

**AGENDA  
OF THE CITY COUNCIL  
CITY OF EAST GRAND FORKS  
TUESDAY, JUNE 20, 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 June 6, 2023.

**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.*

2. Consider approving the Temporary Liquor License Application for the International Association of Firefighters Local 3423 for the Cats Incredible Event taking place July 28-30, 2023.
3. Consider approving Special Event Application for the International Association of Firefighters Local 3423 for the Cats Incredible Event taking place July 28-30, 2023 on the banks of the Red River and LaFave Park area.
4. Consider approving the Special Event Application for the Law Enforcement 10-78 5K annual event closing off the parking lot by restaurant row on Saturday, August 12, 2023 starting 8am to noon.

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

5. Regular meeting minutes of the Water, Light, Power, and Building Commission for May 17, 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. The City has been notified that there will be change with how glass is being accepted as a recyclable, changes would not be taking place until August 1<sup>st</sup>, and representatives from Countrywide will be attending the July 13<sup>th</sup> Work Session to educate the Council and community on the changes and give reminders on best practices for recycling.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

- 7. Consider adopting Resolution No. 23-06-41 formally requesting \$7.379 million to be included in the 2024 bonding bill for the East Grand Forks Recreation Facility Reinvestment project.
- 8. Consider adopting Resolution No. 23-06-42 rejecting the bids that were opened on May 31, 2023 for the 2023 City Project No. 2 LaFave Park Improvements.
- 9. Consider approving the renewal agreement for Mutual Aid in Fire and Emergency Services between the City of East Grand Forks and the Grand Forks Air Force Base and authorize the Fire Chief to execute the agreement.
- 10. Consider approving the On-sale Weekday and On-sale Sunday Liquor License Renewal for the Spud Jr located at 302 Demers Ave NW East Grand Forks, MN 56721.
- 11. Consider approving the purchase of a Jetter Truck from Flexible Pipe Tool Company for a total of \$293,085.25.
- 12. Consider approving the street repairs on James Avenue and 2<sup>nd</sup> Street NE to be completed by H&S Construction for a total of \$130,039.00.

**CLAIMS:**

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

**COUNCIL/STAFF REPORTS:**

**ADJOURN:**

**Upcoming Meeting**

- Work Session – Tuesday, June 27, 2023 – Training Room – 5:00 PM
- Council Meeting – Wednesday, July 5, 2023 – Council Chambers – 5:00 PM
- Work Session – Tuesday, July 11, 2023 – Training Room – 5:00 PM
- Council Meeting – Tuesday, July 18, 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, JUNE 6, 2023 – 5:00 PM**

**CALL TO ORDER:**

*The Council Meeting of the East Grand Forks City Council for Tuesday, June 6, 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; Nancy Ellis, City Planner; 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:**

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 May 16, 2023.
2. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of May 23, 2023.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 23, 2023.

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

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

*Voting Nay: None.*

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA:**

*Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.*

- 4. Consider adopting Resolution No. 23-06-38 correcting the ward boundary lines so the population of each ward is as equal in population as practicable.
- 5. Consider approving the Memorandum of Understanding between the City of East Grand Forks and Bird Rides Inc for the electric scooter sharing system within the City of East Grand Forks.

**A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS FOUR (4) AND FIVE (5).**

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

*Voting Nay: None.*

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

- 6. Regular meeting minutes of the Water, Light, Power, and Building Commission for May 3, 2023.
- 7. City Financial Statements as of April 30, 2023.

**COMMUNICATIONS:**

- 8. The first Tuesday in July is July 4<sup>th</sup> so the council meeting will be moved to Wednesday, July 5<sup>th</sup>.

**OLD BUSINESS: NONE**

**NEW BUSINESS:**

- 9. Consider adopting Resolution No. 23-06-39 recognizing Juneteenth as an official holiday and no public business will be transacted.

**A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER OLSTAD, TO ADOPT RESOLUTION NO. 23-06-39 RECOGNIZING JUNETEENTH AS AN OFFICIAL HOLIDAY AND NO PUBLIC BUSINESS WILL BE TRANSACTED.**

Council member Vetter stated he would be voting no because the State should not be telling the cities what holidays they should have and they should not have this put on the City after the year had already

been budgeted for because this will cause overtime. Council President Olstad asked if there was something that required the city to approve the resolution. Mr. Galstad stated the holiday was a requirement by the State regardless if the resolution was approved and he did not think a resolution was required.

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

*Voting Nay: Vetter, Riopelle, and Helms.*

10. Consider adopting Resolution No. 23-06-40A approving the year-end transfer for the sick leave accrual fund for budget year 2022.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 23-06-40A APPROVING THE YEAR-END TRANSFER FOR THE SICK LEAVE ACCRUAL FUND FOR BUDGET YEAR 2022.**

Council President Olstad said with the option they would have 52% in reserves, the second option left 54% in reserves, and asked if there was \$100,000 or more included in the budget for this. Ms. Anderson said this had not been included in the budget for 2023 or 2024. Council President Olstad asked if there was anything that needed to be done in addition to this for 2023. Ms. Anderson explained she had estimated the potential costs for those that could retire in the next five years and how the liability would eventually decrease because people would only be getting 50% of their sick leave when they retired. Discussion followed about how nothing would need to be added to this account for 2023 with the proposed transfer because it should cover everyone for the next four to five years, the account would be reviewed each year, the sick leave sell back of 3% would be included in the budgets of each department and not come out of this fund.

More discussion followed about how the City would be receiving one-time additional public safety funds which were limited on what they could be spent on and how that funding may be spent on updating radios for the fire and police departments. Council President Olstad asked about how there were no funds going into the sick leave fund since 2008. Ms. Anderson said there were variables that could have been considered over the years but there was now a plan in place so this fund would not get depleted. Discussion followed about how it was approximately 25,000 every year for the 3% to the health care savings plan. Council President Olstad asked what the average was that should be going into the 705 fund. Ms. Anderson said she estimated the costs for the next five years and with the transfer it should cover 16 people. More discussion followed about what was budgeted for the 705 fund in 2024, what would be needed in future years in more people retired than expected, how the liability would be reviewed each year to determine what was needed to be budgeted, the transfer would set this fund up for the next five years, the current total liability was \$799,487.86, they should cover what was needed, the liability would be ongoing, the Council had suggested budgeting \$50,000 to \$75,000 each year, and \$50,000 was budgeted to go into the fund in 2024. Council member Vetter said 705 fund balance should match the liability so a transfer should be done each year.

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

*Voting Nay: None.*

11. Discussion and consideration of the City Administrator Candidates.

- Ms. Liza Donabauer will be at the meeting to facilitate the discussion.

Ms. Donabauer reviewed the process up to this point, how they had received 20 applications, 8 had been sent on to the Council, there was one semi-finalist that did withdraw from the process, and at this time the semi-finalists information was private so they would be using numbers for each candidate. She stated there were three items that needed to be decided, the first was to pick the finalists, the second was to set the schedule for the interview day, and lastly to discuss if there would be any type of travel reimbursement because each city handled that differently. She continued explaining the ballot system they would be using for selecting candidates, she would be looking for the top three candidates, and would be reading the results out loud. She collected the ballots and after reading all ballots candidate 1 received one vote, candidate 2 received six votes, candidate 3 received four votes, candidate 4 received four votes, candidate 6 did not receive any votes, candidate 7 received six votes, and candidate 8 received three votes. She then asked how many the Council wanted to interview. Discussion followed about moving forward with interviewing four candidates, what the schedule would be on interview day, and how the department heads would be involved with the interview process. Ms. Donabauer asked if the Council thought a travel reimbursement would be appropriate. More discussion followed about offering mileage or a plane ticket and a night stay at a hotel. Ms. Donabauer said she would be contacting the four candidates, let them know what would be offered for those that had to travel, a press release would issued about the finalists, and she would be gathering additional information on the finalists which would be sent to the Council to review before the interview day.

**CLAIMS:**

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

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

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Mayor Gander thanked everyone that applied for the city administrator position and it would be exciting moving forward.

Mr. Emery informed the Council construction started on 3<sup>rd</sup> Street NW and the project by American Crystal had started the week before. Council President Olstad brought up the traffic lights that would be replaced on Demers Ave and they would not be painted. Mr. Emery said they would be galvanized and if the City wanted them painted, it would be a city cost, and was estimated at \$15,000 to \$20,000 to paint so at this time they would proceed with the galvanized poles.

Mr. Stordahl stated there had been questions on the Point Bridge. He explained they had been trying to schedule work to be completed by the Minnesota Department of Transportation to address a few different

items, so it was something that was in the works along with some work on the Louis Murray Bridge. Council Vice-President Riopelle asked about the concrete that heaved on 5<sup>th</sup> Avenue NE. Mr. Stordahl said they had put out bump signs but did remove the concrete and it would be addressed with the project that was scheduled this summer.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE JUNE 6, 2023 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:58 P.M.**

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

*Voting Nay: None.*

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Megan Nelson, City Clerk



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

|  |                      |                   |
|--|----------------------|-------------------|
| Name of organization                                 | Date of organization | Tax exempt number |
| International Association of Firefighters Local 3423 | 1991                 | 41-1712177        |

|                                    |                  |       |          |
|------------------------------------|------------------|-------|----------|
| Organization Address (No PO Boxes) | City             | State | Zip Code |
| 415 4th ST NW                      | East Grand Forks | MN    | 56721    |

|                                   |                |            |
|-----------------------------------|----------------|------------|
| Name of person making application | Business phone | Home phone |
| Ryan Swang                        |                | 701743020  |

|                  |  |  |                                       |
|------------------|--|--|---------------------------------------|
| Date(s) of event | Type of organization                                 | <input type="checkbox"/> Microdistillery | <input type="checkbox"/> Small Brewer |
| July 28,29,30    | <input type="checkbox"/> Club                        | <input type="checkbox"/> Charitable      | <input type="checkbox"/> Religious    |
|                  | <input checked="" type="checkbox"/> Other non-profit |  |                                       |

|                             |                  |       |          |
|-----------------------------|------------------|-------|----------|
| Organization officer's name | City             | State | Zip Code |
| Austin Skjei                | East Grand Forks | MN    | 56721    |

|                             |                  |       |          |
|-----------------------------|------------------|-------|----------|
| Organization officer's name | City             | State | Zip Code |
| Hunter Olson                | East Grand Forks | MN    | 56721    |

|                             |                  |       |          |
|-----------------------------|------------------|-------|----------|
| Organization officer's name | City             | State | Zip Code |
| Nick Derrick                | East Grand Forks | MN    | 56721    |

Location where permit will be used. If an outdoor area, describe.  
Along the banks of the red river between the railroad bridge north to the Sorlie Bridge

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.  
VFW Club 312 Demers Ave, East-Grand Forks MN 56721

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of East Grand Forks  
City or County approving the license

\_\_\_\_\_  
Date Approved

4300  
Fee Amount

\_\_\_\_\_  
Permit Date

Event in conjunction with a community festival  Yes  No

mnelson@egf.mn  
City or County E-mail Address

9,176  
Current population of city

Megan Nelson  
Please Print Name of City Clerk or County Official

\_\_\_\_\_  
Signature City Clerk or County Official

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event**

**No Temp Applications faxed or mailed. Only emailed.**

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**

## Megan Nelson

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**From:** noreply@civicplus.com  
**Sent:** Friday, June 9, 2023 8:50 AM  
**To:** Megan Nelson; City Administration  
**Subject:** [EXTERNAL]Online Form Submittal: Special Event Application

**WARNING** - this email is originated from outside the City of East Grand Forks email system. Do not click any link and do not open attachments unless you can confirm the sender.

### Special Event Application

Please Submit 60 Days Prior to Event

*This application and supporting information must be turned in 60 days prior to the event.*

|                               |                    |
|-------------------------------|--------------------|
| Organization Name             | IAFF Local 3423    |
| Phone Number                  | 7017403020         |
| Address1                      | 415 4th St NW      |
| Email Address                 | swangegf@gmail.com |
| City                          | East Grand Forks   |
| State                         | Minnesota          |
| Zip                           | 56721              |
| Applicant Name/Contact Person | Ryan Swang         |
| Email Address                 | swangegf@gmail.com |
| Phone Number                  | 7017403020         |
| Second Contact Person         | Paul Hansen        |
| Email Address                 | phansen@egf.mn     |
| Phone Number                  | 2182892743         |

(Draft)

## Special Event Information

*All applications will be reviewed by staff. Depending on the type of event, **staff may come back with additional requirements and cost estimates** for the event such as a security plan, medical plan, traffic plan, etc and will be based on what is required for the event to take place.*

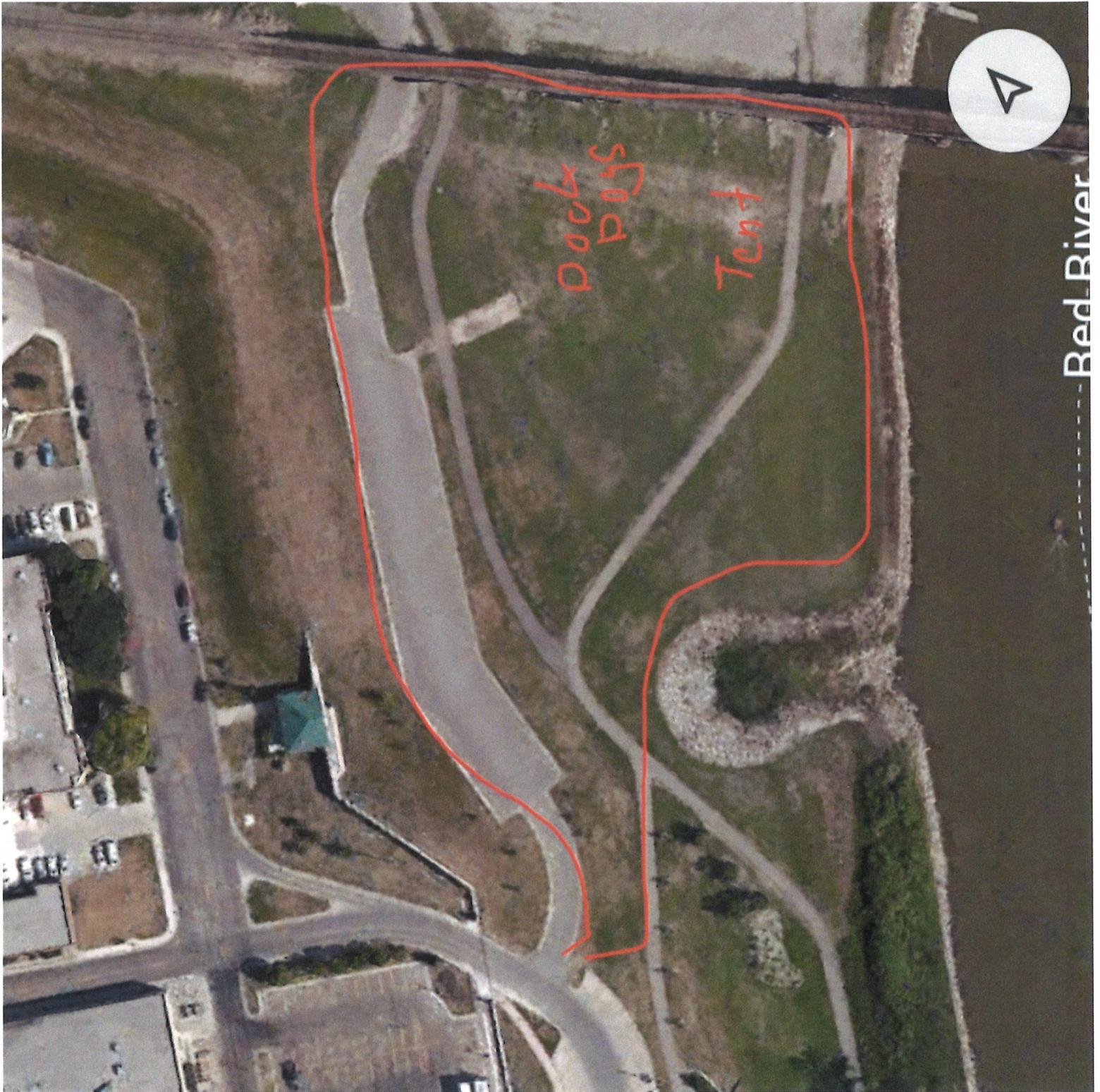
*A clean up deposit may also be required and if the City does not need to take care of any of the clean up, the deposit will be returned once everything has been completed.*

|                                    |  |
|------------------------------------|--|
| Event Title                        | Cats Incredible Catfish Tournament   |
| Type of Event                      | Fishing Tournament   |
| Date(s) and Time of Event          | 7/28/2023 12:00 PM - 7/30/2023 6:00 PM   |
| Description/Narrative of the Event | Annual catfish tournament held on the banks of the red river in Lafave Park. In addition to the fishing tournament, we again will host a Dock Dogs event, car show, and food and beer vendors. |
| Event Site Plan/Map                | <a href="#">IMG_0972.jpeg</a>  |

## Power & Water Requests

*All power and water requests must go through and be approved by the Water and Light Commission. **The Water and Light Commission may charge for labor and materials for event related activities.** Contact the Distribution Superintendent by calling (218) 773-0515 between 8am and 4:30pm or email [alldsc@egf.mn](mailto:alldsc@egf.mn) for further instructions.*

|                           |   |
|---------------------------|---|
| River Access              | Yes   |
| If yes, complete the form | <a href="#">The Polk County Boat &amp; Water Event Permit Application</a> |
| Use of DNR Property       | No  |
| If yes, complete the form | <a href="#">The MN DNR Special Use Permit Application</a>                 |



**Megan Nelson**

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**From:** noreply@civicplus.com  
**Sent:** Tuesday, May 30, 2023 12:54 AM  
**To:** Megan Nelson; City Administration  
**Subject:** [EXTERNAL]Online Form Submittal: Special Event Application

**Categories:** Yellow Category

**WARNING** - this email is originated from outside the City of East Grand Forks email system. Do not click any link and do not open attachments unless you can confirm the sender.

## Special Event Application

Please Submit 60 Days Prior to Event

*This application and supporting information must be turned in 60 days prior to the event.*

Organization Name            Law Enforcement 10-78 5K

Phone Number                701-330-2260

Address1                      520 Demers Ave

Email Address                chodny@egf.mn

City                             East Grand Forks

State                            Minnesota

Zip                              56721

Applicant Name/Contact Person    cole hodny

Email Address                chodny@egf.mn

Phone Number                701-330-2260

Second Contact Person        N/A

Email Address                N/A

Phone Number                N/A

(Do not reply)

## Special Event Information

All applications will be reviewed by staff. Depending on the type of event, **staff may come back with additional requirements and cost estimates** for the event such as a security plan, medical plan, traffic plan, etc and will be based on what is required for the event to take place.

A clean up deposit may also be required and if the City does not need to take care of any of the clean up, the deposit will be returned once everything has been completed.

Event Title LE 10-78 5K

Type of Event Run/Walk

Date(s) and Time of Event 8/12/2023 8:00 AM - 8/29/2023 12:00 PM

Description/Narrative of the Event Location: River St Nw in front of Bernie's to The Blue Moose

Attendance: Approximately 300

Barriers: River St and Demers Ave (Between Bernie's and the Sorlie bridge). 5th Ave Nw and 2nd St Nw (Between The Blue Moose and campground entrance).

Event Site Plan/Map [EVENT MAP.png](#)

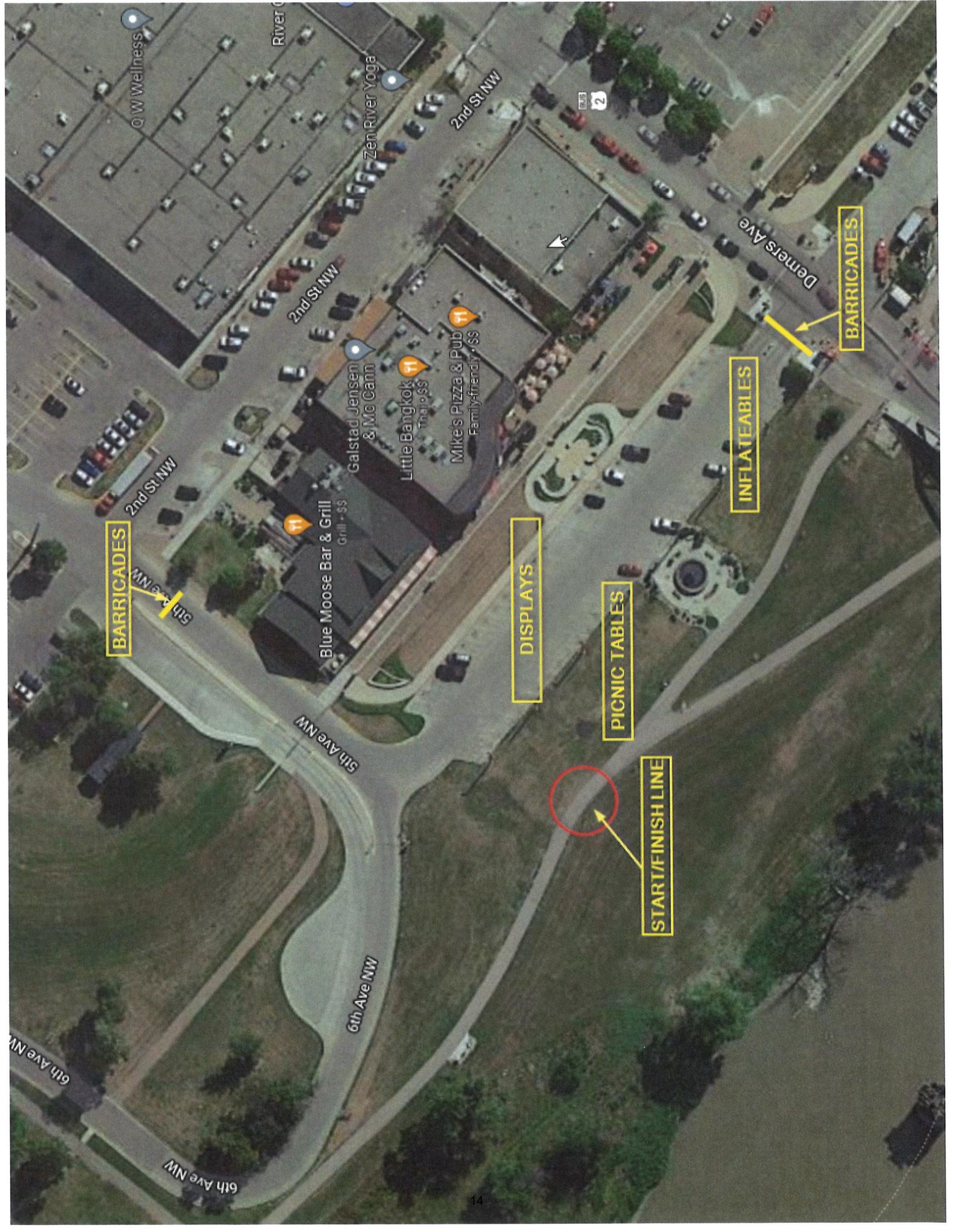
## Power & Water Requests

All power and water requests must go through and be approved by the Water and Light Commission. **The Water and Light Commission may charge for labor and materials for event related activities.** Contact the Distribution Superintendent by calling (218) 773-0515 between 8am and 4:30pm or email [alldsc@egf.mn](mailto:alldsc@egf.mn) for further instructions.

River Access No

If yes, complete the form [The Polk County Boat & Water Event Permit Application](#)

Use of DNR Property No



Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held on May 17, 2023, at 8:00 am in the City Council Chambers.

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, Tyler Tretter, Alex Breyer.

It was moved by Commissioner Beauchamp seconded by Commissioner Grinde to approve the minutes of the previous regular meeting held on May 3, 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 \$1,579,434.43.

Voting Aye: Quirk, Grinde, Beauchamp, Riopelle

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to approve donating the 2022 WAPA Renewable Energy Certificates to American Crystal.

Voting Aye: Quirk, Grinde, Beauchamp, Riopelle

Voting Nay: None

It was moved by Commissioner Grinde seconded by Commissioner Beauchamp to adjourn at 8:26 am to the next regular meeting on June 7, 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

# Request for Council Action

Date: June 20, 2023

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

Cc: File

From: Reid Huttunen, Parks & Recreation

RE: Request for approval of State Capital Budget Bonding Request

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## **Background:**

The MN State Capital Budget deadline for Bonding request was Friday, June 16<sup>th</sup>. We prepared and have submitted a request in the amount of \$7.379 million in bonding to support the proposed improvements to our Recreation Facilities. The next step in the process is to pass a resolution of support, and make any minor submission edits, prior to a July 17<sup>th</sup> deadline.

Items proposed to be funded by this request include:

- Parking Lot reconstruction
- Roof replacement at VFW Arena
- R-22 Ice Plant replacement at VFW Arena
- Fire Alarm and Life Safety elements
- Heating and Cooling system replacements

The Governors budget focus will include projects that connect to the following areas:

- Address life and safety issues
- Preserve existing infrastructure and repair existing facilities before starting new projects
- Provide at least a 50% local match
- Are proposed following community engagement
- Have a local resolution of support from the governing body
- Aid in making Minnesota the best state in the country for kids to grow up
- Integrate climate preparedness and/or clean energy
- Address and undo historical and systemic disparities and inequities, including those based on race, gender, veterans' status, geography, and economic status

Our funding application and the included list of proposed project elements closely align with the Governors priorities.

Included along with this RCA for information is the following:

- o List of items/estimates included in this request for funding
- o Resolution of Support, stating our City priority on this project and proposed Local Sales Tax funds to serve as the required match

**Recommendation:**

Approval of a Resolution for support for the submitted bonding request.

**Enclosures:**

- Resolution for Support
- List of proposed project funding estimates

**RESOLUTION NO. 23 – 06 - 41**

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

WHEREAS, the City of East Grand Forks has determined that its Civic Center Sport Complex and VFW Memorial Arena are in need of major repair and reinvestment to continue serving the growing needs of our residents in a safe and healthy manner, and

WHEREAS, the most cost effective and feasible long term plan is to renovate these existing facilities, including replacing parking lots, roof replacement, R-22 Freon Ice Refrigeration systems, and various energy efficiency projects for lighting and heating and cooling systems, and

WHEREAS, the overall estimated project cost of the proposed improvements is \$22,124,000, and

WHEREAS, the total cost of repairing and constructing the Facility Improvements would be a heavy burden upon the taxpayers of East Grand Forks, and

WHEREAS, the City of East Grand Forks plans to bring a Local Sales tax generating \$14,745,000 in project construction funds to a city wide vote in November 2024, and

WHEREAS, the City of East Grand Forks has placed this project as its top priority in requesting Bonding Program support from the State of Minnesota, and

WHEREAS, the State of Minnesota has a Bonding Program to assist with this type of project.

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

The City of East Grand Forks formally requests \$7.379 million be included in the 2024 Bonding Bill for the East Grand Forks Recreation Facility Reinvestment project.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed: June 20, 2023

Attest:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 20th day of June, 2023.

\_\_\_\_\_  
Mayor

## East Grand Forks Recreation Facility Reinvestment Project

*Below are 2023 project estimates are sourced from the Recreation Facility Master Plan.*

*Below listed are construction estimates. They do not include any design fees, Construction Management, or contingencies*

| <b>Civic Center; 300 15th St NE, East Grand Forks, MN</b>                        | <b>Work Category</b>                               | <b>2023 Construction Estimate</b> |
|--|--|-----------------------------------|
| SE Parking Lot Reconstruction and Stormwater Improvements                        | Parking/Site Safety Infrastructure                 | \$ 369,549.03                     |
| West Parking Lot reconstruction and stormwater improvements                      | Parking/Site Safety Infrastructure                 | \$ 1,214,606.29                   |
| South Parking Lot Construction   | Parking/Site Safety Infrastructure                 | \$ 378,862.43                     |
| Total Reconstruction, Building Access streets (+ Stormwater)                     | Parking/Site Safety Infrastructure                 | \$ 685,351.56                     |
| Provide Req'd Fire Rating at occupied spaces under existing arena seating        | Building Code/Safety                               | \$ 53,187.22                      |
| Add Fire Sprinkler to occupied spaces  | Building Code/Safety                               | \$ 155,258.43                     |
| New Addressable fire alarm system  | Building Code/Safety                               | \$ 141,780.57                     |
| Install High efficiency Hot Water heating plant w. HE boilers                    | Indoor Air Quality/Energy Reduction                | \$ 433,579.77                     |
| Replace Air Handling Units   | Indoor Air Quality/Energy Reduction                | \$ 704,597.12                     |
| <b>Subtotal of Improvements at Civic Center site</b>                             |  | <b>\$ 4,136,772.42</b>            |
|  |  |                                   |
| <b>VFW Memorial Arena; 711 3rd ST SE, East Grand Forks, MN</b>                   | <b>Work Category</b>                               | <b>Estimate</b>                   |
| Reconfigure & Reconstruct So. Parking Lot Add lighting and Curb+Gutter           | Parking/Site Access Safety Infrastructure          | 863,644.10                        |
| Replace existing R-22 flooded Ice Rink Floor                                     | Ice Rink Replacement (R-22 Phaseout)               | 831,820.10                        |
| Replace existing R-22 Ice Plant with Environmentally friendly refrigerant system | Ice Rink Replacement (R-22 Phaseout)               | 751,778.50                        |
| Complete building roof replacement   | Exterior Building Envelope & Interior improvements | 525,000.00                        |
| Replace existing air handling unit serving ice arena, re-use duct work           | Indoor Air Quality                                 | 270,818.86                        |
| <b>Subtotal of Improvements at VFW Memorial Arena</b>                            |  | <b>\$ 3,243,061.56</b>            |
| <b>Total of proposed improvements requested in Bonding Request</b>               |  | <b>\$ 7,379,833.98</b>            |

# Request for Council Action

Date: June 8, 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: Bid Results – 2023 City Project No. 2 – LaFave Park Improvements

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**Background:**

We received bids on May 31, 2023 for the above referenced project. We received a total of two (2) bids with the apparent low bid being from Strata Corporation, Grand Forks, ND in the amount of \$1,957,594.95. The apparent low bid was approximately 50% above the Engineers Estimate of Cost. The second bid received from R.J. Zavoral & Sons was 20% higher than the low bid.

**Estimated Total Project Costs:**

|                            |                       |
|----------------------------|-----------------------|
| Construction:              | \$1,957,594.95        |
| Plans / Specifications:    | \$ 95,000.00          |
| Staking / Inspection:      | \$ 63,500.00          |
| Contingencies (5%):        | \$ <u>97,879.75</u>   |
| <b>Total Project Cost:</b> | <b>\$2,213,974.70</b> |

**Funding:**

DNR Funding - \$870,580.00  
 Local Funds

**Recommendation:**

I would recommend rejecting the bids and rebidding the project in December or January 2024. Project Funding expiration date is June 30, 2025. Reid will provide an update on Funding.

**Enclosures:**

Bid Tabulation

BID TABULATION

2023 CITY PROJECT NO. 2  
LAFAVE PARK IMPROVEMENTS  
EAST GRAND FORKS, MN



| 5/31/2023        |   |      |          | Engineers Estimate |                        | Strata Corporation |                        | R.J. Zavoral & Sons, Inc |                        |
|------------------|---|------|----------|--------------------|------------------------|--------------------|------------------------|--------------------------|------------------------|
| ITEM NO.         | ITEM DESCRIPTION                                | UNIT | QUANTITY | UNIT PRICE         | AMOUNT                 | UNIT PRICE         | AMOUNT                 | UNIT PRICE               | AMOUNT                 |
| 01 1000          | Mobilization                                    | LS   | 1        | \$ 55,000.00       | \$ 55,000.00           | \$ 145,000.00      | \$ 145,000.00          | \$ 200,000.00            | \$ 200,000.00          |
| 01 5526          | Traffic Control                                 | LS   | 1        | \$ 7,500.00        | \$ 7,500.00            | \$ 15,000.00       | \$ 15,000.00           | \$ 6,000.00              | \$ 6,000.00            |
| 01 5713          | Inlet Protection                                | EA   | 11       | \$ 250.00          | \$ 2,750.00            | \$ 400.00          | \$ 4,400.00            | \$ 180.00                | \$ 1,980.00            |
| 01 5713          | Silt Fence                                      | LF   | 1295     | \$ 4.00            | \$ 5,180.00            | \$ 12.00           | \$ 15,540.00           | \$ 3.25                  | \$ 4,208.75            |
| 01 5713          | Floating Silt Fence                             | LF   | 285      | \$ 25.00           | \$ 7,125.00            | \$ 65.00           | \$ 18,525.00           | \$ 31.00                 | \$ 8,835.00            |
| 02 4100          | Salvage Sign Panel & Post                       | EA   | 8        | \$ 400.00          | \$ 3,200.00            | \$ 500.00          | \$ 4,000.00            | \$ 275.00                | \$ 2,200.00            |
| 02 4100          | Remove Pavement                                 | SY   | 1514     | \$ 25.00           | \$ 37,850.00           | \$ 23.00           | \$ 34,822.00           | \$ 16.00                 | \$ 24,224.00           |
| 02 4100          | Remove Bituminous Pavement                      | SY   | 3769     | \$ 8.00            | \$ 30,152.00           | \$ 13.00           | \$ 48,997.00           | \$ 16.00                 | \$ 60,304.00           |
| 02 4100          | Remove Concrete Pavement                        | SY   | 19       | \$ 65.00           | \$ 1,235.00            | \$ 50.00           | \$ 950.00              | \$ 20.00                 | \$ 380.00              |
| 02 4100          | Remove Concrete Curb & Gutter                   | LF   | 763      | \$ 9.00            | \$ 6,867.00            | \$ 12.00           | \$ 9,156.00            | \$ 6.00                  | \$ 4,578.00            |
| 02 4100          | Remove Concrete Driveway Pavement               | SY   | 97       | \$ 20.00           | \$ 1,940.00            | \$ 25.00           | \$ 2,425.00            | \$ 12.00                 | \$ 1,164.00            |
| 02 4100          | Remove Concrete Sidewalk                        | SF   | 179      | \$ 10.00           | \$ 1,790.00            | \$ 5.00            | \$ 895.00              | \$ 2.00                  | \$ 358.00              |
| 02 4100          | Remove Boat Ramp                                | LS   | 1        | \$ 12,000.00       | \$ 12,000.00           | \$ 25,000.00       | \$ 25,000.00           | \$ 86,000.00             | \$ 86,000.00           |
| 02 4100          | Remove Rip Rap                                  | SY   | 297      | \$ 40.00           | \$ 11,880.00           | \$ 45.00           | \$ 13,365.00           | \$ 18.00                 | \$ 5,346.00            |
| 02 4100          | Remove Casting Assembly                         | EA   | 13       | \$ 300.00          | \$ 3,900.00            | \$ 500.00          | \$ 6,500.00            | \$ 325.00                | \$ 4,225.00            |
| 02 4100          | Abandon Valve Box (Water)                       | EA   | 2        | \$ 150.00          | \$ 300.00              | \$ 1,500.00        | \$ 3,000.00            | \$ 275.00                | \$ 550.00              |
| 03 4150          | Precast Concrete Planks                         | SY   | 252      | \$ 450.00          | \$ 113,400.00          | \$ 520.00          | \$ 131,040.00          | \$ 1,750.00              | \$ 441,000.00          |
| 12 9310          | Picnic Shelter with concrete foundations & slab | LS   | 1        | \$ 70,000.00       | \$ 70,000.00           | \$ 80,000.00       | \$ 80,000.00           | \$ 98,000.00             | \$ 98,000.00           |
| 12 9310          | F & I Wood Post                                 | EA   | 250      | \$ 120.00          | \$ 30,000.00           | \$ 300.00          | \$ 75,000.00           | \$ 270.00                | \$ 67,500.00           |
| 12 9310          | Solar Powered Light Foundation                  | EA   | 2        | \$ 1,500.00        | \$ 3,000.00            | \$ 6,500.00        | \$ 13,000.00           | \$ 1,500.00              | \$ 3,000.00            |
| 31 2200          | Common Excavation (P)                           | CY   | 4361     | \$ 6.50            | \$ 28,346.50           | \$ 22.00           | \$ 95,942.00           | \$ 13.00                 | \$ 56,693.00           |
| 31 2200          | Common Borrow (CV)                              | CY   | 1300     | \$ 12.00           | \$ 15,600.00           | \$ 25.00           | \$ 32,500.00           | \$ 17.00                 | \$ 22,100.00           |
| 31 1000          | Site Grading                                    | SY   | 18291    | \$ 1.50            | \$ 27,436.50           | \$ 1.50            | \$ 27,436.50           | \$ 1.50                  | \$ 27,436.50           |
| 31 2200          | Subgrade Preparation                            | SY   | 6265     | \$ 2.50            | \$ 15,662.50           | \$ 2.75            | \$ 17,228.75           | \$ 3.00                  | \$ 18,795.00           |
| 31 2200          | Compaction Tests                                | EA   | 20       | \$ 100.00          | \$ 2,000.00            | \$ 100.00          | \$ 2,000.00            | \$ 30.00                 | \$ 600.00              |
| 31 3700          | Furnish & Install Rip Rap, Class IV             | CY   | 503      | \$ 100.00          | \$ 50,300.00           | \$ 150.00          | \$ 75,450.00           | \$ 200.00                | \$ 100,600.00          |
| 31 3700          | Geotextile Fabric                               | SY   | 755      | \$ 3.50            | \$ 2,642.50            | \$ 5.00            | \$ 3,775.00            | \$ 5.00                  | \$ 3,775.00            |
| 32 1123          | Aggregate Base Course (CV)                      | CY   | 2546     | \$ 55.00           | \$ 140,030.00          | \$ 60.00           | \$ 152,760.00          | \$ 46.50                 | \$ 118,389.00          |
| 32 1123          | Aggregate Surfacing                             | SY   | 1813     | \$ 16.00           | \$ 29,008.00           | \$ 16.50           | \$ 29,914.50           | \$ 66.00                 | \$ 119,658.00          |
| 32 1123          | Geogrid Fabric                                  | SY   | 5878     | \$ 4.50            | \$ 26,451.00           | \$ 3.50            | \$ 20,573.00           | \$ 5.00                  | \$ 29,390.00           |
| 32 1216          | Mill Bituminous Pavement (2")                   | SY   | 7209     | \$ 4.00            | \$ 28,836.00           | \$ 2.75            | \$ 19,824.75           | \$ 5.00                  | \$ 36,045.00           |
| 32 1216          | Type SP 4.75 Leveling Course Mixture            | TON  | 200      | \$ 100.00          | \$ 20,000.00           | \$ 180.00          | \$ 36,000.00           | \$ 155.00                | \$ 31,000.00           |
| 32 1216          | Type SP 9.5 Wearing Course Mixture              | TON  | 928      | \$ 125.00          | \$ 116,000.00          | \$ 160.00          | \$ 148,480.00          | \$ 155.00                | \$ 143,840.00          |
| 32 1216          | Construct Bituminous Bikepath                   | SY   | 323      | \$ 40.00           | \$ 12,920.00           | \$ 60.00           | \$ 19,380.00           | \$ 65.00                 | \$ 20,995.00           |
| 32 1216          | Furnish & Install Sign Panel & Post (Bikepath)  | EA   | 4        | \$ 350.00          | \$ 1,400.00            | \$ 255.00          | \$ 1,020.00            | \$ 270.00                | \$ 1,080.00            |
| 32 1600          | 4" Concrete Sidewalk                            | SF   | 2214     | \$ 18.00           | \$ 39,852.00           | \$ 16.00           | \$ 35,424.00           | \$ 20.00                 | \$ 44,280.00           |
| 32 1600          | 6" Concrete Sidewalk                            | SF   | 152      | \$ 20.00           | \$ 3,040.00            | \$ 18.00           | \$ 2,736.00            | \$ 23.00                 | \$ 3,496.00            |
| 32 1600          | Detectable Warning Panels                       | SF   | 36       | \$ 70.00           | \$ 2,520.00            | \$ 85.00           | \$ 3,060.00            | \$ 111.00                | \$ 3,996.00            |
| 32 1600          | 6" Concrete Underlayment                        | SY   | 210      | \$ 65.00           | \$ 13,650.00           | \$ 170.00          | \$ 35,700.00           | \$ 100.00                | \$ 21,000.00           |
| 32 1600          | Concrete Curb & Gutter, Design B624             | LF   | 1274     | \$ 55.00           | \$ 70,070.00           | \$ 75.00           | \$ 95,550.00           | \$ 78.00                 | \$ 99,372.00           |
| 32 1600          | Concrete Curb & Gutter, Design D418             | LF   | 201      | \$ 60.00           | \$ 12,060.00           | \$ 75.00           | \$ 15,075.00           | \$ 76.00                 | \$ 15,276.00           |
| 32 1600          | 6" Reinforced Concrete Driveway Pavement        | SY   | 12       | \$ 110.00          | \$ 1,320.00            | \$ 180.00          | \$ 2,160.00            | \$ 240.00                | \$ 2,880.00            |
| 32 1600          | 7" Reinforced Concrete Pavement                 | SY   | 215      | \$ 110.00          | \$ 23,650.00           | \$ 200.00          | \$ 43,000.00           | \$ 187.00                | \$ 40,205.00           |
| 32 1600          | Concrete Dumpster Pad                           | SY   | 11       | \$ 125.00          | \$ 1,375.00            | \$ 220.00          | \$ 2,420.00            | \$ 240.00                | \$ 2,640.00            |
| 32 1600          | Dock Anchoring System                           | EA   | 4        | \$ 2,000.00        | \$ 8,000.00            | \$ 9,500.00        | \$ 38,000.00           | \$ 5,000.00              | \$ 20,000.00           |
| 32 9219          | Topsoil Borrow (LV)                             | CY   | 4122     | \$ 22.00           | \$ 90,684.00           | \$ 55.00           | \$ 226,710.00          | \$ 28.50                 | \$ 117,477.00          |
| 32 9219          | Turf Establishment                              | SY   | 12609    | \$ 2.50            | \$ 31,522.50           | \$ 2.85            | \$ 35,935.65           | \$ 1.70                  | \$ 21,435.30           |
| 32 9219          | Turf Establishment - Native Grasses             | SY   | 18291    | \$ 3.00            | \$ 54,873.00           | \$ 2.80            | \$ 51,214.80           | \$ 1.75                  | \$ 32,009.25           |
| 33 0561          | Manhole Casting Assembly                        | EA   | 2        | \$ 1,000.00        | \$ 2,000.00            | \$ 2,400.00        | \$ 4,800.00            | \$ 1,955.00              | \$ 3,910.00            |
| 33 0561          | Catch Basin Casting Assembly, Type A            | EA   | 5        | \$ 1,500.00        | \$ 7,500.00            | \$ 2,400.00        | \$ 12,000.00           | \$ 2,230.00              | \$ 11,150.00           |
| 33 0561          | Catch Basin Casting Assembly, Type B            | EA   | 6        | \$ 1,500.00        | \$ 9,000.00            | \$ 2,300.00        | \$ 13,800.00           | \$ 2,230.00              | \$ 13,380.00           |
| 33 0561          | Manhole Riser Rings                             | EA   | 5        | \$ 300.00          | \$ 1,500.00            | \$ 350.00          | \$ 1,750.00            | \$ 340.00                | \$ 1,700.00            |
| 33 4213          | 12" CMP Culvert                                 | LF   | 38       | \$ 65.00           | \$ 2,470.00            | \$ 220.00          | \$ 8,360.00            | \$ 80.00                 | \$ 3,040.00            |
| 33 4213          | 12" CMP Flared End Sections                     | EA   | 2        | \$ 500.00          | \$ 1,000.00            | \$ 500.00          | \$ 1,000.00            | \$ 300.00                | \$ 600.00              |
| <b>TOTAL BID</b> |   |      |          |                    | <b>\$ 1,297,788.50</b> |                    | <b>\$ 1,957,594.95</b> |                          | <b>\$ 2,208,095.80</b> |

**RESOLUTION NO. 23 – 06 - 42**

**RESOLUTION REJECTING THE BIDS FOR 2023 CITY PROJECT NO. 2 FOR LAFAVE PARK IMPROVEMENTS**

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

WHEREAS, the City had applied for grant funding to make improvements to the boat landing and LaFave Park area; and

WHEREAS, the City was awarded \$870,580 in grant funding for this project with the City committing 25% of a local match to the project; and

WHEREAS, the cost estimate put together by the engineers for this project was \$1,297,788.50; and

WHEREAS, the two bids that were received were significantly higher with the lowest bid coming in at \$1,957,594.95;

NOW THEREFORE, BE IT RESOLVED the City Council of East Grand Forks, Minnesota hereby rejects all bids that were opened on May 31, 2023 for the 2023 City Project No. 2 LaFave Park Improvements.

*Voting Aye:*  
*Voting Nay*  
*Absent:*

The President declared the resolution passed.

Passed: June 20, 2023

Attest:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 20<sup>th</sup> of June, 2023.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: 6/13/2023

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: Fire Chief Jeff Boushee

RE: Mutual Aid Agreement with Air Force Base

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**Background:**

The East Grand Forks Fire Dept. has had a long-standing mutual aid agreement with the Air Force Base. This is a renewal of that agreement.

**Recommendation:**

Approve the renewal of the mutual aid agreement.

**Enclosures:** Agreement for Mutual Aid in Fire and Emergency Services

AGREEMENT FOR MUTUAL AID IN FIRE AND EMERGENCY SERVICES

BETWEEN  
EAST GRAND FORKS FIRE DEPARTMENT, NORTH DAKOTA

AND  
GRAND FORKS AIR FORCE BASE, NORTH DAKOTA

This Mutual Aid Agreement (the “Agreement”) is made and entered into this \_\_\_ day of \_\_\_\_\_ 2023, between the Secretary of the Air Force (the “Air Force”) acting by and through the Commander Grand Forks AFB pursuant to the authority of 42 U.S.C. § 1856a and the Fire Department of East Grand Forks Fire Department. Together the Air Force and East Grand Forks Fire Department are hereinafter referred to as the “Parties”.

WITNESSETH:

WHEREAS each of the Parties hereto maintains equipment and personnel for the suppression of fires and the management of other emergency incidents occurring within areas under their respective jurisdictions; and

WHEREAS, as set forth in 42 U.S.C. § 1856 the term ‘fire protection’ includes personal services and equipment required for fire prevention, the protection of life and property from fire, firefighting, and emergency services, including basic medical support, basic and advanced life support, hazardous material containment and confinement, and special rescue incidents involving vehicular and water mishaps, and trench, building, and confined space extractions; and

WHEREAS the Parties hereto desire to augment the fire protection capabilities available in their respective jurisdictions by entering into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, obligations and agreements herein established, the Parties hereby agree as follows:

- a. The authority to enter into this Agreement is set forth in 42 U.S.C. § 1856a, and Title 15 United States Code Section 2210, the regulations implementing same at Title 44 Code of Federal Regulations Part 151 *Emergency Management and Assistance* and DAFI 32-2001, *F&ES Program*.
- b. This Agreement will serve as the agreement between the Parties for securing to each mutual aid in fire protection services as defined above.
- c. On request to a representative of the Grand Forks AFB fire department by a representative of the East Grand Forks Fire Department, fire protection equipment and personnel of the Grand Forks AFB fire department will be dispatched to any point within the area for which the East Grand Forks Fire Department normally provides fire protection services as designated by the representatives of the East Grand Forks Fire Department.

d. On request to a representative of the East Grand Forks Fire Department by a representative of the Grand Forks AFB fire department, fire protection equipment and personnel of the East Grand Forks Fire Department will be dispatched to any point within the jurisdiction of the Grand Forks AFB as designated by the representative of the Grand Forks AFB fire department.

e. Any dispatch of equipment and personnel by the Parties pursuant to this Agreement is subject to the following conditions:

(1) Any request for aid hereunder will include a statement of the amount and type of equipment and personnel requested and will specify the location to which the equipment and personnel are to be dispatched, but the amount and type of equipment and the number of personnel to be furnished will be determined by the responding organization. The requesting organization will ensure access to site for the responding organization.

(2) The responding organization will report to the officer in charge of the requesting organization at the location to which the equipment is dispatched and will be subject to the orders of that official.

(3) The responding organization will be released by the requesting organization when the services of the responding organization are no longer required or when the responding organization is needed within the area for which it normally provides fire protection.

(4) Sharing of non-encrypted Radio Frequencies/INTEROPERABILITY capability between agencies specifically during Mutual Aids for accountability of personnel and assets, including sharing of valuable information between Incident Command and firefighters.

(5). HAZMAT incident response will include the response to, and control and containment of any release or suspected release of any material suspected to be or known to be hazardous. Where the properties of a released material are not known, it will be considered hazardous until proven otherwise by the requesting organization using all technical resources available. Cleanup and removal of contained HAZMAT will be the responsibility of the requesting organization.

(6) In the event of a crash of an aircraft owned or operated by the United States or military aircraft of any foreign nation within the area for which the East Grand Forks Fire Department normally provides fire protection services, the chief of the Grand Forks AFB fire department or his or her representative may assume full command on arrival at the scene of the crash.

(7) Regardless of local agencies assigning an incident safety officer, an Air Force representative will be assigned to act as the incident safety officer for Grand Forks AFB to observe Air Force support and operations at an incident. Local agencies are encouraged to assign a safety officer to observe the agencies support and operations at an incident on the installation.

f. Each Party hereby agrees that its intent with respect to the rendering of assistance to the other Party under this Agreement is not to seek reimbursement from the Party requesting such assistance.

(1) Notwithstanding the above, the Parties hereby recognize that pursuant to the Section 11 of the Federal Fire Prevention and Control Act of 1974 (15 U.S.C. § 2210) and Federal regulations issued there under (44 Code of Federal Regulations Part 151), East Grand Forks Fire Department is permitted to seek reimbursement for all or any part of its direct expenses and losses (defined as additional firefighting costs over normal operational costs) incurred in fighting fires on property under the jurisdiction of the United States. Furthermore, under the authority of 42 U.S.C. § 1856a, and pursuant to any applicable state or local law each Party hereby reserves the right to seek reimbursement from the other for all or any part of the costs (defined as additional firefighting costs over normal operational costs) incurred by it in providing fire protection services to the other Party in response to a request for assistance.

(2) Furthermore, East Grand Forks Fire Department agrees to indemnify and hold harmless the United States from any liability that may arise from the use of firefighting foams, chemicals, or other materials by the Air Force in providing fire protection services to the East Grand Forks Fire Department, which agreement to indemnify and hold harmless includes, but is not limited to, such uses that may result in hazardous substance exposure or pollution of or contamination to air, land, water, person or property or such uses that may result in response actions under CERCLA, RCRA, or any other federal, state, or local laws. Notwithstanding any other provision of this Agreement, termination of this Agreement shall in no way affect East Grand Forks Fire Department's obligation under this paragraph to indemnify and hold harmless the United States from any liability that may arise from the use of firefighting foams, chemicals, or other materials by the Air Force in providing fire protection services to the East Grand Forks Fire Department, which obligation shall survive such termination.

g. Both Parties agree to implement the National Incident Management System during all emergency responses on and off Installations IAW National Fire Protection Association Standard 1561.

h. Each Party waives all claims against the other Party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement. This provision does not waive any right of reimbursement pursuant to paragraph f.

i. All equipment used by East Grand Forks Fire Department in carrying out this Agreement will, at the time of action hereunder, be owned by it; and all personnel acting for East Grand Forks Fire Department under this Agreement will, at the time of such action, be an employee or volunteer member of East Grand Forks Fire Department.

j. The rendering of assistance under the terms of this Agreement will not be mandatory; however, the Party receiving a request for assistance will endeavor to immediately inform the requesting Party if the requested assistance cannot be provided and, if assistance can be provided, the quantity of such resources as may be dispatched in response to such request.

k. Neither Party will hold the other Party liable or at fault for failing to respond to any request for assistance or for failing to respond to such a request in a timely manner or with less than optimum equipment and/or personnel, it being the understanding of the Parties that each is primarily and ultimately responsible for the provision of fire protection services needed within their own jurisdictions.

l. Disputes.

Parties to Negotiate. If a dispute should arise, the Parties agree to first attempt to resolve the dispute using unassisted negotiation techniques (i.e., without the assistance of a neutral third party). Either Party may request in writing that unassisted negotiations commence. As part of the unassisted negotiation, the Parties shall consider employing joint fact-finding, if material factual disputes are involved, and shall use other early resolution techniques appropriate to the circumstances. If the dispute involves material issues of fact, the Parties may employ a neutral third party to provide a confidential evaluation of the issues of fact.

m. Alternative Dispute Resolution.

1. If the dispute is not resolved within sixty (60) days after the request for unassisted negotiations, and the Parties do not mutually agree to continue the unassisted negotiations, the Parties shall employ alternative dispute resolution procedures involving nonbinding mediation of the dispute by a neutral third party. The alternative dispute resolution procedures employed shall include a confidential evaluation of both the facts and the law and the issuance of confidential recommendations by the neutral third party.

2. By entering into this Agreement, the Parties have voluntarily adopted alternative dispute resolution procedures IAW 5 United States Code. § 572(c). These procedures shall not be employed if determined by either Party to be inappropriate after taking into consideration the factors enumerated at 5 United States Code. § 572(b). A Party rejecting alternative dispute resolution as inappropriate shall document its reasons in writing and deliver them to the other Party. The Parties shall enter into a master written alternative dispute resolution Agreement governing alternative dispute resolution proceedings that may be amended as needed to fit individual proceedings. (A template of an acceptable alternative dispute resolution agreement may be found at [www.adr.af.mil](http://www.adr.af.mil)).

3. The Government's obligation to make any payment arising out of an agreement resolving a dispute under this Agreement is contingent upon the availability of funds proper for such payment. The East Grand Forks Fire Department obligation to make any payment arising out of an agreement resolving a dispute under this Agreement is contingent upon the availability of funds proper for such payment.

n. All notices, requests, demands, and other communications which may or are required to be delivered hereunder will be in writing and will be delivered by messenger, by a nationally recognized overnight mail delivery service or by certified mail, return receipt requested, at the following addresses:

For the Air Force:

Grand Forks AFB

c/o Commander

319<sup>th</sup> RW 460 Steen Blvd bldg. 307

Grand Forks AFB ND 58205

And:

Department of the Air Force

Air Force Civil Engineer Center/CXF

139 Barnes Dr, Suite 1

Tyndall AFB FL 32403-5319

And:

Grand Forks AFB

c/o Installation Fire Chief

750<sup>th</sup> 10<sup>th</sup> Ave N.

Grand Forks AFB 58205

For East Grand Forks Fire Department

East Grand Forks Fire Department

Attention to Fire Chief

415 4TH ST NW

East Grand Forks MN 56721-1778

TERMS OF THE AGREEMENT

o. This Agreement will become effective on the date of the last signature to the Agreement and will remain in effect for five years (insert date) from that date (the “Term”). The Parties to this agreement shall conduct an annual review for currency to respective regulatory and policy guidance and shall acknowledge review by cover letter signature from both Parties’ senior fire officers. Either Party may unilaterally terminate this Agreement during the Term by sending notification of its intent to terminate to the other Party at 180 days in advance of the proposed date of termination. Such notification will be in the form of a written submission to the other Party.

p. Upon becoming effective, this Agreement will supersede and cancel all previous agreements between the Parties concerning the rendering of assistance from one to the other for the purposes stated in this Agreement.

q. The modification or amendment of this Agreement, or any of the provisions of this Agreement, will not become effective unless executed in writing by both Parties.

r. This Agreement may be executed in one or more counterparts, each of which will be deemed an original.

s. **Government Data Practices Act.** East Grand Forks Fire Department must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the East Grand Forks Fire Department under this agreement. As a Minnesota governmental agency, the civil remedies of Minn. Stat. § 13.08 apply to its release of the data referred to in this clause. Grand Forks AFB personnel must comply with the Freedom of Information Act, 5 USC § 552, the Privacy Act, 5 USC § 552a, and applicable Air Force policies.

t. The East Grand Forks Fire Department’s liability is governed by Minn. Stat. chapter 466 and other applicable law.

IN WITNESS WHEREOF, The Parties have caused this Agreement to be executed by their duly authorized representatives on the dates shown below (apply all required signatures here):

FIRE DEPARTMENT  
For East Grand Forks Fire Department

THE UNITED STATES OF AMERICA  
by the Secretary of the Air Force

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_  
(TITLE)

Name: \_\_\_\_\_  
COMMANDER, GRAND FORKS AFB

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# Request for Council Action

Date: 06/15/23

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: Megan Nelson – City Clerk

RE: Requesting Formal Approval for Spud Jr Renewal

---

At the May 16<sup>th</sup> meeting there were many on-sale liquor license renewals that were included on the agenda. I had renewal application for the Spud Jr. included in the packet, but it was not listed in the motion for approval. I am requesting council action to approve the renewal, so it is officially approved.



# Request for Council Action

Date: 5/23/2023

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: Jason Stordahl-Public Works Director

RE: Jetter Truck

---

Background: Our Jetter Truck was in a roll-over accident, and the City’s Insurance provider deemed it a total loss. They valued the truck at \$40,000. The City elected to buy back the truck for \$8,000, and have repurposed it as a “water truck/brine truck”. After buying it back and paying the \$1,000 deductible, the Insurance Company paid the City \$31,000.

The City had budgeted \$300,000 in the CIP fund to purchase a new Jetter Truck in 2025, however there is an immediate need to purchase the truck. The Finance Director and myself review wastewater collection fees annually, and have plans to use the collected dollars to cover repairs on infrastructure and replacement of equipment as needed. Therefore, we have adequate funds to purchase a new Jetter Truck.

We received the following pricing for a new Jetter Truck from Flexible Pipe Tool Company (Sourcewell Pricing):

|  |              |
|--|--------------|
| Jetter Truck   | \$293,085.25 |
| <i>(Flexible Pipe Tool Company (Sourcewell Pricing))</i> |              |

Recommendation: Declare surplus for trade the water pump (from old truck), and purchase a new Jetter Truck from “Flexible Pipe Tool Company (Sourcewell Pricing) for \$ 293,085.25.

# FLEXIBLE PIPE TOOL COMPANY

## *Sewer Cleaning and Inspection Equipment - Sales and Service*

22606 186th Avenue, Cold Spring, MN 56320

Phone: 320-597-7552 Fax: 320-597-7882 Toll Free: 800-450-6969

**Date: May 22,2023**

**To: Jeremy King**

**City of East Grand Forks**

**1001 2nd Street NE**

**East Grand Forks, MN 56721**

**From: *Shane Smetana***

**We are pleased to submit the following quotation.** All prices are subject to immediate acceptance. Clerical errors are subject to correction. All agreements are contingent upon fires, accidents, labor difficulties and causes beyond our reasonable control. No statement, contract or order will be binding on the Company unless made or approved on behalf of the Company by one of its officers.

One (1) 2023 Sewer Equipment Co. of America 800HPR Eco Truck Mount Jetter priced per: Minnesota State Contract # 191958 including the following features/options:

|       |   |               |
|-------|---|---------------|
| 1.0   | Unit base price   | \$ 148,558.00 |
| 2.9   | Drain valves on water pump                              | \$ 206.00     |
| 3.3   | Digital "Smart Counter" footage meter                   | \$ 3,651.00   |
| 3.6   | Automatic level wind, with hydraulic up/down            | \$ 8,265.00   |
| 3.7   | Hydraulic pressure gauge                                | \$ 387.00     |
| 3.10  | Upgrade to 1000' capacity reel to accomadate 800' hose  | \$ 3,237.00   |
| 3.11  | 1" x 2500 PSI x 800' Sewer hose assembly installed      | \$ 4,480.00   |
| 4.11  | 50' Washdown system with retractable reel               | \$ 1,637.00   |
| 4.17  | Fill hose storage rack                                  | \$ 260.00     |
| 5.4   | Long handled tool slot (two 4" cube slots)              | \$ 377.00     |
| 6.20  | Pump compartment light                                  | \$ 262.00     |
| 6.21  | Flood lights installed in work area (2)                 | \$ 1,112.00   |
| 6.24  | LED Arrow stick, mounted on rear of unit                | \$ 1,316.00   |
| 6.27  | (8) 4" x 1" surface mount strobe package 2 per side     | \$ 2,763.00   |
| 6.3 0 | Wireless remote control F-N-R, Throttle, pump on/off    | \$ 8,908.00   |
| 6.34  | Back-up camera system with 7" monitor installed in dash | \$ 1,368.00   |
| 6.39  | CD-ROM operation manual                                 | \$ 73.00      |
| 6.4 0 | Polar pack insulation system                            | \$ 7,516.00   |
| 8.1   | Delivery freight charge                                 | \$ 1,840.25   |
| 2.1   | Gaint water pump 65gpm @2000psi                         | Standard      |
| 2.2   | Cold weather recirculation                              | Standard      |
| 3.1   | 10' leader hose assembly                                | Standard      |
| 4.1   | 25' fill hose with couplings                            | Standard      |
| 4.2   | Strainer between water tanks and water pump             | Standard      |
| 4.3   | Water level sight tubes                                 | Standard      |
| 4.4   | LED water level indicator                               | Standard      |

|      |  |          |
|------|--|----------|
| 4.6  | Stainless steel ball float at tank top fill port | Standard |
| 4.7  | Tank drain                                       | Standard |
| 4.8  | Washdown gun                                     | Standard |
| 4.9  | 1500 gallon water tank, Duraprolene              | Standard |
| 4.1  | Air purge valve                                  | Standard |
| 6.1  | Lighted NEMA-4 control panel                     | Standard |
| 6.2  | Tachometer                                       | Standard |
| 6.3  | Hour meter                                       | Standard |
| 6.4  | Mounting to approved chassis                     | Standard |
| 6.5  | Mud Flaps  | Standard |
| 6.6  | Rear bumper                                      | Standard |
| 6.7  | Hitch reciever                                   | Standard |
| 6.8  | LED D.O.T.                                       | Standard |
| 6.9  | BB hose guide                                    | Standard |
| 6.10 | Tri-Star nozzle                                  | Standard |
| 6.11 | DD high flow nozzle                              | Standard |
| 6.12 | Finned nozzle extention                          | Standard |
| 6.13 | Nozzle rack                                      | Standard |
| 6.14 | Upstream pulley guide                            | Standard |
| 6.15 | Paper operator owners manual                     | Standard |
| 6.16 | Delivery and operator training                   | Standard |

**Subtotal** \$ 196,216.25

2023 Freightliner M2 chassis \$88,464.00

ENZ camera nozzle kit \$10,905.00

Water pump Trade in allowance **(\$2,500.00)**

**Total: \$ 293,085.25**

By: *Shane Smetana*  
Flexible Pipe Tool Company



\_\_\_\_\_  
Authorized Signature Title  
City of East Grand Forks

## Megan Nelson

---

**From:** Jason Stordahl  
**Sent:** Thursday, June 15, 2023 1:21 PM  
**To:** City Council; EGF Mayor Steve Gander; Megan Nelson  
**Subject:** Jetter Truck

To all,

At last Tuesdays Work Session there were some questions regarding the Jetter Truck. See questions and answers below:

1. What year is our damaged truck? **2002**
2. What was the cost of our damaged truck when it was new? **\$101,991.90**
3. Do you believe that we are getting a fair value from the City's Insurance provider for the damaged truck? **As I stated in the Council Work Session, I do believe that we are getting a more than fair value. We looked into that prior to excepting Insurance's offer, and found that our truck chassis is worth between \$10,000 and \$15,000. I looked up some comparables again after the Work Session and the first 3 trucks (all yr 2002 GMC C8500 Kodiaks) where priced between \$12,900.00-\$16,9000.00. Once of the Truck Sales company was selling a 2007 model (5 yrs newer) in mint condition, with a dump box, hoist, and electric roll tarp for \$37,242.00.**
4. What is the cost to have a private company jet a sewer? **For mobilization we have paid between \$1,200-\$1,700 per event, plus an hourly rate of \$300/hour. That is a regular daytime hourly rate. I have requested rates (daytime and after hour/weekend) from multiple contractors; however, everyone is busy so it may be a week or two before we see anything from them.**

**The bigger issue with using a contractor is availability. When speaking with a representative for Roto Rooter (local to GF) they said that whenever they were available, they would assist. They also said that sometimes they are out of town working and wouldn't be able to assist during those times and may not always have the man power available on weekends.**

**The contractors that we typically use for our annual sewer cleaning come from Fargo, Elbow Lake, and Bemidji. If called (unless they are in the area work) the fastest that they could get here many times is 3 or 4 hours.**

Thank you.

Jason Stordahl  
Public Work Director  
218-773-1313

# Request for Council Action

Date: 6/15/2023

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: Jason Stordahl

RE: Street Repairs-James Ave. SE & 2<sup>nd</sup> ST NE

---

Background: James Ave. SE (near 4<sup>th</sup> ST SE) & 2<sup>nd</sup> Ave. NE (east of 2<sup>nd</sup> Ave. NE) are in need of street repairs. Both sites have cracked, offset, sinking, and missing street panels. The repair methods will be to remove and replace existing concrete and install chimney seals on associated manholes.

I received the following repair estimates:

2<sup>nd</sup> Street NE

|                  |             |
|------------------|-------------|
| OPP Construction | \$80,130.00 |
| H&S Construction | \$64,056.00 |

James Ave. SE

|                  |             |
|------------------|-------------|
| OPP Construction | \$80,485.00 |
| H&S Construction | \$65,983.00 |

Funding for this repair project will come from the City's "Street Reconstruction" budget.

Recommendation: Approve H&S Construction to repair streets and associated curb/gutter and chimney seals on both 2<sup>nd</sup> ST NE & James Ave. SE, for \$130,039.00.

H & S Construction of TRF, Inc  
 17279 US Hwy 59 NE  
 Thief River Falls, MN 56701

# Estimate

|           |            |
|-----------|------------|
| Date      | Estimate # |
| 6/15/2023 | 2233       |

|   |
|---|
| Name / Address  |
| City of East Grand Forks<br>1001 2nd St NE<br>East Grand Forks Mn 56721<br>Att: Jason |

|         |              |
|---------|--------------|
| Phone # | 218.681.5503 |
|---------|--------------|

|       |              |         |
|-------|--------------|---------|
| Fax # | 218.681.7063 | Project |
|-------|--------------|---------|

2023 work

| Description  | Qty | Rate         | Total               |
|--|-----|--------------|---------------------|
| 2nd Street NE  |     |              |                     |
| Remove 7" concrete pavement (SQ YRD)   | 448 | 12.00        | 5,376.00            |
| Remove concrete curb & gutter  | 128 | 5.00         | 640.00              |
| 7" concrete pavement (SQ YRD)  | 448 | 115.00       | 51,520.00           |
| Concrete Curb & Gutter   | 128 | 40.00        | 5,120.00            |
| Adjust castings (Materials by others)  | 4   | 350.00       | 1,400.00            |
| 4th St SE & James Ave  |     |              |                     |
| Remove 7" concrete pavement (SQ YRD)   | 452 | 12.00        | 5,424.00            |
| Remove concrete curb & gutter  | 125 | 5.00         | 625.00              |
| 7" concrete pavement (SQ YRD)  | 452 | 115.00       | 51,980.00           |
| Concrete Curb & Gutter   | 125 | 40.00        | 5,000.00            |
| Adjust castings (Materials by others)  | 1   | 350.00       | 350.00              |
| Furnish & Install Class 5 gravel fill (approx yardage only---<br>actual yardage used shall be billed at 50.50 per yard | 36  | 50.50        | 1,818.00            |
| Furnish & Install Black Dirt fill (approx yardage only--- actual<br>yardage used shall be billed at 65.50 per yard     | 12  | 65.50        | 786.00              |
| If any Additional Information is Required Please Call Robert Audette<br>@218.686.9308                                  |     | <b>Total</b> | <b>\$130,039.00</b> |



P.O.Box 13530  
Grand Forks, ND 58208-3530  
Business - 701.775.3322  
Fax - 701.795.7020

## PROPOSAL

Attn: Jason Stordahl  
**Intersection at James Ave and 4th St SE**  
**Manhole and Sunken Roadway Repair**  
**East Grand Forks, MN**

May 19, 2023

Opp Construction is pleased to offer the following pricing on the aforementioned project.

| Item                           | Description                       | Unit | QTY | Unit Price | Total            |
|--------------------------------|-----------------------------------|------|-----|------------|------------------|
| <b><u>Concrete Repairs</u></b> |                                   |      |     |            |                  |
| 1                              | Traffic Control / Mobilization    | LS   | 1   | \$ 800.00  | \$ 800.00        |
| 2                              | Remove and Replace Curb & Gutter  | LF   | 160 | \$ 80.00   | \$ 12,800.00     |
| 3                              | R & R 7" Reinforced Street Panels | SY   | 471 | \$ 135.00  | \$ 63,585.00     |
| 4                              | New Manhole Casting - Installed   | EA   | 1   | \$ 900.00  | \$ 900.00        |
| 5                              | Chimney Seal - Installed          | EA   | 1   | \$ 600.00  | \$ 600.00        |
| 6                              | Black Dirt & Seed and Hydroseed   | SY   | 60  | \$ 30.00   | \$ 1,800.00      |
| <b>TOTAL &gt; &gt;</b>         |                                   |      |     | \$         | <b>80,485.00</b> |

Notes:

- As per site meeting and painted Road panels
- All Work to be done to City of EGF Specifications
  
- This proposal shall be incorporated into our contract or agreement.
- Final payment is due upon completion.

Exclusions:

- Permit (if Required)
- Owner is Responsible for Any Private Utility Locations

Thank You  
Aaron Fultz



P.O.Box 13530  
 Grand Forks, ND 58208-3530  
 Business - 701.775.3322  
 Fax - 701.795.7020

## PROPOSAL

Attn: Jason Stordahl  
 2nd St NE  
 Manhole, Curb and Street Panel Repairs  
 East Grand Forks, MN

May 19, 2023

Opp Construction is pleased to offer the following pricing on the aforementioned project.

| Item                           | Description                         | Unit | QTY | Unit Price | Total               |
|--------------------------------|-------------------------------------|------|-----|------------|---------------------|
| <b><u>Concrete Repairs</u></b> |                                     |      |     |            |                     |
| 1                              | Traffic Control / Mobilization      | LS   | 1   | \$ 800.00  | \$ 800.00           |
| 2                              | Remove and Replace Curb & Gutter    | LF   | 80  | \$ 80.00   | \$ 6,400.00         |
| 3                              | R & R 8" Street Panels              | SY   | 450 | \$ 145.00  | \$ 65,250.00        |
| 4                              | R & R Drainway Concrete behind Curb | SF   | 12  | \$ 40.00   | \$ 480.00           |
| 5                              | New Manhole Casting - Installed     | EA   | 3   | \$ 900.00  | \$ 2,700.00         |
| 6                              | Catch Basin Casting - Installed     | EA   | 1   | \$ 900.00  | \$ 900.00           |
| 7                              | New Chimney Seal - Installed        | EA   | 4   | \$ 600.00  | \$ 2,400.00         |
| 8                              | Black Dirt & Seed and Hydroseed     | SY   | 40  | \$ 30.00   | \$ 1,200.00         |
| <b>TOTAL &gt; &gt;</b>         |                                     |      |     |            | <b>\$ 80,130.00</b> |

Notes:

- As per site meeting and painted Road panels
- All Work to be done to City of EGF Specifications
- This proposal shall be incorporated into our contract or agreement.
- Final payment is due upon completion.

Exclusions:

- Permit (if Required)
- Owner is Responsible for Any Private Utility Locations

Thank You  
 Aaron Fultz

# Accounts Payable

## Check Register Totals Only

User: mnelson  
Printed: 6/16/2023 - 11:32 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 |
|-------|------------|-----------|--------------------------------------|-----------|---------|
| 40685 | 06/20/2023 | ACM001    | Acme Electric Companies              | 83.97     | 0       |
| 40686 | 06/20/2023 | ADV007    | Advanced Auto Parts                  | 194.37    | 0       |
| 40687 | 06/20/2023 | ADV001    | Advanced Business Methods Inc        | 503.76    | 0       |
| 40688 | 06/20/2023 | AME005    | Aramark Uniform Services             | 275.94    | 0       |
| 40689 | 06/20/2023 | ATH001    | Athletica Sport Systems              | 12,190.00 | 0       |
| 40690 | 06/20/2023 | ALL022    | AWR Inc                              | 26,226.50 | 0       |
| 40691 | 06/20/2023 | BAI001    | Bailey Nurseries Inc                 | 5,146.25  | 0       |
| 40692 | 06/20/2023 | BER001    | Bert's Truck Equipment               | 82.48     | 0       |
| 40693 | 06/20/2023 | GFF001    | Timothy Brooks                       | 1,294.25  | 0       |
| 40694 | 06/20/2023 | BSN001    | BSN Sports Inc.                      | 907.10    | 0       |
| 40695 | 06/20/2023 | C&R001    | C&R Cleaners & Laundry               | 204.60    | 0       |
| 40696 | 06/20/2023 | CEN006    | Century Link                         | 253.51    | 0       |
| 40697 | 06/20/2023 | CHS001    | CHS Ag Services                      | 17,933.50 | 0       |
| 40698 | 06/20/2023 | CIN001    | Cintas Corporation No. 2             | 130.01    | 0       |
| 40699 | 06/20/2023 | GFC002    | City of Grand Forks                  | 59,826.00 | 0       |
| 40700 | 06/20/2023 | COL002    | Cole Papers Inc                      | 910.28    | 0       |
| 40701 | 06/20/2023 | COP002    | Copy Cat Printing                    | 36.00     | 0       |
| 40702 | 06/20/2023 | CRA002    | Bud Cranor                           | 1,016.40  | 0       |
| 40703 | 06/20/2023 | D&M001    | D&M Auto Body                        | 200.00    | 0       |
| 40704 | 06/20/2023 | DOC001    | Docu Shred Inc                       | 54.89     | 0       |
| 40705 | 06/20/2023 | DOM001    | Domson BG Service                    | 1,560.00  | 0       |
| 40706 | 06/20/2023 | EGF006    | EGF City Petty Cash Ckng             | 610.25    | 0       |
| 40707 | 06/20/2023 | FOR005    | Forum Communications Company         | 905.00    | 0       |
| 40708 | 06/20/2023 | GAL003    | Galstad Jensen & McCann PA           | 22,796.73 | 0       |
| 40709 | 06/20/2023 | GAR001    | Garden Hut Inc                       | 219.80    | 0       |
| 40710 | 06/20/2023 | GER001    | Gerrells Sport Center                | 2,429.90  | 0       |
| 40711 | 06/20/2023 | GFW001    | Grand Forks Welding & Machine        | 3,694.57  | 0       |
| 40712 | 06/20/2023 | GRE002    | Greg's Lawn Care                     | 509.59    | 0       |
| 40713 | 06/20/2023 | HAW001    | Hawkins Chemical                     | 3,242.38  | 0       |
| 40714 | 06/20/2023 | HOR001    | Horizon Commercial Pool Supply       | 184.84    | 0       |
| 40715 | 06/20/2023 | INP001    | In-Prints Screen Printing            | 641.60    | 0       |
| 40716 | 06/20/2023 | INT013    | Interstate Billing Service           | 320.00    | 0       |
| 40717 | 06/20/2023 | ITR001    | Interstate Towing & Recovery         | 165.00    | 0       |
| 40718 | 06/20/2023 | IRO001    | Ironman Welding Inc                  | 1,155.00  | 0       |
| 40719 | 06/20/2023 | LEI001    | Leighton Broadcasting                | 600.00    | 0       |
| 40720 | 06/20/2023 | HAR081    | Local Ace                            | 198.56    | 0       |
| 40721 | 06/20/2023 | HAR086    | Local Ace                            | 268.43    | 0       |
| 40722 | 06/20/2023 | HAR087    | Local Ace                            | 1,200.96  | 0       |
| 40723 | 06/20/2023 | HAR089    | Local Ace                            | 10.15     | 0       |
| 40724 | 06/20/2023 | LUM001    | Lumber Mart                          | 81.10     | 0       |
| 40725 | 06/20/2023 | M&K001    | M&K Porta Potties                    | 80.00     | 0       |
| 40726 | 06/20/2023 | MAR008    | Marshall and Polk Rural Water System | 8.91      | 0       |
| 40727 | 06/20/2023 | BIG002    | Albert Meagher                       | 1,400.00  | 0       |
| 40728 | 06/20/2023 | MEN001    | Menards                              | 2.69      | 0       |
| 40729 | 06/20/2023 | MID003    | Midcontinent Communications          | 3,130.70  | 0       |
| 40730 | 06/20/2023 | MNC005    | MN County Attorney's Association     | 33.00     | 0       |
| 40731 | 06/20/2023 | MSC001    | MSC Industrial Supply Co             | 200.87    | 0       |
| 40732 | 06/20/2023 | NOR004    | Northern Plumbing Supply             | 99.30     | 0       |
| 40733 | 06/20/2023 | NOR024    | Northland Yard Service               | 200.00    | 0       |
| 40734 | 06/20/2023 | ORE001    | O'Reilly Automotive, Inc.            | 108.00    | 0       |

| Check | Date       | Vendor No | Vendor Name                          | Amount       | Voucher    |
|-------|------------|-----------|--------------------------------------|--------------|------------|
| 40735 | 06/20/2023 | OFF002    | ODP Business Solutions, LLC          | 14.98        | 0          |
| 40736 | 06/20/2023 | OPP001    | Gregory T Opp                        | 11,200.00    | 0          |
| 40737 | 06/20/2023 | ORC002    | Orchard Oil Company                  | 112.80       | 0          |
| 40738 | 06/20/2023 | EXP002    | Page 1 Publications, Inc.            | 274.00       | 0          |
| 40739 | 06/20/2023 | PAT001    | Patio World                          | 479.44       | 0          |
| 40740 | 06/20/2023 | PDQ001    | PDQ Sanitary Services                | 285.00       | 0          |
| 40741 | 06/20/2023 | PET001    | Peterson Veterinary Clinic P.C.      | 646.11       | 0          |
| 40742 | 06/20/2023 | PKM001    | PKM Electric Cooperative, Inc        | 1,629.00     | 0          |
| 40743 | 06/20/2023 | POL006    | Polk County Highway Department       | 7,801.92     | 0          |
| 40744 | 06/20/2023 | RIV005    | Riverview Healthcare                 | 217.00       | 0          |
| 40745 | 06/20/2023 | SAN005    | Sanford Health OccMed                | 446.00       | 0          |
| 40746 | 06/20/2023 | SIM001    | Simonson Station Stores              | 21.32        | 0          |
| 40747 | 06/20/2023 | MIK001    | SJA Thunder Corp                     | 733.43       | 0          |
| 40748 | 06/20/2023 | SPR002    | Spray Advantage                      | 138.64       | 0          |
| 40749 | 06/20/2023 | SRF001    | SRF Consulting Group Inc             | 7,192.52     | 0          |
| 40750 | 06/20/2023 | STU001    | Stuart's Towing                      | 450.00       | 0          |
| 40751 | 06/20/2023 | RET001    | The Retrofit Companies Inc           | 2,863.76     | 0          |
| 40752 | 06/20/2023 | THU002    | Thur-O-Clean                         | 394.00       | 0          |
| 40753 | 06/20/2023 | TIM001    | Tim Shea's Nursery & Landscaping     | 5,498.00     | 0          |
| 40754 | 06/20/2023 | TRU003    | True North Equipment                 | 1,300.00     | 0          |
| 40755 | 06/20/2023 | USB005    | US Bank Corporate Payment System     | 75,001.22    | 0          |
| 40756 | 06/20/2023 | USP002    | USPS Postmaster                      | 226.00       | 0          |
| 40757 | 06/20/2023 | VAL002    | Valley Truck Parts and Services Inc. | 193.32       | 0          |
| 40758 | 06/20/2023 | VER001    | Verizon Wireless                     | 967.67       | 0          |
| 40759 | 06/20/2023 | VIL001    | Vilandre Heating & A/C               | 209.91       | 0          |
| 40760 | 06/20/2023 | WAT001    | Water & Light Department             | 14,339.01    | 0          |
| 40761 | 06/20/2023 | BUL001    | Kent Wavra                           | 60.00        | 0          |
| 40762 | 06/20/2023 | XCE001    | Xcel Energy                          | 337.57       | 0          |
|       |            |           |                                      | <hr/> <hr/>  |            |
|       |            |           |                                      | Check Total: | 306,559.76 |
|       |            |           |                                      | <hr/> <hr/>  |            |