

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

**CALL TO ORDER:**

*The Council Meeting of the East Grand Forks City Council for Tuesday, May 2, 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; 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 April 18, 2023.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of April 25, 2023.

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

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

*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 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.

**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](http://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.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 23-05-32 APPROVING THE HIRING OF ALEC HESSE AS A POLICE OFFICER AT A SALARY OF \$27.90 PER HOUR.**

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

*Voting Nay: None.*

8. Consider approving the On-sale Weekday and On-sale Sunday Liquor License Renewal for the Blue Moose located at 507 2<sup>nd</sup> St NW East Grand Forks, MN 56721.

**A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE ON-SALE WEEKDAY AND ON-SALE SUNDAY LIQUOR LICENSE RENEWAL FOR THE BLUE MOOSE LOCATED AT 507 2<sup>ND</sup> ST NW EAST GRAND FORKS, MN 56721.**

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

*Voting Nay: None.*

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.

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE OFF-SALE NON-INTOXICATING MALT LIQUOR LICENSE APPLICANT RENEWALS.**

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

*Voting Nay: None.*

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.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT 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.**

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

*Voting Nay: None.*

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.

**A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE 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.**

Council member Helms said they should not be using the building maintenance fund for this project. He stated there were needs at City Hall, the Library had a roof leak, the Senior Center needed repairs, there were issues with the VFW Arena roof, so this was not the time or place to spend the building maintenance funds because there were other priorities. He added he would be voting no on this item. Mayor Gander asked if there were any projects waiting due to lack of funds. Ms. Anderson said none were waiting and the City Hall roof was scheduled for 2024. She added that there was \$20,000 still available in the building maintenance fund for roof repairs, but they were based on the recommendation from the roof inspections. Discussion followed about how there was maintenance scheduled, projects were planned, but it was difficult because of estimate changes. Mr. Huttunen told the Council the VFW Arena lobby roof was not included in the current list of projects and said the issue was due to the snow load. He added they were

still working on the plan to fix it, insurance would replace it as it was, but this was not currently included in the list of projects.

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

*Voting Nay: Helms.*

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.

**A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE 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.**

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

*Voting Nay: None.*

13. Consider approving the purchase of a chassis from Allstate Peterbilt for \$216,634.00, a Heil packer from Macqueen for \$223,456.42, and an auto greaser from Whitmore for \$12,069.70 with the addition of some tax on the chassis for a total of approximately \$465,158.16 for a refuse truck.

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE PURCHASE OF A CHASSIS FROM ALLSTATE PETERBILT FOR \$216,634.00, A HEIL PACKER FROM MACQUEEN FOR \$223,456.42, AND AN AUTO GREASER FROM WHITMORE FOR \$12,069.70 WITH THE ADDITION OF SOME TAX ON THE CHASSIS FOR A TOTAL OF APPROXIMATELY \$465,158.16 FOR A REFUSE TRUCK.**

Mr. Stordahl told the Council all of the prices were from Sourcewell and were national contracts, so they were the best prices. He explained they used prices from the previous year with added inflation to plan for future years putting the estimate at \$350,000, but prices had increased 40%, and they were expected to increase in the coming weeks. He added the different items would be assembled by Macqueen. Council member Vetter asked if they could keep the old chassis. Mr. Stordahl said it would not be cost effective, it was not worth anything, they were not able to trade it in, but they may try to repurpose it. Discussion followed about how it was 10 years old, the proposed increase would add another \$25,000 to the cost, the truck was used six days a week, and was worth replacing. Mr. Stordahl added that the garbage contract would be up in the year and if the City wanted to take on residential garbage pickup the truck would have the capability to do so.

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

*Voting Nay: None.*

**CLAIMS:**

14. 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.

**A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT 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.**

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

*Voting Nay: None.*

*Abstain: Riopelle.*

15. 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: Riopelle, Helms, Olstad, Larson, Peterson, Vetter, and Pokrzywinski.*

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Mayor Gander thanked everyone that helped with or was a part of the State of the City event, he congratulated Northland Community and Technical College on 50 years of being in the community, and the City would be looking for good bids for the LaFave Park improvement project.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO ADJOURN THE MAY 2, 2023 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:19 P.M.**

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

*Voting Nay: None.*

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Megan Nelson, City Clerk