

**APPROVED MINUTES  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, JUNE 2, 2020 – 5:00 PM**

**CALL TO ORDER:**

*The Council Meeting of the East Grand Forks City Council for Tuesday, June 2, 2020 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, Dale Helms, and Tim Riopelle.*

**DETERMINATION OF A QUORUM:**

*The Council President Determined a Quorum was present.*

**PLEDGE OF ALLEGIANCE:**

Mayor Gander said today both he and President Olstad had attended the funeral for Officer Cody Holte to show their appreciation for the supreme sacrifice that he had made for the whole community, to bear the burden of the loss to his loved ones, and show appreciation for everyone in law enforcement and the armed forces. He continued saying on Saturday evening there was a peaceful vigil held at City Hall from 9pm to 11pm for the passing of George Floyd and the circumstances surrounding his death and how they watched the event take place. He thanked the police department who had extra people on patrol just in case but it was not needed because it was a peaceful vigil for both George Floyd and Officer Cody Holte. He added how it was very moving at times and the organizers took care of everything they said they would. He thanked the organizers of the event and the participants and asked for a moment of silence as they consider the families and circumstances of these issues. A moment of silence followed for Officer Cody Holte, George Floyd, and their families and loved ones.

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the “Regular Council Meeting” for the East Grand Forks, Minnesota City Council from May 19, 2020.
2. Consider approving the minutes of the “Special Council Meeting” for the East Grand Forks, Minnesota City Council from May 26, 2020.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE ITEMS ONE (1) AND TWO (2).**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

**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.*

3. Consider adopting Resolution No. 20-06-36 appointing election judges for the primary and general election in 2020.
4. Consider adopting Resolution No. 20-06-37 revoking .24 miles of route 112 and .22 of route 105 reducing the City's State Aid mileage by a total of .46 miles bringing the City back into compliance.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE ITEMS THREE (3) AND FOUR (4).**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

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

5. Regular meeting minutes of the Water, Light, Power, and Building Commission for May 6, 2020.

**COMMUNICATIONS: NONE**

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

6. Consider adopting Resolution No. 20-06-38 approving the hiring of Jeff Boushee as the Fire Chief and be placed at a Grade 21 Step 3 on the City's wage scale.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 20-06-38 APPROVING THE HIRING OF JEFF BOUSHEE AS THE FIRE CHIEF AND BE PLACED AT A GRADE 21 STEP 3 ON THE CITY'S WAGE SCALE.**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

7. Consider approving the purchase of GETAC F110 Tablets from Code 4 Services for a total of \$22,510.11 for the Police Department.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE PURCHASE OF GETAC F110 TABLETS FROM CODE 4 SERVICES FOR A TOTAL OF \$22,510.11 FOR THE POLICE DEPARTMENT.**

Chief Hedlund asked if the Council was interested in an extended warranty. He explained he included the price information for the additional warranty for a few different years, he did not include a recommendation. He reminded the Council the Police Department usually replaces these computers around every four years, and if they decided to go with a four year warranty there would be an additional \$267.29 per tablet. Council President Olstad asked if there was an amendment to the motion to include additional warranty.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE PURCHASE OF GETAC F110 TABLETS FROM CODE 4 SERVICES AND TO INCLUDE THE FOUR YEAR WARRANTY.**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

8. Consider approving the following On-sale Weekday & On-sale Sunday Liquor License Applicant Renewals:

- a. Mike's Pizza located at 411 2<sup>nd</sup> St NW East Grand Forks, MN 56721.
- b. American Legion Post 157 located at 1009 Central Ave NW East Grand Forks, MN 56721.
- c. Boardwalk Bar & Grill located at 415 2<sup>nd</sup> St NW Suite 2 East Grand Forks, MN 56721.
- d. Valley Golf Association located at 2407 River Rd NW, East Grand Forks, MN 56721.
- e. VFW Post 3817 located at 312 Demers Ave NW East Grand Forks, MN 56721.
- f. Sickies Garage located at 121 Demers Ave NW East Grand Forks, MN 56721.
- g. Eagles Club 350 located at 227 10<sup>th</sup> St NW East Grand Forks, MN 56721.
- h. Mamma Maria's located at 211 Demers Ave Suite 16 East Grand Forks, MN 56721.
- i. Up North Pizza & Pub located at 314 4<sup>th</sup> St NW East Grand Forks, MN 56721.
- j. River Cinema 15 located at 211 Demers Ave NW Suite 4A East Grand Forks, MN 56721.
- k. River Cinema 15 located at 211 Demers Ave NW Suite 4B East Grand Forks, MN 56721.
- l. The Spud Jr located at 302 Demers Ave NW East Grand Forks, MN 56721.
- m. Little Bangkok located at 415 2<sup>nd</sup> St NW Suite 1 East Grand Forks, MN 56721.

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE ON-SALE WEEKDAY & ON-SALE SUNDAY LIQUOR LICENSE APPLICANT RENEWALS.**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

9. Consider approving the Off-sale Non-intoxicating Malt Liquor License Renewal for Orton's Point Cenex located at 504 Rhinehart Dr SE East Grand Forks, MN 56721. – This business is in good

standing with the City.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE OFF-SALE NON-INTOXICATING MALT LIQUOR LICENSE RENEWAL FOR ORTON’S POINT CENEX LOCATED AT 504 RHINEHART DR SE EAST GRAND FORKS, MN 56721.**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

10. Consider approving the following Off-sale Intoxicating Liquor License renewals for the following applicants: - All businesses are in good standing with the City.

a. Pop’s Liquor located at 122 4<sup>th</sup> St NE East Grand Forks, MN 56721.

b. Hugo’s Wine & Spirits located at 310 14<sup>th</sup> St NE East Grand Forks, MN 56721.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE OFF-SALE INTOXICATING LIQUOR LICENSE RENEWALS.**

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

*Voting Nay: None.*

11. Consider approving the request to start the internal hiring process for an assistant fire chief.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE REQUEST TO START THE INTERNAL HIRING PROCESS FOR AN ASSISTANT FIRE CHIEF.**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

12. Consider approving the request to start the internal hiring process for an engineer.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE REQUEST TO START THE INTERNAL HIRING PROCESS FOR AN ENGINEER.**

Council member Helms congratulated Chief Boushee and asked what the difference was between these positions. Chief Boushee stated the engineer is in charge of operating the fire pumps, the maintenance of the pumps, and steps into the supervisor role in the absence of an assistant chief.

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

13. Consider approving the request to start an external hiring process for a fire fighter.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE REQUEST TO START AN EXTERNAL HIRING PROCESS FOR A FIRE FIGHTER.**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

14. Consider adopting Resolution No. 20-06-39 approving the fee scheduled for the Park and Recreation 2020 Summer activities.

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 20-06-39 APPROVING THE FEE SCHEDULED FOR THE PARK AND RECREATION 2020 SUMMER ACTIVITIES.**

Council member Helms asked for the reasoning for different rates for the different age groups. Mr. Huttunen said the biggest difference is because there are more involved with the older groups, more equipment and supplies are needed, and it can also covers umpire fees.

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

*Voting Nay: None.*

**CLAIMS:**

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

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

Council member Helms asked who Midwest Pro was. Chief Boushee reminded the Council the City had been awarded a grant for replacing the exhaust system at Station Two and Midwest Pro was the vendor that completed the project. President Olstad asked if this was a pass through. Chief Boushee said it was.

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

**COUNCIL/STAFF REPORTS:**

Mayor Gander reminded everyone outdoor dining is now allowed in Minnesota and thanked everyone that got things ready so the restaurants could open when it was allowed by the Governor's executive order.

He said he was able to sit outside the previous evening to have a sandwich and beverage and it was amazing. He encouraged people to go and sit outside at these restaurants. He added the effort will be continued to allow these businesses open up their dining areas because it will not always be nice outside. He thanked the police and fire fighters, they deserve the City's deepest gratitude, sometimes they get far less than that, and when everyone is running away from trouble they are the ones running to it. He said that means more than they know. He ended by saying Chief Hedlund was working to create room in the budget for the purchase of protective gear for next year and he will go on record to say he will be supporting the purchase of protective gear.

Council Member Riopelle asked to have the quiet zone item be brought back to a meeting for discussion and so they keep moving on this. He also asked to keep those from Altru that just lost their jobs in their thoughts as well.

Council Vice-President Grassel asked when they will be able to meet at City Hall again because meeting over the computer was getting old. Mr. Murphy said it would not happen before the 15<sup>th</sup>, some cities are meeting in person, but they are limited to who is attending, and the next meeting will be done using Zoom to see if that will help fix some of the issues they are experiencing.

Council President Olstad stated he attended the services for Officer Cody Holte, how the speeches given helped remind how there are families of those serving the public, and how they also need to be thanked for what they go through. He comment it was said numerous times how Officer Cody Holte was a servant or public servant, a hero, and had served in the military. He offered his condolences to Officer Holte's family and hoped they are able to find peace moving forward. He added he was glad he was able to attend this service and show support for the family as well as the City of Grand Forks.

Mr. Galstad said he will be following up with Ms. Ellis on the outdoor dining, things seem to be going well, he is waiting on some issues with the permitting process, and the information was prepared to send to MNDOT for a signature.

Mr. Murphy said Ms. Ellis was having issues signing on and told Council member Helms to give her a call regarding the issue he had a question on. He added again next week he was hoping using Zoom would help with the issues they were experiencing, he would send out the information to download Zoom if they didn't have it, and the meetings will be streamed and recorded. He commented again how other cities are meeting using social distancing, the public is not allowed in, and if there was interest they could look into doing something like that.

Mr. Emery informed the Council they could bring back the quiet zone item, he does have a draft letter of intent for a quiet zone, and he was waiting to hear back from the railroad to see if they are able to keep a pedestrian crossing at the closed crossing. He added they are making slow progress and it can be brought back to a meeting. Council member Riopelle said it was up to Mr. Emery's discretion. Mr. Emery said he would give him a call regarding this.

Ms. Nelson said the resolution was passed for the appointment of judges, polling places will be open for the primary and the general elections, and she was informed the County will be mailing out an absentee application to all registered voters so anyone that did not feel comfortable going to a polling place could fill out the application to receive the ballot for one or both of those elections. She said those applications

will be mailed out on June 23<sup>rd</sup> and anyone who would like to register to vote can do so online at the Secretary of State's website.

Chief Boushee thanked the Council for their kind words for the law enforcement and fire service community and it was very nice to hear. He continued saying he was excited and thankful to be able to service the community as the fire chief and he was honored to be entrusted with that responsibility. He informed the Mayor and Council he would not let them, the community, or his staff down. He added he was looking forward to working with the Council, staff, citizens, and his staff and thanked the Council.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE JUNE 2, 2020 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:29 P.M.**

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

*Voting Nay: None.*

*Absent: Johnson and DeMers.*

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David Murphy, City Administrator/Clerk-Treasurer