

**APPROVED
MINUTES
OF THE
EAST GRAND FORKS
CITY COUNCIL
Tuesday, February 3, 2009 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for February 3, 2009 was called to order by Council Vice President Henry Tweten at 5:03 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 Henry Tweten, Council Member Marc Demers, Craig Buckalew (5:04 pm), Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Nancy Ellis, Planning & Zoning; Earl Haugen, Planning & Zoning; John Wachter, Public Works Superintendent; Jerry Skyberg, Building Official, Charlotte Helgeson, Library Director; Dave Aker, Parks & Rec Superintendent; Mike Hedlund, Police Chief; and Dan Boyce, Water & Light Manager.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 20, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF JANUARY 20, 2009.

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

Voting Nay: None.

Absent: Grassel.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 27, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE “WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF JANUARY 27 2009.

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

Voting Nay: None.

Absent: Grassel.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they chose.

3. Consider approving the request to raise the rate of the columbarium at the cemetery from \$400 to \$800.
4. Consider approving the successful completion of the six month probationary period of Michelle Manias, Police Sergeant in the East Grand Forks Police Department.
5. Consider approving the application for an Exempt Gambling Permit for a raffle for Sacred Heart Church & School to be held April 25, 2009 at Sacred Heart Church & School, 200 3rd St. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
6. Consider approving the application for an Exempt Gambling Permit for a raffle for Our Saviors Lutheran Church to be held May 15, 2009 at Our Saviors Lutheran Church, 1515 5th Ave. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
7. Consider approving the request for a Special Event for a Winter Carnival (5K race, snowmobile races, soup cook off) beginning at 7:00 a.m. and ending at 5:00 p.m. along the banks of the Red River on February 14, 2009.
8. Consider approving the following Gas & Oil Installer Licenses pending required bond:
 - a. Q&Z Enterprises, Inc., 1555 52nd St. N, Grand Forks, ND 58203.
9. Consider approving the following Master Plumber Licenses pending required bond & license:
 - a. Q&Z Enterprises, Inc., John Naastad, 1555 52nd St. N, Grand Forks, ND 58203.

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10. Consider approving the following Second Hand Dealer License:
 - a. Todd Enterprises, 2520 Business Hwy 2, East Grand Forks, MN 56721.
11. Consider approving the following Show License:
 - a. River Cinema, 211 DeMers Ave., East Grand Forks, MN 56721.
12. Consider approving the following Vending Wagon License pending approval by the Minnesota Department of Health:
 - a. Brain Freeze, Dwight Love, 511 25th Ave. S, Grand Forks, ND 58201.
 - b. Santa Lucia, 1109 38th St., Fargo, ND 58103.
13. Consider approving the transfer of Cuckoo’s Nest liquor license to Boardwalk Bar & Grill, Inc.
14. Consider approving the “On Sale” Wine and “On Sale” Non-Intoxicating Liquor License Application for Mamma Marias Italian Restaurant, Inc. located at 211 DeMers Avenue, East Grand Forks, MN 56721 pending background check and proper documentation.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH FOURTEEN (14) AS SUBMITTED.

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

Voting Nay: None.

Absent: Grassel.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

15. The minutes of the Water, Light, Power and Building Commission for January 5, 2009.
16. The minutes of the East Grand Forks Campbell Library Board Meeting for January 27, 2009.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

17. Consider approving the economic recovery project list in priority order and submit to the MPO for inclusion into the 2009-2012 Transportation Improvement Program (TIP).

Mr. Boppre announced that he took off 15th and added Greenway Blvd and 11th Ave SE to Rhinehard Drive. He also stated that he talked to Bernie Lieder regarding assistance on the 23rd Street project. Council Member Buckalew inquired about 5th Ave. NW. He stated that his concern is emergency vehicles.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE ECONOMIC RECOVERY PROJECT LIST IN PRIORITY ORDER

AND SUBMIT TO THE MPO FOR INCLUSION INTO THE 2009-2012 TRANSPORTATION IMPROVEMENT PROGRAM (TIP).

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

18. Consider approving the Pay Equity Implementation Report for FY2008.

Mr. Huizenga informed City Council that we are in compliance and this report is for the 2008 salaries.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE PAY EQUITY IMPLEMENTATION REPORT FOR FY2008.

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

CLAIMS:

19. Consider adopting Resolution No. 09-02-14 a Resolution authorizing the City of East Grand Forks to approve purchases from Bert's Truck for the goods referenced in check number 2122 for a total of \$224.04 whereas Council Member Gregoire is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-02-14 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERT'S TRUCK FOR THE GOODS REFERENCED IN CHECK NUMBER 2122 FOR A TOTAL OF \$224.04 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

20. Consider adopting Resolution No. 09-02-15 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 2166 for a total of \$280.85 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-02-15 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 2166 FOR A TOTAL OF \$280.85 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

Absent: Grassel.

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

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| Acme Electric Companies | Elastic Back Support | \$57.61 |
| Advanced Business Methods | Copier Maint Lease | \$144.40 |
| Advanced Fire Protection | Repair On Sprinkler | \$1,745.00 |
| Aggregate Industries | Est No.10 - Revised Final | \$7,509.32 |
| Albrecht Manufacturing | Time & Material #362 | \$357.14 |
| Alltel | Cell Phone | \$139.14 |
| American Tire Service | Tire Repair #144 | \$16.00 |
| Ameripride Linen & Apparel Services | Towels, Linens, Soap | \$415.38 |
| Auto Glass & Aftermarket | Windshield #320 | \$295.00 |
| Babe Ruth League | Registration For Cal Ripken Teams | \$472.00 |
| Barta Alex | Finance Charge | \$15.60 |
| Batteries Plus #24 | 12V 1.5 Amp Battery Charger, Battery Lift | \$206.01 |
| Bert's Truck Equipment | Mirrors #320, Light | \$224.04 |
| Business & Legal Reports | Environmental Compliance Subscription | \$634.95 |
| Blue Cross Blue Shield of ND | Blue Cross Blue Shield EDA | \$4,482.60 |
| Bobcat of Grand Forks | Filters, Mirror #144 | \$306.29 |
| Boen Andrew | Travel Expense Interrogation | \$35.00 |
| Border States Industries | Maint Supplies, F032/735 RS Octron Flr | \$246.80 |
| Brodart Co | Books | \$267.89 |
| Bud & Ralph's Appliance Service Inc | Door Catch, Door Pin | \$24.56 |
| Business Essentials | Office Supply Paper/Folders | \$91.23 |
| Butler Machinery Co | Bulbs | \$9.82 |
| Bydal Designs | Waters Edge, Riverwalk, DeMers Bldg Signs | \$911.64 |
| C&L Pest Control | Demand CS | \$133.13 |
| Carquest Auto Parts | Blower Motor #301 | \$73.63 |
| Center Point Large Print | Books | \$34.42 |
| CENGAGE Learning | Books | \$334.62 |
| Claitor's Law Book & Publishers | Books | \$44.77 |
| Coalition of Greater MN Cities | CGMC Fall Conference | \$345.00 |
| Cole Papers Inc | Toilet Tissue, Cleaning Supplies, Vacuum Repair | \$1,353.74 |
| Custom Stripes Inc | Graphics # 614 | \$480.00 |
| D&D Heating & Sheet Metal | Repair/Supplies - HVAC For Council Chambers | \$1,197.30 |
| D&M Auto Body | Body Repair #311 | \$438.27 |
| Daydreams Specialities | Plaque For Rod's Retirement | \$43.00 |
| DeMers Marc | CGMC Conference | \$108.00 |
| Dempsey Katie | Housing Incentive Program Tax Rebate | \$822.06 |
| Discovery Benefits | Health Benefits Jan 09 | \$206.00 |
| Dvorak Eric and Sara | Replace Ck 1842 Housing Incentive Prog Tax Rebate | \$2,070.15 |
| Electric Pump | Mini-CASSII/FUS | \$743.37 |
| Explorer Post #38 | Squad Car Cleaning | \$40.00 |
| Farnams Genuine Parts Inc NAPA | Posi-Lock Connectors, Connector Bulb, Lights | \$122.88 |
| FedEx | Fed Assist Application For Industrial Park | \$27.90 |

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| Filter Care | Washed Filters, Filter Credits | \$181.17 |
| Floan Sanders | Prof Services | \$31,972.00 |
| G&K Services | Rugs | \$338.69 |
| Gaffaneys | Fasterner, Staples | \$71.49 |
| Gale | Books | \$46.74 |
| Galstad, Jensen, & Olson | Prof Services | \$1,239.40 |
| Garden Hut | Inc | \$203.40 |
| GF Fire Equipment | 28 Cairns 6" Leather Fronts | \$784.00 |
| GGF Convention & Visitors Bureau | Lodging Tax | \$1,818.05 |
| Glass Pro's Inc | Repair Panic Exit | \$102.00 |
| Grassel Richard | CGMC Fall Conference | \$466.48 |
| Grand Cities Towing | Towing | \$150.00 |
| Hajicek Rod | Meal/Crookston | \$7.00 |
| Hajicek Rick | Cleaning 1/12 - 1/16 | \$118.75 |
| Hardware Hank | Supplies | \$280.85 |
| Hart's Auto Supply | Brake Parts | \$375.03 |
| Heartland Paper | Paper, Towels, Buffer Pads, Tissue | \$1,648.40 |
| Home of Economy | PVC | \$18.41 |
| Hugo's | Cleaning Supplies | \$54.10 |
| Huizenga Scott | CGMC Fall Conference | \$108.00 |
| The H.W. Wilson Comp | Books | \$420.00 |
| Kar Products | Stock Parts | \$878.64 |
| Kellermeyer Building Service | Dec 08 Service | \$426.00 |
| Learning Opportunities Inc | Books | \$53.61 |
| Lithia Payment Processing | TPS Sensor, Axels, Repair Work | \$590.69 |
| Mack Jason | Gas Reimb | \$80.25 |
| Marco - Fargo Inc | Copier | \$278.57 |
| Marshall Cavendish | Books | \$146.90 |
| McDonald's of EGF | Prisoner Meals Account Adjustment | \$17.57 |
| Medica | 08 Health Adjustment | \$2,035.50 |
| Menards | (2) Single Insul Batt, Paint, Garbage | \$176.41 |
| Micro-Marketing LLC | Books | \$26.50 |
| MN Dept of Public Safety | Mobile Devices, CJDN Connect/Operations | \$1,530.00 |
| MN Dept of Revenue | Dec 08 Tax | \$6,039.00 |
| MN Pollution Contrl | 2009 Training Registration | \$280.00 |
| MN State Retirement System | Health Care Savings Plan | \$23,337.00 |
| MN Transportation Alliance | Membership Dues 09 | \$265.00 |
| Metropolitan Planning Organization | Hours / Local Share | \$10,375.00 |
| North Dakota Quarterly | One Year Subscription | \$30.00 |
| Nelson Katie | Reimb Holiday Party | \$54.05 |
| Northern Safety Tech | Inv Parts | \$536.44 |
| North Central Rental & Leasing | Equip Rental 1/7/09 - 2/3/09 | \$2,025.00 |
| Odland | Fitzgerald | \$440.00 |
| Olson Chris | Replace Mailbox | \$50.00 |
| Olson James and Diane | Housing Incentive Program Tax Rebate | \$2,177.87 |
| Opp Construction | 906 16th Ave St SE - Street Repair, Estimate No. 4 Final | \$17,727.72 |
| O'Reilly Auto Parts | Shop Supply | \$924.14 |
| OSI Environmental Inc. | Used Filters | \$100.00 |
| Overhead Door Co | Belt | \$71.87 |
| Pamida | Christmas Supplies & Music, cleaning Supplies | \$92.31 |

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| Peak Performance | Typewriter Repair | \$95.00 |
| Pesch Tim | Gas Reimb | \$23.70 |
| Praxair Distribution | Tanks | \$17.08 |
| Quill Corp | Supplies | \$429.07 |
| Radio Shack Corporation | Switches | \$12.77 |
| RDO Equipment Co | Hose & Fitting, Bolts | \$431.08 |
| Resharpit Inc | Blade Sharpening | \$110.00 |
| Roto Rooter | Fix Floor Drain | \$78.00 |
| Rotary Club of East Grand Forks | Dues Jan-March 09 | \$100.00 |
| Rydell Chevrolet | Fuel Pump & Filter | \$379.40 |
| Safety Kleen Corp | Washer Parts, Vacuum Service | \$2,277.94 |
| Schumacher Todd | Gas Reimb | \$31.73 |
| Scholand Tyler | Gas Reimb | \$16.86 |
| Stauss Lynn | CGMC Fall Conference | \$466.48 |
| State Industrial Products | Glue | \$71.78 |
| Stone's Mobile Radio | Antena Extensions | \$73.54 |
| Straw William | Reimb Gas PeeWee Tourn | \$81.37 |
| Thomas Bouregy & Co | Books | \$139.50 |
| Tiger Direct.com | DVD's | \$32.58 |
| Tretter Tyler | Gas Reimb | \$52.00 |
| Tri-Star Recycling Inc | Hazardous Waste Cleanup | \$5,954.07 |
| True Temp | Service Labor, Filters | \$220.23 |
| Try-County Refrigeration | Service Furnace | \$408.50 |
| UPS Store | Shipping | \$103.07 |
| Valley Petroleum Equipment | Lump Pump Repair | \$397.61 |
| Valley Truck | Bus Repair #320, Bumper Guides, Filters | \$2,690.24 |
| Vilandre Heating & A/C | Boiler Repair, Urinal Repair | \$125.03 |
| Waste Mgmt | 2405 Homes/Sun Ter Recyclable Dec 09 | \$6,292.25 |
| Water & Light Department | Corey/Kris Oct-Dec, W&L Bill | \$56,693.80 |
| Xcel Energy | Elect Service | \$39,533.52 |
| Zee Medical Service | Refill First Aid Kit | \$44.78 |
| Ziegler | Cutting Edges | \$3,017.04 |
| | TOTAL | \$258,795.68 |

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

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

Voting Nay: None.

Absent: Grassel.

COUNCIL/STAFF REPORTS:

Mayor Stauss announced that he attended the Tri-Cities Meeting in Thief River Falls and discussed City cuts.

Council Member Gregoire stated that the Intergovernmental Retreat in Mahnomen was very informational.

Council Member Pokrzywinski expressed his concern regarding the cuts in school funding.

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Council Vice President Tweten stated that if the Council would like information regarding the stimulus projects, the Administration office will have updates. He informed Council that the City will be facing a challenge with the LGA cuts. He encouraged the Council to attend the Tri-Cities Meeting in Thief River Falls.

Mr. Galstad informed Council that he met with the Wavra's and they will be moving forward on the 23rd Street right-of-way.

Mr. Boppre gave an update on his research regarding special assessments and stated that Thief River Falls does a 60/40 split but he will continue looking at other Cities.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE FEBRUARY 3, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:29 P.M.

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

Voting Nay: None.

Absent: Grassel.

Scott Huizenga, City Administrator/Clerk-Treasurer