

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for April 5, 2011 was called to order by Council Vice-President Gregoire 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 Wayne Gregoire, Council Members Marc DeMers, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, Planning & Zoning; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Jim Richter, EDHA Director; and John Wachter, Public Works Superintendent.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.

“Merit Award” – Mr. Boppre presented the Merit Award from the State of Minnesota Department of Transportation and Concrete Paving Association for outstanding performance to the City of East Grand Forks.

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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE ITEMS ONE (1) AND FOUR (4) AS SUBMITTED.

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

Voting Nay: None.

Absent: Buckalew.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

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

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO OPEN THE PUBLIC HEARING.

Ms Ellis announced that Folson Farms is planning on removing an existing building and then building new on Lot 3. The new building would not meet the side setback requirement, so Folson Farms is moving the Lot 3 property line to the west decreasing the Lot 1 footage.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO CLOSE THE PUBLIC HEARING AND APPROVE THE FINAL PLAT APPROVAL OF THE BURLINGTON NORTHERN INDUSTRIAL PARK 2ND RESUBDIVISION.

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

Voting Nay: None.

Absent: Buckalew.

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.
13. Consider adopting Resolution No. 11-04-36 a Resolution to authorize the following budget transfers for 2010.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE CONSENT MOTIONS NUMBER SIX (6) THROUGH THIRTEEN (13) AS SUBMITTED.

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

Voting Nay: None.

Absent: Buckalew.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

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

COMMUNICATIONS:

15. Jeff Anderson promoted to Assistant Chief

16. Paul Hansen promoted to Engineer

Mr. Gust went through the promotion process.

OLD BUSINESS:

17. Consider approving the following “Off Sale” Weekday Liquor License to Valley Liquors, Inc dba Hugos Wine & Spirits located at 306 14th St. NE, East Grand Forks, MN 56721.

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

Council Member Leigh complimented Hugos for working with Duke’s Liquors.

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

Voting Nay: None.

Absent: Buckalew.

NEW BUSINESS:

18. 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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE 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.

Council Member Leigh stated that he voted “no” before since there are two paths in that area already. He asked if it would be possible to connect the existing trail and add onto it. Mayor Stauss informed City Council that we should have asked for that in the beginning. Council Member DeMers wanted to clarify that this grant requires matching funds. This grant does not include destroying the current trail. Mr. Huizenga announced that the DNR will listen to scope changes once the City accepts the grant agreement.

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

Voting Nay: None.

Absent: Buckalew.

19. 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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 11-04-33 A RESOUTUIION APPROVING AN EXTENSION OF THE EXISTING INTERGOVERNMENTAL TRANSPORTATION SERVICE AGREEMENT WITH THE CITY OF GRAND FORKS, ND FOR TRANSIT SERVICES THROUGH DECEMBER 31, 2011.

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

Voting Nay: None.

Absent: Buckalew.

CLAIMS:

20. 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.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT 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.

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

21. 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.

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

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

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

3D Specialties	Safety Glasses/Barricade Batteries/Banding	\$576.32
	18V Battery Combo Pack/Containers/Pressure	
Acme Electric Companies	Washer/Jobmaster Floodwall Tool	\$4,716.36
Advanced Business Methods Inc	Copier Lease	\$545.85
Alltel	Cell Phones	\$384.84
Altru Health System	Repair Lifepak & Heartstart	\$120.00
AMEM	2011 Dues	\$100.00
American Digital Solutions Inc	Toner For Copier	\$246.07
American Tire Service Inc	Four Tires/Front End Alignment #547	\$494.18

Ameripride Linen & Apparel Services	Cleaning Supplies/Services	\$625.99
Aubol Zach	Reimb Mileage/Bemidji/Fargo	\$117.00
Auto Glass & Aftermarket Inc	#543 Door Glass	\$174.65
Baker & Taylor Co	Books	\$470.60
Barnes Distribution	Inventory Parts	\$1,360.85
Bartlette Sharon	Reimb/ Art Energy Grant Supplies	\$100.00
Bartlette Steve & Sharon	Broken Fence	\$100.00
Becker Arena Products Inc	Ice Paint	\$395.52
Bert's Truck Equipment	Boss 12' Box Plow/Finance Chg	\$5,747.44
Blue Cross Blue Shield of ND	Insurance/EDHA	\$5,764.50
Boardwalk Bar & Grill	Meeting Meals	\$93.28
Boen Andrew	Reimb Meals/St.Paul	\$134.00
Border States Electric Supply	Lights	\$108.00
Brite-Way Window Cleaning	Window Cleaning/Riverwalk	\$60.00
Brodart Co	Books	\$234.21
Burlage Lisa	Grant Writing (AFG)	\$575.00
Butler Machinery Co	Seals & O-ring For Rig/Cutting Edges #163	\$419.79
Canon Financial Services	Copier	\$167.10
Capstone Press Inc	Books	\$332.02
Cardmember Service	Interest Charge W&L CC	\$11.30
Carquest Auto Parts	Pressure Washer Pump Pressure Hose #914	\$27.79
Cash Donald Scott	Feb 2011 Dial-A-Ride	\$3,067.35
CBCS	Collection Fee	\$1.00
CENGAGE Learning	Books	\$254.84
Cherry Lake	Books	\$33.90
Christopher & Amanda Rudy & American Federal Bank	New Construction Loan	\$5,000.00
Claitor's Law Book & Publishers	Book	\$47.12
Cole Papers Inc	Laundry Soap/Supplies/Tissue	\$800.36
Complete Pest Control Inc	1st Qtr Pest Control	\$1,667.33
Country Inn St.Paul East	Lodging/AndyBoen/Dave Thompson	\$329.92
Cummins NPower LLC	Annual Routine Maint/Generators & SW Lifts	\$10,354.19
D&M Auto Body	Repair Left Rear Bumper Cover	\$300.00
Dakota Fence	Tension Bands/Wire	\$91.95
Dakota Precision Fabricating	Materials/Bulkhead Repairs/Floodwall	\$4,900.00
Dakota Supply Group	Lamps For Arena/Dispatch Remodel	\$306.11
Diamond Cleaning Supply Richard Papenfuss	Scrubbing Bubbles	\$64.04
Drummer's Diesel Inc	Check Out Lack Of Power #120	\$95.04
Emergency Medical Product Inc	Medical Supplies For Squad Cars	\$197.82
Environmental Resource Association	Ph Sampling	\$94.15
Explorer Post #38	Squad Car Cleaning	\$40.00
Exponent	Public Hearing/Replat Indus Pk Subdivision/Summer Help/Art Festival	\$334.50

Fastenal Company	Tools For River St Closure	\$109.49
Flaherty & Hood PA	Prof Services/PD OT	\$96.08
Fred Pryor Seminars/Career Track Returns	Excel Basics/D.Tupa	\$79.00
FS Engineering	Prof Services	\$21,529.02
G&K Services	Mats	\$182.80
Gaffaneys	White Board/File Holders/Toner/Office Supplies	\$431.75
Gale	Books	\$220.14
Gall's Inc	Big Easy Door Unlocking Kit	\$86.55
Garden Hut Inc	Small Inline Fuel Filters Inventory	\$133.26
GF Fire Equipment	Badge/Annual Service/Recharge	\$203.25
GF Herald	Fire Hall Subscription	\$210.08
GF Welding & Machine	Flex Pipe #234	\$37.66
GGF Convention & Visitors Bureau	Lodging Tax/Feb 2011/Plaza Motel	\$292.59
GW & Sons Construction Inc	Dispatch Remodel/Paint Walls & Door Frames	\$1,500.00
Gyolai Erik	Reimb Gas	\$43.20
Hajicek Rick	Cleaning/ 3/7/11 - 3/18/11	\$285.00
Hajicek Rod	Reimb Meal/Crookston	\$8.25
Hardware Hank	Maint Supplies	\$682.05
	Travel Expense & 5 Artist Sessions/Presentor/NW MN	
Hayward Andy	Arts Grant	\$1,000.00
Hearn Jason	Reimb Mileage/Fargo/TRF/Moorhead	\$102.00
Heartland Paper	Misc Supplies	\$353.70
Helgeson Charlotte	Stamps for Art Energy Festival Postcards/Supplies	\$215.31
Holiday Credit Office	Gas Card/EDHA	\$25.61
Hugo's	Acct End 2483/Supplies/Skywarn Class	\$53.02
	Reimb Meals/Lodging/Mileage/MCFOA Conf	
Huizenga Scott	St.Cloud/Mahnomen/City Admin Lunch	\$522.65
Idland Kimberly	Reimb Costume/Decorations/Props	\$751.39
Integra Telecom	LD Phone	\$139.28
Kelly Services	Temp Services	\$1,184.06
Laker Chemical	Fine Road Patch	\$2,894.18
Laser Systems	Ink	\$218.00
League of MN Cities	Safety & Loss WrkShp/S.Huizenga	\$20.00
League of MN Cities	Workers Comp/2nd Qtr	\$34,003.81
Liberty Business Systems	Copier Lease	\$73.59
Lowe's	Wall Clocks	\$42.66
Lumber Mart	Side Boards Dump Box	\$75.23
	Evidence Bags/Fingerprint Ink Pad/Shoe Hood & Feet	
Lynn Peavey Company	Coveralls	\$125.15
M-B Companies Inc	Repair Kit/Sweeper	\$1,211.65
Marco	Copy Maint	\$27.24
Marco Inc	Copier	\$294.31
Mehrer Shannon	Labor For Bulkheads Repair/Floodwall	\$4,900.00

Menards	Maint Supplies	\$32.94
Metro Copy & Print	Laminating Maps	\$34.00
Micro-Marketing LLC	Books/Books on CDs	\$259.59
MidAmerica Books	Books	\$71.75
Midcontinent Communications	Cable	\$807.47
Mike's Pizza	Planning Meeting/EDHA Meeting	\$104.25
MN Chamber of Commerce	Bus Day At the Capitol/Richter/Pokyrzywinski	\$120.00
MN Dept of Revenue VOID****VOID****VOID***	Sales & Use Tax/Feb 2011	\$617.00
MN POST Board	POST License Renewal	\$540.00
MN State Community & Technical College	Fire School Kevin Boushee	\$100.00
	Grassel Sign For Park/Installation Charge Cabela's Sign	\$682.22
Newman Signs	Motor Grader Rental	\$3,585.00
North Central Rental & Leasing	Mini LED Magnetic Strobe Lights/Mounting Brackets #400	\$507.07
	Replace Carpet/Vinyl	\$295.50
Northern Safety Tech	Misc Supplies	\$1,361.14
Northland Maintenance & Construction	First Appearances	\$220.00
O'Reilly Auto Parts	Books	\$131.72
Odland Fitzgerald Reynolds & Harbott PLLP	Clean Rollers/Samsung SF-560	\$75.00
Peach Cobbler Books	Books	\$167.55
Peak Performance	Feb 2011 Pound Report	\$424.98
Penworthy Company	Reimb Mileage/Bus Day At The Capital	\$332.52
Peterson Veterinarian Clinic P.C.	Farm & Home Plat Book	\$25.00
Pokrzywinski Mike	Fuel Treatment/Injector Cleaning Tool/Diesel Conditioner/Testing Dies	\$3,818.70
Polk County Auditor Treasurer	Plasma Cutter/Air Filter/Saw Blades/Cylinder Rental	\$1,408.90
	Water Service	\$207.74
Prairie Wind BG Inc	Panasonic DVD RAM	\$27.18
Praxair Distribution	Gargae Door Repair	\$734.41
Premium Waters Inc	Office Supplies	\$691.59
ProDataPlus.com	Phone Service	\$1,913.48
PS Door Services	Window Hinge/Steering Bumper/Stucchi Coupler	\$630.29
Quill Corp	Northern Lights Grooming	\$4,703.48
Qwest	Office Supplies	\$159.60
RDO Powerplan OIB	4 Hr. Composite Sample #1 Lift	\$43.00
Red River Snowmobile Club	Prisoner Clothing	\$120.10
Reliable Office Supplies	New Construction Loan	\$5,000.00
RMB Environmental Lab Inc	Third Brake Light Lens #232	\$18.73
Robinson Textiles Inc	Reimb Meals/St.Paul	\$134.00
Rudd Thomas	Reimb Meals/St.Paul	\$134.00
Rydell Chevrolet	DVDs	\$200.00
Schnathorst Jason	Snow Removal	\$225.00
Schrage Aeiiso		
Sentimental Reflections		
Skinner Roofing		

Spoor Tom	Reimb Postage/Mail Library Plans	\$20.55
Star Tribune	Newspaper Renewal	\$234.00
Stennes Granite	O/C	\$625.00
Stone's Mobile Radio Inc	Radio Repari	\$171.41
Streichers	Officers Vests/Grant Funded	\$10,499.86
Stuart's Towing	Towing	\$140.00
Sunshine Terrace	Reimb Petty Cash	\$70.29
Thomas Bouregy & Co	Books	\$139.50
Thompson Dave	Reimb Meals/St.Paul	\$134.00
Tiger Direct.com	Dispatch Remodel	\$87.19
Tractor Supply Co	Air Hose #234	\$32.01
True Temp	Replace Zone Valve/Pilot Assembly/Replace Ignitor	\$703.89
Try-County Refrigeration	Repairs/Pk Shop	\$344.50
USPS Postmaster	6 1st Class Rolls/6Postcard Rolls	\$438.00
Valley Truck	Hydraulic Hose For Plow & Oil/Hose/Starter #125	\$660.05
Varda Silent Alarms	Sensor & Transmitter/Varda Silent Alarm/PD	\$310.37
Veit & Company Inc	Televising WW Swr On 5th Ave	\$1,187.75
VFW Post 1874	State Convention/J.Richter	\$115.00
	Check Floor Heat For PW Building/Boiler	
Vilandre Heating & A/C	Repair/Mama Maria's Rooftop Motors	\$1,765.65
Water & Light Department	Monthly Services	\$19,880.05
Wizard's Enterprises Inc.	Custodial Services	\$490.00
Xcel Energy	Monthly Services	\$19,724.25
Ziegler	Cutting Edges #163/140	\$260.03
	Total	\$215,243.54

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

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

Voting Nay: None.

Absent: Buckalew.

COUNCIL/STAFF REPORTS:

Mayor Stauss asked residents to stay off levees during this flood fight.

Council Member Tweten announced that there are flood meetings daily at 9:30 a.m. at the Fire Department.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE APRIL 5, 2011 REGULAR MEETING OF THE EAST

GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:33 P.M.

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

Voting Nay: None.

Absent: Buckalew.

Scott Huizenga, City Administrator/Clerk-Treasurer