

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 16, 2018 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, October 16, 2018 was called to order by Council Vice-President Grassel 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 Vice President Chad Grassel, Council Members Clarence Vetter, Mike Pokrzywinski, Tim Riopelle, Henry Tweten, and Marc DeMers.

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; 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 Vice-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 “Special Meeting” for the East Grand Forks Minnesota City Council of September 18, 2018.
2. Consider approving the minutes of the “Regular Council Meeting” for the East Grand Forks Minnesota City Council of October 2, 2018.
3. Consider approving the minute summary of the “Closed Meeting” for the East Grand Forks Minnesota City Council of October 2, 2018.
4. Consider approving the minutes of the “Work Session” for the East Grand Forks Minnesota City Council of October 9, 2018.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE ITEMS ONE (1) THROUGH FOUR (4).

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

Voting Nay: None.

Absent: Olstad.

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.

5. Consider adopting Resolution No. 18-10-63 approving the summary of the City Administrator's evaluation which states he consistently meets and/or often exceeds expectations with his job performance.
6. Consider approving the lease for a motor grader for the snow removal season from RDO Equipment for a total of \$2,652 per month plus \$71.40 per hour.
7. Consider adopting Resolution No. 18-10-64 approving the Food Shelf Program allowing for street maintenance tickets issued until the end of December 2018 to be paid with either food items or cash all of which will be donated to the East Grand Forks Food Shelf.
8. Consider adopting the North Dakota Public Transportation Sponsor Group Transit Asset Management Plan with Grand Forks as the lead agency and transit provider for the City of East Grand Forks.
9. Consider adopting the financial procedures for federal grant management specifically for transit operations and transit capital funding.
10. Consider adopting Resolution No. 18-10-65 recommending the appointment of Nancy Ellis to the Regional Transportation Coordination Council.
11. Consider approving the lease agreement between the City of East Grand Forks and the Metropolitan Planning Organization for renting office space in City Hall for 2019.
12. Consider approving the lease agreement between the City of East Grand Forks and Independent School District 595 for the use of the Civic Center, VFW Memorial Arena, and Blue Line Arena for the school year from August of 2018 until June of 2019.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS FIVE (5) THROUGH TWELVE (12).

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

Voting Nay: None.

Absent: Olstad.

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

13. Regular meeting minutes of the Water, Light, Power, and Building Commission for September 20, 2018.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

14. Consider adopting Resolution No. 18-10-66 approving the hiring of Baldomero Perez as a building maintenance worker and placing him at a salary of \$14.94 per hour.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 18-10-66 APPROVING THE HIRING OF BALDOMERO PEREZ AS A BUILDING MAINTENANCE WORKER AND PLACING HIM AT A SALARY OF \$14.94 PER HOUR.

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

Voting Nay: None.

Absent: Olstad.

15. Consider adopting Resolution No. 18-10-67 authorizing Chief Michael Hedlund to serve as the signing authority for agreements between the City of East Grand Forks and the Minnesota Judicial Authority – Minnesota Government Access.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 18-10-67 AUTHORIZING CHIEF MICHAEL HEDLUND TO SERVE AS THE SIGNING AUTHORITY FOR AGREEMENTS BETWEEN THE CITY OF EAST GRAND FORKS AND THE MINNESOTA JUDICIAL AUTHORITY – MINNESOTA GOVERNMENT ACCESS.

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

Voting Nay: None.

Absent: Olstad.

16. Consider adopting Resolution No. 18-10-68 authorizing City investments to be moved from Morgan Stanley to RBC Wealth Management.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 18-10-68 AUTHORIZING CITY INVESTMENTS TO BE MOVED FROM MORGAN STANLEY TO RBC WEALTH MANAGEMENT.

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

Voting Nay: None.

Absent: Olstad.

CLAIMS:

17. 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: Pokrzywinski, Riopelle, Tweten, Grassel, DeMers, and Vetter.

Voting Nay: None.

Absent: Olstad.

COUNCIL/STAFF REPORTS:

Mayor Gander told the Council he had been invited to the Skate-A-Thon that was held at the VFW Arena last Saturday, police and fire personnel were present in case they were needed, and congratulated the Parks Department on the partnership with Altru because it is things like this that keep kids moving and exercising. He added he was proud of the event. He commented he had received a perk for being mayor which was receiving a bag of apples which he used to make apple crisp that was shared with his staff. He added he will work for apples as mayor. He stated he had received an email from the director of the Senior Center who nominated Mr. Huttunen for a grinder award for always making sure he makes time for his employee, treats everyone like an equal, and has been one of the best bosses she has ever had.

Council Member Tweten reminded everyone of the upcoming State of the College address that was coming up on the 18th and how they have some excited things to report such as the continued growth of the college.

Council Vice-President Grassel reminded residents that it is their responsibility to pick up the leaves in their yards and not to blow the leaves into the street. He commented he had received a phone call about this and how the caller had witnessed someone blow leaves into the street. He stated again each person has the responsibility of cleaning up their own yards.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRYZWINSKI, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE OCTOBER 16, 2018 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:09 P.M.

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

Voting Nay: None.

Absent: Olstad.

David Murphy, City Administrator/Clerk-Treasurer