

**AGENDA
OF THE CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, DECEMBER 17, 2024 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

RECOGNITION OF COUNCIL MEMBER VETTER:

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 “Regular Meeting” for the East Grand Forks, Minnesota City Council of December 3, 2024.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA: NONE

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.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

2. Regular meeting minutes of the Water, Light, Power, and Building Commission for November 20, 2024.

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

3. Consider adopting Resolution No. 24-12-92 approving the 2025 budget and authorizing specific financial related activities.

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.

4. Consider adopting Resolution No. 24-12-93 choosing Option 1 and not waiving the statutory tort limits for excess liability coverage in 2025.
5. Consider approving the Memorandum of Understanding between the City of East Grand Forks and the Teamsters Local 120 approving the employer health insurance contributions for 2025.
6. Consider approving the Special Event Application for the KC Pro West Youth Snowmobile Races to be held January on the north end of the city and possible other dates if other locations do not have enough snow to hold races.
7. Consider approving the Extension Amendment to the Memorandum of Understanding between the City of East Grand Forks and Bird Rides Inc and the Electric Scooter Rental Business Application for operations in 2025.
8. Consider adopting Resolution No. 24-12-94 authorizing the special refuse invoices that have been deemed uncollectable to be written off totaling \$468.00.

CLAIMS:

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

COUNCIL/STAFF REPORTS:

ADJOURN:

Upcoming Meetings

Due to holidays, the next scheduled meeting will be on Tuesday, January 7, 2025 starting at 5:00pm.
The meeting schedule for 2025 will be set at the first meeting in January 2025.

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 CITY COUNCIL
CITY OF EAST GRAND FORKS
TUESDAY, DECEMBER 3, 2024 – 6:00 PM**

CALL TO ORDER:

The Council Meeting of the East Grand Forks City Council for Tuesday, December 3, 2024 was called to order by Council President Olstad at 6:00 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 (via Interactive Technology), 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; Maggie Brockling, Economic Development Director; Nancy Ellis, City Planner; Ron Galstad, City Attorney; 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:

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 November 19, 2024.
2. Consider approving the minutes of the “Special Meeting” for the East Grand Forks, Minnesota City Council of November 19, 2024.
3. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of November 26, 2024.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER VETTER, TO APPROVE ITEMS ONE (1) THROUGH THREE (3).

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

Voting Nay: None.

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS:

4. Truth and Taxation Hearing on preliminary tax levy of 7% with proposed reduction down to a 3% final levy.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO OPEN THE PUBLIC HEARING.

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

Voting Nay: None.

Ms. Anderson reminded everyone this hearing was required each year, they would review the proposed levy, and historical information. She stated the proposed 3% levy increase would increase the property taxes collected by \$207,903, the amount of fines received was reduced from previous years, and some of the areas where expenses were increased. She added the amount of expenditures over revenues was \$552,163 which would come from the fund reserves to balance the budget. She continued with the pie chart showing the breakdown of where revenues came from with the largest amount coming from property taxes, how revenues were increasing by \$383,687, she reviewed the breakdown of expenses, how the largest increase was in personnel, and where there were other increases based on the numbers from the previous year.

Ms. Anderson explained property values were determined by the county assessor and based on property sales, special assessments were also added to the property tax statement but were not property taxes, and the property tax statement included all the taxing entities including the special tax districts such as the ambulance and watershed district. She stated there were five properties, four homes, and one commercial property, that they have used for several years to see how the proposed levy would affect property owners. She said that both the 7% preliminary levy and 3% proposed levy information was included, one of the homes had dropped in value, and reviewed how each were affected the proposed levies. She then reviewed what a truth and taxation statement looked like, how it listed the proposed taxes for the following year, and on the back of the form it listed the preliminary levy numbers for the Polk County communities. She added the average proposed levy increase for cities was at 8% and for counties it was at 6.4% with Polk County having a 4% preliminary levy. She added they were hoping to set the final levy at this meeting for the city and set the budget at the following council meeting. There were no questions.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER HELMS, TO CLOSE THE PUBLIC HEARING.

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

Voting Nay: None.

5. Public Hearing to consider granting a property tax abatements for the properties that qualify under the New Construction Housing program.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO OPEN THE PUBLIC HEARING.

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

Voting Nay: None.

Ms. Brockling stated there were 14 homes that qualified, 10 homes were in the second year of the program, and there were four homes in the first year of the program. She added it took about two years for homes to reach full assessed value once built. There were no questions.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER RIOPELLE, TO CLOSE THE PUBLIC HEARING.

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

Voting Nay: 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 Exempt Gambling Permit application for the Whitetails Unlimited Red River Valley Deer Camp group to hold a raffle on January 25, 2025 at the American Legion located at 1009 Central Ave NW East Grand Forks, MN 56721 and waive the 30-day waiting period.
- 7. Consider approving the Special Event Application for the Frozen Feat 5K/10K Run on February 15, 2025 from 8am to 11am utilizing the greenway trails for the event.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER PETERSON, TO APPROVE ITEMS SIX (6) AND SEVEN (7).

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

Voting Nay: None.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

- 8. Regular meeting minutes of the Water, Light, Power, and Building Commission for November 6, 2024.

COMMUNICATIONS: NONE

OLD BUSINESS:

- 9. Consider adopting Ordinance 43 4th Series amending City Code Title 11 by adding Chapter 120 an ordinance to regulate cannabis and lower-potency hemp edible businesses and authorizing Chapter 152 Zoning Districts to the Land Usage Title 15 to operate the businesses within the City of East Grand Forks and by adopting by reference City Code Chapter 10 and Section 10.99 which, among other things, contain penalty provisions (2nd Reading).

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT ORDINANCE 43 4TH SERIES AMENDING CITY CODE TITLE 11 BY ADDING CHAPTER 120 AN ORDINANCE TO REGULATE CANNABIS AND LOWER-POTENCY HEMP EDIBLE BUSINESSES AND AUTHORIZING CHAPTER 152 ZONING DISTRICTS TO THE LAND USAGE TITLE 15 TO OPERATE THE BUSINESSES WITHIN THE CITY OF EAST GRAND FORKS AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS (2ND READING).

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

Voting Nay: None.

NEW BUSINESS:

10. Consider approving the summary for Ordinance 43 4th Series to be published in place of the complete ordinance.

A MOTION WAS MADE BY COUNCIL MEMBER VETTER, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE SUMMARY FOR ORDINANCE 43 4TH SERIES TO BE PUBLISHED IN PLACE OF THE COMPLETE ORDINANCE.

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

Voting Nay: None.

11. Consider adopting Resolution No. 24-12-91 approving a 3% increase to the 2024 tax levy, collectable in 2025.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER PETERSON, TO ADOPT RESOLUTION NO. 24-12-91 APPROVING A 3% INCREASE TO THE 2024 TAX LEVY, COLLECTABLE IN 2025.

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

Voting Nay: None.

12. Consider adopting Resolution No. 24-12-86 authorizing a tax abatement on the listed properties that qualified under the New Home Construction Program for 2024 that is payable in 2025.

A MOTION WAS MADE BY COUNCIL MEMBER LARSON, SECONDED BY COUNCIL MEMBER HELMS, TO ADOPT RESOLUTION NO. 24-12-86 AUTHORIZING A TAX ABATEMENT ON THE LISTED PROPERTIES THAT QUALIFIED UNDER THE NEW HOME CONSTRUCTION PROGRAM FOR 2024 THAT IS PAYABLE IN 2025.

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

Voting Nay: None.

13. Consider approving the Site Use Agreement between the City of East Grand Forks and Nutrition Services Inc for the use of the Senior Center for the nutrition program for 2025.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER PETERSON, TO APPROVE THE SITE USE AGREEMENT BETWEEN THE CITY OF EAST GRAND FORKS AND NUTRITION SERVICES INC FOR THE USE OF THE SENIOR CENTER FOR THE NUTRITION PROGRAM FOR 2025.

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

Voting Nay: None.

14. Consider adopting Resolution No. 24-12-87 approving the hiring of Herman Gray as a Police Officer at a salary of \$33.66 per hour.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER VETTER, TO ADOPT RESOLUTION NO. 24-12-87 APPROVING THE HIRING OF HERMAN GRAY AS A POLICE OFFICER AT A SALARY OF \$33.66 PER HOUR.

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

Voting Nay: None.

15. Consider approving the Memorandum of Understanding between the City of East Grand Forks and the AFSCME Council 65 approving the employer health insurance contributions for 2025.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EAST GRAND FORKS AND THE AFSCME COUNCIL 65 APPROVING THE EMPLOYER HEALTH INSURANCE CONTRIBUTIONS FOR 2025.

Council member Vetter said before the City used to give a certain percentage towards the premium amount and a set dollar amount for each employee so only giving a percentage was going backwards. He stated he would be voting no on the health insurance contributions because someone with children should not be able to receive more benefit than someone that did not have children, and everyone should receive the same benefit.

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

Voting Nay: Vetter.

16. Consider approving the Memorandum of Understanding between the City of East Grand Forks and the International Association of Fire Fighters Local No. 3423 approving the employer health insurance contributions for 2025.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EAST GRAND FORKS AND THE INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS LOCAL NO. 3423 APPROVING THE EMPLOYER HEALTH INSURANCE CONTRIBUTIONS FOR 2025.

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

Voting Nay: Vetter.

17. Consider approving the Memorandum of Understanding between the City of East Grand Forks and the Law Enforcement Labor Services Local No. 152 approving the employer health insurance contributions for 2025.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF EAST GRAND FORKS AND THE LAW ENFORCEMENT LABOR SERVICES LOCAL NO. 152 APPROVING THE EMPLOYER HEALTH INSURANCE CONTRIBUTIONS FOR 2025.

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

Voting Nay: Vetter.

18. Consider adopting Resolution No. 24-12-88 approving the employer health insurance contributions for 2025 for non-union employees.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 24-12-88 APPROVING THE EMPLOYER HEALTH INSURANCE CONTRIBUTIONS FOR 2025 FOR NON-UNION EMPLOYEES.

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

Voting Nay: Vetter.

19. Consider adopting Resolution No. 24-12-89 adopting the Gravie ICHRA plan as the City's sponsored group health plan for the purposes defined by Minnesota Statute 299A.465.

A MOTION WAS MADE BY COUNCIL MEMBER RIOPELLE, SECONDED BY COUNCIL MEMBER LARSON, TO ADOPT RESOLUTION NO. 24-12-89 ADOPTING THE GRAVIE ICHRA PLAN AS THE CITY'S SPONSORED GROUP HEALTH PLAN FOR THE PURPOSES DEFINED BY MINNESOTA STATUTE 299A.465.

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

Voting Nay: None.

20. Consider adopting Resolution No. 24-12-90 formally requesting \$126,000 in project funds from the MPCA Enforcement Action grant for the for Griggs Park playground equipment, community tree planting, the library art/sensory garden, and LaFave Park ADA improvements.

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADOPT RESOLUTION NO. 24-12-90 FORMALLY REQUESTING \$126,000 IN PROJECT FUNDS FROM THE MPCA ENFORCEMENT ACTION GRANT FOR THE FOR GRIGGS PARK PLAYGROUND EQUIPMENT, COMMUNITY TREE PLANTING, THE LIBRARY ART/SENSORY GARDEN, AND LAFAVE PARK ADA IMPROVEMENTS.

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

Voting Nay: None.

CLAIMS:

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Gander thanked Mr. Thompson for the link so he could participate by Zoom. He stated there was a lot of work to get the levy down to a 3% increase, there were many moving parts, and thanked everyone for their work on getting the levy down.

Council Member Helms said winter was here and reminded everyone to watch out for ice.

Mr. Huttunen said there was only one union group left to settle with regarding the health insurance contributions and he was hoping to have everything wrapped up by the next meeting. He also thanked everyone that worked on the cannabis ordinance to get things to this point.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER HELMS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE DECEMBER 3, 2024 COUNCIL MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:33 P.M.

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

Voting Nay: None.

Megan Nelson, City Clerk

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held on November 20, 2024, at 8:00 am in the City Council Chambers.

Present: Grinde, Quirk, Rapacz, Riopelle

Absent: None

Also present: Ron Galstad, Keith Mykleseth, Brian Johnson, Todd Grabanski, Steve Emery, Todd Forster, Brianna Feil, Jordan Midgarden, Corey Thompson

It was moved by Commissioner Quirk supported by Commissioner Rapacz to approve the minutes of the previous regular meeting held on November 6, 2024.

Voting Aye: Grinde, Quirk, Rapacz, Riopelle

Voting Nay: None

It was moved by Commissioner Rapacz supported by Commissioner Quirk to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,832,422.60.

Voting Aye: Grinde, Quirk, Rapacz, Riopelle

Voting Nay: None

It was moved by Commissioner Rapacz supported by Commissioner Riopelle to approve the extension and new contracts for dark fiber leases with Halstad Telephone.

Voting Aye: Grinde, Quirk, Rapacz, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Rapacz to to approve Commission Meeting date changes in 2025. The January 1, 2025 Commission Meeting will be changed to January 2, 2025 at 8am in the City Council Chambers and the August 20, 2025 Commission Meeting will be changed to August 21, 2025 at 8am in the City Council Chambers.

Voting Aye: Grinde, Quirk, Rapacz, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Rapacz to approve the proposed 2025 Electric & Water rates and fees as presented and to move forward with the preparation of Resolutions for signatures.

Voting Aye: Grinde, Quirk, Rapacz, Riopelle

Voting Nay: None

It was moved by Commissioner Quirk supported by Commissioner Rapacz to adjourn at 8:44 am to the next regular meeting on December 4, 2024, at 8:00 am to be held in the City Council Chambers.

Voting Aye: Grinde, Quirk, Rapacz, Riopelle

Voting Nay: None

Kristen Shipes
Commission Secretary

RESOLUTION NO. 24 - 12 – 92

A RESOLUTION TO ADOPT 2024 BUDGET AND TO AUTHORIZE SPECIFIC FINANCIAL RELATED ACTIVITIES

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, The 2025 Budget has been completed and determined; and

WHEREAS, The budget is the fiscal blue print for the entire year where the City Council has considered and incorporated all foreseeable spending plans for 2025; and

WHEREAS, The city through sound fiscal policy establishes that current revenues will be used to finance current expenditures and regularly occurring capital expenditures; and

WHEREAS, The City Council shall by resolution set forth the total for each budgeted fund as per Section 6.06 of the City Charter, with the exception of bond, construction and special assessment funds; now therefore

BE IT RESOLVED, by the East Grand Forks City Council that the budgeted expenditures, excluding depreciation, shall be as follows for the general fund which is listed below, and the special revenue and enterprise funds that are attached as Exhibit A for the 2025 calendar fiscal year:

SECTION 1. Appropriation Authorization

General Fund:

Current

| | |
|------------------------|--------------|
| General Government | \$ 1,640,170 |
| Police | 3,888,533 |
| Fire | 1,590,164 |
| Other Public Safety | 252,669 |
| Public Works - Streets | 1,799,145 |
| Parks and Recreation | 2,272,293 |
| Community Development | 65,000 |
| EDA-Transfer | 181,215 |
| Library | 798,761 |
| Senior Center | 146,584 |
| Other Expenditures | 457,000 |

Capital Outlay

| | |
|--------------------|---------|
| General Government | 0 |
| Police | 212,789 |
| Fire | 0 |

| | | |
|------------------------------------|---------|------------------|
| Public Works | 0 | |
| Public Works – Streets Reconstruct | 280,000 | |
| Parks and Recreation | 55,000 | |
| Other Expenditures | 285,000 | |
| Debt Service-Transfer | 120,000 | |
| Other Financing Uses (Transfers) | 145,579 | |
| Total General Fund | | \$14,189,902 |

SECTION 2. Transfers

- A) To Transit from General Fund - \$100,283
- B) To Cemetery from General Fund - \$32,296
- D) For Capital Projects for City- \$35,000
- E) For Sick Leave Contributions - \$75,000
- F) Health Insurance Savings not distributed to Departments (\$62,000)
- G) To Debt Service from General Fund - \$120,000

BE IT FURTHER RESOLVED, that budgetary guidance and fiscal management provisions set forth in prior annual budget setting resolutions continue to be in effect.

Voting Aye:
Voting Nay:
Absent:

The President declared the resolution passed.

Passed: December 17, 2024

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 17th day of December, 2024.

Mayor

**CITY OF EAST GRAND FORKS, MINNESOTA
GENERAL FUND
REVENUE AND EXPENDITURE SUMMARY**

December 17, 2024

| | Actual 2022 | Actual 2023 | Budget 2024 | Budget 2025 | CHANGE OVER 2024 BUDGET | |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|----------------------------|-------------|
| | | | | | AMOUNT | % |
| REVENUES/SOURCES | | | | | | |
| 1 Property Tax Levy* | \$ 5,646,759 | \$ 6,562,480 | \$ 6,930,081 | \$ 7,137,985 | \$ 207,903 | 3.0% |
| 2 Franchise & Other Taxes | 1,702,729 | 1,667,902 | 1,567,683 | 1,608,397 | \$ 40,714 | 2.6% |
| 3 Licenses & Permits | 107,019 | 124,848 | 116,275 | 114,375 | \$ (1,900) | -1.6% |
| 4 Intergovernmental | 2,943,524 | 2,657,902 | 2,839,577 | 2,897,473 | \$ 57,896 | 2.0% |
| 5 Charges for Services | 1,431,641 | 1,455,808 | 1,451,180 | 1,459,454 | \$ 8,274 | 0.6% |
| 6 Fines & Forfeits | 80,311 | 75,478 | 118,000 | 68,500 | \$ (49,500) | -41.9% |
| 7 Other Revenues | 179,633 | 222,532 | 38,500 | 110,400 | \$ 71,900 | 186.8% |
| 8 Other Financing Sources | 133,285 | 154,239 | 266,600 | 315,000 | \$ 48,400 | 18.2% |
| 9 Total Revenues/Other Sources | \$ 12,224,903 | \$ 12,921,190 | \$ 13,327,897 | \$ 13,711,584 | \$ 383,688 | 2.9% |
| 10 Reserved Used/Excess | 341,734 | 150,559 | 174,064 | 478,318 | 304,254 | 174.8% |
| Total Available Resources | \$ 12,566,637 | \$ 13,071,749 | \$ 13,501,961 | \$ 14,189,902 | \$ 687,942 | 5.1% |
| EXPENDITURES/USES | | | | | | |
| Current: | | | | | | |
| 11 General Government | \$ 1,617,419 | \$ 1,427,788 | \$ 1,508,738 | \$ 1,640,170 | \$ 131,431 | 8.7% |
| 12 Police | 3,115,653 | 3,290,065 | 3,667,614 | 3,888,533 | \$ 220,919 | 6.0% |
| 13 Fire | 1,367,280 | 1,403,004 | 1,516,159 | 1,590,164 | \$ 74,005 | 4.9% |
| 14 Other Public Safety | 188,590 | 190,122 | 204,534 | 252,669 | \$ 48,135 | 23.5% |
| 15 Public Works | 1,696,823 | 1,563,719 | 1,766,810 | 1,799,145 | \$ 32,335 | 1.8% |
| 16 Recreation & Culture | 1,931,265 | 1,886,678 | 2,168,822 | 2,272,293 | \$ 103,471 | 4.8% |
| 17 Community Development | 45,526 | 26,205 | 66,600 | 65,000 | \$ (1,600) | -2.4% |
| 18 Library | 651,803 | 680,274 | 785,008 | 798,761 | \$ 13,753 | 1.8% |
| 19 Senior Center | 124,145 | 133,662 | 146,036 | 146,584 | \$ 548 | 0.4% |
| 20 Other Expenditures | 381,572 | 440,559 | 427,009 | 457,000 | \$ 29,991 | 7.0% |
| | 11,120,077 | 11,042,077 | 12,257,331 | 12,910,319 | 652,988 | 5.3% |
| Capital Outlay & Other Uses: | | | | | | |
| 21 General Government | - | - | - | - | - | - |
| 22 Police | 71,491 | 95,823 | 116,500 | 212,789 | \$ 96,289 | 82.7% |
| 23 Fire | 45,721 | - | - | - | \$ - | - |
| 24 Public Works | 15,295 | - | - | - | \$ - | - |
| 25 Street Reconstruction | 243,218 | 256,062 | 275,000 | 280,000 | \$ 5,000 | 1.8% |
| 26 Recreation & Culture | 20,478 | - | 60,000 | 55,000 | \$ (5,000) | -8.3% |
| 27 Other Expenditures | 130,107 | 90,636 | 235,000 | 285,000 | \$ 50,000 | 21.3% |
| 28 Debt Service | 91,516 | - | 90,000 | 120,000 | \$ 30,000 | 33.3% |
| 29 Other Financing Uses | 828,734 | 567,818 | 443,597 | 326,794 | \$ (116,803) | -26.3% |
| | 1,446,560 | 1,010,339 | 1,220,097 | 1,279,583 | 59,486 | 4.9% |
| 30 | \$ 12,566,636 | \$ 12,052,416 | \$ 13,477,428 | \$ 14,189,902 | \$ 712,474 | 5.3% |
| Revenues/Sources Over (Under) | \$ 0 | \$ 1,019,333 | \$ 24,532 | \$ (0) | | |
| Expenditures and chg Fund Balance | | | | | | |
| Budgeted Fund Balance Reserve | 457,456 | | | | | |

Request for Council Action

Date: 12/2/2024

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: Karla Anderson

RE: Consider Excess Liability Coverage for 2025

Background:

Liability options are:

1. *If the city does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
2. *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
3. *If the city waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision. This decision must be made by the city council. A single occurrence, the total for all claims for this occurrence are limited to \$2,500,000.

In 2024 and 2023 Option 1 was chosen.

Recommendation: Choose Option 1.

RESOLUTION NO. 24 – 12 - 93

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, chooses Option 1 and not waive the statutory tort limits for excess liability coverage in 2025.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed.

Passed: December 17, 2024

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of December, 2024.

Mayor

Request for Council Action

Date: December 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: Reid Huttunen, City Administrator

RE: Health Insurance MOU with Teamsters Local 120

Background:

Teamsters Local 120, consisting of Public Works and Parks maintenance employees plan to meet on Monday, December 16th to consider approval of the proposed Memo of Understanding (MOU) for 2025 Health Insurance contributions.

The proposed MOU mirrors those already approved by the other three union groups in the City.

Budget Impact:

Recommendation:

Seeking approval of the Teamsters MOU for 2025 Health Insurance contributions.

Enclosures:

2025 MOU for Health Insurance contributions with Teamsters Local 120

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CITY OF EAST GRAND FORKS, MN
AND
TEAMSTERS, LOCAL NO. 120
AFFILIATED WITH INTERNATIONAL BROTHERHOOD OF TEAMSTERS**

This Memorandum of Understanding (“MOU”) is entered into between the City of East Grand Forks, Minnesota (hereafter “City”) and the Teamsters, Local No. 120 (hereafter “Union”).

Agreement Amending Article 10; Subsections 10.1.1 and 10.1.2 Employer Contribution to Health Insurance Premiums

WHEREAS, the City and the Union are parties to a collective bargaining agreement in effect January 1, 2024 to December 31, 2025.

WHEREAS, the collective bargaining agreement “CBA” agrees that the Health Insurance Coverage Section of the CBA (Subsections 10.1.1 & 10.1.2) will be re-opened for negotiation if the increase to the EMPLOYER’s group BCBS Aware or High Value Network High Deductible Health Plan is greater than a 4% increase to the Employer and Employee; and

WHEREAS, the overall increase to the BCBS Aware and High Value Network Group Health Insurance plans for 2025 was 17%; and

WHEREAS, the City provided a notice of desire to re-open the health insurance coverage section of the agreement as provided in the CBA; and

WHEREAS, the City and its employees reviewed available health insurance plans and the majority of the City’s employees voted to change from BCBS group insurance coverage to the Individual Coverage Health Reimbursement Arrangement (ICHRA) for 2025; and

WHEREAS, the City and the Union met and negotiated an agreement for EMPLOYER Health Insurance contributions to the City’s Benchmark ICHRA Policy Monthly Premiums.

NOW, THEREFORE, the parties agree as follows:

Beginning January 1, 2025 through December 31, 2025 the City will contribute 100% of the City’s Benchmark ICHRA Policy Monthly Premium for employees, and 95% of the monthly premium for the employees spouse and children, as detailed on the below included contribution table for employees residing in MN and ND Rating Areas respectively.

Minnesota Rating Area Contribution Table:

| Rating Area | | MN09 | | | | |
|-------------------------------------|------------------|---|------------|--------------------|----------------------------|--|
| Carrier | | BlueCross BlueShield of Minnesota Blue Plus Minnesota Value HSA Gold \$3300 Plan 407 (MN) | | | | |
| Plan Name | | \$3300 Plan 407 (MN) | | | | |
| Annual Deductible (single/Family) | | \$3,300 / \$9,900 | | | | |
| EE Coinsurance % (after Deductible) | | 5% | | | | |
| Annual Out of Pocket Maximum | | \$4,600 / \$13,800 | | | 2025 Employer Contribution | Max # of Dependents (Spouse + Children) |
| HSA Eligible | | Yes | | | | |
| Age | Plan Cost by Age | EMPLOYEE | SPOUSE | CHILD DEPENDENT | 7 Max Dependents | |
| | | 100% | 95% | 95% | | |
| < 14 | \$341.85 | N/A | N/A | \$324.76 | | |
| 15 | \$341.85 | N/A | N/A | \$324.76 | | |
| 16 | \$341.85 | N/A | N/A | \$324.76 | | |
| 17 | \$341.85 | N/A | N/A | \$324.76 | | |
| 18 | \$341.85 | \$384.10 | \$364.90 | \$324.76 | | |
| 19 | \$341.85 | \$384.10 | \$364.90 | \$324.76 | | |
| 20 | \$341.85 | \$384.10 | \$364.90 | \$324.76 | | |
| 21 | \$384.10 | \$384.10 | \$364.90 | \$364.90 | | |
| 22 | \$384.10 | \$384.10 | \$364.90 | \$364.90 | | |
| 23 | \$384.10 | \$384.10 | \$364.90 | \$364.90 | | |
| 24 | \$384.10 | \$384.10 | \$364.90 | \$364.90 | | |
| 25 | \$385.63 | \$385.63 | \$366.35 | \$366.35 | | |
| 26 | \$393.31 | \$393.31 | \$373.64 | \$373.64 | | |
| 27 | \$402.53 | \$402.53 | \$382.40 | N/A | | |
| 28 | \$417.51 | \$417.51 | \$396.63 | N/A | | |
| 29 | \$429.80 | \$429.80 | \$408.31 | N/A | | |
| 30 | \$435.95 | \$435.95 | \$414.15 | N/A | | |
| 31 | \$445.17 | \$445.17 | \$422.91 | N/A | | |
| 32 | \$454.39 | \$454.39 | \$431.67 | N/A | | |
| 33 | \$460.15 | \$460.15 | \$437.14 | N/A | | |
| 34 | \$466.29 | \$466.29 | \$442.98 | N/A | | |
| 35 | \$469.37 | \$469.37 | \$445.90 | N/A | | |
| 36 | \$472.44 | \$472.44 | \$448.82 | N/A | | |
| 37 | \$475.51 | \$475.51 | \$451.73 | N/A | | |
| 38 | \$478.58 | \$478.58 | \$454.65 | N/A | | |
| 39 | \$484.73 | \$484.73 | \$460.49 | N/A | | |
| 40 | \$490.87 | \$490.87 | \$466.33 | N/A | | |
| 41 | \$500.09 | \$500.09 | \$475.09 | N/A | | |
| 42 | \$508.93 | \$508.93 | \$483.48 | N/A | | |
| 43 | \$521.22 | \$521.22 | \$495.16 | N/A | | |
| 44 | \$536.58 | \$536.58 | \$509.75 | N/A | | |
| 45 | \$554.63 | \$554.63 | \$526.90 | N/A | | |
| 46 | \$576.14 | \$576.14 | \$547.33 | N/A | | |
| 47 | \$600.34 | \$600.34 | \$570.32 | N/A | | |
| 48 | \$628.00 | \$628.00 | \$596.60 | N/A | | |
| 49 | \$655.27 | \$655.27 | \$622.51 | N/A | | |
| 50 | \$686.00 | \$686.00 | \$651.70 | N/A | | |
| 51 | \$716.34 | \$716.34 | \$680.52 | N/A | | |
| 52 | \$749.76 | \$749.76 | \$712.27 | N/A | | |
| 53 | \$783.56 | \$783.56 | \$744.38 | N/A | | |
| 54 | \$820.04 | \$820.04 | \$779.04 | N/A | | |
| 55 | \$856.53 | \$856.53 | \$813.70 | N/A | | |
| 56 | \$896.10 | \$896.10 | \$851.30 | N/A | | |
| 57 | \$936.04 | \$936.04 | \$889.24 | N/A | | |
| 58 | \$978.68 | \$978.68 | \$929.75 | N/A | | |
| 59 | \$999.80 | \$999.80 | \$949.81 | N/A | | |
| 60 | \$1,042.44 | \$1,042.44 | \$990.32 | N/A | | |
| 61 | \$1,079.31 | \$1,079.31 | \$1,025.34 | N/A | | |
| 62 | \$1,103.51 | \$1,103.51 | \$1,048.33 | N/A | | |
| 63 | \$1,133.85 | \$1,133.85 | \$1,077.16 | N/A | | |
| 64 | \$1,152.30 | \$1,152.30 | \$1,094.69 | N/A | | |
| 65+ | \$1,152.30 | \$1,152.30 | \$1,094.69 | N/A | | |

NOTES: Family's will pay for premiums for the first three (3) children age 16 & under. Additional children in the family age 16 and under are not charged a premium. All child dependents age 17 & older are considered full premium paying members.

Premium Contributions made by the employer are made to Gravie's limited Health Reimbursement Arrangement, which can be used for monthly medical premiums only. The total contribution amount made by the employer to each employee (and dependents) as indicated in the above table is available for use throughout the plan year for health insurance premium costs. If contributed funds are not claimed by the employee for eligible premiums in the plan year, any remaining funds will be returned to the employer at year end.

North Dakota Rating Area Contribution Table:

| Rating Area | ND03 & ND04 | | | |
|-------------------------------------|---|------------|--------------------|--|
| Carrier | BlueCross BlueShield of North Dakota | | | |
| Plan Name | BlueDirect Silver 80 HSA Eligible (\$3500 Deductible / \$5 Preventive Drug List) (ND) | | | |
| Annual Deductible (single/Family) | \$3,500 / \$7,000 | | | |
| EE Coinsurance % (after Deductible) | 20% | | | |
| Annual Out of Pocket Maximum | \$7,500 / \$15,000 | | | Max # of Dependents (Spouse + Children) |
| HSA Eligible | Yes | | | |
| | 2025 Employer Contribution | | | |
| | EMPLOYEE | SPOUSE | CHILD DEPENDENT | 7 Max |
| | PLAN COST BY AGE | | | |
| | 100% | 95% | 95% | |
| < 14 | \$394.57 | N/A | N/A | \$374.84 |
| 15 | \$429.64 | N/A | N/A | \$408.16 |
| 16 | \$443.06 | N/A | N/A | \$420.91 |
| 17 | \$456.47 | N/A | N/A | \$433.65 |
| 18 | \$470.91 | \$515.78 | \$489.99 | \$447.36 |
| 19 | \$485.35 | \$515.78 | \$489.99 | \$461.08 |
| 20 | \$500.82 | \$515.78 | \$489.99 | \$475.78 |
| 21 | \$515.78 | \$515.78 | \$489.99 | \$489.99 |
| 22 | \$515.78 | \$515.78 | \$489.99 | \$489.99 |
| 23 | \$515.78 | \$515.78 | \$489.99 | \$489.99 |
| 24 | \$515.78 | \$515.78 | \$489.99 | \$489.99 |
| 25 | \$517.84 | \$517.84 | \$491.95 | \$491.95 |
| 26 | \$528.16 | \$528.16 | \$501.75 | N//A |
| 27 | \$540.54 | \$540.54 | \$513.51 | N//A |
| 28 | \$560.65 | \$560.65 | \$532.62 | N//A |
| 29 | \$577.16 | \$577.16 | \$548.30 | N//A |
| 30 | \$585.41 | \$585.41 | \$556.14 | N//A |
| 31 | \$597.79 | \$597.79 | \$567.90 | N//A |
| 32 | \$610.17 | \$610.17 | \$579.66 | N//A |
| 33 | \$617.90 | \$617.90 | \$587.01 | N//A |
| 34 | \$626.16 | \$626.16 | \$594.85 | N//A |
| 35 | \$630.28 | \$630.28 | \$598.77 | N//A |
| 36 | \$634.41 | \$634.41 | \$602.69 | N//A |
| 37 | \$638.54 | \$638.54 | \$606.61 | N//A |
| 38 | \$642.66 | \$642.66 | \$610.53 | N//A |
| 39 | \$650.91 | \$650.91 | \$618.36 | N//A |
| 40 | \$659.17 | \$659.17 | \$626.21 | N//A |
| 41 | \$671.55 | \$671.55 | \$637.97 | N//A |
| 42 | \$683.41 | \$683.41 | \$649.24 | N//A |
| 43 | \$699.91 | \$699.91 | \$664.91 | N//A |
| 44 | \$720.54 | \$720.54 | \$684.51 | N//A |
| 45 | \$744.79 | \$744.79 | \$707.55 | N//A |
| 46 | \$773.67 | \$773.67 | \$734.99 | N//A |
| 47 | \$806.16 | \$806.16 | \$765.85 | N//A |
| 48 | \$843.30 | \$843.30 | \$801.14 | N//A |
| 49 | \$879.92 | \$879.92 | \$835.92 | N//A |
| 50 | \$921.18 | \$921.18 | \$875.12 | N//A |
| 51 | \$961.93 | \$961.93 | \$913.83 | N//A |
| 52 | \$1,006.80 | \$1,006.80 | \$956.46 | N//A |
| 53 | \$1,052.19 | \$1,052.19 | \$999.58 | N//A |
| 54 | \$1,101.19 | \$1,101.19 | \$1,046.13 | N//A |
| 55 | \$1,150.19 | \$1,150.19 | \$1,092.68 | N//A |
| 56 | \$1,203.31 | \$1,203.31 | \$1,143.14 | N//A |
| 57 | \$1,256.96 | \$1,256.96 | \$1,194.11 | N//A |
| 58 | \$1,314.21 | \$1,314.21 | \$1,248.50 | N//A |
| 59 | \$1,342.58 | \$1,342.58 | \$1,275.45 | N//A |
| 60 | \$1,399.83 | \$1,399.83 | \$1,329.84 | N//A |
| 61 | \$1,449.34 | \$1,449.34 | \$1,376.87 | N//A |
| 62 | \$1,481.84 | \$1,481.84 | \$1,407.75 | N//A |
| 63 | \$1,522.58 | \$1,522.58 | \$1,446.45 | N//A |
| 64 | \$1,547.34 | \$1,547.34 | \$1,469.97 | N//A |
| 65+ | \$1,547.34 | \$1,547.34 | \$1,469.97 | N//A |

NOTES: Family's will pay for premiums for the first three (3) children age 16 & under. Additional children in the family age 16 and under are not charged a premium. All child dependents age 17 & older are considered full premium paying members.

Premium Contributions made by the employer are made to Gravie's limited Health Reimbursement Arrangement, which can be used for monthly medical premiums only. The total contribution amount made by the employer to each employee (and dependents) as indicated in the above table is available for use throughout the plan year for health insurance premium costs. If contributed funds are not claimed by the employee for eligible premiums in the plan year, any remaining funds will be returned to the employer at year end.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding on the dates indicated by their respective signatures.

Signed:

City of East Grand Forks, MN

Teamsters Local No. 120

Mayor

Date: _____

Business Agent

Date: _____

City Administrator

Date: _____

Steward

Date: _____

Request for Council Action

Date: December 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: Reid Huttunen, City Administrator

RE: KC Pro West youth snowmobile races; January 10 & 11, 2025

Background:

KC Pro West is planning to have its youth snowmobile races in East Grand Forks again this winter. With the LaFave Park improvements made this summer, Public Works will no longer be dumping snow in the LaFave Park area where the snowmobile races have previously been held.

Staff have discussed this with KC Pro West race planners and together identified an area north of East Grand Forks along 8th Ave NW and 30th St NW (near lift station 14) that would be ideal for the snowmobile races. City crews will be dumping snow in this location, so there should be adequate snow for race crews to build a course.

KC Pro West is targeting January 10 & 11, 2025, pending having enough snow. Should this event date not work, they are requesting the Special Event be considered a standing approval for the 2025 winter season. They will schedule and coordinate any future event dates this season with City staff.

Budget Impact:

None

Recommendation:

Approval of the Snowmobile race at the location indicated in the Special Event application

Enclosures:

Special Event application

Megan Nelson

From: noreply@civicplus.com
Sent: Tuesday, December 10, 2024 4:32 PM
To: Megan Nelson; City Administration
Subject: [EXTERNAL]Online Form Submittal: Special Event Application

WARNING - this email is originated from outside the City of East Grand Forks email system. Do not click any link and do not open attachments unless you can confirm the sender.

Special Event Application

Please Submit 60 Days Prior to Event

This application and supporting information must be turned in 60 days prior to the event.

| | |
|----------------------------------|------------------------|
| Organization Name | KC Pro West |
| Phone Number | 2188431070 |
| Address1 | 2615 St Andrews Dr |
| Email Address | coreyg79@hotmail.com |
| City | East Grand Forks |
| State | MN |
| Zip | 56721 |
| Applicant Name/Contact Person | Corey Grochowski |
| Email Address | coreyg79@hotmail.com |
| Phone Number | 2188431070 |
| Second Contact Person | Andy Zavoral |
| Email Address | andyzavoral@rzsinc.com |
| Phone Number | 2187915622 |

(Section Break)

Special Event Information

All applications will be reviewed by staff. Depending on the type of event, **staff may come back with additional requirements and cost estimates** for the event such as a security plan, medical plan, traffic plan, etc and will be based on what is required for the event to take place.

A clean up deposit may also be required and if the City does not need to take care of any of the clean up, the deposit will be returned once everything has been completed.

| | |
|------------------------------------|--|
| Event Title | EGF youth snowmobile race |
| Type of Event | Other |
| Date(s) and Time of Event | 1/11/2025 9:30 AM - 1/12/2025 4:00 PM |
| Description/Narrative of the Event | Look to hold a snowmobile race again but in a different location this year. Location we are looking at would be NE of where I live. Reason for this is I was told that would be where city crew would be dumping the city's snow. Expecting about 50 to 60 kids to race. |

(Section Break)

| | |
|---------------------|-------------------------------|
| Event Site Plan/Map | IMG_3438.jpeg |
|---------------------|-------------------------------|

(Section Break)

Power & Water Requests

All power and water requests must go through and be approved by the Water and Light Commission. **The Water and Light Commission may charge for labor and materials for event related activities.** Contact the Distribution Superintendent by calling (218) 773-0515 between 8am and 4:30pm or email alldsc@egf.mn for further instructions.

(Section Break)

| | |
|---------------------------|---|
| River Access | No |
| If yes, complete the form | The Polk County Boat & Water Event Permit Application |

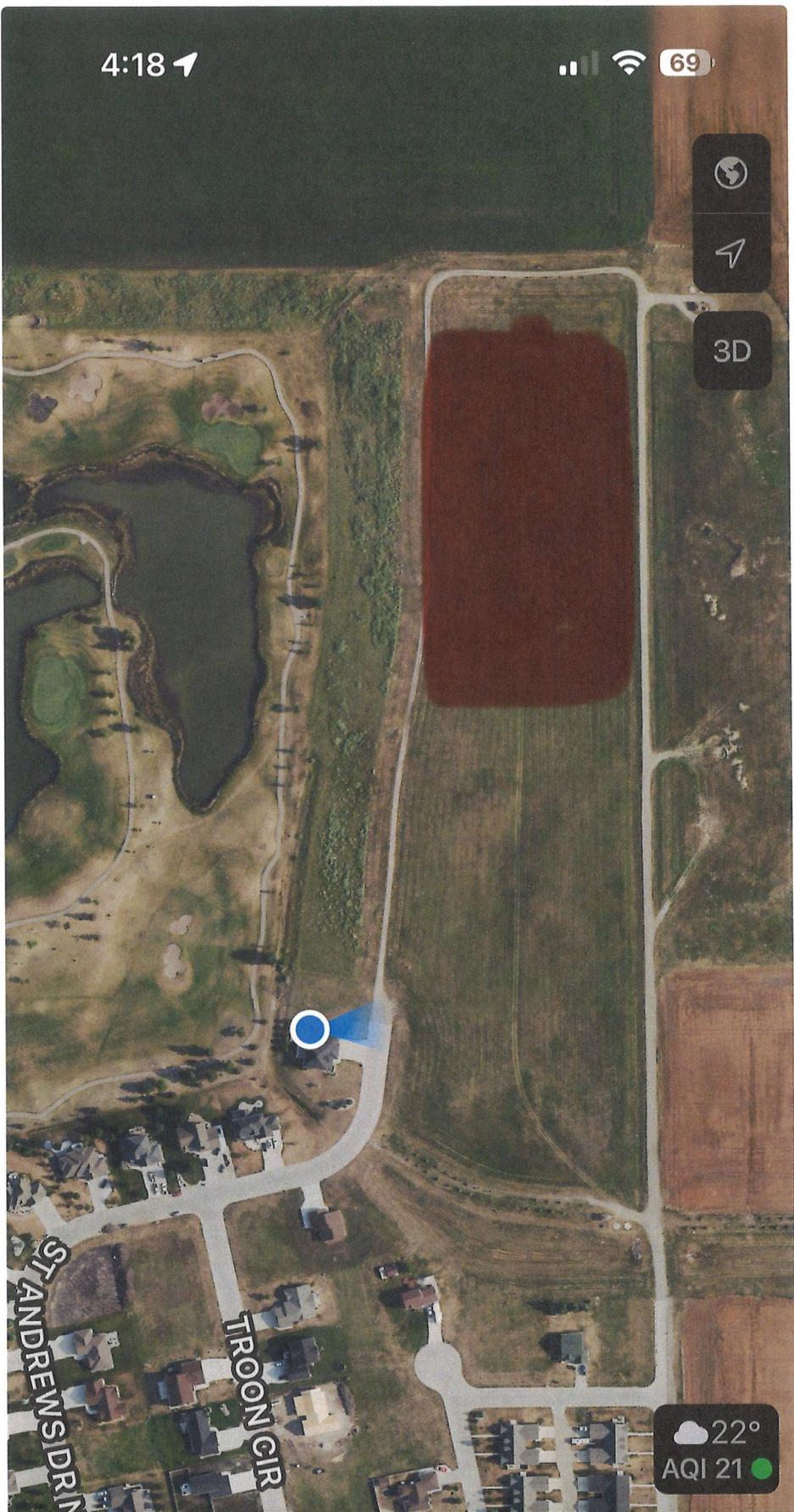
(Section Break)

| | |
|---------------------|----|
| Use of DNR Property | No |
|---------------------|----|

4:18

69

3D



ST ANDREWS DR

TROON CIR

22°
AQI 21

Search Maps



CG

Request for Council Action

Date: 12/13/24

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: Administration Office

RE: Consider Renewal of Agreement with Bird Rides Inc

Bird Rides Inc had an agreement with the City through the end of 2023 for operating an electric scooter rental business. The agreement was renewed for 2024. It is the time of year to consider renewing the agreement and business license for 2025. This agreement is the same as the previous year and will extend the agreement for another year.

**Extension Amendment to
Memorandum of Understanding**

This extension amendment (this "Amendment") dated as of December __, 2024 is entered into by and between Bird Rides, Inc., located at 8605 Santa Monica Blvd, #20388, West Hollywood, CA 90069 ("Company"), and the City of East Grand Forks, MN ("City"), and amends that certain Memorandum of Understanding by and between Company and City (as further amended, restated, supplemented or modified from time to time prior to the date hereof, the "Agreement").

The Agreement is amended as follows:

1. Term. The term of the Agreement shall hereby continue through December 2025 unless terminated by either party.
2. Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.
3. Unless otherwise stated in this Amendment, defined terms shall be given the meanings attributed to them in the Agreement.

Company:

Bird Rides, Inc.

By: _____

Name: Austin Marshburn

Title: Sr. Director, Government Partnerships

City:

East Grand Forks, MN

By: _____

Name: Reid Huttunen

Title: City Administrator

Megan Nelson

From: noreply@civicplus.com
Sent: Monday, December 9, 2024 4:55 PM
To: Megan Nelson; City Administration
Subject: [EXTERNAL]Online Form Submittal: Electric Scooter Rental Business Application

WARNING - this email is originated from outside the City of East Grand Forks email system. Do not click any link and do not open attachments unless you can confirm the sender.

Electric Scooter Rental Business Application

| | |
|--|---|
| Name of Business | Blue Jay Transit USFM LLC dba Bird |
| Phone Number | 866-441-8538 (or 916-218-8517 for Manager contact) |
| Address1 | 382 NE 191st St PMB 20388 |
| City | Miami |
| State | FL |
| Zip | 33179 |
| Address - Mailing Address if Different Than Above | <i>Field not completed.</i> |
| City | <i>Field not completed.</i> |
| State | <i>Field not completed.</i> |
| Zip | <i>Field not completed.</i> |
| (Section Break) | |
| Total Proposed Fleet Size - Not to Exceed 100 Scooters | 50-100 |
| Upload Image of Scooter to be used. | <u>Bird Vehicle Specs.pdf</u> |
| Upload Description of Registration Application | <u>Bird Mobile App and User Interface.pdf</u> |

Maintenance Plan for
Fleet & Relocation

Bird will manage our fleet and relocation through a contracted Fleet Manager that manages the region of Grand Forks and East Grand Forks. Vehicles will be deployed in areas that have been deemed higher demand and rebalanced upon request. As vehicles get ridden to locations in less dense portions of the City, our fleet manager will include these in their sweeps to rebalance back to the central areas of town. For relocation requests, the quickest way will be through eastgrandforks@bird.co, where our team will be notified and retrieve the vehicles within 2-3 hours during normal business hours.

Maintenance checks to ensure vehicles are safe and operable are conducted on a weekly basis by our Fleet Managers, with oversight of our Bird operations team. Additionally, any vehicles that are sitting at low charge, have a maintenance issue (such as a broken throttle or wheel), will trigger an alert for our Fleet Manager that these vehicles need to be brought back to the warehouse for refurbishment.

(Section Break)

Upload Map of Scooter
Locations

[East Grand Forks, MN.png](#)

User Education &
Compliance with Local
Laws

[Bird User Education and Local Compliance.pdf](#)

Insurance Information

- Minimum Coverage of \$1,500,000 for injury or death for any number of claims arising out of a single occurrence and \$500,000 for property damage for any one incident.

- Bodily injury limits described herein shall be adjusted to comply with and be equivalent to the limits of political subdivisions set forth in Minnesota Statutes.

Upload Insurance

[cert_SEA_City of East Grand Forks_3940880_1.pdf](#)

(Section Break)

Release & Indemnification Agreement

1. We save, defend, hold harmless, and indemnify the City of East Grand Forks and all of its officers, departments, agencies, agents, and employees (collectively the "City") from and against any and all claims, losses, damages, injuries, fines, penalties, costs (including court costs and attorney's fees), charges, liability, or exposure, however

caused, resulting from, arising out of, or in any way connected with the organization's/applicant's permit.

2. We hereby expressly assume all such risks of injury, loss, or damage to us or any related third party, arising out of or in any way related to electric scooters, whether or not caused by the act, omission, negligence, or other fault of the City of East Grand Forks, its officers, its employees, or by any other cause.

3. We further hereby exempt, release and discharge the City of East Grand Forks, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the special event.

4. We hereby acknowledge and agree that said Agreement extends to all acts omissions, negligence, or other fault of the City of East Grand Forks, its officers, and/or its employees, and that said Agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Minnesota.

5. The **Release and Indemnification Agreement** shall be effective as of the dates of the permit and shall continue in full force until our responsibilities hereunder are fully discharged.

I hereby certify that the information contained in the application is true and accurate. I have read, understand, and agree to abide by the rules and regulations of the City of East Grand Forks. I certify on behalf of the host organization to agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the event. I certify that I am authorized to execute contracts and other instruments and legally bind the Organization/Applicant.

2.

Electronic Signature Consent

By electronically signing the electric scooter licensing application, the organization/applicant consents the e-signature legally binds them to the terms and conditions of the application and Release and Indemnification Agreement.

E-signature of Austin Marshburn
Organization/Applicant

Date 12/9/2024

Email not displaying correctly? [View it in your browser.](#)

BirdTWO

| | |
|--------------------|--------------------------------|
| Battery | 36 V, 21.0 Ah 10S6P |
| Charge Time | 5.8 hrs |
| Range | 35 miles |
| Braking | Regen; Drum (front), disc (r) |
| Wheels | 10" pneumatic |
| Top Speed | 15 mph |
| Dimensions | 47.7 in. x 19.3 in. x 46.8 in. |
| Lights | Front / Rear LEDs |



Bird Mobile Application

The primary method for users to pay for and retrieve vehicles is through the Bird mobile application, available for download from the Apple App Store and Google Play Store. Bird will maintain the app and a website throughout the duration of the program. A top-rated micromobility app, averaging a global rating of 4.9/5 on the Apple App Store and 4.8/5 on the Google Play Store, the Bird app informs riders on how the system works, payment options and user fees, and provides parking maps, real-time availability of vehicles, and contact information for customer service. Its user-friendly design meets accessibility standards, offering voiceover support for both iOS and Android users, on-page navigation, closed captioning for all videos, and captions and text alternatives to images. Our Bird website is also fully accessible to persons with disabilities and accessible to screen readers and complies with Section 508 of the United States Workforce Rehabilitation Act of 1973 and the most recent version of the Web Content Accessibility Guidelines (WCAG). See **Appendix 6** for Bird mobile app screens. See **Appendix 7** for Bird's user agreement, including waivers.

Non-Smartphone Option

In an effort to make our devices as widely available as possible, Bird enables individuals without smartphones to rent, pay for, and return Birds via SMS text messaging using the following process:

Create an Account. Riders create an account by sending an email to TextToRide@Bird.co, providing contact details and a phone number that can send and receive SMS. Within approximately one business day, they will receive an SMS confirming account approval. Riders can set up payment information via an automated, phone-based, PCI-compliant bot using the "pay" command and a credit, debit or prepaid card.

Locate a Bird. Riders spot a Bird on the street, or contact our customer service team via phone (1-866-205-2442) or email (hello@bird.co) for assistance locating a device.

Text to Begin Ride. Once riders locate the Bird ID in between the vehicle's handlebars, they text the ID and the word "unlock" to the phone number they received during sign-up. This text message will signal the vehicle to unlock, allowing the ride to begin.

Text to End Ride. Riders text the word "lock" to the same number. This text message will signal their Bird to lock, completing the ride. The rider receives a follow-up SMS message with the cost of their completed trip.

Payment Methods

Bird accepts all major credit cards and is fully integrated with Apple Pay and Google Pay. Additionally, we offer several non-credit-card and unbanked payment options:

Cash for Bird Credits: **1.** Riders find a participating retailer, using our [website](#) or by visiting <https://pay.vanilladirect.com/pages/locations?mapOnlyRetailer=> and entering their location. **2.** At the store, riders open the "Payment" tab in the Bird app to access their unique barcode. **3.** Cashier scans the barcode, takes payment and adds it to the rider's account. **4.** Bird balance is updated immediately and ready to use.

App-Integrated Payment Options: In addition to Apple Pay and Google Pay, Bird offers PayPal as an additional payment option for those who may not have or may not want to use a personal bank or credit card. PayPal is currently used by 11% of our riders worldwide, including 6.22% of our East Grand Forks riders.

Prepaid Debit Cards: Riders can purchase prepaid American Express, Mastercard and Visa cards with cash from retailers across East Grand Forks and add them as their payment option within the Bird app or when providing their payment information for Bird’s text-to-ride service.

RESOLUTION NO. 24 – 12 - 94

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

WHEREAS, City of East Grand Forks offers special refuse pick-up services for an additional fee;

WHEREAS, these services are billed through the accounts receivable system from the Administration Office using information from the Public Works Department; and

WHEREAS, there are some outstanding special refuse invoices that are being deemed uncollectable; and

WHEREAS, staff is requesting authorization from the City Council to remove these from the system and be written off; and

NOW THEREFORE, BE IT RESOLVED the City Council authorizes writing off the following bills for special refuse pickups:

| | |
|---------------|--|
| Caleb Browne | Invoice 5648 from 8/2/23 for \$36.00 |
| Ann Svoboda | Invoice 6167 from 7/15/24 for \$110.00 |
| Thea Bergland | Invoice 6169 from 8/9/24 for \$250.00 |
| Neil Boyer | Invoice 6179 from 8/9/24 for \$72.00 |

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: December 17, 2024

Attest:

City Administrator

President of the Council

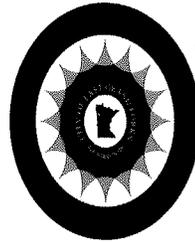
I hereby approve the foregoing resolution this 17th day of December, 2024.

Mayor

Accounts Payable

Check Register Totals Only

User: rkringlen
 Printed: 12/13/2024 - 11:48 AM



City of East Grand Forks

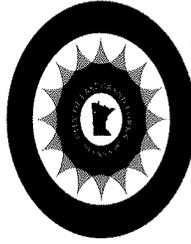
P. O. Box 373
 East Grand Forks, MN 56721
 (218) 773-2483

| Check | Date | Vendor No | Vendor Name | Amount | Voucher |
|-------|------------|-----------|--------------------------------------|-----------|---------|
| 43580 | 12/17/2024 | ACM001 | Acme Electric Companies | 998.00 | 0 |
| 43581 | 12/17/2024 | ADV001 | Advanced Business Methods Inc | 622.97 | 0 |
| 43582 | 12/17/2024 | ALT007 | Altec Industries, Inc | 1,154.12 | 0 |
| 43583 | 12/17/2024 | ATV001 | Auto Value Grand Forks | 1,207.75 | 0 |
| 43584 | 12/17/2024 | BAT001 | Batteries + Bulbs | 9.99 | 0 |
| 43585 | 12/17/2024 | BIG001 | Big Jim's East Side Tire | 52.45 | 0 |
| 43586 | 12/17/2024 | BNS001 | BNSF Railway Company | 9,944.46 | 0 |
| 43587 | 12/17/2024 | BOR001 | Border States Electric Supply | 52.74 | 0 |
| 43588 | 12/17/2024 | BOS002 | Boss Signs & Graphics LLC | 3,116.00 | 0 |
| 43589 | 12/17/2024 | EXT001 | Boushee Enterprises, LLC | 38.00 | 0 |
| 43590 | 12/17/2024 | BOW006 | Nick Bowen | 77.00 | 0 |
| 43591 | 12/17/2024 | C&R001 | C&R Cleaners & Laundry | 182.60 | 0 |
| 43592 | 12/17/2024 | CAU001 | Caulfield Studios | 600.00 | 0 |
| 43593 | 12/17/2024 | CHS001 | CHS Ag Services | 18,497.36 | 0 |
| 43594 | 12/17/2024 | COL002 | Cole Papers Inc | 402.93 | 0 |
| 43595 | 12/17/2024 | COM003 | Complete Pest Control Inc | 2,050.00 | 0 |
| 43596 | 12/17/2024 | COP002 | Copy Cat Printing | 1,200.00 | 0 |
| 43597 | 12/17/2024 | DAH022 | Hilary Dahlen | 137.00 | 0 |
| 43598 | 12/17/2024 | DAK006 | Dakota TV & Appliance | 1,098.80 | 0 |
| 43599 | 12/17/2024 | DAS001 | Dash Medical Gloves | 90.00 | 0 |
| 43600 | 12/17/2024 | DOM001 | Domson BG Service | 1,585.70 | 0 |
| 43601 | 12/17/2024 | EDA001 | Economic Development Association o | 330.00 | 0 |
| 43602 | 12/17/2024 | EGF006 | EGF City Petty Cash Ckng | 180.32 | 0 |
| 43603 | 12/17/2024 | ENV002 | Environmental Equipment & Services | 1,857.70 | 0 |
| 43604 | 12/17/2024 | FOR001 | Forks Freightliner | 150.38 | 0 |
| 43605 | 12/17/2024 | GAL003 | Galstad Jensen & McCann PA | 24,972.27 | 0 |
| 43606 | 12/17/2024 | GGF001 | GGF Convention & Visitors Bureau | 7,347.03 | 0 |
| 43607 | 12/17/2024 | GRE013 | Greater MN Parks and Trails | 175.00 | 0 |
| 43608 | 12/17/2024 | TCL001 | Gregory Hufnagle | 5,375.00 | 0 |
| 43609 | 12/17/2024 | HUG001 | Hugo's | 15.69 | 0 |
| 43610 | 12/17/2024 | INT011 | Integrated Process Solutions Inc | 4,980.12 | 0 |
| 43611 | 12/17/2024 | JOH034 | Tyler Johnson | 157.00 | 0 |
| 43612 | 12/17/2024 | JOH026 | Johnson Controls | 883.25 | 0 |
| 43613 | 12/17/2024 | LEA008 | League of Minnesota Cities Insurance | 1,000.00 | 0 |
| 43614 | 12/17/2024 | HAR081 | Local Ace | 245.57 | 0 |
| 43615 | 12/17/2024 | HAR087 | Local Ace | 175.49 | 0 |
| 43616 | 12/17/2024 | LOC001 | Locators & Supplies Inc | 259.90 | 0 |
| 43617 | 12/17/2024 | MAG009 | Garrett Magner | 47.00 | 0 |
| 43618 | 12/17/2024 | MAR008 | Marshall & Polk Rural Water System | 9.99 | 0 |
| 43619 | 12/17/2024 | MCF001 | McFarlane | 1,985.11 | 0 |
| 43620 | 12/17/2024 | MEN001 | Menards | 28.29 | 0 |
| 43621 | 12/17/2024 | MPO001 | Metropolitan Planning Organization | 4,399.48 | 0 |
| 43622 | 12/17/2024 | MID003 | Midcontinent Communications | 48.55 | 0 |
| 43623 | 12/17/2024 | MND012 | MN Dept of Natural Resources-OMB | 180.19 | 0 |
| 43624 | 12/17/2024 | MNS002 | MN State Fire Chiefs Association | 100.00 | 0 |
| 43625 | 12/17/2024 | MOT501 | Motor Vehicle Deputy Registrar 146 | 79.75 | 0 |
| 43626 | 12/17/2024 | NEL101 | Nelson Auto | 308.98 | 0 |
| 43627 | 12/17/2024 | NOR017 | Norby's Work Perks | 1,235.00 | 0 |
| 43628 | 12/17/2024 | NOR006 | Northdale Oil | 16,592.37 | 0 |
| 43629 | 12/17/2024 | NOR024 | Northland Yard Service | 1,447.50 | 0 |

| Check | Date | Vendor No | Vendor Name | Amount | Voucher |
|--------------|------------|-----------|--------------------------------------|-------------|---------|
| 43630 | 12/17/2024 | ORE001 | O'Reilly Automotive, Inc. | 251.10 | 0 |
| 43631 | 12/17/2024 | OFF002 | ODP Business Solutions, LLC | 354.68 | 0 |
| 43632 | 12/17/2024 | ORC002 | Orchard Oil Company | 293.80 | 0 |
| 43633 | 12/17/2024 | EXP002 | Page 1 Publications, Inc. | 2,337.11 | 0 |
| 43634 | 12/17/2024 | PET001 | Peterson Veterinary Clinic P.C. | 1,192.00 | 0 |
| 43635 | 12/17/2024 | PKM001 | PKM Electric Cooperative, Inc | 1,228.84 | 0 |
| 43636 | 12/17/2024 | POW001 | Power Equipment Shop | 237.73 | 0 |
| 43637 | 12/17/2024 | PRE001 | Premium Waters Inc | 53.49 | 0 |
| 43638 | 12/17/2024 | R&R001 | R&R Specialties of Wisconsin Inc | 436.75 | 0 |
| 43639 | 12/17/2024 | RRG001 | Red River Glazing, Inc. | 1,880.00 | 0 |
| 43640 | 12/17/2024 | RED008 | Red Wing Shoe Store | 157.24 | 0 |
| 43641 | 12/17/2024 | BOR002 | Timothy Riopelle | 185.00 | 0 |
| 43642 | 12/17/2024 | RUN001 | Running Supply, Inc. | 10.49 | 0 |
| 43643 | 12/17/2024 | RYD001 | Rydell Chevrolet | 220.06 | 0 |
| 43644 | 12/17/2024 | SEE002 | Drew Secger | 127.00 | 0 |
| 43645 | 12/17/2024 | MIK001 | SJA Thunder Corp | 783.89 | 0 |
| 43646 | 12/17/2024 | SRF001 | SRF Consulting Group Inc | 8,199.42 | 0 |
| 43647 | 12/17/2024 | SCR001 | St. Cloud Refrigeration, Inc. | 480.00 | 0 |
| 43648 | 12/17/2024 | STU001 | Stuart's Towing | 150.00 | 0 |
| 43649 | 12/17/2024 | TMO001 | T-Mobile | 229.40 | 0 |
| 43650 | 12/17/2024 | THU002 | Thur-O-Clean | 394.00 | 0 |
| 43651 | 12/17/2024 | USB002 | US Bank | 550.00 | 0 |
| 43652 | 12/17/2024 | USB005 | US Bank Corporate Payment Systems | 88,882.26 | 0 |
| 43653 | 12/17/2024 | VAL002 | Valley Truck Parts and Services Inc. | 148.48 | 0 |
| 43654 | 12/17/2024 | VER001 | Verizon Wireless | 275.07 | 0 |
| 43655 | 12/17/2024 | VES001 | Vestis Services LLC | 463.94 | 0 |
| 43656 | 12/17/2024 | VIL001 | Vilandre Heating & A/C | 641.33 | 0 |
| 43657 | 12/17/2024 | WAT001 | Water and Light Department | 75,527.15 | 0 |
| 43658 | 12/17/2024 | XCE001 | Xcel Energy | 34.83 | 0 |
| | | | | <hr/> <hr/> | |
| Check Total: | | | | 303,409.86 | |
| | | | | <hr/> <hr/> | |

Accounts Payable
Check Register Totals Only

User: rkringlen
Printed: 12/13/2024 - 1:16 PM



City of East Grand Forks

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

| Check | Date | Vendor No | Vendor Name | Amount | Voucher |
|--------------|------------|-----------|------------------------------------|--------------|---------|
| 43659 | 12/17/2024 | MOT004 | Motor Vehicle Deputy Registrar 146 | 79.75 | 0 |
| | | | | <u>79.75</u> | |
| Check Total: | | | | <u>79.75</u> | |