

WEEKLY MEMO

Date: May 6, 2011

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

From: Scott Huizenga

RE: Weekly Update

UPCOMING MEETINGS:

May 7, 2011 – 8 a.m. to 5 p.m. - Book & Treasure Sale – Campbell Library

May 7, 2011 – Household Hazardous Drop Off

May 10, 2011 – 5:00 pm – Work Session – Training Room

May 11, 2011 – 6:00 pm – Tri-Cities Meeting – Mamma Maria's

May 17, 2011 – 5:00 pm – Council Meeting – Council Chambers

WEEKLY UPDATE:

Meeting with Senator Klobuchar

Mayor Stauss, Council President Buckalew, Council Member Tweten, and I met with Senator Amy Klobuchar on Monday morning. There were three primary points of local interest: 1) ongoing flood protection for the Valley and the possible of addition of Polk County to a Presidential disaster declaration; 2) the assistance of the Senator in obtaining a timely response from the US Army Corps of Engineers on a potential downtown parking expansion; and 3) the assistance of the Senator in clearing bureaucratic hurdles with the federal Economic Development Administration (EDA) so that the City can advertise for bids on the proposed industrial park infrastructure project.

Campground update

Mayor Stauss and I submitted a proposed five-year joint powers agreement (JPA) to the Department of Natural Resources (DNR) for continued campground operations. Our tentative agreement with DNR includes a deadline of May 15 to execute a new agreement. The proposal contains the provisions we previously discussed including a five-year term, all local revenues retained by the City, and reimbursement for state expenditures. Our local representatives along with the Natural Resources chairs in the House and the Senate have copies of the proposal.

Waste Water timeline

Several have asked about the next steps in the Waste Water Phase II (Interconnect) process following the approval of the amended facility plan. A preliminary, rough sketch of the timeline follows.

- June 4, 2011: Submit amended facility plan to the Minnesota Pollution Control Agency (MPCA)
- Late June: Authorize Plans/Specifications for Phase I (interconnect) of the project; appoint members to a joint task force with Grand Forks to negotiate an intergovernmental agreement.

- July-September 2011: negotiate intergovernmental agreement
- Early August 2011: Authorize Design Plans/Specifications
- Fall 2011: Approve Intergovernmental Agreement
- Winter 2011-2012: File plans/specifications. Advertise for bids.
- Spring 2012: Award bid, begin construction
- Summer 2013: Project completion

Tri-Cities Meeting

The Tri-Cities meeting with Thief River Falls, Crookston, and East Grand Forks will be at Mamma Maria's on Wednesday, May 11 at 6:00 pm. One topic of interest will be the availability and effectiveness of the cities' housing and economic development incentives. We will also have our traditional open forum. Please contact me if you have additional suggestions or requests for agenda topics.

DEPARTMENT REPORTS:

Police Department, Chief Mike Hedlund

HVAC System

Work continues on the replacement of the PD Building HVAC system. This is a significant project that will significantly enhance the quality and efficiency of the heating and cooling within the building.

Prescription Drug Take Back Day

The East Grand Forks PD, along with the Crookston Police Department and the Polk County Sheriff's Office are took part in a prescription drug take back day on Saturday April 30, 2011. This event allowed people to get safely rid of unwanted, expired or unused prescription medicines. 83 pounds of prescription medications were collected in EGF with a total of 165.5 pounds for all of Polk County.

Middle River Man Sentenced to Twelve Years in Prison after Federal Court Trial

Darrin Anderson was sentenced to twelve years in prison, life time probation and will have to register as a sex offender after pleading guilty to coming to EGF to have sex with a 13-year old girl he met on the internet. Anderson met the girl on Facebook and traveled to EGF in 2009 to meet with her. The case was investigated by the EGFPD and U.S Immigration and Customs Enforcement – Homeland Security Investigations.

Library, Charlotte Helgeson

After the successful completion of Andy (Nelson) Hayward's puppeteering presentation, a final report will be submitted to the NW MN Arts Council to summarize our use of the \$6000 grant. The Library started receiving registrations May 2 online and in-person for our summer program. This year is our first requiring a Waiver Form to be completed by a parent or guardian for each child who participates. So far, the process is going well.

Public Works Department, John Wachter

-FLOOD CONTROL-

The storm water team is still operating pump stations and working with the high water levels. We hope to have River Road open by early next week, depending on the river levels.

Although the State Campground is almost dry, there is still infiltration to the wastewater system. Because of this it will be sometime before we can open the wastewater connection between the campground and our system.

The RFPs for cleanup have been received and will be brought to the council work session on the 24th of May. As water recedes we will continue to assess the damage. To date there is no major damage.

-WASTEWATER-

Corey Thompson of the Water and Light department is working with our contractor to determine the issues surrounding the communications failures that have occurred with the wastewater SCADA system. These are communication interruptions between the lift stations and the system. As of May 5, 2011 they seem to have a good idea of the problem and have corrected it.

-SANITATION-

Spring cleanup is well underway. Due to the volume of waste there may still be areas that will need to be picked up next week. After everything is complete we will do one final sweep of the city.

Hazardous Waste and Electronics Drop off will be held this Saturday, May, 7th at the Public Works Building, 1001 2nd St NE from 9am to 3pm.

AGENDA ITEMS

1. The City Engineer will review the proposed plan for the LaFave Multi-Use Trail, which is 50-percent grant funded. The proposal also includes an alternative at the request of Council members. Staff will ask City Council to authorize plans and specifications for one of the options at the following regular council meeting.
2. The Public Works Superintendent will present an overview of this year's street maintenance and storm water maintenance programs. He will also provide several quotes for the pending work.
3. The Public Works Superintendent will present alternative bids for sewer line cleaning. Previously, the City Council asked if the League of Minnesota Cities Insurance Trust (LMCIT) could charge different liability premiums if the city used a five-year cleaning cycle as opposed to a three-year cycle. The League responded that there is not a direct, formulaic correlation between maintenance cycles and premiums. The League recommends a three-year cycle a best practices approach to reducing claims, which does ultimately affect the cities premiums and potential insurance dividends. The Public Works Superintendent recommends a five-year cycle as adequate for the City's maintenance needs.
4. The Public Works Superintendent will present a quotation from the state purchasing pool for a new two-ton truck with a plow. The item is budgeted for 2011 in the Central Equipment Fund.
5. The Public Works Superintendent will also present quotations for a new insect sprayer. This item is also budgeted in the 2011 Capital Improvements Plan (CIP).
6. Chief Gust will request a \$2 per hour increase to Paid on Call (POC) fire fighters. The rate has not been increased since 1993. And, the rate is only paid during trainings or when the POC staff is called to an event. The budget impact is minimal. The annual allocation for paid-on-call pay is largely a reflection of call volume rather than wage rates.
7. Chief Hedlund will request to fill a patrol officer position recently vacated.