

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, OCTOBER 20, 2020 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, October 20, 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 October 6, 2020.
2. Consider approving the minute summary from the “Closed Council Meeting” for the East Grand Forks, Minnesota City Council from October 6, 2020.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks Minnesota City Council from October 13, 2020.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE ITEMS ONE (1) THROUGH THREE (3).

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

Voting Nay: None.

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.

4. Consider adopting Resolution No. 20-10-68 approving the summary of the City Administrator's evaluation which states he consistently meets and/or often exceeds expectations with his job performance.
5. Consider approving Brady Martz and Associates for auditing and reporting of the 2020 financials.
6. Consider approving the lease agreement between the City of East Grand Forks and the Independent School District 595 for the use of the Civic Center, VFW Memorial Arena, and the Blue Line Arena for the 2020-2021 and 2021-2022 school years.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE ITEMS FOUR (4) THROUGH SIX (6).

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

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 16, 2020.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

8. Consider adopting Resolution No. 20-10-69 supporting the proposed updates to the Unified Planning Work program to include a new aerial photo and updates to the pavement management system.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 20-10-69 SUPPORTING THE PROPOSED UPDATES TO THE UNIFIED PLANNING WORK PROGRAM TO INCLUDE A NEW AERIAL PHOTO AND UPDATES TO THE PAVEMENT MANAGEMENT SYSTEM.

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

Voting Nay: None.

9. Consider approving the request to start the hiring process for a truck driver for the Public Works Department.

A MOTION WAS MADE BY COUNCIL MEMBER JOHNSON, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE REQUEST TO START THE HIRING PROCESS FOR A TRUCK DRIVER FOR THE PUBLIC WORKS DEPARTMENT.

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

Voting Nay: None.

CLAIMS:

10. 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 JOHNSON, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander said round one of the business grant program was getting close to completion and applications for round two were due on Friday, October 30th. He asked for applications to be sent in as soon as possible to allow time for review. He added he will be asking for a clarification at the next work session and how the Council may want to handle the replacement of utilities against the cost of the project so there is some consistency with projects and give guidance on how to handle this going forward. He stated if the 20th Street and 5th Avenue project was to be bid to be completed next summer they will want bids by February, the petition process would need to be long before that, and this would need to be determined before moving forward.

Council Member Vetter said the figure skating and hockey programs were starting up and he had received a few phone calls from families that were asked to leave because they had too many kids with them that were not in the program. He stated he was hoping there would be some leniency for single parent families or those that only had one parent available so the kids can participate and not require parents to find daycare in the evenings. Mr. Huttunen said Minnesota Hockey had sent out guidelines with the expectations that all arenas would be following them which included spectator requirements for both practices and games. He said no spectators were to be allowed with kids under a certain age group and only two spectators per player for games or competitions. He stated they had set this in place for both figure skating and hockey to have some consistency within the arena. He added he did not know of any other community trying to make any changes, this was a concern they were hearing from families, and they have reached out to Minnesota Hockey for input or guidance. He said they did not seem to want to make any changes but asked the Council if they wanted to give guidance he would be open to it and that it was consistent for all programs. Council member Vetter said they need to be aware of family dynamics and work around some things. Mr. Huttunen said they will keep that in mind moving forward and they have been stressing this season will be different from others.

Council Member Helms said the Economic Development Authority (EDA) Board had met earlier in the day and they had moved the next meeting to November 5th to approve the round two information. He added he is glad to see the EDA and Council working together on this and they are trying to do what is right for the businesses. He added they are trying to make everyone happy and they are doing a good job.

Council Member DeMers commented this was the last regular meeting before the election and he had received some questions about polling places and where to vote. He asked if there was enough PPE and other items to keep the workers and those voting safe at the polling locations. Ms. Nelson said there masks, gloves, plexi-glass, disinfectant, rags, and things spaced out to try as much as possible. She said alternate judges may be wiping things down throughout the day. She added all of the poll locations would be open from 7am to 8pm and if anyone had questions to call the administration office at (218) 773-2483. She stated absentee balloting would be available until November 2nd and it would be available on October 31st from 10am to 3pm. She listed the poll place locations with Ward 1 being located at the Senior Center, Ward 2 was in the Training Room at City Hall, Ward 3 was in the Civic Center Lobby Area, Ward 4 was in the Council Chambers at City Hall, and Ward 5 was at the Nash Park Warming House. Council member DeMers commented how there had been some polling location changes. Ms. Nelson stated a few had changed from the Presidential Primary, they were in place for the primary in August, and there was a city wide letter that was sent out informing people of these changes, about absentee balloting, and where to find information. Council member DeMers said staff has worked hard to provide opportunities for people to vote and vote safely.

Council President Olstad informed the Council there would be a special meeting next week following the work session for the approval of the grant checks.

Mayor Gander said residents have asked about trick-o-treating and if there was a statewide update about it. Ms. Nelson informed the Council the Minnesota Department of Health website suggested having a table out with treats on it for people to take so they can keep moving and to take precautions. Mayor Gander stated there was no prohibition on trick-or-treating and to do it as safely as possible.

Council member Johnson commented how Ward 4 was going to be voting upstairs and asked how many would be allowed in the elevator at one time because that will be an issue. Ms. Nelson said it was not very big, there could be a limit of three or four, and people can always be asked to wait. Council member Johnson suggested putting up a sign. Ms. Nelson said staff would try to make sure they get in there and wipe things down throughout the day.

Mr. Gorte stated the grant application was available on the Economic Development page on the City website that could be downloaded along with an explanation what is allowed for round two.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER JOHNSON, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE OCTOBER 20, 2020 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:17 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer