

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 4, 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 “Work Session” for the East Grand Forks, Minnesota City Council of May 14, 2024.
2. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of May 21, 2024.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of May 28, 2024.
4. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of May 28, 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.

5. Consider approving the Parade Application for KEM Shriners to hold the Potato Bowl Parade on September 14th from 10am to 12pm contingent upon MNDOT approval of the Sorlie Bridge closure.
6. Consider declaring two of the siren systems as surplus and donate them to Polk County Emergency Management.

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:

NONE

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

7. Consider declaring the 2004 CAT Motor Grader as surplus and trade it in for the purchase from RDO Equipment of a John Deere 772G Motor Grader reducing the cost to \$388,203.00.
8. Consider approving the Facility Use Agreement between the City of East Grand Forks and the East Grand Forks Blue Line Club for use of the VFW Arena from June 3-21, 2024.
9. Consider approving the Facility Use Agreement between the City of East Grand Forks and Special Olympics North Dakota for the use of the Civic Center on Saturday, September 21, 2024.
10. Consider adopting the Deer Management Plan which set the rules and regulations for the special archery hunt that is scheduled to take place from November 15th through November 24th.
11. Consider approving Ordinance 41 4th Series amending Chapter 132 discharging firearms in 132.04 (b) and to use of bow and arrow section 132.06 and by adopting by reference City Code Chapter 10 and section 10.99 which, among other things, contain penalty provisions (1st Reading).
12. Consider approving the assignment agreement between the City of East Grand Forks and Newman Outdoor Advertising assigning right, title, or interest in the permitted billboard structure located within Sherlock Park.

CLAIMS:

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

COUNCIL/STAFF REPORTS:

ADJOURN:

SEE NEXT PAGE FOR CLOSED MEETING AGENDA

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.

**AGENDA
OF THE CLOSED MEETING
CITY OF EAST GRAND FORKS
TUESDAY, JUNE 4, 2024 – FOLLOWING THE COUNCIL MEETING**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

1. The meeting will be closed pursuant to MN Statute 13D.05 Subd. 3(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property that is currently owned by the government entity for parcel 83.02022.00.

ADJOURN:

Upcoming Meetings

Work Session – Tuesday, June 11, 2024 – Training Room – 5:00 PM
Council Meeting – Tuesday, June 18, 2024 – Council Chambers – 5:00 PM
Work Session – Tuesday, June 25, 2024 – Training Room – 5:00 PM
Council Meeting – Tuesday, July 2, 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 WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, MAY 14, 2024 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for Tuesday, May 14, 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; 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; 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.

1. Consider Township Fire & Rescue Extension Contract – Jeff Boushee

Chief Boushee stated Mr. Greg Stocker and Mr. John Jeffrey were representing the townships at the meeting. He explained the contract between the City and the townships had started back in 2005, seven townships were a part of the contract, and the current contract was set to expire the following year. He stated the townships offered a 2% increase each year over the next five years for the next contract. Mayor Gander said it was a good offer, the townships also helped with the purchase of equipment, and some of them also were paid on-call fire fighters. Mr. Jeffrey stated the City received fire aid and that calculation included the townships as a part of the service area which added to the overall population number. Discussion followed about how they helped with 40% of the cost of the last fire truck and how there was a great working relationship between all the entities. Council member Pokrzywinski said he appreciated the timeliness of getting this addressed before it expired and hoped the trend would continue. Mr. Jeffrey commented there was an incentive for the townships to keep this in place.

This item will be referred to a City Council Meeting for action.

2. Discussion to Raise Awareness of School Bus Stop Arm Violations – Reid Huttunen and Cody Hlavka

Mr. Huttunen explained school staff had reached out regarding this issue because they had seen a big increase in violations and asked if the City could help publicize the issue. He said the Police Department had posted reminders on their Facebook page, but people needed to remember to stop when the flashing

arms were out. He added the Council did not need to take action because this was to raise awareness of the issue. Council Vice-President Riopelle asked people to share the post from the Police Department so more people would see it. Mr. Galstad said he asked the calls for service for this violation, in the last year there were almost 30 calls, and they were getting close to another 30 calls this year. Council member Peterson asked how to get the message to drivers from 16 to 25 because they did not use Facebook. Discussion followed about using other social media, how a video was not needed but if the complaint came from a bus driver, they were an eyewitness to the event, and most people did not fight it when they were caught on camera from the bus. Council member Pokrzywinski asked what the minimum fine was for this violation. Mr. Galstad said the fine was \$500 plus an additional \$85 for every violation. More discussion followed about how this had been an issue in other cities and the City could continue to work with the school to get information out to the public.

3. Discussion on Building Official Position – Jeff Boushee & Nancy Ellis

Ms. Ellis told the Council the City had received a notice for the termination of the building official services. She reviewed the history of the position, how there have been some struggles over the years, and they had to drop rental inspections. She explained staff started looking at options once the notice was received, the independent contractor they thought might be available was not available, the State was not inclined to provide service, the inspector for Thief River Falls was going to be assisting Warroad and Roseau, none of the inspectors in Grand Forks were certified in Minnesota, so if they could not find a contractor the other option would be to find a full time person. She said if they wanted to add back the rental inspections they would need a full-time person. She added they would need to find someone to complete inspections that was Minnesota certified, she had talked to someone that handled inspections for 26 North Dakota cities, but they would not complete rental inspections. She commented they had made great improvements with building inspections and did not want to take a step backward, but direction was needed from the Council.

Chief Boushee said they were trying to problem solve and fill some voids if they could with this position. Council Vice-President Riopelle said Option 4 seemed like the only option and asked to see the costs of hiring a full-time position. Ms. Ellis said it would depend on the job description and how it was pointed. She reminded the Council Widseth received half the permit fees and 100% of the plan reviews so the total amount paid out did change from year to year. She added a portion of the building permits did cover the building permit technician's salary, but they should be able to cover most of the salary of the position but maybe not the benefits.

Council member Helms asked how long it would take to get licensed. Ms. Ellis said a limited license could be received by the end of the summer, but it could take up to 2 years to be a fully certified building inspector. Discussion followed about how rental inspections could bring in revenue, fire safety inspections were different than rental inspections, and there could be funding available to help get an inspector trained. Council member Helms said he would like to look at the City as a whole and was not ready to approve because of all the things they had gone through with the budget. Ms. Ellis stated there was no one currently certified in the City that could take on this role. More discussion followed about how some businesses might want to expand, certain items are reviewed by the State, and permits were not taken out for the street or infrastructure projects, so the building official did not inspect those projects.

Mr. Huttunen said based on other cities he expected the grade for the position to be around 16 or 17 so including benefits the position could be around \$100,000 up to \$120,000. Mayor Gander said they needed to look at the needs and then how to fund it. He stated rental inspections would be beneficial to everyone,

he could see the benefit as a landlord, and he would support something happening sooner rather than later. Council President Olstad said it would need to be reviewed, they needed to move forward wisely, and keep doing what was necessary. Council Vice-President Riopelle said there could be a correlation in pay to what was brought in. Ms. Ellis stated she did think they would bring in enough, in the past the landlords wanted all the units inspected, and they would need to review building permit fees every couple of years. Council member Vetter said not all the fees were going to Widseth and they would need about \$125,000 to cover the position. Council President Olstad asked to have this item brought back to another meeting. Ms. Ellis said again a portion of the fees did go towards the building permit technician's salary so they might need to find another way to pay for the salary or pay the remainder from the general fund. Chief Boushee said they would bring back a proposed interim solution and a job description.

This item will be brought back to a future meeting.

4. Request to Set Pool Prices for 2024 Season – Jeremy King

Mr. King stated the pool was getting ready to reopen, the Parks and Recreation Commission reviewed the rates, revenues, and expenditures, and it was requested to increase each of the daily rates by \$1. He told the Council the increase in revenue was to help offset repair and maintenance costs while staying in line with rates of other area pools. He informed the Council \$194,564 has been budgeted to run the pool in 2024, there was some leaking, maintenance costs were increasing, and chemical costs had not come back down. He recommended approving the proposed rates. There were no questions.

This item will be referred to a City Council Meeting for action.

5. Request to Purchase Motor Grader – Jason Stordahl

Mr. Stordahl told the Council \$400,000 had been budgeted to replace the oldest motor grader, they had received information from the State Bid source, and both places gave information for trading in the 2004 motor grader. He recommended making the purchase from Ziegler and the cost included warranty. He added they would need to declare the 2004 motor grader as surplus. Council member Helms asked if the bids were apples to apples. Mr. Stordahl said they were very comparable. Council member Helms asked about the transmission repair. Mr. Stordahl stated the transmission repair on the other motor grader was completed and it was back in service. There were no other questions.

This item will be referred to a City Council Meeting for action.

6 – 9 Discussion on 2023 General Fund/280 Housing Fund/705 Benefit Accrual Fund/ 210 Transit Fund – Karla Anderson

- **Additional information will be provided at the meeting for this item.**

Ms. Anderson stated a draft had been put together for the end of 2023, there was an update to it, and it included explanations. She started by reviewing revenue, how most areas received more in revenue than what had been budgeted, and reviewed the information. She explained the school had paid for the use of the areas in April and in September, this was a one-time occurrence, and they would pay in September only going forward. She said 2022 was the first year investments could be shown at par, no interest had been budgeted because of the volatility of the market, they budgeted conservatively, and there was an insurance dividend of \$53,000 but the City was told not to expect that every year. She commented on how that made up \$307,000 in additional revenue.

Ms. Anderson continued with expenses, there was a savings of approximately \$800,000, personnel services had a savings of \$427,000, some of that which was savings due to changes in staffing and when people were hired, there was a savings of \$64,000 for workers compensation, there were a variety of accounts in the Public Works that had savings, some of the savings was because of weather, and there was a few areas that had savings under culture and recreation. She added there were savings in supplies, an invoice had not been received for election equipment for \$10,000, the police department saved in the fuel budget, and there was savings under services including in utilities. She stated they had prepared for an increase in utilities, due to the nicer winter months there was a savings, but information was received that Xcel rates were going to be increasing so they would look at the history of usage to help with budgeting for utilities.

Ms. Anderson stated \$65,000 was budgeted for tax rebates but only spent \$26,204, the costs were over for the police vehicle that was purchased, but it had taken over a year to receive so prices changed for the additional items. She reminded the Council they had ordered a truck for the Parks Department in 2023, it was not going to be received until 2024, so the \$50,000 was moved into the 2024 budget. She added a street light project had not been completed but was listed in the expenses and how they would be working on Highway 2 in 2025. Mr. Mykleseth told the Council the project would be 100% funded and originally it was only going to be 50% funded other than for plans and specifications. Ms. Anderson asked if there were any questions.

Ms. Anderson moved on to transit, as of January 2022 the transit fund was negative \$172,000, at the end of year a transfer was completed which brought the total to a negative \$120,000 because of a receivable from the federal government, another transfer of \$127,742.90 was scheduled to make the fund at zero for year end of 2023. She added a transfer was scheduled for the budget in 2024. She commented on how funding changed because of COVID but now things should be back on track. She asked for questions on transit or on expenses or revenues. Mayor Gander said at the end of the year they would be adding more funds to the reserve, which was more than what they thought and asked if Ms. Anderson could say what that number was. Ms. Anderson said \$1,063,433 but this was still a draft, the auditors were still reviewing information, and there were some entries that were still needed. Mayor Gander said some of the items were a one-time revenue such as when they got paid twice from the school or the dividend from insurance so that was not something they could count on in future years. He stated it was also because staff did not spend everything that was allocated to them and he thanked them. He added this was much better than being a million dollars in the hole. Ms. Anderson reminded everyone a big part of it was from personnel.

Ms. Anderson continued with the 705 fund and explained the previous year they transferred funds to get the balance closer to what the liability was. She said the liability had been at \$770,693, the cash balance was now \$572,594, resulting in a liability of \$198,099. She stated \$100,000 was scheduled to be transferred in 2024 so the remaining gap was 98,000 and asked if the Council wanted to transfer \$98,000 with the 2023 transfers or include that in the 2025 budget. Council President Olstad asked what was paid the previous year. Ms. Anderson said it was \$471,534 and told the Council the liability had been going down because of the changes to the sick leave policy. Council member Vetter asked if the \$770,000 balance included the sick and safe time that would need to be paid out. Ms. Anderson said sick and safe time was for part-time employees. Council member Vetter asked if there was a liability for part time employees. Ms. Anderson said it was not paid out. Mr. Huttunen said there was no liability for sick and safe time based on the option the City chose with front loading 80 hours. Ms. Anderson asked for questions and there were no other questions.

Ms. Anderson stated the 280 fund showed the fund activity that was requested, the tax rebates were coming from this fund, and attachment A showed the lots that were still available for sale. She reviewed the lots, the special assessments, and how when all the lots were sold there would be a remaining \$188,000. She explained the tax abatement information was estimated for the future years using the current rates and inflation. She said based on the estimates once all the city lots were sold, accounting for all the tax abatements, and landscaping incentives there would be a remaining balance of \$68,000. She asked for questions. Council member Vetter asked how many years a property owner received a tax rebate. Ms. Anderson said for two years when the home was at full value. Council member Vetter asked if the estimates were for one or both years. Ms. Anderson said both years and the estimates did include an increase in the value of the homes.

Mayor Gander said doing exercises like this resulted in fewer surprises and thanked staff for working through this. Ms. Anderson said when the 280 fund was depleted the Council would have to decide if they wanted to continue tax abatements, both the school and county take funds from their general fund, so the Council would need to decide if they wanted to do the same thing. Council President Olstad asked if there were any other questions. Mayor Gander asked to poll residents about the tax rebate, if it really was an incentive, or if it was not worth the expense. Mr. Gorte said the \$5,000 forgivable loan program was not an incentive, the tax abatement program was, and there were other programs or variations of programs that could be put in place. He added the program was not just for city-owned lots but all lots within the community. Council Vice-President Riopelle asked to have the State help because of losing people to other areas due to the State tax structure.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE MAY 14, 2024 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:24 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk

**UNAPPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, MAY 21, 2024 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, May 21, 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; 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; 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:

OPEN FORUM:

Chief Boushee introduced Catherine Brier and Jack Chapusette. He explained they had joined the fire department as paid-on-call fire fighters in January, they are working on their two years of training, they had already been on calls, and they were doing a great job.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of May 7, 2024.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” FOR THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL OF MAY 7, 2024.

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

2. Consider approving the Exempt Gambling Permit Application for the North Dakota Association of Builders to hold a raffle on July 30, 2024 at the Eagles Club located at 227 10th St NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
3. Consider adopting Resolution No. 24-05-43 approving the increase to the daily pool rates starting for the 2024 summer season.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS TWO (2) AND THREE (3).

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

4. Regular meeting minutes of the Water, Light, Power, and Building Commission for May 1, 2024.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

5. Consider approving the Off-sale Intoxicating Liquor License renewals for the following applicants:
 - a. Pop’s Liquor located at 122 4th St NE East Grand Forks, MN 56721.
 - b. Hugo’s Wine & Spirits located at 310 14th St NE East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE OFF-SALE INTOXICATING LIQUOR LICENSE RENEWALS.

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

Voting Nay: None.

6. Consider approving the Off-sale Non-intoxicating Malt Liquor License renewal for Northdale Oil located at 607 Gateway Dr NE East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE THE OFF-SALE NON-INTOXICATING MALT LIQUOR LICENSE RENEWAL FOR NORTHDAL OIL LOCATED AT 607 GATEWAY DR NE EAST GRAND FORKS, MN 56721.

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

Voting Nay: None.

7. Consider approving the On-sale Weekday and On-sale Sunday Liquor License renewals for the following applicants:

- a. Blue Moose Bar & Grill located at 507 2nd St NW East Grand Forks, MN 56721.
- b. River Cinema 15 located at 211 Demers Ave NW Suite 4A East Grand Forks, MN 56721.
- c. The Shire Bar & Grill located at 211 Demers Ave NW Suite 4B East Grand Forks, MN 56721.
- d. The Spud Jr located at 302 Demers Ave NW East Grand Forks, MN 56721.
- e. VFW Post 3817 located at 312 Demers Ave NW East Grand Forks, MN 56721.
- f. Valley Golf Association located at 2407 River Road NW East Grand Forks, MN 56721.
- g. Mike’s Pizza & Pub located at 411 2nd St NW East Grand Forks, MN 56721.
- h. Eagles Club 350 located at 227 10th St NW East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE ON-SALE WEEKDAY AND ON-SALE SUNDAY LIQUOR LICENSE RENEWALS.

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

Voting Nay: None.

8. Consider approving the Combination On-sale & Off-sale Liquor License renewal for Bernie’s Restaurant located at 121 Demers Ave NW East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE COMBINATION ON-SALE & OFF-SALE LIQUOR LICENSE RENEWAL FOR BERNIE’S RESTAURANT LOCATED AT 121 DEMERS AVE NW EAST GRAND FORKS, MN 56721.

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

Voting Nay: None.

9. Consider approving the extension to the agreement between the City of East Grand Forks and the listed Townships for fire and rescue services for a five-year term.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE EXTENSION TO THE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND THE LISTED TOWNSHIPS FOR FIRE AND RESCUE SERVICES FOR A FIVE-YEAR TERM.

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

Voting Nay: None.

10. Consider declaring the 2004 Cat Motor Grader as surplus and trade it in for \$79,000 to use towards the purchase of a CAT 140AWD Motor Grader with a wing from Ziegler CAT for a total of \$353,940.00.

Council President Olstad stated this item will be pulled from the agenda and brought back to a future meeting.

11. Consider adopting Resolution 24-05-44 approving the sale of coffee with the funds supporting the planned Parks and Recreation facility improvements.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION 24-05-44 APPROVING THE SALE OF COFFEE WITH THE FUNDS SUPPORTING THE PLANNED PARKS AND RECREATION FACILITY IMPROVEMENTS.

Council President Olstad said he thought this was a great idea, he wasn't sure how it started, and asked for the background. Ms. Anderson stated it started when Mr. Huttunen was still in the Parks Department. She explained the idea came up and came to fruition. Council President Olstad asked where the funds were coming from for this. Ms. Anderson said the start-up funds for the bags came from the Blue Line Club, the bags were filled as needed, and the City was collecting the profits. She added they only filled bags as needed. Council President Olstad asked what fund was being used to cover the cost of the beans. Ms. Anderson said it was Fund 218 which was the fund used for the 125th celebration event. Council President Olstad commented he was glad something was happening and how this should have been publicized from the start of the project.

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

Voting Nay: None.

12. Consider adopting Resolution No. 24-05-45 approving the year-end transfer for budget year 2023.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 24-05-45 APPROVING THE YEAR-END TRANSFER FOR BUDGET YEAR 2023.

Council Vice-President Riopelle said he did not want all the transfers in one resolution because there were some transfers he might not want to vote yes on and requested to have the transfers separated based on merits or know where the funds were coming from or going to in the future. Ms. Anderson asked if more detail on how to separate the transfers. She explained transfers were done at year end because of the audit, the sick leave transfer was a newer item, and if the transfer was approved the net revenue would decrease to \$965,334. She stated if the transfer for sick leave was not completed, the item would need to be included in the budget for 2025, and reminded the Council there were funds budgeted for this in the 2024 budget. She added they did not need to approve all the transfers at once.

Ms. Anderson told the Council there was direction given to transfer the funds from the Town Square fund to the Sunshine Terrace fund, there was no resolution approving the transfer, so that was included on the resolution and was now a part of the record. Council President Olstad asked when the transfer was completed for transit. Ms. Anderson said it was done at year-end and there has been discussion about making a transfer at the beginning of the year. Council President Olstad asked if it was for reserves or for the budget. Ms. Anderson said \$100,000 was budgeted for transit, it was \$127,000 in the hole, staff discussed how to cover the deficit, and \$127,000 was transferred to bring it to zero along with the \$100,000 that was budgeted for 2024. Discussion followed about how the transfers had been done, the resolution was for the Council to approve the transfers, and not all transfer amounts for projects are known because

some funding comes from other sources like the State for projects. Council President Olstad asked about sick leave benefit and if the \$98,000 would cover things and not have issues. Ms. Anderson said how the cost was estimated on those who might retire in the next five years and for sure the amount they had would cover anyone retiring in the next year. She added they might not have to transfer every year because the liability continued to decrease. Council President Olstad said he did not want to have the same problem and have to transfer \$400,000.

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

Voting Nay: None.

CLAIMS:

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander reminded everyone the Peace Officer Memorial Week was ending, he thanked everyone that participated in the memorial service that was held the previous week, and asked people to thank a police officer. He added he extended that over to firefighters because they were also keeping the community safe.

Mr. Huttunen told the Council to plan on a special meeting following the work session because there were a few more liquor license renewals that needed to be approved, interviews had been conducted for the Parks Specialist and Accounting Technician positions, both had good interviews, and there was potential to include one or both to the agenda for approval. He added the EDA position closed, there were five qualified applicants, and they were looking at holding interviews on June 7th with the final interviews to be held after that. He reminded the Council he was going to be out of the office starting Thursday and would be back the following Wednesday.

Mr. Emery said Opp Construction was planning on starting on the quiet zone project on June 3rd, they were planning on starting on the Central Avenue crossing, an agreement was still needed from BNSF, and if that was not in place they will more than likely start on the 2nd Avenue crossing, and they will plan on keeping two crossings open during the project with the 3rd Street crossing starting last that would include the closure of the crossing.

Ms. Ellis gave her annual reminder to everyone it was time to start mowing and removing weeds along fences, behind fences, driveways, and boulevards. She said they were receiving many complaints, the ad was going to be run in the newspaper, and were hoping people would be complying in the near future. Council member Pokrzywinski commented he had noticed a lot of people were blowing grass clippings into the street and asked to have that included in the announcement because it was a safety issue. She said she would make sure it was included in the ad.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE MAY 21, 2024 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:21 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk

**UNAPPROVED MINUTES
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, MAY 28, 2024 – 5:00 PM**

CALL TO ORDER:

The Work Session of the East Grand Forks City Council for Tuesday, May 28, 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; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Gorte, Economic Development Director; Michael Hedlund, Police Chief, Charlotte Helgeson, Library Director; Jeremy King, Parks and Recreation Superintendent; Keith Mykleseth, Water and Light General Manager; Megan Nelson, City Clerk; Jason Stordahl, Public Works Director; and Ryan Swang, Assistant Fire Chief.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

1. Request to Surplus and Donate Warning Sirens – Ryan Swang

Assistant Fire Chief Swang told the Council the new siren system was being installed, they were keeping some of the older sirens, not all were needed, and the request was being made to declare the extra sirens as surplus and donate them to Polk County Emergency Management. There were no questions.

This item will be referred to a City Council Meeting for action.

2. Consider Purchase of Motor Grader – Jason Stordahl

Mr. Stordahl told the Council there were some communication issues about some of the information about the motor graders. He explained both prices were from the State Bid source, the John Deere 772G did have more horsepower which was helpful, so the comparison was not the same. He added the warranty lasted longer so while the price was higher, the warranty was worth it. He told the Council this motor grader had a steering wheel, not joysticks, so it was easier for staff to be cross-trained, and the City was not charged for travel when there were service calls. He recommended purchasing the motor grader from RDO Equipment and declaring the 2004 motor grader as surplus. There were no questions.

This item will be referred to a City Council Meeting for action.

3. Review of Proposed Deer Management Plan & Amended Ordinance – Megan Nelson

Ms. Nelson informed the Council the deer management plan had been updated and included the maps of the designated hunting areas. She explained the ordinance amendment was prepared, most of the special hunt regulations were included, but some were not in the case a change was needed, the ordinance did not need to be amended. Council member Pokrzywinski asked if the change to be made to list that residents would get top priority and if there were permits still available, those living outside of city limits could be considered. Ms. Nelson said she would make the change and if there were no other suggestions this would be added to the next meeting for approval and have the first reading of the ordinance. There were no other questions.

This item will be referred to a City Council Meeting for action.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE MAY 28, 2024 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:08 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk

**UNAPPROVED MINUTES
OF THE SPECIAL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, MAY 28, 2024 – FOLLOWING THE WORK SESSION**

CALL TO ORDER:

The Special Meeting of the East Grand Forks City Council for Tuesday, May 28, 2024 was called to order by Council President Olstad at 5:08 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; Nancy Ellis, City Planner; Ron Galstad, City Attorney; Paul Gorte, Economic Development Director; Michael Hedlund, Police Chief, Charlotte Helgeson, Library Director; 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.

1. Consider approving the Off-sale Non-intoxicating Malt Liquor License renewal for Orton’s Point Cenex 504 Rhinehart Dr SE East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO APPROVE THE OFF-SALE NON-INTOXICATING MALT LIQUOR LICENSE RENEWAL FOR ORTON’S POINT CENEX 504 RHINEHART DR SE EAST GRAND FORKS, MN 56721.

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

Voting Nay: None.

2. Consider approving the On-sale Weekday and On-sale Sunday Liquor License renewals for the following applicants:
 - a. Casa Mexico Restaurant located at 112 14th St NE East Grand Forks, MN 56721.
 - b. American Legion Post 157 located at 1009 Central Ave NW East Grand Forks, MN 56721.
 - c. Up North Pizza Pub located at 314 4th St NW East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE THE ON-SALE WEEKDAY AND ON-SALE SUNDAY LIQUOR LICENSE RENEWALS.

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

Voting Nay: None.

- 3. Consider approving the On-sale Wine and On-sale Beer licenses and authorize strong beer to be served with the combination of the two licenses for Little Bangkok located at 415 2nd St NW Suite 1 East Grand Forks, MN 56721.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE ON-SALE WINE AND ON-SALE BEER LICENSES AND AUTHORIZE STRONG BEER TO BE SERVED WITH THE COMBINATION OF THE TWO LICENSES FOR LITTLE BANGKOK LOCATED AT 415 2ND ST NW SUITE 1 EAST GRAND FORKS, MN 56721.

Council member Helms asked if Little Bangkok was leaving. Ms. Nelson stated they were still here at this time.

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

Voting Nay: None.

- 4. Consider adopting Resolution No. 24-05-46 approving the hiring of John Wuitschick as the Parks & Recreation Specialist at a salary of \$21.48 per hour.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 24-05-46 APPROVING THE HIRING OF JOHN WUITSCHICK AS THE PARKS & RECREATION SPECIALIST AT A SALARY OF \$21.48 PER HOUR.

Council member Vetter said they had not started discussing the budget, this position should be left open until the budget was determined, and he would be voting no on this item.

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

Voting Nay: Vetter and Helms.

- 5. Consider adopting Resolution No. 24-05-47 approving the hiring of Renee Kringlen as the Accounting Technician at a salary of \$25.70 per hour.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 24-05-47 APPROVING THE HIRING OF RENEE KRINGLEN AS THE ACCOUNTING TECHNICIAN AT A SALARY OF \$25.70 PER HOUR.

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

Voting Nay: None.

ADJOURN:

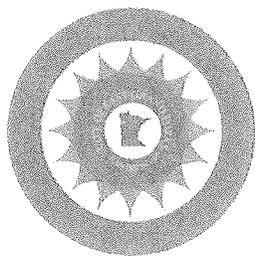
A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER HELMS, TO ADJOURN THE MAY 28, 2024 SPECIAL MEETING OF THE EAST

GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:12 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk



City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

APPLICATION FOR PARADE

License Fee: _____

Organization Information	
<u>KEM Shriners</u> <small>Organization Name</small>	<u>701-772-7125</u> <small>Organization Phone Number</small>
<u>423 Bruce Ave</u> <small>Organization Address</small>	<u>GRAND FORKS ND 58203</u> <small>City State Zip</small>

Applicant Information	
<u>Ryan Scott</u> <small>Applicant Name</small>	<u>701 740 4545</u> <small>Applicant Phone Number</small>
<u>423 Bruce Ave GF ND 58201</u> <small>Applicant Address City, State, & Zip</small>	<u>ryan.scott@sstransport.com</u> <small>Email Address</small>

Parade Information		
<u>Sept. 14th</u> <small>Date of Event</small>	<u>10 AM</u> <small>Start Time</small>	<u>12 pm</u> <small>End Time</small>
<u>KEM Shrine Potato Bowl Parade</u>		
<u>East on DeMers Ave from Surlie Bridge to 4th St. NE</u> <small>Route of Parade Travel (include map)</small> <small>ent behind fire station</small>		
<u>Multiple Bands, cars, semi's</u> <small>Composition of Parade (cars, band, animals)</small>		
 <small>Notes</small>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

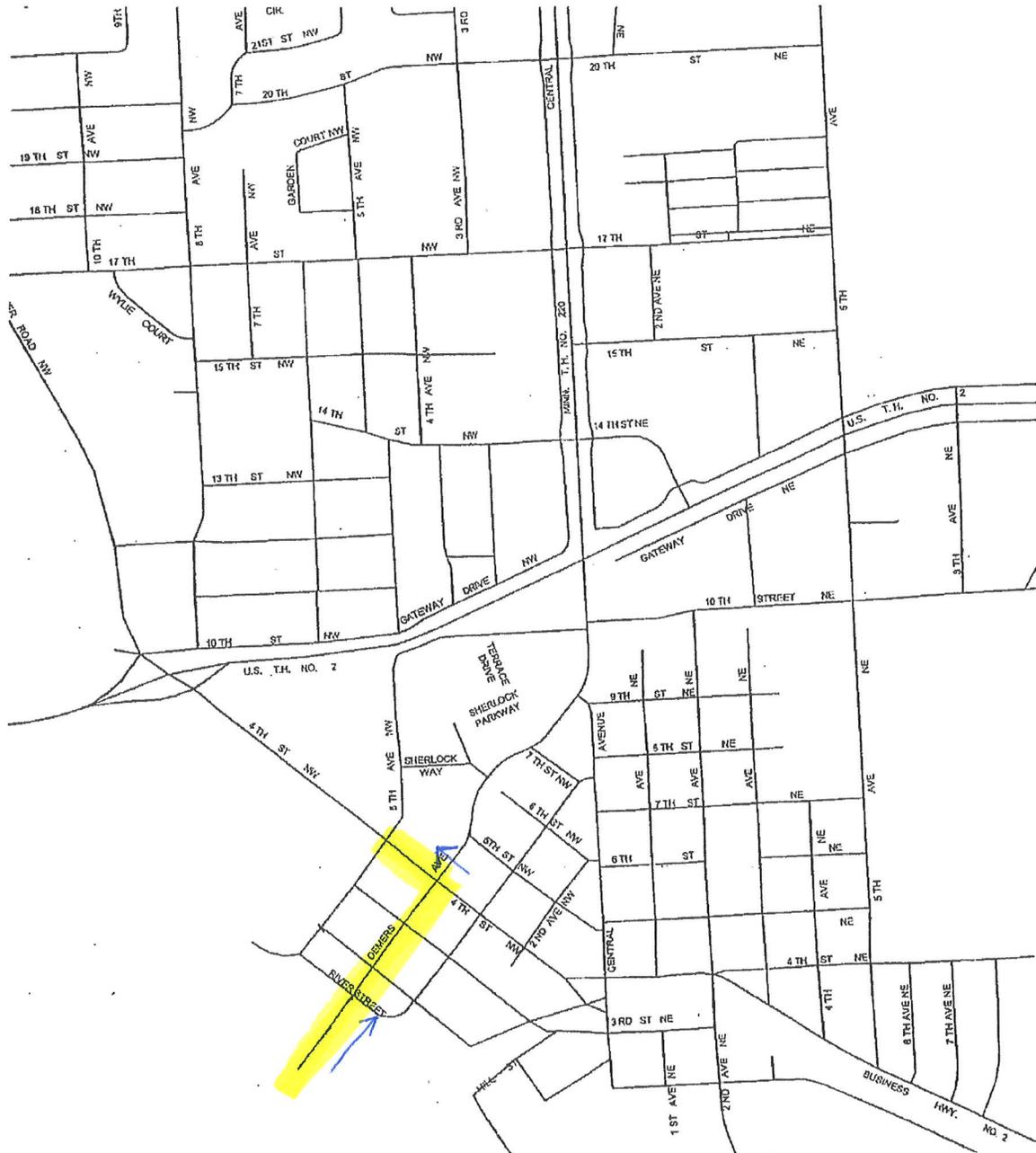
Ryan Scott
Signature of Applicant

RYAN SCOTT
Print Name

5/29/24
Date

Parade Captain
Title

EGF Parade Route



Request for Council Action

Date: 5/20/2024

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: Fire Chief Jeff Boushee

RE: Surplus Warning Sirens

Background:

After the installation of the four (4) new early warning sirens and the relocation of one of the old sirens to Fire Station #1 we will have three (3) old systems as surplus. Our plan is to palletize one (1) of the three remaining systems as spare parts for the system at Fire Station #1. This would leave two (2) old systems remaining. Polk County Emergency Management has an interest in the two (2) remaining systems to locate around Maple Lake. Maple Lake currently has no early warning sirens.

Recommendation:

We have been informed that these systems have no market value. My recommendation is to declare the two remaining systems as surplus. Donate the two surplus systems to Polk County Emergency Management. This donation would be of no cost to the City of East Grand Forks.

Enclosures: None

Request for Council Action

Date: 4/17/2024

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: Jason Stordahl-Public Works Director

RE: Motor Grader purchase

As per the Public Works Capital Improvement Plan the City budgeted \$400,000 to replace their 2004 Caterpillar Motor Grader. We received the following pricing per the Minnesota State Bid Contract pricing:

RDO Equipment John Deere 772G Motor Grader, with wing	\$388,203.00 (after trade)
Ziegler CAT CAT 150AWD Motor Grader, with wing	\$381,770 (after trade)

There was a miscommunication in the comparison of machines the last time that I presented to Council. After reviewing the new information, we have changed our recommendation. We will explain further at the Work Session.

Recommendation: Approve the purchase of one new John Deere 772G motor grader for \$473,203 (includes warranty) from RDO Equipment. And declare surplus for trade unit 118 (2004 CAT Motor Grader), and trade to RDO Equipment for \$85,000.



Investment Proposal (Quote)

RDO Equipment Co.
 6565 Gateway Drive
 Grand Forks ND, 58203
 Phone: (701) 772-4842 - Fax: (701) 772-9620

Proposal for:
 CITY OF E. GRAND FORKS
 CITY SHOP
 PO BOX 373
 E GRAND FORKS, MN, 567210373
 POLK

Investment Proposal Date: 3/28/2024
Pricing Valid Until: 4/30/2024
Deal Number: 1625117
Customer Account#: 2483010
Sales Manager: Jared Harshman
Phone: (701) 772-4842
Fax: (701) 772-9620
Email: jharshman@rdoequipment.com

Comments

PRICING IS OFF CURRENT MN STATE BID CONTRACT #M-439(5)

Additional Options Not Included:

Auto Articulation - \$1300
 Auto Pass - \$1000
 Machine Presets - \$1000

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	TBD TBD	0	New 2024 JOHN DEERE 772G PM Essential Final Tier 4 - 0 - 2000 Hours Warranty -John Deere Comprehensive-84 Months, 4000 Hours,Deductible: 0, Exp Date: 3/25/2031	\$436,333.00
1	TBD TBD	0	Attachment - New 2024 LITTLE FALLS MACHINE 2012WING	\$25,925.00
1	TBD TBD	0	Attachment - New 2024 LITTLE FALLS MACHINE PLS-1	\$10,945.00
Equipment Subtotal:				\$473,203.00

Trade Information

Serial Number	Year / Make / Model	Payoff Information	Trade In Hours	Trade In Value
CAT0143HCAPN00556	2005 CAT 143H	\$0.00	5526	(\$85,000.00)
Total Trade in Value:				(\$85,000.00)
Trade Balance Owed:				\$0.00
Net Difference:				(\$85,000.00)

Purchase Order Totals

Balance:	\$388,203.00
Total Taxable Amount:	\$0.00
MN STATE TAX:	\$0.00
MN SPECIAL TAX:	\$0.00
Sales Tax Total:	\$0.00
Sub Total:	\$388,203.00
Cash with Order:	\$0.00
Balance Due:	\$388,203.00

Equipment Options

Qty	Serial Number	Year / Make / Model	Description	List Price
1	TBD	2024 JOHN DEERE 772G	8470T 772G MOTOR GRADER with 6WD 1140 John Deere PowerTech PSS 9.0L meets EPA FT4 Emissions 1840 Engine Exhaust W/ Chrome Stack (FT4 or Stage V only) 1410 Standard Fuel & Water Filtration 1320 No Quick Service Group 9360 Engine Block Heater 9370 Ether Starting Aid 9395 Adjusting Rotary Ejector Precleaner 1030 Dual Joystick Controls 5070 Grade Pro Low Cab w/ Fixed Lower Front and Side Opening Windows, Laminated Glass 8830 Rear Camera (R4) 8220 Heated Exterior Mounted Rearview Mirrors 8415 Premium AM/FM Radio with Bluetooth, Aux and Weather Band (WB). 8310 Lower Front Intermittent Wiper & Washer 6030 No Powered Cab Air Precleaner 6140 Grade Pro Premium Heated, Leather/Fabric, High-Wide Back Air Suspension Seat 8720 No Sound Absorption Package 6595 Grade Pro Controls w/3 Front Auxiliary Function AND 3 Rear Auxiliary Functions 6650 Grade Pro Controls - Left Side 8510 Air Conditioner Refrigerant Charged 9130 Rear Retractable Sun Shade 9210 Decelerator 2575 No Grade Control Base Kit Installed 2775 No Topcon 3D GPS Grade Control System installed 5835 Cold Weather Package with Hydrau XR 1610 Hydraulic Pump Disconnect 170K JDLink™ 1910 Blade Impact Absorption System 2070 14 Ft. x 27 In. x 1 In. (4.27M x 686mm x 25mm) w/ 8 In. x 3/4 In. (203 x 19mm) Cutting Edge & 5/8 in. (16mm) Hardware 2850 Premium Circle 1240 Dual 100 Amp Alternators (200 Amp total) 7180 Premium Grading Lights (18 LED Lights) 8120 24-to-12 Volt Converter (30 amps peak / 25 amps continuous) 9270 Tall (26in.(660mm) higher than Standard Frame Lights) Front Snow Plow Light Bar 9299 Beacon with Flip Down Cab Beacon Bracket (LH) 6750 Less Front Attachment 6850 No Rear Attachment 5515 Autoshift Plus Transmission 5710 Transmission Solenoid Valve Guard 4426 Michelin SnoPlus 7810 Front Fenders 9005 Rear Wheel Fenders 2605 English Manual W/ English Labels & Decals	
1	TBD	2024 LITTLE FALLS MACHINE 2012WING	GIM3012A G2 POSTLESS SNOW WING	
1	TBD	2024 LITTLE FALLS MACHINE PLS-1	GWHRS HYD REAR POST GPLS-1 FALLS MODEL PLS-1 PARA LIFT HITCH (STATE BID ORSOU) GPLSHLP HYD LOCKING PIN KIT FOR PLS-1 HPLSHLPINSTALL FACTORY INSTALL OF HYD LOCKING PIN KIT G4PRM FALLS MODEL 4 PORT RELIEF MANIFOLD KIT	\$1,655.00



720 3rd Ave SW
 Crookston, MN 56716
 218.281.4245 Main
 800.422.5782 Toll Free
 218.281.3852 Fax

May 3rd, 2024

City of East Grand Forks
 Josh Krostue
 1001 Second St NE
 East Grand Forks, MN 56721

Josh,

I am pleased to quote you the following Caterpillar 150AWD motor grader per MN State Contract M-439(5).

	Base Unit Price: CAT 150AWD Joystick	\$ 354,990.00
4.1.3	Cab, Premium (Included in Snow Fighter Package)	
4.1.5	Rear vision camera (115 degree color camera connected to a 7 inch LCD in cab screen)	Included
4.1.6	Inside rear view mirror, wide angle	Included
4.1.8	Mirror, Outside heated 24V (Included in Snow Fighter Package)	
4.1.9	Speedometer / Tachometer	Included
4.1.10	Radio ready cab (Includes two installed speakers, antenna, and cable)	Included
4.1.11	Supplemental steering	Included
4.1.12	Rear window defroster fan	Included
4.2.1	Autoshift transmission (included in Snow Fighter Package)	
4.2.2	Caterpillar C9 Tier 4 final emissions compliant engine	Included
4.2.3	All wheel drive	\$ 39,770.00
4.2.4	Fuel tank 110 gallons	Included
4.2.6	Precleaner, Sy-Klone	\$ 570.00
4.2.8	Cold weather plus package (included in Snow Fighter Package)	
4.2.9	Extreme duty starter (included in Snow Fighter Package)	
4.2.10	Engine coolant heater	Included
4.2.11	Fluid sampling ports	Included
4.2.12	Extended Life Coolant, -31F	Included
4.3.1	150 amp alternator, sealed	Included
4.3.2	Heavy duty, maintenance free batteries (1400 CCA)	Included
4.3.3	Lights, service internal (provides two lights in the rear enclosure)	Included
4.3.4	Lights, roading, halogen (provides six halogen cab roof mounted roading lights)	Included
4.3.6	Halogen high bar headlights with front turn signals (included in Snow Fighter Package)	
4.3.11	Lights, working, plus, halogen (included in Snow Fighter Package)	
4.3.13	Lights, arm, fold down (included in Snow Fighter Package)	
4.3.15	Warning light mounting plate - included in Snow Fighter Package)	
4.3.16	Whelen L22 LED beacon (specify blue or amber lens)	\$ 1,040.00
4.3.18	Product Link, cellular	Included
4.4.1	Michelin XSNPLUS 14.0R 24 on 10" x 24" multi piece rims	Included

4.5.10	Hydraulics base + 4 (included in Snow Fighter Package)	
4.5.19	Auto Articulation	\$ 1,390.00
4.6.1	Circle Drive Slip Clutch	Included
4.6.4	Blade 14' x 27" x 1" - included in Snow Fighter Package)	
4.7.17	Freight to Little Falls for mounting of snow equipment	\$ 1,080.00
4.7.21	Para-Lift hitch only	\$ 6,500.00
4.9.22	Falls IM3012A 12' Mastless Wing, Front Lift	\$ 22,220.00
4.10.1	Towing Hitch	Included
4.10.2	Tool Box	Included
4.10.3	S M V Sign	Included
4.10.4	Mounting, front lift - (included in Snow Fighter Package)	
4.10.5	Articulation guard (included in Snow Fighter Package)	
4.10.13	Fenders, front, Caterpillar, non-metallic, AWD (factory installed Thermoformed)	\$ 2,910.00
4.10.14	Fenders, rear, Caterpillar, non-metallic (factory installed Thermoformed)	\$ 3,850.00
4.10.15	Slopemeter	\$ 550.00
4.10.16	Snow wing ready package (included in Snow Fighter Package)	
4.10.17	One complete set of OEM air and fluid filters	Included
4.10.18	One set of parts, service and operators manuals	Included
4.10.20	Snow Fighter Package (purchased separately would cost \$23,620)	\$ 13,620.00
	4.1.3 Premium cab	
	4.1.8 Mirror, Outside heated	
	4.2.1 Autoshift transmission	
	4.2.8 Cold weather plus	
	4.2.9 Extreme duty starter	
	4.3.6 Halogen high bar headlights	
	4.3.10 Lights, working, plus, halogen	
	4.3.13 Lights, Arm, Fold Down	
	4.3.15 Warning light mounting plate	
	4.5.10 Base + 4 hydraulics	
	4.6.4 14' x 27" x 1" blade	
	4.10.4 Mounting, front lift	
	4.10.5 Articulation guard	
	4.10.16 Snow wing ready	
	MINIMUM DELIVERY CHARGE (if applicable)	\$ 500.00
	All Extended Warranty Options INCLUDE a 1 Year/1000 Hour Parts Kit Only CVA	
	TOTAL: (Doesn't include warranty below)	\$ 448,990.00

	Warranty Options: Other Warranties Available	
4.14.41	84 MONTHS / 3000 HOURS POWERTRAIN	\$ 5,880.00
4.14.89	84 MONTHS / 3000 HOURS POWERTRAIN + HYDRAULICS + TECH	\$ 10,890.00
4.14.175	84 Months / 3000 Hours Pro	\$ 11,780.00
4.14.30	72 MONTHS / 2000 HOURS POWERTRAIN	\$ 4,420.00
4.14.78	72 MONTHS / 2000 HOURS POWERTRAIN + HYDRAULICS + TECH	\$ 8,180.00
4.14.166	72 Months / 2000 Hours Pro	\$ 8,860.00

New:
2024 CAT 150AWD per above spec \$448,990.00
Not Including Warranty

Trade:
2005 CAT 143H Serial #: APN00556 <u>\$79,000.00</u>
Trade value includes front hitch & plow and snow wing

TOTAL DUE: \$369,990.00

If you have any questions please call me at 218-929-9349.
Thank you,

Ryan Davies

Ryan Davies
Ziegler CAT – Crookston, MN

Request for Council Action

Date: June 4, 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

Background:

The EGF Blue Line Club has requested to rent ice at the VFW Arena this Summer.

The proposed rental rate for the EGF Blue Line Club is \$16,000.00 from Monday, June 3rd to Friday, June 21st.

This rental rate includes 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 \$16,000.00 to the EGF Blue Line Club for the dates of June 3rd through June 21st.

Enclosure:

VFW Arena Facility Use Agreement.

**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 **\$16,000.00** for the following dates.

Monday, June 3rd through Friday, June 21st, 2024

- For the above dates listed, the building will be made available from 8:00 a.m. to 10:00 p.m. daily for ice use for the Blue Line Club to execute its summer hockey camps.
- Parks & Recreation Department staff will install ice, operate building, provide custodial work, and remove ice upon conclusion of camp.

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, at the discretion of the Parks & Recreation Superintendent (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

Request for Council Action

Date: February 20, 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 the Civic Center to Special Olympics North Dakota

Background:

Special Olympics North Dakota is interested in leasing the Civic Center for a dinner banquet on Saturday, September 21st, 2024. The event is expected to host approximately 450-500 attendees and will take place in the evening after the conclusion of their Soccer/Bocce State Tournament. The Civic Center will be available for setup starting at 11:00am on the day of the event. The dinner banquet will run from 5:30pm to 9:00pm, and the facility will be vacated by 11:00pm.

Included in the rental fee are the operating expenses for building operation and part-time staff.

Budget Impact:

Rental recommendation of \$500 for the rental.

Recommendation:

Considering approving the Special Olympics North Dakota rental of the Civic Center in the amount of \$500 for a dinner banquet on September 21st, 2024.

Enclosure:

Civic Center Facility User Agreement

**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 (hereinafter 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: Civic Center
Address/Area/Location of Facility/Property): 300 15th St NE, 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 \$500.00 for the following dates.

Facility: Civic Center for the dates of September 21st, 2024

- Saturday, September 21st; 11:00am open for set up, Event hours 5:30 p.m. – 9:00pm, event clean up completed by 11:00pm

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 Special Olympics North Dakota with the Parks & Recreation Superintendent

1. General use of Public Address sound system
2. Folding tables (limited quantity available)
3. Regular janitorial services during event
4. Limited electricity on arena floor of Civic Center

2. USER INFORMATION

Organization Name: Special Olympics North Dakota
Address, City, State, Zip: 2616 S 26th St, Grand Forks, ND 58201
Contact name/title: Cathy Muus & Nancy Hanson/ Director of Special Events & CEO
Email: cmuus@specialolympicsnd.org / nhanson@specialolympicsnd.org

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” Special Olympics North Dakota (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 the 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 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.
- N. User is responsible for any lost keys, and any costs that the City might incur to replace and/or re-key the Facility.
- O. **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.
- P. **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.

Q. 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 _____ Title _____

Organization Special Olympics North Dakota

Address 2616 S 26th St Grand Forks, ND 58201

Telephone: Home/Mobile 701-746 -0331 Work _____

CITY OF EAST GRAND FORKS

By: _____

Its Mayor

By: _____

Its City Administrator

CITY OF EAST GRAND FORKS DEER MANAGEMENT PLAN

June 2024



1.0 INTRODUCTION

East Grand Forks, Minnesota, was established in 1887 and is located in northwestern Minnesota on the border with neighboring North Dakota at the intersection of U.S. Highway 2 and Minnesota Highway 220. East Grand Forks runs parallel to the Minnesota-North Dakota border on the Minnesota side of the Red River of the North. The Red Lake River also runs through the city and connects to the Red River of the North.

Following the flood of 1997, the areas close to the river have been turned into the Greenway system on both the Minnesota and North Dakota sides of the river. The Greenway system that include parks, a campground, golf courses, disc golf courses, over 20 miles of trails, with many areas being left as natural habitat. It is this natural habitat that has provided a safe haven for wildlife, especially the white-tailed deer.

In previous years the City Council has discussed issues and complaints that have been received regarding the deer population. Due to additional complaints staff started looking into what could be done, looking at addressing safety concerns, and amending ordinances to include among other things allowing the discharge of a bow and arrow within city limits.

The change in ordinances combined with (but not limited to) the following factors:

- Lack of natural predators
- Abundant food sources
- Wooded shelter
- Free flowing water sources

These factors have led to an increased deer population within the city limits of East Grand Forks. The East Grand Forks Police Department did conduct an informal survey by checking various locations from March 21st through March 28th. That count came to a total of 74 deer being visible in locations such as the greenway area, the campground, city parks, school property, and private residential yards.

2.0 Citizen Complaints

Over the past several years, numerous complaints have been received by the Administration Office about deer damaging gardens, lawns, trees, and shrubbery. There have also been several calls to the Police Department when there have been crashes with deer and vehicles. From January 1, 2020 until March of 2024 there were 90 deer related complaints that were received by the East Grand Forks Police Department.

3.0 IMPACTS

- Substantial reductions of natural vegetation in secure “bedding” areas
- Landscape integrity
- Public safety

City of East Grand Forks – Deer Management Plan

- Reported and potential car / deer collisions

4.0 POPULATION

The East Grand Forks Police Department did conduct an informal count from March 21st to March 28th by marking down the time and location they saw deer in the community. That count came to a total of 74 deer being visible in various locations on both the north end and the south end of the city in locations such as city parks and private residential yards. It is likely the number of deer residing in and very near the city limits exceeds 100 individuals.

5.0 GOALS and OBJECTIVES

GOAL:

To manage the deer population within the city limits of East Grand Forks and to keep the population at an acceptable cultural and biological level.

OBJECTIVES:

- Reduce the population to an acceptable level which reduces the yearly calls to the Police Department and the number of property damage complaints.
- Reduce the chances of car / deer collisions
- Reduce property damage
- Educate the public on the special hunt and the prohibition of feeding deer.

6.0 MANAGEMENT STRATEGIES

Monitoring:

The East Grand Forks Police Department will conduct an annual, informal survey by checking the places routinely frequented by deer during the month of March and report that total number to the MN DNR Area Wildlife Office and the City of East Grand Forks.

Education:

Publish an annual article in the Exponent and create a webpage on the City website educating city residents on the hunt and the prohibition of feeding deer.

7.0 POPULATION CONTROL

1) Regulated Archery

The City of East Grand Forks will work with the Minnesota Department of Natural Resources (through the Thief River Falls Area Wildlife Office) to allow for nine (9) special antlerless permits and one (1) buck or antlerless permit to be used in special

City of East Grand Forks – Deer Management Plan

hunts during the 2024, 2025 and 2026 archery season, or until the deer population reaches an acceptable level. When that level is achieved, an archery hunt may be continued with fewer permits being issued.

- 2) The local authority responsible for monitoring the regulated archery will be the East Grand Forks Police Department.
- 3) The City of East Grand Forks will modify existing ordinances to allow for a ten-day regulated archery hunt.

8.0 SUPPORT

The City Council and the East Grand Forks Police Department support this deer management plan.

9.0 City Maps

- See Pages 8-12

10.0 Existing Ordinance

132.06 USE OF BOW AND ARROW

It is unlawful for any person to shoot a bow and arrow except in the Physical Education Program in a school supervised by a member of its faculty, or a community wide supervised class or event specifically authorized by the Chief of Police.

11.0 Proposed Amendments to local Ordinance

To Include the following:

Section 1. That Section 132.04 shall be modified by removing the current 132.04 (B) and replacing it with the following:

(B) Hunting. No person shall use a gun, pistol, or firearm of any description to engage in the practice of hunting wild game including deer within city limits or on city-owned land located outside of city limits.

1. Exceptions. White tail deer may be taken by lawful means of archery within the city limits during special archery hunts as approved by the State DNR. All State DNR rules and regulations will apply to any special hunt. The City of East Grand Forks may restrict the duration and location of said hunting activities. The City may also place local restrictions on said permits and develop a lottery system for the issuance of said permits.

City of East Grand Forks – Deer Management Plan

2. Responsible party. The East Grand Forks Police Department will be responsible for the issuance of any special permits and the monitoring of any special hunts approved by the State DNR.

Section 2. That section 132.06 Use of Bow and Arrow shall be removed, and the following shall be replaced:

132.06 USE OF BOW AND ARROW/CROSS BOW

(A) Bow and Arrow/Cross Bows. It is unlawful for any person to shoot a bow and arrow or crossbow within the city limits of the city, except in a school physical education program supervised by a member of its faculty, or a community wide-supervised class or an event specifically authorized by the City Council or a bow and arrow/crossbow or archery range authorized by the City Council.

(B) Deer stands and similar devices:

1. Generally deer stands and other similar devices which may be used in the taking of wild game including deer are prohibited within the city limits or on city owned property that is outside of city limits.

2. Exceptions. Individuals approved to participate in a special archery hunt approved by the State DNR may use deer stands and similar devices that comply with local restrictions.

3. Special hunt will have following regulations will be in place:

a. All hunters will have to attend the mandatory orientation put on by the city and demonstrate their proficiency in shooting archery.

b. Only those with permits issued by the City will be allowed to hunt on city property within city limits. No hunting is allowed on city property outside of city limits.

c. Only specific, designated areas can be used for the special hunt.

d. All hunters will be required to wear one piece of blaze orange that will be visible from all directions.

e. An ATV or UTV can be utilized to remove a deer from the designated hunting location and a permit will be issued for use when the permit for hunting is issued.

f. All deer harvested from city property will be reported to both the East Grand Forks Police Department and the Minnesota Department of Natural Resources.

City of East Grand Forks – Deer Management Plan

g. Any hunters found hunting on city property within city limits or on city property located outside of city limits without a permit from the City will be subject to City Code Section 10.99 General Penalty.

Section 3. City Code Chapter 10 entitled "General Provisions" applicable to entire city code including penalty for violation and Section 10.99 entitled "General Penalty" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

12.0 Special Hunt Regulations

The special hunt will have following regulations will be in place:

- All hunters will have to attend the mandatory orientation put on by the city and demonstrate their proficiency in shooting archery.
- Residents living within city limits will be given preference when issuing hunting permits for the special hunt. If not all of the special hunting permits are issued to city residents, there would be an opportunity for those living outside of city limits to be issued a special hunting permit.
 - o Only those with permits issued by the City will be allowed to hunt on city property within city limits. No hunting is allowed on city property outside of city limits.
- Only specific, designated areas can be used for the special hunt.
- All hunters will be required to wear one piece of blaze orange that will be visible from all directions.
- An ATV or UTV can be utilized to remove a deer from the designated hunting location and a permit will be issued for use when the permit for hunting is issued.
- To help decrease the deer population, hunters will only be able to hunt for nine (9) special antlerless permits and one (1) buck or antlerless permit. This could be subject to change in future years.
- Any hunters found hunting on city property within city limits or on city property located outside of city limits without a permit from the City will be subject to City Code Section 10.99 General Penalty.
- All deer harvested from city property will be reported to both the East Grand Forks Police Department and the Minnesota Department of Natural Resources.
- All deer stands used for the special hunt can be placed no earlier than seven days prior to the hunt and would have to be removed no later than one day after the 10-day special hunt.

City of East Grand Forks – Deer Management Plan

- If placing a deer stand, all responsibility is on the hunter and the City will not be liable or responsible for any damages to or stands that are stolen.
- Once a hunter fills a city tag, they are no longer eligible to hunt on city property until the next special hunt and receive a city-issued tag through the lottery system.

This Deer management plan is approved by the City of East Grand Forks:

Date: _____

Mayor: _____

Steve Gander

City Administrator: _____

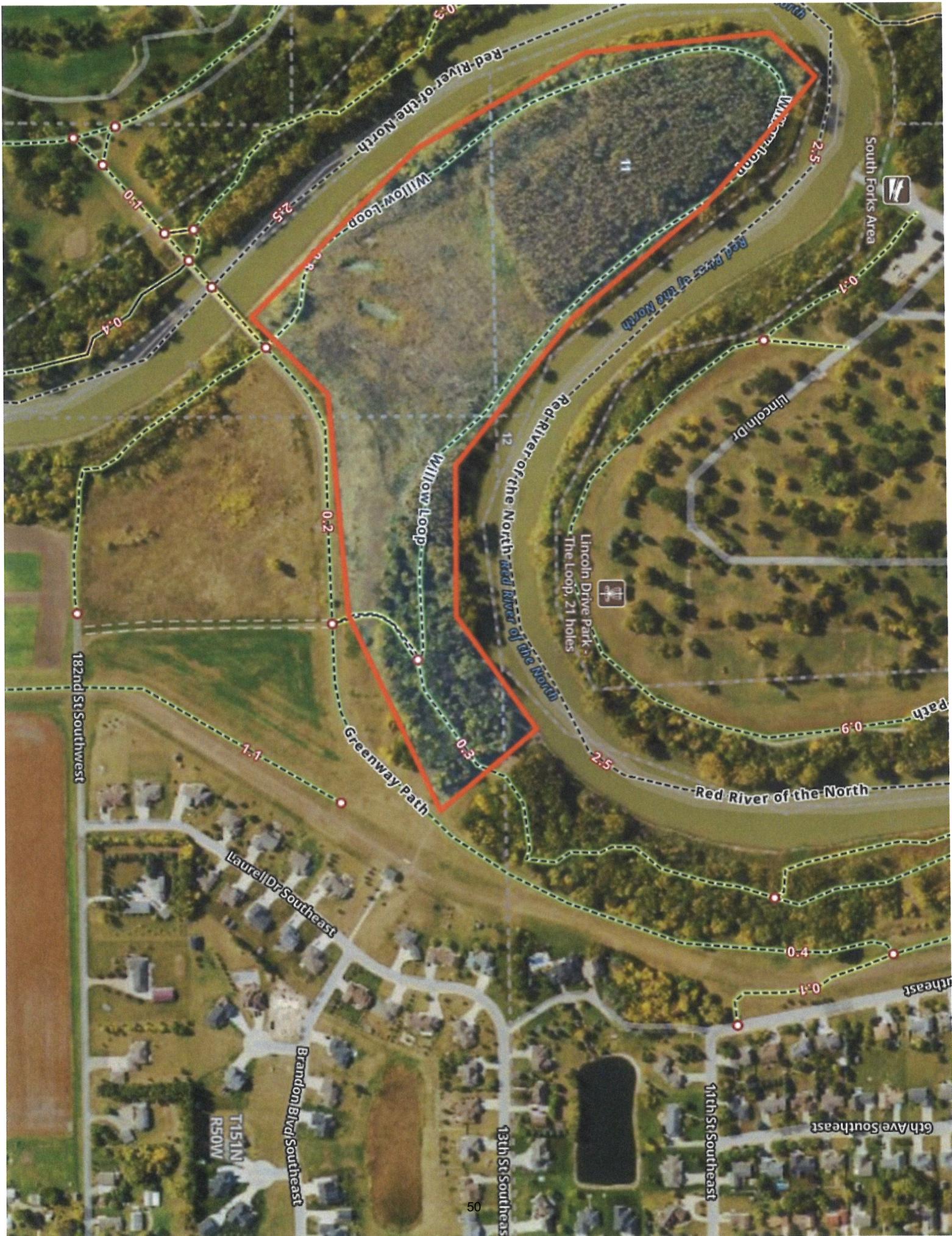
Reid Huttunen











ORDINANCE NO. 41, 4th SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, TO AMEND CHAPTER 132: DISCHARGING FIREARMS IN 132.04 (B) AND TO USE OF BOW AND ARROW SECTION 132.06 AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS.

THE CITY OF EAST GRAND FORKS ORDAINS:

Section 1. That Section 132.04 shall be modified by removing the current 132.04 (B) and replacing it with the following:

(B) Hunting. No person shall use a gun, pistol, or firearm of any description to engage in the practice of hunting wild game including deer within city limits or on city-owned land located outside of city limits.

1. Exceptions. White tail deer may be taken by lawful means of archery within the city limits during special archery hunts as approved by the State DNR. All State DNR rules and regulations will apply to any special hunt. The City of East Grand Forks may restrict the duration and location of said hunting activities. The City may also place local restrictions on said permits and develop a lottery system for the issuance of said permits.

2. Responsible party. The East Grand Forks Police Department will be responsible for the issuance of any special permits and the monitoring of any special hunts approved by the State DNR.

Section 2. That section 132.06 Use of Bow and Arrow shall be removed, and the following shall be replaced:

132.06 USE OF BOW AND ARROW/CROSS BOW

(A) Bow and Arrow/Cross Bows. It is unlawful for any person to shoot a bow and arrow or crossbow within the city limits of the city, except in a school physical education program supervised by a member of its faculty, or a community wide-supervised class or an event specifically authorized by the City Council or a bow and arrow/crossbow or archery range authorized by the City Council.

(B) Deer stands and similar devices:

1. Generally deer stands and other similar devices which may be used in the taking of wild game including deer are prohibited within the city limits or on city owned property that is outside of city limits.

2. Exceptions. Individuals approved to participate in a special archery hunt approved by the State DNR may use deer stands and similar devices that comply with local restrictions.

3. Special hunt will have following regulations will be in place:

a. All hunters will have to attend the mandatory orientation put on by the city and demonstrate their proficiency in shooting archery.

b. Only those with permits issued by the City will be allowed to hunt on city property within city limits. No hunting is allowed on city property outside of city limits

c. Only specific, designated areas can be used for the special hunt.

d. All hunters will be required to wear one piece of blaze orange that will be visible from all directions.

e. An ATV or UTV can be utilized to remove a deer from the designated hunting location and a permit will be issued for use when the permit for hunting is issued.

f. All deer harvested from city property will be reported to both the East Grand Forks Police Department and the Minnesota Department of Natural Resources.

g. Any hunters found hunting on city property within city limits or on city property located outside of city limits without a permit from the City will be subject to City Code Section 10.99 General Penalty.

Section 3. City Code Chapter 10 entitled "General Provisions" applicable to entire city code including penalty for violation and Section 10.99 entitled "General Penalty" are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 4. This ordinance shall take effect and be in force from and after its passage and publication and be given the Number 41, 4th Series.

Voting Aye:

Voting Nay:

Absent:

ATTEST:

PASSED: June _____, 2024

City Administrator

President of Council

I hereby approve the foregoing Ordinance this _____ day of June, 2024.

Mayor

MnDOT Permit Number: 25727
Account No. 21286
Mile Post .44

ASSIGNMENT AGREEMENT

THIS ASSIGNMENT AGREEMENT ("Agreement") is made and entered into effective as of the 4th day of June, 2024, by and between the City of East Grand Forks, Minnesota, ("Lessor") and Newman Outdoor Advertising, ("Lessee").

AGREEMENT

Concurrently with this Agreement, Lessor assigns by Location Lease, and the Lessee assumes all right, title or interest in the permitted billboard structure located within Sherlock Park in the City of East Grand Forks located along Minnesota Highway 2 near mile post .44.

The sign is located on land owned by the Lessor legally described as follows:

Section 02, Township 151, Range 050, part of Government Lot 2 being Sherlock Park & Part of Government Lot 5 lying between Block A of Grand Forks East Addition and the Red River County of Polk in the City of East Grand Forks, Minnesota.

Further, the Lessor, relinquishes all rights and the Lessee assumes all obligations in MnDOT Account Number: 21286 and the associated permit identified as MnDOT Permit Number: 25727 (See attached documentation). Lessor has agreed to a location lease with Lessee for the permitted billboard structure at this location for a term of 25 years, entered on May 7, 2024. At the termination of or expiration of the location lease agreement (see attached) assignment and assumption of the permitted billboard location will return to the Lessor. This Agreement shall bind successors and assigns of Lessor and the Lessee. Additionally, this Assignment can be signed in any number of counterparts, each one taking together constitute one document.

EXECUTION

The parties hereto have executed this Agreement as of the date first stated above.

Newman Outdoor Advertising,

BY: _____
Name: _____
Its: _____

CITY OF EAST GRAND FORKS, MINNESOTA

BY: _____
Steven Gander
Its Mayor

AND BY: _____
Reid Huttunen
Its City Administrator

(ASSIGNMENT/AGREEMENT.)



MEMORANDUM OF LOCATION LEASE

THIS MEMORANDUM is executed this 7th day of May, 2024, by NEWMAN SIGNS, INC. dba NEWMAN OUTDOOR ADVERTISING, Jamestown, North Dakota.

- 1) An Outdoor Sign Lease ("Lease") was entered into on the 7th day of May, 2024 by and between:
Lessor: City of East Grand Forks
Address: 600 Demers Ave East Grand Forks MN, 56721
Lessee: Newman Signs, Inc. dba Newman Outdoor Advertising
Address: P.O. Box 1728 - 1606 6th Ave. SW, Jamestown, ND 58402
2) The Legal Description of the property ("Property") subject to the lease is as follows:
Section 02, Township 151, Range 050 PT OF G L 2 BEING SHERLOCK PARK & PR OF G L 5 LYING BTN BLK A OF G F EAST & RED RIVER. City of East Grand Forks. County of Polk. State of MN.
3) The term of the Lease is for Twenty Five (25) years commencing when the first sign is installed on the leased premises, and automatically extends for a like term of years unless the Lessor or Lessee gives 60 days written notice to terminate prior to the end of the term.
4) This Memorandum is executed for the sole purpose of evidencing the Lessee's rights in and to the leased premises described above.
5) The terms and conditions of the Lease dated May 7th, 2024, shall, at all times, control the relationship between the parties and where the terms of this Memorandum are inconsistent with the terms of the Lease, the Lease shall in all things control.

This document drafted by Newman Signs, Inc.

By Cordell Aldinger Lessee
Title Leasing Agent

The foregoing instrument was acknowledged before me this 10 day of May, 2024 by Cordell Aldinger, the Leasing Agent of Newman Signs, Inc. on behalf of the Corporation.

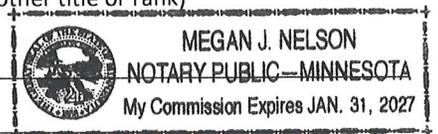
Signature of Person Taking Acknowledgment Notary stamp or seal (or other title or rank)
STATE OF Minnesota
COUNTY OF Polk



By Steve Gander Lessor
By Reid Huttunen Lessor
Title Mayor and City Administrator

The foregoing instrument was acknowledged before me this 7th day of May, 2024 by Steve Gander + Reid Huttunen the Mayor + City Administrator of East Grand Forks.

Signature of Person Taking Acknowledgment Notary stamp or seal (or other title or rank)
STATE OF Minnesota
COUNTY OF Polk



Outdoor Advertising Permits

Customer Permit Reports

Report parameters

District: 2	Customer Name: any
Trunk Highway: 2	Account Number: any
County: POLK	Permit Status: I

Outdoor Advertising Permits (sorted by Trunk Highway and Mile Point)

District: 2 Bemidji

Permit Nbr	Customer Name	Trunk hwy Number	Mile Point	Side of Road	Date Issued	City	Device Type	Federal Des	Permit Status
						County	Sign Size	Permit Type	Illuminated
25727	CITY OF EAST GRAND FORKS	0002	0.44	R	04/27/2021	EAST GRAND FORKS	Single Face	NHS	Issued
						POLK	51 to 300 Sq. Ft.	Conforming	N

Accounts Payable
Check Register Totals Only



City of East Grand Forks

P. O. Box 373
East Grand Forks, MN 56721
(218) 773-2483

User: mnelson
Printed: 5/31/2024 - 8:55 AM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
42535	06/04/2024	ACM001	Acme Electric Companies	49.99	0
42536	06/04/2024	ADV007	Advanced Auto Parts	79.62	0
42537	06/04/2024	ADV001	Advanced Business Methods Inc	1,061.46	0
42538	06/04/2024	PET005	Allstate Peterbilt of Grand Forks	216,634.00	0
42539	06/04/2024	AND007	Anderson Bros Body Shop	4,000.79	0
42540	06/04/2024	BAK001	Baker & Taylor Co	432.20	0
42541	06/04/2024	BAL001	Balco Uniforms Co Inc	124.42	0
42542	06/04/2024	LBE001	Lindsay Bell	25.99	0
42543	06/04/2024	BRI004	Brian's Flooring Inc	2,007.50	0
42544	06/04/2024	GFF001	Timothy Brooks	90.00	0
42545	06/04/2024	CEN001	Center Point Large Print	234.90	0
42546	06/04/2024	CIN001	Cintas Corporation No. 2	99.68	0
42547	06/04/2024	CIV002	CivicPlus	829.59	0
42548	06/04/2024	COL002	Cole Papers Inc	168.97	0
42549	06/04/2024	COM003	Complete Pest Control Inc	650.00	0
42550	06/04/2024	COU008	Countrywide Sanitation Company	39,646.85	0
42551	06/04/2024	EBC001	Equity Builders & Construction Servic	359,812.50	0
42552	06/04/2024	FAR005	Farm & Home Publishers, LTD	111.00	0
42553	06/04/2024	FOR005	Forum Communications Company	360.00	0
42554	06/04/2024	GFW001	Grand Forks Welding & Machine	1,056.20	0
42555	06/04/2024	GRE002	Greg's Lawn Care	439.81	0
42556	06/04/2024	GRE033	Kasandra Gregoire	1,200.00	0
42557	06/04/2024	INF002	InfoUSA Marketing, Inc	347.00	0
42558	06/04/2024	ING003	Ingram Library Services	1,516.72	0
42559	06/04/2024	INT013	Interstate Billing Service	251.52	0
42560	06/04/2024	JOH026	Johnson Controls	641.11	0
42561	06/04/2024	JET002	Johnson Jet-Line	31,763.98	0
42562	06/04/2024	HAR088	Local Ace	50.97	0
42563	06/04/2024	LUN001	Lunseth Plumbing & Heating	277.94	0
42564	06/04/2024	MAC002	MacQueen Equipment	227,936.16	0
42565	06/04/2024	MCF001	McFarlane	1,888.74	0
42566	06/04/2024	MPO001	Metropolitan Planning Organization	6,152.43	0
42567	06/04/2024	MID003	Midcontinent Communications	83.63	0
42568	06/04/2024	MND020	Minnesota DEED - BCD Repayments	788.44	0
42569	06/04/2024	MPW001	Minnesota Pump Works	17,100.32	0
42570	06/04/2024	MND006	MN Dept of Revenue	2,009.00	0
42571	06/04/2024	MTI001	MTI Distributing Company	318.88	0
42572	06/04/2024	OFF002	ODP Business Solutions, LLC	94.25	0
42573	06/04/2024	ORC002	Orchard Oil Company	165.00	0
42574	06/04/2024	PSD001	PS Garage Doors	2,181.15	0
42575	06/04/2024	RED001	Red River Snowmobile Club	930.92	0
42576	06/04/2024	JRB001	Johnathan Repoyo	800.00	0
42577	06/04/2024	ROO003	Roof Spec Inc.	800.00	0
42578	06/04/2024	SAP001	Caroline L. Sapa	800.00	0
42579	06/04/2024	MIK001	SJA Thunder Corp	600.00	0
42580	06/04/2024	STU001	Stuart's Towing	150.00	0
42581	06/04/2024	TMO001	T-Mobile	198.25	0
42582	06/04/2024	THU002	Thur-O-Clean	4,658.50	0
42583	06/04/2024	WAT001	Water and Light Department	33,054.54	0
42584	06/04/2024	WHI002	Whitmore Inc	12,069.70	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
42585	06/04/2024	WID001	Widseth Smith Nolting & Associates	8,810.24	0
42586	06/04/2024	XCE001	Xcel Energy	2,973.05	0
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				Check Total:	
				988,527.91	
				<hr/>	
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