

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MARCH 21, 2023 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, March 21, 2023 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 Tim Riopelle, Council Members Clarence Vetter, Ben Pokrzywinski, Dale Helms, Brian Larson, and Karen Peterson.

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

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Mr. Gorte stated Gate City Bank had contacted him about expanding a home improvement program into East Grand Forks that would offer loans for home improvements at 3% or 3.5% interest for either 10 or 15 years and up to \$100,000. He read a list of improvements that could be completed utilizing the program and to make sure to check with the building department to determine if a building permit was needed.

Becky Mindeman introduced herself as a Senior Vice-President of Retail Banking with Gate City Bank. She also introduced Brittney Clinton and Katie Graham, stated Vicky Geller was unable to attend, and they were the three individuals who would assist community members that wanted to apply for the program. She explained a cornerstone of their bank's mission was to serve their customers and communities by providing a better way of life. She said this program does just that, the partnership in working with the City will allow for improvement in neighborhoods by improving the quality of life with investment to existing neighborhoods. She told the Council this program had started in 2005 in North Dakota and in Central Minnesota and now they are very excited to be able to offer this program in East Grand Forks. She reviewed why the program was started and they were thankful to be able to partner with the City of East Grand Forks. She asked if there were any questions and handed out flyers with information about the program.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Council Meeting” for the East Grand Forks, Minnesota City Council of March 7, 2023.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 14, 2023.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE ITEMS ONE (1) AND TWO (2).

Voting Aye: Helms, Olstad, Larson, Peterson, Vetter, Pokrzywinski, and Riopelle.

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS:

3. Final Assessment Hearing on the proposed 2022 Assessment Job No. 2 – Utilities and Street Reconstruction for 4th Street NE.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO OPEN THE PUBLIC HEARING.

Voting Aye: Helms, Olstad, Larson, Peterson, Vetter, Pokrzywinski, and Riopelle.

Voting Nay: None.

Mr. Emery stated this was the final hearing for the utilities and street reconstruction on 4th Street NE. He reminded the property owners that no one could formally object to or appeal an assessment unless a written objection was filed with the Council at this meeting. He said if that was done, within 30 days of the adoption of the assessment roll, a property owner who filed an objection could file an appeal of the special assessment with the district court. He reminded everyone that the project had not been awarded but the Council would consider awarding the project during this meeting or wait 30 days if any objections were received at the meeting.

Mr. Emery reviewed the scope of the project that included street reconstruction, replacement of storm sewer leads and catch basins, a new aggregate base with geogrid fabric and drain tile, new curb and gutter, and the replacement of driveway aprons. He stated bids were opened on February 14th, three bids were received, and Opp Construction had the lowest bid at \$483,309.70. He commented it was about 8% higher than the engineer’s estimate but in the current climate would be considered a favorable bid. He told the Council this project would be paid for by assessments and the stormwater enterprise funds. He reviewed the costs that would be assessed, the costs that would be paid for by the stormwater funds, showed the map of the project area, and the front and end benefit rates. He stated the assessments would be filed with the County and would be paid with property taxes, the proposed project would be assessed over 20 years at 6%, assessments could be prepaid without a penalty, and the first payment would be included on the 2024 property tax statement. He asked for questions.

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

Voting Aye: Helms, Olstad, Larson, Peterson, Vetter, Pokrzywinski, and Riopelle.

Voting Nay: None.

CONSENT AGENDA: NONE

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.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, AND COMMISSIONS:

4. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 15, 2023 and March 1, 2023.

COMMUNICATIONS:

5. The National Weather Service released an outlook for spring flooding on March 9th. There are many variables and things could change but as of March 9th there was a prediction of a 50% chance the river levels could reach 42.6 feet. City staff has already started preparations for the potential flood and will continue to monitor the situation which includes getting updates from the National Weather Service. Updates of city activities will be available on the city website newsflash and flood information page at www.eastgrandforks.us/320/Flood-Information.

OLD BUSINESS: NONE

NEW BUSINESS:

6. Consider adopting Resolution No. 23-03-25 awarding the bid for the 2022 Assessment Job No. 2 for Utilities and Street Reconstruction on 4th Street NE to Opp Construction for the total amount of \$483,309.70.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 23-03-25 AWARDING THE BID FOR THE 2022 ASSESSMENT JOB NO. 2 FOR UTILITIES AND STREET RECONSTRUCTION ON 4TH STREET NE TO OPP CONSTRUCTION FOR THE TOTAL AMOUNT OF \$483,309.70.

Council member Vetter asked if the 30 days had passed so they were not able to raise an objection to the special assessments. Mr. Emery stated that because they did not file a written objection with the Council they waived their right to appeal.

Voting Aye: Helms, Olstad, Larson, Peterson, Vetter, Pokrzywinski, and Riopelle.

Voting Nay: None.

7. Consider adopting Resolution No. 23-03-26 approving the use of Altru Foundation Partnership funding for the Grand Bike Share Program for 2023 in the amount of \$10,000.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 23-03-26 APPROVING THE USE OF ALTRU FOUNDATION PARTNERSHIP FUNDING FOR THE GRAND BIKE SHARE PROGRAM FOR 2023 IN THE AMOUNT OF \$10,000.

Voting Aye: Helms, Olstad, Larson, Peterson, Vetter, Pokrzywinski, and Riopelle.

Voting Nay: None.

8. Consider approving the purchase of a GMC 2500 from North County GM for a total \$48,037.40.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE PURCHASE OF A GMC 2500 FROM NORTH COUNTY GM FOR A TOTAL \$48,037.40.

Voting Aye: Helms, Olstad, Larson, Peterson, Vetter, Pokrzywinski, and Riopelle.

Voting Nay: None.

CLAIMS:

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

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

Voting Aye: Helms, Olstad, Larson, Peterson, Vetter, Pokrzywinski, and Riopelle.

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander stated he worked at the fish fry last Friday during blizzard like weather but there were still two more weeks of the fish fry taking place and encouraged people attend. He reminded everyone the hours were from 5pm to 7pm. He thanked the Parks and Recreation Department and Public Works Department for snow removal. He asked that people help their neighbors to keep their driveways clear. He said there was going to be a lot of water going through the channel and he was 100% confident in the system.

Council Vice-President Riopelle said about 50% of the water meters had been replaced, reminded people to make sure they call in to set up an appointment to get it done, and the phone number could be found with the information sent out with the Water and Light bill. He also wished Representative Deb Kiel a speedy recovery.

Council President Olstad also wished Representative Deb Kiel a speedy recovery. He added that there might need to be a special meeting next week to declare a local state of emergency to prepare for flooding and it would also depend on the updated outlook that was coming out on Thursday.

Mr. Galstad offered condolences to Punky Beauchamp and his family on the loss of his son.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE MARCH 21, 2023 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:21 P.M.

Voting Aye: Helms, Olstad, Larson, Peterson, Vetter, Pokrzywinski, and Riopelle.

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer