

**APPROVED MINUTES  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, MARCH 19, 2019 – 5:00 PM**

**CALL TO ORDER:**

*The Council Meeting of the East Grand Forks City Council for March 19, 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 Members Clarence Vetter, Dale Helms, Tim Riopelle, Tim Johnson, and Marc DeMers (5:03).*

*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:**

**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 March 5, 2019.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER JOHNSON, TO APPROVE THE MINUTES OF THE “COUNCIL MEETING” FOR THE EAST GRAND FORKS MINNESOTA CITY COUNCIL OF MARCH 5, 2019.**

*Voting Aye: Helms, Riopelle, Johnson, Olstad, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel and DeMers.*

**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:**

2. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 11, 2019 and February 20, 2019.

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

3. Consider approving the purchase of a Toro 4100-D with accessories and snow thrower attachment from MTI Distributing for a total amount of \$86,013.79.

**A MOTION WAS MADE BY COUNCIL MEMBER JOHNSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE PURCHASE OF A TORO 4100-D WITH ACCESSORIES AND SNOW THROWER ATTACHMENT FROM MTI DISTRIBUTING FOR A TOTAL AMOUNT OF \$86,013.79.**

*Voting Aye: Helms, Riopelle, Johnson, Olstad, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel and DeMers.*

4. Consider adopting Resolution No. 19-03-17 authorizing Wiseth Smith Nolting to develop a master plan of the LaFave Park area for a maximum cost of \$6,000.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 19-03-17 AUTHORIZING WIDSETH SMITH NOLTING TO DEVELOP A MASTER PLAN OF THE LAFAVE PARK AREA FOR A MAXIMUM COST OF \$6,000.**

*Voting Aye: Helms, Riopelle, Johnson, Olstad, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel and DeMers.*

5. Consider adopting Resolution No. 19-03-18 requesting and supporting comprehensive road and transit funding from the State of Minnesota.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER JOHNSON, TO ADOPT RESOLUTION NO. 19-03-18 REQUESTING AND SUPPORTING COMPREHENSIVE ROAD AND TRANSIT FUNDING FROM THE STATE OF MINNESOTA.**

*Voting Aye: Helms, Riopelle, Johnson, Olstad, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel and DeMers.*

6. Consider approving the Master Services Agreement between the City of East Grand Forks and CivicPlus for an upgrade to the city website for a total cost of \$5,625.01 and continued website hosting services.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER JOHNSON, TO APPROVE THE MASTER SERVICES AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND CIVICPLUS FOR AN UPGRADE TO THE CITY WEBSITE FOR A TOTAL COST OF \$5,625.01 AND CONTINUED WEBSITE HOSTING SERVICES.**

Mr. Galstad said there was a section on limitation of liability in the agreement, he had asked Mr. Murphy to check with the City's insurance company, and suggested the Council make this motion subject to approval from the insurance provider. Mr. Murphy told the Council the information had been sent and he was waiting on their response.

**A MOTION WAS AMENDED BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER JOHNSON, TO APPROVE THE MASTER SERVICES AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND CIVICPLUS FOR AN UPGRADE TO THE CITY WEBSITE FOR A TOTAL COST OF \$5,625.01 AND CONTINUED WEBSITE HOSTING SERVICES SUBJECT TO APPROVAL OF THE CITY'S INSURANCE PROVIDER.**

Council member DeMers asked what the out clauses were on this new contract and if they were the same as the previous contract. Mr. Murphy said it was 60-day notice. Council member DeMers asked if that could be modified. Discussion followed about there had been discussion about bringing this service in house, they may want to consider that in the future, and if this agreement will allow for termination without additional costs. Mr. Murphy said he did not see a reason to have less than 60 day notice any they would be paying month to month. Council member DeMers said it would be good if they could get out of the contract without having to pay it off in full.

*Voting Aye: Helms, Riopelle, Johnson, Olstad, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel.*

**CLAIMS:**

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

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

*Voting Aye: Helms, Riopelle, Johnson, Olstad, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel.*

**SUSPENSION OF RULES**

Council President Olstad asked for a motion to suspend rules to consider a Local Emergency Proclamation and to consider the adoption of a resolution extending the local state of emergency.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER DEMERS, TO SUSPEND THE RULES TO CONSIDER A LOCAL EMERGENCY PROCLAMATION AND TO CONSIDER THE ADOPTION OF A RESOLUTION EXTENDING THE LOCAL STATE OF EMERGENCY.**

*Voting Aye: Helms, Riopelle, Johnson, Olstad, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel.*

Mayor Gander read the proclamation declaring a state of a local emergency for predicted flooding into the record. He added he would sign this if approved.

Consider adopting Resolution No. 19-03-19 extending the state of emergency until the river level returns below the 28-foot flood stage.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 19-03-19 EXTENDING THE STATE OF EMERGENCY UNTIL THE RIVER LEVEL RETURNS BELOW THE 28-FOOT FLOOD STAGE.**

*Voting Aye: Helms, Riopelle, Johnson, Olstad, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel.*

**COUNCIL/STAFF REPORTS:**

Mayor Gander reminded everyone he was able to testify in St. Paul for the LGA formula change and thanked both Representative Kiel and Senator Johnson for their support and for introducing the bills into each of the houses. He added he hopes the bill is included with the overall tax bill and signed off by the governor so the City will not know for sure if the legislation will be included until it is signed. He continued saying he had received an email from a local religious leader who condemned the attack on a mosque in New Zealand. He stated how their group is committed to work together with all religious leaders, community members, and allies to end hate crimes against all faiths and an attack on any place of worship is an attack on all places of worship. Mayor Gander said he agreed with that statement, he joins them in condemning this attack, and agrees this is not what we stand for in our city, state, or country.

He informed the Council he had received request for a grinder award for Mr. George Weber. He explained Mr. Weber had recently retired from reffing after 40 plus years, or at least from high school games, how he has many stories from over the years, he refs more than 100 games a year, and this shows his love for the game. He added that Mr. Reid Huttunen was also nominated for a grinder award. He stated how Mr. Huttunen reffed at the State hockey tournament and did so well his group reffed the AA Championship game. Mayor Gander reminded everyone about the fish fry held by Sacred Heart, how the easiest job is to hand out the fish, and last year when he served they set the record for most fish served. He commented how Sheriff Andy Schneider served last week, how he said he would eat a minnow if he broke the record, the record was broken, and if a record is broken again this week he will eat a pound of chippers and drink

a quart of milk. He invited everyone to attend.

Council Member Riopelle stated the member from the Park and Recreation Commission serving the 3<sup>rd</sup> ward had to resign so there is an opening for anyone in the 3<sup>rd</sup> ward who is interesting in serving should contact Mr. Huttunen at the Park and Recreation Office. He then thanked the Economic Development Board for the plaque he was presented for the time he spent serving on the board.

Council Member Johnson gave city employees the thumbs up for how they are going into the spring operation and how he hoped residents will give them a friendly wave. He wished them good luck.

Mr. Murphy stated there was discussion on the parcel Sacred Heart wanted to purchase and with everything going that week there was still information that needed to be prepared and he was hoping it will be prepared by the next council meeting.

Mr. Emery reminded the Council the interconnect project won the project of the year award. He explained this was a prestigious award, it had been selected by the City Engineers Association of Minnesota, and how this award is a testament to both communities, city councils, staff, and everyone else that was involved with this project. He then presented this award to the City, current and former council members, and all staff who were a part of this process.

Ms. Ellis reminded the Council the bus routes had been changed in July, those changes are going to be reviewed, and informed the Council there was going to be a public meeting on Thursday from 4pm-6pm at the East Grand Forks City Hall regarding the changes and see if adjustments need to be made.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER DEMERS, TO ADJOURN THE MARCH 19, 2019 REGULAR COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:20 P.M.**

*Voting Aye: Helms, Riopelle, Johnson, Olstad, DeMers, and Vetter.*

*Voting Nay: None.*

*Absent: Grassel.*

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David Murphy, City Administrator/Clerk-Treasurer