

**AGENDA  
CITY COUNCIL  
CITY OF EAST GRAND FORKS  
JULY 5, 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 June 21, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of June 28, 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 approving the 2011 Street Repair for 2<sup>nd</sup> St. NW and 3<sup>rd</sup> St. NW for asphalt overlay for \$60,000.
4. Consider awarding the quote to Opp Construction for \$79,799.70 for 2011 City Project No. 4 – Intersection Improvements on DeMers Ave. and 2<sup>nd</sup> St. NW.
5. Consider awarding the quote to Opp Construction for \$20,000 for turf repair.
6. Consider approving the application for a Special Event License for the Alpha Phi 5k Walk/Run to be held October 1, 2011 from 8:00 a.m. to 10:30 a.m.

7. Consider approving the request by the East Grand Forks Police Department to declare sixteen abandoned bicycles as surplus property for donation or scrap.

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

**COMMUNICATIONS: NONE.**

**OLD BUSINESS:**

8. Reconsideration of Resolution No. 11-06-52 a Resolution ordering preparation of plans and specifications for 2012 City Project No. 2 – Wastewater Interconnect Project.

**NEW BUSINESS:**

9. Consider adopting Resolution No. 11-07-57 a Resolution approving plans and specifications and ordering advertisement for bids for 2010 City Project No. 5 – Bikepath Improvements – Griggs Park.

**CLAIMS:**

10. Consider adopting Resolution No. 11-07-58 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 10049 for a total of \$1,032.19 whereas Council Member Buckalew is personally interested financially in the contract.
11. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

**ADJOURN:**

**Upcoming Meetings**

Work Session – July 12, 2011 – 5:00 PM – Training Room  
Regular Meeting – July 19, 2011 – 5:00 PM – Council Chambers  
Work Session – July 26, 2011 – 5:00 PM – Training Room  
Regular Meeting – August 2, 2011 – 5:00 PM – Council Chambers

**UNAPPROVED  
MINUTES OF THE  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
TUESDAY, JUNE 21, 2011 – 5:00 PM**

**CALL TO ORDER:**

*The Regular Meeting of the East Grand Forks City Council for June 21, 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; 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; Teri Kouba, MPO; Jim Richter, EDHA Director; and John Wachter, Public Works Superintendent.*

**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.*

Representative Kiel introduced herself and gave a brief Legislative update regarding the State shut down.

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of June 7, 2011.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of June 14, 2011.

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

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

*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 choose.*

3. Consider approving the State of Minnesota Joint Powers Agreement between the City of East Grand Forks and the Department of Natural Resources for July 1, 2011 through December 31, 2015 for Operation of the Red River State Recreation Area.
4. Consider approving the Joint Powers Agreement between Northland Community and Technical College and the City of East Grand Forks to use the Cities Area Transit (CAT) for a lump sum fee paid by the college.
5. Consider adopting Resolution No. 11-06-50 a Resolution authorizing the East Grand Forks Police Department to participate in the 2011/2012 Safe and Sober Program.
6. Consider adopting Resolution No. 11-06-51 a Resolution to participate in the Standard Measures Program for 2011.
7. Consider approving the Fireworks/Pyrotechnic Application for July 4, 2011 (Rain Date: July 5, 2011) for RES Specialty Pyrotechnics Inc. for a display along the Red River across from Cabela's.
8. Consider approving the application for a Special Event License for the Firecracker 5k & 10k Run/Walk to be held July 4, 2011 from 8:00 a.m. to 10:00 a.m.
9. Consider approving the application for a Special Event License for the Clear Channel Radio Bikes & Bites to be held July 28, 2011 from 4:00 p.m. to 8:00 p.m.
10. Consider approving the application for a Special Event License for the Hugo's Potato Bowl 8k Race & Family 1 Mile Walk/Run to be held September 23, 2011 from 3:00 p.m. to 8:00 p.m.
11. Consider approving the application for an Exempt Gambling Permit for a raffle for the Sacred Heart Church and School to be held January 6, 2012 at Sacred Heart Church and School, 200 3<sup>rd</sup> St. NW, East Grand Forks, MN 56721 and waive the 30-day waiting period.

- 12. Consider approving the following “Off Sale” Weekday Liquor License Applicant:
  - a. An-Stone, LLC dba Valley Liquor located at 1502 Central Ave. NE, East Grand Forks, MN 56721.
- 13. Consider approving the following “On Sale Weekday & Sunday” Liquor License Applicant:
  - b. Bjerck Enterprises, Inc. dba Whitey’s, 121 DeMers Ave., East Grand Forks, MN 56721.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTIONS NUMBER THREE (3) THROUGH THIRTEEN (13) AS SUBMITTED.**

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

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:**

- 14. Regular meeting minutes of the Water, Light, Power and Building Commission for May 19, 2011.

**COMMUNICATIONS: NONE.**

**OLD BUSINESS: NONE.**

**NEW BUSINESS:**

- 15. Consider adopting Resolution No. 11-06-52 a Resolution ordering preparation of plans and specifications for 2012 City Project No. 2 – Wastewater Interconnect Project.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-06-52 A RESOLUTION ORDERING PREPARATION OF PLANS AND SPECIFICATIONS FOR 2012 CITY PROJECT NO. 2 – WASTEWATER INTERCONNECT PROJECT.**

Council Member Tweten stated that there are too many blanks in the agreement. Council Member Leigh agreed that this is a very incomplete document and many costs have not been thought out. Council Member Vonasek asked for the City Attorney’s opinion. Mr. Galstad announced that this is a very rough draft. Mr. Boppre discussed the timeline. Council Member Pokrzywinski stated that the City is also putting more at risk by waiting for a final agreement. Mayor Stauss announced that he will not vote for it until we have a contract.

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

- 16. Consider approving the application for a Special Event License for the Rockn’ For Sherlock Fundraiser to be held June 29, 2011 from 12:00 p.m. to June 30, 2011 to 1:00 a.m.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO APPROVE THE APPLICATION FOR A SPECIAL EVENT LICENSE FOR THE**

**ROCKN' FOR SHERLOCK FUNDRAISER TO BE HELD JUNE 29, 2011 FROM 12:00 P.M. TO JUNE 30, 2011 TO 1:00 A.M.**

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

*Voting Nay: None.*

17. Consider adopting Resolution No. 11-06-53 a Resolution approving the rebuild of Sherlock Forest Playground and appoint Penny Pape and Katie Nelson co-chairs of the reconstruction.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADOPT RESOLUTION NO. 11-06-53 A RESOLUTION APPROVING THE REBUILD OF SHERLOCK FOREST PLAYGROUND AND APPOINT PENNY PAPE AND KATIE NELSON CO-CHAIRS OF THE RECONSTRUCTION.**

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

*Voting Nay: None.*

**CLAIMS:**

18. Consider adopting Resolution No. 11-06-54 a Resolution accepting donations for the Sherlock Forest Playground.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 11-06-54 A RESOLUTION ACCEPTING DONATIONS FOR THE SHERLOCK FOREST PLAYGROUND.**

Mr. Huizenga stated that this is a formality to accept donations. All donations can go directly to the Community Foundation.

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

*Voting Nay: None.*

19. Consider adopting Resolution No. 11-06-55 a Resolution authorizing the City of East Grand Forks to approve purchases from Berts Truck Equipment the goods referenced in check number 9829 for a total of \$12.22 whereas Council Member Gregoire is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 11-06-55 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERTS TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBER 9829 FOR A TOTAL OF \$12.22 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

20. Consider adopting Resolution No. 11-06-56 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check number 9879 for a total of \$520.69 whereas Council Member Buckalew is personally interested financially in the contract.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 11-06-56 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBER 9879 FOR A TOTAL OF \$520.69 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.**

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

*Voting Nay: None.*

*Abstain: Buckalew.*

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

Acme Electric Companies	Weed Whacker String/Still Blower	\$333.02
Adapco	Mosquito Briquets	\$849.00
All Pro Embroidery	Uniforms	\$50.00
All Seasons Garden Center	Flowers/Perennials/Annual Flower Bid	\$4,368.62
Alltel	Cell Phone Service	\$168.34
Altru Health System	Legal Blood Draw	\$39.50
American Tire Service	Tires #140/Front & Rear Tires #614/Tires & Rims #363	\$5,280.91
Ameripride Linen & Apparel Services	Cleaning Services/Supplies	\$352.60
Anytime Plumbing	Toilet Repairs	\$99.00
Aqua Water Solutions	5 Gallon Water & Deposit	\$84.60
Barnes Distribution	Inventory & Shop Supplies	\$381.33
Batteries Plus	Battery For Spot Sprayer	\$81.12
Bemidji VFW Post # 1260	Entry Fee/VFW Dist Play	\$150.00
Berg Jessi & Ryan	Landscaping Incentive	\$429.00
Bert's Truck Equipment	Male & Female Trailer Plugin	\$12.22
Blue Moose Bar & Grill	Board Mtg Meals	\$126.23
Bobcat of Grand Forks	Brooms #376/Air Filters #375	\$1,078.30
Border States Electric Supply	Lamp	\$9.69
Border States Trophy & Awards	12 Ribbons	\$11.53
Brite-Way Window Cleaning	Riverwalk Window Service	\$60.00
Butler Machinery Co	Mower Flails & Clevis	\$1,956.09
Bydal Designs	Replace Lettering/2 Doors	\$130.38
C&R Laundry & Cleaners	Dry Cleaning	\$434.62
California Contractors Supplies Inc	Safety Vests	\$122.98
Canon Financial Services	Copier Agreement	\$167.10
Carquest Auto Parts	Hyd Hose For #355 & 356	\$95.15

Cash Donald Scott	Dial-A-Ride May 2011	\$2,716.68
Cedar Rapids Tire	Four Tires For #363	\$407.76
Cole Papers Inc	Supplies	\$327.25
Complete Pest Control Inc	Pest Control	\$2,040.29
Countrywide Sanitation Company	Roll Off/Demers Bldg	\$211.00
CPL SYSTEMS CANADA INC	Greaswe Fitting Adapters Inventory	\$272.40
Cummins NPower LLC	Repair Regen System #614	\$1,357.48
D&M Auto Body	Repair Right Side Door #310	\$1,093.50
Dakota TV & Appliance	Washer & Dryer Repairs	\$819.25
Dan's Excavating Inc	Repair Water Leak	\$542.50
Diamond Cleaning Supply Richard Papenfuss	Floor Mat For Urinals	\$85.39
Display Sales Co	Flags & Pole Replacement	\$1,950.47
Eagle Electric	Dispatch Remodel	\$4,869.17
Emergency Medical Product Inc	Medical Supplies	\$535.39
Environmental Toxicity Control Inc	Testing At Lagoon	\$775.00
Explorer Post #38	Squad Car Cleaning	\$50.00
Exponent	Finance Director Ad/EGF Visitors Guide	\$576.00
Fargo Water Equipment	Man Frames & Flate Grate	\$7,556.67
Fastenal Company	Nuts & Washers For North Ped Bridge	\$28.92
Fjestad Sherry	Reimb/Softball Registration/Mariah	\$135.00
	Prof Services/Labor & Employment	
Flaherty & Hood PA	Consultations/Campground Consultations	\$1,149.64
Flat Plains Services Inc	Fertilize City Hall Trees	\$250.09
FS Engineering	Stokes Plat 4/18/11 - 5/21/11	\$1,681.50
G&K Services	Mats	\$140.50
Gaffaney's	Office Supplies	\$207.76
Galstad Jensen & McCann PA	Prof Services May 2011	\$8,454.25
Garden Hut Inc	Oil Filter	\$20.36
George's Quick Printing	2-Stampers/Confidential	\$26.72
	Umpire Indicators/Scorebooks/Helmets/Buckets/ Balls/Catchers Mask/Face Guard	\$786.75
Gerrells Sport Center	Landfill/ May 2011	\$16,391.95
GF City Utility Billing	Dinner Dance Ad/Spring Cleanup	\$573.10
GF Herald	Welding	\$144.43
GF Welding & Machine	Umpire Shirts/Baseballs/Knee Guards/Caps/Windscreen	\$2,189.01
GLSports Inc	Replace Downtown Flagpole	\$1,290.00
Gompf Displays	Reimb/Pool Supplies	\$10.66
Gulbranson Dale	Pool Tile Repairs	\$678.00
H&H Masonry	Street Repairs	\$52,133.00
H&S Construction	Cleaning 5/23/11 - 6/11/11	\$427.50
Hajicek Rick	Maint Supplies	\$520.69
Hardware Hank	Reimb Meals/Hotel/Interrogation Class/Camp Dodge IA	\$372.75
Hart Tony	Cleaning Caddy/Sharps Container	\$1,173.74
Heartland Paper		

Holiday Credit Office	Fuel	\$53.59
Home Run Club	2011 Umpire Fees (112 Players)	\$1,120.00
Huizenga Scott	Lions Dues/2011 Dues	\$60.00
In the Swim	Chlorine Kit/Thermometer	\$68.93
Inprints Screenprinting	Screen Print T-Shirts	\$160.50
Johnson Vickie	Refund/Abby Johnson/Softball	\$135.00
Jolanda Streifel	Name Tag	\$5.00
K&K Trucking Inc	Gravel	\$2,540.00
Kellermeyer Building Service	Cleaning Service	\$534.38
Kraft Michelle	Reimb Softball Fees/Sarah Kraft	\$90.00
Krenzel Don	Medals For VFW Dist Games	\$20.00
Laker Chemical	Wipe Out/Aqua Terra/Tri Kill	\$2,064.49
Larson Brian	Reimb Meals/White Bear Lake/MIAMA Conf	\$59.00
Laser Systems	Ink/Toner	\$627.73
League of MN Cities	3rd Qtr Municipality Insurance	\$46,257.36
Leisureland RV	5000 Watt Gen	\$565.00
Lumber Mart	Integrity Dual Arm/Misc Metal Products/Downspout	\$610.38
Lynne Gladwin	Reimb Supplies/Net/Uniform Pants/Training Meeting	\$249.83
Manias Michelle	Reimb/Meals/Rochester/Clinical Mayo/Moorhead	\$249.75
Marco	Copier Contract	\$131.00
McFarlane	HVAC System	\$28,000.00
Menards	Maint Supplies	\$60.67
Metropolitan Planning Organization	Planning Hours Transit Hours & Local Share/ April 2011	\$11,096.10
Midcontinent Communications	SunshineTerrace Phone & Phone/TownSquare Phone	\$1,112.34
Midwest Playscapes	Equipment Supplies	\$1,010.15
Minnesota City/County Management Assoc	Membership 2011/2012	\$104.00
MN Dept of Labor & Industry	Pressure Vessel's	\$40.00
MN Drivers & Vehicle Services	Title Vehicle	\$7.50
MVTL Laboratories Inc	Testing At Lagoon	\$732.00
Newman Signs	Sign Rental	\$1,580.00
Northern Plumbing Supply	Plumbing Supplies	\$162.22
NW MN Multi County HRA	HQS Inspection Services/Sunshine Terrace	\$2,500.00
Nygaard Adelaide	Refund/Security Deposit	\$280.33
O'Reilly Auto Parts	Gloves	\$24.99
Opp Construction	Remove Ash Tree 705 1st Ave NE/Rpl 2 Irrigation Heads	\$830.00
Pamida	Misc Supplies	\$56.48
Party City	Supplies	\$20.97
PDQ Sanitary Services	Portable Toilet Rental	\$180.00
Peak Performance	Toner	\$138.72
Pederson Melissa	Refund Registration/Maddie Pederson	\$55.00
Peterson Veterinarian Clinic P.C.	Pound Report/May 2011	\$985.00
Polk County Auditor Treasurer	2011 Assessment Billing/3626 Parcels	\$29,008.00
Polk County DAC	Shredding Services	\$35.92

Polk County Recorder	Filing Fees	\$322.00
Polk County Sheriff's Office	Safe & Sober April 2011 Wave	\$107.29
Power Equipment Shop	Mower Parts	\$102.58
Praxair Distribution	Cylinder Rental	\$22.07
Premium Waters Inc	Water Service/EDHA	\$35.62
Quill Corp	Office Supplies	\$325.89
Qwest	Monthly Phone Service	\$947.68
Red River Snowmobile Club	Area Trail Maint	\$1,881.38
Reznicek Anthony	Reimb Meals/Hotel/Interrogation Class/Camp Dodge	\$428.76
Richter James	Reimb Filing Fees Paid	\$46.00
RMB Environmental Lab Inc	Pond Discharge Samples	\$221.00
Sandford Clinic Fargo Region	Drug Testing/B.Robert/D/.Nelson	\$84.00
Save A Life	Save A Life Discs For Patrol Cars	\$224.95
SealMaster	Pourable Crackfiller	\$108.97
Skala Larry	Flood Cleanup	\$5,056.50
Spray Advantage	Flat Spray/Tubing/Parts For Sprayer	\$99.36
St Cloud State Univ	MN Municipal Clerks Institute/S.Huizenga	\$260.00
Stauss Lynn	Reimb/Mileage/Meals/Hwy2 Mfg Meeting/Bagley	\$130.26
Steever Kyle	Reimb Meals/Hotel/Interrogation Class/Camp Dodge IA	\$372.75
Stennes Granite	3 O/C / Vase Replacement	\$1,957.00
Stone's Mobile Radio Inc	Console Radio Repair	\$2,238.71
Strandell Warren	Book Project/Final Payment	\$1,000.00
Streichers	Vest/Manias	\$749.99
Sun Dot Communications	ADSL City Hall/Sr Center	\$126.99
The Chamber of EGF/GF	Registration/Richter/Knoff	\$30.00
Tim Shea's Nursery & Landscaping	Birch Clump	\$440.00
Tri County Community Corrections	Basement Clean-up/Demers Bldg	\$30.00
UPS	Sampling At Lagoon	\$169.92
USPS Postmaster	Post Office Box Renewal	\$320.00
Verizon Wireless	Wifi Cards For Squad Cars	\$162.15
VFW Club	Umpire Fees	\$1,540.00
	Start Pool Heater/Plumbing Leaks In	
	Bathhouse/Campground Bathroom Repair/Repair	
Vilandre Heating & A/C	Drinking Fountain/Replace Water Heater	\$1,651.73
Vonesh Stephani	Refund Baseball/Tyler	\$90.00
Waste Mgmt	Monthly Disposal Services	\$37,822.24
WDAZ TV	2011 Spring Campaign/Advertising	\$546.00
Xcel Energy	515 2nd St NW	\$56.70
Xerox Corporation	Copier Maint Contract	\$21.79
Zee Medical Service	First Aid Kit Refill	\$53.20
	Total	\$325,249.66

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

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Council Member DeMers suggested that the City offer public support for those in Minot and the City should think of ways to help. He also asked Council President Buckalew to form a committee to discuss beautification on the Greenway. He suggested Council Member Leigh, Mr. Aker, Ms Ellis, residents, and himself. Council Member DeMers also discussed the announcement on legal action regarding LGA and the possible shut down.

Council Member Leigh stated that he voted in favor of spending \$60,000 to move forward on the Interconnect to keep the project going until an agreement has been made.

Council Member Pokrzywinski expressed his condolences to Don Partlow's family.

Council President Buckalew will work on a Memorandum of Understanding between the two Cities. He agrees with the Greenway Committee. He thanked Representative Kiel for coming to the City to keep us informed.

Mr. Huizenga announced that in the event that the State of Minnesota does shut down the campground will be closed. Also, contractors have been notified on the projects that receive State funding.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER TWETEN, TO ADJOURN THE JUNE 21, 2011 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:24 P.M.**

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

*Voting Nay: None.*

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Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED  
MINUTES OF THE  
OF THE  
EAST GRAND FORKS  
CITY COUNCIL  
TUESDAY, JUNE 28, 2011 – 5:00 PM**

**CALL TO ORDER**

*The Work Session of the East Grand Forks City Council for June 28, 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; Jerry Lucke, Finance Director; Jim Richter, EDHA Director; and John Wachter, Public Works Superintendent.*

**DETERMINATION OF A QUORUM**

**1. Boat House/Storage Facility - Andy Magness – Ground UP Adventures**

Mr. Magness announced that Ground UP Adventures is a new organization within the Community. The Organization would like to focus on utilizing the rivers. They would like to put a boat house/storage facility for canoes, stand up paddle boating, and miscellaneous equipment near the existing boat ramp by the Frisbee Golf Course.

City Council questioned flooding, structure material, who is going to run the facility, and liability issues. Council Members supported the idea but would need to look at the concerns.

**2. 2010 City Project No. 5 – Bikepath Improvements - Griggs Park – Greg Boppre**

Mr. Boppre asked for Council approval to submit plans and specifications. 50% of the construction costs will be covered, not to exceed \$95,000. The City would need to pay the soft costs and engineering fees. Mayor Stauss asked Mr. Boppre to double check on the funding. This item will be referred to Council for action.

**3. Paving – 14<sup>th</sup> Ave. SE/11<sup>th</sup> Ave. SE – Greg Boppre**

Mr. Boppre announced that a public hearing was held in February this year after receiving a petition from the residents. Mr. Boppre discussed the paving options and costs. Council Member Leigh announced that we need to avoid ½ streets in the future and property owners should pay. Mr. Boppre stated that he is proposing a 34 foot street. Council Member DeMers suggested waiting on 11<sup>th</sup> Ave. SE since 14<sup>th</sup> Ave. SE has higher traffic. He suggested bidding the project as a ½ street with an alternate. Council Member Leigh asked where the funding would come from. Mr. Huizenga stated that the City has three funds available. Mayor Stauss stated that the street should be narrower and those living along that street should pay something. Council Member Galstad announced that the City may have a policy issue regarding spending City funds on township and county roads. Mr. Galstad will look into the policy.

**4. 2011 Street Repair – 2<sup>nd</sup> St. NW & 3<sup>rd</sup> St. NW (Sacred Heart Rd) – John Wachter/Greg Boppre**

Mr. Wachter stated that he has two potential options: Total replacement for \$209,000 or asphalt overlay for \$60,000. Mr. Boppre suggested overlay on 2<sup>nd</sup> St. NW this year and mill and overlay on 3<sup>rd</sup> St. NW next year. Discussion occurred regarding prioritizing projects and software. Council Member DeMers stated that the asphalt overlay makes the most sense and we need to look at the State Aid Maintenance Fund.

**5. 2011 Street Repair – DeMers & 2<sup>nd</sup> St. NW – John Wachter/Greg Boppre**

Mr. Wachter suggested awarding the bid to Opp Construction for \$79,799.70 for the repairs to the intersection at DeMers Avenue and 2<sup>nd</sup> St. NW. Mr. Boppre announced that the Corp is working with a contractor on the sill plate project.

**6. 2011 Turf Repair – John Wachter/Greg Boppre**

Mr. Wachter announced that the recent flood has cause some minor turf and soil damage on the levee, Zavoral Park, and the grass in front of Whitey's and Cabelas along River Street. He suggested award the quote to Opp Construction for \$20,000 for the turf repair.

**7. Library Roof Repair – Charlotte Helgeson**

Ms Helgeson informed City Council that the Library has experienced roof issues since 2000. The recent study with Inspec found many design issues. The current roof leaks are causing walls and electrical problems. She stated that past repairs, quickest and cheapest, does not resolve the issues.

Mayor Stauss stated that he called Kraus-Anderson and they will be coming to the library on Thursday, July 7<sup>th</sup> to look at the roof. Mr. Galstad stated that he is looking into the State Statute on design build bidding. He suggested contacting an architect for the design, then go out for a Request for Proposal. Mr. Christianson, Library Board, stated that Inspec was unsure on the design.

**8. State of Minnesota Shutdown Implications – Scott Huizenga**

Mr. Huizenga provided a brief outline on the implications of a State shutdown. He announced that the Red River State Recreation Area will close on Thursday, June 30<sup>th</sup> at 4 p.m. He also stated that there will be project delays and possibly a delay on the Local Government Aid payment. He discussed other service issues along with long-term implications.

**ADJOURN**

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE JUNE 28, 2011 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:48 P.M.**

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

*Voting Nay: None.*

---

Scott Huizenga, City Administrator/Clerk-Treasurer

# Request for Council Action

Date: 6-21-11

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/Greg Boppre

RE: 2011 Street Repair – 2nd St. NW and 3rd St. NW

---

As part of the ongoing street repair projects Greg Boppre, City Engineer and myself looked at repairs to 2<sup>nd</sup> Street NW (refer to drawing) between the levee and 3<sup>rd</sup> Street NW.

We discussed two potential options:

## Option #1 Total Replacement.

This is a total replacement of the curb and gutter along with concrete panels. The engineering estimate is \$209,000 (see attached). If this option is approved it will be placed out to bid and brought back to council.

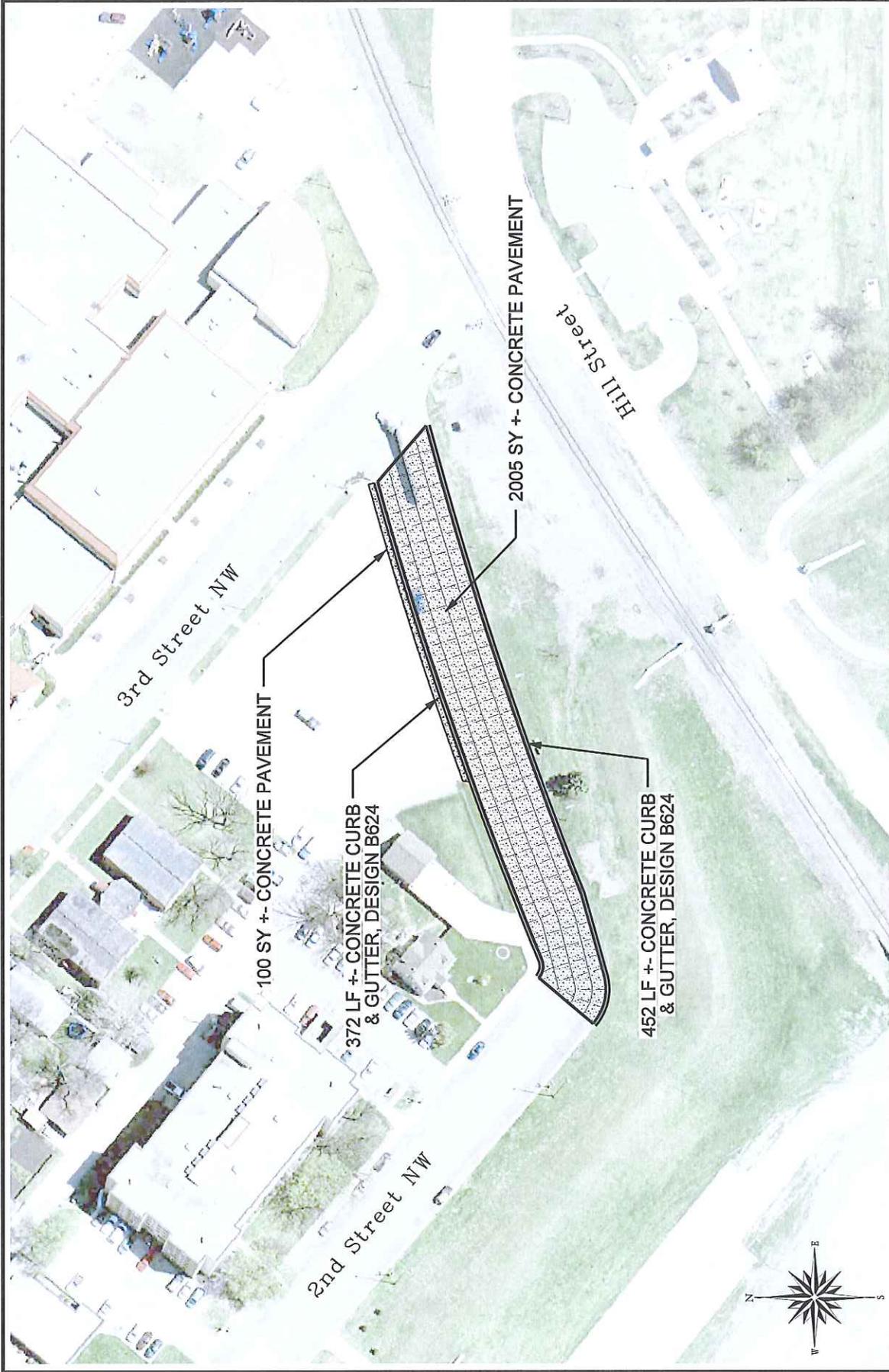
## Option #2 Asphalt Overlay.

Replacement of curb and gutter with a 2" asphalt overlay. This option will prolong the life of the street by approximately seven years but in no way eliminates a total panel replacement in the near future. The cost of this will be a little more than the estimated \$50,000 as we will do some other curb repair in the area. If the council approves this option the approval should be for \$60,000. Once approved this work would be scheduled to begin as soon as possible.

Recommendation: Council approve option #2 for 60,000 dollars.

**STREET RECONSTRUCTION**  
**3rd Ave NW from 2nd ST. NW to 3rd ST NW**  
**EAST GRAND FORKS**

<b>ITEM NO.</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QUANTITY</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>
2104.501	Remove Curb and Gutter	LF	824	\$5.00	\$4,120.00
2104.505	Remove Concrete Pavement	SY	2105	\$5.00	\$10,525.00
2104.505	Remove Concrete Driveway Pavement	SY	50	\$6.00	\$300.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	400	\$7.00	\$2,800.00
2105.501	Common Excavation (P)	CY	400	\$6.00	\$2,400.00
2105.525	Topsoil Borrow (LV)	CY	50	\$20.00	\$1,000.00
2112.604	Subgrade Preparation	SY	2,000	\$4.00	\$8,000.00
2211.607	Aggregate Base(8")	CY	500	\$20.00	\$10,000.00
2301.529	Reinforcement Bars (Epoxy Coated)	LB	800	\$3.00	\$2,400.00
2301.604	Bituminous Tack Coat	Gal	10	\$5.00	\$50.00
2301.604	5" Bituminous Pavement	Ton	50	\$100.00	\$5,000.00
2301.604	Concrete Pavement 7.0"	SY	2,005	\$48.00	\$96,240.00
2504.602	Adjust Gate Valve & Box	EA	4	\$300.00	\$1,200.00
2531.501	Concrete Curb and Gutter, Design B624	LF	824	\$15.00	\$12,360.00
2531.507	6" Concrete Driveway Pavement	SY	50	\$50.00	\$2,500.00
2563.601	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2573.530	Storm Drain inlet Protection	EA	3	\$100.00	\$300.00
2575.501	Seeding	SY	500	\$2.00	\$1,000.00
2582.502	4" Broken Line Yellow - Epoxy	LF	450	\$4.00	\$1,800.00
<b>TOTAL CONSTRUCTION COST</b>					<b>\$166,995.00</b>
<b>EALC</b>					<b>\$41,748.75</b>
<b>TOTAL</b>					<b>\$208,743.75</b>



DATE: 6/20/2011	DRAWN BY:	PROJECT	SHEET
DGN: 11_paving_recon_2ndstnw-3rdstnw.DGN	CHECKED BY:	Proposed Street Reconstruction	1 of 1
MODEL NAME: construction plan	REVISION:	East Grand Forks, Minnesota	
PATH: N:\EGF\proposal-exhibits\11_paving_recon_2ndstnw-3rdstnw.DGN		Between 2nd Street NW & 3rd Street NW	



Offices:  
Grand Forks, ND  
Fargo, ND

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

**QUOTATION**  
**Street Repair - 1st Ave NW near Sacred Heart**  
**City of East Grand Forks**  
**June 14, 2011**

Description	QTY	Unit	TOTAL
approx 420' replace curb & overlay street	1	LS	\$ 49,700.00

Clarifications:

- as per paint on road
- Remove approx 843' curb & gutter
- remove 12" in back of curb at parking lot
- patch back 12" and install expansion joint at back of curb
- mill edge of curb to install asphalt minimum of 1" at curb line
- 2" overlay at crown - super pave mix
- Restore any disturbed turf with hydro seed

All Work to City Specs

**BUILD WITH THE BEST**

*"An Equal Opportunity Employer"*  
2010 national 1st place safety excellence award winner



# Request for Council Action

Date: 6-21-11

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/Greg Boppre

RE: 2011 Street Repair – Demers and 2<sup>nd</sup> St NW

---

As part of the 2011 Street repair items we need to make significant repairs to the intersection at Demers Ave and 2<sup>nd</sup> St. NW. Plans and specifications are available for your review at F/S Engineering or at the City Hall Administration office.

This is a State Aid Maintenance project and will be funded by the CIP approved budget for State Aid Maintenance. At this time I do not have quotes, but engineering estimates are \$80,000. I should have, at a minimum, two competitive quotes by the Work Session 6/28/2011.

This item is time sensitive as we will have to do work at the same time that the Army Corps of Engineers sill replacement project is being done at the Demers closure. To complete these projects Demers will be closed for the entirety of the projects.

Recommendation: Approve project for repairs to Demers Avenue and 2<sup>nd</sup> Street NW to coincide with the repair to the Demers Avenue sill plate.

**"REVISED"**  
**2011 CITY PROJECT NO. 4**  
**Intersection Improvements**  
**Demers Avenue & 2nd Street NW**  
**EAST GRAND FORKS**

DESCRIPTION	QUANTITY	UNIT	OPP CONSTRUCTION			H&S CONSTRUCTION			STRATA CORP		
			UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	
Remove Curb and Gutter	99	LF	\$16.00	\$1,584.00	\$15.00	\$1,485.00	\$30.00	\$2,970.00			
Remove Concrete Sidewalk	62	SF	\$2.00	\$124.00	\$10.00	\$620.00	\$12.00	\$744.00			
Remove Pavement	377	SY	\$18.00	\$6,786.00	\$25.00	\$9,425.00	\$30.00	\$11,310.00			
Remove Casting	2	EA	\$200.00	\$400.00	\$500.00	\$1,000.00	\$1,000.00	\$2,000.00			
Sawing Concrete Pavement (Full Depth)	264	LF	\$9.00	\$2,376.00	\$7.00	\$1,848.00	\$15.00	\$3,960.00			
Sawing Bit Pavement (Full Depth)	36	LF	\$9.00	\$324.00	\$7.00	\$252.00	\$12.00	\$432.00			
Salvage Casting	1	EA	\$200.00	\$200.00	\$500.00	\$500.00	\$1,250.00	\$1,250.00			
Salvage Brick Pavers	158	SF	\$12.00	\$1,896.00	\$10.00	\$1,580.00	\$30.00	\$4,740.00			
Topsoil Borrow (L.V)	6	CY	\$25.00	\$150.00	\$45.00	\$270.00	\$85.00	\$510.00			
Concrete Pavement 9.0"	238	SY	\$87.00	\$20,706.00	\$70.00	\$16,660.00	\$115.00	\$27,370.00			
Reinforcement Bars (Epoxy Coated)	155	LB	\$3.00	\$465.00	\$5.00	\$775.00	\$5.00	\$775.00			
Type SP 12.5 Wearing Course Mixture (2,B)	6	SY	\$100.00	\$600.00	\$300.00	\$1,800.00	\$285.00	\$1,710.00			
Adjust Gate Valve & Box	2	EA	\$125.00	\$250.00	\$500.00	\$1,000.00	\$500.00	\$1,000.00			
Casting Assembly	2	EA	\$1,280.00	\$2,560.00	\$500.00	\$1,000.00	\$1,750.00	\$3,500.00			
4" Concrete Sidewalk	62	SF	\$11.00	\$682.00	\$7.00	\$434.00	\$25.00	\$1,550.00			
Concrete Walk Special	133	SY	\$150.00	\$19,950.00	\$150.00	\$19,950.00	\$215.00	\$28,595.00			
Concrete Curb & Gutter Design B624	99	LF	\$40.00	\$3,960.00	\$30.00	\$2,970.00	\$35.00	\$3,465.00			
Adjust Handhole	1	EA	\$350.00	\$350.00	\$500.00	\$500.00	\$2,000.00	\$2,000.00			
Traffic Control	1	LS	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$8,650.00	\$8,650.00			
NMC Loop Detector 6'x6'	2	EA	\$1,200.00	\$2,400.00	\$1,500.00	\$3,000.00	\$750.00	\$1,500.00			
Storm Drain inlet Protection	5	EA	\$130.00	\$650.00	\$200.00	\$1,000.00	\$500.00	\$2,500.00			
Seeding	72	SY	\$5.00	\$360.00	\$10.00	\$720.00	\$15.00	\$1,080.00			
Pavt Mssg (Lt Arrow) Epoxy	2	EA	\$825.00	\$1,650.00	\$150.00	\$300.00	\$825.00	\$1,650.00			
4" Solid Line White-Epoxy	266	LF	\$4.25	\$1,130.50	\$20.00	\$5,320.00	\$4.25	\$1,130.50			
4" Double Solid Line Yellow-Epoxy	266	LF	\$8.70	\$2,314.20	\$20.00	\$5,320.00	\$8.70	\$2,314.20			
24" Stop Line White-Epoxy	64	LF	\$38.00	\$2,432.00	\$25.00	\$1,600.00	\$38.40	\$2,457.60			
				\$79,799.70		\$84,829.00		\$119,163.30			

# Request for Council Action

Date: 6-21-11

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/Greg Boppre

RE: 2011 Turf Repair

---

During the recent flood event some areas suffered minor turf and soil damage. These areas include the levee, Zavoral Park, and the grass in front of Whitey's and Cabelas along River Street.

I have received a quote from OPP Construction to repair soil, prep areas, hydro seed, water, and mow as needed. The quoted amount was \$17,800 I am requesting Council to approve \$20,000.

Recommendation: Approve the turf repair by OPP Construction for \$20,000.



# CONSTRUCTION COMPANY

Offices:  
Grand Forks, ND  
Fargo, ND

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

City of East Grand Forks  
Levee and Flood Repairs

June 15, 2011

#1 Area West of K4 to Golf Course \$1450.00

Prep and Hydrossed 2 areas and water line. Includes dirt as needed, prep work and hydroseed.

#2 Area south of State Park \$800.00

Repair water damage and low spot by man hole. Includes dirt as needed, prep work and hydroseed.

#3 Area by L8 \$6800.00

Includes repairing of damaged turf by water, overseed thin areas north of lift station to corner of levee to east, hydroseed all seeded areas. Water as needed for up to 30 days.

#4 Area between L9 & L10 \$3250.00

Add soil as needed to water damage area, prep areas and hydroseed.

#5 Frolp Course area to east \$800.00

Add soil as needed to water damage area, prep areas and hydroseed.

#6 Blue moose/Whitey's River Front \$4700.00

Add top soil to grass pavers, prep areas to seed, hydroseed, water for up to 30 days, mow as needed.

## BUILD WITH THE BEST

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# City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721  
218-773-2483 · 218-773-9728 fax    www.eastgrandforks.net

## APPLICATION FOR SPECIAL EVENT

License Fee: \_\_\_\_\_

Organization Information		
<u>Alpha Phi Sorority</u> <i>Organization Name</i>	<u>952-465-4440</u> <i>Organization Phone Number</i>	
<u>2026 University Ave.</u> <i>Organization Address</i>	<u>Grand Forks ND</u> <i>City</i>	<u>58203</u> <i>State                      Zip</i>

Applicant Information		
<u>Jehan Elsagher</u> <i>Applicant Name</i>	<u>952-465-4440</u> <i>Applicant Phone Number</i>	
<u>13425 Penn Ave. So.</u> <i>Applicant Address</i>	<u>Burnsville MN</u> <i>City                      State</i>	<u>55337</u> <i>Zip</i>

Special Event Information		
<u>10/1/11</u> <i>Date of Event</i>	<u>9:00 AM</u> <i>Start Time</i>	<u>10:30 AM</u> <i>End Time</i>
<u>Alpha Phi 5K walk/run to raise money for cardiac care 150-200 people</u> <i>Explanation of Event</i>		
<u>Lincoln Park shelter #4 (map included)</u> <i>Route/Area of Event (include map)</i>		
<u>None, will just need to be able to use course. rest is through Grand Forks Park District.</u> <i>Special Requests (Staff, Road Closures, Etc)</i>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Jehan Elsagher  
*Signature of Applicant*

6/20/11  
*Date*

Jehan Elsagher  
*Print Name*

Director of 5K  
*Title*

City of East Grand Forks  
Application for Special Event

Alpha Phi 5K *cardiac care*  
**-EVENT SPONSOR-**  
**RELEASE AND INDEMNIFICATION AGREEMENT**  
**CITY OF EAST GRAND FORKS, MINNESOTA**

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT  
SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on the City of East Grand Forks' property:

An annual 5K walk/run that crosses over  
the pedestrian path onto the greenway.

Requesting to also post route markers and have  
Alpha Phi staff along the course. possible water station  
Special Events Holder hereby acknowledges, represents, and agrees as follows: *will full clean-up  
by us.*

A. We understand that the above described activities are or may be dangerous and do or may involve risks or injury, loss, or damage to us and/or third parties. We further acknowledge that such risks may include but not be limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Special Events Holder initials here) *J.C.*

B. If required by this paragraph, we agree to require each participant in our special event to execute a **RELEASE AND INDEMNIFICATION AGREEMENT** for ourselves and for the City of East Grand Forks, on a form approved by the City of East Grand Forks.

Participant Release and Indemnification required? YES  NO

(Special Events Holder initials here) *J.E.*

C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of East Grand Forks, for the duration of the above described activities.

(Special Events Holder initials here) *J.E.*

City of East Grand Forks  
Application for Special Event

D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or any related third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) \_\_\_\_\_

*D.E.*

E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above described activities, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) \_\_\_\_\_

*D.E.*

F. We further agree to defend, indemnify and hold harmless the City of East Grand Forks, its officers, employees, insurers, and self insurance pool, from and against all liability, claims, and demands, court costs and attorneys fees, including those arising from any third party claim asserted against the City of East Grand Forks, its officers, employees, insurers or self insurance pool, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property damage or loss, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above described activities, whether or not caused by our act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

(Special Events Holder initials here) \_\_\_\_\_

*D.E.*

G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of the City of East Grand Forks, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota. If any portion thereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Special Events Holder initials here) \_\_\_\_\_

*D.E.*

H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

(Special Events Holder initials here) \_\_\_\_\_

*D.E.*

I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

(Special Events Holder initials here) \_\_\_\_\_

*D.E.*

**IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT** is executed by the special events holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:**

City of East Grand Forks  
Application for Special Event

Name Jehan Eisagher

Title DIRECTOR OF SK

Signature Jehan Eisagher

Date 6/20/11

**PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:**

Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

# Request for Council Action

Date: June 14, 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: Request to Donate Surplus Property - Bicycles

---

**Background:** The East Grand Forks Police Department receives a significant number of bicycles each year. Some are part of active investigations but the majority are simply found/abandoned property. We make reasonable efforts to locate the owners of these bicycles and have a joint data base with the Grand Forks Police Department to enhance our ability to locate bike owners but many go unclaimed. In past years when we have attempted to auction off bikes of this type the return has been very low.

**Recommendation:** We currently have a number of bicycles that are in useable condition that we have been unable to locate the owners. We would like to have these bikes declared surplus property so that they can be donated to families identified as having a need for them through Polk County Social Services. If any of the bikes are deemed unsafe we will either sell them as scrap or otherwise dispose of them.

**Enclosures:**

1. List of bicycles to be declared surplus property and either donated or scrapped.

## **Request For Council Action – Surplus Property – Bicycles**

The below listed bicycles are believed to be useable/repairable and would be donated to families identified by Polk County Social Services. If they are subsequently deemed unsafe we will either scrap them out or dispose of them properly.

- Roadmaster 20 – Red – Serial# AZ4Z4180
- Columbia Sport III – Blue – No Serial #
- Raleigh Record Ace – Blue – Serial #NB0040064
- Roadmaster MT Sport SX – Blue – Serial # SNFSD08E39952
- Roadmaster Mountain ST – Silver- Serial # HH0611948
- Roadmaster MY Sport sx – Blue – Serial # snfshd1860
- Trek BMX – Blue – Serial # AS523869
- Roadmaster Sport sx – Purple – SNSFD08AD4072
- Giant OCR1 – Red – Serial # GY131002
- Magna Glacier Popint – Green – Serial # L96W261326
- Scwhinn Skyliner – Silver – Serial # SNMNG07D14730
- Murray – Vectra – Red – Serial # 0122297
- Huffy Stalker – Black – Serial # 9302126539
- Giant Rincon – Green – Serial # G0741847
- Huffy Charger – Yellow – Serial # 0L00C03928
- Huffy Cavern – Silver – Serial # K6604-9076721F2941

All of these bicycles have been in our storage areas for a minimum of six months.

**RESOLUTION NO. 11 – 06 - 52**

**RESOLUTION ORDERING PREPARATION OF PLANS & SPECIFICATIONS FOR  
2012 CITY PROJECT NO. 2 – WASTEWATER INTERCONNECT PROJECT**

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

WHEREAS, the City Council desires plans and specifications for 2012 City Project No. 2 – Wastewater Interconnect Project;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA that the City Council directs the City Engineer to prepare plans and specifications for the Wastewater Interconnect Project per the guidelines of the existing engineering services agreement with FS Engineering in an amount not to exceed \$60,000.

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

Voting Nay: None.

Absent: Vonasek and Tweten.

The President declared the resolution passed.

Passed: June 21, 2011

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 21<sup>st</sup> of June, 2011.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: June 22, 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: Plans/Specifications - Griggs Park bike trail

---

Background:

I would like to file plans and specifications for 2010 City Project No. 5 - Bikepath Improvements in Griggs Park. Therefore, attached please find a drawing of the proposed bikepath route and I will bring the entire plans to the Work Session.

Recommendation:

File plans and specifications and authorize advertising and set bid date.

Enclosures:

Bikepath drawing



DRAWN BY: JS  
 DATE: 6/21/2011  
 DGN: 10cp5\_traffic\_ctrl.dgn  
 MODEL NAME: RCA plan

PROJECT:  
**GRIGGS PARK BIKEPATH**  
**EAST GRAND FORKS, MN**

SHEET:  
 1 OF 1

**RESOLUTION NO. 11 – 07 - 57**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BIDS**

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

WHEREAS, pursuant to a resolution passed by the Council on July 5, 2011 the City Engineer (consulting engineer retained for the purpose) has prepared plans and specifications for the improvement of 2010 City Project No. 5 – Bikepath Improvements – Griggs Park and has presented such plans and specifications to the Council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official paper and in Construction Bulletin an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 14 days, shall specify the work to be considered by the council at 5:00 p.m. on August 2, 2011 in the Council Chambers of the East Grand Forks City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the City Administrator and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of East Grand Forks for five percent of the amount of such bid.

Voting Aye:  
Voting Nay: None.  
Absent:

The President declared the resolution passed.

Passed: July 5, 2011

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 5<sup>th</sup> of July, 2011.

\_\_\_\_\_  
Mayor

## RESOLUTION NO. 11 – 07 – 58

Council Member \_\_\_\_, supported by Council Member Tweten, 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 10049 for a total of \$1,032.19.

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 \$1,032.19 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 July 5, 2011.

Voting Aye:

Voting Nay: None.

Abstain: Buckalew.

The President declared the resolution passed.

Passed: July 5, 2011

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 5<sup>th</sup> of July, 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 3<sup>rd</sup> Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 10049 for a total of \$1,032.19.
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 July 5, 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: 6/30/2011 - 2:51 PM



## 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
9992	07/05/2011	3DS001	3D Specialties	2,069.67	0
9993	07/05/2011	ACM001	Acme Electric Companies	439.49	0
9994	07/05/2011	ACT001	Action Graphix & Signs	89.78	0
9995	07/05/2011	ADV001	Advanced Business Methods Inc	166.64	0
9996	07/05/2011	ALB001	Albrecht Manufacturing	439.67	0
9997	07/05/2011	AME002	American Tire Service	12.00	0
9998	07/05/2011	AME005	Ameripride Linen & Apparel Services	389.64	0
9999	07/05/2011	APO001	Apollo Electric Inc	90.00	0
10000	07/05/2011	ATT001	AT&T Mobility	137.68	0
10001	07/05/2011	AUT001	Auto Glass & Aftermarket Inc	34.00	0
10002	07/05/2011	BAK001	Baker & Taylor Co	206.49	0
10003	07/05/2011	BAL001	Balco Uniforms Co Inc	27.00	0
10004	07/05/2011	BAT001	Batteries Plus	53.07	0
10005	07/05/2011	BEC003	Randy Beck	75.00	0
10006	07/05/2011	BLU001	Blue Cross Blue Shield of ND	6,483.10	0
10007	07/05/2011	BNS001	BNSF Railway Company	9,162.82	0
10008	07/05/2011	BOR001	Border States Electric Supply	130.46	0
10009	07/05/2011	BRO002	Brodart Co	134.24	0
10010	07/05/2011	BUT001	Butler Machinery Co	1,120.55	0
10011	07/05/2011	BYD001	Bydal Designs	411.47	0
10012	07/05/2011	MAX001	Lori Cariveau	1,348.80	0
10013	07/05/2011	CAR002	Carquest Auto Parts	116.89	0
10014	07/05/2011	CLA004	Clarke Mosquito Control Products	12,107.37	0
10015	07/05/2011	COL004	Cold Spring Granite Company	339.86	0
10016	07/05/2011	COL002	Cole Papers Inc	227.67	0
10017	07/05/2011	COU007	Country Scribe Publishing	83.85	0
10018	07/05/2011	CRO001	Crookston City	490.88	0
10019	07/05/2011	DAK002	Dakota Fence	1,871.00	0
10020	07/05/2011	DAN004	Paul Danielson	400.56	0
10021	07/05/2011	DIA001	Richard Papenfuss Diamond Cleaning	84.32	0
10022	07/05/2011	DRA001	Mark Dragich	156.16	0
10023	07/05/2011	EGF008	EGF Homerun Club Inc	4,680.00	0
10024	07/05/2011	EXP002	Exponent	362.00	0
10025	07/05/2011	EXP004	Express Autoglass & Repair Inc	968.00	0
10026	07/05/2011	FAR001	NAPA Farnams Genuine Parts Inc	45.36	0
10027	07/05/2011	FIL001	Filter Care	95.24	0
10028	07/05/2011	FLA002	Flat Plains Services Inc	158.00	0
10029	07/05/2011	FOR013	Luke Fore	54.87	0
10030	07/05/2011	FOR001	Forks Freightliner	47.26	0
10031	07/05/2011	FLO001	FS Engineering	24,985.25	0
10032	07/05/2011	G&K001	G&K Services	212.06	0
10033	07/05/2011	GAF002	Gaffaney's	57.20	0
10034	07/05/2011	GAL001	Gale	149.96	0
10035	07/05/2011	GAR001	Garden Hut Inc	369.89	0
10036	07/05/2011	GEN001	Genesis Graphics Inc	414.00	0
10037	07/05/2011	GER001	Gerrells Sport Center	902.01	0
10038	07/05/2011	GFF001	GF Fire Equipment	280.00	0
10039	07/05/2011	GFW001	GF Welding & Machine	326.13	0
10040	07/05/2011	GGF001	GGF Convention & Visitors Bureau	861.55	0
10041	07/05/2011	GOP002	Gopher State Lawn Sprinklers	335.15	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
10042	07/05/2011	GOV001	Government Finance Officers Associa	150.00	0
10043	07/05/2011	GFB002	Grand Forks Baseball	300.00	0
10044	07/05/2011	GRA008	Grand Forks City	59,053.00	0
10045	07/05/2011	GFC003	Grand Forks County	10.00	0
10046	07/05/2011	H&S001	H&S Construction	160.00	0
10047	07/05/2011	H2O001	H2O Inc	149.95	0
10048	07/05/2011	HAJ002	Rick Hajicek	285.00	0
10049	07/05/2011	HAR001	Hardware Hank	1,032.19	0
10050	07/05/2011	HAW001	Hawkins Chemical	204.35	0
10051	07/05/2011	HEA001	Heartland Paper	797.51	0
10052	07/05/2011	HED001	Mike Hedlund	1,135.35	0
10053	07/05/2011	HEL001	Charlotte Helgeson	68.12	0
10054	07/05/2011	HEL003	Leslie Helgeson	500.00	0
10055	07/05/2011	HOL002	Holiday Credit Office	314.10	0
10056	07/05/2011	HOL013	Holiday Inn New Ulm	509.94	0
10057	07/05/2011	HOM001	Home of Economy	471.07	0
10058	07/05/2011	HOU004	Hough Inc	55,852.02	0
10059	07/05/2011	HUG001	Hugo's	291.09	0
10060	07/05/2011	INS003	Inspec	8,361.61	0
10061	07/05/2011	INV001	Inventory Trading Company	169.00	0
10062	07/05/2011	DAY001	Jolanda Streifel	5.34	0
10063	07/05/2011	KEI001	Keith's Security World	10.68	0
10064	07/05/2011	KOS001	Linda Kossow	33.00	0
10065	07/05/2011	LAB001	Lab Safety Supply	397.18	0
10066	07/05/2011	LEA005	Kelly & Shannon Leach	5,000.00	0
10067	07/05/2011	LEA002	League of MN Cities	33,003.81	0
10068	07/05/2011	LIB001	Liberty Business Systems	73.59	0
10069	07/05/2011	LIT001	Lithia Payment Processing	53.03	0
10070	07/05/2011	LUM001	Lumber Mart	240.98	0
10071	07/05/2011	LUN001	Lunseth Plumbing & Heating	948.05	0
10072	07/05/2011	LYO001	Lyons Auto Supply	16.41	0
10073	07/05/2011	M&W001	M&W Services	5,687.95	0
10074	07/05/2011	MBC001	M-B Companies Inc	1,091.81	0
10075	07/05/2011	MAR004	Marco	38.58	0
10076	07/05/2011	MAR001	Marco Inc	288.97	0
10077	07/05/2011	MBF001	MBFTE	750.00	0
10078	07/05/2011	MCD001	McDonald's of EGF	53.19	0
10079	07/05/2011	MEN001	Menards	278.34	0
10080	07/05/2011	MPO001	Metropolitan Planning Organization	6,215.99	0
10081	07/05/2011	MIC001	Micro-Marketing LLC	14.48	0
10082	07/05/2011	MNC003	MN Commissioner of Transport	1,709.77	0
10083	07/05/2011	MND006	VOID****VOID****VOID*** MN I	1,157.00	0
10084	07/05/2011	MUD001	Mudpumpers Mudjacking	1,950.00	0
10085	07/05/2011	NEL004	Dillon Nelson	91.00	0
10086	07/05/2011	NFP001	NFPA	338.06	0
10087	07/05/2011	NOR017	Norby's Work Perks	723.00	0
10088	07/05/2011	NOR004	Northern Plumbing Supply	217.42	0
10089	07/05/2011	NOR016	Northland Maintenance & Constructio	320.60	0
10090	07/05/2011	ODE001	Eric O'Dea	500.00	0
10091	07/05/2011	ORE001	O'Reilly Auto Parts	913.52	0
10092	07/05/2011	ODL001	Odland Fitzgerald Reynolds & Harbot	365.00	0
10093	07/05/2011	OLD001	Old Dominion Brush	1,991.08	0
10094	07/05/2011	OLS011	Jamie Olson	22.50	0
10095	07/05/2011	OPP001	Opp Construction	21,476.00	0
10096	07/05/2011	ORC002	Richard Orchard	26,704.24	0
10097	07/05/2011	OVE001	Overhead Door Co	858.40	0
10098	07/05/2011	PAM001	Pamida	11.75	0
10099	07/05/2011	POL008	Polk County Sheriff's Office	484.42	0
10100	07/05/2011	POW001	Power Equipment Shop	38.41	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
10101	07/05/2011	PRA001	Praxair Distribution	22.59	0
10102	07/05/2011	PSD001	PS Door Services	76.00	0
10103	07/05/2011	MAN005	Qqest Assesst Management Services LI	389.00	0
10104	07/05/2011	QUI001	Quill Corp	103.73	0
10105	07/05/2011	RDO001	RDO Powerplan OIB	780.51	0
10106	07/05/2011	REL001	Reliable Office Supplies	143.48	0
10107	07/05/2011	REV001	Revolutions Power Sports	92.84	0
10108	07/05/2011	RMB001	RMB Environmental Lab Inc	99.00	0
10109	07/05/2011	RYD001	Rydell Chevrolet	848.34	0
10110	07/05/2011	SAF002	Safety Kleen Corp	720.06	0
10111	07/05/2011	SPR002	Spray Advantage	78.14	0
10112	07/05/2011	STA003	Star Tribune	936.80	0
10113	07/05/2011	STE001	Stennes Granite	950.00	0
10114	07/05/2011	K&H001	Kenley Stordahl	3,350.00	0
10115	07/05/2011	STA005	Strata Corp	42,243.88	0
10116	07/05/2011	SUN001	Sunshine Terrace	82.61	0
10117	07/05/2011	SUN006	SunSource	594.89	0
10118	07/05/2011	SUR001	Surplus Center	13.86	0
10119	07/05/2011	TAG002	Tagco Inc	300.00	0
10120	07/05/2011	TRF001	Thief River Falls Baseball Association	350.00	0
10121	07/05/2011	TIG001	Tiger Direct.com	358.23	0
10122	07/05/2011	TRA001	Tractor Supply Co	227.80	0
10123	07/05/2011	TRU001	True Temp	966.47	0
10124	07/05/2011	TWI003	Tamara Twite	166.27	0
10125	07/05/2011	UPS001	UPS	9.56	0
10126	07/05/2011	VAC001	Richard Vacura	300.00	0
10127	07/05/2011	VAL002	Valley Truck	177.74	0
10128	07/05/2011	VIL001	Vilandre Heating & A/C	88.99	0
10129	07/05/2011	VON002	Terry Vonasek	479.11	0
10130	07/05/2011	WAS001	Waste Mgmt	8,000.00	0
10131	07/05/2011	WAT001	Water & Light Department	19,740.36	0
10132	07/05/2011	WIZ001	Wizard's Enterprises Inc.	490.00	0
10133	07/05/2011	XCE001	Xcel Energy	2,010.24	0
10134	07/05/2011	HIG001	Paul Zavoral	17,973.90	0
10135	07/05/2011	ZEE001	Zee Medical Service	66.05	0
Check Total:				421,322.36	