

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 3, 2026 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 13, 2026
2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 20, 2026
3. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 27, 2026

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. 26-02-17 a Resolution authorizing Persons listed below (subject to any expressed restrictions) is authorized for ACH origination and for online banking:

Name and Title

(A) Mark Olstad, Mayor

(B) Reid Huttunen, City Administrator/Clerk-Treasurer

(C) Terry Knudson, HR Generalist

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

- (D) Karla Anderson, Finance Director
- (E) Renee Kringlen, Accounting Technician
- (F) Renee Olson, City Clerk

5. Consider Approving Resolution No. 26-02-18 Authorizing Writing Off the Following Bills for Special Refuse Pickups:

Andy Basting	Invoice 6188 from 8/9/2024 for \$150.00
Andy Basting	Invoice 6283 from 10/4/2024 for \$250.00
JoLynn Vasichek-Deacey	Invoice 6660 from 7/14/2025 for \$72.00

6. Consider Adopting Resolution No. 26-02-19 Appointing Election Judges for the February 10th Special Election.

7. Consider Designating Resolution No. 26-02-20 Authorizing Mayor’s Appointment to the East Grand Forks Board and Commissions for 2026.

Member	Expires
(A) Amarae Damron	12/31/28

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

8. Regular meeting minutes of the Water, Light, Power, and Building Commission for January 7, 2026.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

- 9. Request to keep ice installed at Blue Line Arena until June 15 - Jeremy King, Parks & Recreation
- 10. Consider accepting the James Metzen Mighty Ducks Grant aware in the amount of \$250,000 less administrative fees for replacement of the Indirect R-22 Ice System at the VFW Memorial Arena.

CLAIMS:

1. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment for accounts payable invoices totaling \$607,783.95 and the January 23, 2026 payroll.

COUNCIL/STAFF REPORTS:

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ADJOURN:

Upcoming Meetings:

Work Session – Tuesday, February 10, 2026 – Training Room – 5:00 PM
Council Meeting – Tuesday, February 17, 2026 – Council Chamber – 5:00 PM
Work Session – Tuesday, February 24, 2026 – Training Room – 5:00 PM
Council Meeting – Tuesday, February 3, 2026 – Council Chambers – 5:00 PM

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**UNAPPROVED MINUTES
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 13, 2026 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for Tuesday, January 13, 2026 was called to order by Council President Larson 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 Mark Olstad, Council President Brian Larson, Council Vice-President Tim Riopelle, Council members Tami Schumacher, Ben Pokrzywinski, Dale Helms, Donald Casmey, and Karen Peterson.

Staff Present: Karla Anderson, Finance Director; Jeff Boushee, Fire Chief; Maggie Brockling, Economic Development Director; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Michael Hedlund, Police Chief, Charlotte Helgeson, Library Director; Reid Huttunen, City Administrator; Jeremy King, Parks and Recreation Superintendent; Keith Mykleseth, Water and Light General Manager; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The president declared a quorum was present.

AGENDA

- 1. Request to Rezone East Grand Forks Schools (ISD 595) Property from R-1 to PUD and Consider Special Use Permit Application for a Ground Mounted Solar Energy System – Nancy Ellis, Community Development Director**

Ms. Ellis described that ISD 595 had applied for and has received grant funding for a ground mounted Solar Panel field at the Central Middle School property. Ms. Ellis summarized that the school property is currently zoned residential (R1) and that the City’s Solar Panel ordinance does not allow ground mounted solar within residential. In order for the School District to build the Solar system, the property will need to be re-zoned to PUD. PUD would be consistent with the use of the school property and would comply with our zoning regulations. Once the property is rezoned, the School District has applied for and will need to be issued a Special Use permit. Ms. Ellis detailed the Special Use permit looks at the design of the Solar system, planned location, traffic impacts, size, etc. to make sure it conforms with the intended use and fits the neighborhood. The location behind (East) of Central Middle School, between the School and the flood protection levee, makes it ideal to have as little impact as possible on neighbors or the surrounding property. Ms. Ellis noted that all property owners within 350 feet of the School property were notified and her office has received a few calls/questions. Most of those questions have been asking where the Solar panels will be located and upon learning they will be east of the Middle School, there hasn’t been any additional concern.

Superintendent Grover explained to the City Council that the school had received a number of grants for this project, with the Solar for Schools grant leading the project at \$500,000. In total, the \$1.2 Million project will cost the school district about \$200,000 and the projected payback is less than four years.

Council member Helms asked about maintenance of the panels and Mr. Grover answered that the product is made in Minnesota, and he's told they are fairly maintenance free. The school will have an annual maintenance agreement on them as part of the project and the panels are covered by a 20-year warranty. In putting together the RFP, the school received 12 or 13 proposals from 10 companies and settled on this company due to their use of Minnesota made products and proven track record of success on projects of this size.

Mr. Helms followed up with a question on the payback period and referenced the proposed MMPA project at the old wastewater pond site, stating they backed out because the project wouldn't generate enough energy savings to make it feasible. Keith Mykelseth, Water & Light General Manager and MMPA board member answered that the MMPA project opted against Solar because the project area was in the flood plain and the Wind Energy project was extremely expensive due to the soil conditions on site and the project cost wouldn't generate enough payback on the wind energy. Mr. Helms followed up with a few more questions on maintenance and stated he is in favor of the project, just curious about maintenance on the system.

Council member Pokrzywinski asked about planned development of the rest of the school property and surrounding property, and if any of it is planned for residential. He added that he'd have concerns about the Solar panels being near future residential homes. Ms. Ellis answered that the proposed location is well within the schools property, nearly 700 feet from the southern property line and that the property immediately south of the school is currently outside city limits. She detailed at one time a few years ago the City and School were looking at a backage road on the property to alleviate some school traffic on Bygland Rd. Any residential properties in the backage road site plan were further north of the baseball fields, near the existing soccer fields. The group then had some brief discussion about the potential backage road and if the solar panels could be repositioned to ensure enough right of way for the road. The current site plan shows 117 feet from the solar field to the eastern property line. This would be enough space for an 80' right of way, should a backage road move forward.

Seeing no further questions, the project will be discussed at Planning and Zoning on Wednesday, January 14th and the January 20th City Council meeting.

2. Discussion on planned Cannabis Retail Location operated by White Earth Nation at 926 Central Ave NW – Reid Huttunen, City Administrator

Mr. Huttunen stated the City's Community Development office has recently received a Demolition & Renovation Building Permit Application for 926 Central Ave NW (Former Burger King building). Included in the permit application, the proposed use of the building is listed as a Cannabis Retail Dispensary, to be owned/operated by White Earth Nation. The City passed an ordinance capping the number of Cannabis retail dispensaries at two (2), Ordinance No. 43. One retail location being located in the Highway Commercial district and one in the Downtown Commercial district. In August 2025, the city held a lottery application and drew preliminary applicants for the two locations. Those applicants continue to have several steps in their approval process at the state Office of Cannabis Management level to go through before being eligible to submit a site registration application and receive Local Cannabis Registration approval.

In May 2025, the State of MN and the White Earth Band of the Minnesota Chippewa Tribe (the “Band”) entered a Cannabis compact which provides a framework by which the Band may conduct its cannabis operations outside of its Tribally Regulated land. Under the Compact, the White Earth Band is authorized to issue cannabis retail license, which do not require a Local Jurisdiction Retail Registration. A Tribal Nation may open up to eight off-reservation cannabis retail locations. They are limited to one retail location per municipality and three per county. Tribally regulated retail locations off Tribal land must follow all non-cannabis-specific local ordinances, including zoning, land use, statutory setback limitations, and local hours of operation restrictions.

The Band is “exempt from Local Cannabis-related enforcement and ordinances, including Local Jurisdiction registration requirements set forth by MN Statute Chapter 342 and local Cannabis specific zoning ordinances.” Through the Compact, East Grand Forks Ordinance No. 43 which sets a limit of two (2) cannabis retail locations, does not apply to the White Earth Band. The City of East Grand Forks by MN Statute Chapter 342 can include a Tribally owned retail location in its count towards our local retail cap, but it cannot limit Tribally owned retail operators from opening if the retail cap has been met. White Earth Band has been in communication with the City and has voiced its commitment to being good, reliable, and strong partners with the city. Council member Pokrzywinski asked if they are tearing down the Burger King building and building something new or renovating the building. Ms. Ellis stating they are renovating the building. Council member Pokrzywinski asked if the council should revisit the ordinance to modify capping the number of Cannabis retail dispensaries to one (1) going forward to allow for a second in an instance like this. Mr. Huttunen stated this is a good question and Mr. Galstad would have to advise on that. It is possible that the statute requires one (1) per 13,500 residents that was our minimum to at least allow one (1). Or to give up all jurisdictional rights and hand it over to the county. Polk County’s population is 30k so they would have to have three (3) if we gave that right up we the county could potentially come and put all three (3) in East Grand Forks. Statutorily we could reduce it to one (1) the part we would need to work through is we've already started that process with two others. A recommendation would be that it would be if, for some reason, they can't get the business off the ground, or they go out of business. That's maybe when we would pivot to that. Ms. Ellis states one (1) of two (2) has contacted her office and is going to be submitting demo and building plans as soon as know. She states they want to move forward. Mr. Helms The tribal one would be considered an out of business district one, right? Mr. Huttunen stated it is zoned as Highway commercial. Our ordinance says one in downtown commercial, one in Highway commercial. This would potentially be a second and Highway commercial. Council member Helm asked if child care center wanted to open up and it was less than 350 feet, could they? Mr. Huttunen stated that they could still open and they would know who their neighbors are. They would be making that decision on their own account to open that close to a dispensary. There were no further questions.

3. Review Bid Results and Consideration of Award for 2026 City Project No. 3 Trail Improvements – Steve Emery, City Engineer

Mr. Emery stated they opened bids for the Trail Improvement Project on Thursday, January 8, 2026 at 10:00 A.M. We received a total of three (3) bids with the low bid being received from R.J. Zavoral & Sons for all four (4) Proposals. Project costs were pretty much exactly where we expected them for the low bid received.

4. Request to purchase a Toro 4110-D Mower with Snow Blower attachment – Jeremy King, Parks & Recreation Superintendent

Mr. King stated Parks & Recreation Department is requesting a new Toro 4110-D mower with snow blower attachment. This equipment is used year-round and is essential for mowing and snow removal operations that support city services. The proposed purchase would replace an existing Toro 455-D mower/snow blower that is more than 20 years old and is ready to be surplus. MTI Distributing has provided a Minnesota State Contract pricing quote of \$132,545.26 for the Toro 4110-D equipped with a cab and snow blower attachment. This item did come in a bit higher and will be financed through our equipment fund over nine years to make up for that difference. The lead time on this piece of equipment is about six months. Council member Larson mentioned the piece of equipment being replaced would be about 20 years old. Council member Riopelle asked about parting out. Mr. King states they've used parts that they've already had, and it becomes more and more challenging. They would like to surplus through the city auction. Council member Helm asked if this was a belly or front mower. Mr. King stated it is a front mower. Council member Helm asked about the rotating beacon, is that just a yellow or white light on the top. Mr. King states yes, it is a safety amber. Council member Helm asked for \$340 couldn't we do that at the City shop do for cheaper? Mr. King states with the newer mowers the electronics are more difficult to work on. Without knowing those mechanics capability into some of those newer lighting type components, I think we'd be better off just ordering it directly from the manufacturer. This allows us to know we won't have to avoid our warranty. If we start plugging into different electric components and end up shorting out something. This way it comes directly from the factory. Council member Helm asked what is the North American road light kit for 2000. Mr. King stated that's what makes it street legal, that it has lights on the side. There were no further questions.

5. Request to set pricing for new 160 Niche Columbarium at Resurrection Cemetery – Jeremy King, Parks & Recreation Superintendent

Mr. King stated that as of yesterday they have set the columbarium that was approved last February 2025. They met with the Cemetery Commission and came up with pricing they feel is fair for the new columbarium niches. Pricing for the 160 Companion Niche Columbarium has 80 openings and holds 160 Urns. Included in this fee you get the opening and closing fee and the cost of the plaque. For an additional cost you can purchase a flower vase. The revenue from the sale of the niches goes back to replenishing the perpetual care fund. It was recommended through the Cemetery Commission. We did some research and called around to some other cemeteries in the area, and we feel that this is very comparable. It is a price increase from the ones we purchased back in 2020. Also, the columbarium price has almost doubled since the last purchase in 2020. There were no further questions.

6. Request to Order a 2026 Ford Police Interceptor – Michael Hedlund, Chief of Police

Mr. Hedlund is requesting to purchase a 2026 Ford SUV it will be replacing our 2019 F-150 pickup truck which we plan to convert to a vehicle for our School Resource Officer (SRO). We had looked at making that change, having the function to become the SRO vehicle a year or two ago and for a variety of reasons we ultimately did not make the change at that time. The pickup is costing us more and more on repairs. The vehicle is technically not ours it is the task force vehicle. They would revert it back to the task force if they were able to move on with this. This would allow us to make our fleet consistent. If we still had it we could haul something muddy, dirty, large. Mr. Elton requested that I provide engine hours and miles of all vehicles in our fleet. We are looking to replace possibly next year would be our canine vehicle. The engine hours are getting fairly high. Anytime the canine is in the vehicle it can run for 12 hours at a time. Council member Helm asked what kind of repairs have they had to put into that drug task force. Mr. Hedlund stated he knew there was some major work with the air conditioning and the driver's seat this past year. It was last spring. Council member Helm stated this is the same type of

maintenance as anyone else would have. The vehicle only has 70,000 miles and is an icon to the students at school. The pickup is going to mean nothing to the students. The pickup you wanted in case you had to pick up bikes and anything else in the city. Fuel for the pickup back and forth to the school is not going to save you any money over time. We don't need anything new and fancy to take to the high school to park there all day long. The pickup has 84,000 miles on it which is more than car. The pickup will probably have maintenance issues. Council member Helm states he is against getting rid of the car. Council member Pokrzywinski asked Chief Hedlund the pickup truck right now hasn't used much. Mr. Hedlund stated no. Council member Pokrzywinski asked why do we need new. Mr. Hedlund stated if they are at full staffing, it could be used if a vehicle is down for repairs. We have to have enough cars just like we have to have extra officers. We typically will have at least one extra small car over and above what our maximum staffing is. We can have up to four officers on the street so we should have five vehicles. And that's kind of what it comes down to. Mayor Olstad asked Mr. Hedlund if he would bring this forward to council to put together what it costs for repairs from the mechanics. Ms. Peterson asked if there is a request by the task force to have that other vehicle left. Mr. Hedlund said not at this point. Ms. Peterson asked what the thought process was when they received the car. Mr. Hedlund stated they were looking for a vehicle for the school resource office. The care had been seized and allowed us to get in the essentially no cost vehicle at the time. This started with the repairs last year, which were expensive, and the mechanic was questioning if it was worth doing. Mr. Riopelle stated we've got some outstanding debt that we're trying to cover. This is one area we could look at maybe pushing off for another year and save that money now. But would like to see what the mechanic says about the cars. Mr. Hedlund states the reason the pickup isn't driven is because it's got 84,000 miles in seven years. Nature officers are going to jump into the SUVs that are newer and nicer vehicles and more comfortable. The squad cars are the officer's office. That's where they spend a large number of hours every day. A variety of factors that come into play on which vehicles they need. If the pickup was driven for even another year at Patrol status for systems squad car, versus driven for the SRO. It's going to reach a point where we'll have to do it at some point in time. Both will need to be switched out. I'm trying to push off the SRO vehicle but replacing it with the pickup. Ms. Schumacher asked if the school resource officer vehicle used for 9 months. Mr. Hedlund stated yes for the most part. Ms. Schumacher pointed out that you cannot just jump into the SRO vehicle and patrol the streets in the summer. Mr. Pokrzywinski stated along with Mr. Riopelle I have issues with mileage wise there's a lot of time left. He understands there are engine hours. If we're replacing these vehicles before 100,000 miles, then why are we buying these vehicles? Mr. Hedlund stated the officers need to be able to get into their car and know it's going to start.

7. Request for Approval of updated Fire Relief Association By-Laws - Jeff Boushee, Fire Chief

Chief Boushee stated he had with him Andrew Robertson, he's the Relief Association President. He's here to answer any questions you might have. Recently our Relief Association pass a revision to the bylaws of the association. By MN State Statute we're required to get Council approval for the change. The revision we made was to a benefit level to move it to 5400 a year. It has no budgetary impact to the City and recommends approving the revision.

8. Request to advertise for Library Director position – Reid Huttunen, City Administrator & Charlotte Helgeson, Library Director

Ms. Helgeson mentioned she will retire April 10th this year. It was suggested to talk about it at a work session before we just vote at a regular meeting. I'm asking that the council start advertising for this position. The library board will be looking at the same recommendation next week Wednesday, and will

vote on to advertise. They will also review the job description, and so we hope to have it out. On the city ads by the beginning of February, and we will put it also out to library professional agencies. Mayor Olstad suggests taking our time with the process and getting the right person. The library is an asset to the City and a lot of people. We want to make sure we are getting the right people in there. Council member Helm suggested we could turn down the request. Mr. Huttunen would like to talk about the search process. The library board is a fantastic group, probably the best functioning and no slate to other boards, but probably the best functioning volunteer board we have in the city. A lot to the credit goes to Ms. Helgeson and her work. We would expect that the board be very involved in the review and interview process. It would be we'd advertise it regionally and locally as Ms. Helgeson described, but that would be internal through the city. In other words, we wouldn't use a paid search service to do the advertisement. When it comes time to interview, Civil Service would initially be involved in the initial round of interviews and then pass a group of finalists on to the library board. Ms. Helgeson could certainly have an involvement in sitting in that if the timing works, and then I would be involved. We've talked about having a meet and greet for department heads and city council members to be able to come and meet the candidates as we've done with some other positions. Aside from Mr. Helm being the library board council member assigned. This is how we're planning right now, we don't need an answer tonight. Unless there is a really strong conviction to do it otherwise, we should know that within the next few weeks. Before we really get an advertisement out so we can plan accordingly. Ms. Helgeson mentioned library patrons who have been past board members and volunteers at the library who have said that they would gladly step up and be part of a committee at the meet and greet. Council Vice-President Larson asked if the timing worked out is there an opportunity that the new library director would start and have some overlap with Ms. Helgeson for some job training. Ms. Helgeson mentioned there could be a phased retirement, so her hours would be decreased and would be an hourly employee. Depending on who is hired if they have a good amount of experience, it would just be getting them introduced and up on schedules. So for a short period of time.

9. Request to Authorize Bond Sale for Recreation Facility Improvement projects – Reid Huttunen, City Administrator

Mr. Huttunen talked about this briefly towards the end of the year in 2025. Presented the schedule for the sale of bonds for the recreation projects, the time is coming to pass a resolution authorizing the sale of those bonds. That's something we will have on the agenda at our meeting next week. We are proposing with the work with the help of Baker Tilly, the financial advisor, helping with the sale for us. Having a total Bond amount of 12 million, five hundred and forty thousand, and then there's some additional premium bonding items to bring the total bonds available for sale to 13 million 32,275 dollars. The biggest thing to note is VFW Arena were bonding for the full eight million dollars that was authorized by the sales tax vote at the Civic Center. We are only requesting bonds for 4 million seven hundred and forty-five thousand. There's an additional two million dollars authorized by that vote that we had earmarked to go towards baseball field projects that will need additional funding to get those across the finish line. We are not bonding for them today because it needs to be a phase project, and we don't have that project ready to break ground. But we will have the ability to go back and take a future bond when the time comes that we want to pursue that project. We have the authorization to collect the sales tax funds for 20 years or until the bonds are paid off and would be able to go back and take additional bonds whenever that time comes. This would initiate the sale. Baker Tilly's been working through all the advertisements and the pre-issuance reports. January 26th Ms. Anderson and I have a meeting scheduled to present East Grand Forks as a community and our ability to be able to handle the bond proceeds and be able to pay it off in a timely manner. Potential purchasers of the bonds, and then the sale itself is scheduled for Tuesday, February 17th, at 11 A.M, and then those results of the sale

would be presented brought forward for acceptance to the city council at the meeting that evening. Council member Helm asked when the two million dollars for the baseball field get put into the bonding. He thought that it was all going to be fundraised for all that to do that project. Mr. Huttunen stated they are not including it in the request for bonding. When we advertised the ballot question to the community and described to them what we plan to do there was two million dollars of that six million that was earmarked to go towards the ball field project. That was all done through the promotion of the sales tax. Back before the vote. Mr. Helm stated he thought the ball field would all be fundraised for and the money that the sales tax money was all going to be repairs for the Civics Center. Mr. Huttunen didn't recall the dates Mr. King threw Parks and Rec would have brought those presentations through Council to describe how we plan to do that. It's a phase project on a wish list that the ball field is not doable with just two million dollars alone there's going to need to be additional funds. Whether that be through private fundraising, or other forms of financing to make that project reality. But that was part of what was promoted to the voters before the vote.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE JANUARY 13, 2026, WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:03 P.M.

Voting Aye: Pokrzywinski, Riopelle, Helms, Casmey, Peterson, Larson, and Schumacher

Voting Nay: None.

Renee Olson, City Clerk

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 20, 2026 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, January 20, 2026 was called to order by Council President Larson at _____ P.M.

CALL OF ROLL: Would the City Administrator please call roll

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Mark Olstad, Council President Brian Larson, Council Vice-President Tim Riopelle, Council members Tami Schumacher, Ben Pokrzywinski, Dale Helms, Donald Casmey, and Karen Peterson.

*Staff Present: Karla Anderson, Finance Director; Jeff Boushee, Fire Chief; Maggie Brockling, Economic Development Director; **Nancy Ellis, City Planner**; Steve Emery, City Engineer; Ron Galstad, City Attorney; Michael Hedlund, Police Chief, Charlotte Helgeson, Library Director; Reid Huttunen, City Administrator; Renee Olson, City Clerk; Jeremy King, Parks and Recreation Superintendent; Keith Mykleseth, Water and Light General Manager; and Jason Stordahl, Public Works Director.*

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

MAYORS’ PROCLAMATION: RECOGNIZING ED ROBERTS DAY ON JANUARY 23rd

Mayor Olstad read the Ed Roberts Proclamation.

OPEN FORUM:

Council President Larson stated the open form 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 maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. He asked if anyone would like to address the City Council, please come up to the podium to do so. No one came forward.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of December 9, 2025
2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of December 16, 2025

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

- 3. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 6, 2026

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER PETERSON, TO APPROVE ITEMS ONE (1), TWO (2) AND THREE (3).

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher

Voting Nay: None.

Absent: Pokrzywinski, Casmey

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 approving the Exempt Gambling Permit application for MinDak Youth Outdoors to hold a raffle drawing on April 18, 2026 at the Eagles Club located at 227 10th St NW, East Grand Forks, MN 56721.
- 5. Consider approving the Special Event Application for the East Grand Forks Vintage Snowmobile Show to be held on Saturday, February 7, 2026 from 7:30 am to 4:00 pm on the Restaurant Row/River Street parking lot.
- 6. Consider adopting Resolution No. 26-01-13 setting prices for the newly installed 160 Niche Columbarium at Resurrection Cemetery.
- 7. Consider approving the updates and revisions to the bylaws of the East Grand Forks Fire Relief Association.
- 8. Consider adopting Resolution No. 26-01-14 approving the following Boards & Commission appointments as presented by the appropriate elected officials.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER SCHUMACHER, TO APPROVE ITEMS FOUR (4) THROUGH EIGHT (8).

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher

Voting Nay: None.

Absent: Pokrzywinski, Casmey

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

- 9. Regular meeting minutes of the Water, Light, Power, and Building Commission for December 17,

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

2025.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

- 10. Consider approving the rezoning of Lot 1 Block 1 Scholarship Addition from R-1 to PUD to allow for the construction of a ground mounted solar energy system on the property.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO CONSIDER APPROVING THE REZONING OF LOT 1 BLOCK 1 SCHOLARSHIP ADDITION FROM R-1 TO PUD TO ALLOW FOR THE CONSTRUCTION OF A GROUND MOUNTED SOLAR ENERGY SYSTEM ON THE PROPERTY.

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher

Voting Nay: None.

Absent: Pokrzywinski, Casmey

- 11. Consider approving the Special Use Permit application from Independent School District 595 to allow for the construction of a ground mounted solar energy system on the Central Middle School property.

A MOTION WAS MADE BY COUNCIL MEMBER SCHUMACHER, SECONDED BY COUNCIL MEMBER PETERSON, TO CONSIDER APPROVING THE SPECIAL USE PERMIT APPLICATION FROM INDEPENDENT SCHOOL DISTRICT 595 TO ALLOW FOR THE CONSTRUCTION OF A GROUND MOUNTED SOLAR ENERGY SYSTEM ON THE CENTRAL MIDDLE SCHOOL PROPERTY.

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher

Voting Nay: None.

Absent: Pokrzywinski, Casmey

- 12. Consider adopting Resolution No. 26-01-15 providing for the issuance and sale of approximately \$12,540,000 in General Obligation Sales Tax Revenue Bonds, Series 2026A.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER PETERSON, TO CONSIDER ADOPTING RESOLUTION NO. 26-01-15 PROVIDING FOR THE ISSUANCE AND SALE OF APPROXIMATELY \$12,540,000 IN GENERAL OBLIGATION SALES TAX REVENUE BONDS, SERIES 2026A.

Chris presented a brief overview of the project. She will begin the Moody’s Rating process – rating calls will be January 27, 2026, competitive bids will begin February 17, 2006 and receive on March 19, 2006.

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

Voting Nay: None.
Absent: Pokrzywinski, Casmey

13. Consider adopting Resolution No. 26-01-16 accepting and awarding 2026 City Project No. 3 – Trail Improvement project to R.J. Zavoral & Sons, Inc. for a total of \$261.320.00.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER PETERSON, TO CONSIDER ADOPTING RESOLUTION NO. 26-01-16 ACCEPTING AND AWARDING 2026 CITY PROJECT NO. 3 – TRAIL IMPROVEMENT PROJECT TO R.J. ZAVORAL & SONS, INC. FOR A TOTAL OF \$261.320.00.

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher
Voting Nay: None.
Absent: Pokrzywinski, Casmey

14. Consider authorizing the purchase of a 2026 Ford Police Interceptor SUV from Ten Voorde Ford and related vehicle equipment from Guardian Fleet Safety for a total cost of \$66,519.40 for the Police Department.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER _____, TO CONSIDER AUTHORIZING THE PURCHASE OF A 2026 FORD POLICE INTERCEPTOR SUV FROM TENVOORDE FORD AND RELATED VEHICLE EQUIPMENT FROM GUARDIAN FLEET SAFETY FOR A TOTAL COST OF \$66,519.40 FOR THE POLICE DEPARTMENT.

Motion dies for a lack of a second.

15. Consider authorizing the purchase of a 2026 Toro Groundsmaster 4110-D and Erskine Snowthrower from MTI Distributing for a total cost of \$132,545.26 for the Parks & Recreation Department.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER PETERSON, TO CONSIDER AUTHORIZING THE PURCHASE OF A 2026 TORO GROUNDMASTER 4110-D AND ERSKINE SNOWTHROWER FROM MTI DISTRIBUTING FOR A TOTAL COST OF \$132,545.26 FOR THE PARKS & RECREATION DEPARTMENT.

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher
Voting Nay: None.
Absent: Pokrzywinski, Casmey

16. Consider approving the request to start a hiring process for the Library Director position at Campbell Library.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER SCHUMACHER, TO CONSIDER APPROVING THE REQUEST TO START A

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

HIRING PROCESS FOR THE LIBRARY DIRECTOR POSITION AT CAMPBELL LIBRARY.

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher

Voting Nay: None.

Absent: Pokrzywinski, Casmey

CLAIMS:

17. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment for accounts payable invoices totaling \$857,476.33 and the January 9, 2026 payroll.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON, SECONDED BY COUNCIL MEMBER HELMS, TO AUTHORIZE THE CITY ADMINISTRATOR TO ISSUE PAYMENT OF ACCOUNTS PAYABLE INVOICES TOTALING \$857,476.33 AND THE JANUARY 9, 2026 PAYROLL.

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher

Voting Nay: None.

Absent: Pokrzywinski, Casmey

COUNCIL/STAFF REPORTS:

Mayor Olstad thanked Ms. Brockling for hosting Intergovernmental Retreat.

Council Member Schumacher said she was sad to see Ms. Helgeson’s resignation on the agenda and wished her well.

Council Member Helms said to Mr. Stordahl that he would desire to run vehicles more than 100k miles.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELM, SECONDED BY COUNCIL MEMBER PETERSON, TO ADJOURN THE JANUARY 20, 2026 REGULAR COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:17 P.M.

Voting Aye: Riopelle, Helms, Peterson, Larson and Schumacher

Voting Nay: None.

Absent: Pokrzywinski, Casmey

Upcoming Meetings:

- Work Session – Tuesday, January 27, 2026 – Training Room – 5:00 PM
- Council Meeting – Tuesday, February 3, 2026 – Council Chambers – 5:00 PM
- Work Session – Tuesday, February 10, 2026 – Training Room – 5:00 PM
- Council Meeting – Tuesday, February 17, 2026 – Council Chamber – 5:00 PM

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

**UNAPPROVED MINUTES
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JANUARY 27, 2026 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for Tuesday, January 27, 2026 was called to order by Council President Larson 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 Mark Olstad, Council President Brian Larson, Council Vice-President Tim Riopelle, Council members Tami Schumacher, Ben Pokrzywinski, Dale Helms, Donald Casmey, and Karen Peterson.

Staff Present: Karla Anderson, Finance Director; Maggie Brockling, Economic Development Director; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Michael Hedlund, Police Chief, Charlotte Helgeson, Library Director; Reid Huttunen, City Administrator; Jeremy King, Parks and Recreation Superintendent; Keith Mykleseth, Water and Light General Manager; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

AGENDA

1. Request to keep ice installed at Blue Line Arena until June 15 - Jeremy King, Parks & Recreation

Jeremy King stated traditionally, ice is removed from the Blue Line Arena (BLA) at the end of March. due to the upcoming Facility Improvements project and requests from the EGF Blue Line Club, the Northern Lights Figure Skating Club along with other users to rent ice time at the BLA during the spring and summer months, staff are proposing to keep the ice installed at BLA through June 15. Council member Helms asked if one ice plant run both arena's. Jeremy stated they are separate ice plants.

2. Request to Accept Mighty Ducks Grant for R22 replacement at VFW Memorial Arena - Jeremy King, Parks & Recreation Department

The City applied for \$500,000 from the \$1.0 million available statewide. The grant committee awarded funding to four communities across Greater Minnesota, with each community receiving an equal distribution of \$250,000. Any funds awarded through this grant will directly reduce local funding obligations for the refrigeration system replacement and may also support additional elements within the project scope. There were no questions.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE JANUARY 27, 2026 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:05 P.M.

All in Favor

Voting Aye: Pokrzywinski, Riopelle, Helms, Casmey, Peterson, Larson, and Schumacher

Voting Nay: None.

Renee Olson, City Clerk

RESOLUTION NO. 26 – 02 - 17

CORPORATE AUTHORIZATION RESOLUTION

Council Member _____ supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the City Council of the City of East Grand Forks, Minnesota, has designated American Federal Bank as a depository with ACH origination and online banking; and

BE IT RESOLVED By the City Council of and for the City of East Grand Forks, Minnesota, as follows:

1. The City agrees to the terms and conditions of any account agreement approved by the City Council and properly opened by any representative(s) of the City identified in the following Paragraph 2, and authorizes American Federal Bank to charge the City for all checks, drafts, or other orders, for the payment of money, that are drawn on American Federal Bank by any representative(s) of the City identified in the following Paragraph 2, regardless of by what means the facsimile signature(s) may have been affixed so long as they resemble the signature specimens listed in Paragraph 2 and contain the required number of signatures for this purpose.
2. The persons listed below (subject to any expressed restrictions) are authorized for ACH origination and for online banking:

Name and Title	Signature
(A) Mark Olstad, Mayor	_____
(B) Reid Huttunen, City Administrator	_____
(C) Terry Knudson, HR Generalist	_____
(D) Karla Anderson, Finance Director	_____
(E) Renee Kringlen, Accounting Technician	_____
(F) Renee Olson, City Clerk	_____

BE IT HEREBY FURTHER RESOLVED that the City Council has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the foregoing resolution and to confer the powers granted to the person named who have full power and lawful authority to exercise the same.

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: February 3, 2026

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 3rd of February, 2026.

Mayor

RESOLUTION NO. 26 – 02 - 18

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the City of East Grand Forks offers special refuse pick-up services for an additional fee;

WHEREAS, these services are billed through the accounts receivable system from the Administration Office using information from the Public Works Department; and

WHEREAS, there are some outstanding special refuse invoices that are being deemed uncollectable; and

WHEREAS, staff is requesting authorization from the City Council to remove these from the system and be written off; and

NOW THEREFORE, BE IT RESOLVED the City Council authorizes writing off the following bills for special refuse pickups:

Andy Basting	Invoice 6188 from 8/9/2024 for \$150.00
Andy Basting	Invoice 6283 from 10/4/2024 for \$250.00
JoLynn Vasichuk-Deacey	Invoice 6660 from 7/14/2025 for \$72.00

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: February 3, 2026

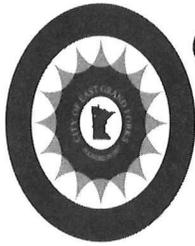
Attest:

City Administrator

President of the Council

I hereby approve the foregoing resolution this 3rd day of February, 2026.

Mayor



City of East Grand Forks

P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

DATE	INVOICE NO
8/9/2024	0006188

BILL TO
Andy Basting <i>on Brian Basting</i> 1821 8th Ave NW East Grand Forks, MN 56721

DUE DATE
8/30/2024

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
PREVIOUS ACCOUNT BALANCE						0.00
Special Refuse Collection:						
8 Yard Dumpster	1.00	150.00	150.00	0.00	0.00	150.00
INVOICE TOTAL:			150.00	0.00	0.00	150.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at

Customer Name: Andy Basting
Customer No: 016039
Account No: 0001447

DUE DATE	INVOICE NO
8/30/2024	0006188

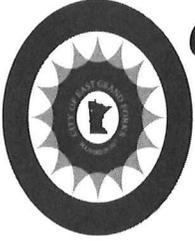


Please remit payment by the due date to:

City of East Grand Forks
600 DeMers Ave NW
East Grand Forks, MN 56721-

Invoice Total:	150.00
Discounts:	0.00
Credit Applied:	0.00
Ending Balance:	150.00

INVOICE BALANCE: \$150.00
AMOUNT PAID: _____



City of East Grand Forks

P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

DATE	INVOICE NO
10/4/2024	0006283

BILL TO
Andy Basting <i>or Brian Basting</i> 1821 8th Ave NW East Grand Forks, MN 56721

DUE DATE
10/25/2024

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
PREVIOUS ACCOUNT BALANCE						150.00
Special Refuse Collections:						
6 yard dumpster	1.00	250.00	250.00	0.00	0.00	250.00
INVOICE TOTAL:			250.00	0.00	0.00	250.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at

Customer Name: Andy Basting
Customer No: 016039
Account No: 0001447

DUE DATE	INVOICE NO
10/25/2024	0006283



Please remit payment by the due date to:

City of East Grand Forks
600 DeMers Ave NW
East Grand Forks, MN 56721-

Invoice Total:	250.00
Discounts:	0.00
Credit Applied:	0.00
Ending Balance:	400.00

INVOICE BALANCE: \$250.00
AMOUNT PAID: _____



CITY OF EAST GRAND FORKS

600 Demers Avenue NW
East Grand Forks, MN 56721
(218)773-2483

DATE	INVOICE NO
7/14/2025	0006660

BILL TO
JoLynn Vasichuk-Deacey 1305 20th St NW East Grand Forks, MN 56721

7/31/2025

DUE DATE
7/31/2025

DESCRIPTION	QUANTITY	EFFECTIVE RATE	AMOUNT	DISCOUNT	CREDIT	BALANCE
PREVIOUS ACCOUNT BALANCE						0.00
Special Refuse Collection:						
Cabinets (6 total)	1.00	72.00	72.00	0.00	0.00	72.00
INVOICE TOTAL:			72.00	0.00	0.00	72.00

PLEASE DETACH BOTTOM PORTION & REMIT WITH YOUR PAYMENT

For questions please contact us at

Customer Name: JoLynn Vasichuk-Deacey
Customer No: 012133
Account No: 0001499

DUE DATE	INVOICE NO
7/31/2025	0006660



Please remit payment by the due date to:

City of East Grand Forks
600 DeMers Ave NW
East Grand Forks, MN 56721-

Invoice Total:	72.00
Discounts:	0.00
Credit Applied:	0.00
Ending Balance:	72.00

INVOICE BALANCE: \$72.00
AMOUNT PAID: _____

RESOLUTION NO. 26 – 02 – 19

RESOLUTION APPOINTING JUDGES

Council Member Helms, supported by Council Member Riopelle, introduced the following resolution and moved its adoption:

BE IT RESOLVED, the City Council of East Grand Forks appoints the following judges in each respective ward or as alternate judges for the February 10th Special Election.

3rd Ward: Katie Boespflug, Kelly Hegg, Michelle Ostgard, Kathy Twite
Polling Place: Senior High School 1420 4th Ave NW

4th Ward: Pamela Olson, Jan Boe, Jill Ozaki
Polling Place: Senior High School 1420 4th Ave NW

5th Ward: Dillon Nelson, Julie Norman, Marla Wolfe,
Polling Place: Senior High School 1420 4th Ave NW

Alternate Judges: Reid Huttunen and Renee Kringle.

BE IT FURTHER RESOLVED, the election administrator is authorized to re-balance judges to different wards as needed in order to comply with state election laws; and

BE IT FURTHER RESOLVED, the election administrator requests the authority to appoint additional election judges and use qualified substitute judges as necessary. The additional authorization will ensure the needed flexibility to enable the Elections Division to address contingency plans to assure an overall seamless election. There is a large amount of uncertainty given the fluid nature of the lead up to an election and the need for ongoing recruitment of election judges to reach service level goals, and to fill in for those judges who become ill or have unexpected emergencies; and

BE IT FURTHER RESOLVED, the judge’s hourly compensation is fixed at the following: chair or head judge at \$14.00 per hour, and regular judge at \$13.00 per hour.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed:

Attest:

City Administrator

President of the Council

I hereby approve the foregoing resolution this 3rd day of February, 2026.

Mayor

RESOLUTION NO. 26 – 02 - 20

A RESOLUTION DESIGNATING THE MAYOR’S APPOINTMENT TO THE EAST GRAND FORKS BOARD AND COMMISSIONS FOR 2026

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, the Mayor appoints citizens to fill vacancies on various Boards and Commissions of the City of East Grand Forks each year; and

WHEREAS, these Boards and Commissions are important to the operation of the City due to the value of citizen input on recommendations that are forwarded to the City Council on many important issues.

THEREFORE BE IT RESOLVED, that the City Council of the City of East Grand Forks ratifies the following appointments of Mayor Mark Olstad to the respective Board and/or Commission for the designated term:

LIBRARY BOARD – Members appointed by the Mayor, subject to approval by a majority of the City Council. Members are allowed on the board for a maximum of three 3-year terms.

Members

Amarae Damron

Expires

12/31/28

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: February 3, 2026

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution on this 3rd day of February, 2026.

Mayor

The organizational meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held on January 7, 2026, at 8:00 am in the City Council Chambers was called to order by City Attorney, Ron Galstad.

Present: Grinde, Quirk (Interactive Technology), Rapacz, Riopelle

Absent: None

Also present: Ron Galstad, Keith Mykleseth, Brian Johnson, Todd Grabanski, Steve Emery, Todd Forster, Brianna Feil, Jordan Midgarden, Corey Thompson, Karla Anderson

The following nomination was made for President of the Water, Light, Power and Building Commission: Josh Grinde

The following nomination was made for Vice President of the Water, Light, Power and Building Commission: Randy Rapacz

It was moved by Commissioner Quirk supported by Commissioner Riopelle that the nominations for President and Vice President be closed and that a unanimous ballot be cast for Mr. Grinde as President and Mr. Rapacz as Vice President.

Voting Aye: Grinde, Quirk, Rapacz, Riopelle

Voting Nay: None

City Attorney, Ron Galstad, turned the meeting over to the newly elected President Josh Grinde.

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held on January 7, 2026, at 8:03 am in the City Council Chambers.

Present: Grinde, Rapacz, Quirk (Interactive Technology), Riopelle

Absent: None

Also present: Ron Galstad, Keith Mykleseth, Brian Johnson, Todd Grabanski, Steve Emery, Todd Forster, Brianna Feil, Jordan Midgarden, Corey Thompson, Karla Anderson

It was moved by Commissioner Rapacz supported by Commissioner Quirk to approve the minutes of the previous regular meeting held on December 17, 2025.

Voting Aye: Grinde, Rapacz, Quirk, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Rapacz to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$913,587.88.

Voting Aye: Grinde, Rapacz, Quirk, Riopelle

Voting Nay: None

It was moved by Commissioner Rapacz supported by Commissioner Quirk to approve entering into the "Software as a Service" Agreement with Tyler Technologies as proposed.

Voting Aye: Grinde, Rapacz, Quirk, Riopelle

Voting Nay: None

It was moved by Commissioner Rapacz supported by Commissioner Quirk to approve permanent employment for Joshua Farrell as Water Maintenance Worker.

Voting Aye: Grinde, Rapacz, Quirk, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Rapacz to adjourn at 8:19 am to the next regular meeting on January 21, 2026, at 8:00 am to be held in the City Council Chambers.

Voting Aye: Grinde, Rapacz, Quirk, Riopelle

Voting Nay: None

Kristen Shipes
Commission Secretary

Request for Council Action

Date: February 3, 2026

To: East Grand Forks City Council Mayor Mark Olstad, Council President Brian Larson, Council Vice-President Tim Riopelle, Council Members Tami Schumacher, Ben Pokrzywinski, Dale Helms, Donald Casmey, and Karen Peterson.

Cc: File

From: Jeremy King, Parks & Recreation

RE: Request to keep ice installed at Blue Line Arena until June 15

Background:

Traditionally, ice is removed from the Blue Line Arena (BLA) at the end of March. This spring, due to the upcoming Facility Improvements project and requests from the EGF Blue Line Club, the Northern Lights Figure Skating Club along with other users to rent ice time at the BLA during the spring and summer months, staff are proposing to keep the ice installed at BLA through June 15.

While proposed rental dates and rates are still being finalized, they are expected to be comparable to past rental rates based on time usage. Maintaining the ice during this period would reduce costs associated with removing and reinstalling the ice between April and June and would allow staff to focus on other priorities.

The Parks and Recreation Department is requesting approval to rent ice during this timeframe in the same manner as ice is rented throughout the winter season.

Looking ahead, once the VFW Facility Improvement Project is completed with upgrades to the ice plant and dehumidification system, we would like to operate the arena annually during this timeframe.

Recommendation:

Allow Parks and Recreation staff to keep ice installed at the Blue Line Arena until June 15.

Budget Impact:

Minimal budget impact as the rental revenue will offset the expenses associated with building operation, utilities, and part-time staff required for Zamboni operation and arena cleaning.

Enclosure:

None