

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

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, September 5, 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, City Administrator; Jeremy King, Interim Parks & 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.

HONOR FLIGHT FLAG PRESENTATION TO INCLUDE PLEDGE OF ALLEGIANCE:

This presentation will be conducted by Don Roberts, Honor Flight Organizer, Peggy Vanyo, Daughters of the American Revolution, Delaine “Del” Hirschmann, Honor Flight Volunteer, and Warren Strandell, April 2022 Honor Flight Participant.

Mr. Don Roberts informed the Council he had served in the Marine Corps for 20 years and their mission was to send veterans on the honor flight to Washington DC. He stated they had sent over 2000 veterans, most of them were in their 80s and 90s needing assistance getting around, and 120 veterans were going to be on the next flight that would be leaving on October 15th and be back on October 17th. He added there was a caravan that would be escorting them to the airport and people there to welcome them back home.

Ms. Peggy Vanyo stated it had been a pleasure and honor to help with the honor flight program and it had been a rewarding experience. She said on the last flight both mayors were able to be at the airport to welcome the veterans home and the welcome home celebration was amazing. She told the Council they needed support and assistance to be successful with the next planned flight and to remember to thank a veteran for their service.

Ms. Del Hirschmann commented that she graduated from East Grand Forks in 1979, she had participated in two flights, and made sure the veterans were well taken care of and gave any type of assistance necessary during the trip. She said her first trip she worked specifically with one veteran but the second trip she helped many including helping trace names of people at the Vietnam Memorial. She added that

she ended up tracing the same name for two different veterans. She said as a volunteer they try to make sure that every need is taken care of, and the trip is fun for the veterans.

Mr. Warren Strandell informed the Council he was on the honor flight in April of 2022, there were 84 veterans, 85 volunteers, 15 doctors and nurses, so a total of 183 people were on the flight. He listed all the places they visited, how visiting the Arlington National Cemetery was a humbling experience, especially when thinking of all of the family members of the 400,000 that were buried there. He commented that free was not free and it was one of the best experiences he had ever had.

Mr. Roberts told the Council the veterans would be gone for three days and two nights and everything was taken care of for the veterans so there was no cost to them. He said again there would be 120 veterans going on the next trip, there were plans in place to welcome them home, there would be a planning meeting at the American Legion on September 24th, and over \$58,000 had been donated to help in this process. He commented that the last time they came home there were 500 people at the airport and this time they would like to get 1000 people out there to welcome them home. Mayor Gander thanked the group for allowing him to be a part of the welcoming home celebration which had been one of the most moving things he had done as mayor. Mr. Roberts said everyone should come out to welcome them home, how they still have about 700 veterans on the waiting list to take the trip, and he would continue to raise money to continue the flights. Ms. Hirschmann added the flight was scheduled to come back around 7pm or 8pm but they would have the media with them and would report if there was a delay in getting back.

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 August 15, 2023.
2. Consider approving the minute summary of the “Closed Meeting” for the East Grand Forks, Minnesota City Council of August 15, 2023.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of August 22, 2023.
4. Consider approving the minute summary of the “Closed Meeting” for the East Grand Forks, Minnesota City Council of August 22, 2023.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE ITEMS ONE (1) THROUGH FOUR (4).

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

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.

5. Consider approving the Exempt Gambling Permit Application for the Bemidji State University Ducks Unlimited to hold a raffle and bingo on October 15, 2023 at the American Legion located at 1009 Central Ave NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
6. Consider adopting Resolution No. 23-09-54 entering into an agreement between the City of East Grand Forks and the State of Minnesota for fixed route transportation in East Grand Forks for 2024.
7. Consider adopting Resolution No. 23-09-55 entering into an agreement between the City of East Grand Forks and the State of Minnesota for paratransit services in East Grand Forks for 2024.
8. Consider adopting the Government Access Channel Policy providing guidelines and standards for the use of the City's local government assess channel.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE ITEMS FIVE (5) THROUGH EIGHT (8).

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

Voting Nay: None.

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

9. Regular meeting minutes of the Water, Light, Power, and Building Commission for August 2, 2023.

COMMUNICATIONS:

10. Reminder the 7th Annual City Showcase will be taking place by restaurant row from 5pm to 7pm on Wednesday, September 6th.

Chief Hedlund said this would be the biggest showcase event, there would be more people than before, and encouraged anyone from the city or surrounding area to attend.

OLD BUSINESS:

11. Consider adopting Ordinance No. 39, 4th Series amending City Code Title IX entitled "General Regulations" by revoking weeds sections 98.35 and amending/replacing section 98.35 weeds with the following: and by adopting by reference City Code Title 1 and section 10.99 which, among other things, contain penalty provisions (2nd Reading).

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT ORDINANCE NO. 39, 4TH SERIES AMENDING CITY CODE TITLE IX ENTITLED "GENERAL REGULATIONS" BY REVOKING WEEDS SECTIONS 98.35 AND AMENDING/REPLACING SECTION 98.35 WEEDS WITH THE FOLLOWING: AND BY ADOPTING BY REFERENCE CITY CODE TITLE 1 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS (2ND READING).

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

Voting Nay: None.

NEW BUSINESS:

12. Consider approving the loan agreement for Hawkes Manufacturing for \$49,000 at 1% for a 10 year term.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE LOAN AGREEMENT FOR HAWKES MANUFACTURING FOR \$49,000 AT 1% FOR A 10 YEAR TERM.

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

Voting Nay: None.

13. Consider approving the Memorandum of Agreement between the City of East Grand Forks and the Law Enforcement Labor Services #152 for the adjustment of wages of Officer Kallinen from Grade 15 Step 5 to Grade 15 Step 6 and back pay to January 1, 2023.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND THE LAW ENFORCEMENT LABOR SERVICES #152 FOR THE ADJUSTMENT OF WAGES OF OFFICER KALLINEN FROM GRADE 15 STEP 5 TO GRADE 15 STEP 6 AND BACK PAY TO JANUARY 1, 2023.

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

Voting Nay: None.

14. Consider authorizing the East Grand Forks Police Department to enter into a five year subscription for in-car and bodycam equipment with services from WatchGuard/Motorola starting at \$24,580 for the first year and \$18,986 for the next four years totaling \$100,524.00.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO AUTHORIZE THE EAST GRAND FORKS POLICE DEPARTMENT TO ENTER INTO A FIVE YEAR SUBSCRIPTION FOR IN-CAR AND BODYCAM EQUIPMENT WITH SERVICES FROM WATCHGUARD/MOTOROLA STARTING AT \$24,580 FOR THE FIRST YEAR AND \$18,986 FOR THE NEXT FOUR YEARS TOTALING \$100,524.00.

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

Voting Nay: None.

15. Consider approving the request to declare the 2002 Olympia Ice Resurfacers as surplus and approve the sale to the Greenway Amateur Hockey Association.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE REQUEST TO DECLARE THE 2002 OLYMPIA ICE RESURFACER AS SURPLUS AND APPROVE THE SALE TO THE GREENWAY AMATEUR HOCKEY ASSOCIATION.

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

Voting Nay: None.

16. Consider authorizing staff to enter into an agreement with Brady Martz & Associates LLP for auditing services for the years 2023-2025.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO AUTHORIZE STAFF TO ENTER INTO AN AGREEMENT WITH BRADY MARTZ & ASSOCIATES LLP FOR AUDITING SERVICES FOR THE YEARS 2023-2025.

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

Voting Nay: None.

17. Consider adopting Resolution No. 23-09-56 formally suspending the Memorandum of Understanding for School Resource Officer Services with the Independent School District 595 until the statutory issue is adequately addressed.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 23-09-56 FORMALLY SUSPENDING THE MEMORANDUM OF UNDERSTANDING FOR SCHOOL RESOURCE OFFICER SERVICES WITH THE INDEPENDENT SCHOOL DISTRICT 595 UNTIL THE STATUTORY ISSUE IS ADEQUATELY ADDRESSED.

Mayor Gander stated how this was an agricultural community, but the greatest resource was the young people, there had been an increase in school shootings, and the Minnesota Legislature removing abilities of School Resource Officers was a poor choice. He said the School Resource Officer was removed from the school because the liability was just too great to the City, so after a discussion the program was suspended. He added once the State made a change the program would be reinstated and until then the City has a plan to have two police officers be present at the schools without being under a contractual arrangement. He thanked Chief Hedlund for his assistance through this process. Council President Olstad reiterated there would still be a presence in the schools, but those officers would not be under the school resource officer contract. He added he hoped the State would be able to get this taken care of.

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

Voting Nay: None.

CLAIMS:

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander commented he would see everyone at the showcase.

Mr. Huttunen reminded everyone to meet downstairs for the budget discussion.

Mr. Emery told the Council the work that could be completed had been completed at the intersection of 13th Street and Bygland Road and the old system would be put back in place until the HAWK system was up and running.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO ADJOURN THE SEPTEMBER 5, 2023 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:30 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk