

**APPROVED MINUTES  
OF THE COUNCIL MEETING  
CITY OF EAST GRAND FORKS  
TUESDAY, JULY 18, 2023 – 5:00 PM**

**CALL TO ORDER:**

*The Council Meeting of the East Grand Forks City Council for Tuesday, July 18, 2023 was called to order by Council President Olstad at 5:00 P.M.*

**CALL OF ROLL:**

*On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Steve Gander, Council President Mark Olstad, Council Vice-President Tim Riopelle, Council Members Clarence Vetter, Ben Pokrzywinski, Dale Helms, Brian Larson, and Karen Peterson.*

*Staff Present: Karla Anderson, Finance Director; Jeff Boushee, Fire Chief; Nancy Ellis, City Planner; Steve Emery, City Engineer; Ron Galstad, City Attorney; Paul Gorte, Economic Development Director; Michael Hedlund, Police Chief, Charlotte Helgeson, Library Director; Reid Huttunen, Parks and Recreation Superintendent; 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 “Work Session” for the East Grand Forks, Minnesota City Council of June 27, 2023.
2. Consider approving the minutes of the “Council Meeting” for the East Grand Forks, Minnesota City Council of July 5, 2023.
3. Consider approving the minute summary of the “Closed Meeting” for the East Grand Forks, Minnesota City Council of July 5, 2023.
4. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of July 11, 2023.

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

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE ITEMS ONE (1) THROUGH FIVE (5).**

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

*Voting Nay: None.*

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA: NONE**

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

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

6. Regular meeting minutes of the Water, Light, Power, and Building Commission for June 21, 2023.

**COMMUNICATIONS: NONE**

**OLD BUSINESS:**

7. Consider adopting Ordinance No. 34, 4<sup>th</sup> Series an ordinance regulating the burning of solid fuels in external solid fuel fired heating devices and by adopting by reference City Code Chapter 1 and Section 10.99 which among other things, contain penalty provisions (2<sup>nd</sup> Reading).

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT ORDINANCE NO. 34, 4<sup>TH</sup> SERIES AN ORDINANCE REGULATING THE BURNING OF SOLID FUELS IN EXTERNAL SOLID FUEL FIRED HEATING DEVICES AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 10.99 WHICH AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS (2<sup>ND</sup> READING).**

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

*Voting Nay: None.*

8. Consider adopting Ordinance No. 35, 4<sup>th</sup> Series an interim ordinance prohibiting the sale, testing, manufacturing, cultivating, growing, transporting, delivery, and distribution of cannabis products in the City of East Grand Forks (2<sup>nd</sup> Reading).

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT ORDINANCE NO. 35, 4<sup>TH</sup> SERIES AN INTERIM ORDINANCE PROHIBITING THE SALE, TESTING, MANUFACTURING, CULTIVATING,**

**GROWING, TRANSPORTING, DELIVERY, AND DISTRIBUTION OF CANNABIS PRODUCTS IN THE CITY OF EAST GRAND FORKS (2<sup>ND</sup> READING).**

Mr. Galstad stated that he had received several calls about this, there was not a lot of direction given from the State, he had reached out for clarification, but had not received any good answers back. Council Vice-President Riopelle said many other cities were in the same situation. Mayor Gander said there was nothing to expand on and they needed to pause the process to get clarification.

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

*Voting Nay: None.*

**NEW BUSINESS:**

9. Consider adopting Resolution No. 23-07-47 approving a Greater Minnesota Legacy Grant Application to the greater Minnesota Regional Parks And Trails Commission and Minnesota Department of Natural Resources for the Red Lake River Corridor Lafave Park, East Grand Forks project.

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 23-07-47 APPROVING A GREATER MINNESOTA LEGACY GRANT APPLICATION TO THE GREATER MINNESOTA REGIONAL PARKS AND TRAILS COMMISSION AND MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE RED LAKE RIVER CORRIDOR LAFAVE PARK, EAST GRAND FORKS PROJECT.**

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

*Voting Nay: None.*

10. Consider approving the request to start a promotional process for the rank of corporal in the Police Department.

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE REQUEST TO START A PROMOTIONAL PROCESS FOR THE RANK OF CORPORAL IN THE POLICE DEPARTMENT.**

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

*Voting Nay: None.*

11. Consider approving the request to start the process to select a new narcotics task force officer for the Police Department.

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE REQUEST TO START THE PROCESS TO SELECT A NEW NARCOTICS TASK FORCE OFFICER FOR THE POLICE DEPARTMENT.**

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

*Voting Nay: None.*

12. Consider approving the Request for Proposal to request auditing services for a three-year contract.

**A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE REQUEST FOR PROPOSAL TO REQUEST AUDITING SERVICES FOR A THREE-YEAR CONTRACT.**

Ms. Anderson stated there were questions included on the RCA and asked who they wanted to serve on the committee to review the proposals and the number of firms that should be contacted. She reminded them 14 firms had been contacted the last time this had been sent out. Council member Helms said at least three firms would be good. Ms. Anderson said some of the firms may not respond because they did not have the staff from the previous request, or it would require travel but she would contact them all again. Ms. Nelson asked who should be on the committee because the accounting technician position was vacant. Council President Olstad said the City Administrator could be. Council member Vetter asked what the role the committee had. Ms. Anderson said it was to review the proposals and bring a recommendation to the Council.

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

*Voting Nay: None.*

13. Consider approving the Special Event Application for the Happy Harry's Hot Valley Nights event scheduled for August 18-19, 2023 for a two-day music festival in downtown East Grand Forks in the city parking lot and contingent upon the Administration Office receiving the certificate of liability.

**A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE SPECIAL EVENT APPLICATION FOR THE HAPPY HARRY'S HOT VALLEY NIGHTS EVENT SCHEDULED FOR AUGUST 18-19, 2023 FOR A TWO-DAY MUSIC FESTIVAL IN DOWNTOWN EAST GRAND FORKS IN THE CITY PARKING LOT AND CONTINGENT UPON THE ADMINISTRATION OFFICE RECEIVING THE CERTIFICATE OF LIABILITY.**

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

*Voting Nay: None.*

14. Consider approving an off-site Gambling Permit Application for the Confidence Learning Center to hold a raffle and bingo on September 30, 2023 at the Eagles Club located at 227 10<sup>th</sup> St NW East Grand Forks, MN 56721.

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE AN OFF-SITE GAMBLING PERMIT APPLICATION FOR THE CONFIDENCE LEARNING CENTER TO HOLD A RAFFLE AND BINGO ON SEPTEMBER 30, 2023 AT THE EAGLES CLUB LOCATED AT 227 10<sup>TH</sup> ST NW EAST GRAND FORKS, MN 56721.**

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

*Voting Nay: None.*

**CLAIMS:**

15. Consider authorizing the Interim City Administrator to issue payment of recommended bills and payroll.

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO AUTHORIZE THE INTERIM CITY ADMINISTRATOR TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.**

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

*Voting Nay: None.*

**COUNCIL/STAFF REPORTS:**

Mayor Gander asked to keep the family of the Fargo Police Officer Jake Wallin in their prayers, along with Police Officers Andrew Dotas, Tyler Hawes who were wounded, and Police Officer Zach Robinson who had to take a life to protect innocent victims. He stated efforts needed to be stepped up to identify violent criminals before they took action on police officers, attacking them was an attack on America, and without law and order there was no country at all. He said he would support any reasonable legislation to make hate speech and threats of violence against police a crime. He thanked all the police officers for keeping communities safe and people were in their debt. He continued saying they grieve with the people of Fargo and all who had lost ones keeping the peace.

Council Vice-President Riopelle echoed Mayor Gander's comments.

Council President Olstad also echoed the mayor's comments regarding the tragedy in Fargo, he did not see the reason for it, local law enforcement understood they were backed by the council and community, and hoped a tragedy like that did not happen in the city. He asked to keep local law enforcement in their thoughts and to let them know what a great job they are doing.

Mr. Emery informed the Council the 4<sup>th</sup> Street NE project was going to be completed shortly, the federal subtarget project was going to start on Monday, July 24<sup>th</sup>, and the preconstruction meeting for the HAWK system project was held and the contractor thought they would be able to complete the project in about a week. He added all the concrete work had been completed for the ADA project and they were just finishing up some landscaping work.

**ADJOURN:**

**A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO ADJOURN THE JULY 18, 2023 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:15 P.M.**

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

*Voting Nay: None.*

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Megan Nelson, City Clerk