

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 6, 2024 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, February 6, 2024 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 (via Interactive Technology with technical difficulties), Brian Larson, and Karen Peterson.

Staff Present: Karla Anderson, Finance Director; 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, Parks and Recreation Superintendent; Keith Mykleseth, Water and Light General Manager; Megan Nelson, City Clerk; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

SWEARING IN OF OFFICER KRAUSE:

Chief Hedlund introduced Officer Michael Krause, how he had years of experience as an officer, and administered the oath of office and oath of honor which was followed by a round of applause.

OPEN FORUM:

Council 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 “Regular Meeting” for the East Grand Forks, Minnesota City Council of January 16, 2024.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of January 23, 2024.

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

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE.

CONSENT AGENDA:

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

3. Consider approving the Exempt Gambling Permit Application for Sacred Heart to hold a raffle on March 22, 2024 at Sacred Heart located at 200 3rd St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
4. Consider adopting Resolution No. 24-02-17 approving the following Board and Commission appointments and reappointments as presented by the appropriate elected official.
5. Consider adopting Resolution No. 24-02-18 appointing election judges for the presidential primary election on March 5, 2024.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE ITEMS THREE (3) THROUGH FIVE (5).

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

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 January 3, 2024.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

7. Consider declaring the six in-car video systems and nine body cameras as surplus property and approve the sale of the equipment to Guardian Fleet Safety for a total of \$2,100.00.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO DECLARE THE SIX IN-CAR VIDEO SYSTEMS AND NINE BODY CAMERAS AS SURPLUS PROPERTY AND APPROVE THE SALE OF THE EQUIPMENT TO GUARDIAN FLEET SAFETY FOR A TOTAL OF \$2,100.00.

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

Voting Nay: None.

8. Consider approving the Labor Agreement for 2024-2025 between the City of East Grand Forks and the Teamsters Local No 120.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE LABOR AGREEMENT FOR 2024-2025 BETWEEN THE CITY OF EAST GRAND FORKS AND THE TEAMSTERS LOCAL NO 120.

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

Voting Nay: None.

9. Consider approving the Memorandum of Understanding between the City of East Grand Forks and the Law Enforcement Labor Services Local 152 regarding the post-employment Health Care Savings Plan.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EAST GRAND FORKS AND THE LAW ENFORCEMENT LABOR SERVICES LOCAL 152 REGARDING THE POST-EMPLOYMENT HEALTH CARE SAVINGS PLAN.

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

Voting Nay: None.

10. Consider adopting Resolution No. 24-02-16 supporting and approving the submission of an application for the 2024 RAISE Grant process towards the planning activities for the East Grand Forks-Grand Forks Bridge Crossing Project and authorize the City Administrator to submit the application.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 24-02-16 SUPPORTING AND APPROVING THE SUBMISSION OF AN APPLICATION FOR THE 2024 RAISE GRANT PROCESS TOWARDS THE PLANNING ACTIVITIES FOR THE EAST GRAND FORKS-GRAND FORKS BRIDGE CROSSING PROJECT AND AUTHORIZE THE CITY ADMINISTRATOR TO SUBMIT THE APPLICATION.

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

Voting Nay: None.

11. Consider approving the Temporary Road Right-of-Way Encroachment Agreement between the City of East Grand Forks and RJ Zavoral and Sons Inc allowing for the installation of a gate closure on 20th Ave NE.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE TEMPORARY ROAD RIGHT-OF-WAY ENCROACHMENT AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND RJ

ZAVORAL AND SONS INC ALLOWING FOR THE INSTALLATION OF A GATE CLOSURE ON 20TH AVE NE.

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

Voting Nay: Vetter.

12. Consider adopting Resolution No. 24-02-19 authorizing the Mayor and City Administrator to execute the Temporary Access permit and Permanent Multi-Use Path Easement, Waiver of Compensation, and all other MNDOT documents required for the project.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 24-02-19 AUTHORIZING THE MAYOR AND CITY ADMINISTRATOR TO EXECUTE THE TEMPORARY ACCESS PERMIT AND PERMANENT MULTI-USE PATH EASEMENT, WAIVER OF COMPENSATION, AND ALL OTHER MNDOT DOCUMENTS REQUIRED FOR THE PROJECT.

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

Voting Nay: None.

13. Consider adopting Resolution No. 24-02-20 authorizing the bills that have been deemed uncollectable to be written off totaling \$353.00.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADOPT RESOLUTION NO. 24-02-20 AUTHORIZING THE BILLS THAT HAVE BEEN DEEMED UNCOLLECTABLE TO BE WRITTEN OFF TOTALING \$353.00.

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

Voting Nay: None.

14. Consider approving the Easement for Encroachments on Boundary Lines Agreement between the City of East Grand Forks, Green Acres, and Green Acres II LLP.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE EASEMENT FOR ENCROACHMENTS ON BOUNDARY LINES AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS, GREEN ACRES, AND GREEN ACRES II LLP.

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

Voting Nay: None.

CLAIMS:

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

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER

TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander thanked the City of Grand Forks, Grand Forks County, and Polk County for participating in the RAISE Grant application process, it was the right thing to do as they study the need for south end bridges, and it would yield some good results. He said the first bridge would more than likely be at Merrifield, additional bridges in the south region had been talked about for a long time, and the building of this bridge would help alleviate concern of heavy truck traffic. He added it would keep the momentum moving forward, these projects would take a long time to happen, and they would need tenacity to see the project through. He congratulated all the organizers of the vintage snowmobile show, even with almost no snow there were more snowmobiles out on display than in previous years, and there were many people that took part.

Council Member Vetter thanked the City of Grand Forks, Polk County, and Grand Forks County for participating in the RAISE Grant process. He stated he thought the study would show the Merrifield Road would not be a viable option and more than likely it would have to be located a mile south of that road, and the inter-city bridge could end up being built first.

Mr. Huttunen reminded the Council they would be meeting on February 20th to follow up on the strategic planning session and the Coalition of Greater Minnesota Cities Legislative Day would be held on March 20th. He added the deadline to register was coming up for that event, he asked them to let him know if they were interested and able to attend, and the Intergovernmental Retreat would be held on February 22nd.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE FEBRUARY 6, 2024 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:11 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk