

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, FEBRUARY 20, 2024 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, February 20, 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), 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, Parks and Recreation Superintendent; 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:

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 February 6, 2024.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 13, 2024.

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

*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.

3. Consider approving the Special Event Application for the KC Pro West group to hold a practice night on Friday, March 1st followed by Youth Snowmobile Races on March 2nd and 3rd.
4. Consider approving the Special Event Application for the Altru Family YMCA to conduct the annual YMCA Firecracker 5K/10K Fun Run/Walk taking place on July 4th from 8am to 10:30am on the greenway trails.
5. Consider adopting Resolution No. 24-02-21 appointing election judges for the presidential primary election on March 5, 2024.
6. Consider adopting Resolution No. 24-02-22 approving the use of Altru Foundation Partnership funding for the Grand Bike Share Program for 2024 in the amount of \$10,000.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS THREE (3) THROUGH SIX (6).

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

7. Regular meeting minutes of the Water, Light, Power, and Building Commission for January 17, 2024.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

8. Consider adopting Resolution No. 24-02-23 accepting and awarding the bid of Proposals 1 and 2 for 2023 City Project No 2 for LaFave Park Improvements to RJ Zavoral & Sons for a total construction cost of \$1,758,006.75.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER POKZYWINSKI, TO ADOPT RESOLUTION NO. 24-02-23 ACCEPTING AND AWARDING THE BID OF PROPOSALS 1 AND 2 FOR 2023 CITY PROJECT NO 2 FOR LAFAVE PARK IMPROVEMENTS TO RJ ZAVORAL & SONS FOR A TOTAL CONSTRUCTION COST OF \$1,758,006.75.

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

Voting Nay: None.

9. Consider approving the replacement and relocation plan for the siren system and accept the quote from the Federal Warning System for a total of \$102,030.00 and not to exceed an additional \$8,000 for an on-site electrician with the funding coming from the Public Safety fund.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE REPLACEMENT AND RELOCATION PLAN FOR THE SIREN SYSTEM AND ACCEPT THE QUOTE FROM THE FEDERAL WARNING SYSTEM FOR A TOTAL OF \$102,030.00 AND NOT TO EXCEED AN ADDITIONAL \$8,000 FOR AN ON-SITE ELECTRICIAN WITH THE FUNDING COMING FROM THE PUBLIC SAFETY FUND.

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

Voting Nay: None.

10. Consider awarding the Volvo Motor Grader transmission replacement project to Nuss Truck & Equipment for a total of \$55,147.00.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO AWARD THE VOLVO MOTOR GRADER TRANSMISSION REPLACEMENT PROJECT TO NUSS TRUCK & EQUIPMENT FOR A TOTAL OF \$55,147.00.

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

Voting Nay: None.

11. Consider approving the Leighton Media rental of the Civic Center in the amount of \$4,500 for a music concert on April 27, 2024 contingent upon review and final approval of a Facility Use Agreement by the City Attorney and City Administrator.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE LEIGHTON MEDIA RENTAL OF THE CIVIC CENTER IN THE AMOUNT OF \$4,500 FOR A MUSIC CONCERT ON APRIL 27, 2024 CONTINGENT UPON REVIEW AND FINAL APPROVAL OF A FACILITY USE AGREEMENT BY THE CITY ATTORNEY AND CITY ADMINISTRATOR.

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

Voting Nay: None.

12. Consider authorizing the purchase of the 2024 Ford Bronco for the Police Department from Nelson Ford of Grand Forks for a total of \$34,579.00.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO AUTHORIZE THE PURCHASE OF THE 2024 FORD BRONCO FOR THE POLICE DEPARTMENT FROM NELSON FORD OF GRAND FORKS FOR A TOTAL OF \$34,579.00.

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

Voting Nay: None.

13. Consider approving the Special Use Permit to install a second concrete ready mixed plant at the Strata site for temporary use when needed for future road projects with the conditions the trucks primarily use the access onto Business Highway 2 when leaving the site and the Community Development Office will be notified when the second temporary plant will be onsite.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER PETERSON, TO APPROVE THE SPECIAL USE PERMIT TO INSTALL A SECOND CONCRETE READY MIXED PLANT AT THE STRATA SITE FOR TEMPORARY USE WHEN NEEDED FOR FUTURE ROAD PROJECTS WITH THE CONDITIONS THE TRUCKS PRIMARILY USE THE ACCESS ONTO BUSINESS HIGHWAY 2 WHEN LEAVING THE SITE AND THE COMMUNITY DEVELOPMENT OFFICE WILL BE NOTIFIED WHEN THE SECOND TEMPORARY PLANT WILL BE ONSITE.

Ms. Ellis explained the request was not being made for one year but ongoing, the temporary plant would only be used for projects in the local area, it might not be put up yearly, the Planning Commission did not have any issues, and the company would keep the Community Development office informed of when there was a project that would require the temporary plant.

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

Voting Nay: None.

CLAIMS:

14. Consider adopting Resolution No. 24-02-24 authorizing the City of East Grand Forks to approve purchases from Border States Trophy the goods referenced in check number 42048 for a total of \$39.00 whereas Council Member Riopelle is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 24-02-24 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BORDER STATES TROPHY THE GOODS REFERENCED IN CHECK NUMBER 42048 FOR A TOTAL OF \$39.00 WHEREAS COUNCIL MEMBER RIOPELLE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Riopelle.

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

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, 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 stated they would be wrapping up the planning effort which would give the Council their orders for the year and announced the State of the City event would be taking place on April 25th. He asked if the boy scouts in attendance would like to speak and commented how he liked the scout program because it taught many things, it got kids out in nature, and hoped those would continue with the program as they got older. He added he was interested to see how things turned out for the music event that was going to be held at the Civic Center and how it would be a good test case for possible future events.

Council President Olstad recognized the boy scouts that were in attendance, how they could prepare themselves and eventually serve on the City Council in the future, and asked they wanted to come up and speak. One of the boy scouts informed the Council they were working on their citizenship in society badge and they would answer questions following the meeting.

Mr. Huttunen informed the Council the Intergovernmental Retreat was canceled and would be rescheduled for a later date. He reminded the Council of the strategic planning session would be following the council meeting.

Mr. Galstad offered his condolences to the Weber Family, George Weber's wife passed away, and he was a long-time employee of the city.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO ADJOURN THE FEBRUARY 20, 2024 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:12 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk