

**APPROVED  
MINUTES  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
Tuesday, May 19, 2009 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for May 19, 2009 was called to order by Council President Dick Grassel at 5:00 P.M.*

**CALL OF ROLL:**

*On a Call of Roll the following members of the East Grand Forks City Council were present: Council President Dick Grassel, Council Vice President Henry Tweten, Council Member Marc Demers, Craig Buckalew, Wayne Gregoire, Mike Pokrzywinski, and Greg Leigh.*

**STAFF PRESENT:**

*Scott Huizenga, City Administrator; Michelle Executive, Assistant; Ron Galstad, City Attorney; Greg Boppre, City Engineer; Dave Aker, Parks & Rec Superintendent; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Jerry Skyberg, Building Official, Jim Richter, EDHA Director; 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.”*

Council President Grassel acknowledged the Certificate of Commendation to the City of East Grand Forks and its wastewater treatment facility staff.

Council President Grassel presented a plaque to Jerry Skyberg for his years of service with the City of East Grand Forks.

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of May 5, 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 MAY 5, 2009.**

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

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 12, 2009.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE “WORK SESSION” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF MAY 12, 2009.**

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

**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 chose.*

3. Consider approving the application for a Special Event for the Grand Cities Art Fest on June 13, 2009 from 10:00 A.M. to 6:00 P.M. and June 14, 2009 from 10:00 A.M. to 5:00 P.M. and wave the Transient Merchant License Fee.
4. Consider approving the request to sell Lot A, Replat of Lots 5 and 6, Bock 2, Riverside Addition for residential development for a lot price of \$25,000 to be sold through EDHA.
5. Consider awarding the quote for levee seeding to Opp Construction for \$9,600 per 10 acres for approximately \$19,200.
6. Consider approving the VFW Post 3817 application for a Temporary Liquor License for the Pheasants Forever to be held on June 6, 2009 at the Blue Line Arena, 807 3<sup>rd</sup> St. SE, East Grand Forks, MN 56721.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER BUCKALEW, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH SIX (6) AS SUBMITTED.**

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

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:**  
**NONE.**

**COMMUNICATIONS:**

7. Acknowledging the retirement of Jerry Skyberg effective May 29, 2009 and “Thank” him for 28 years of dedicated service to the City of East Grand Forks.

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

8. Consider amending the Right of Way purchase agreements approved by Resolution 09-04-26 to include an additional \$1000 to Mitch and Mark Wavra for reimbursement of approximately 2 acres of tillable beet acres on the temporary construction easement for the 23<sup>rd</sup> Street project.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO AMEND THE RIGHT OF WAY PURCHASE AGREEMENTS APPROVED BY RESOLUTION 09-04-26 TO INCLUDE AN ADDITIONAL \$1000 TO MITCH AND MARK WAVRA FOR REIMBURSEMENT OF APPROXIMATELY 2 ACRES OF TILLABLE BEET ACRES ON THE TEMPORARY CONSTRUCTION EASEMENT FOR THE 23<sup>RD</sup> STREET PROJECT.**

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

*Voting Nay: None.*

*Abstain: Tweten.*

**CLAIMS:**

9. Consider adopting Resolution No. 09-05-34 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment for the goods referenced in check number 3036 for a total of \$59.16 whereas Council Member Gregoire is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 09-05-34 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERTS TRUCK EQUIPMENT FOR THE GOODS REFERENCED IN CHECK NUMBER 3036 FOR A TOTAL OF \$59.16 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Gregoire.*

10. Consider adopting Resolution No. 09-05-35 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 3083 for a total of \$780.45 whereas Council Member Buckalew is personally interested financially in the contract.

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**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 09-05-35 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 3083 FOR A TOTAL OF \$780.45 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

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

3D Specialties	Flood Supplies	\$1,268.42
Acme Electric Companies	Holiday Banner Stg, Shop Supply	\$1,531.95
Advertising & Supply	Pool Passes	\$202.00
Aker Dave	Travel Reimb - Dist 16 Hockey Meeting	\$119.70
American Tire Service	Service Call/Flat Repair #128	\$312.50
American Tire Service	Inv Parts #750	\$340.00
Ameripride Linen & Apparel Services	Cleaning Services	\$611.92
Aqua Water Solutions	Water Service	\$78.31
B&B Products	Strip Out Old Squad/Build New	\$5,320.90
Batteries Plus	Inv For Greensite	\$33.46
Bert's Truck Equipment	Inv Parts #335	\$59.16
Bobcat of Grand Forks	Inv Parts #375	\$591.06
Brady & Jayme Trenbeath & Bank Forward	1114 20th Ave SE	\$5,000.00
Brite-Way Window Cleaning	Riverwalk Entry Windows	\$45.00
Bubendorf Ron	Reimb Hotel/Mileage	\$660.25
Business Essentials	Chair, Ink	\$350.36
Bydal Designs	Signs	\$93.15
C&R Laundry & Cleaners	Dry Cleaning PD, FD	\$453.27
Cabela's Retail	Boots	\$58.56
Canon Financial Services	Copier	\$166.58
CATCO	Inv Parts #109	\$428.62
Civil Air Patrol Magazine	Mag Ad	\$145.00
Clear Channel Communications	KSNR April Schedule	\$555.00
Club House Hotel	John Grenier/Bert Roberts Hotel Room	\$481.70
Commercial Maintenance Chemical Corp	Lift Station Degreaser - Granular	\$1,299.35
Crowne Plaza-St Paul Riverfront	Scott Huizenga/Lynn Stauss Lodging	\$312.58
Cummins NPower LLC	Equip For Flood Generators	\$5,399.55
D&D Heating & Sheet Metal	R&R Heater In Bay	\$342.95
Dacotah Paper Co	Can Liners, Toilet Supplies	\$323.96
Dakota Supply Group	Lighting Contactor - Flood	\$1,806.72
Daydreams Specialities	Name Tags	\$27.00
Diamond Cleaning Supply Richard		
Papenfuss	Degreaser, Tissue	\$142.07
Duane W. Nielsen Company	Calibrate Magnetic Flow Meter	\$567.82
Eagle Electric	Rpl Owner Furnished Transducer In Lift Station	\$165.00
East Side Travel Plaza	Carwash	\$10.00

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Ellis Barbara	Deposit Reimb	\$601.00
Explorer Post #38	Squad Car Cleaning	\$50.00
Exponent	Car Auction, 09 Assessment, Spring Improv	\$468.99
Floan Sanders	Work For Home Show/Brad Bail	\$95.51
G&K Services	Rugs	\$247.70
Galstad Randy	Refund Baseball/Jackson	\$90.00
Gamache Carol	Refund Deposit	\$265.25
GC Distributing Co	City Bags	\$5,452.02
George's Quick Printing	Logo Envelopes/Letterhead	\$566.58
GF City Utility Billing	April 09 Landfill	\$12,024.15
GF Fire Equipment	Boots For Flood	\$131.00
GF Herald	Ad For Employment, Monthly Dinner, PW Cleanup	\$911.88
GF Welding & Machine	Repair Gate Arm, Tarp Strap	\$107.64
Glass Pro's Inc	Repair Panic Device East Elevator North Door	\$58.00
Gopher State Lawn Sprinklers	Sprinkler Maint Contract CH, Library	\$520.00
Grand Cities Towing	Towing	\$120.00
Grand Forks City	1st Qtr Transit 2009	\$48,752.00
Grand Forks Taxi Company	Dial A Ride April 2009	\$2,119.69
Grenier John	Reimb Meals/Mileage STAB Seminar	\$234.50
H&H Masonry	Patch Pool Cement	\$1,367.00
Hajicek Rick	Cleaning 4/27/09 - 5/1/09, 5/4/08 - 5/8/09	\$266.00
Hajicek Rod	Reimb Meal Exp - Court	\$8.25
Hardware Hank	Maint Supplies/Flood Supplies	\$780.45
Heartland Paper	Tissue/Bags	\$80.55
Hugo's	Office Supplies	\$39.66
Huizenga Scott	League Legislative Day	\$60.50
Independent School District #595	Safe School Grant	\$35,541.61
Johnson Mary	Return Deposits	\$139.15
K&K Trucking Inc	Road Gravel	\$4,849.02
Kar Products	Inv Parts	\$274.50
Keith's Lock & Key	Keys/Adjust Tighten Lever/Replace Screw	\$91.70
Kellermeyer Building Service	Monthly Cleaning Service - CH, Riverwalk, Infield	\$3,088.50
Kossow Linda	Cleaning Service Apt 210	\$37.50
Kovar Kris	Reimb DSL Router	\$74.71
Laker Chemical	Fine Road Patch	\$1,754.06
League of MN Cities	Deductible /Snowplow Collided With Parked Car	\$1,000.00
Lumber Mart	Adhesive gel, Lumber	\$248.90
Lynne Gladwin	Reimb Uniforms & Computer Supplies	\$299.10
M&W Services	2 Applications Fertilizer & Weed Control	\$830.00
MacQueen Equipment	Inv Parts #112	\$598.71
Menards	Supplies	\$104.95
Meritcare	Drug Test	\$49.00
Midcontinent Communications	Cable Services	\$744.13
Midcontinent Communications	Broadcast Fees	\$1,980.00
MN Dept of Revenue	Annual Fee / WWTP	\$5,900.00
MN POST Board	10 Officers MN POST License Renewals	\$900.00
Motion Industries Inc	Inv Parts #114	\$589.26
Newman Signs	Sign Rental	\$2,370.00
Northern Mosquito Control	Alsoisd XR Briquets For Mosquito Control	\$686.50
Northern Plumbing Supply	Backflow Preventers	\$365.09

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Northern Safety Tech	Inv Parts #762 #237 & PD	\$559.12
Northern Valley Machine	Crank Handle Adapter For Flood Gates	\$487.36
O'Reilly Auto Parts	Tools For Shop, Parts For Scan Tool, Inventory	\$2,386.34
Opp Construction	ER Road Rpr 11th Ave & Gateway, Pt Bridge	\$10,320.00
Orchard Oil Company	Inv	\$1,335.60
Peterson Veterinarian Clinic P.C.	Feb 09/April 09 Pound Report/ 7 Dogs 2 Cats	\$416.78
Polk County Recorder	Recorder Fees	\$56.00
Praxair Distribution	Shop Supply	\$70.96
Premium Waters Inc	Water Service	\$103.09
Qualificatrion Targets Inc	Targets	\$71.63
Quill Corp	Office Supplies, Ink/Receipt Books	\$268.14
RDJ Specialties Inc	Plastic Fire Hats/Activity Books	\$243.00
Reed Business Information	11th Ave Bid	\$250.92
Revolutions Power Sports	Inv Parts #140	\$33.07
Roberts Bert	Reimb Meals/Mileage Training	\$221.30
Robertson Dennis	Motel Room Reimb	\$252.63
Safety Kleen Corp	Service Done At Shop	\$847.12
Sam's Club	Supplies/Computer Desk/Chair Mat	\$248.16
Share Corporation	Shop Supply	\$247.53
Simonson Lumber & Hardware	Quick Crete	\$83.16
Simonson Station Stores	Squad Car Washes	\$114.37
Smith Ben	Boiler License Renewal	\$20.00
Spray Advantage	Inv Parts # 237	\$307.31
Stauss Lynn	League Legislative Day Reimb	\$405.10
Stone's Mobile Radio	Radio Repair	\$67.62
Strata Corp	Gravel	\$499.02
Stuart's Towing	Flat Repair	\$10.00
Sun Dot Communications	ADSL/DSL Internet Service	\$138.49
Suncoast Precision Tools	Tools For Flood Wall	\$129.95
Sunshine Terrace	Reimb Petty Cash	\$95.48
Surplus Center	Sockets/Washers	\$15.44
Szczepanski Darren	Computer Bag/ Reimb Travel Exp	\$491.79
Terry's Tire Service	Tree Removal	\$300.00
Tony Dorn Inc	Copier Maint	\$104.24
True Temp	Replace Bad Zone Valve	\$195.04
United Rotary Brush Corp	Inv Parts #112	\$1,268.74
UPS	Shipping St Dept Flag Poles	\$72.60
Valley Truck	Inv	\$112.56
Verizon Wireless	Cell Phones	\$443.49
Vilandre Heating & A/C	Campground Repairs	\$1,314.79
Waste Mgmt	Metal Box/Greensite/Recycle/Rvrwlk CDBD	\$11,096.19
Water & Light Department	Water and Light Services	\$49,365.58
Widseth Smith Nolting & Associates	Tiff 1-2 March 22 09 - April 18 09	\$1,912.20
Wizard's Enterprises	Custodial Services	\$490.00
Xerox Corporation	Base Charge April 09/March 09	\$73.94
Zee Medical Service	Refill First Aid Kit	\$40.60
	Total	<u>\$254,825.03</u>

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

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Council Member DeMers gave a personal thanks to Mr. Skyberg.

Council Member Buckalew stated that Mr. Skyberg has this attitude to determine what we need to do to get the job done. He also informed everyone that Council Member DeMers is getting married this weekend.

Council Vice President Tweten thanked Skyberg for his extreme dedication to the City and Flood Recovery.

Council Member Leigh informed the students that all items that were acted on at this meeting were previously discussed at a previous work session.

Council Member Pokrzywinski congratulated Mr. Skyberg and the Wastewater Treatment Facility Staff.

Council President congratulated Mr. Skyberg on his retirement.

Mr. Huizenga thanked Mr. Skyberg for helping with the transition of City Administrator. He stated that there is no new news on the Governor's budget. Council President Grassel feels that we elected people to make decisions and it is wrong to leave the budget up to the Governor. Mr. Huizenga announced that he will be going to the Labor Relations seminar with Council President Grassel.

Mr. Galstad congratulated Mr. Skyberg. He also gave an update on the right-of-ways.

Mr. Boppre thanked Mr. Skyberg and wished him best of luck in his retirement.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE MAY 19, 2009 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:20 P.M.**

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

*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer