

**APPROVED  
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
Gaffaney's	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 13<sup>th</sup> 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 1<sup>st</sup> and May 2<sup>nd</sup> 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.*

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Scott Huizenga, City Administrator/Clerk-Treasurer