

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 6, 2018 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, February 6, 2018 was called to order by Council President Olstad 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 Steve Gander, Council President Mark Olstad, Council Vice President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Tim Riopelle, Henry Tweten, and Marc DeMers.

Karla Anderson, Finance Director; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, Economic Development Director; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Reid Huttunen, Parks and Recreation Superintendent; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; Keith Mykleseth, Water & Light Manager; Megan Nelson, City Clerk; and Jason Stordahl, Public Works Director.

DETERMINATION OF 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 January 16, 2018.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks Minnesota City Council of January 23, 2018.

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

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Riopelle, 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 exempt gambling permit application for the East Grand Forks Fire Department Relief Association to hold a raffle on June 9, 2018 at the Eagles Club located at 227 10th St NW East Grand Forks, MN 56721 and waive the 30 day waiting period.
4. Consider approving the request to start the promotional process to fill the vacant position of Engineer in the Fire Department.
5. Consider approving the special event application for the Bikecicle 15 mile fatbike race to take place on Sunday, February 25, 2018 from 1:30pm to 4:00pm contingent upon the Administration Office receiving the certificate of liability for this event.
6. Consider approving the temporary liquor license application for Sacred Heart Church & School for an event on April 14, 2018 taking place at Sacred Heart Church located at 200 3rd St NW East Grand Forks, MN 56721 with contracted liquor services being provided by East Grand Lanes.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS THREE (3) THROUGH SIX (6).

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Riopelle, and Tweten.

Voting Nay: None.

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

7. Regular meeting minutes of the Water, Light, Power, and Building Commission for January 4, 2018.

COMMUNICATIONS: NONE

OLD BUSINESS:

8. Consider adopting Ordinance 23, 4th Series amending City Code Chapter 31 by adding sections 31.65 through 31.68 entitled “Park and Recreation Commission” and by adopting by reference city code chapter 10 “General Provisions” and section 10.99 which, among other things contain penalty provisions (2nd Reading).

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT ORDINANCE 23, 4TH SERIES AMENDING CITY CODE CHAPTER 31 BY ADDING SECTIONS 31.65 THROUGH 31.68 ENTITLED “PARK AND RECREATION COMMISSION” AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 “GENERAL PROVISIONS” AND SECTION 10.99 WHICH, AMONG OTHER THINGS CONTAIN PENALTY PROVISIONS (2ND READING).

Voting Aye: Olstad, Grassel, DeMers, Pokrzywinski, Riopelle, and Tweten.

Voting Nay: Vetter.

NEW BUSINESS:

9. Consider approving the agreement between the City of East Grand Forks and the Anne Carlsen Center allowing the Anne Carlsen Center for use the VFW Arena for the iCanBike Camp event that will be taking place from July 16-20, 2018 with the City waiving the rental fee for this event.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND THE ANNE CARLSEN CENTER ALLOWING THE ANNE CARLSEN CENTER FOR USE THE VFW ARENA FOR THE ICANBIKE CAMP EVENT THAT WILL BE TAKING PLACE FROM JULY 16-20, 2018 WITH THE CITY WAIVING THE RENTAL FEE FOR THIS EVENT.

Council member Riopelle commented the RCA for this item asks for direction from the Council on how to move forward, how the recommendation was to waive the fee, and that the groups who normally rent the arena are also 501c organizations. Mr. Huttunen said that was correct. Council member Riopelle asked why the City should then waive the fee. Mr. Huttunen stated this was not a revenue generating event for this group and how there is little staff time or city equipment that is required for this event. He explained for events such as hockey camps there is a significant cost for making ice, the utilities of the building, and time of staff which is what the rent is supposed to cover. He added how this event only requires the door to be open and lights on which would already be done for those who use the facility for walking so this group is just using the space as it is so there is not significant impact. Council member Riopelle said was a policy decision and how compared to other cities the City's rates for rent were low. Mr. Huttunen stated this opens the door for discussion on rent rates and that he would like to discuss that further. Council member DeMers commented the families that will be served by this bike event currently have nothing subsidized in the City and it would be more than fair to. He added that Mr. Huttunen had made a more than adequate case for doing so.

Mayor Gander asked Mr. Huttunen to describe this event again. Mr. Huttunen explained this event was being put on by the National iCanBike group and hosted by the Anne Carlsen Center. He said this event serves individuals with disabilities by teaching them how to ride a bike. He added these events are held around the country and the City has been lucky enough to be chosen to host an event.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Riopelle, and Tweten.

Voting Nay: None.

10. Consider approving the purchase of Stamina Black sports flooring from Becker Arena Products for a total amount of \$23,519.09 which covers both the material and installation.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE PURCHASE OF STAMINA BLACK SPORTS FLOORING FROM BECKER ARENA PRODUCTS FOR A TOTAL AMOUNT OF \$23,519.09 WHICH COVERS BOTH THE MATERIAL AND INSTALLATION.

Council member Vetter asked if there was an additional charge for getting the materials to the second floor. Mr. Huttunen said they know it is for the second floor and they will be providing a lift to get it there at no additional cost.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Riopelle, and Tweten.

Voting Nay: None.

11. Consider approving the purchase of five (5) in-car video and eight (8) body cam systems along with the redactive software and required hardware from WatchGuard for a total amount of \$48,828.73.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE PURCHASE OF FIVE (5) IN-CAR VIDEO AND EIGHT (8) BODY CAM SYSTEMS ALONG WITH THE REDACTIVE SOFTWARE AND REQUIRED HARDWARE FROM WATCHGUARD FOR A TOTAL AMOUNT OF \$48,828.73.

Council member DeMers asked how many vehicles were in the fleet. Chief Hedlund said five squad cars, four unmarked cars, and one car for training. Council member DeMers asked about getting cameras in the K9 unit vehicle and in the unmarked cars. Chief Hedlund said it would be costly to get cameras in all of the vehicles. He added since it would be coming up so if the K9 unit is approved the current costs did include a camera for the K9 vehicle. He informed the Council that at this time they had collected \$15,000 to \$17,000 and if they counted pledges it totaled \$33,000 so they were very close to the amount that was needed. Council member DeMers asked if it would be beneficial to have cameras in the unmarked cars. Chief Hedlund explained they can use those cars to make stops but they are rarely used in making stops. Council member DeMers asked that as funds become available to try and add additional cameras to the entire fleet. Chief Hedlund added that he had met with staff and they are working on ways to track the programs but there is nothing in place at this time.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Riopelle, and Tweten.

Voting Nay: None.

12. Consider authorizing the Police Department to begin a new dual purpose K-9 Program in the City of East Grand Forks utilizing the donated and grant dollars to start this program.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER RIOPELLE, TO AUTHORIZE THE POLICE DEPARTMENT TO BEGIN A NEW DUAL PURPOSE K-9 PROGRAM IN THE CITY OF EAST GRAND FORKS UTILIZING THE DONATED AND GRANT DOLLARS TO START THIS PROGRAM.

Council member Tweten stated he handed out three print outs about stories of drug arrests and information on what the Pine to Prairie drug task force was able to accomplish in 2017. He commented how K9 units can be used for multiple purposes. He added how drugs are like the plague and it is spreading fast. He informed the Council he had requested a meeting with Governor Dayton when he and others were attending Legislative Day. He explained that he wanted to speak with the Governor about the drug problem, how it is ruining lives, and how the entire State has a responsibility for trying to get rid of this problem.

Council member Vetter said every year the Council works on the budget, things end up getting cut out, and asked how the budget be balanced in future years. Chief Hedlund said he wasn't sure, that was the

biggest issue, and he will do the best he can with budgeting but hopes the City sees this as an investment when they might have to ask for additional funds for covering these costs. Council member Vetter said if this passes they will need to look into insurance for the dog. Mr. Murphy explained he had asked about that through the League of Minnesota Cities and no additional insurance was needed since the dog would be a part of the police department. Council member Vetter asked if the dog would be replaced if lost while on duty. Mr. Murphy said he would have to look into that further.

Mayor Gander said he is comfortable with moving forward because this will help the department and add a measure of safety. Council member DeMers asked if the dog would be the property of the City if the trainer ends up leaving. Chief Hedlund explained it was property of the City but there would be some down time for a new handler to be trained with the dog. Council member DeMers requested a memorandum of understanding be drafted for this position so everyone has the same understanding moving forward. Discussion followed about how the overtime for this position is considered compensation for being the handler, how something could be added into the next labor contract, and how there shouldn't be issues with the overtime since each officer had a chance to be the handler of the dog. Council President Olstad commended the efforts made to make this program possible and moving forward this will be a great asset.

Voting Aye: Olstad, Grassel, Pokrzywinski, Riopelle, and Tweten.

Voting Nay: DeMers and Vetter.

CLAIMS:

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

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

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Riopelle, and Tweten.

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander asked Ms. Ellis to have an update for the cell tower study on the next work session. Ms. Ellis informed the Council the draft report had been received, there were some questions, and how they will be asking the consultant to also attend the meeting to both present the report and answer the questions the Council may have. She added that this information should be ready by the end of the month. Mr. Murphy added they were requesting a report that was more user friendly. Mayor Gander commented he was glad this was moving forward.

Ms. Ellis informed the Council that this request and the request for a small antennae are being considered concurrently but separately. She explained that the antennae would be placed in the right of way and are not considered a tower. A short discussion followed about how none of the consultants would complete a comprehensive overview of the entire city with making Verizon pay for it but they would complete it at the City's expense.

Mayor Gander informed everyone that April 25th will be the State of the City address, how there will be prepared videos again, and how it will focus on the Water and Light Department and the Public Works Department since they had not been mentioned the previous year. He added how the Grand Forks State of the City address was coming up the following week and both speeches will include items which both cities work together on.

Mayor Gander stated how it may be easy to give kids today a hard time because they haven't learned how to focus or work. He stated this week he had received two nominations for the grinder award for Cole Weber and Jarod Reak. He read comments on what a great job they have been doing and the positive impact they have made on the team they were coaching because they have included both discipline and fun. He commented how these coaches are giving back, teaching teamwork, and both will be receiving the grinder award.

Council Member Riopelle thanked Ms. Ellis for some information he had asked for because he ran into the person who asked the question shortly after getting the answer and was able to give that person the information they were asking about.

Council Member Tweten stated he had extra handouts to give in case more were interested. He added that Al Rand was city clerk for many years and always wrote down the day when water was running down Demers Ave which usually was March 6th so they should watch and see how close it was.

Council Vice-President Grassel congratulated Officer Hajicek on his efforts on getting the K9 program. He said it was good to see and Eastside kid want to do a nice job for the community and he appreciates that.

Mr. Murphy informed the Council that the tri-city meeting will be held on Thursday, February 15th. He stated that two of the three legislators will be present with one calling in and it seems there will be a good turn out from Thief River Falls and Crookston councils. He also reminded all of those attending the tour of the Air Force base to get him their information before they leave city hall.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE FEBRUARY 6, 2018 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:48 P.M.

Voting Aye: Olstad, Grassel, DeMers, Vetter, Pokrzywinski, Riopelle, and Tweten.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer