

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
MAY 17, 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 may be 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 May 3, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 10, 2011.

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. 11-05-42 a Resolution adopting the MnDot Agreement No. 91792 to provide routine maintenance along and adjacent to Trunk Highway No. 2.
4. Consider approving the quote to Minn-Dak Asphalt for asphalt overlay and patching for \$125 per ton up to \$25,000.
5. Consider approving the quote to Opp Construction Company for 50,000LF at \$.40/LF for crack sealing repairs up to \$20,000.

6. Consider approving the quote to H&S Construction for repair of manholes and catch basins to include associated curbing, panel replacement, and repairing pavers.
7. Consider approving the quote to Roto Rooter for \$30,000 for sewer cleaning.
8. Consider approving the purchase of the Insect Sprayer – 12208OVH Grizzly OHV Smart Flow from Clarke for \$10,950.81 plus tax.
9. Consider approving the wage increase for Paid on Call Firefighters from \$10.00 per hour to \$12.00 per hour.
10. Consider approving the hiring of one Police Officer from the current hiring register to fill the vacancy and authorize Civil Service to begin a new recruiting and hiring register.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

11. Regular meeting minutes of the Water, Light, Power and Building Commission for April 21, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

12. Consider approving the purchase of a Freightliner M2 106V Single Axle from Istate Truck Center for \$69,244.11 and a Henderson Box and Falss One Way Plow from Bert's Truck Equipment for a total purchase price of \$103,919.23.
13. Consider adopting Resolution No. 11-05-43 a Resolution ordering improvements and preparation of plans and specifications for 2010 City Project No. 5 – Bikepath Improvements - LaFave Multi-Use Trail.

CLAIMS:

14. Consider adopting Resolution No. 11-05-44 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 9554 for a total of \$227.99 whereas Council Member Gregoire is personally interested financially in the contract.
15. Consider adopting Resolution No. 11-05-45 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 9593 for a total of \$521.33 whereas Council Member Buckalew is personally interested financially in the contract.
16. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings

- Work Session – May 24, 2011 – 5:00 PM – Training Room
- Work Session – May 31, 2011 – 5:00 PM – Training Room (If needed)
- Regular Meeting – June 7, 2011 – 5:00 PM – Council Chambers
- Work Session – June 14, 2011 – 5:00 PM – Training Room

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, MAY 3, 2011 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for May 3, 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: Mayor Lynn Stauss, 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; Brad Bail, City Engineer; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Teri Kouba, MPO; Jerry Lucke, Finance Director; and Jim Richter, EDHA Director.

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 19, 2011.
2. Consider approving the minutes of the “Special Work Session” and “Work Session” for the East Grand Forks, Minnesota City Council of April 26, 2011.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

3. Public Hearing to adopt Resolution No. 11-05-39 a Resolution to approve the amended Facility Plan to include the Interconnect.

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

Mr. Boppre went through the timeline of each phase and gave an overview of the Wastewater Interconnect. He announced that there may be some grant dollars available. Mr. Gaddie gave a cost of service analysis on the Interconnect. Mr. Boppre stated that the City has three options: A. Do nothing; B. Original Phase 2 Pond Upgrade which would leave residents with a \$17 per month increase; C. Amend the Facility Plan to include the Interconnect that would increase utility bills \$15 per month.

Jane Nelson, resident, expressed her concern with giving up control. She stated that if we did Phase 2, the City will have more control. She inquired about the pond land and future use.

Mr. Boppre stated that the MPCA could change regulations on Phosphorus. The Grand Forks facility is set up to control Phosphorus.

Melanee Myers, resident, asked for clarification on the Interconnect project. Bunny Mahon, resident, also stated that she would like East Grand Forks to keep control and continue with Phase 2. She inquired about MN and ND rules. Mr. Boppre stated that by going with the Interconnect project, East Grand Forks will then follow ND regulations.

Council Member Pokrzywinski asked when the rate change will take place and if the City receives a grant and sells the land, when will the revenues go in place. Mr. Boppre stated that the loan will either be \$9.7 million or \$7.7 million which would mean a lower monthly increase to homeowners. He informed City Council that MPCA sets a timeline on the land sale and he suggested putting some revenues in reserve for other needs.

Mr. Feland, Grand Forks Public Works Director, gave a history on the 10 million gallon Grand Forks Facility and announced that they are currently processing 6.7 million gallons. Mr. Kruen, Grand Forks City Council Member, stated that the City of Grand Forks is confident with AE2 estimates on this project and looks forward in working with the City of East Grand Forks if we choose to move forward with this project.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GREGOIRE, TO CLOSE THE PUBLIC HEARING.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 11-05-39 A RESOLUTION TO APPROVE THE AMENDED FACILITY PLAN TO INCLUDE THE INTERCONNECT.

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

Voting Nay: 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 adopting Resolution 11-05-40 a Resolution declaring that the City of East Grand Forks act as legal sponsor for an application for the FY 2011/2012 funding to the State of Minnesota Department of Natural Resources for the trail maintenance of snowmobile trails managed by the Red River Snowmobile Club.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTION NUMBER FOUR (4) AS SUBMITTED.

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

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 April 7, 2011.
6. Regular meeting minutes of the Resurrection Cemetery Commission for April 13, 2011.
7. Regular meeting minutes of the Campbell Library for April 26, 2011.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

8. Consider approving the extension to the annual Services Contract for two (2) months between Northland Community and Technical College and the City of East Grand Forks for transit services of \$375 per month.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE EXTENSION TO THE ANNUAL SERVICES CONTRACT FOR TWO (2) MONTHS BETWEEN NORTHLAND COMMUNITY AND TECHNICAL COLLEGE AND THE CITY OF EAST GRAND FORKS FOR TRANSIT SERVICES OF \$375 PER MONTH.

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

CLAIMS:

9. Consider adopting Resolution No. 11-05-41 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 9478 for a total of \$2,517.92 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 11-05-41 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 9478 FOR A TOTAL OF \$2,517.92 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

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

Acme Electric Companies	Forklift Rental/WW &SW Lift Tools/Flourescent Lights/	\$1,500.81
Amazon.com	Kindle supplies/Book	\$57.38
American Tire Service	Two New Steer Tires Mounted	\$18.00
Ameripride Linen & Apparel Services	Cleaning Service/Supplies	\$276.95
Baker & Taylor Co	Books	\$84.64
Batteries Plus	UPS For WW Lift	\$669.32
Best Western Kelly Inn St.Cloud	Lodging/M.Hedlund & Hajicek/Chief's Convention	\$600.06
Blue Cross Blue Shield of ND	EDHA Insurance	\$5,764.50
Border States Trophy & Awards	Plaque (Neil)	\$85.40
Brodart Co	Books	\$571.63
Carrot Top Industries Inc	Replace Flags/Poles	\$557.03
D&D Heating & Sheet Metal	Replace Damaged Supply & Relief Air System	\$11,117.00
Dakota Supply Group	Bulbs	\$79.00
Daniel & Jessica Walter & Bremer Bank	Housing Loan	\$5,000.00
Demco Educational Corp	Processing Supplies/Story Time Supplies	\$294.54
Diamond Cleaning Supply Richard Papenfuss	Whisk Brooms	\$14.94
East Side Sharpening	Blade Sharpening	\$45.00
Explorer Post #38	Squad Car Cleaning	\$50.00
Exponent	Summer Job Openings Ad/Flood Clean-up	\$175.50
EZ Locksmith	Padlocks & Keys For WW Lifts	\$700.00
Filter Care	Washed Filters	\$136.92

Flaherty & Hood PA	Professional Services/Campground	\$6,122.18
Forks Freightliner	Window Regulator #758	\$215.28
FS Engineering	Prof Services	\$32,442.00
G&K Services	Rugs	\$112.02
Gaffaneys	Office Supplies	\$49.69
George's Quick Printing	Council Name Plates	\$57.72
GF City Finance Office	WW Microbiology Wrkshp	\$100.00
GF Welding & Machine	1-1/4" Rod For Cylinder Pins	\$25.99
GGF Convention & Visitors Bureau	Lodging Tax/March 2011	\$833.64
Grainger	Tools For Service Truck/Hand Pump	\$127.45
Green Wave Baseball Club	Carpet/Pitching Mounds	\$35.26
Guttu Nellie	Refund Security Deposit	\$372.85
Hajicek Rick	Cleaning 4/11/11 - 4/15/11	\$142.50
Hardware Hank	Maint Supplies/WW Work Center For Lifts	\$2,517.92
Heartland Paper	Squeege Frame/Soap	\$310.64
Holiday Credit Office	Gas/Travel Expense	\$106.05
Hugos	Acct End 0821/Supplies	\$83.42
Huizenga Scott	Reimb/Meals/DNR Waters/Campground St.Paul	\$680.20
ICMA	Annual Membership/S.Huizenga	\$742.00
Jerod & Tanya Hjelle & Frandsen Bank	New Construction Loan	\$5,000.00
Junior Library Guild	Books	\$611.40
Kelly Services	Temp Services	\$287.00
Knutson Printing Company	Notecards/Envelopes	\$142.00
Kossow Linda	Reimb Maint Parts	\$31.98
Laker Chemical	Lift Station Degreaser/EZ Dose Bacteria Bugs/WW Lifts	\$2,182.92
League of MN Cities	Directory of City Officials/Safety Loss Aker	\$74.62
Liberty Business Systems	Copier Maint Lease	\$73.59
Lithia Payment Processing	Transmission Solenoid Pack/Air Filters Inventory	\$228.38
Lynne Gladwin	Reimb Hotel/Regional Park Meeting	\$90.51
Marco	Copies	\$53.73
Marco Inc	Copier Maint	\$294.31
Micro-Marketing LLC	Audio Disc Replacement	\$8.50
Midwest Playscapes	Playground Equip/Itts Williams & Greenway Pk	\$14,999.60
MN Dept of Labor & Industry	Elevator Registration/Sunshine Terrace	\$100.00
MN Ice Arena Mgr's Association	Spring Workshop	\$70.00
Nelson Dillon	Boots	\$75.00
O'Reilly Auto Parts	Batteries Inventory/Oil Filters #235/Shocks/Freon	\$608.72
Orchard Richard	Gear Oil	\$192.38
Polk County Auditor Treasurer	2011 Real Estate Taxes/Specials	\$35,305.13
	Gas & Pressure Gauge For Welder/Parts Plasma	
Praxair Distribution	Cutter/Cylinder Rental	\$213.56
PS Door Services	Repair Overhead Door #4	\$66.99
Quill Corp	Binders/Receipt Books/Toner/Paper/Programming	\$292.58

Reliable Office Supplies	Office Supplies	\$68.75
Roto Rooter	Restroom Repairs	\$80.00
Sam's Club	Supplies	\$119.70
Skinner Roofing	Roof Repairs/CH	\$537.00
Stauss Lynn	Reimb/Meals/Campground Lobbying	\$106.50
Stern Jerald & Laura	New Construction Loan	\$5,000.00
Stuart's Towing	Towing	\$153.44
The Tint Shop	Window Tint	\$75.00
Thumper Pond Resort	Lodging/C.Olson/Death Scene	\$74.76
Tiger Direct.com	Printer	\$109.38
True Temp	Replace Air Filters/Mike's Pizza	\$101.99
Ultramax	Ammo	\$592.00
Valley Truck	LED Lights #410	\$39.21
Victory Corps	Flags/City Hall	\$306.15
Wall Street Journal	Newspaper Subscription	\$398.48
Waste Mgmt	Riverwalk CDBD	\$130.45
Water & Light Department	Monthly Services	\$51,713.78
Wizard's Enterprises Inc.	Custodial Services	\$490.00
Xcel Energy	Monthly Services	\$10,636.09
Xerox Corporation	Copier Fees	\$56.87
Zee Medical Service	First Aid Kit Refill	\$50.65
	Total	\$204,718.53

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss and Council Member Tweten stated that he visited with Senator Amy Klobuchar regarding the East Grand Forks and surrounding region flooding and retention.

Council Member Pokrzywinski and Council President Buckalew thanked all those involved in putting the Facility Plan together.

Mr. Huizenga announced that the Tri-Cities Meeting will be at 6:00 p.m. on Wednesday, May 11, 2011.

Mr. Aker announced that May 13th is Arbor Day and the Red River State Recreation Area is also scheduled to open that day.

Ms Helgeson announced that Andy Hayward (Nelson) presented as part of the Art Energy Grand on May 1st and May 2nd with a total of 600 in attendance. She also announced that Anita Poss, Program Coordinator, received an award for the 2011 Northwest Minnesota Art Advocate of the Year.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE MAY 3, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:28 P.M.

Voting Aye: Leigh, Pokrzywinski, DeMers, Vonasek, 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, MAY 10, 2011 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for May 10, 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, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT

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

DETERMINATION OF A QUORUM

1. LaFave Multi-Use Trail – Greg Boppre

Mr. Boppre announced that the City applied for and received a grant for the design and construction of a multi-use trail in LaFave Park. He stated that he would like to get Council approval for plans and specifications. The grant is for 50% of the eligible costs not to exceed \$95,000. Funding for the project will come from the Greenway fee. He informed City Council that the DNR encourage the City to continue with the project that was applied for.

Mayor Stauss stated that before the City applied for future grants, all staff and Council should be on the same path. Council Member Tweten stated that the trail is a definite asset and we should look at an appropriate name. Council Member DeMers would like to see a report for future projects to show the estimate, budget, actual costs, etc.

2. Streets Overview – John Wachter

Mr. Wachter gave a brief presentation on the current street repairs and went through the current budget for Street Reconstruction/Repair, Storm Water, Wastewater, and State Aid Maintenance.

a. Asphalt Overlay

Mr. Wachter recommended awarding the quote for asphalt overlay and patching to Minn-Dak Asphalt.

b. Crack Sealing

Mr. Wachter recommended awarding the quote to Opp Construction Company for crack sealing for approximately 50,000LF at \$.40/LF.

c. Manhole & Catch Basin Repairs

Mr. Wachter recommended approving the H&S Construction for repair of 21 manholes and 18 catch basins to include associated curbing, panel replacement, and repairing pavers.

3. Wastewater Line Cleaning – John Wachter

Mr. Wachter suggested continuing the 1/5th schedule and approve the quote from Roto Rooter for \$30,000. There is no deduction with the MN Insurance Trust based on the maintenance cycle that will be maintained.

4. Two Ton Truck with Plow – John Wachter

Mr. Wachter recommended approving the purchase of the Freightliner M2 106V Single Axle truck for \$69,244.11 from Istate Truck Center and the Henderson Box and Falls One Way Plow for \$34,675.12 from Bert's Truck Equipment. Mr. Wachter stated that this is a budgeted item.

5. Insect Sprayer – John Wachter

Mr. Wachter recommended approving the purchase of the 12208OVH Grizzly OHV Smart Flow insect sprayer from Clarke for \$10,950.81 plus tax.

6. Paid on Call Fire Wage Increase – Chief Gust

Chief Gust recommended a wage increase for the Paid on Call Firefighters from \$10 per hour to \$12 per hour. He stated that this would be the first wage increase since 1993. This item will be referred to Council for action.

7. Police Officer Hiring Process – Chief Hedlund

Chief Hedlund stated that the Police Department recently received a resignation and would like to hire a new Police Officer based on the current roster which expires June 21st. He would also like the City Council authorize the Civil Service to begin a new recruiting and hiring register so that the Police Department is prepared to fill any vacancies in the future.

8. Other

Council President Buckalew reminded City Council that Friday, May 13, 2011 is Arbor Day at the Red River State Recreation Area at 11:30 am.

Council President Buckalew would also like Council Members to begin giving updates quarterly on the various Boards and Commissions that they serve on to the other members to keep them updated.

Mayor Stauss announced the 125th Anniversary events and asked if anyone had any suggestions to let him know.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE MAY 10, 2011 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:18 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

RESOLUTION NO. 11 - 05 - 42

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

WHEREAS, that the City of East Grand Forks enter into Mn/DOT Agreement No. 98687 with the State of Minnesota, Department of Transportation for the following purposes:

WHEREAS, To provide for routine maintenance by the City within the corporate City limits upon, along and adjacent to Trunk Highway No. 2, the limits of which are defined in said Agreement.

BE IT RESOLVED, that the Mayor and the City Administrator are authorized to execute the Agreement.

Voting Aye:
Voting Nay: None.
Absent:

Passed: May 17, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of May, 2011.

Mayor



NORTHWEST DISTRICT

1320 Sunflower Street
P.O. Box 617
Crookston, MN 56716

Office Tel: 218-277-7950

Fax: 218-277-7954

April 14, 2011

Mr. Scott Huizenga
City of East Grand Forks Administrator
City Hall, 600 DeMers Avenue
East Grand Forks, MN 56721

**Re: Proposed Maintenance Agreement No. 98687
City of East Grand Forks
C.S. 6001 & C.S. 6015 (Business TH 2)
Routine maintenance of certain portions of Trunk Highway within the corporate
limits of the City of East Grand Forks**

Transmitted herewith are three proposed original agreements with the City of East Grand Forks and Mn/DOT. This agreement provides for payment by the State of Minnesota to the City of East Grand Forks for the States' share of costs related to routine maintenance of certain portions of Trunk Highway to be performed upon, along, and adjacent to Business TH 2 within the corporate city limits. This agreement replaces Agreement No. 94817, currently in place.

Please present the agreement(s) to the City Council for approval and execution of which includes original signatures of the City Council authorized City Officers on all three original agreements. Also required are three (3) original resolutions passed by the City Council authorizing its officers to sign the agreement on its behalf. A suggested form of such resolution is enclosed. Also enclosed for your assistance is the City's previous resolution for Agreement No. 94817.

If you have any questions or would like me to attend a Council meeting to present this, please call me at 218-277-7962.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Curran'.

Jim Curran
Maintenance Operations Manager
Northwest District 2

cc: L. Eaton
L. Tasa

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
CITY OF EAST GRAND FORKS
ROUTINE MAINTENANCE
AGREEMENT**

**Routine Maintenance Performed
by the City of East Grand Forks on:**

**Total Agreement Amount
\$15,272.84**

Trunk Highway Number (TH): Business T.H. 2

**Amount Encumbered (Fiscal Year 2012)
\$7,560.81**

**Amount Encumbered (Fiscal Year 2013)
\$7,712.03**

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and the City of East Grand Forks, acting through its City Council ("City").

Recitals

1. Under Minnesota Statutes § 161.38, subdivision 3, the State and the City of East Grand Forks wish to enter into an agreement that will provide routine maintenance performed by the City on certain trunk highway(s) located within the City limits; and
2. The State will reimburse the City for the maintenance performed; and
3. Minnesota Statutes § 161.20, subdivision 2, authorizes the Commissioner of Transportation to make agreements with and cooperate with any governmental authority for the purposes of constructing, maintaining and improving the trunk highway system.

Agreement

1. Term of Agreement; Survival of Terms

- 1.1. **Effective date.** This Agreement will be effective on July 1, 2011, or the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2, whichever is later.
- 1.2. **Expiration date.** This Agreement will expire on June 30, 2013, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3. **Survival of terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 7. Liability; Worker Compensation Claims; Insurance; 9. State Audits; 10. Government Data Practices; 11. Governing Law; Jurisdiction; Venue; and 13. Force Majeure.

2. Agreement Between the Parties

2.1. Maintenance by the City

- A. **Location.** The City will perform routine maintenance of the following portions of the trunk highway system within the Corporate City limits:
 - i. On Business Trunk Highway No. 2 from the North Dakota – Minnesota State Line northeasterly and southeasterly to 5th Avenue Northeast, a total distance of 0.93 miles consisting of 1.86 lane miles and a continuous center left turn lane from the North Dakota – Minnesota State line to 2nd

Avenue Northwest for a distance of 0.54 miles for a grand total of 2.40 lane miles under Control Sections 6001 and 6015.

B. Total Mileage. The total trunk highway mileage for the routine maintenance performed under this Agreement is 0.93 miles consisting of 2.40 lane miles.

2.2. Maintenance Responsibilities (Reimbursable) The City will perform the following routine maintenance duties to the satisfaction of the State's District Maintenance Engineer at Crookston. All materials used in the performance of said routine maintenance must comply with the State's current "Standard Specifications for Construction".

- i. Maintain the trunk highway(s) to keep them smooth and in good repair for the passage of traffic and free from all obstructions and impediments to traffic. This includes all necessary preventative maintenance to preserve the roadbed in its present condition, such as proper and timely crack sealing of the surface, restoration of utility openings, and all necessary patching of the roadbed.
- ii. Keep the traveled roadway free and clear of ice, snow, litter, debris, and any other foreign matter of any nature.
- iii. Sand, salt or chemically treat the traveled roadway as necessary to provide for safe public travel.
- iv. Maintain the roadside vegetation and landscaping in a neat and orderly fashion by mowing, trimming, and providing for noxious weed control according to Minnesota Statutes § 160.23.
- v. Dispose of all snow, litter, debris and any other foreign matter collected upon, along or adjacent to the trunk highway proper and within the trunk highway right-of-way limits and State roadside development facilities (i.e. rest areas) according to all applicable laws, ordinances, and regulations.
- vi. Maintain roadway markings, traffic control devices and safety devices in operating and usable condition. The State will place, install and maintain at all times suitable guide signs, warning signs, route markers, and center lines for the guidance of traffic on the trunk highway(s).
- vii. Furnish all labor, materials, tools, equipment and any other necessary items to perform the routine maintenance duties covered under this agreement.

2.3. Other Maintenance Responsibilities; Agreements (Non-reimbursable) The City is responsible for performing the following routine maintenance duties, without cost or expense to the State:

- i. Keep the pedestrian user areas of the walkways, medians, pedestrian ramps and curb and gutter free and clear of ice, snow, litter, debris, and any other foreign matter of any nature.
- ii. Sand, salt or chemically treat, and repair joints and panels in the pedestrian user areas of the walkways, medians, pedestrian ramps, and curb and gutter.
- iii. Maintain any other facilities located within the trunk highway right of way that are covered under other agreements or Limited Use Permits. This Agreement does not supersede any other agreements between the parties.

2.4. Traffic Control

- A.** The City may partially block the trunk highway to perform the routine maintenance under this Agreement. In cases of emergency, the City may block the trunk highway and prevent passage of traffic thereon. At no time, however, may the City continue to obstruct the free passage of traffic on the trunk highway for a longer period of time than is reasonably required for making the necessary repairs.
- B.** The City may close the trunk highway to travel as necessary for the repair or installation of water or gas mains, electric or telephone cables, or sewers. The City must give the State ten days written notice and obtain a permit before such repairs or installation, except for extraordinary emergencies.

- C. The City will not close any portion of the trunk highway to traffic for reasons other than those set forth above and in no event for a time longer than necessary to complete the required maintenance work. In the event of the total blocking or closing of the trunk highway, the City must provide a suitable detour during such time.
- D. The City must conduct all trunk highway partial and total closures in conformance with the current Minnesota Manual on Uniform Traffic Control Devices (MNMUTCD) and Temporary Traffic Control Zone Layouts - Field Manual.

- 2.5. **Maintenance of Route Change of Trunk Highway.** If there is a change in the routing of the trunk highway, a substitution of a new route for the trunk highway, or a variation from the present location of the trunk highway, the City will maintain the new trunk highway in accordance with this Agreement after such changes, substitution, or variation and will be paid the amount to which it is entitled under this Agreement. If the State relocates any portion of the trunk highway and the roadway reverts to the City, the City will maintain the reverted portion at its sole expense.
- 2.6. **City of East Grand Forks Failure to Adequately Maintain.** If the City fails to perform any of the routine maintenance according to the terms of this Agreement, the State may reduce the amount payable to the City by either an amount judged to be fair and equitable for such routine maintenance, or, if the State performs such routine maintenance, by the actual cost of the maintenance performed by the State in accordance with this Agreement.
- 2.7. **Extraordinary Maintenance.** The City is not required to perform any extraordinary maintenance, construction or reconstruction under this Agreement. If the City is willing to perform extraordinary maintenance, and the State's District Maintenance Engineer at Crookston approves such performance, the parties to this Agreement must enter into a separate agreement therefore. No expenses may be incurred on the extraordinary maintenance prior to the full execution of such an agreement as governed by Minnesota Statutes § 16A.15, subdivision 3.
- 2.8. **Inspection of City Performed Maintenance.** Authorized representatives of the City and the State will jointly inspect the involved trunk highways on a regular basis during the life of this Agreement to determine if the routine maintenance is being performed according to the terms of this agreement.

3. Basis of State Cost

The State's payment to the City for routine maintenance will be based on the number of lane miles times the dollar value to be paid per lane mile per State fiscal year. Fractional miles (to the hundredth of a mile) will be used in computing the amounts payable under this Agreement.

4. State Cost and Payment by the State

- 4.1. **State Cost.** \$15,272.84 is the State's estimated total cost for the routine maintenance covered under this Agreement based on the data below:
 - A. **Fiscal Year 2012 :** \$7560.81 = 2.40 lane miles times \$3,150.34 per lane mile
 - B. **Fiscal Year 2013 :** \$7712.03 = 2.40 lane miles times \$3,213.35 per lane mile
- 4.2. **Conditions of Payment.** The State will make a lump sum payment to the City for routine maintenance performed, on a quarterly basis, on or after September 30, December 31, March 31, and June 30 of each State fiscal year after the following conditions have been met:
 - A. Encumbrance by the State of the necessary funds for the routine maintenance payment amount.
 - B. Execution of this Agreement and transmittal to the City.
 - C. The State's receipt of an invoice from the City for the applicable quarter, signed by the State's authorized representative attesting that all routine maintenance has been performed in full conformity with this Agreement.

- i. The invoice must indicate the amount, if any, deducted from the estimated quarterly payment under Article 2.5 of this Agreement.
- ii. The City will keep records and accounts that enable it to provide the State, when requested, with documentation itemizing the labor, materials and equipment used to perform the routine maintenance.

5. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

5.1. The State's Authorized Representative will be:

Name/Title: James Curran, P.E., Maintenance Operations Manager (or successor)
 Address: Mn/DOT - District 2B, 1320 Sunflower Street, Crookston, Minnesota 56716
 Telephone: (218)-277-7962
 Fax: 218-277-7954
 E-Mail: jim.curran@state.mn.us

5.2. The City's Authorized Representative will be:

Name/Title: Scott Huizenga, City Administrator (or successor)
 Address: City Hall, 600 DeMers Avenue, East Grand Forks, Minnesota 56721
 Telephone: (218)-773-2483
 Fax: (218)-773-9728
 E-Mail: shuizenga@ci.east-grand-forks.mn.us

6. Assignment; Amendments; Waiver; Contract Complete

- 6.1. **Assignment.** Neither party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 6.2. **Amendments.** Any amendment to this Agreement 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 Agreement, or their successors in office.
- 6.3. **Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 6.4. **Contract Complete.** This Agreement contains all prior negotiations and agreements, with respect to routine maintenance, between the State and the City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7. Liability; Worker Compensation Claims; Insurance

- 7.1. Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the City. Notwithstanding the foregoing, the City will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys fees), and expenses arising in connection with the project covered by this Agreement, regardless of whether such claims are asserted by the City's contractor(s) or consultant(s) or by a third party because of an act or omission by the City or its contractor(s) or consultant(s).

7.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

8. Nondiscrimination

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

9. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the City's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

10. Government Data Practices

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

11. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Termination

12.1. *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below

12.2. *Termination for Insufficient Funding.* The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the City. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the City will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

13. Force Majeure

Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

[The remainder of this page has been intentionally left blank]

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: _____

Date: _____

MAPS Encumbrance No. _____

CITY OF EAST GRAND FORKS

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Recommended for Approval:

By: _____
(Area Maintenance Engineer)

Date: _____

Approved:

By: _____
(District Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With delegated authority)

Date: _____

Request for Council Action

Date: 5-4-11

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

Cc: File

From: John Wachter

RE: 2011 Street Repairs - Asphalt

We received quotes for asphalt overlay. Minn-Dak Asphalt was the lowest quoted price. I would like approval for \$25,000 of patch and overlay.

Minn-Dak Asphalt \$125/ton

OPP Construction \$170/ton

Recommendation – Approve Minn- Dak Asphalt for asphalt overlay and patching.

Minn-Dak Asphalt Inc.

2520

423 West Zeh Street

Thief River Falls, MN 56701

Phone 218-681-4300 • Toll Free 800-747-5156 • Fax 218-681-4320

PROPOSAL SUBMITTED TO <i>CITY OF EAST GRAND FORKS</i>		PHONE <i>218-773-1313</i>	DATE
STREET <i>1001 2ND ST. N.E</i>		JOB NAME <i>JOHN</i>	
CITY, STATE AND ZIP CODE <i>EAST GRAND FORKS, MN.</i>		JOB LOCATION	
ARCHITECT <i>BOB</i>	DATE OF PLANS <i>5-5-2011</i>	JOB PHONE	

We hereby submit specifications and estimates for:

MISC. PATCHING FOR E. GRAND FORKS

CLEAN AREA, TACK, PAVE
@ 125⁰⁰ PER TON

WE WILL DO SMALL AREAS IN TOWN, EACH AREA
MINIMUM MUST HAVE AT LEAST 15 TON.

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

_____ dollars (\$_____).

Payment to be made as follows: Late payment 1½% per month

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature *MTG. K*

Note: This proposal may be withdrawn by us if not accepted within 100 days.

Acceptance of Proposal ~ The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____ Page 2 of 2 Signature _____

John Wachter

From: GREG OPP [gregopp@oppconstruction.com]
Sent: Wednesday, May 04, 2011 12:53 PM
To: John Wachter
Subject: RE: Need a quote

\$170 up to 25ton (min 15) – after that you could knock off \$40 or more depending on quantity

oppconstruction.com

Greg Opp
President



P.O. Box 13530 Bus: 701-775-3322
Grand Forks, ND 58208 Cell: 701-314-3322
gregopp@oppconstruction.com Fax: 701-795-7020

*2010 national 1st place safety excellence award winner for the AGC!
"Safety is our #1 priority" – Greg Opp, President*

From: John Wachter [<mailto:jwachter@ci.east-grand-forks.mn.us>]
Sent: Wednesday, May 04, 2011 2:45 PM
To: gregopp@oppconstruction.com
Subject: Need a quote

Greg can you give me a quote on your asphalt overlay per ton minimum of 15 tons. I have some intersections and small overlay areas.

Thanks
John Wachter

Request for Council Action

Date: 5-4-11

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

Cc: File

From: John Wachter

RE: 2011 Crack Sealing

Crack seal approximately 50,000 feet of streets. This is budgeted in 2011 street repair (101-43-120-45300).

OPP Construction .40/LF

Northwest Asphalt .50/LF

Minn-Dak Asphalt .60/LF

Recommendation – Award job to OPP Construction Company for .40/LF



Construction Company

Offices:
Grand Forks, ND
Fargo, ND

Hwy 81 N • PO Box 13530 • Grand Forks, ND 58208-3530 • Phone 701-775-3322 • Fax 701-795-7020

QUOTATION
CITY OF EAST GRAND FORKS
Crack Seal

April 21, 2011

Description	unit	QTY	Unit \$	Total
Hot pour crack seal	LF	50,000	0.40	20,000.00

Clarification:

Clean and seal cracks & joints with spec hot pour material

All work to MNDOT & EGF Specs

Greg Opp

BUILD WITH THE BEST

"An Equal Opportunity Employer"



Northwest Asphalt & Maintenance

26045 290th ave ne
Goodridge, MN 56725

Estimate

Date	Estimate #
3/22/2011	18

Name / Address
East Grand Forks Attn: John Wachter

			Project
Description	Qty	Rate	Total
<p>Our process of crack sealing goes in this order. First we router out all cracks to a depth of 3/4 inch by 3/4 wide. Then we blow all debris from cracks with compressed air, so cracks are clean. We will use a heat lance to dry cracks. When cracks are dry and clean we fill them with a hot crafcro rubberized sealant that meets MN Dot Spec #3723. It works very well and is very durable. When the rubber has been applied we paper the hot rubber to protect until dry.</p> <p>This estimate is by the foot.</p> <p>Standard 1yr warranty.</p> <p>Payment within 30 days of completion.</p>		0.50	0.50
<p>Please call Jason Kangas with any questions. 218-686-5824. Fax# is 218-378-4672</p>		Total	\$0.50

Proposal

Minn-Dak Asphalt Inc.

423 West Zeh Street
Thief River Falls, MN 56701
Phone 218-681-4300 • Fax 218-681-4320

3919

PROPOSAL SUBMITTED TO <i>EAST GRAND FORKS PUBLIC WORKS</i>		PHONE <i>218-779-9207</i>	DATE
STREET <i>1001 2ND ST. N.E.</i>		JOB NAME <i>STEUART</i>	
CITY, STATE AND ZIP CODE <i>EAST GRAND FORKS, MN. 56721</i>		JOB LOCATION	
ARCHITECT <i>BOB</i>	DATE OF PLANS <i>4-21-2011</i>	JOB PHONE	

We hereby submit specifications and estimates for:

HOT RUBBER CRACK FILLING

*BLOW CRACKS CLEAN
FILL WITH HOT RUBBER*

50,000 FEET X .60¢ = \$30,000⁰⁰

We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

dollars (\$ *30,000⁰⁰*).

Payment to be made as follows: *Late payment 1ff% per month*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature *RTO. [Signature]*

Note: This proposal may be withdrawn by us if not accepted within *100* days.

Acceptance of Proposal ~ The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

Request for Council Action

Date: 5-4-11

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

Cc: File

From: John Wachter

RE: 2011 Street Repairs

We received proposals for 2011 manhole and catch basin repairs (see attached). H&S Construction was the lowest quoted price. The repairs also include any associated panels along with curb and gutter.

Recommendation – Approve H&S Construction for repair of manholes and catch basins to include associated curbing and panel replacement.

Request for Council Action

Date: 5/2/11

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

Cc: File

From: John Wachter

RE: Wastewater – Line Cleaning

Background and supporting documentation of request:

Sewer cleaning for the City of East Grand Forks is done on an annual basis as part of the wastewater preventative maintenance program. Previously the city cleaned approximately 1/5th of the city lines per year. The League of Minnesota Insurance Trust has requested that all cities begin to clean 1/3rd of their lines annually. Due to this, the city has been split into three zones North (North of Hwy 2), Central (Between Hwy 2 and River), South (Point Area). This year we will clean the North section. The budget reflects \$45,000 for sewer cleaning.

We received two quotes for cleaning:

Jet Way - \$78,000

Roto Rooter - \$59,500

If the City elects to remain on the cleaning schedule from previous years (1/5th) we will be cleaning the north end area between 17th St NW and the 23rd St NW.

We received two quotes for cleaning:

Jet Way - \$40,000

Roto Rooter - \$30,000

Recommendation: Choose cleaning method and use Roto Rooter for sewer cleaning.

JET ROD COMPARISON REPORT

4/18/2011

Northend areas which consist of sanitary sewers north of 17th ST NW, South of 23rd st NW. Approximately 47,811 lin. Ft of lines

JETWAY PRICES

\$40,000.00

ROTO ROOTER PRICES

\$30,000.00

Add on

\$80.00 per hr for easement equipment work

\$255.00 per hr for lift station cleaning while in area

Add on

\$35 per hr for easement equipment work

Request for Council Action

Date: 4/29/11

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

Cc: File

From: John Wachter

RE: Insect Sprayer

Background and supporting documentation of request:

The Public Works Department was approved in the 2011 CIP budget for the purchase of an insect sprayer. Budget Line item 11-PW-008 for \$10,000.00 from the Insect Fund.

12208OVH Grizzly OHV Smart Flow for \$10,950.81

Recommendation: Approve the purchase of the Insect Sprayer from Clarke for \$10,950.81 plus tax

159 NORTH GARDEN AVENUE
 P.O. Box 72197 / ROSELLE, IL 60172
 U.S.A.
 www.clarkemosquito.com
 TOLL-FREE: 800-323-5727



PH: 630-894-2000
 FAX: 630-894-1774

EMAIL: clarke@clarkemosquito.com

QUOTATION

B City of East Grand Forks (E00075)
 I Stuart Kovar
 L 1001 2nd Street NE
 L Public Works
 East Grand Forks, MN 56721
 T 218-773-1313
 O 218-773-5615

S City of East Grand Forks
 H Stuart Kovar
 I 1001 2nd Street NE
 P Public Works
 East Grand Forks, MN 56721
 T 218-773-1313
 O 218-773-5615

Quotation #	Quote Date	Salesperson	Written by	Valid to
0002006906	04/04/11	Rob Olson	Stephanie Rodriguez - Sales Assoc.	12/31/11

Delivery Method	Terms
Best Way	Net 30 Days

Item #	Item Description	Qty Ordered	Unit Price	Extended Price
12208OHV	GRIZZLY OHV SMART FLOW	1 ea	10,950.81/ea	10,950.81
12871SMART	COUGAR SMART FLOW	1 ea	8,926.45/ea	8,926.45

Freight Charge	<u>153.90</u>
Order total	<u>21,397.72</u>
Total	<u>21,397.72</u>
Tax:	<u>1,366.56</u>

* For your convenience we also accept Visa and MasterCard

*** Please Note: Clarke will charge applicable sales taxes unless a valid exemption certificate is faxed to us at: 630-582-0704

Helping make communities around the world more livable, safe and comfortable.

Request for Council Action

Date: 5/5/2011

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

Cc: File

From: Randy Gust, Fire Chief

RE: Paid on Call wage increase.

Background: I would like to increase the Paid on Call wages from \$10.00 per hour to \$12.00. This will be the first increase in wages since 1993. As you know we supplement our fulltime staff with Paid on Call when we are filling for short shifts when possible. I have broken down the last 3 years of POC wages to help Council and City Administrator with decision.

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Total hours worked:	1670	2960	2001	----
Budget:	25000.	25000.	25000.	25000.
Actual City:	11828.	27510.	18704.	----
Actual Rural:	4901.	2101.	1370.	----
Total:	16729.	29611.	20074.	----
Total with projected increase:				
	20069.	35531.	24076.	----
Difference of:	3340.	5920.	4002.	----

Recommendation: Increase wages for Paid on Call Firefighters from \$10.00 per hour to \$12.00 per hour.

Enclosures:

Request for Council Action

Date: April 27, 2011

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

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Police Officer Hiring Process

Background: The East Grand Forks Police Department (EGFPD) recently had the resignation of a police officer and because of that we are one below our authorized and budgeted staffing levels. We do have a hiring register that is valid until June 21, 2011. Terry Knudson – City HR Specialist – is contacting the candidates that remain on that register in order to set up in-house interviews with the top three remaining candidates. The EGFPD also anticipates the retirement of an officer sometime within the next year.

Recommendation: (1) That the East Grand Forks City Council approve the hiring of a police officer from the current hiring register if the EGFPD determines that there is a good candidate who passes the interview and all appropriate background checks. (2) That the East Grand Forks City Council authorize the EGFPD and other City of East Grand Forks staff to begin a new recruiting and hiring register so that we are prepared to fill any openings that may occur after our current register expires.

Enclosures: None

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held April 21, 2011 at 5:00 P.M.

Present: Quirk, Brickson, Tweten

Absent: Ogden

It was moved by Commissioner Tweten second by Commissioner Brickson that the minutes of the previous meeting of April 7, 2011 be approved as read.

Voting Aye: Quirk, 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 \$1,045,134.78.

Voting Aye: Quirk, Brickson, Tweten

Voting Nay: None

It was moved by Commissioner Brickson second by Commissioner Tweten to approve the 2011 watermain plans and specifications; advertise for bids, and set the bid opening for 10 A.M. on Tuesday, May 17, 2011.

Voting Aye: Quirk, Brickson, Tweten

Voting Nay: None

The presentation by Jerry Lucke on water financials was tabled.

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

Voting Aye: Quirk, Brickson, Tweten

Voting Nay: None

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

Voting Aye: Quirk, Brickson, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Request for Council Action

Date: 4/29/11

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

Cc: File

From: John Wachter

RE: Two Ton Truck with Plow

Background and supporting documentation of request:

The Public Works Department was approved in the 2011 CIP budget for the purchase of a two ton dump truck. Budget Line item 09-PW-002 for \$85,000.00 from the Central Equipment Fund. All items for this truck are available from the Minnesota state buying bid.

Chasis – Freightliner M2 106V Single Axle \$69,244.11(Istate Truck Center)

Dump Box and Plow – Henderson Box and Falls One Way Plow \$34,675.12 (Bert's Truck Equipment)

TOTAL \$103,919.23

Recommendation: Approve the purchase of the Public Works Department two to dump truck with plow attachment.

**ISTATE TRUCK CENTER
FREIGHTLINER M2 106V SINGLE AXLE**

4/4/2011

CITY OF EAST GRAND FORKS

1.0	Price for base unit:	1	\$	54,751.00
2.01	Front frame extension	1	\$	0.01
2.15	2,037,600 rbm, 16.98 sm, 120,000 psi, 156 to 204" c.a. (168" CA, 234" WB)	1	\$	536.00
3.04	14,000 front axle & matching suspension	1	\$	416.00
3.08	Heavy duty front axle shocks	1	\$	68.00
3.12	Front axle lubrication cap with slotted venthole	1	\$	0.01
3.13	Front brake dust shields	1	\$	26.00
3.22	Taper leaf springs in lieu of standard flat leaf springs 14,000 lb axle	1	\$	2.00
4.12	Meritor RS23160 rear axle and 26,000-31,000# rear suspension, driver diff. lock.	1	\$	1,314.00
4.23	Rear auxiliary spring, 4500#	1	\$	72.00
4.41	Synthetic lube for rear axle	1	\$	0.01
4.44	Meritor 17T main driveline with half round yokes 118" C.A. to 160"	1	\$	161.00
6.05	12R 22.5 H front tires	1	\$	30.00
6.40	Michelin or Goodyear 11R 22.5 G tires in lieu of Continental	1	\$	367.00
6.45	Bridgestone, Goodyear, or Michelin 12R 22.5 16 ply front tires in lieu of Continental 12R 22.6 16 ply tires	1	\$	398.00
8.03	Cummins ISC 300 hp / 860 lbs/ft. torque	1	\$	787.00
8.13	Right hand under step mounted horizontal aftertreatment system assembly with RH B-Pillar mounted vertical tailpipe	1	\$	268.00
8.17	Bright upper stack	1	\$	124.00
9.13	Front engine powered take off adapter and radiator cut out	1	\$	0.01
9.14	Air applied fan drive, _HORTON____(Brand)	1	\$	0.01
9.18	Curved exhaust pipe end	1	\$	0.01
9.24	Radiator bug screen	1	\$	19.00
9.30	Delco 38MT starter motor	1	\$	0.01
9.31	Gates Blue-Stripe radiator hoses or equivalent	1	\$	0.01
9.33	Electric grid air intake warmer Cummins Engines	1	\$	0.01
9.34	Alliance fuel/water seperator with heated bowl and primer pump	1	\$	53.00
9.43	Air intake with cab operated under hood blend air door	1	\$	140.00
10.24	Allison 3000 RDS automatic transmission with pto	1	\$	5,890.00
10.30	Vehicle interface wiring with body builder connector and PDM mounted end of frame	1	\$	257.00
10.33	Electronic transmission customer access on firewall	1	\$	113.00
11.03	Solid state circuit protection	1	\$	0.01
11.07	Back up alarm (Preco Factory Model)	1	\$	63.00
11.08	OEM daytime running lights	1	\$	8.00

11.15	Switch for snowplow lights mounted on instrumental panel. Includes wiring terminated near headlights, for customer mounted auxiliary snowplow lights.	1	\$	227.00
11.20	LED marker lights	1	\$	23.00
11.25	One illuminated rocker switch w/wires to back of cab, and marker light circuit to junction block on frame	1	\$	65.00
11.30	Engine remote interface at engine	1	\$	153.00
11.32	Engine remote interface with park brake & neutral interlock	1	\$	162.00
11.33	Engine remote interface prograded configuration options	1	\$	153.00
11.52	Battery boc mounted LH frame behind cab	1	\$	5.00
11.56	Positive post for jump start	1	\$	30.00
12.02	Air horns, dual, round, with snow shields	1	\$	126.00
12.05	Heated mirrors per Spec 3.5	1	\$	110.00
12.09	Severe duty aluminum cab option	1	\$	0.01
12.13	Imron and clear coat paint option (custom color)N2575 yellow elite	1	\$	295.00
12.21	Front fender extensions	1	\$	149.00
12.23	Artic winter wiper blades	1	\$	7.00
12.51	Snow shield mounted over cab air intake	1	\$	6.00
13.06	O.E.M factory installed, AM/FM	1	\$	159.00
13.07	O.E.M factory installed, air conditioning	1	\$	976.00
13.16	Tilt & telescope steering wheel	1	\$	248.00
13.19	High back Bostrom air suspension driver seat	1	\$	108.00
13.47	Dual armrests for driver none for passenger	1	\$	51.00
13.51	Gray or Black Mordura cloth for driver seat covers	1	\$	20.00
13.52	Gray or Black Mordura cloth for Passenger seat covers	1	\$	20.00
13.54	Silencer insulation package	1	\$	235.00
13.59	Hood liner insulation with single firewall insulation	1	\$	53.00
	Total	1	\$	69,244.11

CITY OF EAST GRAND FORKS

APPROVED BY:

CAB TO AXLE: 168" WHEELBASE: 234"

COLOR: YELLO ELITE N2575

GEARED TOP SPEED: 66 MPH AXLE RATIO: 6.14

SHIP TO:

BERT'S TRUCK EQUIPMENT INC.

LOCAL PHONE NO. 773-1194
 2506 BUSINESS HWY 2
 EAST GRAND FORKS, MN 56721

Quote

Customer No.: CSRG04

Quote No.: 7265

Quote To: CITY OF E.G.F.

Ship To: ENTER CUSTOMERS NAME

Date	Ship Via	F.O.B.	Terms	
04/07/11		Origin	Prepaid	
Purchase Order Number	Sales Person	Required		
	RYAN	04/07/11		
Quantity	Item Number	Description	Unit Price	Amount
Required	Shipped	B.O.		
1		311H FALLS ONE WAY PLOW	4315.00	4315.00
1		20b PLOW HITCH	1280.00	1280.00
1		PLOW ATTACHMENT	960.00	960.00
1		WET KIT, PUMP, TANK, CONTROLS, VALVES, OIL LINES FASTENERS FITTINGS	3870.00	3870.00
1		16' X 8' X 44" HENDERSON AR 50 MATERIAL SIDES TAIL GATE AND FLOOR 60" gate hoist ki	15464.00	15464.00
1.000		INSTALL PLOW	1500.00	1500.00
1		PAINT BOX	1900.00	1900.00
1.000		INSTALL BOX, HOIST WET KIT ECT.	2300.00	2300.00
1		PINTLE HITCH	1100.00	1100.00
Quote subtotal				32689.00
Sales tax @ 6.875%				1986.12
Quote total				34675.12

THANKS FOR YOUR ORDER WE APPRECIATE YOUR BUSINESS

IF WE NEED TO Call Back

Thank You

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 773-5615

RESOLUTION NO. 11 – 05 - 43

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS & SPECIFICATIONS

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

WHEREAS, a resolution of the city council adopted the 17th day of May, 2011, to 2010 City Project No. 5 – Bikepath Improvements – LaFave Multi-Use Trail;

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted 17th day of May, 2011.
3. FS Engineering is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
4. 50% of funding will be available through the Department of Natural Resources. The City is responsible for the remaining 50%.
5. The City Council declares its official intent to reimburse itself for the excess costs of the improvement from the proceeds of a tax exempt bond if necessary.

Voting Aye:
Voting Nay: None.
Absent:

The President declared the resolution passed.

Passed: May 17, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of May, 2011.

Mayor

Request for Council Action

Date: May 3, 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, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Greg Boppre, P.E.

RE: LaFave Multi - Use trail

Background:

The City applied for and received a grant for the design and construction of a multi-use trail in LaFave Park. The grant is for 50% of the eligible costs (as outlined in the grant agreement) or not to exceed \$95,000.00. The application included the multi-use trail starting near the Murray Bridge and ending at the trail near the overflow parking lot (see attached drawing). However, there has been some concern from the Council regarding the close proximity of the trail completed during the flood control project. Therefore, the attached drawing also indicates a connection to the flood control trail and commencing under the railroad bridge and ending at the trail near the overflow parking lot.

Also attached are the cost estimates for the original proposal and the alternate. The cost estimate for the original proposal is \$189,500 and the cost estimate for the alternate design is \$73,337.50. Therefore, the discussion points for the original proposal versus the alternate are:

-
- a) City submitted an application and DNR agreed with the proposal
 - b) The original proposal completes a nice trail loop in the LaFave Park
 - c) The alternate proposal is lower in cost for both the City and DNR
 - d) The alternate proposal connects to an existing trail
-

Also, please find attached a copy of a letter we sent to Traci, Vibo, the Grant Coordinator for DNR, which identifies all of the information required prior DNR completing the grant agreement. Jaroslav Solc from our office contacted Ms. Vibo about the alternate and she indicated that they would like the City to perform the project they applied for.

Recommendation:

Approval to prepare plans and specifications

Attachments:

Map

Cost estimates

Letter to Ms. Vibo

Bike Path Estimate

<u>Item Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
Common Excavation	1200	CY	\$12.00	\$14,400.00
Common Borrow	300	CY	\$10.00	\$3,000.00
Remove Bituminous Pavement	100	SY	\$15.00	\$1,500.00
10' Bituminous Path	700	TONS	\$86.00	\$60,200.00
12" Aggregate Base	1100	CY	\$35.00	\$38,500.00
Seeding	8000	SY	\$3.00	\$24,000.00
Miscellaneous	1	LS	\$10,000.00	<u>\$10,000.00</u>
				\$151,600.00
EALC (25%)				\$37,900.00
Total				\$189,500.00

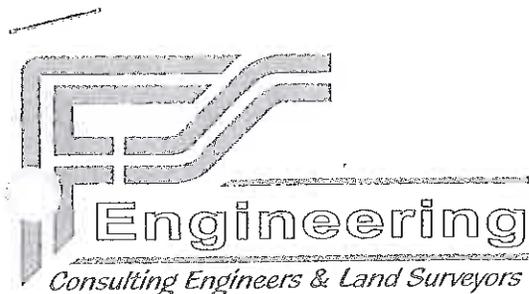
Shorter Alternative

<u>Item Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
Common Excavation	450	CY	\$12.00	\$5,400.00
Common Borrow	115	CY	\$10.00	\$1,150.00
Remove Bituminous Pavement	100	SY	\$15.00	\$1,500.00
10' Bituminous Path	270	TONS	\$86.00	\$23,220.00
12" Aggregate Base	400	CY	\$35.00	\$14,000.00
Seeding	2800	SY	\$3.00	\$8,400.00
Miscellaneous	1	LS	\$5,000.00	<u>\$5,000.00</u>
				\$58,670.00
EALC (25%)				\$14,667.50
Total				\$73,337.50



PROPOSED ALTERNATE

PROPOSED BIKEPATH



January 21, 2011

Attn: Traci Vibo
MN Dept. Of Natural Resources
Division of Parks and Trails
500 Lafayette Road, Box 52
St. Paul, MN 55155

RE: C023-10-1C
Lafave Multi-use Trail
East Grand Forks, MN

Traci,

Enclosed please find the following documentation for the above referenced project;

- 1 - Environmental Assessment Statement (EAS)
- 1 - Evidence of Compliance with Minnesota Environmental Review Rules
- 1 - Resolution from the Governing Authority
- 1 - Pre-approval from MN State Historical Preservation Office (SHPO)
- 1 - Minnesota Natural Heritage Information System Data Request Form
- 1 - Required Certification Form

I am only waiting from a letter from the Army Corps of Engineers, but they say that it will be coming shortly. Please feel free to call me with any questions or concerns at 218-773-1185.

Respectfully yours,
FS Engineering



Jaroslav Solc, P.E.

JS:kk

Enc.

Cc: Scott Huizenga

RESOLUTION NO. 11 – 05 – 44

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>
4-26-11	47392	Parts #109	\$51.42
4-29-11	47445	Repair Plow	\$176.57

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 \$227.99 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 May 17, 2011.

Voting Aye:

Voting Nay: None.

Abstain: Gregoire.

The President declared the resolution passed.

Passed: May 17, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of May, 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>
4-26-11	47392	Parts #109	\$51.42
4-29-11	47445	Repair Plow	\$176.57

- 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 May 17, 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 – 05 – 45

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 9593 for a total of \$521.33.

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 \$521.33 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 May 17, 2011.

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

The President declared the resolution passed.

Passed: May 17, 2011

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of May, 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 9593 for a total of \$521.33.
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 May 17, 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: 5/12/2011 - 11:42 AM



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
9540	05/17/2011	ACM001	Acme Electric Companies	3,012.81	0
9541	05/17/2011	ACT001	Action Graphix & Signs	32.06	0
9542	05/17/2011	ADV001	Advanced Business Methods Inc	217.43	0
9543	05/17/2011	AKE001	Dave Aker	226.80	0
9544	05/17/2011	ALE001	Customized Training Center Alexandr	250.00	0
9545	05/17/2011	ALT001	Altru Health System	79.00	0
9546	05/17/2011	AME002	American Tire Service	656.71	0
9547	05/17/2011	AME005	Ameripride Linen & Apparel Services	404.02	0
9548	05/17/2011	AQU001	Aqua Water Solutions	53.85	0
9549	05/17/2011	BAL001	Balco Uniforms Co Inc	29.00	0
9550	05/17/2011	BAR005	Barnes Distribution	247.84	0
9551	05/17/2011	BAT001	Batteries Plus	93.27	0
9552	05/17/2011	BCA002	BCA CJTE	350.00	0
9553	05/17/2011	BEC001	Becker Arena Products Inc	984.86	0
9554	05/17/2011	BER001	Bert's Truck Equipment	227.99	0
9555	05/17/2011	BRI003	Brite-Way Window Cleaning	60.00	0
9556	05/17/2011	BUD001	Bud & Ralph's Appliance Service Inc	20.44	0
9557	05/17/2011	C&R001	C&R Laundry & Cleaners	407.40	0
9558	05/17/2011	CAN001	Canon Financial Services	180.80	0
9559	05/17/2011	CAR002	Carquest Auto Parts	596.37	0
9560	05/17/2011	CED001	Cedar Rapids Tire	1,303.30	0
9561	05/17/2011	CPL002	CPL SYSTEMS CANADA INC	189.20	0
9562	05/17/2011	CUL001	Culinex	170.32	0
9563	05/17/2011	CUS002	Custom Stripes Inc	318.49	0
9564	05/17/2011	DAC001	Dacotah Paper Co	51.66	0
9565	05/17/2011	DIA001	Richard Papenfuss Diamond Cleaning	637.18	0
9566	05/17/2011	DRA001	Mark Dragich	140.30	0
9567	05/17/2011	EAG001	Eagle Electric	4,369.08	0
9568	05/17/2011	EMP001	Emphasys Computer Solutions	920.00	0
9569	05/17/2011	ENV002	Environmental Equipment	4,870.85	0
9570	05/17/2011	ERI003	Robiin & Brian Erickson	40.00	0
9571	05/17/2011	EXP003	Explorer Post #38	100.00	0
9572	05/17/2011	EXP002	Exponent	424.88	0
9573	05/17/2011	FIL001	Filter Care	0.00	0
9574	05/17/2011	FIR003	Fire Safety USA	305.00	0
9575	05/17/2011	FLA001	Flaherty & Hood PA	3,146.46	0
9576	05/17/2011	FLE002	Fleet Supply	43.98	0
9577	05/17/2011	FLO001	FS Engineering	20,400.00	0
9578	05/17/2011	G&K001	G&K Services	181.74	0
9579	05/17/2011	GAF002	Gaffaney's	66.74	0
9580	05/17/2011	GAF001	Gaffaneys	34.69	0
9581	05/17/2011	GAL003	Galstad Jensen & McCann PA	9,989.25	0
9582	05/17/2011	GAR001	Garden Hut Inc	1,182.05	0
9583	05/17/2011	GEO001	George's Quick Printing	145.36	0
9584	05/17/2011	GER001	Gerrells Sport Center	448.36	0
9585	05/17/2011	GFC001	GF City Utility Billing	13,470.80	0
9586	05/17/2011	GFF001	GF Fire Equipment	208.00	0
9587	05/17/2011	GFH002	GF Herald	1,301.25	0
9588	05/17/2011	GOD001	Godfathers Exterminating Inc	133.59	0
9589	05/17/2011	H&S001	H&S Construction	3,564.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
9590	05/17/2011	HAD002	Garry Hadden	336.50	0
9591	05/17/2011	HAJ002	Rick Hajicek	427.50	0
9592	05/17/2011	HAJ001	Rod Hajicek	24.75	0
9593	05/17/2011	HAR001	Hardware Hank	521.33	0
9594	05/17/2011	HEA001	Heartland Paper	921.55	0
9595	05/17/2011	HUG001	Hugo's	100.48	0
9596	05/17/2011	IND005	Industrial Contract Services Inc	300.00	0
9597	05/17/2011	INK002	Ink Inc Imprinted Sportswear	64.05	0
9598	05/17/2011	INT003	Integra Telecom	160.13	0
9599	05/17/2011	DAY001	Jolanda Streifel	21.35	0
9600	05/17/2011	K&K001	K&K Trucking Inc	1,960.00	0
9601	05/17/2011	KEL001	Kellermeier Building Service	748.13	0
9602	05/17/2011	LEE002	James Lee	3.48	0
9603	05/17/2011	LEE001	Kendra Lee	15.00	0
9604	05/17/2011	SIG001	Lorene Keehr	128.10	0
9605	05/17/2011	MAC002	MacQueen Equipment	247.22	0
9606	05/17/2011	MAM001	Mamma Maria's Italian Restaurant	4,460.00	0
9607	05/17/2011	MAN001	Michelle Manias	179.00	0
9608	05/17/2011	MAR004	Marco	93.25	0
9609	05/17/2011	MCD001	McDonald's of EGF	83.21	0
9610	05/17/2011	MEN001	Menards	26.11	0
9611	05/17/2011	MPO001	Metropolitan Planning Organization	8,234.79	0
9612	05/17/2011	MID003	Midcontinent Communications	966.64	0
9613	05/17/2011	MIK001	Mike's Pizza	67.72	0
9614	05/17/2011	MND006	VOID****VOID****VOID*** MN I	1,362.00	0
9615	05/17/2011	MND009	MN Drivers & Vehicle Services	23.50	0
9616	05/17/2011	MNI001	MN Ice Arena Mgr's Association	47.67	0
9617	05/17/2011	COM002	Morgan Printing	1,221.58	0
9618	05/17/2011	NEW001	Newman Signs	1,580.00	0
9619	05/17/2011	ORE001	O'Reilly Auto Parts	637.94	0
9620	05/17/2011	OPP001	Opp Construction	1,175.00	0
9621	05/17/2011	ORC002	Richard Orchard	27,061.88	0
9622	05/17/2011	PET001	Peterson Veterinarian Clinic P.C.	746.14	0
9623	05/17/2011	POL009	Polk County DAC	42.43	0
9624	05/17/2011	PRA003	Prairie Wind BG Inc	19.81	0
9625	05/17/2011	PSD001	PS Door Services	826.68	0
9626	05/17/2011	QUI001	Quill Corp	106.64	0
9627	05/17/2011	RDO001	RDO Powerplan OIB	141.96	0
9628	05/17/2011	REL001	Reliable Office Supplies	165.40	0
9629	05/17/2011	REZ002	Anthony Reznicek	50.25	0
9630	05/17/2011	RIC001	James Richter	147.13	0
9631	05/17/2011	ROB004	Robinson Textiles Inc	211.91	0
9632	05/17/2011	MER001	Sandford Clinic Fargo Region	28.50	0
9633	05/17/2011	SCH006	Aeisso Schrage	91.70	0
9634	05/17/2011	SKI001	Skinner Roofing	937.00	0
9635	05/17/2011	SPI001	Paul Spielman	106.80	0
9636	05/17/2011	SPR002	Spray Advantage	15.76	0
9637	05/17/2011	STO001	Stone's Mobile Radio Inc	242.85	0
9638	05/17/2011	SUN002	Sun Dot Communications	126.99	0
9639	05/17/2011	SUP003	Supply Distribution Center	489.80	0
9640	05/17/2011	SUR001	Surplus Center	38.04	0
9641	05/17/2011	TIG001	Tiger Direct.com	4,642.24	0
9642	05/17/2011	TRI001	Tristeel Manufacturing	155.91	0
9643	05/17/2011	TRU001	True Temp	708.75	0
9644	05/17/2011	VAL002	Valley Truck	212.48	0
9645	05/17/2011	VER001	Verizon Wireless	130.10	0
9646	05/17/2011	PET005	W.D. Larson Companies LTD Inc	169.84	0
9647	05/17/2011	WAS001	Waste Mgmt	29,058.03	0
9648	05/17/2011	WAT001	Water & Light Department	38,807.99	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
9649	05/17/2011	XER001	Xerox Corporation	21.79	0
				<u>207,929.96</u>	
Check Total:				<u>207,929.96</u>	