

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 7, 2020 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for January 7, 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.

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; Keith Mykleseth, Water & Light Manager; and Megan Nelson, City Clerk.

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

SWEARING IN OF OFFICER KNAACK:

Chief Hedlund introduced Officer Parker Knaack who started with the department last fall, he explained Officer Knaack had completed his field training, and is now working on his own. He then swore in Officer Knaack. Council President Olstad offered congratulations. Chief Hedlund commented how there had been a police officer shot in Waseca while responding to a call. He stated they are hoping the best for this officer.

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 may be deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. No one came forward for the open forum.

ANNUAL BUSINESS:

1. SET TIME AND HOUR OF REGULAR CITY COUNCIL MEETINGS

Consider adopting Resolution No. 20-01-01 a Resolution to set time and hour of regular City Council Meetings and Work Sessions.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 20-01-01 SETTING THE TIME AND

HOURLY OF REGULAR CITY COUNCIL MEETINGS AND WORK SESSIONS.

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

Voting Nay: None.

Absent: Grassel.

2. DESIGNATE OFFICIAL NEWSPAPER

Consider adopting Resolution No. 20-01-02 a Resolution to designate The Exponent as the official newspaper.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 20-01-02 DESIGNATING THE EXPONENT AS THE OFFICIAL NEWSPAPER.

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

Voting Nay: None.

Absent: Grassel.

3. DESIGNATE FINANCIAL DEPOSITORIES

Consider adopting Resolution No. 20-01-03 a Resolution to designate the following financial depositories.

- (A) American Federal
- (B) Frandsen Bank & Trust
- (C) RBC Wealth Management
- (D) Dain Rausher
- (E) PMA - 4M Fund

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 19-01-03 DESIGNATING THE FINANCIAL DEPOSITORIES.

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

Voting Nay: None.

Absent: Grassel.

4. DESIGNATE ACH ORIGINATION & ONLINE BANKING

Consider adopting Resolution No. 20-01-04 a Resolution authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination and for online banking:

Name and Title

- (A) Steven Gander, Mayor
- (B) David Murphy, City Administrator/Clerk-Treasurer
- (C) Megan Nelson, City Clerk
- (D) Terry Knudson, HR Generalist

- (E) Karla Anderson, Finance Director
- (F) Audrey Passa, Accounting Technician

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 19-01-04 AUTHORIZING PERSONS LISTED (SUBJECT TO ANY EXPRESSED RESTRICTIONS) IS AUTHORIZED FOR ACH ORIGATION AND FOR ONLINE BANKING.

Voting Aye: Vetter, Helms, Riopelle, Johnson, Olstad, and DeMers.
Voting Nay: None.
Absent: Grassel.

APPROVAL OF MINUTES:

5. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks City Council of December 17, 2019.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” FOR THE EAST GRAND FORKS CITY COUNCIL OF DECEMBER 17, 2019.

Voting Aye: Vetter, Helms, Riopelle, Johnson, Olstad, and DeMers.
Voting Nay: None.
Absent: Grassel.

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.

6. Consider adopting Resolution No. 20-01-05 designating “C&H Insurance” as the insurance agency to handle City Policy for 2018.
7. Consider adopting Resolution No. 20-01-06 approving the 2020 Administrative Services Agreement with Further.
8. Consider adopting Resolution No. 20-01-07 enabling elected and/or appointed officials of the City of East Grand Forks to be covered by the Minnesota Workers Compensation Law.
9. Consider adopting Resolution No. 20-01-08 approving the following Boards & Commission appointments and reappointments as presented by the appropriate elected officials.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE ITEMS SIX (6) THROUGH NINE (9).

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

Voting Nay: None.

Absent: Grassel.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

10. Regular meeting minutes of the Water, Light, Power, and Building Commission for December 4, 2019.

11. Regular meeting minutes of the Park and Recreation Commission for November 20, 2019.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

12. Consider approving the purchase of a 2020 Ford Interceptor Hybrid SUV for a total price of \$36,142.56 from Ten Voorde Ford.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE PURCHASE OF A 2020 FORD INTERCEPTOR HYBRID SUV FOR A TOTAL PRICE OF \$36,142.56 FROM TENVOORDE FORD.

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

Voting Nay: None.

Absent: Grassel.

13. Consider approving the equipment changeover for the 2020 Ford Interceptor Hybrid SUV to be completed by Code 4 Services for a total of \$8,252.65 and striping of the vehicle to be completed by Custom Stripes for a total of \$490.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE EQUIPMENT CHANGEOVER FOR THE 2020 FORD INTERCEPTOR HYBRID SUV TO BE COMPLETED BY CODE 4 SERVICES FOR A TOTAL OF \$8,252.65 AND STRIPING OF THE VEHICLE TO BE COMPLETED BY CUSTOM STRIPES FOR A TOTAL OF \$490.

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

Voting Nay: None.

Absent: Grassel.

14. Consider approving the Facility Use Agreement between the City of East Grand Forks and the Northern Outlaw Sprint Association for the use of the VFW Arena for their driver appreciation night

and awards banquet.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE FACILITY USE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND THE NORTHERN OUTLAW SPRINT ASSOCIATION FOR THE USE OF THE VFW ARENA FOR THEIR DRIVER APPRECIATION NIGHT AND AWARDS BANQUET.

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

Voting Nay: None.

Absent: Grassel.

CLAIMS:

15. 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: Vetter, Helms, Riopelle, Johnson, Olstad, and DeMers.

Voting Nay: None.

Absent: Grassel.

COUNCIL/STAFF REPORTS:

Mayor Gander said he wanted to circle back to the recent Grand Forks article about the top stories of the last decade. He explained he appreciates the media for being a vital connection between the people that are served and the process of running the city and he appreciates the calls with questions or requests for clarification. He stated there had been a recent newspaper article led off by recalling a negotiation to resolve a note between the City and the Boardwalk, it brought back how challenging that was for all parties involved, he was not mayor at the time, but has seen the details of the final agreement. He explained how during this process all parties operated in good faith, each party thought they had grounds for the positions they took, each had to play hardball at times, all parties brought in experts to determine what would be fair and proper, and the final outcome represented the best result each party could achieve. He added how this did leave hard feelings but time heals by reminding everyone how this has been brought to resolution and to more peaceful times.

Mayor Gander said the City has an ongoing, positive relationship with the Boardwalk. He explained there is a cooperative relationship when the flood wall is put up next to their property, the City owns a building connected to the Boardwalk which has common areas shared by both businesses, and the maintenance of these areas is a cooperative effort that is currently being worked out. He commented how the City supports all businesses in the community to equal access to economic development and other services. He stated the message he wants to send is that the Boardwalk is in good standing with the City in all ways, we wish them success in all of their ventures, and appreciate all they do to bring good things to the downtown and community. He encouraged everyone to go and enjoy what the Boardwalk has to offer.

Mayor Gander invited everyone to participate at a blood drive that will be taking place at Opticare on Wednesday morning. He explained Dak-Minn Blood bank was going to be set up and would be able to handle everyone that shows up. He told a story about a friend who almost died from an aneurysm, he needed many units of blood during recovery, and spoke very highly of the care he received. He asked for people to think of loved ones, how they may end up in the hospital, and could be in need of blood. He mentioned he will be donating blood even with an upcoming marathon he will be running in and asked others to come over and participate in the blood drive between 8:30 and 11:30 the following morning.

Council Member Helms asked if there was an ordinance against pushing snow from property into the berms. Mr. Galstad stated it cannot be pushed into the street. Council member Helms asked if it was okay to push snow across the street into the berm along Highway 220. Mr. Galstad said he would need to look into it. Mr. Murphy said they were aware of this situation and are working on it because it should not be happening. Council member DeMers said this also happens in residential areas. Council member Helms stated people need to be reminded not to push snow onto the street or across the street onto the berm. He also thanked the Water and Light Department for getting the power turned back on so quickly.

Council Member Johnson also thanked the Water and Light Department for doing an excellent job and the Public Works Department for getting the roads cleared. He added there are some issues with ice but it is winter.

Council Member Olstad reminded everyone that the visioning session will be taking place on January 25th starting at 8am and asked where they would be. Mr. Murphy said he was working on the location but would like to hold it at the DSC again like they did before.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE JANUARY 7, 2020 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:15 P.M.

Voting Aye: Vetter, Helms, Riopelle, Johnson, Olstad, and DeMers.
Voting Nay: None.
Absent: Grassel.

David Murphy, City Administrator/Clerk-Treasurer