

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, APRIL 4, 2023 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, April 4, 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, Reid Huttunen, Parks and Recreation Superintendent; David Murphy, City Administrator/Clerk-Treasurer; Keith Mykleseth, Water and Light General Manager; Megan Nelson, City Clerk; and Jason Stordahl, Public Works Director.

DETERMINATION OF QUORUM:

The Council President Determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

President Olstad 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 “Council Meeting” for the East Grand Forks, Minnesota City Council of March 21, 2023.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 28, 2023.
3. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of March 28, 2023.

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

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

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. 23-04-27 declaring the City will act as a legal sponsor for the application for the fiscal year 2023/2024 funding to the State of Minnesota Department of Natural Resources for the trail maintenance of snowmobile trails managed by the Red River Snowmobile Club.
5. Consider approving the Special Event Application for Sacred Heart School authorizing the closure of a portion of 3rd Street NW for their annual School Carnival on May 17, 2023 from 12pm to 9pm.
6. Consider approving the Sidewalk Café Application from the Spud Jr authorizing the use of the sidewalk space under their overhead awning as an extension of the restaurant and premises.

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

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

Voting Nay: None.

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

7. City Financial Statements as of February 28, 2023.

COMMUNICATIONS:

8. Situation Update – The current flood outlook predicts a 50% chance flood waters will reach 44.4 feet. Reminder to residents that the levee and flood wall system is certified to flood waters reaching 60 feet. Flood preparations have continued by staff getting equipment ready and items on standby. Staff will also be in contact with other agencies such as the City of Grand Forks and Polk County about flood preparations and the action plan. Updates will be available on the city’s newsflash and on the flood page - www.eastgrandforks.us/320/Flood-Information.

OLD BUSINESS: NONE

NEW BUSINESS:

9. Consider approving the Lease Addendum between the City of East Grand Forks and Valley Golf Association which states the City would be responsible for any damages caused by the City on the

leased property and all other maintenance would be responsible of Valley Golf Association contingent upon approval from Valley Golf Association Board.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE LEASE ADDENDUM BETWEEN THE CITY OF EAST GRAND FORKS AND VALLEY GOLF ASSOCIATION WHICH STATES THE CITY WOULD BE RESPONSIBLE FOR ANY DAMAGES CAUSED BY THE CITY ON THE LEASED PROPERTY AND ALL OTHER MAINTENANCE WOULD BE RESPONSIBLE OF VALLEY GOLF ASSOCIATION CONTINGENT UPON APPROVAL FROM VALLEY GOLF ASSOCIATION BOARD.

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

Voting Nay: None.

10. Consider adopting Resolution No. 23-04-28 approving the plans and specifications and ordering advertisement for bids for the 2023 Assessment Job No. 1 and 2023 City Project No. 4 for street and ADA Improvements for the federal subtarget project.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 23-04-28 APPROVING THE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2023 ASSESSMENT JOB NO. 1 AND 2023 CITY PROJECT NO. 4 FOR STREET AND ADA IMPROVEMENTS FOR THE FEDERAL SUBTARGET PROJECT.

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

Voting Nay: None.

11. Consider adopting Resolution No. 23-04-29 adopting Assessment Roll 343 for 2022 Assessment Job No. 2 for Utilities and Street Reconstruction for a total assessment of \$523,205.08.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 23-04-29 ADOPTING ASSESSMENT ROLL 343 FOR 2022 ASSESSMENT JOB NO. 2 FOR UTILITIES AND STREET RECONSTRUCTION FOR A TOTAL ASSESSMENT OF \$523,205.08.

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

Voting Nay: None.

CLAIMS:

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander said thanks for the flood situation update, how the flood system was in place, and staff was very capable to handle the flood fight. He stated there would be ground water to deal with and if there were areas that needed attention to give Public Works a call at (218) 773-1313.

Mr. Murphy said there would be a bridge committee meeting on Friday and afterward he would be able to give an update.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO ADJOURN THE APRIL 4, 2023 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:07 P.M.

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

Voting Nay: None.

David Murphy, City Administrator/Clerk-Treasurer