

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

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for May 5, 2009 was called to order by Council President Dick Grassel at 5:04 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 Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire (5:15 pm), Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Scott Huizenga, City Administrator; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Dave Aker, Parks & Rec Superintendent; Jerry Skyberg, Building Official, Tom Spoor, Building Official; Randy Gust, Fire Chief; Jim Richter, EDHA Director; John Wachter, Public Works Superintendent; and Dan Boyce, Water & Light Manager.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of April 21, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF APRIL 21, 2009.

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

Voting Nay: None.

Absent: Gregoire.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 28, 2009.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE “WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF APRIL 28, 2009.

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

Voting Nay: None.

SCHEDULED BID LETTINGS:

3. Consider approving the request to award the base bid for “2008 City Project No. 2 – Campground Improvements” to RJ Zavorals for a total bid price of \$286,462.13 and change order of kiosk for a price of \$22,350.00.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE REQUEST TO AWARD THE BID THE BASE BID FOR “2008 CITY PROJECT NO. 2 – CAMPGROUND IMPROVEMENTS” TO RJ ZAVORALS FOR A TOTAL BID PRICE OF \$286,462.13 AND CHANGE ORDER OF KIOSK FOR A PRICE OF \$22,350.00.

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

Voting Nay: None.

Abstain: DeMers.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

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

4. Consider approving the application for a Parade Permit for the Kem Shrine, on Saturday, June 6, 2009 from 10:00 A.M. to 11:15 A.M. based on approval of the Police Chief and MNDot.
5. Consider approving the 2009 Airborne Custom Spraying Agreement for mosquito control.
6. Consider approving the designation of Tom Spoor as Building Official per Minnesota State Building Code requirement.
7. Consider awarding the quotes for the listed projects:
 - H&S Construction for paver repairs/replacement at \$5.50/Square Footage

- H&S Construction for replacement/repairs stamped concrete DeMers at Sorlie Bridge at \$9.00/Square Footage
- Opp Construction for repair pavement & catch basin on Central and 20th NE for \$4,500.00.
- Opp Construction for repair pavement and catch basin on 1800 block Central NW for \$14,600.00.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE CONSENT MOTIONS NUMBER FOUR (4) THROUGH SEVEN (7) AS SUBMITTED.

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

8. The minutes of the Water, Light, Power and Building Commission for April 2, 2009.
9. The minutes of the East Grand Forks Campbell Library Board Meeting for April 28, 2009.
10. The minutes of the East Grand Forks Planning Commission Meeting for March 12, 2009.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS: NONE.

CLAIMS:

11. Consider adopting Resolution No. 09-05-33 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 2964 for a total of \$291.30 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-05-33 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 2964 FOR A TOTAL OF \$291.30 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Buckalew.

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

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Acme Electric Companies	28" Traffic Cones, Bonding Straps For Material	\$187.83
Advanced Business Methods	Copier Contract	\$443.61
Aker Dave	Meal Reimb	\$20.15
Alltel	PD Cell Phones	\$184.25
Altru Health System	Legal Blood Draw	\$74.50
American Tire Service	Inventory Parts #235 / #291, Flat Repairs	\$313.26
Ameripride Linen & Apparel Services	Cleaning Service	\$41.68
Aqua Water Solutions	Bottle Water/Cooler Rental	\$44.56
Baker & Taylor Co	Books	\$833.92
Berg-Johnson Associates Inc	Submersible Transmitters For K10 & K 12	\$1,718.36
Blue Cross Blue Shield of ND	EDHA Insurance	\$4,482.60
Brodart Co	Books	\$325.81
Burand Inc	Submersible Pump - Flood	\$5,377.76
Business Essentials	Office Supplies	\$69.94
C&L Pest Control	Sunshine Terrace	\$133.13
Cabela's Retail	2 Cans Lubricant	\$21.28
CDW Government Inc	Printer Maint Kit	\$246.57
CMI Inc	PBT's & Mouthpieces	\$1,534.67
Commemorative Publications	Books	\$69.50
Commercial Printing	Books, Receipt Books	\$227.92
Complete Pest Control Inc	Pest Control	\$1,155.49
Country Inn St.Paul East	Dennis Robertson	\$224.14
Custom Stripes Inc	Striping For Squad Cars	\$920.00
Dakota Fence	Chain Link Gate Repairs	\$1,562.00
Diamond Cleaning Supply Richard Papenfuss	Brown Turn Towels/TP/Delimer	\$206.93
Eagle Electric	Repairs	\$1,284.06
Electric Pump	Sanitary #5 Pump 1	\$25,900.71
Explorer Post #38	Car Wash	\$40.00
Exponent	Summer Help, Library Aide, Clean UP	\$387.50
Fastenal Company	Floodwall Bolts	\$119.24
Filter Care	Inv Parts	\$55.65
Floan Sanders	Prof Services	\$97,912.32
Forum	1 yr Subscription Exp 7/1/10	\$204.00
G&K Services	Rugs	\$473.03
Gaffaneys	Ink Cart./Pens, Supplies	\$125.49
Gale	Books	\$70.11
Gall's Inc	Barrier Tape, Fingerprint Pad	\$152.15
Garry Gravel	Sand For Sand Bag Stcok Pile	\$8,990.67
GF Excavating	Snow Removal 23rd St NW Ditch	\$2,850.00
GGF Convention & Visitors Bureau	Lodging Tax	\$652.30
Glass Pro's Inc	Rpr Panic Exit Device, Re-Attach Removable Mullion	\$116.00
Global Equipment Co	6 Pallet Containers - Flood	\$1,734.95
Grand Cities Towing	Towing/ Chevy 1500	\$20.00
Grenier John	Boots	\$59.99
Gust Randy	CAT Cable	\$47.90
Haag Rita	Volunteer Recognition Supplies Reimb	\$28.00
Hajicek Rick	Cleaning 4/13 - 4/17	\$665.00
Hardware Hank	Maint Supplies	\$291.30
Heartland Paper	Bathroom Supplies, Can Liners, Bleach	\$282.18
Hilton Garden Inn Mankato	Mark Demers, Dick Grassel, Lynn Stauss	\$1,013.19

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Hugo's	Water For Rescue Truck Acct 2483	\$7.98
Integra Telecom	LD Admin	\$237.17
Kellermeyer Building Service	Vacuum Repair	\$47.93
Ken Reilly Seminars	RCRA / DOT Seminar Ron B	\$695.00
Kotrba Mark	Boot Reimb	\$75.00
League of MN Cities	Deductible Car Insurance Claim	\$1,000.00
Lithia Payment Processing	Inventory Parts PD	\$27.76
Locators & Supplies Inc	Safety Jacket	\$71.95
Lumber Mart	Coil Ties & Tool For Sandbags	\$81.74
Marco - Fargo Inc	Copier	\$278.57
Mark Cowger Construction	Meeting Room Repairs	\$4,300.00
McDonald's of EGF	Prisoner Meals	\$32.80
Menards	Maint Supplies	\$17.25
Micro-Marketing LLC	Books	\$255.56
Mike's Pizza	Board Meeting	\$57.02
MN Chief of Police Association	Leadership Academy	\$960.00
MN Dept of Public Safety	CJDN Connect/Operation Charges, Mobile Devices	\$1,530.00
MN Dept of Revenue VOID****VOID****VOID***	Sales & Use Tax March 09	\$1,730.00
MN Library Association	09 MLA Dues	\$150.00
Newman Signs	Rd/Bridge Closed Signs	\$465.41
Northern Bag and Box Co	Sand Bags Flood	\$1,544.25
O'Reilly Auto Parts	Phone Case	\$10.64
Odland Fitzgerald Reynolds	Prof Services	\$404.00
Pamida	Supplies	\$22.33
Peterson Veterinarian Clinic P.C.	Pound Fees March 09	\$439.76
Polk County Auditor Treasurer	2009 Tax Book, Special Assessments	\$2,704.46
Polk County Recorder	Recorder Fees	\$92.00
PS Door Services	Remote For Overhead Doors, Repair	\$98.14
Pumpkin Books	Books	\$174.99
Quill Corp	Office Supplies	\$312.10
Reliance Telephone System	Hanset For Phone	\$12.62
Revolutions Power Sports	Filter/Washer/Oil Filter, Synthetic Gel	\$73.96
Roto Rooter	Culvert	\$250.00
Sara Jenson/Jacob Brody & American Fed Bank	Down Payment Assistance Program	\$3,000.00
Stone's Mobile Radio	Program Radios	\$686.61
Streichers	PD Uniforms and Supplies	\$1,718.69
Szczepanski Darren	Meal Reimb	\$255.75
True Temp	Filter Change, Furnace Service	\$310.70
Uniforms Unlimited	Uniforms	\$116.37
UPS	Shipping For WW	\$23.04
US Figure Skating Association	Basic 2 Badges	\$36.25
Valley Truck	Wrench	\$12.73
Wagner Construction	08 CP1 Wastewater Improvement	\$119,770.00
Walden Book Company	Books	\$49.27
Wall Street Journal	Newspaper Sub	\$299.00
Water & Light Department	Cory & Kris/ Water & Light Services	\$40,122.98
Wolff Fording & Company	Ice Show Costumes	\$902.34
Xcel Energy	Utilities	\$21,526.45
	Total	<u>\$370,886.17</u>

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

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

COUNCIL/STAFF REPORTS:

Council Member Demers asked to staff to clarify the Automated Refuse Collection start date of August 3rd. He requested that the issue be addressed at the next work session to clarify how the City would handle the purchase of existing City-issued refuse bags during the transition from bags to carts.

Mr. Wachter reported that Automated Collection will start on August 3rd. He said that residents would be sent a letter in which residents would choose whether they wanted containers of 35 gallons or 64 gallons per the Council motion at the previous Council meeting. Residents would also have the option to make their choice on the City's web site. Mr. Wachter also reported that the Spring Clean-up is in progress.

Council Member Leigh asked Mr. Wachter when 4th Street NW would be reopened to traffic following the spring flood. Mr. Wachter indicated that the road would reopen within the next 1-2 days depending on river levels and cleanup of the road.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MAY 5, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:21 P.M.

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

Scott Huizenga, City Administrator/Clerk-Treasurer