

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

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, March 19, 2024 was called to order by Council Vice-President Riopelle 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: 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, Jeremy King, Parks and Recreation Superintendent; and Megan Nelson, City Clerk.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Council Vice-President Riopelle 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 March 5, 2024.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of March 12, 2024.

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

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

Voting Nay: None.

Absent: Olstad.

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.

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

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

Voting Nay: None.

Absent: Olstad.

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.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT 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.

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

Voting Nay: None.

Absent: Olstad.

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.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE 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.

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

Voting Nay: None.

Absent: Olstad.

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.

A MOTION WAS MADE BY COUNCIL MEMBER PETERSON, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE 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.

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

Voting Nay: None.

Absent: Olstad.

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.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER PETERSON, TO ADOPT 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.

Council member Vetter asked Mr. Galstad what the law was. Discussion followed about the adoption of this resolution was a part of the local sales tax process, it was a necessary step to move forward, and was a part of the last sales tax process but was done in a different order. Council member Vetter said he would depend on the staff's recommendation.

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

Voting Nay: None.

Absent: Olstad.

CLAIMS:

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

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

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

Voting Nay: None.

Absent: Olstad.

COUNCIL/STAFF REPORTS:

Council Member Larson stated he wanted to publicly thank all the volunteers that helped at the basketball tournament that was held over the weekend and how they helped make the event a success.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE MARCH 19, 2024 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:10 P.M.

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

Voting Nay: None.

Absent: Olstad.

Megan Nelson, City Clerk