

**APPROVED MINUTES
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, SEPTEMBER 3, 2024 – 5:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, September 3, 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, 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:

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

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

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

3. Consider approving the Exempt Gambling Permit Application for the Ruffed Grouse Society of America to hold a raffle on December 14, 2024 at the Eagle Club located at 227 10th St NW East Grand Forks, MN 56721 and waive the 30 day waiting period.
4. Consider approving the Exempt Gambling Permit Application for the Sacred Heart Church and School to hold a raffle on January 13, 2025 at the Sacred Heart School located at 200 3rd St NW East Grand Forks, MN 56721 and waive the 30 day waiting period.
5. Consider approving the Application to Conduct Excluded Bingo for the Red River Snowmobile Club to conduct a bingo event on November 21, 2024 at the VFW Club Post 3817 located at 312 Demers Ave NW East Grand Forks, MN 56721.
6. Consider approving the Special Event Application for the Greenwave Sports Boosters to hold a 5K Walk, Roll, and Run on September 29, 2024 from approximately 10am to 3pm.
7. Consider approving the Special Event Application for the Annual City Showcase event and authorize the closure of the parking lot by restaurant row on Wednesday, September 4th from approximately 3pm to 8pm.
8. Consider declaring the list of vehicles from the Police Department as surplus and authorize the list of vehicles to be sold at auction.
9. Consider declaring the list of items from Public Works as surplus and authorize the items to be sold at auction.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO APPROVE ITEMS THREE (3) THROUGH NINE (9).

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

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 August 7, 2024.

COMMUNICATIONS:

11. Residents will be receiving an informational flyer with the September utility billing with information about the proposed sales tax for recreation improvements. There will be two questions that residents will vote on at the General Election coming up in November. Anyone with questions can contact the Parks and Recreation Department by calling 218-773-8000 or email egfparks@egf.mn.

OLD BUSINESS: NONE

NEW BUSINESS:

12. Consider approving the lease for a motor grader for the winter season of 2024-2025 to RDO Equipment for a lease of \$6,600 per month and \$65 per hour after 250 seasonal hours.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE LEASE FOR A MOTOR GRADER FOR THE WINTER SEASON OF 2024-2025 TO RDO EQUIPMENT FOR A LEASE OF \$6,600 PER MONTH AND \$65 PER HOUR AFTER 250 SEASONAL HOURS.

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

Voting Nay: None.

13. Consider awarding the Stormwater Lift Station Maintenance to ICS for approximately \$30,960.00.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO AWARD THE STORMWATER LIFT STATION MAINTENANCE TO ICS FOR APPROXIMATELY \$30,960.00.

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

Voting Nay: None.

14. Consider adopting Resolution No. 24-09-63 authorizing the naming of the Council Chambers in City Hall as the Lynn Stauss Council Chambers.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 24-09-63 AUTHORIZING THE NAMING OF THE COUNCIL CHAMBERS IN CITY HALL AS THE LYNN STAUSS COUNCIL CHAMBERS.

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

Voting Nay: Vetter.

CLAIMS:

15. Consider adopting Resolution No. 24-09-64 authorizing the City of East Grand Forks to approve purchases from Border States Trophy the goods referenced in check number 43073 for a total of \$18.00 whereas Council member Riopelle is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 24-09-64 AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BORDER STATES TROPHY THE GOODS REFERENCED IN CHECK NUMBER 43073 FOR A TOTAL OF \$18.00 WHEREAS COUNCIL MEMBER RIOPELLE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

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

Voting Nay: None.

Abstain: Riopelle.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander listed people who had served as council president, how they worked hard in that position, and how Mr. Punky Beauchamp had served as the council president. He explained how he served as council president during the flood and recovery, how he recently passed away, and listed the visitation and funeral information. He added the Beauchamp family were in thoughts and prayers.

Council Vice-President Riopelle said he worked with Mr. Beauchamp, he was a wealth of knowledge, and offered his condolences to the Beauchamp family.

Council President Olstad also offered his condolences to the Beauchamp family.

Mr. Huttunen reminded the Council the City Showcase would be taking place the following night from 5pm to 7pm but due to weather it might be moved. He added that Ms. Maggie Brockling had been officially appointed as the next Economic Development Director and she was in attendance. Ms. Brockling introduced herself to the Council and how she was looking forward to serving the community. Mr. Huttunen told the Council she was starting October 1st.

Mr. Galstad offered his condolences to the Beauchamp family.

Mr. Emery told the Council Hill Street was opened back up last Friday, they were still working on signage and the installation of fencing. He stated the sidewalks were being added in LaFave Park and the work on boat ramp should take a couple weeks.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO ADJOURN THE SEPTEMBER 3, 2024 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:10 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk