

**APPROVED MINUTES  
OF THE CITY  
COUNCIL WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, JUNE 23, 2020 – 5:00 PM**

**CALL TO ORDER:**

*The Work Session of the East Grand Forks City Council for Tuesday, June 23, 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, Tim Riopelle, Tim Johnson, and Marc DeMers.*

**DETERMINATION OF A QUORUM:**

*The Council President Determined a Quorum was present.*

**1. Consider Street Repair to 2<sup>nd</sup> Avenue NE – Jason Stordahl**

Mr. Stordahl explained there was a big dip in the street on 2<sup>nd</sup> Avenue by the floodwall and last year this projected was awarded to Opp Construction who was unable to be completed the project due to the wet fall. He said over the last few months there was additional settling and more work has been added to the proposed project, which includes sidewalk, trail, and catch basin work. He stated quotes were requested and two were received from Opp Construction and the Strata Corporation. He explained there was a big difference between the two quotes, he was recommended awarding this project to Opp Construction, and asked if there were any questions. Council member Vetter said there was no compaction included in the bids and asked if that would be done. Mr. Stordahl said it was required on all projects so it would be done with this project.

This item will be referred to a City Council Meeting for action.

**2. Request to Update Door Access, Holding Cells, & Fire Alarm System – Michael Hedlund**

Chief Hedlund reminded the Council this was brought up during the budget process last year, he was trying to get updated numbers for replacement, and they were not able to get accurate numbers for all of the projects. He explained that he and the IT staff decided to move forward with requesting quotes from three companies including Johnson Controls since they had installed the current system. He said he did not receive anything back from Johnson Controls for this project. He added HB Sound and Light and Electro Watchman received the same information but HB Sound and Light did not include any information on the replacement of the fire alarm panel but did provide information on the other two items.

Chief Hedlund said Electro Watchman was the only one that turned in a complete quote so he would request to move forward with awarding this job to Electro Watchman. He explained there were no funds

budgeted to replace the system for the holding cells but some projects have been pushed off to 2021 so there were funds available in the building maintenance fund to cover this part of the project. He stated he talked with Chief Boushee about the fire alarms system and because they have the jail area, they would be required to have a fire alarm system in the building. He recommended going with the lower cost for the fire alarm monitoring and system, he would be working with the IT Department if phone lines needed to be added, and asked if there were any questions.

Council member DeMers thanked Chief Hedlund for all of the work he had done on this, he supported the project, and the only caveat is he would like to make sure this system was expandable. He stated they might be able to use this system to improve the access control throughout the city. He asked to have Mr. Thompson look at this to see if that was a possibility. Chief Hedlund told the Council Mr. Kovar was present when the vendors came and was able to get good information from them. He added they can look into that and they were told by Electro Watchman their system can be expanded upon and it could be upgraded if needed. He added they could be adding additional buildings on to the system and it would be better for security. Council President Olstad said the information stated it could go up to 128 portals allowing for expansion and asked them to find out what the costs would be if more doors were added.

This item will be referred to a City Council Meeting for action.

### **3. Consider Approval of Facility Joint Use Agreement – Reid Huttunen**

Mr. Huttunen informed the Council that the City and the public school have never had a written agreement in place for the use of outdoor spaces such as the ball fields and parks. He explained they have come up with the joint use agreement to cover the use of the different facilities and it covers the facilities of the school that the City uses or the facilities of the City that the school uses. He added there would not be any financial considerations with this agreement, things would continue to operate as they always have, and when the City uses the ball fields the City maintains the field and it would be the same for when the school uses the field. He asked for this agreement to be approved.

Council member DeMers said this looks like a good agreement and suggested this is done with Sacred Heart for the areas they use. He asked if they should also have a hold harmless or any type of a liability need. Mr. Huttunen said the hold harmless was included on the third page of the agreement and this agreement had been drafted by Mr. Galstad so he would also be able to clarify. He added there was not anything in writing with Sacred Heart so he would be looking to getting that done as well. Mr. Galstad said he had previously drafted an agreement for Sacred Heart but for whatever reason it was not entered into so he will look into that again.

### **OTHER:**

Council member Helms asked what the issue was with the kitty pool. Mr. Huttunen explained the assumption is a section of the pipe did not drain properly and froze over the winter because it had exploded. He stated he thinks they found 99% of the problem, had it repaired, and there is now an attachment that will allow them to blow the water out of the pipes at the end of the season. He added this should not be an issue again and it was a similar repair to main pool. He told the Council there was one section of the waiting pool that was not repaired yet which is where the fish blow water out of their mouths, this area will not hold air pressure, and they will wait until the end of the season to get that fixed. He stated the concrete work was completed that afternoon the pool was going to be filled the next day. Council member Helms asked who blew the system out. Mr. Huttunen said it was not blown out because it was designed

to be a gravity-drained pool, there were no ports included to blow out the lines, and something changed for the pipe to hold the water. Mayor Gander suggested abandoning the current lines and come in a new way so they leave the liner alone. Mr. Huttunen said they were working with Lunseth on this project, the camera was too big to get down the one-inch PVC line, and right now it is capped until they can find a camera to determine where the issue is and keep the repair area as small as it can be.

Council member DeMers asked if they could get an updated timeline on the charter. Council President Olstad stated there was going to be a special meeting on Monday night to discuss and vote on the charter. Mr. Murphy said if there were any questions to get them to him by 10am on Friday. Council member DeMers asked what version this should be. Council President Olstad stated it was the final version. Mr. Murphy said there were a couple typos but it should be in its final form. Mayor Gander stated the Charter Commission held a special meeting the night before and they will be looking for an up and down vote from this document because of the timeline they are working with.

Council member Johnson asked when the crosswalks were going to be painted. Mr. Stordahl said it should be shortly because they should be reaching out to him around July 6<sup>th</sup>.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER JOHNSON, TO ADJOURN THE JUNE 23, 2020 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:18 P.M.**

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

*Voting Nay: None.*

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David Murphy, City Administrator/Clerk-Treasurer