

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, AUGUST 7, 2018 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, August 7, 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; 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:

Council President Olstad stated there was an addition to the agenda which was a temporary liquor license for the Heritage Days.

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 Council Meeting” for the East Grand Forks Minnesota City Council of July 17, 2018.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks Minnesota City Council of July 24, 2018.

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

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

Voting Nay: None.

Absent: Pokrzywinski.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

3. Public Hearing considering an amendment to a business subsidy agreement for tax incentives for Proll, LLC doing business as Fairfield Inn by Marriot located at 514 Gateway Dr NE East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO OPEN THE PUBLIC HEARING.

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

Voting Nay: None.

Absent: Pokrzywinski.

Council President Olstad asked Mr. Gorte if he had anything else to add. Mr. Gorte asked if there were any questions and commented how this had been discussed the previous week. There were no other questions.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO CLOSE THE PUBLIC HEARING.

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

Voting Nay: None.

Absent: Pokrzywinski.

4. Public Hearing considering the approval of a business subsidy agreement for tax incentives for Todd's Trailer Sales and Rental, LLC located at 2520 Business Highway 2 East Grand Forks, MN 56721.
5. Public Hearing considering the approval of a business subsidy agreement for tax incentives for Holms Properties, LLP doing business as Jay Holms Valley Auto Inc located at 1301 Central Ave NW East Grand Forks, MN 56721.
6. Public Hearing considering the approval of a business subsidy agreement for tax incentives for Lumber Mart, Inc located at 1910 Business Highway 2 East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO OPEN THE PUBLIC HEARINGS FOR ITEMS FOUR (4), FIVE (5), and SIX (6).

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

Voting Nay: None.

Absent: Pokrzywinski.

Council President Olstad asked if there were any questions on item four. There were none. He asked if there were any questions on item five. There were none. He asked if there were any questions on item six. Council member Riopelle asked if the form showing the taxes were current had been received. Mr. Gorte said all of these agreements were contingent upon the City receiving the tax information.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO CLOSE THE PUBLIC HEARINGS FOR ITEMS FOUR (4), FIVE (5), and SIX (6).

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

Voting Nay: None.

Absent: Pokrzywinski.

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.

7. Consider approving the Exempt Gambling Permit Application for the Grand Forks Red River Lions Club to hold a raffle and paddlewheels on November 8, 2018 at the VFW Post 3817 located at 312 Demers Ave East Grand Forks, MN 56721 and waive the 30 day waiting period.
8. Consider approving the Exempt Gambling Permit Application for the Sacred Heart Church & School to hold a raffle on January 15, 2019 at Sacred Heart located at 200 3rd St NW East Grand Forks, MN 56721 and waive the 30 day waiting period.
9. Consider approving the Exempt Gambling Permit Application for the Min-Dak Border Minnesota Deer Hunters Associations to hold a raffle on October 27, 2018 at the Eagles Club located at 227 10th St NW East Grand Forks, MN 56721 and waive the 30 day waiting period.
10. Consider approving the Special Event Application for the Blue Moose to hold an Oktoberfest Event in the Greenway and allowing for a portion of the parking lot to be blocked off for this event on September 29, 2018 from 9am to 10pm.
11. Consider approving the Special Event Application for Sickies Garage allowing them to reserve some of the spaces in the parking lot for their weekly Wednesday Bike Night event taking place during the summer months.
12. Consider adopting Resolution No. 18-08-46 authorizing the City to be the project sponsor for the planting and maintenance of the property within the US Highway 2 right-of-way and authorizing the city engineer to act as agent on the City's behalf.
13. Consider approving the transit fare contract between the City of East Grand Forks, and Northland Community and Technical College for the time period of July 1, 2018 through June 30, 2019.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE ITEMS SEVEN (7) THROUGH THIRTEEN (13).

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

Voting Nay: None.

Absent: Pokrzywinski.

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

14. Regular meeting minutes of the Water, Light, Power, and Building Commission for July 5, 2018 and July 19, 2018.

COMMUNICATIONS: NONE

OLD BUSINESS:

15. Consider adopting Ordinance No. 25 4th Series amending Chapter 72 by adding Section 72.19 and by adopting by reference City Code Chapter 10 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 NO. 25 4TH SERIES AMENDING CHAPTER 72 BY ADDING SECTION 72.19 AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 10.99 WHICH AMONG OTHER THINGS CONTAIN PENALTY PROVISIONS.

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

Voting Nay: None.

Absent: Pokrzywinski.

NEW BUSINESS:

16. Consider adopting Resolution No. 18-08-48 approving a first amendment to the business subsidy agreement between the City of East Grand Forks and Proll, LLC increasing the amount of tax incentives provided to Proll, LLC.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 18-08-48 APPROVING A FIRST AMENDMENT TO THE BUSINESS SUBSIDY AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND PROLL, LLC INCREASING THE AMOUNT OF TAX INCENTIVES PROVIDED TO PROLL, LLC.

Council member Vetter stated the original agreement allowed for up to \$100,000 in tax incentives, he does not see a reason to adjust this, and so he will be voting no.

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

Voting Nay: Vetter.

Absent: Pokrzywinski.

17. Consider adopting Resolution No. 18-08-49 granting the use of Border City Tax Credits and approving the business subsidy agreement between the City of East Grand Forks and Todd's Trailer Sales and Rental, LLC.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADOPT RESOLUTION NO. 18-08-49 GRANTING THE USE OF BORDER CITY TAX CREDITS AND APPROVING THE BUSINESS SUBSIDY AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND TODD'S TRAILER SALES AND RENTAL, LLC.

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

Voting Nay: None.

Absent: Pokrzywinski.

18. Consider adopting Resolution No. 18-08-50 granting the use of Border City Tax Credits and approving the business subsidy agreement between the City of East Grand Forks and Holms Properties, LLP.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 18-08-50 GRANTING THE USE OF BORDER CITY TAX CREDITS AND APPROVING THE BUSINESS SUBSIDY AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND HOLMS PROPERTIES, LLP.

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

Voting Nay: None.

Absent: Pokrzywinski.

19. Consider adopting Resolution No. 18-08-51 granting the use of Border City Tax Credits and approving the business subsidy agreement between the City of East Grand Forks and Lumber Mart Inc.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 18-08-51 GRANTING THE USE OF BORDER CITY TAX CREDITS AND APPROVING THE BUSINESS SUBSIDY AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND LUMBER MART INC.

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

Voting Nay: None.

Absent: Pokrzywinski.

20. Consider adopting Resolution No. 18-08-47 approving the hiring of Peter Grabowski as a building maintenance worker and placing him at a salary of \$18.08 per hour.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 18-08-47 APPROVING THE HIRING OF PETER GRABOWSKI AS A BUILDING MAINTENANCE WORKER AND PLACING HIM AT A SALARY OF \$18.08 PER HOUR.

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

Voting Nay: None.

Absent: Pokrzywinski.

21. Consider awarding the catch basin and manhole repair jobs for sites 6, 10, 13, 15, and 20 to Opp Construction for a total of \$24,686.00.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO AWARD THE CATCH BASIN AND MANHOLE REPAIR JOBS FOR SITES 6, 10, 13, 15, AND 20 TO OPP CONSTRUCTION FOR A TOTAL OF \$24,686.00.

Mr. Stordahl explained a change was needed on this item because of a misunderstanding. He said the contractor was not aware that chimney stills were to be included with each of the catch basins, it added an additional \$570 to each project changing the total project cost to \$27,536.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER TWETEN, TO AMEND THE MOTION CHANGING THE PROJECT TOTAL TO \$27,536.

Council member Vetter asked if they were still the lowest bidder. Mr. Stordahl said they were the only bidder on these projects.

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

Voting Nay: None.

Absent: Pokrzywinski.

22. Consider awarding the catch basin and manhole repair jobs for sites 1, 5, and 19 to Higher Ground for a total of \$23,697.66.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO AWARD THE CATCH BASIN AND MANHOLE REPAIR JOBS FOR SITES 1, 5, AND 19 TO HIGHER GROUND FOR A TOTAL OF \$23,697.66.

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

Voting Nay: None.

Absent: Pokrzywinski.

23. Consider approving the easement reimbursement request for the utility easement needed for the 2018 City Project No. 1 - Senior Center Parking Lot Improvement to GW & Sons Construction Inc for a total of \$1,500.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE EASEMENT REIMBURSEMENT REQUEST FOR THE UTILITY EASEMENT NEEDED FOR THE 2018 CITY PROJECT NO. 1 - SENIOR CENTER PARKING LOT IMPROVEMENT TO GW & SONS CONSTRUCTION INC FOR A TOTAL OF \$1,500.

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

Voting Nay: None.

Absent: Pokrzywinski.

24. Consider approving a Temporary Liquor License Application for the Eagles Club #350 for the Heritage Days event taking place on August 17th at the Heritage Village located at 219 20th St NE East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE A TEMPORARY LIQUOR LICENSE APPLICATION FOR THE EAGLES CLUB #350 FOR THE HERITAGE DAYS EVENT TAKING PLACE ON AUGUST 17TH AT THE HERITAGE VILLAGE LOCATED AT 219 20TH ST NE EAST GRAND FORKS, MN 56721.

Ms. Nelson apologized for this being added last minute, explained the application had been received that afternoon, there are new people that don't know the process just yet, and there were no other meetings before this event was going to take place.

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

Voting Nay: None.

Absent: Pokrzywinski.

CLAIMS:

25. 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: Grassel, DeMers, Vetter, Riopelle, Tweten, and Olstad.

Voting Nay: None.

Absent: Pokrzywinski.

COUNCIL/STAFF REPORTS:

Mayor Gander reminded everyone that Heritage Days were taking place August 16th through the 19th with the parade and events taking place throughout the weekend. He commented how members of the Council and staff will be helping at the burger stand on Sunday. He added there is a farmers' market that takes place on Wednesday afternoons, how they could use some more vendors, and invited people to stop out at the market. He suggested anyone who would like information to give Dale Helms a call. Mayor Gander continued with a message he had received from the Parks Department. He stated he had attend the ball games and was fed at both games. He explained Deane Stinar who is the current president of the Home Run Club and his family has done this for years at these games and is now starting to hand over this job to Mike Peterson and his family. He stated how both Deane and Mike have led many efforts to promote youth baseball and for their efforts they have been nominated for grinder awards. Mayor Gander said this was just another example what is added to the community by volunteers. He then took a moment to thank Mr. Gorte and the EDA Board because with the use of the border cities tax credits it shows the City wants to help local businesses that are here to help expand and grow.

Council Member Riopelle said there was still openings for people to help at the burger stand for Heritage Days and Council member Pokrzywinski is the one to contact.

Mr. Murphy reminded the Council that he was going to be out of the office on vacation the following week.

Mr. Emery stated work had started at the intersection of Bygland Road and 13th on pedestrian safety improvements along with some other improvements and asked the drivers to use caution and to slow down when traveling through this area. He added Business Highway 2 will be opening back up on August 15th and the bituminous work should be done of Friday of this week on the Senior Center parking lot so it will be ready for voting the following week.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE AUGUST 7, 2018 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:18 P.M.

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

Voting Nay: None.

Absent: Pokrzywinski.

David Murphy, City Administrator/Clerk-Treasurer