

**APPROVED 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 5:00 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,

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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, Casmeay

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, Casmeay

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

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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 Tenvoorde 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 Groundskeeper 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 GROUNDSKEEPER 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

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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



Renee Olson, City Clerk