

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

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, August 20, 2024 was called to order by Council President Olstad at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Steve Gander, Council President Mark Olstad, Council Vice-President Tim Riopelle, Council Members Clarence Vetter, Ben Pokrzywinski, Dale Helms, 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; Charlotte Helgeson, Library Director; Reid Huttunen, City Administrator; Jeremy King, Parks and Recreation Superintendent; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Council President Olstad stated the open form was an opportunity for members of the public to address the City Council on items not on the current agenda and items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. He asked if anyone would like to address the City Council, please come up to the podium to do so. No one came forward.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of August 6, 2024.
2. Consider approving the minute summary of the “Closed Meeting” for the East Grand Forks, Minnesota City Council of August 6, 2024.
3. Consider approving the minute summary of the “Closed Meeting” for the East Grand Forks, Minnesota City Council of August 6, 2024.
4. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of August 13, 2024.

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

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE ITEMS ONE (1) THROUGH FIVE (5).

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

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.

6. Consider approving the Facility Use Agreement between the City of East Grand Forks and the Blue Line Club for use of the VFW Memorial Arena from September 9 through October 10, 2024 for a total rent of \$14,725.00.
7. Consider approving the Facility Use Agreement between the City of East Grand Forks and the Northern Lights Figure Skating Club for the use of the VFW Memorial Arena from September 9 through October 12, 2024 for a total rent of \$6,260.00.
8. Consider declaring the listed items as surplus and authorize them to be sold at a city auction.
9. Consider adopting Resolution No. 24-08-60 approving the summary of the City Administrator’s evaluation which states he consistently meets and/or often exceeds expectations with his job performance.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE ITEMS SIX (6) THROUGH NINE (9).

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

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

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

11. Consider adopting Resolution No. 24-08-61 approving the plans and specifications and ordering advertisement for bis for the 2024 City Project No. 1 for SCADA System Improvements and setting a bid date of September 10, 2024.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION No. 24-08-61 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS ON 2024 PROJECT No. 1, SCADA SYSTEM IMPROVEMENTS.

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

Voting Nay: None.

12. Consider adopting Resolution No. 24-08-62 approving the proposed fees for the 2024-2025 winter program fees.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 24-08-62 APPROVING THE 2024-2025 WINTER RECREATION FEES.

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

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 VETTER, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander said the Hot Valley Nights event was a great event, every year it got better, and thanked Jarrod Thomas and Justin LaRoque for what they did to put the event on. He also thanked staff for their part in making the event happen. He said the Greater Grand Forks community section would be coming out in the Grand Forks Herald, some articles were submitted, and the articles would give an update on what was going on in the community.

Council Member Helms said things went well for Heritage weekend, he thanked Mayor Gander and Council member Larson for being hotdish judges, and thanked the Mayor for singing during their opening ceremony. He added on a personal note his grandson took second place in a RC Flying competition in Omaha over the weekend.

Council Member Larson thanked on the EDA Board and Mr. Gorte for the work on selecting a new Executive Director and the new director would be introduced to the city council in the near future.

Mr. Emery said all the street work for the quiet zone project by 3rd Street would be completed by next the next week, Hill Street should also be reopened by the end of next week, Zavorals had started on 1st Street NE for the LaFave Park project, and the sidewalk extension by the library had been completed.

Mr. Gorte thanked Mr. Huttunen and Ms. Knudson for their help during the interview process.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER RIOPELLE, TO ADJOURN THE AUGUST 20, 2024 COUNCIL MEETING 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