting Nay: None.
Absent:

The President declared the resolution passed.

Passed: April 5, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of April, 2011.

Mayor

RESOLUTION NO. 11 – 04 – 34

Council Member ____, reported by Council Member ____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased the following goods from Bert’s Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
02-15-11	46662	Boss Box Plow	\$5662.50
		Finance Charge	\$84.94

WHEREAS, Wayne Gregoire, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$5,747.44 on check number 9141 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on April 5, 2011.

Voting Aye:
Voting Nay: None.
Abstain: Gregoire.

The President declared the resolution passed.

Passed: April 5, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of April, 2011.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Wayne Gregoire, being duly sworn states the following:

- 1. I am 5th Ward Council Member of the City of East Grand Forks.
- 2. The following goods were furnished to the City of East Grand Forks by Bert’s Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
02-15-11	46662	Boss Box Plow	\$5662.50
		Finance Charge	\$84.94

- 3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
- 4. Resolution passed by unanimous vote of the council on April 5, 2011.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

RESOLUTION NO. 11 – 04 – 35

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased from Hardware Hank the goods referenced in check number 9191 for a total of \$682.05.

WHEREAS, Craig Buckalew, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$682.05 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on April 5, 2011.

Voting Aye:
 Voting Nay: None.
 Abstain: Buckalew.
 Absent: None.

The President declared the resolution passed.

Passed: April 5, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 5th of April, 2011.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Craig Buckalew, being duly sworn states the following:

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 9191 for a total of \$682.05.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on April 5, 2011.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only

User: ejohnson
 Printed: 3/31/2011 - 3:12 PM



City of East Grand Forks

P. O. Box 373
 East Grand Forks, MN 56721
 (218) 773-2483

Check	Date	Vendor No	Vendor Name	Amount	Voucher
9125	04/05/2011	3DS001	3D Specialties	576.32	0
9126	04/05/2011	ACM001	Acme Electric Companies	4,716.36	0
9127	04/05/2011	ADV001	Advanced Business Methods Inc	545.85	0
9128	04/05/2011	ALL001	Alltel	384.84	0
9129	04/05/2011	ALT001	Altru Health System	120.00	0
9130	04/05/2011	AME006	AMEM	100.00	0
9131	04/05/2011	AME014	American Digital Solutions Inc	246.07	0
9132	04/05/2011	AME008	American Tire Service Inc	494.18	0
9133	04/05/2011	AME005	Ameripride Linen & Apparel Services	625.99	0
9134	04/05/2011	AUB003	Zach Aubol	117.00	0
9135	04/05/2011	AUT001	Auto Glass & Aftermarket Inc	174.65	0
9136	04/05/2011	BAK001	Baker & Taylor Co	470.60	0
9137	04/05/2011	BAR005	Barnes Distribution	1,360.85	0
9138	04/05/2011	BAR011	Sharon Bartlette	100.00	0
9139	04/05/2011	BAR012	Steve & Sharon Bartlette	100.00	0
9140	04/05/2011	BEC001	Becker Arena Products Inc	395.52	0
9141	04/05/2011	BER001	Bert's Truck Equipment	5,747.44	0
9142	04/05/2011	BLU001	Blue Cross Blue Shield of ND	5,764.50	0
9143	04/05/2011	BOA001	Boardwalk Bar & Grill	93.28	0
9144	04/05/2011	BOE001	Andrew Boen	134.00	0
9145	04/05/2011	BOR001	Border States Electric Supply	108.00	0
9146	04/05/2011	BRI003	Brite-Way Window Cleaning	60.00	0
9147	04/05/2011	BRO002	Brodart Co	234.21	0
9148	04/05/2011	RAT001	Lisa Burlage	575.00	0
9149	04/05/2011	BUT001	Butler Machinery Co	419.79	0
9150	04/05/2011	CAN001	Canon Financial Services	167.10	0
9151	04/05/2011	CAP001	Capstone Press Inc	332.02	0
9152	04/05/2011	CAR504	Cardmember Service	11.30	0
9153	04/05/2011	CAR002	Carquest Auto Parts	27.79	0
9154	04/05/2011	GFT003	Donald Scott Cash	3,067.35	0
9155	04/05/2011	CBC001	CBCS	1.00	0
9156	04/05/2011	CEN002	CENGAGE Learning	254.84	0
9157	04/05/2011	CHE005	Cherry Lake	33.90	0
9158	04/05/2011	RUD002	Christopher & Amanda Rudy & Amer	5,000.00	0
9159	04/05/2011	CLA001	Claitor's Law Book & Publishers	47.12	0
9160	04/05/2011	COL002	Cole Papers Inc	800.36	0
9161	04/05/2011	COM003	Complete Pest Control Inc	1,667.33	0
9162	04/05/2011	COU003	Country Inn St.Paul East	329.92	0
9163	04/05/2011	CUM001	Cummins NPower LLC	10,354.19	0
9164	04/05/2011	D&M001	D&M Auto Body	300.00	0
9165	04/05/2011	DAK002	Dakota Fence	91.95	0
9166	04/05/2011	DAK013	Dakota Precision Fabricating	4,900.00	0
9167	04/05/2011	DAK004	Dakota Supply Group	306.11	0
9168	04/05/2011	DIA001	Richard Papenfuss Diamond Cleaning	64.04	0
9169	04/05/2011	DRU001	Drummer's Diesel Inc	95.04	0
9170	04/05/2011	EMP002	Emergency Medical Product Inc	197.82	0
9171	04/05/2011	ENV001	Environmental Resource Association	94.15	0
9172	04/05/2011	EXP003	Explorer Post #38	40.00	0
9173	04/05/2011	EXP002	Exponent	334.50	0
9174	04/05/2011	FAS001	Fastenal Company	109.49	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
9175	04/05/2011	FLA001	Flaherty & Hood PA	96.08	0
9176	04/05/2011	FRE002	Fred Pryor Seminars/Career Track Ret	79.00	0
9177	04/05/2011	FLO001	FS Engineering	21,529.02	0
9178	04/05/2011	G&K001	G&K Services	182.80	0
9179	04/05/2011	GAF001	Gaffaneys	431.75	0
9180	04/05/2011	GAL001	Gale	220.14	0
9181	04/05/2011	GAL002	Gall's Inc	86.55	0
9182	04/05/2011	GAR001	Garden Hut Inc	133.26	0
9183	04/05/2011	GFF001	GF Fire Equipment	203.25	0
9184	04/05/2011	GFH002	GF Herald	210.08	0
9185	04/05/2011	GFW001	GF Welding & Machine	37.66	0
9186	04/05/2011	GGF001	GGF Convention & Visitors Bureau	292.59	0
9187	04/05/2011	GWS001	GW & Sons Construction Inc	1,500.00	0
9188	04/05/2011	GYO001	Erik Gyolai	43.20	0
9189	04/05/2011	HAJ002	Rick Hajicek	285.00	0
9190	04/05/2011	HAJ001	Rod Hajicek	8.25	0
9191	04/05/2011	HAR001	Hardware Hank	682.05	0
9192	04/05/2011	HAY001	Andy Hayward	1,000.00	0
9193	04/05/2011	HEA003	Jason Hearn	102.00	0
9194	04/05/2011	HEA001	Heartland Paper	353.70	0
9195	04/05/2011	HEL001	Charlotte Helgeson	215.31	0
9196	04/05/2011	HOL002	Holiday Credit Office	25.61	0
9197	04/05/2011	HUG001	Hugo's	53.02	0
9198	04/05/2011	HUI001	Scott Huizenga	522.65	0
9199	04/05/2011	IDL001	Kimberly Idland	751.39	0
9200	04/05/2011	INT003	Integra Telecom	139.28	0
9201	04/05/2011	KEL003	Kelly Services	1,184.06	0
9202	04/05/2011	LAK001	Laker Chemical	2,894.18	0
9203	04/05/2011	LAS001	Laser Systems	218.00	0
9204	04/05/2011	LEA001	League of MN Cities	20.00	0
9205	04/05/2011	LEA002	League of MN Cities	34,003.81	0
9206	04/05/2011	LIB001	Liberty Business Systems	73.59	0
9207	04/05/2011	LOW001	Lowes	42.66	0
9208	04/05/2011	LUM001	Lumber Mart	75.23	0
9209	04/05/2011	LYN001	Lynn Peavey Company	125.15	0
9210	04/05/2011	MBC001	M-B Companies Inc	1,211.65	0
9211	04/05/2011	MAR004	Marco	27.24	0
9212	04/05/2011	MAR001	Marco Inc	294.31	0
9213	04/05/2011	DAK009	Shannon Mehrer	4,900.00	0
9214	04/05/2011	MEN001	Menards	32.94	0
9215	04/05/2011	MET003	Metro Copy & Print	34.00	0
9216	04/05/2011	MIC001	Micro-Marketing LLC	259.59	0
9217	04/05/2011	MID001	MidAmerica Books	71.75	0
9218	04/05/2011	MID003	Midcontinent Communications	807.47	0
9219	04/05/2011	MIK001	Mike's Pizza	104.25	0
9220	04/05/2011	MNC006	MN Chamber of Commerce	120.00	0
9221	04/05/2011	MND006	VOID****VOID****VOID*** MN I	617.00	0
9222	04/05/2011	MNP005	MN POST Board	540.00	0
9223	04/05/2011	MNS005	MN State Community & Technical Co	100.00	0
9224	04/05/2011	NEW001	Newman Signs	682.22	0
9225	04/05/2011	NOR010	North Central Rental & Leasing	3,585.00	0
9226	04/05/2011	NOR005	Northern Safety Tech	507.07	0
9227	04/05/2011	NOR016	Northland Maintenance & Constructio	295.50	0
9228	04/05/2011	ORE001	O'Reilly Auto Parts	1,361.14	0
9229	04/05/2011	ODL001	Odland Fitzgerald Reynolds & Harbot	220.00	0
9230	04/05/2011	PEA004	Peach Cobbler Books	131.72	0
9231	04/05/2011	PEA001	Peak Performance	75.00	0
9232	04/05/2011	PEN001	Penworthy Company	167.55	0
9233	04/05/2011	PET001	Peterson Veterinarian Clinic P.C.	424.98	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
9234	04/05/2011	POK001	Mike Pokrzywinski	332.52	0
9235	04/05/2011	POL002	Polk County Auditor Treasurer	25.00	0
9236	04/05/2011	PRA003	Prairie Wind BG Inc	3,818.70	0
9237	04/05/2011	PRA001	Praxair Distribution	1,408.90	0
9238	04/05/2011	PRE001	Premium Waters Inc	207.74	0
9239	04/05/2011	PRO001	ProDataPlus.com	27.18	0
9240	04/05/2011	PSD001	PS Door Services	734.41	0
9241	04/05/2011	QUI001	Quill Corp	691.59	0
9242	04/05/2011	QWE001	Qwest	1,913.48	0
9243	04/05/2011	RDO001	RDO Powerplan OIB	630.29	0
9244	04/05/2011	RED001	Red River Snowmobile Club	4,703.48	0
9245	04/05/2011	REL001	Reliable Office Supplies	159.60	0
9246	04/05/2011	RMB001	RMB Environmental Lab Inc	43.00	0
9247	04/05/2011	ROB004	Robinson Textiles Inc	120.10	0
9248	04/05/2011	RUD003	Thomas Rudd	5,000.00	0
9249	04/05/2011	RYD001	Rydell Chevrolet	18.73	0
9250	04/05/2011	SCH009	Jason Schnathorst	134.00	0
9251	04/05/2011	SCH006	Aeisso Schrage	134.00	0
9252	04/05/2011	SEN001	Sentimental Reflections	200.00	0
9253	04/05/2011	SKI001	Skinner Roofing	225.00	0
9254	04/05/2011	SPO001	Tom Spoor	20.55	0
9255	04/05/2011	STA003	Star Tribune	234.00	0
9256	04/05/2011	STE001	Stennes Granite	625.00	0
9257	04/05/2011	STO001	Stone's Mobile Radio Inc	171.41	0
9258	04/05/2011	STR003	Streichers	10,499.86	0
9259	04/05/2011	STU001	Stuart's Towing	140.00	0
9260	04/05/2011	SUN001	Sunshine Terrace	70.29	0
9261	04/05/2011	THO001	Thomas Bouregy & Co	139.50	0
9262	04/05/2011	THO006	Dave Thompson	134.00	0
9263	04/05/2011	TIG001	Tiger Direct.com	87.19	0
9264	04/05/2011	TRA001	Tractor Supply Co	32.01	0
9265	04/05/2011	TRU001	True Temp	703.89	0
9266	04/05/2011	TRY001	Try-County Refrigeration	344.50	0
9267	04/05/2011	USP002	USPS Postmaster	438.00	0
9268	04/05/2011	VAL002	Valley Truck	660.05	0
9269	04/05/2011	VAR001	Varda Silent Alarms	310.37	0
9270	04/05/2011	VEI001	Veit & Company Inc	1,187.75	0
9271	04/05/2011	VFW002	VFW Post 1874	115.00	0
9272	04/05/2011	VIL001	Vilandre Heating & A/C	1,765.65	0
9273	04/05/2011	WAT001	Water & Light Department	19,880.05	0
9274	04/05/2011	WIZ001	Wizard's Enterprises Inc.	490.00	0
9275	04/05/2011	XCE001	Xcel Energy	19,724.25	0
9276	04/05/2011	ZIE001	Ziegler	260.03	0
				215,243.54	
Check Total:					