

**APPROVED MINUTES
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 10, 2026 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for Tuesday, February 10, 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, 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. Presentation from MNDOT on planned US 2B Reconstruction project in 2029 - Reid Huttunen, City Administrator

Mr. Huttunen introduced, Mr. Josh Comstack with the MNDOT to update us on a planned project for 2029 on Highway USB2 through town. Abby with MNDOT provided additional information regarding the layout. Mr. Emery discussed trees on the berms. Councilmember Pokrzywinski discussed usage of parking on the north side. Josh states MNDOT will look to redesign with parking on the north side of the road. Councilmember Riopelle asked whether the streetlights were the City's cost of MNDOT's. Josh states they are a City utility so a City cost, a new system would be a state cost. Mr. Emery mentioned keeping City infrastructure on the radar. Council President Larson avoiding construction by American Crystal Sugar from the middle of August to the middle of October.

2. Request to Proceed with Advertising for Facility Improvement Project Bid Package #2 – Jeremy King, Parks & Recreation Superintendent

Mr. King mentions he has with him Meg Marshall from JLG and Tom McDonald with Construction Engineers. Mr. King provided an update on the Facility Improvement Projects and looking to proceed with bid packaging #2. Tom reviewed the budgets.

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

- 3. Request Adoption of Preferred Growth Rate for the City of East Grand Forks - Teri Kouba, Forks MPO Senior Planner

Teri Kouba a Senior Planner with MPO introduced their current project, Socioeconomic Study to utilize in their traffic demand model. Teri is joined by Dave from SRF, Dave presented a recommendation for a preferred Year 2055 forecast and annual growth rate.

- 4. Request One-Off Residential Property Tax Abatements – Maggie Brockling, Economic Development Director

Ms. Brockling mentioned a property was unintentionally excluded from the 2024 newly built tax abatement approvals due to a technical oversight that caused it to appear as though it was not assessed at full value because a veteran’s property tax discount was applied. The owner brought this to our attention in January 2026. To prevent this from occurring in the future, the tax abatement standard operating procedure for the City of East Grand Forks was updated to include awareness of this tax credit. Staff plan to review the newly built home values-to- property tax bills for this tax credit and any others the state/county tax credits that may be included going forward. Mayor Olstad states to include it as it was a mistake.

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

- 5. Request to Advertise for Administrative Assistant - Jason Stordahl-Public Works Director

Mr. Stordahl reviewed the past reorganizing staffing structures following the 2025 resignation of Erika Perez, Public Works Supervisor. Mr. Stordahl is requesting to advertise and recruit for an Administrative Assistant position. The position is classified as a Grade 10 under the City’s pay plan. Including salary and benefits, the total annual budget impact is \$72,759. Funding for this position was included in the approved 2026 City Budget.

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

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 5:49 P.M.

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

Voting Nay:

Absent: Dale Helms, Donald Casmey,

Renee Olson, City Clerk