

**APPROVED MINUTES  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, OCTOBER 2, 2018 – 5:00 PM**

**CALL TO ORDER:**

*The Council Meeting of the East Grand Forks City Council for Tuesday, October 2, 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 Mike Pokrzywinski, Tim Riopelle, Henry Tweten, and Marc DeMers (5:02pm).*

*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:**

**SWEARING IN OF OFFICER HODNY:**

Chief Hedlund introduced Officer Cole Hodny to the Council, stated how last week he went through training, and started working in uniform on Sunday. He added today was his first day as a uniformed officer out on the street and had an eventful day with a drug arrest and a search that found a half a pound of methamphetamines. He then swore in Officer Hodny. The swearing in was followed by a round of applause.

**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 September 18, 2018.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks Minnesota City Council of September 25, 2018.

3. Consider approving the minute summary of the “Closed Meeting” for the East Grand Forks Minnesota City Council of September 25, 2018.

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

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

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA: NONE**

*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.*

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

4. Regular meeting minutes of the Water, Light, Power, and Building Commission for September 6, 2018.
5. Regular meeting minutes of the Resurrection Cemetery Commission for April 25, 2018.
6. Organizational and regular meeting minutes of the Parks & Recreation Commission for April 23<sup>rd</sup>, May 16<sup>th</sup>, June 20<sup>th</sup>, July 18<sup>th</sup>, and August 15, 2018.

**COMMUNICATIONS:**

7. Update on Northland Community & Technical College from President Dennis Bona.

President Bona handed out some information for the Council which was just a draft of the upcoming State of the College address. He thanked the Council for the opportunity to address them and how it had been a couple years since he presented information. He told the Council he was not sure who the WalletHub people were but the College was very excited because this group ranked the 740 community colleges across the nation and in that ranking Northland was fortunate to be ranked 5<sup>th</sup> best community college in the nation. He stated he was proud of the reasons why they were ranked this high based on the criteria which includes retention rates, graduation rate, transfer rate, student/faculty ratio, tuition and fees, scholarships, per pupil spending, return on investment, having a very low student loan default rate, and having the median salary after attending is higher than other colleges. He commented they are very proud of the statistics for Northland.

President Bona continued saying Representatives Fabian and Kiel put a proclamation together recognizing what a value Northland College is to the communities they are located in. He stated other great news is that enrollment is up by 6.6% compared to last fall on the first day of classes, the head count is up 4%, and the number of students taking online courses is up 14%. He added a very interesting statistic is the biggest bump demographically in student enrollment was students in the age group of 30 to 39 which is

very significant, they have difficulty attracting 18 to 24 year olds because of the job opportunities they have but eventually they want a career or a higher paying job so they come back to school. He commented a couple points of interest are that two thirds of the student population is from Minnesota, one third is from North Dakota so they serve the region, about 62% of the student body is female, 38% is male, and a big reason for that is because of the high enrollment in the health technology programs such as nursing.

President Bona continued with highlights and stated how the aerospace program or more specifically the unmanned aerial systems program was invited to US Bank Stadium to complete an aerial survey of the roof and structural integrity of the stadium. He added it was a great success and they are getting a lot of press in the Twin Cities area which might help boost enrollment in that program. He explained they made a change in food service and how they have partnered up with the East Grand Forks Public School system and it has been a tremendous success, it was less expensive for them, a source of revenue for the school, and they are receiving better food along with better service. He informed the Council they had spent \$3 million on fixing the roof at the East Grand Forks building and upgraded the science labs and health technology labs which can now hold more people and are ADA compliant.

President Bona explained to the Council an economic impact study had recently been completed, the numbers haven't been published yet, but it shows the spending of the College in the communities they serve is around \$51 million in operation and capital costs. He added the students and visitors of the schools spend annually \$82.6 million in these communities which is a significant impact. He continued saying they support approximately 1,100 jobs in the communities directly and last year they placed 983 graduates in jobs in these communities so they are very proud of the impact they have had. He stated there were just a few of the highlights and how he will be adding more for the State of the College event that will be taking place on October 18<sup>th</sup>. He asked if there were any questions.

Council member Tweten asked if there was night school. President Bona said there were around 18 classes that were offered in the evenings, mostly were general education courses, and at this time there were no programs that were being offered in the evening at this time. Council member Tweten asked when students can start enrolling for the next semester. President Bona said registration will be opening up in about two weeks for the spring semester. Council member Tweten said it was important for people to know when it opened because there are some classes that fill up quickly. President Bona commented that some of the strongest programs right now are the construction programs, welding, the manufacturing program is starting to grow, and they are happy with what they have been able to do working with American Crystal Sugar, the Philadelphia Macaroni, Simplot, and other businesses to help serve these major industries in the area.

Mayor Gander thanked President Bona for lunch the other day when the College invited the Grand Forks Air Force Base so they could show airmen what they had to offer to help advance their careers. He said he was glad to be a part of this event and hopes that it grows each year. He added he is happy about the connection he and the City has developed with President Bona for the last couple years, how he is currently serving on the library board, he thanked President Bona for serving on the board, and stated to reach out to the City if there is something they need. President Bona thanked the Council for their time.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

8. Consider approving the Special Operations Groups Joint Powers Agreement and the Addendum-1 between the City of East Grand Forks and regional law enforcement agencies to provide for the joint exercise of peace officer duties and emergency response.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE SPECIAL OPERATIONS GROUPS JOINT POWERS AGREEMENT AND THE ADDENDUM-1 BETWEEN THE CITY OF EAST GRAND FORKS AND REGIONAL LAW ENFORCEMENT AGENCIES TO PROVIDE FOR THE JOINT EXERCISE OF PEACE OFFICER DUTIES AND EMERGENCY RESPONSE.**

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

*Voting Nay: None.*

*Absent: Vetter.*

9. Consider adopting the update pay scale for the winter seasonal/part time for 2018 and the updated pay scale to take affect January 1, 2019 which does account for the increase to minimum wage.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT THE UPDATE PAY SCALE FOR THE WINTER SEASONAL/PART TIME FOR 2018 AND THE UPDATED PAY SCALE TO TAKE AFFECT JANUARY 1, 2019 WHICH DOES ACCOUNT FOR THE INCREASE TO MINIMUM WAGE.**

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

*Voting Nay: None.*

*Absent: Vetter.*

10. Consider adopting Resolution No. 18-10-61 accepting donations for the purchase of playground equipment and park benches for DanMor Park.

**A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 18-10-61 ACCEPTING DONATIONS FOR THE PURCHASE OF PLAYGROUND EQUIPMENT AND PARK BENCHES FOR DANMOR PARK.**

Council member Pokrzywinski commented that this park is located on the south end of town, his son, daughter-in-law, and their neighbors were involved the block party that was held to help make improvements to this park. He thanked Mr. Huttunen and the Parks Department for the very good cooperation along with stepping up to help with and facilitate this event. He said they helped make this event successful and he is hopeful this park will blossom.

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

*Voting Nay: None.*

*Absent: Vetter.*

11. Consider adopting Resolution No. 18-10-62 accepting donations for the Skate-A-Thon fundraising event to assist the youth recreational ice hockey and figure skating programs.

**A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 18-10-62 ACCEPTING DONATIONS FOR THE SKATE-A-THON FUNDRAISING EVENT TO ASSIST THE YOUTH RECREATIONAL ICE HOCKEY AND FIGURE SKATING PROGRAMS.**

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

*Voting Nay: None.*

*Absent: Vetter.*

12. Consider approving the request to start a new hiring register for the police department.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE REQUEST TO START A NEW HIRING REGISTER FOR THE POLICE DEPARTMENT.**

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

*Voting Nay: None.*

*Absent: 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 DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.**

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

*Voting Nay: None.*

*Absent: Vetter.*

**COUNCIL/STAFF REPORTS:**

Mayor Gander commented once a year the Council reviews the work done by the city administrator. He said he wanted to be the first to publicly say how pleased the Council is to have Mr. Murphy as the city administrator, how he really understands what it takes to do his job, he takes guidance from the Council, and takes that message to his team. He continued saying how well Mr. Murphy works with staff and whatever happens during the meeting he wanted Mr. Murphy to know they are blessed to have him as city administrator at this time in his career with the skills he has.

Council Member Pokrzywinski said he agreed with the Mayor and commented that with the Twins firing Paul Molitor he wanted to let it be known he was available next year.

Council Member Riopelle thanked Mr. Stordahl and the Public Works Department for cleaning up the berms this week. He added that they will need to discuss the cleaning of the downtown parking lots for this winter.

Council Member DeMers stated he had attended the Open House at the Fire Department. He commented how it was well run, all of the firemen were personable and professional, there was a great turnout by the community, and how showing people what they do on a daily basis is a good thing. He continued saying the second item was in regards to clean-up week, clean-up has been done twice a year for more than the last ten years, and at some point he would like to consider reducing this down to once per year which can be discussed at a future work session.

Council Vice-President Grassel thanked Chief Larson and Chief Hedlund for their quick response to a fire alarm being pulled, how they were very understanding, and they took care of things right away which was appreciated.

Mr. Murphy said there was a petition that was received from the students attending the adult education class at Northland which was a class he attended to hear some of their concerns. He commented he thought it went well and will be something they will be working on in the future.

Mr. Huttunen said he wanted to follow up on DanMor Park. He thanked Ben and Marquita Pokrzywinski who did a ton of work putting the block party together, how they had come up with the idea for this, and at this time they have already raised \$1,400 for the equipment which is about half of the cost of the swing set. He added they are still accepting donations which can be brought to the Park and Recreation Department and again he was very appreciative of Ben and Marquita Pokrzywinski along with the neighborhood for putting this on and participating. He reminded everyone about the Arts and Crafts show that will be taking place over the weekend at the Civic Center and VFW Arena as well as the craft beer event downtown that will be held on Saturday afternoon.

Chief Hedlund informed the Council Wednesday, October 3rd was going to be the third annual Coffee with a Cop day and it was going to be the second time the City participated with this event. He stated he along with some other officers will be at the Senior Center from 1pm to 3pm for this event to answer any questions about the Police Department and as long as they aren't called out Officer Hajicek and Leroy will be stopping by.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE OCTOBER 2, 2018 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:27 P.M.**

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

*Voting Nay: None.*

*Absent: Vetter.*

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David Murphy, City Administrator/Clerk-Treasurer