

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MARCH 19, 2024 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A 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 “Regular Meeting” for the East Grand Forks, Minnesota City Council of March 5, 2024.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 12, 2024.

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 Cruz-in Forks Downtown Car Show which would block off the parking lots by restaurant row and the other side of Demers Ave for a car show that would be hosted one night per month for four months starting on June 27, 2024 from 5pm to 9pm.
4. Consider approving the Exempt Gambling Permit Application for the East Grand Forks Fire Department Relief Association to hold a raffle on September 7, 2024 at Valley Golf Course located at 2407 River Road NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
5. Consider approving the Special Event Application for Sacred Heart School authorizing the closure of a portion of 3rd Street NW for the annual School Carnival on May 15th from 5pm to 7pm.

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.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

- 6. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 21, 2024.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

- 7. Consider adopting Resolution No. 24-03-28 approving the plans and specifications and ordering advertisement for bids for the 2023 City Project No. 5 Sidewalk and Multi-Use Trail Extension.
- 8. Consider approving the Facility Use Agreement between the City of East Grand Forks and the Blue Line Club for use of the VFW Memorial Arena from March 18th through April 11th for a total of \$10,800.
- 9. Consider approving the Facility Use Agreement between the City of East Grand Forks and the Northern Lights Figure Skating Club for use of the VFW Memorial Arena from March 18th to April 12th for a total \$1,800.
- 10. Consider adopting Resolution No. 24-03-29 approving Minnesota Laws 2023 Chapter 64, Article 10 Section 33 and authorize staff to take necessary action to implement the Special Law.

CLAIMS:

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

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings

- Work Session – Tuesday, March 26, 2024 – Training Room – 5:00 PM
- Council Meeting – Tuesday, April 2, 2024 – Council Chambers – 5:00 PM
- Work Session – Tuesday, April 9, 2024 – Training Room – 5:00 PM
- Council Meeting – Tuesday, April 16, 2024 – 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, MARCH 5, 2024 – 5:00 PM**

**THIS MEETING HAS TO END BY 6PM BECAUSE THE PRESIDENTIAL PRIMARY
ELECTION TAKING PLACE ON MARCH 5TH. POLLS ARE OPEN FROM 7AM TO 8PM.**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, March 5, 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, Dale Helms (via Interactive Technology with technical difficulties), Brian Larson, and Karen Peterson.

Staff Present: Karla Anderson, Finance Director; Jeff Boushee, Fire Chief; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Gorte, Economic Development Director; Charlotte Helgeson, Library Director; Reid Huttunen, City Administrator; Jeremy King, Parks and Recreation Superintendent; Keith Mykleseth, Water and Light General Manager; and Megan Nelson, City Clerk.

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 20, 2024.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of February 27, 2024.

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

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

Voting Nay: None.

Absent: Pokrzywinski.

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 Red River Valley Catfish Club to hold the Scheels Boundary Battle Catfish Tournament on Saturday, June 29, 2024 contingent upon the Administration Office receiving the insurance for the event.
- 4. Consider adopting Resolution No. 24-03-25 appointing Penny Stai to the Economic Development Authority Board.
- 5. Consider approving the Exempt Gambling Permit Application for Sacred Heart to hold a raffle on May 3, 2024 at Sacred Heart located at 200 3rd St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.

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

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

Voting Nay: None.

Absent: Pokrzywinski.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

- 6. Regular meeting minutes of the Water, Light, Power, and Building Commission for February 7, 2024.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

- 7. Consider approving the purchase of a 2025 Ford Interceptor SUV for the Police Department from Tenvoorde Ford for a total of \$44,861.94.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE PURCHASE OF A 2025 FORD INTERCEPTOR SUV FOR THE POLICE DEPARTMENT FROM TENVOORDE FORD FOR A TOTAL OF \$44,861.94.

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

Voting Nay: None.

Absent: Pokrzywinski.

- 8. Consider adopting Resolution No. 24-02-26 accepting and awarding the bid for the 2022 City Project No. 3 for the Quiet Zone/Street and Sidewalk Improvements to Opp Construction for a total of \$1,051,314.50.

Council President Olstad stated this item was being pulled from the agenda. Mr. Huttunen informed the Council it was recommended to approve the maintenance agreement at the same time as awarding the project so this would be brought back to the March 19th Council Meeting. Council Vice-President Riopelle said it needed to be done sooner rather than later.

- 9. Consider approving the Joint Powers Agreement between the City of East Grand Forks and the Minnesota Department of Natural Resources for the continued operations of the Red River State Recreation Area.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE JOINT POWERS AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE CONTINUED OPERATIONS OF THE RED RIVER STATE RECREATION AREA.

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

Voting Nay: None.

Absent: Pokrzywinski.

- 10. Consider approving the five-year planned service agreement between the City of East Grand Forks and Johnson Controls as proposed accepting Alternate #2 for the additional 40 hours of technical labor services.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER PETERSON, TO APPROVE THE FIVE-YEAR PLANNED SERVICE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND JOHNSON CONTROLS AS PROPOSED ACCEPTING ALTERNATE #2 FOR THE ADDITIONAL 40 HOURS OF TECHNICAL LABOR SERVICES.

Mr. Galstad said he had questioned if this needed to go out for bids because it was over \$175,000 but the company was on the list of vendors that were already approved to be used so a bidding process was not needed.

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

Voting Nay: None.

Absent: Pokrzywinski.

CLAIMS:

11. Consider adopting Resolution No. 24-03-27 authorizing the City of East Grand Forks to approve purchases from Border States Trophy the goods referenced in check number 42126 for a total of \$18.00 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. 24-03-27 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BORDER STATES TROPHY THE GOODS REFERENCED IN CHECK NUMBER 42126 FOR A TOTAL OF \$18.00 WHEREAS COUNCIL MEMBER RIOPELLE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Riopelle.

Absent: Pokrzywinski.

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

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

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

Voting Nay: None.

Absent: Pokrzywinski.

COUNCIL/STAFF REPORTS:

Mayor Gander congratulated the youth snowmobile racing group that held races over the weekend, staff had helped bring snow down to the area, and thanked them for a good partnership. He also thanked Chief Hedlund and area law enforcement for setting up the polar plunge that benefited the Special Olympics. He thanks staff and election judges for their work and commitment to elections for the year. He ended by thanking Mr. Jared Kovar who helped him home in the blizzard and it was people like him that made living in the community really cool.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE MARCH 5, 2024 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:08 P.M.

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

Voting Nay: None.

Absent: Pokrzywinski.

Megan Nelson, City Clerk

**UNAPPROVED MINUTES
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, MARCH 12, 2024 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for Tuesday, March 12, 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, Brian Larson, and Karen Peterson.

Staff Present: Karla Anderson, Finance Director; Ron Galstad, City Attorney; Charlotte Helgeson, Library Director; Reid Huttunen, City Administrator; Jeremy King, Parks and Recreation Superintendent; and Keith Mykleseth, Water and Light General Manager.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

1. 2024 Gate City Bank Home Improvement Program – Brittney Clinton & Becky Mindeman

Mr. Huttunen reviewed what the program was, how the home value this year could be up to \$400,000, and invited Ms. Becky Mindeman to speak. Ms. Mindeman introduced herself and the staff that was with her who was the lending team for the East Grand Forks program. She stated the program was to help revitalize neighborhoods at a low interest rate, \$2 million was allocated for this program, and they were grateful for the partnership with the city. She asked if there were any questions. Council Vice-President Riopelle asked if the funds could be used towards improvement of an HVAC system. Ms. Mindeman said it could. There were no other questions.

2. Review & Consider BNSF Construction Maintenance & Crossing Closure Agreements – Reid Huttunen

Mr. Huttunen explained three agreements had been included in the packet, two were crossing agreements for Central Avenue and 2nd Avenue NE, both included requirements for construction and additional requirements for the crossing as long as there was a crossing, and it passed the indemnity, or any injury related to the crossing to the City for the life of the crossing. He stated there was an attorney general opinion that a City would not be allowed to indemnify another entity for its own negligence, the railroad has been able to set agreements as they see fit, and if the City wanted to continue with the quiet zone the agreements will need to be signed. He added if there was a court proceeding, they would be able to use the attorney general's opinion at that time.

Mr. Huttunen said there was also a closure agreement for 3rd Street, it required a vacation of the crossing, and previously vacations of streets have been done by resolution. He said they did not hold a public

hearing back in 2020 so to keep things moving forward they would post the notice to hold a public hearing for the proposed closure of 3rd Street NW crossing at the April 2nd meeting which would be followed by the adoption of the resolution, approval of agreements, and awarding of the bid which still fell into the 60 days because it was good until April 7th. He asked Mr. Galstad for comments. Mr. Galstad said Mr. Huttunen had been on top of the items for this project, the project had been going on for about four years, many questions had been asked back in October, and after review it was found there was no public hearing. He stated they needed to give notice of the public hearing and if the resolution for the closure was adopted it would be recorded at the Recorder's office. Mr. Galstad said the railroad had asked for an ordinance, but staff will be asking to see if the resolution could work.

Mr. Galstad explained they had reviewed the contracts, they were one-sided, and everything was becoming the City's responsibility. He stated the City was protected to a certain extent, but he wanted to make sure the City was aware of the future liability for the items needed and continued maintenance for the quiet zone. He used an example of an accident, how the City would have coverage up to \$2 million or \$3 million, and the City could be responsible for anything over and above that amount based on the language included in the agreements. He added it was his due diligence to inform the Council what the possibilities were and at some point, they might need to argue how it violated the Attorney General's opinion and Minnesota State Statute. He said again it was his responsibility to make sure the Council was informed before they make a decision, how the railroad told the City quiet zones were not safe for them which was why they did not install them. He asked for questions. Mayor Gander said if it was unreasonable for the City to take on all the liability into the future, they should exhaust every possibility to have a change made in the agreement. He added the Council was not willing to jeopardize the safety of residents and there were other factors to consider such as the decibels of the train horn. He stated the crossings would not be less safe because federal regulations guided how the crossings could be done safely so there would not be a crossing that would be less safe than it currently was. Mr. Galstad said the railroad was taking a position and they were contributing to the closure of 3rd Street NW because it made that intersection safer.

Council member Larson asked about an email where BNSF use an example of if something was damaged by a private citizen, they would go after the citizen, and if they did not get anywhere, they would come after the City. Mr. Galstad said they owned the property, if there was damage to the property, they would go after the individual, and if they did not have insurance, they would go after the City for the damage. He added the City could add an insurance policy to cover the signals, the City would have limited liability, and the City could need to cover anything that was not covered by insurance. He added that Mr. Huttunen had already exhausted every measure possible regarding this issue so they would need to accept the risk or not. Council member Larson asked for a summarization of the attorney general's opinion. Mr. Galstad said the City could not accept the indemnification of the railroad if it was over and above anything that was reasonable so it was his opinion that the agreement would violate the attorney general opinion. Mr. Huttunen stated the design and all the safety measures for the quiet zone had been reviewed by BNSF and needed their stamp of approval, they approve the closure of 3rd Street because it was no longer a crossing, but all of the safety features that had been added at the other two locations improved safety at both crossings. He added if a vehicle caused an accident, the auto insurance would cover a certain amount, and BNSF would expect the City to cover any remaining amount. He said they will try to exhaust every measure with BNSF but it seems all other cities that have tried have ended with the same result.

This item will be brought forward to a future meeting.

3. Discussion on City Council & Mayor Pay Rates – Reid Huttunen

Mr. Huttunen said this was a follow up from the previous discussion, the last time the salary was changed was 2008, he included rates back to 2000, and reminded the Council the Charter did allow for the Council to approve a change through the budget process or by resolution. He stated if they wanted it to go to a vote of the people, the charter would have to be amended and voted on by the citizens before changes could be made. There were no questions.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE MARCH 12, 2024 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:28 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk

Megan Nelson

From: noreply@civicplus.com
Sent: Thursday, February 22, 2024 5:39 PM
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	DDA, Northern Cruise Club, Prime Steel, East Side Rides
Phone Number	701-330-0526
Address1	2543 Saint Andrews Drive NW
Email Address	chad.frost@und.edu
City	East Grand Forks
State	MN
Zip	56720
Applicant Name/Contact Person	Chad Frost
Email Address	chad.frost@und.edu
Phone Number	701-330-0526
Second Contact Person	Pricilla Campbell
Email Address	campbepr@gmail.com
Phone Number	701-740-8430

(Section Break)

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	Cruz-in Forks, The Downtown Car Show
Type of Event	Other
Date(s) and Time of Event	6/27/2024 5:00 PM - 6/27/2024 9:00 PM
Description/Narrative of the Event	Cruz-in Forks, The Downtown Car Show Downtown Grand Forks & East Grand Forks Blocking River Street - parking lot in front of Blue Moose and parking lot between river street and 2nd Street NW - 5 barricades expected number in attendance - 400 Organized by Car Clubs with the help of the DDA. Contact sierra@gfdda.com at the DDA for any closure/barricade questions. Reoccurring event- from 5pm to 9pm June 27 July 25 August 22 September 26

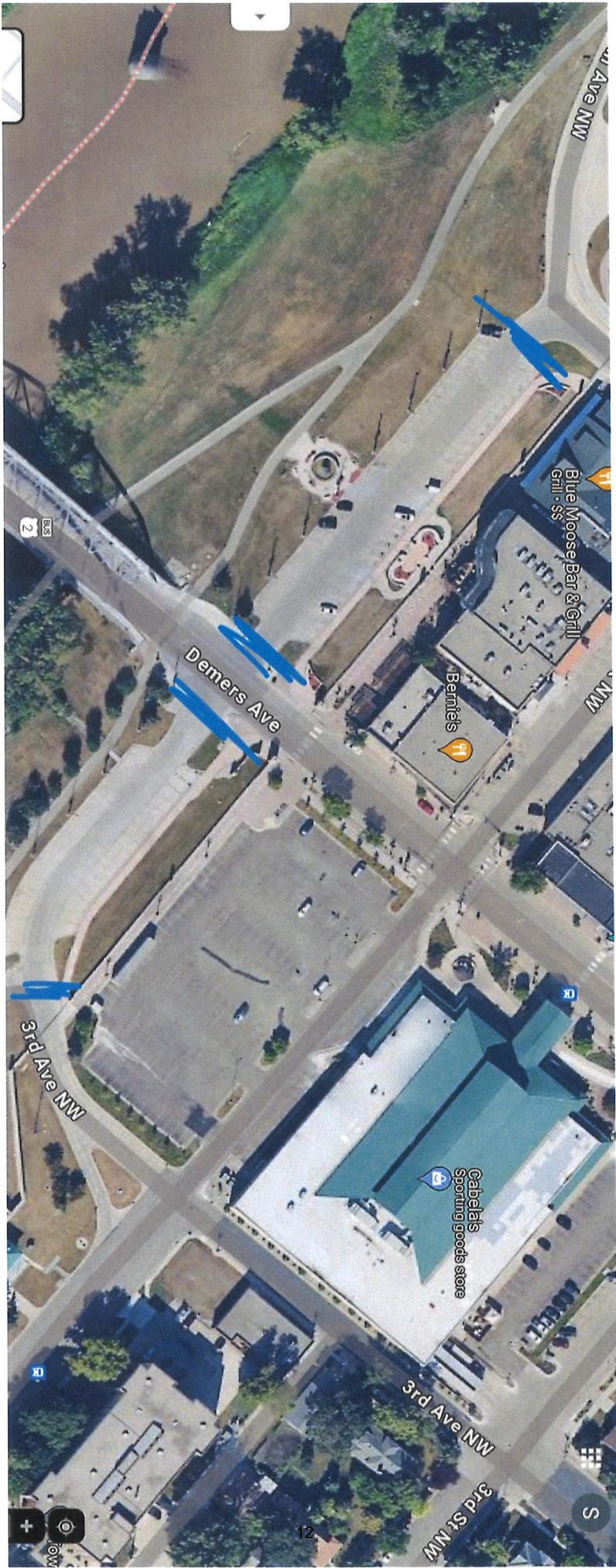
(Section Break)

Event Site Plan/Map	Screenshot 2024-02-22 173220.png
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(Section Break)

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



MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
• conducts lawful gambling on five or fewer days, and
• awards less than \$50,000 in prizes during a calendar year.
If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)
Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.
Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: The East Grand Forks Fire Department Relief Association Previous Gambling Permit Number: X- 06064-23-015
Minnesota Tax ID Number, if any: 41-6023679 Federal Employer ID Number (FEIN), if any: 41-6023679
Mailing Address: 415 4th St NW
City: East Grand Forks State: MN Zip: 56721 County: Polk
Name of Chief Executive Officer (CEO): Andrew Robertson
CEO Daytime Phone: 218-236-4407 CEO Email: arobertson@EGF.MN
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):
 Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Valley Golf course
Physical Address (do not use P.O. box): 2407 River Rd NW
Check one:
 City: East Grand Forks Zip: 56721 County: Polk
 Township: _____ Zip: _____ County: _____
Date(s) of activity (for raffles, indicate the date of the drawing): 9/07/24

Check each type of gambling activity that your organization will conduct:
 Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 5px; text-align: center; margin-top: 10px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Andrew Robertson Date: 3/10/24
(Signature must be CEO's signature; designee may not sign)

Print Name: Andrew Robertson

<p>REQUIREMENTS</p> <p>Complete a separate application for:</p> <ul style="list-style-type: none"> • all gambling conducted on two or more consecutive days; or • all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>MAIL APPLICATION AND ATTACHMENTS</p> <p>Mail application with:</p> <p>_____ a copy of your proof of nonprofit status; and</p> <p>_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>
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Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Megan Nelson

From: noreply@civicplus.com
Sent: Tuesday, March 12, 2024 8:38 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	Sacred Heart School
Phone Number	218-773-0230
Address1	200 3rd Street NW
Email Address	nlubarski@sacredheartegf.net
City	East Grand Forks
State	MN
Zip	56721
Applicant Name/Contact Person	Tamara Ramirez
Email Address	tramirez@sacredheartegf.net
Phone Number	218-773-0230
Second Contact Person	Cheryl Walker
Email Address	cwalker@sacredheartegf.net
Phone Number	218-773-0230

(Section Break)

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	Sacred Heart Carnival
Type of Event	School Sponsored Event
Date(s) and Time of Event	5/15/2024 5:00 PM - 5/15/2024 7:00 PM
Description/Narrative of the Event	Sacred Heart School and Parish would like to host their annual spring carnival on 3rd street in front of the school from 5:00-7:00 PM on Wednesday, May 15th. We are requesting to get the barricades to block off the street from 5:00-7:00 PM like in the past. A small supper will be served out of the Social Hall. Yard games and other activities will be set up for kids to participate in. Weather permitting, tables and games will be set up outside. This event is coordinated by the Sacred Heart Student Council and Sacred Heart Religious Education programs. Expected number in attendance is 200-250 people. All cleanup will be taken care of by the Parish/school.

(Section Break)

Event Site Plan/Map	Carnival Street Map.png
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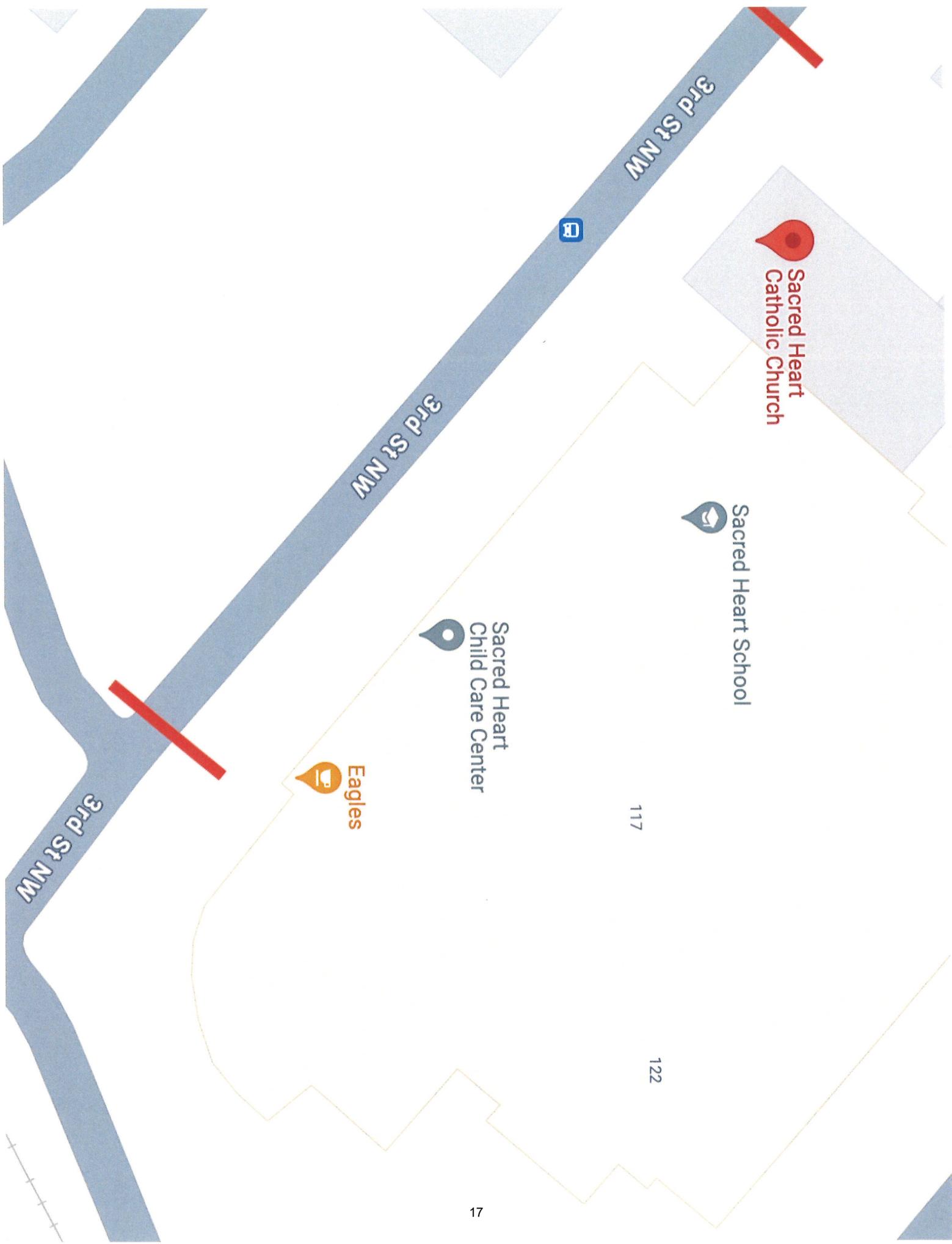
(Section Break)

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 for further instructions.

(Section Break)

River Access	No
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Sacred Heart
Catholic Church

Sacred Heart School

Sacred Heart
Child Care Center

Eagles

117

122

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held on February 21, 2024, at 8:00 am in the City Council Chambers.
Present: Grinde, Beauchamp, Quirk (Interactive technology), Riopelle
Absent: None

Also present: Ron Galstad, Keith Mykleseth, Brian Johnson, Todd Grabanski, Steve Emery, Todd Forster, Brianna Feil, Jordan Midgarden, Corey Thompson, Karla Anderson, Tyler Tretter

It was moved by Commissioner Beauchamp supported by Commissioner Quirk to approve the minutes of the previous regular meeting held on February 7, 2024.

Voting Aye: Grinde, Beauchamp, Quirk, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Beauchamp to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$539,380.05.

Voting Aye: Grinde, Beauchamp, Quirk, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Beauchamp to approve the 2023 Accounts for Charge Off.

Voting Aye: Grinde, Beauchamp, Quirk, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Beauchamp to approve updates to the Distributed Energy Resource Interconnection Policy and Rules Booklet, file at the Business Office and publish that the Water and Light Department is obligated to interconnect with and purchase electricity from Cogenerators and Small Power Producers.

Voting Aye: Grinde, Beauchamp, Quirk, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Beauchamp to adjourn at 8:19 am to the next regular meeting on March 6, 2024, at 8:00 am to be held in the City Council Chambers.

Voting Aye: Grinde, Beauchamp, Quirk, Riopelle

Voting Nay: None

Kristen Shipes
Commission Secretary

Request for Council Action

Date: March 14, 2024

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: File Plans & Specifications – 2023 City Project No. 5 – Sidewalk & Multi-Use Trail Ext.

Background:

We are requesting to file Plans and Specifications for the above referenced project and looking for authorization to proceed with Advertising for Bids and setting a Bid Date. As a reminder this project is to be located adjacent to the intersection of 4th St and 5th Ave NW.

Project Funding

Carbon Reduction Funding
State Aid Maintenance Funds

Recommendation:

Authorize Widseth to proceed with Advertising of the project.
Set Bid Date for 10:00 A.M. on April 18, 2024

Enclosures:

None

RESOLUTION NO. 24 – 03 - 28

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS FOR THE 2023 CITY PROJECT NO. 5 – SIDEWALK &
MULTI-USE TRAIL EXTENSION**

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

WHEREAS, the City Council has directed the City Engineers to prepare plans and specifications for the improvement of 2023 City Project No. 5 Sidewalk & Multi-Use Trail Extension; and

WHEREAS, the plans and specifications have been included for the Council to approve and file; and

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Engineer shall prepare and cause to be inserted in the official paper and in the *Quest CND* an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published 21 days, shall specify the work to be done, shall state that bids will be received by the Administration Office until 10am on April 18, 2024, at which time they will be publicly opened in the council chambers of the city hall by the city engineer, will then be tabulated, and will be considered by the Council at 5:00pm on May 7, 2024 in the Council Chambers at City Hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the Administration Office and accompanied by a cash deposit, cashier’s check, bid bond or certified check payable to the City of East Grand Forks for five percent (5%) of the amount of such bid.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: March 19, 2024

Attest:

City Administrator

President of Council

I hereby approve the foregoing resolution this 19th day of March, 2024.

Mayor

Request for Council Action

Date: March 19, 2024

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: Jeremy King, Parks & Recreation

RE: Request to rent VFW Arena ice time to the EGF Blue Line Club and Northern Lights Figure Skating Club

Background:

Both the EGF Blue Line Club and Northern Lights Figure Skating Club have requested to rent ice at the VFW Arena this spring.

The proposed rental rate for the EGF Blue Line Club is \$10,800.00 from Monday, March 18th to Thursday, April 11th. This rate includes 7 hours of ice time each day.

The proposed rental rate for the Northern Lights Figure Skating Club is \$1,800.00 from Monday, March 18th to Friday, April 12th. This rate includes 2 hours of ice time from 6:00 a.m. to 8:00 a.m. on Monday, Wednesday, and Friday.

These rental rates include the expenses associated with building operation, utilities, and part-time staff required for Zamboni operation and arena cleaning.

Recommendation:

Seeking approval of a rental rate of \$10,800.00 to the EGF Blue Line Club for the dates of March 18th through April 11th.

Seeking approval of a rental rate of \$1,800.00 to the Northern Lights Figure Skating Club for the dates of March 18th through April 12th.

Enclosure:

VFW Arena Facility Use Agreement for both parties.

**City of East Grand Forks
Facility Use Agreement**

It is the City of East Grand Forks’ hereinafter “CITY” desire that all patrons who periodically use a CITY building, facility, park, room, arena, field, recreational area, shelter, or other City property are able to enjoy the “Facility”. This agreement has been set in place to achieve that goal.

The person signing this agreement and the organization (herinafter the “User”) on whose behalf the “Agreement” is being made are responsible for compliance with this agreement. All Users’ are required to read and sign the City Use Agreement as part of the rental and before the Facility can be rented by the User. Please read carefully, fill out City, User, and Event sections, initial at the bottom of each page, and sign in the signature page at the end of this document.

1. CITY FACILITY INFORMATION

Name of CITY Facility/Property: VFW Memorial Arena
Address/Area/Location of Facility/Property): 711 3rd St SE, East Grand Forks, MN 56721
Room/Area of Use Rented: Entire Facility

The RENTAL FEE and consideration to be paid by the User shall be as follows:
Rental Fee sum of **\$10,800.00** (a rate of \$450.00 per day) for the following dates.

Monday, March 18th through Thursday, April 11th, 2024.

- Monday through Friday from 3:00 p.m. to 10:00 p.m.
- Saturday & Sunday daytime hours (8am to 5pm), not to exceed 7 hours of ice time.
- Arena will be closed on Easter Sunday, March 31st, no charge will apply.

Special Conditions:

Specific equipment/special conditions as designed by Parks & Recreation Department included in the rental agreement are as follows:

Specific hours of operation can be amended, per the schedule of ice activities. (i.e. if there is no scheduled activity in the building, the arena operator will not be scheduled to work, and the building will be closed.)

2. USER INFORMATION

Organization Name: East Grand Forks Blue Line Club
Address, City, State, Zip: PO Box 125, East Grand Forks, MN 56721
Contact name/title: Mike Kolstoe, Board President
Email: egfbluelineclub@gmail.com

- A. **This agreement**, made and entered into this _____ day of _____ by and between the City of East Grand Forks Parks & Recreation Department, a municipal corporation, acting by and through its Superintendent of Parks & Recreation and the “User” East Grand Forks Blue Line Club (list organization/renter), now, therefore, in consideration of the promises contained herein, do hereby agree as follows:
- B. The CITY agrees to provide the use of the above listed Facility or the following parts therein, described above in City Information.

Renting said premises subject to the conditions, rules, regulations and policies that the CITY shall by Ordinance and Resolution establish for CITY property and facilities from time to time, which Ordinance and Resolution are mutually understood and agreed by the parties hereto be a part hereof. It is further mutually agreed that any attached conditions, rules, regulations and policies of the CITY are a part of this Rental agreement.

- C. User shall perform routine pick up after its use of the rented FACILITY, ensuring equipment is cleaned and returned to its beginning location; as well as area locker rooms, ensuring locker room and shower area floors are clear of any items and all equipment is properly stored. All garbage will be placed in the appropriate receptacles as determined by the CITY. If not cleaned to the sole satisfaction of the CITY, the User agrees to pay CITY the costs the City incurs for clean-up purposes.
- D. No alcoholic beverages shall be sold or permitted by User upon the premises. Unless authorized by City Council.
- E. **Indemnification**. The User shall defend, indemnify and hold harmless the City and its officials, employees and agents from any liabilities, judgments, losses, costs or charges (including attorneys' fees) incurred by the City or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury or illness (including death), loss or property damage caused by, arising out of, related to or associated with the use of the Facility by the User or by the User's guests or invitees, except to the extent caused by the sole negligence, gross negligence or willful misconduct of the City or its officers, employees or agents.
- F. **Waiver and Assumption of Risk**. The User knows, understands and acknowledges the risks and hazards associated with using the Facility and hereby assumes any and all risks and hazards associated therewith. User hereby irrevocably waives any and all claims against the City or any of its officials, employees or agents for any bodily injury (including death), loss or property damage incurred by the User as a result of using the Facility and hereby irrevocably releases and discharges the City and any of its officials, employees or agents from any and all claims of liability.
- G. **Insurance**. The User is required to obtain liability insurance for the Agreement. If insurance is required, User agrees to obtain at least a minimum \$1 Million General Liability coverage. The User agree to provide a certificate of insurance to the City showing the required coverage at least

seven (7) days prior to the Event and naming the City of East Grand Forks as an Additional Insured.

- H. User shall be solely responsible for the supervision and control of its volunteers and participants and it is strongly recommended by the CITY that if said volunteers are working directly with children that background checks be performed in accordance with “The Minnesota Child Protection Act (MN Stat. 299C)”. Any volunteers provided by the User are not “City Volunteers” and are acting on behalf of the User and **ARE NOT** acting on behalf of the CITY.
- I. CITY, its agents and employees shall have the right to enter the rented premise upon reasonable advance notice for the purpose of inspecting, repairing, altering or improving the rented premises, or for any other purpose. There shall be no diminution of rent and no liability on the part of CITY by reason of any inconvenience, annoyance or injury caused by CITY’s reasonable exercise of the rights reserved by CITY in this Article.
- J. **DISCRIMINATION.** No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, color, creed, religion, national origin, sex, gender, marital status, status with regard to public assistance, disability, sexual orientation, age, family care leave status, or veteran status.
- K. **Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- L. User agrees to abide by all rules, regulations, and guidelines set in place by the State of Minnesota, County of Polk, and City of East Grand Forks in compliance and operation of event.
- M. User agrees to provide in writing to the Parks & Recreation Superintendent, a COVID Preparedness Plan as required by the State of Minnesota, prior to any use of Facility under this agreement, and agrees to comply with said COVID Preparedness Plan as written.
- N. User shall not assign this agreement, nor suffer any use of the said leased premises other than as herein specified, nor sublet the premises or any part thereof, without the prior consent of the City and its Parks & Recreation Superintendent.
- O. User is responsible for any lost keys, and any costs that the City might incur to replace and/or re-key the Facility.
- P. **Priority of Use/Cancellation.** The City shall have first priority for all governmental and department activities. The priority for all other users shall be on a first come, first served basis. The City reserves the right to cancel any Event or Agreement as it deems necessary. If the City cancels the event, the User shall be entitled to a full refund of any rent paid.

Q. **Set Up, Clean Up, Misc. Equipment.**

Set up, Clean Up, Misc. Equipment use must be followed under the standards of use and care as described in the Special Conditions listed below or as described above by this agreement.

R. Special conditions of this Agreement not hereinabove provided are as follows:

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

IMPORTANT – READ BEFORE SIGNING

I am an authorized agent of the organization submitting this agreement. The information provided in this agreement is true and correct. I have read and understand this agreement and agree to all of the aforementioned rules, regulations, and conditions of use.

Signature _____

Print name Mike Kolstoe **Title** Board Chair

Organization East Grand Forks Blue Line Club

Address PO Box 125, East Grand Forks, MN 56721

Telephone: Home/Mobile _____ **Work** _____

CITY OF EAST GRAND FORKS

By: _____
Its Mayor

By: _____
Its City Administrator

**City of East Grand Forks
Facility Use Agreement**

It is the City of East Grand Forks’ hereinafter “CITY” desire that all patrons who periodically use a CITY building, facility, park, room, arena, field, recreational area, shelter, or other City property are able to enjoy the “Facility”. This agreement has been set in place to achieve that goal.

The person signing this agreement and the organization (herinafter the “User”) on whose behalf the “Agreement” is being made are responsible for compliance with this agreement. All Users’ are required to read and sign the City Use Agreement as part of the rental and before the Facility can be rented by the User. Please read carefully, fill out City, User, and Event sections, initial at the bottom of each page, and sign in the signature page at the end of this document.

1. CITY FACILITY INFORMATION

Name of CITY Facility/Property: VFW Memorial Arena
Address/Area/Location of Facility/Property): 711 3rd St SE, East Grand Forks, MN 56721
Room/Area of Use Rented: Ice sheet area and supporting dressing rooms

The RENTAL FEE and consideration to be paid by the User shall be as follows:

Rental Fee sum of \$1,800.00 for the following dates.

- Facility: VFW Memorial Arena for the dates of March 18th to April 12th, 2024
- Monday – 6:00 to 8:00 a.m.
 - Wednesday – 6:00a.m to 8:00a.m
 - Friday – 6:00 a.m. to 8:00 a.m.

Special Conditions:

Specific equipment/special conditions as designed by Parks & Recreation Department included in the rental agreement are as follows:

Specific hours of operation can be amended, per the schedule of ice activities. (i.e. if there is no scheduled activity in the building, the arena operator will not be scheduled to work, and the building will be closed.)

USER shall follow any Local, State, or Federal COVID-19 or other pandemic related restrictions, if any imposed at the time of the event and will enforce said conditions at the event. CITY reserves the right to cancel/postpone the rental as needed to comply with any Local, State, or Federal pandemic related restrictions.

2. USER INFORMATION

Organization Name: Northern Lights Figure Skating Club
Address, City, State, Zip: PO Box 132, East Grand Forks, MN 56721
Contact name/title: Deon Wawrzyniak, Board President
Email: Northernlightsst@gmail.com

- A. **This agreement**, made and entered into this _____ day of _____ by and between the City of East Grand Forks Parks & Recreation Department, a municipal corporation, acting by and through its Superintendent of Parks & Recreation and the "User" Northern Lights Figure Skating Club (list organization/renter), now, therefore, in consideration of the promises contained herein, do hereby agree as follows:
- B. The CITY agrees to provide the use of the above listed Facility or the following parts therein, described above in City Information.

Renting said premises subject to the conditions, rules, regulations and policies that the CITY shall by Ordinance and Resolution establish for CITY property and facilities from time to time, which Ordinance and Resolution are mutually understood and agreed by the parties hereto be a part hereof. It is further mutually agreed that any attached conditions, rules, regulations and policies of the CITY are a part of this Rental agreement.

- C. User shall perform routine pick up after its use of the rented FACILITY, ensuring equipment is cleaned and returned to its beginning location; as well as area locker rooms, ensuring locker room and shower area floors are clear of any items and all equipment is properly stored. All garbage will be placed in the appropriate receptacles as determined by the CITY. If not cleaned to the sole satisfaction of the CITY, the User agrees to pay CITY the costs the City incurs for clean-up purposes.
- D. No alcoholic beverages shall be sold or permitted by User upon the premises. Unless authorized by City Council.
- E. **Indemnification.** The User shall defend, indemnify and hold harmless the City and its officials, employees and agents from any liabilities, judgments, losses, costs or charges (including attorneys' fees) incurred by the City or any of its officials, employees or agents as a result of any claim, demand, action or suit relating to any bodily injury or illness (including death), loss or property damage caused by, arising out of, related to or associated with the use of the Facility by the User or by the User's guests or invitees, except to the extent caused by the sole negligence, gross negligence or willful misconduct of the City or its officers, employees or agents.
- F. **Waiver and Assumption of Risk.** The User knows, understands and acknowledges the risks and hazards associated with using the Community Center and hereby assumes any and all risks and hazards associated therewith. User hereby irrevocably waives any and all claims against the City or any of its officials, employees or agents for any bodily injury (including death), loss or property damage incurred by the User as a result of using the Community Center and hereby irrevocably releases and discharges the City and any of its officials, employees or agents from any and all claims of liability.
- G. **Insurance.** The User is required to obtain liability insurance for the Agreement. If insurance is required, User agrees to obtain at least a minimum \$1 Million General Liability coverage. The User agree to provide a certificate of insurance to the City showing the required coverage at least

seven (7) days prior to the Event and naming the City of East Grand Forks as an Additional Insured.

- H. User shall be solely responsible for the supervision and control of its volunteers and participants and it is strongly recommended by the CITY that if said volunteers are working directly with children that background checks be performed in accordance with “The Minnesota Child Protection Act (MN Stat. 299C)”. Any volunteers provided by the User are not “City Volunteers” and are acting on behalf of the User and **ARE NOT** acting on behalf of the CITY.
- I. CITY, its agents and employees shall have the right to enter the rented premise upon reasonable advance notice for the purpose of inspecting, repairing, altering or improving the rented premises, or for any other purpose. There shall be no diminution of rent and no liability on the part of CITY by reason of any inconvenience, annoyance or injury caused by CITY’s reasonable exercise of the rights reserved by CITY in this Article.
- J. **DISCRIMINATION.** No person shall be discriminated against in the terms and conditions of employment, personnel practices, or access to and participation in, programs, services, and activities with regard to race, color, creed, religion, national origin, sex, gender, marital status, status with regard to public assistance, disability, sexual orientation, age, family care leave status, or veteran status.
- K. **Governing Law.** This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.
- L. User agrees to abide by all rules, regulations, and guidelines set in place by the State of Minnesota, County of Polk, and City of East Grand Forks in compliance and operation of event.
- M. User agrees to provide in writing to the Parks & Recreation Superintendent, a COVID Preparedness Plan, if required by the State of Minnesota prior to any use of Facility under this agreement, and agrees to comply with said COVID Preparedness Plan as written.
- N. User shall not assign this agreement, nor suffer any use of the said leased premises other than as herein specified, nor sublet the premises or any part thereof, without the prior consent of the City and its Parks & Recreation Superintendent.
- O. User is responsible for any lost keys, and any costs that the City might incur to replace and/or re-key the Facility.
- P. **Priority of Use/Cancellation.** The City shall have first priority for all governmental and department activities. The priority for all other users shall be on a first come, first served basis. The City reserves the right to cancel any Event or Agreement as it deems necessary. If the City cancels the event, the User shall be entitled to a full refund of any rent paid.

Q. **Set Up, Clean Up , Misc. Equipment.**

Set up, Clean Up, Misc. Equipment use must be followed under the standards of use and care as described in the Special Conditions listed below or as described above by this agreement.

R. Special conditions of this Agreement not hereinabove provided are as follows:

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

IMPORTANT – READ BEFORE SIGNING

I am an authorized agent of the organization submitting this agreement. The information provided in this agreement is true and correct. I have read and understand this agreement and agree to all of the aforementioned rules, regulations, and conditions of use.

Signature _____

Print name Deon Wawrzyniak **Title** Board President

Organization Northern Lights Figure Skating Club

Address PO Box 132, East Grand Forks, MN 56721

Telephone: Home/Mobile _____ **Work** _____

CITY OF EAST GRAND FORKS

By: _____
Its Mayor

By: _____
Its City Administrator

Request for Council Action

Date: March 19, 2024

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, Tim Johnson, and Marc DeMers.

Cc: File

From: Reid Huttunen

RE: Resolution approving Minnesota Laws 2023, Chapter 64 for Special Law relating to Local Sales Tax

Background:

As part of the requirements to hold a city-wide vote for a Local Sales Tax this fall, the City needs to request a Certificate of Approval for a Special Law with the MN Secretary of States office.

The City Council must approve this Special Law by resolution ahead of the vote for the Local Sales Tax being held in accordance with MN Statutes Section 645.021 Subdivisions 2 & 3.

Recommendation:

Approval of Resolution Approving Minnesota laws 2023, Chapter 64, Article 10, Section 33, and direct City Administrator to submit the Certificate of Approval of Special Law.

Enclosure:

Resolution No. 24-03-29

RESOLUTION NO. 24 – 03 - 29

**RESOLUTION APPROVING
MINNESOTA LAWS 2023, CHAPTER 64, ARTICLE 10, SECTION 33**

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

WHEREAS, State of Minnesota (the “State”) Legislature passed and the Governor of the State signed Minnesota Laws 2023, Chapter 64, Article 10, Section 33 (the “Special Law”) which authorizes the City of East Grand Forks, Minnesota (the “City”) to, among other things, impose a sales and use tax of up to one percent; and

WHEREAS, the Special Law is effective upon approval by a majority vote of the City Council of the City (the “City Council”) and the filing of a certificate with the Secretary of State, all in accordance with Minnesota Statutes, Section 645.021, subdivisions 2 and 3; and

WHEREAS, the City Council has determined that is in the best interest of the City and its residents to approve the Special Law; and

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota (the “City”) as follows:

1. Minnesota Laws 2023, Chapter 64, Article 10, Section 33 is hereby approved.
2. The City Clerk is hereby instructed to submit the appropriate certificate and a copy of this Resolution to the Secretary of State.
3. City staff are authorized and directed to take all actions necessary to implement the Special Law.

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: March 19, 2024

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 19th of March, 2024.

Mayor

Accounts Payable

Check Register Totals Only

User: mnelson
 Printed: 3/15/2024 - 8:31 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
42140	03/19/2024	ACM001	Acme Electric Companies	299.00	0
42141	03/19/2024	ADV007	Advanced Auto Parts	64.99	0
42142	03/19/2024	ADV001	Advanced Business Methods Inc	211.32	0
42143	03/19/2024	ALL011	Allstream	158.04	0
42144	03/19/2024	AME005	Aramark Uniform Services	247.97	0
42145	03/19/2024	ATV001	Auto Value Grand Forks	161.04	0
42146	03/19/2024	BAL001	Balco Uniforms Co Inc	470.73	0
42147	03/19/2024	C&R001	C&R Cleaners & Laundry	272.05	0
42148	03/19/2024	CEN006	Century Link	305.00	0
42149	03/19/2024	CON001	Conway Shield	5,431.16	0
42150	03/19/2024	CUS002	Custom Stripes Inc	172.00	0
42151	03/19/2024	DOM001	Domson BG Service	546.40	0
42152	03/19/2024	EAG001	Eagle Electric	985.82	0
42153	03/19/2024	FIR003	Fire Safety USA, Inc.	425.00	0
42154	03/19/2024	GAL002	Galls LLC	346.36	0
42155	03/19/2024	GAL003	Galstad Jensen & McCann PA	22,802.20	0
42156	03/19/2024	GUA001	Guardian Fleet Safety Co	26.00	0
42157	03/19/2024	REY001	Harbott Knutson Larson & Holten PLI	43.50	0
42158	03/19/2024	HIL003	Hildi Incorporated	1,150.00	0
42159	03/19/2024	HUG001	Hugo's	52.40	0
42160	03/19/2024	JOH026	Johnson Controls	2,809.86	0
42161	03/19/2024	LEA008	League of Minnesota Cities Insurance	1,000.00	0
42162	03/19/2024	HAR081	Local Ace	139.23	0
42163	03/19/2024	HAR089	Local Ace	39.98	0
42164	03/19/2024	MARCD1	Marco Technologies LLC	91.61	0
42165	03/19/2024	MCF001	McFarlane	365.94	0
42166	03/19/2024	MEN001	Menards	63.60	0
42167	03/19/2024	MPO001	Metropolitan Planning Organization	7,983.23	0
42168	03/19/2024	MNP003	MN Pollution Control Agency	1,450.00	0
42169	03/19/2024	MTI001	MTI Distributing Company	142.80	0
42170	03/19/2024	NEL101	Nelson Auto	175.19	0
42171	03/19/2024	NOR024	Northland Yard Service	1,855.00	0
42172	03/19/2024	ORE001	O'Reilly Automotive, Inc.	533.74	0
42173	03/19/2024	OFF002	ODP Business Solutions, LLC	194.46	0
42174	03/19/2024	OKT001	OK Tire Store Crookston	197.95	0
42175	03/19/2024	OLD001	Old Dominion Brush	4,329.85	0
42176	03/19/2024	FAR008	Parkland USA Corporation	445.54	0
42177	03/19/2024	PET001	Peterson Veterinary Clinic P.C.	299.00	0
42178	03/19/2024	PKM001	PKM Electric Cooperative, Inc	1,280.20	0
42179	03/19/2024	POM001	Pomp's Tire Service, Inc	171.76	0
42180	03/19/2024	POW003	Powerplan OIB	855.00	0
42181	03/19/2024	PRE001	Premium Waters Inc	41.19	0
42182	03/19/2024	PSD001	PS Garage Doors	589.08	0
42183	03/19/2024	R&R001	R&R Specialties of Wisconsin Inc	85.10	0
42184	03/19/2024	RDO003	RDO Truck Centers	12,600.00	0
42185	03/19/2024	ZAV001	RJ Zavoral & Sons, Inc	7,310.00	0
42186	03/19/2024	SAN005	Sanford Health OccMed	30.00	0
42187	03/19/2024	MIK001	SJA Thunder Corp	736.91	0
42188	03/19/2024	SPR002	Spray Advantage	12.01	0
42189	03/19/2024	SRF001	SRF Consulting Group Inc	21,850.65	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
42190	03/19/2024	STU001	Stuart's Towing	100.00	0
42191	03/19/2024	TEC001	Tecta America Corp	10,926.00	0
42192	03/19/2024	CHA001	The Chamber of EGF/GF	35.00	0
42193	03/19/2024	PRA005	The Practice Place, PLLC	120.00	0
42194	03/19/2024	USB005	US Bank Corporate Payment Systems	22,568.64	0
42195	03/19/2024	VAL002	Valley Truck Parts and Services Inc.	154.30	0
42196	03/19/2024	VER001	Verizon Wireless	1,588.60	0
42197	03/19/2024	VIL002	Village Family Service Center	2,280.00	0
42198	03/19/2024	WAT001	Water & Light Department	18,542.41	0
42199	03/19/2024	ZIE001	Ziegler	1,015.41	0
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Check Total:				159,180.22	
				<hr/> <hr/>	