

**APPROVED MINUTES  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, APRIL 3, 2018 – 5:00 PM**

**CALL TO ORDER:**

*The Council Meeting of the East Grand Forks City Council for Tuesday, April 3, 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, 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; Reid Huttunen, Parks and Recreation Superintendent; 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 March 20, 2018.
2. Consider approving the minutes of the “Special Meeting” for the East Grand Forks Minnesota City Council of March 27, 2018.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks Minnesota City Council of March 27, 2018.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS ONE (1) THROUGH THREE (3).**

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

*Voting Nay: None.*

*Absent: Pokrzywinski.*

**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.*

Council President Olstad asked if a council member would like an item pulled from the consent agenda. Council member DeMers requested to have number six pulled.

4. Consider approving the revised farm lease agreement between the City of East Grand Forks and O’leary, Anderson, and McMahon and will terminate as of December 31, 2020.
5. Consider adopting Resolution No. 18-04-14 authorizing the hiring of the temporary positions for the 2018 summer season.
6. Consider adopting Resolution No. 18-04-15 awarding Proposal 5 of the 2018 Water Main Project to RJ Zavoral & Sons for the amount of \$26,431.
7. Consider adopting Resolution No. 18-04-16 approving the plans and specifications for 2018 Assessment Job No. 1 Street & Pedestrian Improvements and authorizing advertising once final approval is received by Minnesota Department of Transportation.
8. Consider approving the Special Event Application for the VFW Post 3817 to host a BBQ competition on April 21, 2018 from 7:00am until 5:30pm in the parking lot area located by the VFW Building.
9. Consider approving a Temporary Liquor License Application for the VFW Post 3817 for a BBQ competition event taking place on April 21, 2018 in the parking lot area located by the VFW Building.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS FOUR (4), FIVE (5), AND SEVEN (7) THROUGH NINE (9).**

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

*Voting Nay: None.*

*Absent: Pokrzywinski.*

6. Consider adopting Resolution No. 18-04-15 awarding Proposal 5 of the 2018 Water Main Project to RJ Zavoral & Sons for the amount of \$26,431.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 18-04-15 AWARDED PROPOSAL 5 OF THE 2018 WATER MAIN PROJECT TO RJ ZAVORAL & SONS FOR THE AMOUNT OF**

**\$26,431.**

*Voting Aye: Grassel, Vetter, Riopelle, Tweten, and Olstad.*  
*Voting Nay: None.*  
*Abstain: DeMers.*  
*Absent: Pokrzywinski.*

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

10. Regular meeting minutes of the Water, Light. Power, and Building Commission for March 1, 2018.

**COMMUNICATIONS: NONE**

**OLD BUSINESS:**

11. Consider adopting the zoning code amendments to establish new permitted and special uses within the Zoning Districts of East Grand Forks (2<sup>nd</sup> Reading).

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT THE ZONING CODE AMENDMENTS TO ESTABLISH NEW PERMITTED AND SPECIAL USES WITHIN THE ZONING DISTRICTS OF EAST GRAND FORKS.**

*Voting Aye: Grassel, DeMers, Vetter, Riopelle, Tweten, and Olstad.*  
*Voting Nay: None.*  
*Absent: Pokrzywinski.*

**NEW BUSINESS:**

12. Consider approving the facility agreement between the City of East Grand Forks and A.C. Expos for the use of the Blue Line Arena for holding a gun show on June 2-3, 2018.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE FACILITY AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND A.C. EXPOS FOR THE USE OF THE BLUE LINE ARENA FOR HOLDING A GUN SHOW ON JUNE 2-3, 2018.**

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

13. Consider adopting Resolution No. 18-04-17 approving the plans and specifications and order advertisement for bids for 2018 City Project No 1 – Senior Center Parking Lot Improvements.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 18-04-17 APPROVING THE PLANS AND SPECIFICATIONS AND ORDER ADVERTISEMENT FOR BIDS FOR 2018 CITY PROJECT NO 1 – SENIOR CENTER PARKING LOT IMPROVEMENTS.**

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

*Voting Nay: None.*

*Absent: Pokrzywinski.*

14. Consider approving the request to declare the list of firearms as surplus property and use it towards the approved purchase of a new police carbine and barrel.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE REQUEST TO DECLARE THE LIST OF FIREARMS AS SURPLUS PROPERTY AND USE IT TOWARDS THE APPROVED PURCHASE OF A NEW POLICE CARBINE AND BARREL.**

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

*Voting Nay: None.*

*Absent: Pokrzywinski.*

**CLAIMS:**

15. 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 DEMERS, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.**

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

*Voting Nay: None.*

*Absent: Pokrzywinski.*

**COUNCIL/STAFF REPORTS:**

Mayor Gander reminded everyone of the upcoming State of the City event that will be taking place on April 25<sup>th</sup> around midday at the Civic Center. He stated they will be showcasing the boards and commissions, how these people volunteer their time and effort, and how this is one way the Council is able to gather community input. He added how they were finalizing the nominations for Park and Recreation Commissioners, how the names will be brought forward at the next work session, and then be brought to the next council meeting to be voted on.

Mr. Murphy stated they will be bringing the bids for the pool forward at the next meeting. He stated that the caveat is the longer it takes to warm up the longer it will take to make the repairs.

Mr. Gorte stated the EDA survey was still available on the city website and was going to be available until the end of the week so there was still time to take it.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE APRIL 3, 2018 COUNCIL MEETING OF THE EAST**

**GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:08 P.M.**

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

*Voting Nay: None.*

*Absent: Pokryzwinski.*

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David Murphy, City Administrator/Clerk-Treasurer