

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MAY 16, 2023 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, May 16, 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; Steve Emery, City Engineer; Ron Galstad, City Attorney; Michael Hedlund, Police Chief, Charlotte Helgeson, Library Director; Reid Huttunen, Parks and Recreation Superintendent; 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:

Council President Olstad stated the previous week the council had wanted to move forward with the pedal pub idea and there was some stuff in the media indicating the councils were not in favor of this on either side of the river, but that was not the case. Mr. LaRocque said they had not attended the Grand Forks meeting, some questions had come up they were not able to answer, and they were at this meeting so they could answer any questions. Council member Larson asked if the cities worked through the process at different speeds if they would work on one side of the river for a period of time. Mr. Piper said they understood things would take time, they wanted to be transparent in the process, so they were able to get this going on both sides of the river. Mr. LaRocque said they were keeping all options on the table, this was a seasonal business, they needed to meet the franchise requirements, and it needed to make sense for them. Council President Olstad commented how people seemed excited about this. Mr. LaRocque said they would consider just operating in Minnesota, there were many variables to this, and how they might not have considered other aspects to this process. Council President Olstad stated the ordinance would answer how things would need to be operated. Mr. LaRocque added that the route was a big part and they would not be going into residential areas because they would be staying in the downtown area.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Council Meeting” for the East Grand Forks, Minnesota City Council of May 2, 2023.

2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 9, 2023.

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

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

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.

3. Consider approving the farm lease agreement between the City of East Grand Forks and Russ Halverson for \$110 per tillable acre from April 2023-December 2025.
4. Consider approving the farm lease agreement between the City of East Grand Forks and Michael O’leary, Michael Anderson, and Ryley McMahon for \$110 per tillable acre from April 2023-December 2025.
5. Consider approving the farm lease agreement between the City of East Grand Forks and Michael O’Leary, Michael Anderson, and Ryley McMahon for \$185 per tillable acre for Tract 1 and \$110 per tillable acre for Tract 2 from April 2023-December 2025.
6. Consider approving the Parade Application from the Kem Shriners for the Potato Bowl Parade on Saturday, September 9, 2023 from 10am to 1pm requiring the closure of the Sorlie Bridge and is contingent upon Minnesota Department of Transportation approval.
7. Consider approving the Temporary Liquor License Application for the American Legion to host a Summer Bash in their parking lot on Thursday, June 1st until 10pm.
8. Consider adopting Resolution No. 23-05-35 deeming the remaining special assessments totaling \$279.95 on Parcel 83.00942.00 located at 306 3rd ST NW as irrecoverable.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS THREE (3) THROUGH EIGHT (8).

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

Voting Nay: None.

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

9. Regular meeting minutes of the Water, Light, Power, and Building Commission for April 19, 2023.

COMMUNICATIONS:

10. Situation Update – The river is below 28 feet and the local emergency has ended.
11. The Police Week Memorial Service will be held on Thursday, May 18th starting at 2pm at Optimist Park located at 4601 Cherry Street in Grand Forks.

OLD BUSINESS: NONE

NEW BUSINESS:

12. Consider approving the On-sale Weekday and On-sale Sunday Liquor License renewals for the following applicants:
- a. Valley Golf located at 2407 River Road NW East Grand Forks, MN 56721.
 - b. Casa Mexico Restaurant located at 112 14th St NE East Grand Forks, MN 56721.
 - c. Up North Pizza Pub located at 314 4th St NW East Grand Forks, MN 56721.
 - d. Mike’s Pizza & Pub located at 411 2nd St NW East Grand Forks, MN 56721.
 - e. Eagles Club 350 located at 227 10th St NW East Grand Forks, MN 56721.
 - f. Boardwalk Bar & Grill located at 415 2nd St NW Suite 2 East Grand Forks, MN 56721.
 - g. VFW Post 3817 located at 312 Demers Ave East Grand Forks, MN 56721.
 - h. American Legion Post 157 located at 1009 Central Ave NW East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE ON-SALE WEEKDAY AND ON-SALE SUNDAY LIQUOR LICENSE RENEWALS APPLICATIONS.

Voting Aye: Olstad, Larson, Peterson, Vetter, Pokrzywinski, Riopelle, and Helms.
Voting Nay: None.

13. Consider approving the combination license for both on and off sale for Bernie’s Restaurant located at 121 Demers Ave East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE COMBINATION LICENSE FOR BOTH ON AND OFF SALE FOR BERNIE’S RESTAURANT LOCATED AT 121 DEMERS AVE EAST GRAND FORKS, MN 56721.

Voting Aye: Olstad, Larson, Peterson, Vetter, Pokrzywinski, Riopelle, and Helms.
Voting Nay: None.

14. Consider approving the Off-sale Intoxicating Liquor License renewal for Pop’s Liquor located at 122 4th St NE East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE OFF-SALE INTOXICATING LIQUOR LICENSE RENEWAL FOR POP’S LIQUOR LOCATED AT 122 4TH ST NE EAST GRAND FORKS, MN 56721.

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

Voting Nay: None.

15. Consider approving the request to complete a facility assessment of Fire Station No. 2 to be completed by Widseth for a total of \$10,500.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE REQUEST TO COMPLETE A FACILITY ASSESSMENT OF FIRE STATION NO. 2 TO BE COMPLETED BY WIDSETH FOR A TOTAL OF \$10,500.

Council member Larson asked if this was included in the budget. Chief Boushee said it was in the building maintenance budget. Ms. Nelson reminded the Council an updated building maintenance budget had been included in the May 2nd packet which listed \$10,000 for the assessment.

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

Voting Nay: Vetter and Helms.

16. Consider awarding the annual sewer cleaning and televising project to Pipe Detectives Inc for a total of \$92,727.90.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO AWARD THE ANNUAL SEWER CLEANING AND TELEVISIONING PROJECT TO PIPE DETECTIVES INC FOR A TOTAL OF \$92,727.90.

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

Voting Nay: None.

17. Consider awarding the job of patching and seal coat of the VFW Memorial Arena and trailhead parking area to RJ Zavoral and Sons for a total of \$22,905.00.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER HELMS, TO AWARDING THE JOB OF PATCHING AND SEAL COAT OF THE VFW MEMORIAL ARENA AND TRAILHEAD PARKING AREA TO RJ ZAVORAL AND SONS FOR A TOTAL OF \$22,905.00.

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

Voting Nay: None.

18. Consider approving the purchase of materials for the Blue Line Club Arena improvements from Becker Arena Products for a total of \$35,763.81.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE PURCHASE OF MATERIALS FOR THE BLUE LINE CLUB ARENA IMPROVEMENTS FROM BECKER ARENA PRODUCTS FOR A TOTAL OF \$35,763.81.

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

Voting Nay: None.

19. Consider approving the installation of a left turn signal at the intersection of 3rd Ave SE and 1st St SE by the Strata Corporation for a total of \$14,000 which would be funded by the State Aid Maintenance fund.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE INSTALLATION OF A LEFT TURN SIGNAL AT THE INTERSECTION OF 3RD AVE SE AND 1ST ST SE BY THE STRATA CORPORATION FOR A TOTAL OF \$14,000 WHICH WOULD BE FUNDED BY THE STATE AID MAINTENANCE FUND.

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

Voting Nay: None.

20. Consider approving one of the three options for the federal subtarget project.

A MOTION WAS MADE BY COUNCIL MEMBER OLSTAD, SECONDED BY COUNCIL MEMBER LARSON, TO AWARD ALL THREE PROPOSALS TO OPP CONSTRUCTION CONTINGENT UPON APPROVAL FROM THE OFFICE OF CIVIL RIGHTS.

Council President Olstad stated the reason for awarding all three proposals was based on the information he had seen on the 32nd Avenue project which had come in over 174% higher than estimates. He said as time goes on, they would not see a reduction, next year would be tight, and there were funds available in the State Aid fund. Council member Helms said he agreed but asked if they moved forward with this if it gave the contractors the go ahead to increase every project. Mr. Emery said he did not think that would be the case, they used competitive bidding, and this was a result because of the environment they were in. He added he heard there were increased prices for MNDOT projects, and this was a good contractor who would complete the project in a timely manner. He suggested moving forward and there were adequate funds available in the State Aid construction fund. Mayor Gander said he agreed to move forward and completing street maintenance would help and there was nothing he would want to take out of the project. Council member Pokrzywinski asked what the timeline was to have the project completed. Mr. Emery said the work south of Highway 2 had to be completed by September 15th and the rest would need to be completed by October 15 so it would all be completed this year. Council Vice-President Riopelle said this was in his ward and there were people that wanted this done.

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

Voting Nay: Vetter and Helms.

21. Consider adopting Resolution No. 23-05-36 appointing Terry Knudson, HR Generalist, as the City's designated representative and be the point of contact for grievances and other human resource issues.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 23-05-36 APPOINTING TERRY KNUDSON, HR GENERALIST, AS THE CITY'S DESIGNATED REPRESENTATIVE AND BE THE POINT OF CONTACT FOR GRIEVANCES AND OTHER HUMAN RESOURCE ISSUES.

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

Voting Nay: None.

CLAIMS:

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander stated it was National Police Week and how this was a great week to show gratitude towards police officers. He added they would be observing the Police Officer Memorial Day on May 18th, the program was one of the most moving things he would do throughout the year while serving as mayor because they gave tribute to every fallen police officer for this area as far back as the records go. He suggested anyone that could attend should. He added he attended the National Security Forum at Maxwell Air Force Base in Alabama. He explained they showed what it was to be a good neighbor to the base, how important it was to be friendly, and what some of the current threats were, including China, to national security. He said the country had not faced an opponent like China since the world wars so diplomacy would be very important. He stated it was a privilege to be a part of the forum.

Council Vice-President Riopelle stated there were a lot of golf courts on the roads, it looked like 12 and 13 year olds driving, and that was illegal by Minnesota law.

Council Member Helms told the Council the Friends of the Library held their annual book sale, it was a great success, all the funding from the sale went to support activities at the library, and he was able to work at the sale this year. He said it was really rewarding to see the kids come and leave with the big bag of books.

Council Member Peterson stated it was the Senior High prom over the weekend, she thanked all the businesses for allowing the use of the parking lot for grand march, she also thanked the committees who

put on the event and came together to make the event a huge success for the safety of the youth.

Council President Olstad reminded everyone the following week was spring clean up and hazardous waste and electronic drop off was on Saturday, May 27th from 9am to 3pm.

Mr. Emery said the preconstruction meeting was held for the 4th Street NE project and it would be starting on May 30th.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE MAY 16, 2023 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:25 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk