

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 6, 2020 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, October 6, 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.

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Council Meeting” for the East Grand Forks Minnesota City Council from September 15, 2020.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE MINUTES OF THE “REGULAR COUNCIL MEETING” FOR THE EAST GRAND FORKS MINNESOTA CITY COUNCIL FROM SEPTEMBER 15, 2020.

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

2. Public Hearing to consider the final plat approval for the plat of Porta Mix Addition.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO OPEN THE PUBLIC HEARING.

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

Voting Nay: None.

Ms. Ellis explained Porta Mix owned property near the Public Works facility, there were currently three lots that extended down to the river, and they would like replat these into two lots. She stated the one lot

would be the area on the dry side of the levee and the other lot would include the flood control easement along with the property down to the river. She said there was a public access easement for the property along the river for a new property owner and for allowing the City to maintain the flood control system. She asked for questions. There were no questions.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO CLOSE THE PUBLIC HEARING.

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

Voting Nay: 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. 20-10-61 appointing elections judges for the 2020 General Election.
4. Consider approving the Exempt Gambling Permit Application for Sacred Heart Church & School to hold a raffle on January 13, 2021 at the Sacred Heart Church & School located at 200 3rd St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
5. Consider adopting Resolution No. 20-10-66 approving the Food Shelf Program allowing for street maintenance tickets issued until the end of December 2020 to be paid with either food items or cash all of which will be donated to the East Grand Forks Food Shelf.
6. Consider approving the federal grant operation dollars to be used for planning for the Transit Development Plan that will be started in 2021 and authorize Mr. Galstad to draft an agreement assuring the sub-recipient will comply with obligations as required by the federal grant agreement.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE ITEMS THREE (3) THROUGH SIX (6).

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

7. Regular meeting minutes of the Water, Light, Power, and Building Commission for September 2, 2020.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

8. Consider approving the lease for a motor grader for the snow removal season from Butler Machine for a total of \$6,045 per month plus \$65 after the first 50 hours.

A MOTION WAS MADE BY COUNCIL MEMBER JOHNSON, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE LEASE FOR A MOTOR GRADER FOR THE SNOW REMOVAL SEASON FROM BUTLER MACHINE FOR A TOTAL OF \$6,045 PER MONTH PLUS \$65 AFTER THE FIRST 50 HOURS.

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

Voting Nay: None.

9. Consider adopting Resolution No. 20-10-62 setting the fees for new columbarium niches.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 20-10-62 SETTING THE FEES FOR NEW COLUMBARIUM NICHES.

Council member DeMers asked these new fees were higher than previous years and if so what the changes were. Mr. Huttunen said these fees were higher than previous fees, lower rows increased by approximately \$100 but the higher rows were about \$500 more and reminded the Council the columbarium had five rows instead of three. Council member DeMers asked what the net difference would be when all of these were sold. Mr. Huttunen said the net profit would be around \$55,000, 20% would go to the perpetual fund, and the plan is to use the profit from this one to pay for the install of the next columbarium.

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

Voting Nay: None.

10. Consider adopting Resolution No. 20-10-63 authorizing the Police Department to enter into a grant agreement with the Minnesota Department of Public Safety for traffic safety project.

A MOTION WAS MADE BY COUNCIL MEMBER GRASSEL, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 20-10-63 AUTHORIZING THE POLICE DEPARTMENT TO ENTER INTO A GRANT AGREEMENT WITH THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY FOR TRAFFIC SAFETY PROJECT.

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

Voting Nay: None.

11. Consider adopting Resolution No. 20-10-64 accepting the donation of the portable fire extinguisher training prop from Enbridge and the East Grand Forks Fire Relief Association.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 20-10-64 ACCEPTING THE DONATION OF THE PORTABLE FIRE EXTINGUISHER TRAINING PROP FROM ENBRIDGE AND THE EAST GRAND FORKS FIRE RELIEF ASSOCIATION.

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

Voting Nay: None.

12. Consider adopting Resolution No. 20-10-65 approving the hiring of Joshua Jackson as a Truck Driver at a salary of \$18.85 per hour.

A MOTION WAS MADE BY COUNCIL MEMBER JOHNSON, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 20-10-65 APPROVING THE HIRING OF JOSHUA JACKSON AS A TRUCK DRIVER AT A SALARY OF \$18.85 PER HOUR.

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

Voting Nay: None.

13. Consider approving the final plat of the Porta Mix Addition with the requirement a digital file is submitted to the planning office.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER GRASSEL, TO APPROVE THE FINAL PLAT OF THE PORTA MIX ADDITION WITH THE REQUIREMENT A DIGITAL FILE IS SUBMITTED TO THE PLANNING OFFICE.

Council member DeMers asked if the permanent levee line was the same as the easement. Ms. Ellis said it should be. Discussion followed about how the easement is out to the toe of the levee, the levee easement was enforceable by the City, there was no way to adjust the corp easement, but additional easement could be taken if needed. Council member DeMers said Lot 2 contains the easement along with everything to the south, he was concerned about encroachment on the levee, and wanted to make sure this would still allow the City to enforce the easement. Mr. Galstad said the permanent flood control easement was recorded and the City does have access and enforcement of the easement. He added this public access only goes up to the dry toe because they did not want to give public access to the wet side of the levee other than the property owner who is currently Porta Mix. He stated the City would still be able to access and maintain the levee based on the current levee easement.

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

Voting Nay: None.

14. Consider adopting Resolution No. 20-10-67 awarding the Bus Shelter Pad and Concrete Sidewalk project to Cariveau Construction for a total project cost of \$7,082.02.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 20-10-67 AWARDING THE BUS SHELTER PAD AND CONCRETE SIDEWALK PROJECT TO CARIVEAU CONSTRUCTION FOR A TOTAL PROJECT COST OF \$7,082.02.

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

Voting Nay: None.

15. Consider approving the purchase and installation of the VoiceProducts recording systems for both of the East Grand Forks Police Department and telephone systems for a total of \$19,060.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE PURCHASE AND INSTALLATION OF THE VOICEPRODUCTS RECORDING SYSTEMS FOR BOTH OF THE EAST GRAND FORKS POLICE DEPARTMENT AND TELEPHONE SYSTEMS FOR A TOTAL OF \$19,060.

Council member Riopelle asked if this had been included in the 2020 budget. Chief Hedlund stated this was not a budgeted item but was informed funds were available in the building improvement fund because some projects were canceled for this year. He added the next item was included in the budget and came in \$11,000 under budget which could help pay for a large portion of this project.

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

Voting Nay: None.

16. Consider awarding the Police Department Floor project to SwedeBro for a total of \$13,800.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO AWARD THE POLICE DEPARTMENT FLOOR PROJECT TO SWEDEBRO FOR A TOTAL OF \$13,800.

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

Voting Nay: None.

CLAIMS:

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander said 30 applications had been received for the first round of the COVID Business grant program. He stated round one was for reimbursing businesses up to \$5,000 for COVID related expenses and applications were being reviewed by the Economic Development staff and Board. He commented how this will leave approximately \$400,000 available for round two, the round two application would be made available soon, and those applications would be due by October 30th. He stated the second round could include reimbursements for those that missed round one and also look at economic injury. He added some arriving businesses may also qualify for these funds and they would like to have this wrapped up by mid-November.

He said he had heard a couple times over the last several years that the police officers can be overzealous when it came to enforcement, he had never seen this himself, but he has seen overactive policing elsewhere. He explained he was pulled over in Idaho the previous week for changing lanes and not having his turn signal on long enough. He stated it was probable cause to pull someone over and the officer informed them there is a pipeline of drugs going from Minnesota to Idaho. He thanked Chief Hedlund and the officers for not pulling citizens over for not signaling long enough and to keep up the good work.

Council Member Helms said he had an issue he would like to have added to the agenda the following week. He explained there was an ongoing issue with the property out on the Point that needs to be discussed.

Council Member DeMers asked if there was a definition of economic injury and if there was criteria to maintain workforce. Mayor Gander said they would look at earnings from this year compared to the exact same period as the previous year, documentation would need to be provided, and the group could consider criteria about maintaining workforce. He added some businesses have much more in expenses for personal protective equipment, round one was only up to \$5,000, and the larger amounts can be included with round two. He commented how it more than likely will be prorated and round one was to make sure everyone had a chance. He invited those with questions to join them on Thursday. He stated the City of Crookston was able to help businesses by granting \$40,000 to \$50,000 which can make a huge difference. Council member DeMers asked if it was revenues less expenses. Mayor Gander said it was for net amounts, not based on gross receipts. Council member DeMers asked if additional grants and funds from the paycheck protection program would be included in the revenue side. Mayor Gander everything would be submitted, they will make sure people are not double dipping, and they would be meticulous with the paper trail because it is federal funding.

Council President Olstad reminded everyone it was fall clean-up week, the crews were doing a good job, and asked people to be patient if trucks are blocking traffic when they are being loaded. He added he appreciated the work being done and asked Mr. Stordahl to pass along to the crew.

Mr. Emery stated he had received information back from the Minnesota Department of Transportation about establishing a school zone on Bygland Road and sent that out to the Council in an email. He added Burlington Northern would like to set up a meeting on October 20th to discuss the quiet zone regarding pedestrian crossing improvements and signal system upgrades so they are continuing moving forward on the quiet zone.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER HELMS, TO ADJOURN THE OCTOBER 6, 2020 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:25 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer