

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MAY 2, 2023 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF 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 “Council Meeting” for the East Grand Forks, Minnesota City Council of April 18, 2023.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 25, 2023.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: 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:

3. Regular meeting minutes of the Water, Light, Power, and Building Commission for April 10, 2023.
4. Regular meeting minutes of the Parks and Recreation Commission for January 18, 2023.
5. City Financial Statements as of March 31, 2023.

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.

COMMUNICATIONS:

- 6. Situation Update – The river has crested and is starting to recede. Staff will continue to monitor the situation. As flood waters get closer to being back within the river banks, areas will need to be cleaned before they are opened back up to traffic and pedestrians. As things open back up updates will be posted on the city’s newsflash and flood page - www.eastgrandforks.us/320/Flood-Information.

OLD BUSINESS: NONE

NEW BUSINESS:

- 7. Consider adopting Resolution No. 23-05-32 approving the hiring of Alec Hesse as a Police Officer at a salary of \$27.90 per hour.
- 8. Consider approving the On-sale Weekday and On-sale Sunday Liquor License Renewal for the Blue Moose located at 507 2nd St NW East Grand Forks, MN 56721.
- 9. Consider approving the Off-sale Non-intoxicating Malt Liquor License Applicant Renewals:
 - a. Orton’s Point Cenex located at 504 Rhinehart Dr SE East Grand Forks, MN 56721.
 - b. Northdale Oil Inc located at 607 Gateway Dr NE East Grand Forks, MN 56721.
- 10. Consider adopting Resolution No. 23-05-33 approving the plans and specifications and ordering advertisement for bids for the 2023 City Project No. 2 LaFave Park Improvements.
- 11. Consider approving the Outdoor Rink Project with the City funding \$100,000 of the project utilizing Building Maintenance funds and Altru Partnership Funds and the remainder of the project be covered by the Blue Line Club.
- 12. Consider approving the Parade Application from the Kem Shriners for a parade on Saturday, June 3, 2023 starting at 11am requiring the closure of the Sorlie Bridge and is contingent upon Minnesota Department of Transportation approval.

CLAIMS:

- 13. Consider adopting Resolution No. 23-05-34 authorizing the City of East Grand Forks to approve purchases from Border States Trophy the goods referenced in check number 40437 for a total of \$69.00 whereas Council Member Riopelle is personally interested financially in the contract.
- 14. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

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COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meeting

- Work Session – Tuesday, May 9, 2023 – Training Room – 5:00 PM
- Council Meeting – Tuesday, May 16, 2023 – Council Chambers – 5:00 PM
- Work Session – Tuesday, May 23, 2023 – Training Room – 5:00 PM
- Council Meeting – Tuesday, June 6, 2023 – Council Chambers – 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 CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, APRIL 18, 2023 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, April 18, 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: 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; 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:

RECOGNITION OF MR. MURPHY:

Mayor Gander presented Mr. Murphy with a plaque stating the City’s appreciation for his years of service. He added that it had been a pleasure and privilege to serve with him, how many connections he had to staff, with Council, and to others such as Mr. Feland in Grand Forks which made it a good team effort. Mr. Murphy thanked everyone for the plaque, it was appreciated, and he had enjoyed working with everyone. He said he would miss working in East Grand Forks and it was a tough decision to leave.

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 April 4, 2023.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 11, 2023.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: 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:

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

COMMUNICATIONS:

4. Situation Update – Staff has and will continue to monitor river levels. Once the river reaches 28 feet the City will declare a local emergency. Updates will be available on the city’s newsflash and on the flood page - www.eastgrandforks.us/320/Flood-Information.

Council President Olstad asked Chief Boushee and Mr. Stordahl to give an update. Chief Boushee stated the river was currently at 31 feet which was considered minor flood stage, the river in Crookston had crested, and Polk County was in good shape with minimal damage. He said the National Weather Service forecast showed the river reaching 42.2 feet which was moderate flooding and he anticipated the crest prediction next week. He added there would be precipitation moving into the area starting Wednesday so that could have an impact and they were receiving daily updates from the National Weather Service.

Chief Boushee said the river had reached 28 feet earlier that morning which was the triggering event to declare a local emergency. He explained that action allowed staff to make emergency purchases or set up contract work if necessary, and helping with requesting aid from the State and County. He said they were in good shape because of the levee system, it was capable of handling the projected river levels, and city crews would continue to address what was needed. Mr. Stordahl stated the north pedestrian bridge was closed and the railings had been removed, 1st Street NE was closed to Hill Street, all gated outlets and lift stations were activated up to 40 feet, they would activate more if the river continued to rise, and the next area to close would be the underpass on River Road which closed around 35 to 36 feet. He added based on the current forecast they were not anticipating the need to put up any flood closures.

Mayor Gander asked if the Point Bridge would have to be closed. Mr. Stordahl said that was now dictated by the closure of the Grand Forks floodwall which was around 45 feet so they did not expect that to be

closed at this time. Chief Boushee reminded everyone there was a page on the City website where additional information could be found.

OLD BUSINESS: NONE

NEW BUSINESS:

5. Consider adopting Resolution No. 23-04-30 supporting and adopting the Polk County All-Hazard Mitigation Plan.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 23-04-30 SUPPORTING AND ADOPTING THE POLK COUNTY ALL-HAZARD MITIGATION PLAN.

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

Voting Nay: None.

6. Consider approving the Junior Firefighter Academy Program that will be a working partnership between the City of East Grand Forks and the Northland Community and Technical College.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE JUNIOR FIREFIGHTER ACADEMY PROGRAM THAT WILL BE A WORKING PARTNERSHIP BETWEEN THE CITY OF EAST GRAND FORKS AND THE NORTHLAND COMMUNITY AND TECHNICAL COLLEGE.

Chief Boushee asked if there were any questions and said they thought this would benefit the students, the City, and Northland Fire Technology program. He asked for support so they would be able to move forward with this.

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

Voting Nay: None.

7. Consider approving the creation of the Police Recruit program for the East Grand Forks Police Department as detailed in the Request for Council Action.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE CREATION OF THE POLICE RECRUIT PROGRAM FOR THE EAST GRAND FORKS POLICE DEPARTMENT AS DETAILED IN THE REQUEST FOR COUNCIL ACTION.

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

Voting Nay: None.

8. Consider approving the Special Event Application from the East Grand Forks High School for the closure of the parking lot by restaurant row starting in the afternoon on May 13, 2023 for the prom contingent upon the area not flooding.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE SPECIAL EVENT APPLICATION FROM THE EAST GRAND FORKS HIGH SCHOOL FOR THE CLOSURE OF THE PARKING LOT BY RESTAURANT ROW STARTING IN THE AFTERNOON ON MAY 13, 2023 FOR THE PROM CONTINGENT UPON THE AREA NOT FLOODING.

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

Voting Nay: None.

9. Consider approving the request to start the hiring process for an accounting technician.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE REQUEST TO START THE HIRING PROCESS FOR AN ACCOUNTING TECHNICIAN.

Council member Vetter suggested leaving this position open until they were able to finalize the budget because they might need to let people go so, he would be voting no on this item. Ms. Marilynn Ogden, 914 16th Ave SE, said she had been a part of the efficiency work process between the City and the Water and Light Department and she would like to see some study done to see if there were duties that could be shared or shifted before hiring another person so if someone was hired they would be well aware of what their responsibilities would be. Council member Larson thanked Ms. Ogden for her comments and suggested tabling this item so it could be looked into. Council President Olstad asked if anyone had an issue with tabling the item.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO TABLE THIS ITEM.

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

Voting Nay: None.

10. Consider approving the process to move forward with the City Administrator position search by David Drown Associates.

Mr. Murphy said the consultant was not yet available. Council President Olstad moved on to other agenda items.

11. Mayoral Declaration of Local Emergency

Mayor Gander read the declaration of local emergency due to flooding with the river reaching 28 feet. He reminded everyone things were under control, they were operating according to the plan for activation, and this step allowed for possible reimbursement of costs. He added the flood system was able to handle up to 60 feet, but the river was not going to get close to that level.

12. Consider adopting Resolution No. 23-04-31 extending the mayor declared local emergency for flooding of the Red River of the North and Red Lake River.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 23-04-31 EXTENDING THE MAYOR DECLARED LOCAL EMERGENCY FOR FLOODING OF THE RED RIVER OF THE NORTH AND RED LAKE RIVER.

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

Voting Nay: None.

CLAIMS:

13. 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 LARSON, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander stated he had a proclamation for Medical Laboratory Professionals Week, he had a son trained in medical lab science, and proper use of lab tests could be pivotal for good patient care allowing for early detection and be less evasive. He said lab technicians were pushed to the limit in scheduling, volume of work, and this happened during COVID so it was a perfect time to recognize medical laboratory professionals. He read the proclamation. He gave a reminder about the upcoming State of the City event on Thursday, the meal was starting at 11:30, the program was starting around noon, and would be done before 1pm.

Council Member Vetter wished Mr. Murphy luck with his future endeavors and thanked him for his service.

Council Member Pokrzywinski seconded those comments and thanked Mr. Murphy.

Council Vice-President Riopelle commented he thought Mr. Murphy would enjoy the area he was moving to and wished him good luck.

Council Member Helms thanked Mr. Murphy and wished him good luck. He commented he always was able to come in and speak with him and hoped the next administrator would be the same. He asked if they were serving the meal at the State of the City. Mayor Gander said no but if they could be nearby, that would be helpful.

Council Member Peterson thanked Mr. Murphy for his service and that he would be greatly missed.

Council Member Larson thanked Mr. Murphy for his service and to stay in touch.

Council President Olstad wished Mr. Murphy and his family good luck, best wishes, and how they now would be closer to his daughter.

Mr. Murphy said he really had enjoyed his time at the City, it had been a real pleasure working with the Council, he had enjoyed working with everyone, they were one of the best councils he had worked with, and he appreciated everything they had done for him.

Mr. Galstad thanked Mr. Murphy for his service.

Mr. Emery commented on how everything had already been said but wished Mr. Murphy and his family good luck.

10. Consider approving the process to move forward with the City Administrator position search by David Drown Associates.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE PROCESS TO MOVE FORWARD WITH THE CITY ADMINISTRATOR POSITION SEARCH BY DAVID DROWN ASSOCIATES.

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

Voting Nay: None.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO ADJOURN THE APRIL 18, 2023 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:24 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk

**UNAPPROVED MINUTES
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, APRIL 25, 2023 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for Tuesday, April 25, 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; Charlotte Helgeson, Library Director; Reid Huttunen, Parks and Recreation Superintendent; Megan Nelson, City Clerk; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

1. Discussion on Outdoor Rink Project – Reid Huttunen

Mr. Huttunen told the Council the Blue Line Club had met and discussed the outdoor rink project and the motion made included if the City would commit \$100,000 to the project, the club would fund the project to completion with a concrete base up to \$350,000. He stated the estimates did not include all the costs for the project and the project estimate was currently at \$268,000. Mr. Mike Kolstoe stated the group voted unanimously to move forward with the project with help from the City and it would be a great amenity for the youth of the community. Discussion followed about how the Club did not want to exceed the \$350,000 total for the project, they would be looking for in-kind donations, and would be soliciting donations for the project. Mr. Kolstoe said they were not flush but did have some cash available.

Council member Helms stated the Club had done a lot of good in the community, he asked how many rinks were needed on the south end of town, and he was concerned about the closure of the Stauss Park outdoor rink. He added not everyone wanted another rink. Mr. Judd Stauss reminded everyone this would be a rink, not an additional arena, based on the information most of the people using the rink at Stauss Park were already driving. Discussion followed about how the rink was being built because of the boards that were donated and how currently there were no practices that were planned on this rink.

Council member Peterson asked what the process was to prioritize projects and what they would do if another group came in asking for \$100,000. She added they might need to look at what was wanted versus what was needed. She asked how this would impact the proposed arena project. Mr. Huttunen said he did not have all the answers at this time, he had similar questions, how there were existing needs, they try to budget and plan for the future, but every year there seemed to be a public interest project which have

been developed quickly and were pushed forward based on public interest. He commented that most of the projects had gone through a similar process and this rink would fit with the proposed arena project because there was nothing currently proposed in the area where the rink would be located. Mr. Stauss said the proposed project included \$50,000 to \$60,000 for improvements inside the Blue Line Club Arena which was needed because the arena was used more often than expected.

Mayor Gander asked about the funding scenarios. Mr. Huttunen said it was mentioned that \$50,000 could come from the building maintenance fund, there was a 5 year plan for that funding, so the projects would need to be reviewed. Mayor Gander said he would like to see the plan. He added that he would like to see this project move forward because it was driven by a group so it would be used. Council President Olstad commented they could also just use Altru funds, how there used to be a rink at Folson Park, and he understood the concern about closing the rink at Stauss Park. Discussion followed how the City was trying to cut costs, how there would be ongoing maintenance, no additional staff would need to be hired if the rink at Stauss Park closed, and ongoing maintenance would be the same by closing a rink. Ms. Nicole Pape told the Council maintenance was discussed at the club meeting and they would be stepping up to help with maintenance of the rink. Council member Pokrzywinski asked about utility costs. Mr. Huttunen reviewed what was used at Stauss Park to flood the rink, there would be a difference flooding the concrete space compared to grass, and how they would not need an additional warming house attendant because there was already staff at the Blue Line Club Arena. Discussion followed about how maintenance could be determined after the first year and how parents and the Blue Line Club would help. More discussion followed about how the warming house area was used by people waiting to take a driver's test, donations were being raised by the Blue Line Club for this project, and the request was made to see the City's proposed funding sources.

This item will be brought forward to a future meeting.

2. Consider Filing Plans and Specifications and Set Bid Date for 2023 City Project No. 2 for LaFave Park Improvements – Steve Emery

Mr. Emery stated they had recently reviewed the project and he would be asking to file the plans and specifications and start advertising at the next council meeting. He said the bid date would be May 31st with bids being opened at 10am. Council member Helms asked when the project would start. Mr. Emery said it was going to be a two-year project, they would try to work around activities, and be completed next year.

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

3. Consider Request Use of Local Channel – Megan Nelson

Ms. Nelson informed the Council that Council member Helms had received a request asking if church services could be included on the local channel. She stated there currently was not a policy in place listing what was allowed and staff would need direction from the Council if it should remain the way it was with government and school or if it should be more of a community page. Discussion followed about how the City set the rules for the channel, how there could be many requests if the channel changed, and how most places currently were streaming services. Council Vice-President Riopelle suggested keeping the channel as it was with government and school. Council President Olstad asked staff to draft a policy for the Council to consider. More discussion followed about allowing government meetings, school board meetings, and school sanctioned activities.

This item will be brought back to a future work session.

OTHER:

Council member Helms stated a business owner had hit manhole on Garden Court and was badly injured. He asked if that could be taken care of. Mr. Emery stated that in some area's streets did rise so they now put in floating manholes, but they would take a look. Council member Vetter commented that this would have been addressed had the street project been approved in that area. Mayor Gander stated if it was a failed storm sewer there were separate funds for repair projects.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER HELMS, TO ADJOURN THE APRIL 25, 2023 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:55 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held on April 10, 2023, at 8:00 am in the City Council Chambers. The meeting was rescheduled from April 5, 2023, because of inclement weather. Proper notices were posted.

Present: Quirk, Grinde, Beauchamp, Riopelle

Absent: None

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

It was moved by Commissioner Beauchamp seconded by Commissioner Grinde to approve the minutes of the previous regular meeting held on March 15, 2023.

Voting Aye: Quirk, Grinde, Beauchamp, Riopelle

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,064,822.68.

Voting Aye: Quirk, Grinde, Beauchamp, Riopelle

Voting Nay: None

It was moved by Commissioner Beauchamp seconded by Commissioner Grinde to approve Essay #1 and Essay #2 as winners for the local MMUA Tom Bovitz Memorial Scholarship Contest with both receiving a \$500 scholarship. Essay #1 was chosen to advance on to the state MMUA Scholarship Contest for a chance to win an additional \$500 to \$2000 scholarship.

Voting Aye: Quirk, Grinde, Beauchamp, Riopelle

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to approve the quote from RESCO for the purchase of a single phase transformer in the amount of \$3,400 and to approve the quote from DSG for the purchase of a three phase transformer in the amount of \$35,350.

Voting Aye: Quirk, Grinde, Beauchamp, Riopelle

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to approve an adjustment of the water heater control credit for a customer as per our Policy for Adjustments to Utility Bills.

Voting Aye: Quirk, Grinde, Beauchamp, Riopelle

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to adjourn at 8:41 am to the next regular meeting on April 19, 2023, at 8:00 am to be held in the City Council Chambers.

Voting Aye: Quirk, Grinde, Beauchamp, Riopelle

Voting Nay: None

Lori Maloney
Commission Secretary

**Meeting Minutes of the
Parks & Recreation Commission
Wednesday, January 18, 2023 - 4:30 p.m.
City Hall Training Room**

CALL TO ORDER:

The City of East Grand Forks Parks & Recreation Commission meeting for Wednesday, January 18th, 2023, was called to order by Reid Huttunen at 4:30pm.

ROLL CALL:

Commission Members Present: Commissioners Bobby Lukasson, Mark McDonald, Nick Bowen, Marla Wolfe, Alderman Ben Pokrzywinski, and Alderman Tim Riopelle

Commission Members Absent:

Others Present: Parks & Recreation Superintendent Reid Huttunen, Recreation Specialist Katie Boespflug and Recreation Supervisor Mark Dragich.

OPEN FORUM: None.

ORGANIZATIONAL BUSINESS:

- **Welcome** – Huttunen welcomed Alderman Ben Pokrzywinski to the commission and thanked him for serving on the commission.
- **Officers** – Mark McDonald was nominated and accepted role of Commission Chair and Nick Bowen nominated and accepted role of Vice-Chair.

MEETING MINUTES: Meeting minutes from December 21, 2022, Parks & Recreation Commission meeting were reviewed for discussion, amendment, and approval. Riopelle motioned for approval of the minutes. Motion seconded by Wolfe. Motion carried.

OLD BUSINESS:

- **Recreation Facilities Improvement Project / Sales Tax Request** – for 20 years to raise an estimated 15 million dollars. Huttunen, along with Mayor Gander and Council President Mark Olstad, will be in St. Paul in a couple of weeks to meet with legislators to encourage to support the tax bill. If the tax bill is passed this term, it will allow local committees to promote and gain momentum prior to November 2024 public vote.
- **2022 Swimming Pool Report & 2023 Price Discussion** – we are budgeting a 10%-12% increase on all user prices for the 2023 summer season. All expenses are increasing anywhere up to 15% - chemicals, utilities, wages, etc. The goal is to keep the overall loss in range with prior years and to not price ourselves too high. Current prices are typically in-line with Grand Forks pools. As far as the office staff is aware, we did not receive any complaints with our fee structure last summer. Pool rental fees will increase to \$175 per hour in 2023. They were \$125 in 2022. The additional half-hour fee will remain at \$75. Discussion ensued on the number of punch cards sold last year and the value in them. The group was in favor of keeping the punch cards and changing terms to \$50 per 10 visits and the eleventh swim free. The pool remains a popular spot for residents and those in surrounding communities.
- **Activity Fees** – current activity fee structure was included in the packet. Huttunen explained the need for an increase in fees for non-city residents in the future. The amount of taxpayer

dollars subsidizing per participant fees is much larger than the current rate for out-of-city resident fees. The proposed fee increase for non-city residents is \$35 per activity. The commission was comfortable with the increase. Overall fees will increase \$10-\$25 per activity. Again, with the goal of covering rising expenses but still making activities affordable for our residents. Mark McDonald suggested looking for grants or business sponsors to help with the costs associated with the Playground program. Huttunen will look into these suggestions to see what might be available.

NEW BUSINESS:

- **Park & Rec Full Time Staff** – Brian Larson retired as our Arena Manager on January 6th. Brenden Jones was promoted to fill the Arena manager position. Luke Metcalf has been hired to fill the vacated VFW Arena Lead position. We have initial interviews for the open Park Maintenance position scheduled next week and hope to fill that. If all goes well that person should start mid to late February.
- **Outdoor Rinks** – with the unstable weather through December and being short on staff we do not have either Nash Park or Stauss Park outdoor rinks open this winter.

ADJOURNMENT: With no further business, Chairman McDonald asked for a motion to adjourn. Wolfe motioned at 5:43pm, seconded by Bowen. Motion Carried.

General Ledger

As of MARCH 31, 2023

Council Monthly Exp Budget Report

User: kanderson
 Printed: 04/28/23 11:01:17
 Period 01 - 03
 Fiscal Year 2023

Fund Description	2023 Budget	Amt Spent as of March 31	Remaining Balance	% left to spend
101 General				
41 General Government	\$ 1,546,919.21	\$ 336,484.02	\$ 1,210,435.19	78.25%
42 Public Safety	\$ 5,162,320.02	\$ 1,098,986.18	\$ 4,063,333.84	78.71%
43 Public Works	\$ 1,969,854.98	\$ 422,330.70	\$ 1,547,524.28	78.56%
45 Culture and Recreation	\$ 3,038,100.06	\$ 653,881.29	\$ 2,384,218.77	78.33%
46 Community Development	\$ 65,000.00	\$ -	\$ 65,000.00	100.00%
49 Unallocated	\$ 970,740.26	\$ 289,718.29	\$ 681,021.97	70.15%
Expense	\$ 12,752,934.53	\$ 2,801,400.48	\$ 9,951,534.05	78.00%
204 Community & Economic Growth				
46 Community Development	\$ 10,000.00	\$ -	\$ 10,000.00	100.00%
Expense	\$ 10,000.00	\$ -	\$ 10,000.00	100.00%
209 State Aid Street				
49 Unallocated	\$ 518,481.00	\$ -	\$ 518,481.00	100.00%
Expense	\$ 518,481.00	\$ -	\$ 518,481.00	100.00%
210 Transit				
49 Transit	\$ 813,602.30	\$ 8,490.49	\$ 805,111.81	98.96%
Expense	\$ 813,602.30	\$ 8,490.49	\$ 805,111.81	98.96%
214 Resurrection Cemetery				
49 Unallocated	\$ 82,051.54	\$ 14,136.89	\$ 67,914.65	82.77%
Expense	\$ 82,051.54	\$ 14,136.89	\$ 67,914.65	82.77%
215 Insect				
43 Public Works	\$ 50,071.00	\$ -	\$ 50,071.00	100.00%
Expense	\$ 50,071.00	\$ -	\$ 50,071.00	100.00%
217 Greenway Maint				
43 Public Works	\$ 10,000.00	\$ -	\$ 10,000.00	100.00%
Expense	\$ 10,000.00	\$ -	\$ 10,000.00	100.00%
280 Housing/Lot Sale				
47 Other L-T Debt	\$ 343,800.00	\$ 35,504.04	\$ 308,295.96	89.67%
49 Unallocated	\$ 65,000.00	\$ -	\$ 65,000.00	100.00%
Expense	\$ 408,800.00	\$ 35,504.04	\$ 373,295.96	91.32%
400 Grants				
42 Public Safety	\$ -	\$ 54,663.50	\$ (54,663.50)	0.00%
45 Culture and Recreation	\$ -	\$ 12,461.60	\$ (12,461.60)	0.00%
Expense	\$ -	\$ 67,125.10	\$ (67,125.10)	0.00%
414 City AJ Projects				
43 Public Works	\$ -	\$ 79,943.02	\$ (79,943.02)	0.00%
Expense	\$ -	\$ 79,943.02	\$ (79,943.02)	0.00%
415 City Capital Projects				
43 Public Works	\$ -	\$ 14,406.50	\$ (14,406.50)	0.00%
45 Culture and Recreation	\$ -	\$ 71,750.00	\$ (71,750.00)	0.00%
Expense	\$ -	\$ 86,156.50	\$ (86,156.50)	0.00%

419 CP's 23rd St NW Construction					
43 Public Works	\$ 87,187.06	\$ 43,539.53	\$ 43,647.53	50.06%	
47 Other L-T Debt	\$ 113,000.00	\$ -	\$ 113,000.00	100.00%	
Expense	\$ 200,187.06	\$ 43,539.53	\$ 156,647.53	78.25%	
425 Building Improvements					
41 General Government	\$ 65,775.00	\$ -	\$ 65,775.00	100.00%	
43 Public Works	\$ 64,000.00	\$ -	\$ 64,000.00	100.00%	
45 Culture and Recreation	\$ 210,000.00	\$ -	\$ 210,000.00	100.00%	
Expense	\$ 339,775.00	\$ -	\$ 339,775.00	100.00%	
434 Dwntwn CDBG Close 493/496					
43 Public Works	\$ -	\$ 2,197.50	\$ (2,197.50)	0.00%	
Expense	\$ -	\$ 2,197.50	\$ (2,197.50)	0.00%	
533 12-01-04 Improvement Bond					
47 2004 Improvement Bond	\$ -	\$ 184,575.00	\$ (184,575.00)	0.00%	
Expense	\$ -	\$ 184,575.00	\$ (184,575.00)	0.00%	
534 03-01-06 Improvement Bond					
47 2006 Improvement Bond	\$ -	\$ 43,687.50	\$ (43,687.50)	0.00%	
Expense	\$ -	\$ 43,687.50	\$ (43,687.50)	0.00%	
535 12-1-07 Improvement Bond					
47 2007 Improvement Bond	\$ -	\$ 201,052.50	\$ (201,052.50)	0.00%	
Expense	\$ -	\$ 201,052.50	\$ (201,052.50)	0.00%	
537 2012 Imp Bond					
47 Other L-T Debt	\$ -	\$ 35,293.75	\$ (35,293.75)	0.00%	
Expense	\$ -	\$ 35,293.75	\$ (35,293.75)	0.00%	
538 2015 Improvement Bond					
47 Dept	\$ -	\$ 150,550.00	\$ (150,550.00)	0.00%	
Expense	\$ -	\$ 150,550.00	\$ (150,550.00)	0.00%	
539 2017 Improvement Bond					
47 2017 Improvement Bond	\$ -	\$ 355,940.00	\$ (355,940.00)	0.00%	
Expense	\$ -	\$ 355,940.00	\$ (355,940.00)	0.00%	
601 Electric					
16 Construction Projects	\$ -	\$ 13,353.04	\$ (13,353.04)	0.00%	
49 Electric Utilities	\$ 16,301,601.71	\$ 3,423,826.88	\$ 12,877,774.83	79.00%	
Expense	\$ 16,301,601.71	\$ 3,437,179.92	\$ 12,864,421.79	78.92%	
602 Water					
16 Construction Projects	\$ -	\$ 23,324.90	\$ (23,324.90)	0.00%	
49 Water Utilities	\$ 2,977,213.75	\$ 309,742.47	\$ 2,667,471.28	89.60%	
Expense	\$ 2,977,213.75	\$ 333,067.37	\$ 2,644,146.38	88.81%	
603 Refuse					
49 Unallocated	\$ 1,125,400.12	\$ 163,199.73	\$ 962,200.39	85.50%	
Expense	\$ 1,125,400.12	\$ 163,199.73	\$ 962,200.39	85.50%	
605 Sewage					
49 Unallocated	\$ 2,177,190.48	\$ 228,961.67	\$ 1,948,228.81	89.48%	
Expense	\$ 2,177,190.48	\$ 228,961.67	\$ 1,948,228.81	89.48%	
609 Storm Water					
43 Public Works	\$ 1,030,409.67	\$ 88,603.58	\$ 941,806.09	91.40%	
Expense	\$ 1,030,409.67	\$ 88,603.58	\$ 941,806.09	91.40%	
620 EDA General					
49 Unallocated	\$ 229,306.22	\$ 43,986.89	\$ 185,319.33	80.82%	
Expense	\$ 229,306.22	\$ 43,986.89	\$ 185,319.33	80.82%	
627 MN DEED MIF					
47 Dept	\$ -	\$ 2,365.32	\$ (2,365.32)	0.00%	

	Expense	\$	-	\$	2,365.32	\$	(2,365.32)	0.00%
630	Sunshine Terrace							
46	Community Development	\$	569,216.79	\$	118,190.62	\$	451,026.17	79.24%
	Expense	\$	569,216.79	\$	118,190.62	\$	451,026.17	79.24%
681	DeMers Professional Building							
46	Community Development	\$	-	\$	-	\$	-	0.00%
	Expense	\$	-	\$	-	\$	-	0.00%
682	Infill Building							
46	Community Development	\$	90,273.96	\$	11,571.59	\$	78,702.37	87.18%
	Expense	\$	90,273.96	\$	11,571.59	\$	78,702.37	87.18%
703	Central Equipment							
47	Other L-T Debt	\$	-	\$	800.00	\$	(800.00)	0.00%
	Expense	\$	-	\$	800.00	\$	(800.00)	0.00%
705	Benefit Accrual							
49	Unallocated	\$	-	\$	29,939.00	\$	(29,939.00)	0.00%
	Expense	\$	-	\$	29,939.00	\$	(29,939.00)	0.00%
849	Perpetual Care Cemetery							
49	Unallocated	\$	20,000.00	\$	-	\$	20,000.00	100.00%
	Expense	\$	20,000.00	\$	-	\$	20,000.00	100.00%

General Ledger As of MARCH 31, 2023

Council Monthly Rev Budgt Report

User: kanderson
 Printed: 04/28/23 11:00:16
 Period 01 - 03
 Fiscal Year 2023

Fund Description	2023 Budget	Amt collected as of March 31	Remaining Balance	% left to collect
101 General				
31 Taxes	\$ 8,150,768.41	\$ 669,964.65	\$ 7,480,803.76	91.78%
32 Licenses & Permits	\$ 105,775.00	\$ 9,886.91	\$ 95,888.09	90.65%
33 Intergovernmental	\$ 2,613,304.00	\$ 18,789.50	\$ 2,594,514.50	99.28%
34 Charges for Services	\$ 1,376,805.00	\$ 359,245.00	\$ 1,017,560.00	73.91%
35 Fines & Forfeitures	\$ 118,000.00	\$ 18,473.34	\$ 99,526.66	84.34%
36 Special Assessment/Misc Rev	\$ 36,400.00	\$ 98,961.84	\$ (62,561.84)	-171.87%
39 Other Financing Sources Revenue	\$ 224,873.50 \$ 12,625,925.91	\$ - \$ 1,175,321.24	\$ 224,873.50 \$ 11,450,604.67	100.00% 90.69%
209 State Aid Street				
33 Intergovernmental Revenue	\$ 190,000.00 \$ 190,000.00	\$ 91,902.18 \$ 91,902.18	\$ 98,097.82 \$ 98,097.82	51.63% 51.63%
210 Transit				
33 Intergovernmental	\$ 708,315.00	\$ 99,003.75	\$ 609,311.25	86.02%
36 Special Assessment/Misc Rev	\$ -	\$ 511.50	\$ (511.50)	0.00%
39 Other Financing Sources Revenue	\$ 105,287.30 \$ 813,602.30	\$ - \$ 99,515.25	\$ 105,287.30 \$ 714,087.05	100.00% 87.77%
214 Resurrection Cemetery				
34 Charges for Services	\$ 40,500.00	\$ 7,320.00	\$ 33,180.00	81.93%
39 Other Financing Sources Revenue	\$ 41,551.54 \$ 82,051.54	\$ - \$ 7,320.00	\$ 41,551.54 \$ 74,731.54	100.00% 91.08%
215 Insect				
34 Charges for Services Revenue	\$ 47,800.00 \$ 47,800.00	\$ 11,894.33 \$ 11,894.33	\$ 35,905.67 \$ 35,905.67	75.12% 75.12%
217 Greenway Maint				
34 Charges for Services Revenue	\$ 99,000.00 \$ 99,000.00	\$ 24,977.96 \$ 24,977.96	\$ 74,022.04 \$ 74,022.04	74.77% 74.77%
280 Housing/Lot Sale				
36 Special Assessment/Misc Rev Revenue	\$ 52,000.00 \$ 52,000.00	\$ 32,768.00 \$ 32,768.00	\$ 19,232.00 \$ 19,232.00	36.98% 36.98%
400 Grants				
36 Donations Revenue	\$ - \$ -	\$ 3,800.00 \$ 3,800.00	\$ (3,800.00) \$ (3,800.00)	0.00% 0.00%
401 Infrastructure Projects				
36 Special Assessment/Misc Rev Revenue	\$ - \$ -	\$ 421.90 \$ 421.90	\$ (421.90) \$ (421.90)	0.00% 0.00%
414 City AJ Projects				
33 Intergovernmental Revenue	\$ - \$ -	\$ 1,252.06 \$ 1,252.06	\$ (1,252.06) \$ (1,252.06)	0.00% 0.00%
415 City Capital Projects				
33 Intergovernmental	\$ -	\$ -	\$ -	0.00%

	Revenue	\$	-	\$	-	\$	-	0.00%
419	CP's 23rd St NW Construction							
39	Other Financing Sources	\$	200,187.06	\$	-	\$	200,187.06	100.00%
	Revenue	\$	200,187.06	\$	-	\$	200,187.06	100.00%
425	Building Improvements							
39	Other Financing Sources	\$	350,000.00	\$	350,000.00	\$	-	0.00%
	Revenue	\$	350,000.00	\$	350,000.00	\$	-	0.00%
531	12-01-01 Improvement Bond							
36	Special Assessment/Misc Rev	\$	-	\$	5,700.42	\$	(5,700.42)	0.00%
	Revenue	\$	-	\$	5,700.42	\$	(5,700.42)	0.00%
532	12-01-03 Improvement Bond							
36	Special Assessment/Misc Rev	\$	-	\$	1,459.51	\$	(1,459.51)	0.00%
	Revenue	\$	-	\$	1,459.51	\$	(1,459.51)	0.00%
533	12-01-04 Improvement Bond							
36	Special Assessment/Misc Rev	\$	-	\$	3,096.80	\$	(3,096.80)	0.00%
	Revenue	\$	-	\$	3,096.80	\$	(3,096.80)	0.00%
535	12-1-07 Improvement Bond							
36	2007 Bond Assessment	\$	-	\$	5.42	\$	(5.42)	0.00%
	Revenue	\$	-	\$	5.42	\$	(5.42)	0.00%
537	2012 Imp Bond							
36	2012 Bond assessments	\$	-	\$	3.79	\$	(3.79)	0.00%
	Revenue	\$	-	\$	3.79	\$	(3.79)	0.00%
538	2015 Improvement Bond							
36	2015 Bond assessments	\$	-	\$	724.54	\$	(724.54)	0.00%
	Revenue	\$	-	\$	724.54	\$	(724.54)	0.00%
539	2017 Improvement Bond							
36	2017 Bond assessments	\$	-	\$	2,332.69	\$	(2,332.69)	0.00%
	Revenue	\$	-	\$	2,332.69	\$	(2,332.69)	0.00%
601	Electric							
37	Utility Sales	\$	16,097,175.88	\$	4,310,310.49	\$	11,786,865.39	73.22%
	Revenue	\$	16,097,175.88	\$	4,310,310.49	\$	11,786,865.39	73.22%
602	Water							
37	Utility Sales	\$	2,706,334.26	\$	568,225.89	\$	2,138,108.37	79.00%
	Revenue	\$	2,706,334.26	\$	568,225.89	\$	2,138,108.37	79.00%
603	Refuse							
34	Charges for Services	\$	1,042,000.00	\$	264,576.63	\$	777,423.37	74.61%
	Revenue	\$	1,042,000.00	\$	264,576.63	\$	777,423.37	74.61%
605	Sewage							
36	Special Assessment/Misc Rev	\$	-	\$	31,000.00	\$	(31,000.00)	0.00%
37	Utility Sales	\$	2,001,622.00	\$	477,465.35	\$	1,524,156.65	76.15%
	Revenue	\$	2,001,622.00	\$	508,465.35	\$	1,493,156.65	74.60%
609	Storm Water							
33	Intergovernmental	\$	-	\$	81,962.48	\$	(81,962.48)	0.00%
34	Charges for Services	\$	710,000.00	\$	177,199.33	\$	532,800.67	75.04%
	Revenue	\$	710,000.00	\$	259,161.81	\$	450,838.19	63.50%
620	EDA General							
39	Other Financing Sources	\$	229,306.22	\$	-	\$	229,306.22	100.00%
	Revenue	\$	229,306.22	\$	-	\$	229,306.22	100.00%
623	EDA TIF 1-2 E of BN Tri							
36	Special Assessment/Misc Rev	\$	-	\$	75.70	\$	(75.70)	0.00%
	Revenue	\$	-	\$	75.70	\$	(75.70)	0.00%
625	EDA IRP Loan Subfund							

36	Interest Earnings	\$	-	\$	487.31	\$	(487.31)	0.00%
	Revenue	\$	-	\$	487.31	\$	(487.31)	0.00%
626	MIF (DRLF-97-0003-V-FY98)							
36	Special Assessment/Misc Rev	\$	-	\$	6,076.24	\$	(6,076.24)	0.00%
	Revenue	\$	-	\$	6,076.24	\$	(6,076.24)	0.00%
627	MN DEED MIF							
36	Special Ass/Misc	\$	-	\$	278.94	\$	(278.94)	0.00%
	Revenue	\$	-	\$	278.94	\$	(278.94)	0.00%
630	Sunshine Terrace							
34	Charges for Services	\$	526,572.00	\$	122,239.00	\$	404,333.00	76.79%
36	Special Assessment/Misc Rev	\$	7,000.00	\$	3,009.34	\$	3,990.66	57.01%
	Revenue	\$	533,572.00	\$	125,248.34	\$	408,323.66	76.53%
682	Infill Building							
36	Special Assessment/Misc Rev	\$	77,490.00	\$	19,586.25	\$	57,903.75	74.72%
	Revenue	\$	77,490.00	\$	19,586.25	\$	57,903.75	74.72%
849	Perpetual Care Cemetery							
34	Charges for Services	\$	15,000.00	\$	-	\$	15,000.00	100.00%
	Revenue	\$	15,000.00	\$	-	\$	15,000.00	100.00%

General Ledger
Council Monthly Cash Report



City of East Grand Forks

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

User: kanderson
Printed: 04/28/23 11:37:21
Period 01 - 03
Fiscal Year 2023

Fund	Description	Beg Bal	Debits	Credits	End Bal
101	General	6,527,773.35	5,407,442.91	7,502,254.02	4,432,962.24
201	COVID	795,139.90	0.00	90,700.00	704,439.90
204	Community & Economic Growth	65,595.81	0.00	0.00	65,595.81
209	State Aid Street	302,799.79	91,902.18	0.00	394,701.97
210	Transit	-120,000.00	99,003.75	279,110.83	-300,107.08
212	Sales Tax Pool	399,743.93	0.00	0.00	399,743.93
214	Resurrection Cemetery	0.00	7,320.00	15,461.45	-8,141.45
215	Insect	257,833.99	11,791.82	0.00	269,625.81
217	Greenway Maint	4,848.73	24,367.21	0.00	29,215.94
222	Police/Forfeiture Fund	23,231.78	0.00	0.00	23,231.78
280	Housing/Lot Sale	48,518.79	29,293.87	54,313.48	23,499.18
N400	Grants	235,108.46	3,800.00	7,279.71	231,628.75
401	Infrastructure Projects	855,360.92	421.90	0.00	855,782.82
414	City AJ Projects	467,153.46	1,252.06	88,131.95	380,273.57
415	City Capital Projects	-259,479.11	0.00	103,919.21	-363,398.32
419	CP's 23rd St NW Construction	171,691.18	0.00	43,539.53	128,151.65
425	Building Improvements	64,101.40	350,000.00	14,749.28	399,352.12
434	Dwntwn CDBG Close 493496	16,407.41	795.00	4,147.50	13,054.91
527	04-01-04 Refunding '95 Bond	235,420.29	0.00	0.00	235,420.29
531	12-01-01 Improvement Bond	480,683.00	5,700.42	0.00	486,383.42
532	12-01-03 Improvement Bond	355,255.78	1,459.51	0.00	356,715.29
533	12-01-04 Improvement Bond	155,615.34	3,096.80	184,575.00	-25,862.86
534	03-01-06 Improvement Bond	172,749.87	0.00	43,687.50	129,062.37
535	12-1-07 Improvement Bond	898,008.15	5.42	201,052.50	696,961.07
537	2012 Imp Bond	287,897.27	3.79	35,293.75	252,607.31
538	2015 Improvement Bond	105,275.60	35,924.54	150,550.00	-9,349.86
539	2017 Improvement Bond	179,642.00	2,332.69	355,440.00	-173,465.31
601	Electric	17,384,282.77	8,542,989.76	8,704,377.28	17,222,895.25
602	Water	987,752.04	791,799.14	742,206.63	1,037,344.55
603	Refuse	324,726.32	305,271.75	287,506.26	342,491.81
605	Sewage	2,038,964.31	512,323.40	274,665.06	2,276,622.65
609	Storm Water	873,841.91	369,617.93	220,618.76	1,022,841.08
620	EDA General	0.00	834.56	53,178.86	-52,344.30
623	EDA TIF 1-2 E of BN Tri	340,407.72	7,374.33	0.00	347,782.05
625	EDA IRP Loan Subfund	266,923.37	13,845.32	0.00	280,768.69
626	MIF (DRLF-97-0003-V-FY98)	1,551,115.17	52,843.27	149,900.00	1,454,058.44
627	MN DEED MIF	16,294.22	3,942.18	2,365.32	17,871.08

Fund	Description	Beg Bal	Debits	Credits	End Bal
630	Sunshine Terrace	1,381,999.50	125,288.34	119,909.76	1,387,378.08
633	Downpayment Assistance	218,028.89	0.00	0.00	218,028.89
635	Town Square	164,575.71	0.00	0.00	164,575.71
681	DeMers Professional Building	73,034.68	0.00	0.00	73,034.68
682	Infill Building	437,761.31	19,586.25	11,438.63	445,908.93
703	Central Equipment	431,069.43	0.00	40,800.00	390,269.43
705	Benefit Accrual	154,020.74	0.00	29,939.00	124,081.74
849	Perpetual Care Cemetery	257,335.31	0.00	0.00	257,335.31
851	Campbell-Olson	74,440.70	0.00	0.00	74,440.70
852	Employee Flex Benefits	11,684.13	0.00	0.00	11,684.13

Request for Council Action

Date: 4/28/2023

To: East Grand Forks City Council 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.

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Request to Hire Alec Hesse for the Position of Police Officer

Background: The East Grand Forks Police Department has conducted a hiring process and are requesting the approval to hire Alec Hesse for the position of Police Officer. The Department is currently three officers short, and Mr. Hesse will fill one of those positions. Mr. Hesse has completed all phases of the Background process however we are still waiting for the results of one of his pre-employment tests. I anticipate no issues with that test, and we should have the results prior to the Council meeting on Tuesday May 2, 2023. His start date is still being determined but will be in mid-May.

Recommendation: That the East Grand Forks City Council authorize the hiring of Alec Hesse as a Police Officer at Grade 15 Step 1 of the 2023 Wage Scale at a date to be determined.

Enclosures: Resolution

RESOLUTION NO. 23 – 05 - 32

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

WHEREAS, the City of East Grand Forks has an opening for position of “Police Officer”, and

WHEREAS, a hiring process was completed with candidates being reviewed by the Civil Service Commission and interviewed by City Staff, and

WHEREAS, City Staff has recommended the hiring of Alec Hesse as Police Officer, and

WHEREAS, Mr. Hesse would be placed on the current Grade 15 Step 1 which is \$27.90 per hour; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

1. Approve the hiring of Alec Hesse as a Police Officer at a salary of \$27.90 per hour.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: May 2, 2023

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 2nd day of May, 2023.

Mayor



Minnesota Department of Public Safety
Alcohol & Gambling Enforcement Division
445 Minnesota Street, 1600
St Paul, Minnesota 55101
651-201-7507

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approve or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code: ONSS License Period Ending: 6/30/2023 Iden: 7862
Issuing Authority: East Grand Forks
Licensee Name: East River's Edge Corp.
Trade Name: Blue Moose Bar & Grill
Address: 507 Second St NW
East Grand Forks, MN 56721
Business Phone: 2187736516
License Fees: Off Sale: \$0.00 On Sale: \$3,800.00 Sunday: \$200.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

- 1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
- 2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
- 3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
- 4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
- 5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
- 6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period. Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$310,000 surety bond may be submitted in lieu of liquor liability.(3.2 liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature _____ Date 4-14-23
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/Auditor Signature _____ Date
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.



Minnesota Department of Public Safety
Alcohol & Gambling Enforcement Division
445 Minnesota Street, 1600
St Paul, Minnesota 55101
651-201-7507

RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES

No license will be approved or released until the \$20 Retailer ID Card fee is received by Alcohol and Gambling Enforcement

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code: 3.2OFSL License Period Ending: 6/30/2023 Iden: 72051
Issuing Authority: East Grand Forks
Licensee Name: Orton Motor, Inc
Trade Name: Orton's Point Cenex
Address: 504 Rhinehart Dr SE
East Grand Forks, MN 56484
Business Phone: 218-547-1719
License Fees: Off Sale: \$137.50 On Sale: \$0.00 Sunday: \$0.00

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

- 1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
- 2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
- 3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
- 4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
- 5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
- 6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period. Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$310,000 surety bond may be submitted in lieu of liquor liability.(3.2 liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

Licensee Signature  4/19/23
(Signature certifies all above information to be correct and license has been approved by city/county.)

City Clerk/Auditor Signature _____ Date _____
(Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

County Attorney Signature _____ Date _____
County Board issued licenses only(Signature certifies licensee is eligible for license).

Police/Sheriff Signature _____ Date _____
Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.

Request for Council Action

Date: April 21, 2023

To: East Grand Forks City Council Mayor Steve Gander, Council President Mark Olstad, Council Vice-President Tim Riopelle, Council Members Clarence Vetter, Dale Helms, Brian Larson, Ben Pokrzywinski and Karen Peterson

Cc: File

From: Steve Emery, P.E.

RE: File Plans & Specifications – 2023 City Project No. 2 – LaFave Park Improvements

Background:

We are requesting to file Plans and Specifications and looking for authorization to proceed with Advertising for Bids and setting a Bid Date for the LaFave Park Project

Project Funding

DNR Funding

Recommendation:

Authorize Widseth to proceed with Advertising of the project.
Set Bid Date for 10:00 A.M. on May 31, 2023

Enclosures:

Resolution

RESOLUTION NO. 23 – 05 - 33

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR THE 2023 CITY PROJECT NO. 2 – LAFAVE PARK
IMPROVEMENTS**

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

WHEREAS, the City Council has directed the City Engineers to prepare plans and specifications for the improvement of 2023 City Project No. 2 – LaFave Park Improvements; and

WHEREAS, the plans and specifications have been included for the Council to approve and file; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Engineer shall prepare and cause to be inserted in the official paper and in the *Quest CND* an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published 21 days, shall specify the work to be done, shall state that bids will be received by the Administration Office until 10am on May 31, 2023, at which time they will be publicly opened in the council chambers of the city hall by the city engineer, will then be tabulated, and will be considered by the Council at 5:00pm on June 6, 2023 in the Council Chambers at City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the Administration Office and accompanied by a cash deposit, cashier’s check, bid bond or certified check payable to the City of East Grand Forks for five percent (5%) of the amount of such bid.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: May 2, 2023

Attest:

City Administrator

President of Council

I hereby approve the foregoing resolution this 2nd day of May, 2023.

Mayor

Request for Council Action

Date: May 2, 2023

To: East Grand Forks City Council 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.

Cc: File

From: Reid Huttunen, Parks & Recreation

RE: Outdoor Rink donation project estimates and discussion

Updated for May 2nd City Council Meeting

City Staff met on the current projects planned for the Building Maintenance Fund in 2023. There have been some changes/updates to this plan since early March when this outdoor rink discussion began. The projects and their budgeted amounts are listed in the packet attachment.

- With all projects listed in the Building Maint. Fund, including \$44,764 for Blue Line Arena improvements related to this project, the account ends with a balance of \$531.
- A few items listed in this fund require more discussion and input from City Council and/or Dept. Heads on how they will be spent. They are:
 - **\$120,000 for Senior Center rooftop units.** This item was budgeted at \$95,000 at the start of the year, and the total project cost has continued to rise. The current estimate was received this week at \$120,000. I plan to have this item at an upcoming work session for more discussion.
 - **\$20,000 for Citywide Roof Repairs.** This item originated from the 2021 Roof Spec Inc roof repairs, to misc. repairs to buildings city wide. It is unknown at this time how much of it will be spent by each department. This question has been asked, and is awaiting response from all departments. As of Friday, April 28th, I have heard from Fire and Community Development that they have no plans for roof repairs this year.
 - **Altru Fund Balance:** Current balance of this account is at \$141,547.
- **FUNDING PROPOSAL:** With the above listed balances, and if we confirm that the other Depts don't have plans to spend the \$20,000 budgeted for Roof Repairs, I would suggest the following:
 - **\$44,764** from Building Maintenance Fund (This covers the proposed work inside the Blue Line Arena)
 - **\$55,236** from the Altru Fund. This would reduce the total Altru fund to a current ending balance of \$86,311. Three years remain in our current program partnership.

Stauss Park Warming House and Outdoor rink plans:

- If the City Council chooses to move forward with the plan to close Stauss Park as an outdoor rink location, the Warming House area, which is a waiting room set up inside the Parks & Recreation shop building, would remain in place as is. This room also serves as the waiting area and restrooms for the Drivers Testing site each Wednesday.
- The Parks & Recreation Commission met on Wednesday, April 26th and at the meeting held a brainstorming session on how to use the outdoor space. A few ideas were presented and came forward from commissioners. As a next step, the Parks & Recreation Department would like to offer an online community survey for feedback and input. Any input from the Survey could be used to consider and prioritize future funding that could be committed to improvements at Stauss Park. Ideas shared and discussed were the following:
 - o Archery Park
 - o Dog Park
 - o Mountain Biking Pump Track.

UPDATE: April 25th Work Session.

The Blue Line Club held a meeting on Wednesday, April 19th and discussed the proposed outdoor rink project. Their board is very excited about the project, and prefers to see the full concrete floor system be the project selected.

Their BLC board approved the following motion:

- *If the City is willing to commit \$100,000 to the project, the BLC will provide the funding to complete the project as estimated for the full concrete floor project scope, not to exceed a total project cost of \$350,000.*

Recommendation:

Recommend approval of the project going forward, with the City funding \$100,000 of the total project cost. City funds could be split with up to \$50,000 coming from Building Maintenance funds; to be used for the improvements in the Blue Line Arena, and the remaining \$50,000 coming from our Altru Partnership fund.

Background: (From April 11th Work Session)

Updates on proposed outdoor ice rink near the Blue Line Arena.

- The Blue Line Club has committed to accepting the donated Dasher Board system from the University of Denver. Estimated value of the boards is \$50,000. They are due to deliver to East Grand Forks April 14th.
- Widseth has put together a preliminary site plan for the project, and preliminary estimates have been gathered.
- Project pricing has been requested with two options:
 - 1) A Dasher board foundation ring with grass inside the rink boards

OR

2) Concrete on the entire ice rink playing surface

- Price Estimates for each project options are included:
 - Project scope will include the outdoor rink area, excavation, concrete, board install and alterations, and renovation in the Blue Line Arena to create a skate tie area.

- TOTAL PRICE ESTIMATE:
 - o Option 1: Foundation Ring with Grass interior: \$175,300.00
 - o Option 2: Concrete Floor system: \$267,800.00

- Items not included in the above estimates are:
 - o Rink Lighting
 - o Sanitary sewer manhole cover solution
 - o Gutter System added to east exterior of Blue Line Arena

- Ongoing Operation and Ice Maintenance budget estimates:
 - o \$9,000 is the Avg Utility cost at our Stauss & Nash Park Warming houses
 - o Utility cost will likely be equal to or higher on this rink, as I anticipate it needing to be flooded almost daily rather than weekly.
 - o Warming House Staff
 - I would not staff an additional attendant at this rink. The skate tie area in the Blue Line Arena would be open for use when the Blue Line is open.
 - o Snow Removal/Ice Rink Maintenance
 - Plan for 6-8 hours for each snow event. To blow and broom snow from the ice rink. Staff and equipment costs would come out of the Parks Maintenance budget.
 - Staff time and ability to maintain this and our Nash Park & Stauss Park outdoor rinks with our current staffing levels and snow removal responsibility remains my biggest concern.
 - If outdoor rinks are to continue to be a priority for our department, we need to evaluate further what sidewalks, trails, and parking lots are the responsibility of Parks staff.

Enclosure:

Proposed Site Plan for outdoor rink – provided by Widseth

Proposed Project Estimate

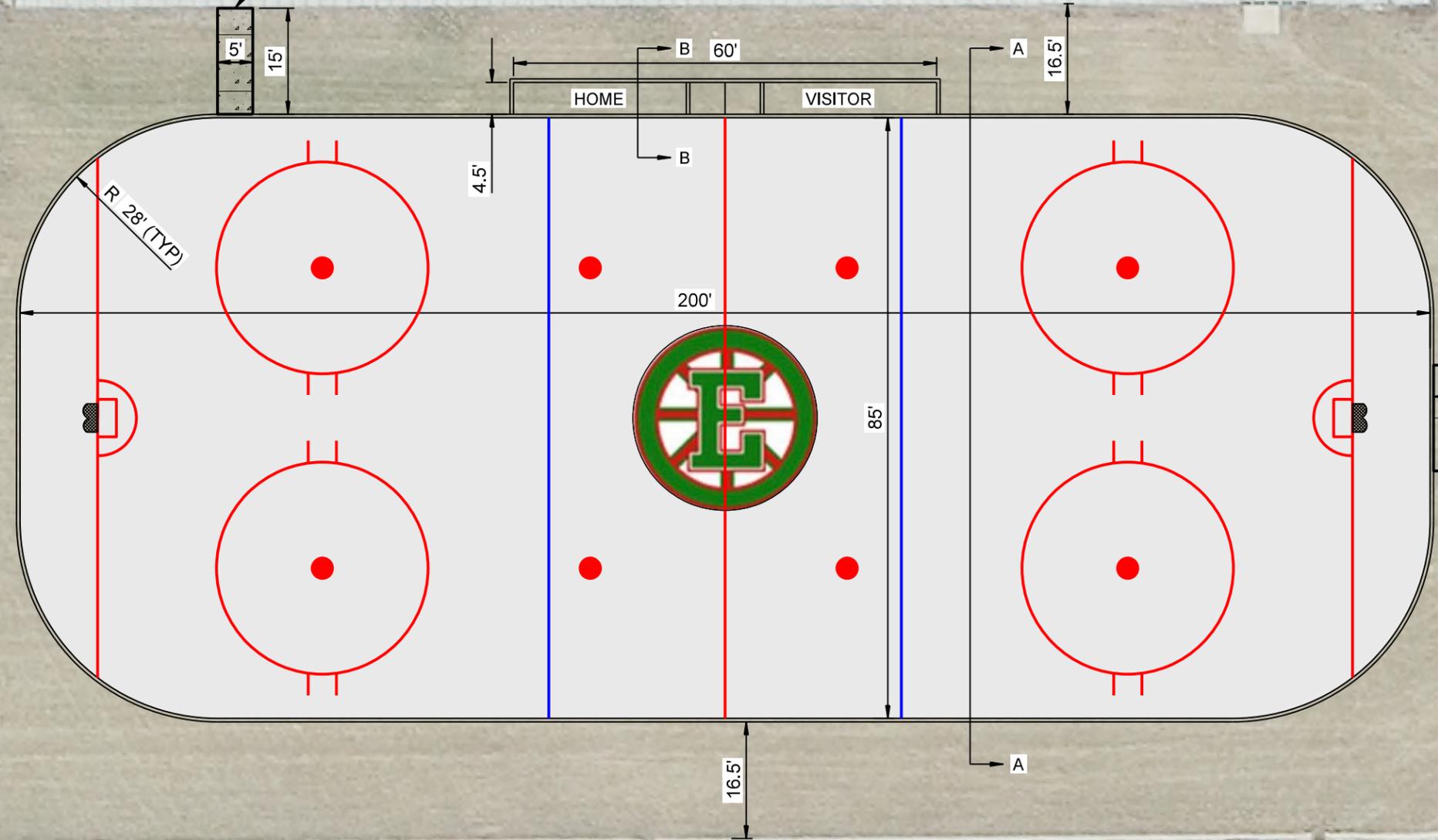
Building Maintenance Fund Plan



0 10 20
Scale in Feet

BLUE LINE ARENA

4" CONCRETED SIDEWALK



6" CONCRETE DRIVEWAY



MODEL: Detail
PATH: J:\Blue Line Club Areas\31502023-10326CAD\CAD\2023-10326_Drawing_Plan.dwg
3/28/2023

BY: _____
DATE: _____
LIC. NO.: _____

DATE	SCALE	DATE	REV#	REVISION DESCRIPTION
03/28/2023	AS SHOWN		1	
			2	
			3	
			4	

EAST GRAND FORKS BLUE LINE CLUB
OUTDOOR RINK FACILITY
EAST GRAND FORKS, MINNESOTA
SITE LAYOUT

SHEET NO. **C1.0**
SHEET OF

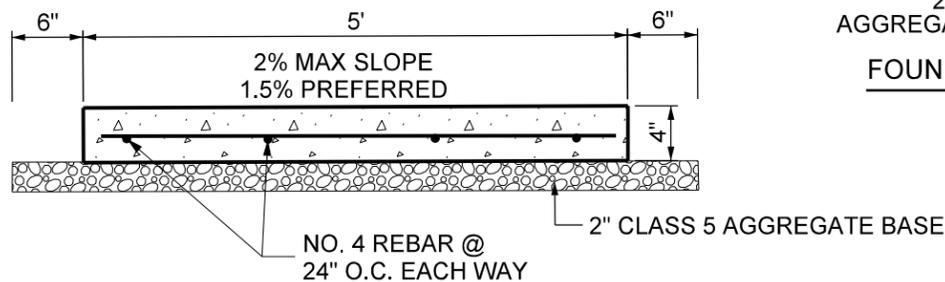
GENERAL NOTES:

1. CONCRETE SHALL MEET FOLLOWING PROPERTIES

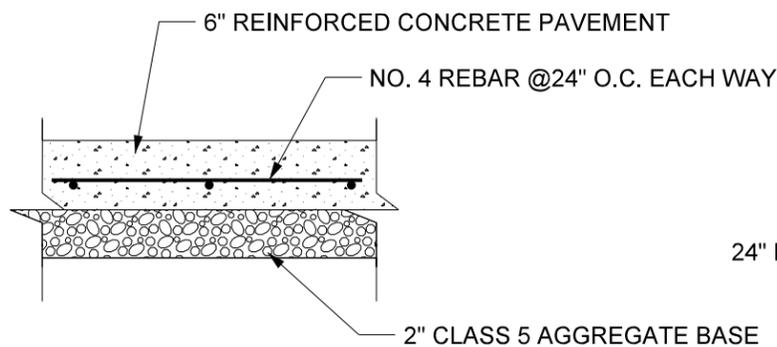
- * 4500 PSI COMPRESSIVE STRENGTH
- * AIR CONTENT (6.5 ± 1.5%)
- * SLUMP RANGE (2"-5")
- * MAX W/C RATIO 0.45
- * MAX FLY ASH = 25%

2. REINFORCEMENT STEEL

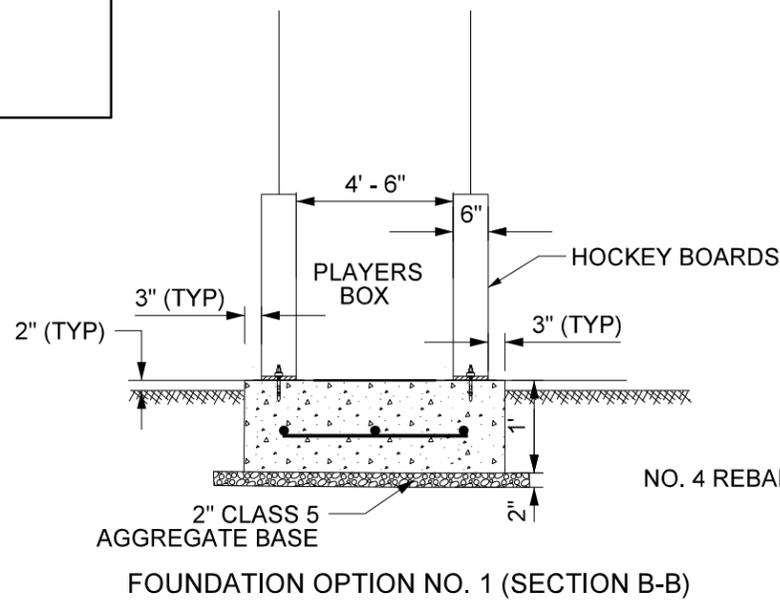
- * DEFORMED BARS (UNCOATED)
- * Fy=60 KSI



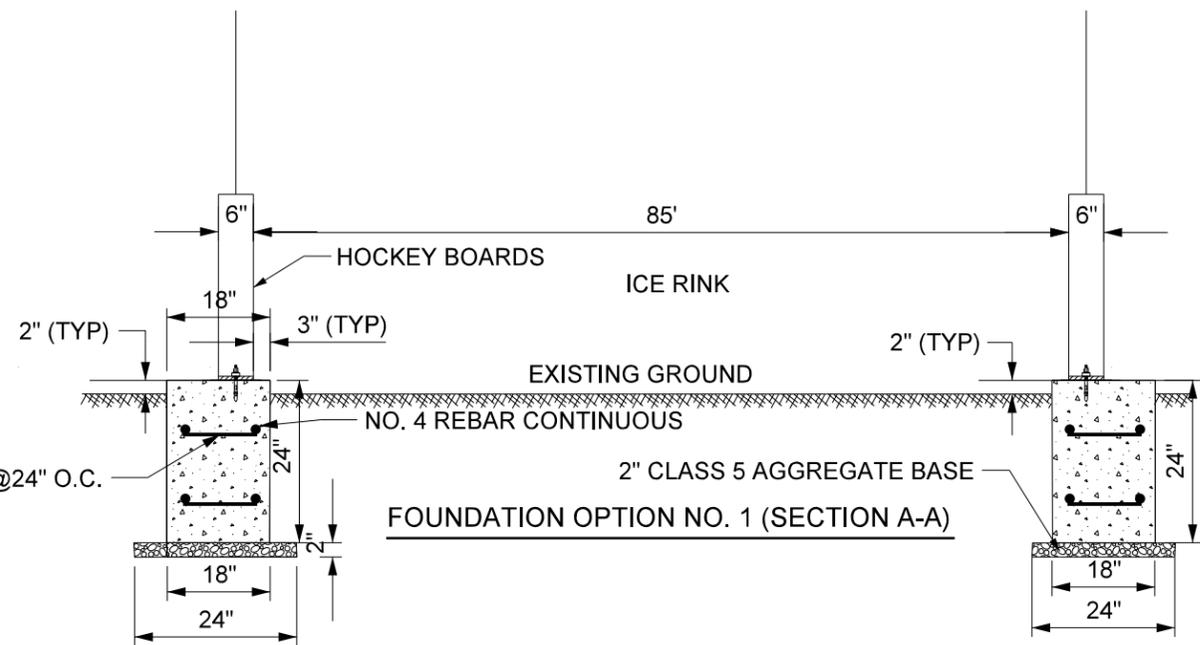
SIDEWALK DETAIL
no scale



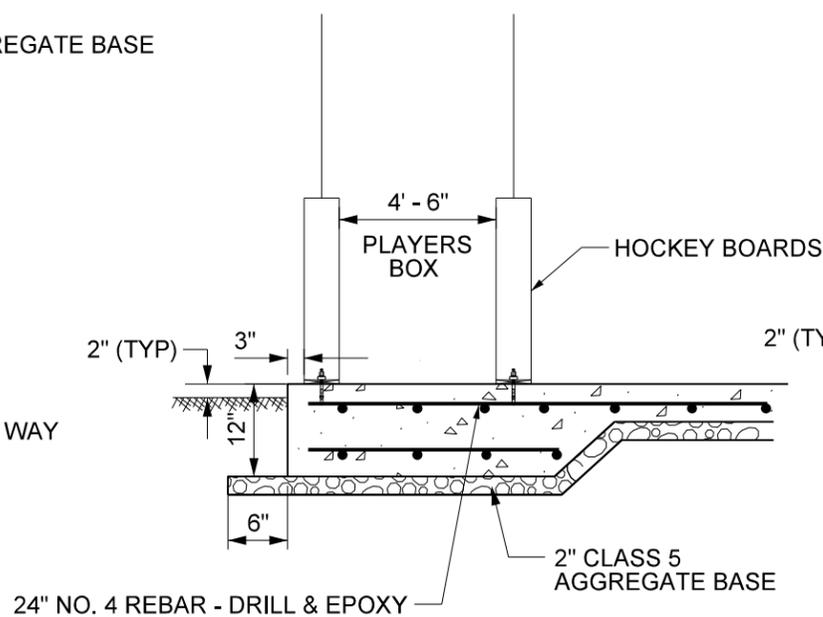
CONCRETE DRIVEWAY DETAIL



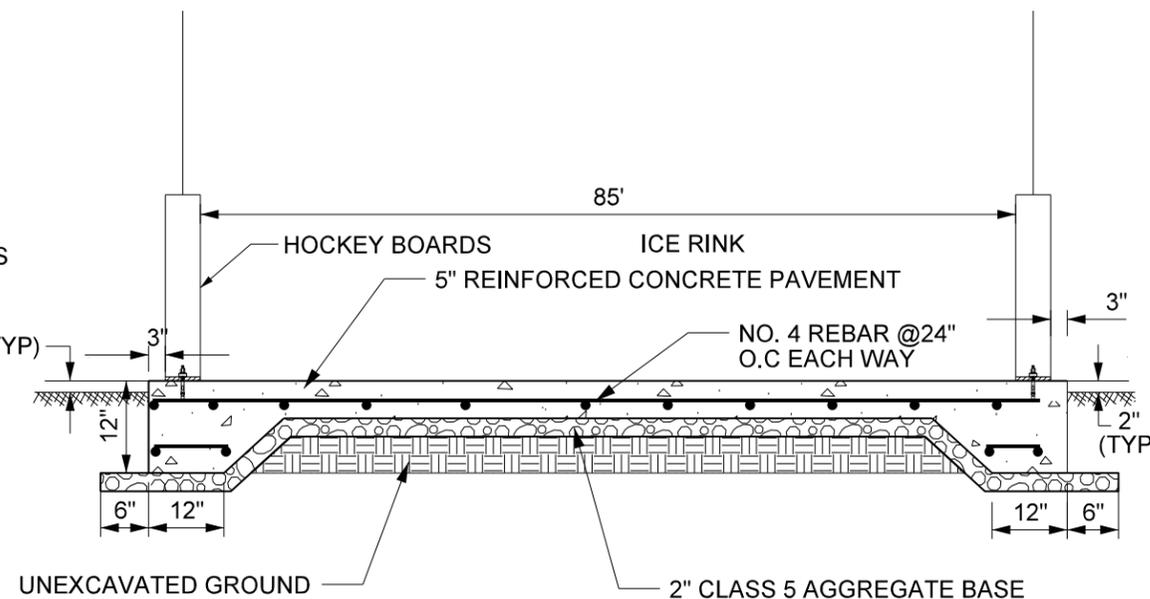
FOUNDATION OPTION NO. 1 (SECTION B-B)



FOUNDATION OPTION NO. 1 (SECTION A-A)



FOUNDATION OPTION NO. 2 (SECTION B-B)



FOUNDATION OPTION NO. 2 (SECTION A-A)

BY: I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND IN ACCORDANCE WITH THE REQUIREMENTS OF THE PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

REVISION DESCRIPTION	DATE	REV#

DATE: 03/02/2023
SCALE: NO SCALE
DRAWN BY: RMB
CHECKED BY: SRE
JOB NUMBER: 2023-0025

EAST GRAND FORKS BLUE LINE CLUB
OUTDOOR RINK FACILITY
EAST GRAND FORKS, MINNESOTA
C1.1

Blue Line Club Outdoor Rink

Univ. of Denver donated dasher board system (Approx. board value \$50,000)

Item	Estimate	Notes
Transportation	\$ 4,000.00	\$5000.00 Standard pricing Hartwig trucking \$1000.00 discount
Storage		
New Zamboni Door	\$ 10,000.00	Athletica Sports systems is supplier verbal quote was \$8,000 - \$10,000
Miscellaneous Board Items	\$ 5,000.00	Anchor Bolts/Glass expansion material, exterior
Total:	\$ 19,000.00	

Outdoor Rink (Dasher board foundation & Playing surface.

Item	Estimate	Notes
Option 1: Foundation ring OR	\$ 97,500.00	inside playing surface is grass; includes site grading and seed
Option 2: Concrete Slab	\$ 190,000.00	entire floor is concrete
Sanitary Sewer Line Manhole	TBD	Manhole cover solution TBD. Either buried or manhole poured into slab
Excavation/Grading	\$ 4,000.00	20 hours @ \$200.00 HR
Retaining Wall	\$ 15,000.00	200' @ \$50.00 S/F
Erosion Control	\$ 1,000.00	650' of 9" erosion control logs
Fill	\$ 3,000.00	200 Yards of Clay if needed
Gutters		
Landscaping	\$ 5,000.00	Final grading around rink site/building
Rink Lighting	TBD	
Option 1 TOTAL	\$ 125,500.00	
OR		
Option 2 TOTAL	\$ 218,000.00	

Blue Line Club Indoor Skate Tie Area & Players Benches

Skate Tie Area will be added in the Southeast corner of the blue line arena. Rubber flooring will be added to connect from current lobby area, all the way around the rink to the SE corner.

Item	Estimate	Notes
BLC New Entrance Door	\$ 5,500.00	Door @ 10% over Cost, installation labor donated
Frame in New Door	\$ 1,000.00	LaborEstimate/ Donation more likely
Becker Arena Products quote	\$ 35,763.96	Skate Rubber, benches, players bench improvements
TOTAL	\$ 42,263.96	

Option 1 Outdoor Rink Total	\$ 186,763.96	Dasher System, foundation ring, and skate tie area
Or		
Option 2 Outdoor Rink Total	\$ 279,263.96	Dasher System, Concrete floor, and skate tie area

Budget items still to be determined

Rink Lighting
Manhole Cover solution
Gutters on Blue Line Arena east exterior

City of East Grand Forks

Building Maintenance Fund

Balance 12-31-21 289,069

2022

2022 transfer in 350,000

Senior Center Awning -Roof (16,200)

Senior Center lighting (1,629)

Library roof repairs (2,696)

Fire #1 Roof replacement (524,636)

Roof repairs inspect (1,150)

Sales tax project bond info (28,657)

Estimated Balance 12-31-22 64,101

2023

2023 transfer in 350,000

Fire #1 Roof retainage (26,227)

Fire # 2 Facility Assessment (10,000)

Stauss Park lighting (7,800)

Stauss Park Fencing (12,200)

SH Softball fields (13,340)

Library Roof Repairs (34,750)

Sand salt shed concrete (64,000)

Park shop LED shop (10,000)

Park Shop furnace/AC (15,490)

Senior Center HVAC (120,000)

BLA Benches, flooring (35,764)

BLA new East Door (9,000)

LaFave picnic shelters (35,000)

ROOF REPAIRS REPORT (20,000)

Estimated Balance 12-31-23 531

2024

2024 transfer in	350,000
City Hall Roof	(344,960)
Nash Park ADA	(15,000)
Parks Project Planning/sales tax	(85,000)
Blue Line Arena Doors	(12,500)
Estimated Balance 12-31-24	<u><u>(106,929)</u></u>

2025

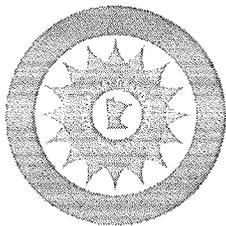
2025 transfer in	350,000
Fire Station #2 Roof	(225,000)
VFW Arena Signage	(15,000)
Estimated Balance 12-31-25	<u><u>3,071</u></u>

2026

2026 transfer in	350,000
City Hall window caulking	(20,000)
Estimated Balance 12-31-26	<u><u>333,071</u></u>

2027

2027 transfer in	350,000
Estimated Balance 12-31-27	<u><u>683,071</u></u>



City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

APPLICATION FOR PARADE

License Fee: _____

Organization Information		
<u>Kem Shriners</u>	<u>701-772-7125</u>	
<i>Organization Name</i>	<i>Organization Phone Number</i>	
<u>423 Bruce Ave</u>	<u>GF</u>	<u>MD 58201</u>
<i>Organization Address</i>	<i>City</i>	<i>State Zip</i>

Applicant Information		
<u>CHRIS LARSON</u>	<u>218-791-0633</u>	
<i>Applicant Name</i>	<i>Applicant Phone Number</i>	
<u>603 N 4TH ST GRAND FORKS MD</u>	<u>biglarz@live.com</u>	
<i>Applicant Address</i>	<i>City, State, & Zip</i>	<i>Email Address</i>

Parade Information		
<u>JUNE 3RD 2023</u>	<u>11:00 AM</u>	<u>11:30 AM</u>
<i>Date of Event</i>	<i>Start Time</i>	<i>End Time</i>
<u>CARS, GO-KARTS, ATU'S</u>		
<i>Route of Parade Travel (include map)</i>		
<u>Composition of Parade (cars, band, animals)</u>		
<i>Notes</i>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Signature of Applicant
CHRISTOPHER R. LARSON
Print Name
218-791-0633

4-26-2023
Date
CHIEF OF STAFF
Title
KEM SHRINERS

EGF Parade Route



RESOLUTION NO. 23 – 05 – 34

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

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased from Border States Trophy the goods referenced in check number 40437 for a total of \$69.00.

WHEREAS, Tim Riopelle, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$69.00 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.

Voting Aye:
Voting Nay:
Abstain:

The President declared the resolution passed.

Passed: May 2, 2023

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 2nd day of May, 2023.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Tim Riopelle, being duly sworn states the following:

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 40437 for a total of \$69.00.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on May 2, 2023.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only

User: tknudson
 Printed: 4/28/2023 - 9:54 AM



City of East Grand Forks

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

Check	Date	Vendor No	Vendor Name	Amount	Voucher
40429	05/02/2023	ADV001	Advanced Business Methods Inc	826.14	0
40430	05/02/2023	AME005	Aramark Uniform Services	326.90	0
40431	05/02/2023	ASC002	Ascendum Machinery Inc	1,173.21	0
40432	05/02/2023	ATV001	Auto Value Grand Forks	196.99	0
40433	05/02/2023	BAC006	Gary Bachmeier	325.33	0
40434	05/02/2023	BAK001	Baker & Taylor Co	264.32	0
40435	05/02/2023	BER001	Bert's Truck Equipment	156.38	0
40436	05/02/2023	BOR001	Border States Electric Supply	113.40	0
40437	05/02/2023	BOR002	Timothy Riopelle	69.00	0
40438	05/02/2023	BRA001	Brady, Martz & Associates, P.C.	15,000.00	0
40439	05/02/2023	BRA013	Brainstorm, Inc	396.00	0
40440	05/02/2023	BRI004	Brian's Flooring Inc	1,273.28	0
40441	05/02/2023	CEN001	Center Point Large Print	143.22	0
40442	05/02/2023	CHA001	The Chamber of EGF/GF	464.00	0
40443	05/02/2023	CIN001	Cintas Corporation No. 2	289.53	0
40444	05/02/2023	COM002	Morgan Printing	110.00	0
40445	05/02/2023	COM003	Complete Pest Control Inc	450.00	0
40446	05/02/2023	COP002	Copy Cat Printing	224.00	0
40447	05/02/2023	CUT002	Chad D. Swendseid	50.00	0
40448	05/02/2023	DEM001	Demco Educational Corp	324.73	0
40449	05/02/2023	DUA001	Nathan William Dykes	738.56	0
40450	05/02/2023	EAS003	K&S Enterprises, LLC	159.00	0
40451	05/02/2023	ECO001	Economy Plumbing	245.57	0
40452	05/02/2023	EDW001	Savina Edwards	500.00	0
40453	05/02/2023	EXP002	Page 1 Publications, Inc.	1,021.78	0
40454	05/02/2023	GAL002	Galls LLC	364.00	0
40455	05/02/2023	GFC002	City of Grand Forks	15,293.00	0
40456	05/02/2023	GFW001	Grand Forks Welding & Machine	566.95	0
40457	05/02/2023	GOP002	Gopher State Lawn Sprinklers	315.00	0
40458	05/02/2023	HAN015	Cierra Hangsleben	255.00	0
40459	05/02/2023	HAR087	Local Ace	259.20	0
40460	05/02/2023	HOR001	Horizon Commercial Pool Supply	770.00	0
40461	05/02/2023	ING003	Ingram Library Services	1,656.82	0
40462	05/02/2023	JOH026	Johnson Controls	425.00	0
40463	05/02/2023	KEN002	Kennedy & Graven, Chartered	262.50	0
40464	05/02/2023	KEN006	Adam Kendall	13.00	0
40465	05/02/2023	KIN005	Chelsea King	185.00	0
40466	05/02/2023	LEA008	League of Minnesota Cities Insurance	1,000.00	0
40467	05/02/2023	LEM004	Lynn Lembcke	1,250.00	0
40468	05/02/2023	LIT001	Lithia Motors	149.28	0
40469	05/02/2023	M&W001	M&W Services	223.74	0
40470	05/02/2023	MAC002	MacQueen Equipment	308.71	0
40471	05/02/2023	MARCD1	Marco Technologies LLC	86.34	0
40472	05/02/2023	MID003	Midcontinent Communications	2,338.33	0
40473	05/02/2023	MIS006	Mission Critical Concepts, LLC	1,000.00	0
40474	05/02/2023	MND003	MN Dept of Labor & Industry	20.00	0
40475	05/02/2023	MSC001	MSC Industrial Supply Co	63.74	0
40476	05/02/2023	NOR006	Northdale Oil	28,520.80	0
40477	05/02/2023	NOR024	Northland Yard Service	895.00	0
40478	05/02/2023	OCL001	OCLC, Inc.	34.10	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
40479	05/02/2023	OFF002	ODP Business Solutions, LLC	39.65	0
40480	05/02/2023	ORE001	O'Reilly Automotive, Inc.	40.87	0
40481	05/02/2023	PHY001	Phyllis Root	1,520.00	0
40482	05/02/2023	POW003	Powerplan OIB	12,954.92	0
40483	05/02/2023	PSD001	JEJK Inc.	4,480.21	0
40484	05/02/2023	RED001	Red River Snowmobile Club	4,775.01	0
40485	05/02/2023	RED008	Red Wing Shoe Store	150.00	0
40486	05/02/2023	REY001	Harbott Knutson Larson & Holten PLI	70.00	0
40487	05/02/2023	SAN005	Sanford Health OccMed	1,234.00	0
40488	05/02/2023	SIM023	SimplyMaid, Inc	247.50	0
40489	05/02/2023	STU001	Stuart's Towing	300.00	0
40490	05/02/2023	THU002	Thur-O-Clean	5,052.50	0
40491	05/02/2023	TRF001	Thief River Falls Baseball Association	700.00	0
40492	05/02/2023	USB004	US Bank Equipment Finance	241.47	0
40493	05/02/2023	VAL002	Valley Truck Parts and Services Inc.	60.67	0
40494	05/02/2023	VER001	Verizon Wireless	692.35	0
40495	05/02/2023	VER004	Verizon Wireless	50.00	0
40496	05/02/2023	WAL013	Jason Walz	1,800.00	0
40497	05/02/2023	WAT001	Water & Light Department	66,234.49	0
40498	05/02/2023	WOR005	World Book Inc.	249.00	0
40499	05/02/2023	XCE001	Xcel Energy	2,846.25	0
40500	05/02/2023	ZIE001	Ziegler	3,546.14	0
Check Total:				188,381.88	

Accounts Payable
 Check Register Totals Only

User: mnelson
 Printed: 4/28/2023 - 12:01 PM



City of East Grand Forks

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

Check	Date	Vendor No	Vendor Name	Amount	Voucher
40501	05/02/2023	POW003	Powerplan OIB	954.92	0
40502	05/02/2023	RDO004	RDO Equipment Co.	12,000.00	0
Check Total:				12,954.92	