

**APPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, APRIL 19, 2011 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for April 19, 2011 was called to order by Council 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: Council President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Mark Dragich, Parks & Recreation Coordinator; Nancy Ellis, Planning & Zoning; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Randy Gust, Fire Chief; Deb Hadden, Secretary; Garry Hadden, Arena Manager; Mike Hedlund, Police Chief; Scott Huizenga, City Administrator; Brian Larson, Arena Manager, Jim Neil, Park Foreman; 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.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of April 5, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 12, 2011.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS:

3. Consider approving the request to award the bid for “2010 City Project No. 2, Sidewalk Improvements” to Higher Ground for a total bid price of \$171,058.60.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE REQUEST TO AWARD THE BID FOR “2010 CITY PROJECT NO. 2, SIDEWALK IMPROVEMENTS” TO HIGHER GROUND FOR A TOTAL BID PRICE OF \$171,058.60.

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

Voting Nay: 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.

4. Consider approving the Final Plat for Industrial Park First Resubdivision.
5. Consider approving the East Grand Forks 2011 Transportation Enhancement Project with the change in project scope, cost estimate, and funding sources.
6. Consider approving the application for a Special Event for Gordon Aubrey, wedding horse carriage ride from Cornerstone Baptist Church in Grand Forks to the American Legion in East Grand Forks, on June 24, 2011 from 5:15 p.m. to 6:15 p.m pending MnDot approval.
7. Consider approving the application for an Exempt Gambling Permit for a raffle for ALS Fundraiser Roseau to be held January 21, 2012 at Eagles Club, 227 10th Street NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.
8. Consider approving the Farm Lease Agreement– Cash Rent for Greg Driscoll and Michael O’leary for April 1, 2011 and terminating December 31, 2013.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH EIGHT (8) AS SUBMITTED.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

9. Regular meeting minutes of the Water, Light, Power and Building Commission for March 17, 2011.

COMMUNICATIONS:

10. Acknowledging the retirement of James Neil effective April 29, 2011 and “Thank” him for 36 years of dedicated service to the City of East Grand Forks.

Mr. Aker presented an award to Mr. Neil for his years of service.

OLD BUSINESS: NONE.

NEW BUSINESS:

11. Consider approving the Memorandum of Understanding between LELS and the City regarding comp time.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN LELS AND THE CITY REGARDING COMP TIME.

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

Voting Nay: None.

12. Consider approving the request to award the quote for sewer cleaning to Roto Rooter for \$59,500

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO TABLE THIS ITEM.

Mr. Huizenga announced that he has a call into the league.

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

Voting Nay: None.

CLAIMS:

13. Consider adopting Resolution No. 11-04-38 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 9345 for a total of \$1,018.72 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-04-38 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 9345 FOR A TOTAL OF \$1,018.72 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

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

3D Specialties	Batteries	\$122.88
Acme Electric Companies	2 Axe Handles/Flood Tools/Bulk Compressor	\$1,097.23
Advanced Business Methods Inc	Copier Contract	\$233.25
Advanced Tire & Auto	Service Call/#549	\$55.00
Aker Dave	Reimb Mileage/Mahnomen/Safety & Loss Wksp	\$82.62
Alltel	Cell Phone	\$208.21
American Legion Post 157	Meal For Flood Workers	\$67.03
American Tire Service	Tire Repair	\$18.00
American Tire Service Inc	Tire Alignment #511/Tires #542	\$924.61
Ameripride Linen & Apparel Services	Cleaning Service/Supplies	\$330.81
Aqua Water Solutions	Water Service	\$47.60
Auto Glass & Aftermarket Inc	Floor Mats #510/Seal Hooper Liner #114	\$174.90
Babe Ruth League	League Charter Dues/Accident Insurance	\$472.00
Balco Uniforms Co Inc	Emblems For Uniforms/Uniforms	\$2,954.00
Barnes Distribution	Inventory Parts/Flexzilla Air Hose/Air Hose Nipples	\$381.06
Batteries Plus	Batteries/Battery Pack/UPC/SCADA/PLC Batteries	\$378.41
Beacon Athletics	Ag Lime/Chalk	\$2,100.00
Brady Martz & Associates	Financial Audit Statements	\$13,500.00
Brite-Way Window Cleaning	Window Cleaning	\$60.00
Bruce Jay	Cell Phone Payment	\$44.85
C&R Laundry & Cleaners	Dry Cleaning/March 2011	\$393.15
Cabela's Retail	Gas Line For Pump	\$24.57
Canon Financial Services	Copier Service	\$167.10
Cash Donald Scott	Dial-A-Ride/ March 2011	\$3,777.15
Channing Bete Company	Medical Supplies	\$193.38
City of Saint Paul	Use Of Force Instructor Class	\$885.00
CMI Inc	PBT Mouthpieces	\$55.76
CNA Surety	MN Utility Permit	\$100.00
Cole Papers Inc	Tissue Paper	\$73.95
Complete Pest Control Inc	Insect/Jewelry Store	\$80.16
Custom Stripes Inc	Decals	\$135.00
Dakota TV & Appliance	Fridge/Washer Repairs	\$666.39
Deitz Business Promotions	Pencils	\$256.30
Diamond Cleaning Supply Richard Papenfuss	Cups/Towel/Soap	\$149.29
Dragich Mark	Reimb Mileage/Ada	\$65.28
Duane W. Nielsen Company	Calibrate Main WW Lift Magmeter	\$580.40
East Grand Floral	Floral Arrangement/D.Grassel	\$75.00

East Side Express	EDHA Board Meal	\$60.54
East Side Sharpening	Blade Sharpening	\$130.00
Explorer Post #38	Squad Car Cleaning	\$50.00
Exponent	Job Openings/10 CP2	\$576.46
Ferrellgas	Propane/Cylinder Rental	\$305.20
Filter Care	Washed Filters Inventory	\$233.74
Flat Plains Services Inc	Snow Removal/Riverwalk/Boardwalk	\$1,079.00
G&K Services	Mats	\$260.91
Gaffaneys	Office Supplies	\$75.75
Galstad Jensen & McCann PA	Professional Services	\$11,577.25
George's Quick Printing	Envelopes/PD	\$119.70
GF City Utility Billing	Landfill Charges/March 2011	\$13,283.10
GF Fire Equipment	Annual Service	\$39.00
GF Herald	Art Festival Ad/Sr Center Dinner & Dance	\$204.07
GGF Convention & Visitors Bureau	Lodging Tax/Feb 2011/East Grand Inn	\$395.65
Glass Pro's Inc	Install New Parts/Exit Door/Adjust 2nd St Entrance	\$486.00
GFOA	Membership Dues	\$170.00
Grainger	Hex Bit For Floodwall	\$10.58
Grand Cities Towing	Towing	\$340.00
Hajicek Rick	Cleaning 3/21/11 - 4/8/11	\$427.50
Hajicek Rod	Reimb Meals/St.Cloud	\$74.25
Hardware Hank	Maint Supplies	\$1,018.72
Hawkins Chemical	Calibrate Oxygen Sensor	\$395.44
Hedlund Mike	Reimn Meals/St.Cloud	\$74.25
Holiday Credit Office	EDHA Gas	\$27.19
Home of Economy	Repair Pressure Washer Pump	\$254.20
Hugo's	Food/Board Meeting	\$8.29
Huizenga Scott	Reimb Meal/Intergov Meeting	\$12.77
Idland Kimberly	Reimb Travel Exp/Bismarck/Fargo	\$103.00
Intoximeters Inc	PBT Mouthpieces-Patrol	\$53.44
Kellermeyer Building Service	Cleaning Service/City Hall & Riverwalk	\$2,671.88
Kelly Services	Temp Services	\$234.50
League of MN Cities	EDHA Municipality Ins	\$9,871.00
Lee Kendra	Clean Apt #112	\$116.25
Lithia Payment Processing	Right Front Clearance Light	\$66.32
Lumber Mart	Door Closer	\$149.61
Lunseth Plumbing & Heating	10" Gaskets For Barns Pumps	\$50.76
Mack Jason	Reimb Mileage/Roseau/Woodbury	\$218.00
Mamma Maria's Italian Restaurant	Board Meeting Meal	\$115.30
Marco	Copier Maint	\$94.86
McDonald's of EGF	Prisoner Meals	\$47.44
McFarlane	Lift Station #4 Inspection Door	\$214.95
Menards	Brick/Maint Supplies	\$476.18

Metropolitan Planning Organization	Local Share/Planning & Transit Hours/Feb 2011	\$3,461.32
Midcontinent Communications	Cable/Sr.Center/Sunshine Terrace/EDHA	\$1,140.28
Mitch Yoney Snow Removal	Snow Removal	\$490.00
MN Commissioner of Transport	Repay Overpayment/Agreement 91992/DAR	\$2,088.10
MN County Attorney's Association	Seizure Forms	\$76.96
MN Dept of Labor & Industry	Boiler Registration/Fire Station 1 &2/Elevator	\$120.00
MN Dept of Public Safety	CJDN Charges/11 Mobile Devices/1St Qtr	\$1,530.00
MN Dept of Revenue VOID****VOID****VOID****	Sales & Use Tax March 2011	\$504.00
MN Drivers & Vehicle Services	Tab Renewal/#311 08 Ford Pickup/VIN2166	\$24.50
MN Gov Finance Officers Association	2011 Membership Dues	\$60.00
MN Municipal Utilities Assoc	2nd Qtr Safety Mgmt Program	\$3,578.12
Motorola Solutions Inc	Radios/Polk Cnty Grant	\$4,212.81
MTI Distributing Company	Groundmaster Mowers (3)	\$145,216.22
Newman Signs	Sign Rental	\$1,580.00
North Central Rental & Leasing	Motor Grader Rental	\$4,035.00
O'Reilly Auto Parts	Misc Supplies	\$992.00
Olson Chris	Reimb Meals/ Ottertail MN	\$35.25
Opp Construction	Yearly Service Agreement/Sprinklers	\$225.00
Optic Fuel Clean Inc	Clean Fuel Island Tanks	\$1,670.00
Otter Tail County Sheriff's Office	Death Investigation Training/C.Olson	\$150.00
Pagnac Diane	Reimbursement Supplies/Art Festival Grant	\$183.84
Peak Performance	Replace Fuser Drive Gear Assembly	\$111.69
Peterson Veterinarian Clinic P.C.	March 2011 Pound Report	\$515.71
Polk County DAC	Shredding Services/March 2011	\$16.45
Power Equipment Shop	Sharpening Blades/Chain/Rope	\$92.94
Praxair Distribution	Accessories For Plasma Cutter/Cylinder Rental	\$263.05
Premium Waters Inc	Water Service	\$225.62
PS Door Services	Misc Repair Fee	\$9.88
Quill Corp	Office Supplies	\$627.99
Qwest	Phone Service	\$1,725.78
RadioShack Corporation	Slim Phone Pouch/Battery Holders PD Cars	\$37.74
Railroad Mgmt Co III LLC	Water Pipeline Crossing/Rent	\$109.81
RDO Powerplan OIB	Front Window Label #128/Plug 3" Pump	\$56.82
Reliance Telephone System	Phone System Repair	\$128.00
Revolutions Power Sports	Battery	\$46.96
Roto Rooter	Toilet Repair/Women's Restroom	\$80.00
Rydell Chevrolet	Emission Pump Kit #101	\$364.06
Sam's Club	Annual Membership Fee	\$105.00
SGC Horizon LLC	Ad For Bid/Sidewalks/10 CP2	\$864.50
Spruce Valley Corporation	09 CP1 Est 13 Final	\$71,522.27
Stennes Granite Inc	2/ O/C	\$950.00
Sterling Carpet One	Sunshine Terrace	\$1,015.46
Stone's Mobile Radio Inc	Radio Repeater Repair	\$91.42

Stuart's Towing	Towing	\$53.44
Sun Dot Communications	ADSL/City Hall	\$126.99
Surplus Center	Rubber Seal/Between Stem Walls	\$26.98
Tristeel Manufacturing	Bearings/Pillow Blocks/Sweeper #358	\$49.25
True Temp	Bad Damper Motor/Water Heater Repair/Seal Rplc	\$11,057.89
Ultramax	Ammo	\$741.00
Uniforms Unlimited Inc.	Uniforms/Ryan Swang	\$252.49
Valley Petroleum Equipment	Repairs/Pump 1	\$369.47
Valley Truck	Filtes For Inventory/Sunex Mini Ratchet & Bits	\$462.51
Varda Silent Alarms	Reciever For Varda Silent Alarm	\$70.40
Verizon Wireless	Wifi Cards/Patrol	\$250.90
Vilandre Heating & A/C	Frozen Waterline Repair/Valve Repair Restroom	\$616.69
Waste Mgmt	Monthly Service	\$28,902.57
Water & Light Department	Service/IT 1st Qtr/Phone 1st Qtr/Postage 1st Qtr	\$54,637.12
Witmer Pulic Safety Group Inc	Bean Bag Rounds	\$377.39
Xcel Energy	Corrected Billing/Meter Adjustment	\$1,420.16
	Total	\$426,853.19

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: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, Vonasek, and Buckalew.

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Council Members thanked staff on the outstanding flood efforts, thanked Mr. Neil for his years of service, and welcomed Council Member Vonasek.

Mr. Huizenga announced that there will be a retirement party for Mr. Neil at the Park Shop on Friday, April 29th from 1:00 p.m. to 3:30 p.m.

Council Member Tweten stated that the Fire Department needs an aerial device since they had some issues with the current one at the boiler fire at American Crystal Sugar.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE APRIL 19, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:22 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer