

**APPROVED 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 Ten Voorde 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