

**APPROVED MINUTES  
OF THE CITY  
COUNCIL SPECIAL MEETING  
CITY OF EAST GRAND FORKS  
TUESDAY, JUNE 25, 2019 – 5:00 PM**

**CALL TO ORDER:**

*The Special Meeting of the East Grand Forks City Council for June 25, 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, Tim Riopelle, Tim Johnson, and Marc DeMers.*

*Karla Anderson, Finance Director; 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; Megan Nelson, City Clerk; and Jason Stordahl, Public Works Director.*

**DETERMINATION OF A QUORUM:**

*The Council President Determined a Quorum was present.*

1. Consider adopting Resolution No. 19-06-39 approving the year-end transfers for budget year 2018.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT RESOLUTION NO. 19-06-39 APPROVING THE YEAR-END TRANSFERS FOR BUDGET YEAR 2018.**

Council member DeMers asked if they could review each of these transfers. Ms. Anderson reviewed and explained the transfers, where they were coming from and going to, and what items were over budget. Council member DeMers asked if the reserves would have to pay the difference for the items that were over budget. Ms. Anderson stated she had seen a draft of the Comprehensive Annual Financial Report (CAFR) and it showed a positive balance along with an increase to the reserves. Discussion followed about adjusting some of the line items to more accurate numbers such as the tax rebates, the tax rebates are reimbursed from the 280 fund that is currently about -\$20,000, and the only sources of revenue are the loan payments from Valley Golf and the lot sales. Ms. Anderson added she waited for the audit testing to be done before bringing this forward so there were no changes. Council member DeMers asked if there was going to be enough revenue to bring the 280 fund back up to zero in 2019. Mr. Gorte said he did not expect lot sales to do that. Ms. Anderson commented the 280 fund was usually in the hole. Mr. Gorte said the landscaping rebates also come out of this fund. Council member DeMers asked what the recovery was for receiving the \$100,000 back. Mr. Gorte said anywhere from 9 months to a year but there were none currently outstanding.

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

*Voting Nay: None.*

*Absent: Helms and Grassel.*

2. Consider adopting Resolution No. 19-06-40 setting the fee for the UTV permit process at \$30 for a three-year period.

**A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 19-06-40 SETTING THE FEE FOR THE UTV PERMIT PROCESS AT \$30 FOR A THREE-YEAR PERIOD.**

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

*Voting Nay: Vetter.*

*Absent: Helms and Grassel.*

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE JUNE 25, 2019 SPECIAL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:12 P.M.**

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

*Voting Nay: None.*

*Absent: Helms and Grassel.*

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David Murphy, City Administrator/Clerk-Treasurer