

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MARCH 5, 2019 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for March 5, 2019 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, Tim Johnson, and Marc DeMers.

Karla Anderson, Finance Director; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Reid Huttunen, Parks and Recreation Superintendent; Gary Larson, Fire Chief; David Murphy, City Administrator/Clerk-Treasurer; 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:

Council President Olstad stated the open forum was an opportunity for members of the public to address the City Council on items not on the current agenda and items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. He asked if anyone would like to address the City Council to step up to the podium. No one came forward.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Council Meeting” for the East Grand Forks Minnesota City Council of February 19, 2019.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE MINUTES OF THE “COUNCIL MEETING” FOR THE EAST GRAND FORKS MINNESOTA CITY COUNCIL OF FEBRUARY 19, 2019.

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

Voting Nay: None.

Absent: Helms.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

2. Public hearing to consider the final plat approval of the Riverview 11th Addition.

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

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

Voting Nay: None.

Absent: Helms.

Ms. Ellis said she wanted to clarify some information for the record. She explained how currently the property consisted of two separate parcels; the larger parcel has the private garage, already has access, and has enough space for a single-family home. She said this request would just move the rear property line of the parcel that the home currently sits on to make both lots uniform in size. She added both lots would have to continue to be conforming, which would require both lots to be able to have a single family home on them in an R-1 district. She said the garage would not be used for commercial purposes. Council President Olstad asked if there was anyone that wanted to address the Council on this issue and if so to state their name and address for the record.

Ms. Arlene Holtman, 906 16th Ave SE, said she had received the letter about this and was wondering what was going on with the property. Ms. Ellis explained the the person who would like to purchase the house did not want to purchase the garage, because they are two separate parcels they can be sold separately, and they are just trying to make the back yard a little bigger for the parcel that the home is located on. She added that person that would like to purchase the garage does not want to build a home on the property, how the people could place a covenant on the property so a home is not built there, but the lot still needed to conform and allow for a home to be built. Ms. Ellis said the City does not enforce covenants but she feels that the owners are coming to an agreement about the properties. Ms. Holtman thanked Ms. Ellis for the information. Council member Johnson thanked Ms. Holtman for coming in.

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

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

Voting Nay: None.

Absent: Helms.

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:

3. Regular meeting minutes of the Water, Light, Power, and Building Commission for January 17, 2019.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

4. Consider approving the Riverview 11th Addition simple subdivision plat including a note on the plat stating the accessory structure on Lot B cannot be used for commercial purposes.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE RIVERVIEW 11TH ADDITION SIMPLE SUBDIVISION PLAT INCLUDING A NOTE ON THE PLAT STATING THE ACCESSORY STRUCTURE ON LOT B CANNOT BE USED FOR COMMERCIAL PURPOSES.

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

Voting Nay: None.

Absent: Helms.

5. Consider adopting the Device Usage Policy for the City of East Grand Forks Council and staff.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT THE DEVICE USAGE POLICY FOR THE CITY OF EAST GRAND FORKS COUNCIL AND STAFF.

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

Voting Nay: None.

Absent: Helms.

6. Consider declaring the 1988 Ford L8000 Fire Engine as surplus and donate it to Northland College for use in their Fire Science program.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO DECLARE THE 1988 FORD L8000 FIRE ENGINE AS SURPLUS AND DONATE IT TO NORTHLAND COLLEGE FOR USE IN THEIR FIRE SCIENCE PROGRAM.

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

Voting Nay: None.

Absent: Helms.

CLAIMS:

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

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

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

Voting Nay: None.

Absent: Helms.

COUNCIL/STAFF REPORTS:

Mayor Gander commented how much snow there is, how well the Public Works Department does at clearing the snow away so people are able to get around town, and thanked them for providing excellent service. He said on Sunday, February 24th there was a gas leak, he had received a call from Mark Nisbet who coordinated the repair effort for Xcel Energy, and he was extremely complimentary of the fire and police departments for their cooperation during that time. He thanked everyone involved and listed what each group was in charge of, and what it took to get the repair done. He added things happen in the community, people may not always hear about what is going on, but the service is given on a continual basis. He continued that he, Mr. Murphy, President Olstad, and Council member DeMers has met with about 10 legislators the previous Wednesday, how they talked about local concerns, but mainly talked about LGA because the City has lost about \$100,000 consecutively in the last three years. He stated there was a fix that is being proposed and they seemed to have a good reception with the legislators they visited. He added the bills are going through the committee process and they may need to go back down to testify for this bill. He said there has been more information about the Governor's fishing opener, May 29th there will be a site visit by the Minnesota tourism group, and a small group has been invited to attend this event that will be put on at Albert Lea this year. He added there was movement in this, the financial information should be coming, and things will need to be prepared for the site visit on May 29th.

Council Member Johnson wished all of the high school teams good luck on their upcoming events and that he is looking forward to the pot hole season.

Council Member DeMers told the Council Water and Light Commission will be moving forward with the tree project even though they didn't receive the grant. He stated the cost for the trees was going to be between \$65,000 to \$70,000, the City would pay for the trees, and the Water and Light Department would be reimbursing the cost. He added he just wanted to make sure the City was aware.

Council Vice-President Grassel thanked Chief Hedlund and the Police Department for participating in walking students to school. He commented how Officers Gunderson and Grabanski walked with the children from the drop off area at the church to the school and how there are students that now want to become police officers.

Council President Olstad thanked staff for their help in setting up appointments with legislators, the meetings with the legislators had gone well for the most part, and he was hoping to going back down to testify.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER GRASSEL, TO ADJOURN THE MARCH 5, 2019 REGULAR COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:16 P.M.

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

Voting Nay: None.

Absent: Helms.

David Murphy, City Administrator/Clerk-Treasurer