

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 19, 2018 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, June 19, 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; Jason Stordahl, Public Works Director; and Luke Welle, City Intern.

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 June 5, 2018.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” FOR THE EAST GRAND FORKS MINNESOTA CITY COUNCIL OF JUNE 5, 2018.

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

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.

2. Consider approving the Exempt Gambling Permit Application for the East Grand Forks Home Run Club to hold a raffle on July 28, 2018 at Stauss Park located at 926 5th Ave NE East Grand Forks, MN 56721 and waive the 30 day waiting period.
3. Consider approving the Parade Permit Application for the KEM Shriners to hold the Potato Bowl Parade on September 22, 2018 from 9am to 12pm.
4. Consider approving the Special Event Application for the East Grand Forks Association of Fire Fighters 3423 to hold the Cats Incredible event over the weekend of July 27th through July 29th of 2018.
5. Consider approving a Temporary Liquor License Application for the VFW Post 3817 for Bikes & Bites event taking place on July 19, 2018 in the parking lot area by restaurant row.
6. Consider approving a Temporary Liquor License Application for the East Grand Forks Association of Fire Fighters Local 3423 for the Cats Incredible event from July 27-29, 2018.
7. Consider adopting Resolution No. 18-06-33 approving the amendment to the Limited Use Permit #6017-0010 and authorizing the Mayor and City Administrator to execute the necessary documents.
8. Consider adopting Resolution No. 18-06-35 approving the year end transfers for budget year 2017.
9. Consider adopting Resolution No. 18-06-36 appointing judges and designating the polling place for the 2018 election cycle.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE ITEMS TWO (2) THROUGH NINE (9).

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

Voting Nay: None.

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

NONE

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

10. Consider approving the Off-sale Non-Intoxicating Malt Liquor License Renewal for Shopko Hometown Store #742 located at 421 Gateway Dr NE East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE OFF-SALE NON-INTOXICATING MALT LIQUOR LICENSE RENEWAL FOR SHOPKO HOMETOWN STORE #742 LOCATED AT 421 GATEWAY DR NE EAST GRAND FORKS, MN 56721.

Council member DeMers asked if they were financially up to date and where things are at with compliance. Mr. Murphy said they were up to date financially with the City and they don't have any product in their business yet so there haven't been any issues with compliance.

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

Voting Nay: None.

11. 2018 City Project No. 2 – Master Lift Station Rehabilitation – The recommendation will be brought forward at the meeting. An updated resolution will be brought to the meeting reflecting the recommendation of the city engineer.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO 18-06-34 ACCEPTING AND AWARDING THE 2018 CITY PROJECT NO. 2 MASTER LIFT STATION REHABILITATION TO NORTHERN PLAINS CONTRACTING FOR THE AMOUNT OF \$305,635.00.

Mr. Emery said they had reviewed bids, looked at the two coating systems, checked references with municipal clients and engineers who had used the product, and received positive feedback. He stated based on what they found he recommended awarding the base job and both alternates to Northern Plains Contracting for a total \$305,635.00. Mayor Gander asked if there was a similar warranty between the two systems. Mr. Emery said the coating system they were going to be using had a little better warranty which was for 10 years.

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

Voting Nay: None.

12. Consider approving the implementation of the public transportation route changes to begin on July 16, 2018.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE IMPLEMENTATION OF THE PUBLIC TRANSPORTATION ROUTE CHANGES TO BEGIN ON JULY 16, 2018.

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

Voting Nay: None.

13. Consider approving the Lease Proposal between the City of East Grand Forks and the Tri-County Community Corrections for the lease of office space in City Hall at \$10 per square foot.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE LEASE PROPOSAL BETWEEN THE CITY OF EAST GRAND FORKS AND THE TRI-COUNTY COMMUNITY CORRECTIONS FOR THE LEASE OF OFFICE SPACE IN CITY HALL AT \$10 PER SQUARE FOOT.

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

Voting Nay: None.

14. Consider approving the City Hall Camera System Proposal for the installation of a camera system and necessary equipment for the City Hall building.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE CITY HALL CAMERA SYSTEM PROPOSAL FOR THE INSTALLATION OF A CAMERA SYSTEM AND NECESSARY EQUIPMENT FOR THE CITY HALL BUILDING.

Council member DeMers asked if this system was going to be installed by staff or by someone else. Ms. Ellis explained staff would be able to install the system but they did estimate the price in case someone else needed to install the system. Council member DeMers asked what the records retention was for the footage. Mr. Murphy said that it would be public record and the retention would be limited by the capability or storage capacity of the system.

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

Voting Nay: None.

15. Consider approving the rezone of 1 acre of property south of Greenway Blvd and just east of 14th Avenue SE from R-1 to R-2 to allow the development of one triplex townhome unit.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE REZONE OF 1 ACRE OF PROPERTY SOUTH OF GREENWAY BLVD AND JUST EAST OF 14TH AVENUE SE FROM R-1 TO R-2 TO ALLOW THE DEVELOPMENT OF ONE TRIPLEX TOWNHOME UNIT.

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

Voting Nay: None.

16. Consider approving the final plat of Emerson Estates Second Addition with the conditions of having a digital file and grading plan submitted to the planning office, add drainage easements to the south property line and along the easement on the east side of Lots 1-3, minor text change on the plat, and pay the recording fee to Polk County.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE FINAL PLAT OF EMERSON ESTATES SECOND ADDITION WITH THE CONDITIONS OF HAVING A DIGITAL FILE AND GRADING PLAN SUBMITTED TO THE PLANNING OFFICE, ADD DRAINAGE EASEMENTS TO THE SOUTH PROPERTY LINE AND ALONG THE EASEMENT ON THE EAST SIDE OF LOTS 1-3, MINOR TEXT CHANGE ON THE PLAT, AND PAY THE RECORDING FEE TO POLK COUNTY.

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

Voting Nay: None.

17. Consider adopting Resolution No. 18-06-37 ordering the plans and specifications for the paving of the gravel parking lot located at the corner of 4th Street NW and Demers Ave.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 18-06-37 ORDERING THE PLANS AND SPECIFICATIONS FOR THE PAVING OF THE GRAVEL PARKING LOT LOCATED AT THE CORNER OF 4TH STREET NW AND DEMERS AVE.

Council member Pokrzywinski stated that he cannot support this action. He explained how he had done a lot of thinking about this, how this is prime real estate, it should be developed, and how the City is voluntarily paving a lot using TIF dollars for businesses. He said the TIF dollars should be spent to help grow the tax base and keeping this lot city owned and paving it will not add anything to the tax base. He commented how there are creative solutions to this problem, they could look at a smaller project for this property, and this lot shouldn't be a parking lot because there is plenty of parking in the down town.

Voting Aye: Vetter, Tweten, Olstad, and Grassel.

Voting Nay: Pokrzywinski, Riopelle, and DeMers.

18. Consider approving the On-sale Weekday & On-Sale Sunday Liquor License renewal for Mamma Maria's located at 211 Demers Ave Suite 16 East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE ON-SALE WEEKDAY & ON-SALE SUNDAY LIQUOR LICENSE RENEWAL FOR MAMMA MARIA'S LOCATED AT 211 DEMERS AVE SUITE 16 EAST GRAND FORKS, MN 56721.

Mr. Murphy said they are in good standing with the city financially and with compliance checks.

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

Voting Nay: None.

19. Consider approving the Memorandum of Understanding between the City of East Grand Forks and the Law Enforcement Labor Services Police Department Local 152 to establish canine compensation and cover related expenses.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER TWETEN, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EAST GRAND FORKS AND THE LAW ENFORCEMENT LABOR SERVICES POLICE DEPARTMENT LOCAL 152 TO ESTABLISH CANINE COMPENSATION AND COVER RELATED EXPENSES.

Council member Vetter said he was happy to see some give and take on this agreement so he would be supporting this. He commented that when this had been brought forward there was doing to be a number of things that were going to be tracked, how he asked to track how many times the dog is called out but not available, and in addition to that have a separate line item for overtime expenses for the K9 unit. Mayor Gander said he appreciated the creative way they reviewed and found ways to make it palatable to the Council and community. He commented they have the full support of the Council even though there may be someone that opposes one certain thing, but they will give them what is needed to do a good job

as a police force and told them to keep up the good work.

Council member DeMers asked how long and how often their service weapon is maintained. Chief Hedlund stated it depended on the officer, they have to clean their weapon after a training, and some clean it on shift while others take it home. Council member DeMers asked if they clean it at home on a day off they wouldn't be getting paid. Chief Hedlund said that was correct. Council member DeMers said he looks at this as technology, things need to be done to maintain the technology, and asked if this position opened to other people within the department. Chief Hedlund said this was opened to everyone in the department but the only person that applied for it was Officer Hajicek. He explained this wasn't a promotion but just like any other specialized assignment such as SWAT or other special operations group. He added Officer Hajicek has pushed for this at this time and others had done this in the past.

Chief Hedlund said he had a brief statement to read regarding some comments that had been made the previous week about if this was a priority why hadn't this been brought forward before. He read his statement that said a K-9 unit had been discussed since he had started as Chief but was never a reality because of the budget situations, it was the opinion of most if not all of the officers of the police department that a K-9 unit would be a significant benefit to the community, but the startup costs are also significant as well as operating costs being a factor. He stated every year they have tried to keep costs within the budget, in several years they have either not been able to purchase squad cars or only purchase one in a year, so with that in mind they have not brought forward the idea of a K-9 unit because it would not be funded. He said in the current situation officers who believed in this program enough volunteered to seek out donations to help cover the startup costs for this program and with their progress he brought the idea to the Council. He added things progressed more rapidly than anyone had anticipated, the City was offered a \$2,000 grant, and they needed to start sooner than anticipated. He continued saying over \$30,000 had been collected in donations and at this time they had spent approximately \$28,000 to cover the costs of a used K-9 vehicle, equipment associated for this vehicle, and training for the dog and handler. He said they were still seeking donations to help cover costs. He informed the Council that Officer Hajicek and his partner Leroy will be graduating from the program on Friday and will be starting a regular shift the following week. He said there is a policy in place on what they need to do and he will share that with any of the Council that would like to have a copy.

Council Vice-President Grassel commented how the K-9 dog would basically become an officer in the buildings and asked Chief Hedlund to also keep track of the amount of drugs that he finds versus approximately the \$10,000 that it may cost in overtime. He added that he had watched the work session because he was not able to be at the meeting and he was rather embarrassed by what came from that meeting. Council President Olstad asked Chief Hedlund to relay back to the officers that they are appreciated for what they do and how he appreciates Officer Hajicek coming forward and completing the training. He added to congratulate Officer Hajicek who will be graduating on Friday and hopefully there will be pictures of the graduation. Council member Riopelle stated he had talked with Lieutenant Hajicek about having a demonstration done for the Council. Council member Tweten said how unfortunate it was this past year how the legislature and the governor couldn't work together and get something accomplished. He commented how he will talk with the governor and legislators so they give people in the law enforcement a fighting chance to help with this drug problem.

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

Voting Nay: DeMers.

CLAIMS:

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander said early this spring the Council and staff had been invited out to the Grand Forks Air Force Base, treated very well while out there, and informed about the mission of the base. He added how this past Thursday Base Commander Colonel Benjamin Spencer and Master Chief Brian Thomas were hosted by members of the Council, staff, and others at Sickies to continue the conversation about the connection between the base, Northland College, and the City and how to be more of service to the base and airmen, and to keep the conversation going. He stated that tomorrow the pool was going to open, it had taken a tremendous amount of tenacity by Mr. Murphy and Mr. Huttunen to get things where they are, and thanked them for persevering through this whole time and preserving this fun experience for the community. He added there was another Gander Grinder award nomination for Veronica Kostrzewski who has worked for the Water and Light Department since 1980, how she is valuable to the department and city, she is always willing to go above and beyond with a smile on her face, and is very intelligent especially when generating reports from the software system. He continued saying how she had been very helpful during the audit this year and that she was going to be getting a grinder award.

Mr. Galstad congratulated the East Grand Forks men's track team who made it to State and to give a shout out to Nate Deziel for being in golf for a number of years and be the medalist for the State of Minnesota which is a great accomplishment. He said what was even more mindboggling for him is that he was medalist in 11 out of 12 tournaments this year and took second in the one tournament he didn't medal in.

Mr. Emery said the cul-de-sacs and Brandon Boulevard are open along with the intersection at 20th and 3rd. He added that work had started on the Senior Center parking lot.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE JUNE 19, 2018 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:27 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer