

Minutes/Committee of the Whole
Monday, October 13, 2025 – 5:30 p.m.

The Committee of the Whole met on Monday, October 13, 2025, at 5:30 p.m. in City Council Chambers. The meeting was called to order at 5:30 pm by Vice President Weigel. Present at roll call were: Weigel, Osowski, Berg, Lunski, Fridolfs, Sande, and Vein – 7; absent: None.

2. Informational Items

2.1 Homelessness and Housing Working Group Update

Tess Wall, Public Health Director, provided an update on The Nest, including a census of their population, policies in place for connection to service providers for residents. They will be continuing the review of barriers to housing that contribute to longer stays. It would be costly to relocate The Nest, including significant transportation costs to get clients to resources, many of which are in proximity to the current location. She also provided information on the reported drop-offs of individuals by vans. Some are Department of Corrections bringing clients with ties to the area for services provided at The Nest, and vans that are transporting individuals to and from jobs in the community.

An update on the Homelessness and Housing Working Group was also provided. Topics addressed are: looking at confidentiality and legal ability to share information outside of primary servicer for individuals; ways to have responsiveness to situations, especially for housing readily available for initial contacts by agencies or police department; peer support, street teams, and advocacy, including at the state level in the next legislative session.

Deputy Police Chief Mackie shared that the City was successful in their application for the COPS Grant to fund 3 officers, which will have a focus on the downtown area.

2.2 Children’s Museum Update

Dan Gaustad, City Attorney, provided committee members with an update on the Children’s Museum agreement.

3. Discussion Items:

3.1 2026 Arts Regrant Program

Abdy Conlon presented to committee members the staff recommendation to authorize staff to proceed with the 2026 Arts Regrant allocation process as described in the staff report, including any necessary budget transfers. The Planning & Community Development Department administers the Arts Regrant Program, which is budgeted at \$159,135 (Fund 2163) for the 2026 program year. The City allocates local sales tax dollars to arts nonprofit organizations to provide arts and cultural opportunities that enhance the quality of life for Grand Forks residents. The intent of the program is to provide funding to arts oriented 501(c)(3) nonprofit agencies

Motion by Berg second by Lunski, to refer to City Council with a recommendation to approve staff recommendation. Motion passed unanimously.

3.2. 2026 Community Development Block Grant (CDBG) Annual Action Plan

Ryan Brooks presented to committee members the staff recommendation to review the 2026 CDBG funding recommendation; hold a public hearing on December 1, 2025, and approve the 2026 CDBG Annual Action Plan, as well as approve any necessary budget amendments. On July 21, 2025, City Council authorized proceeding with a competitive application process for 2026 Community Development Block Grant (CDBG)

funding. A notice of funding availability was published in the Grand Forks Herald and the City website on July 23, 2025. The budget proposed at that time is shown in the staff report. The City opened applications for federal CDBG Bricks & Mortar funding (capital projects) on July 29, 2025. The deadline for applications was August 28, 2025; 7 valid applications were submitted requesting a total of \$1,765,838 for estimated federal funding of \$400,000. The minimum request is \$50,000. After the application deadline, 2 applications were withdrawn by the respective applicants, which together amounted to \$328,500.

The Community Advisory Committee (CAC) met on September 29th to hold a public hearing on the performance of the City's CDBG program and to hear presentations from the remaining 5 applicants. The CAC provided their rankings on October 1st. Spectra Health's project is to rehab the first floor of their facility located at 212 South 4th Street to create one centralized patient check-in and waiting area for the purpose of improving building access control, security, and patient experience. The first-floor rehab will include security measures designed to mitigate risks, and to increase the safety and security of both patients and staff.

Motion by Osowski, second by Berg to refer to City Council with a recommendation to approve staff recommendation. Motion passed unanimously.

3.3. PSAP Transition Plan

Fire Chief Chuck Marcott presented to committee members the staff recommendation to approve the addition of the Fire Department Division Chief of PSAP Operations position to the City of Grand Forks organizational structure and pay plan at Salary Grade 24- \$117,104 annually, consistent with the approved Public Safety Answering Point (PSAP) reorganization adopted by the City Council on April 21, 2025. At the Committee of the Whole meeting on April 14, 2025, City of Grand Forks (City) administrative staff presented the Public Safety Answering Point (PSAP) Department Restructure and Termination of the Joint Powers Agreement proposal. The item outlined the City's intent to transition PSAP operations from a joint powers structure into a fully municipal division under the Fire Department, enhancing oversight, accountability, and operational alignment with other emergency services.

On April 21, 2025, the Grand Forks City Council formally approved this reorganization and authorized the termination of the Joint Powers Agreement. The approval established the PSAP as a division within the Fire Department, with user agreements to replace the prior joint governance framework. This decision allows for direct administrative and fiscal oversight of the PSAP Center and provides a foundation for leadership development, technology modernization, and operational consistency. The creation of a Division Chief of PSAP Operations position is the next step in implementing the approved structure, ensuring dedicated division-level management and alignment with the City's public safety goals.

Motion by Osowski, second by Sande to refer to City Council with a recommendation to approve staff recommendation. Motion passed unanimously.

3.4. Federal Funding Requests for Project #8904

Dave Kuharenko, Asst. City Engineer presented to committee members on the following programs with a staff recommendation to approve project funding requests and direct staff to submit the approved projects to the Grand Forks – East Grand Forks Metropolitan Planning Organization for submission to the North Dakota Department of Transportation.

Regional Roads Program

This program provides Federal grant funding from the Federal Highway Administration (FHWA) and is administered through the North Dakota Department of Transportation (NDDOT). Roadways eligible for funding under the Regional Roads Program include state and federal highways such as Gateway Dr, Demers

Ave, 32nd Ave S, Washington St, N 5th St and I-29. To be considered for Federal funding these projects must be vetted and approved by City Council and forwarded onto the Grand Forks/East Grand Forks Metropolitan Planning Organization (MPO) for consideration. The regional road projects typically have a cost share with either an 80% Federal Share/10% State Share/10% Local Share for secondary regional roads (Demers Ave, Washington St, N 5th St, and 32nd Ave S) or an 80% Federal Share/20% State Share/0% City Share for primary regional roads and interstate (US 2/Gateway Dr and I-29).

Urban Roads Program

This program provides Federal grant funding from the Federal Highway Administration (FHWA) and is administered through the North Dakota Department of Transportation (NDDOT). Roadways eligible for funding under the Urban Roads Program include classified streets within the city. To be considered for Federal funding these projects must be vetted and approved by City Council and forwarded onto the Grand Forks/East Grand Forks Metropolitan Planning Organization (MPO) for consideration. There has been a desire in using this program to focus on reconstructing S 48th St from Demers Ave to 17th Ave S in the industrial park. There is currently one phase of reconstruction programmed using this program. The staff recommendation seek to continue these efforts. After considering possible projects for funding under this program, staff are proposing to submit for the following projects in response to the anticipated 2025 Urban Roads Program project solicitation for Fiscal Years 2027-2030

Transportation Alternatives Program

The Transportation Alternatives (TA) program has had multiple names in the past including the Transportation Alternatives Program (TAP) and Transportation Enhancements (TE). This program was also merged with the Safe Routes to School (SR2S) program. This program is for projects focused in the three areas of bicycle and pedestrian projects, scenic and environmental projects, and historic projects. From last year's TA solicitation the funds for FY 2027 are estimated to be based on population suballocations:

- Rural – less than 5,000 population – \$1,392,602
- Urban – 5,000 to 50,000 population – \$625,167
- Urban – 50,000 to 200,000 population – \$823,915
- TMA – Greater than 200,000 population - \$793,123
- Available for any area - \$2,525,883

The City of Grand Forks falls into the 50,000 to 200,000 population category and will be competing for funding with Bismarck, Mandan, and Minot within that category. The eligibility for funding under this program is for construction only. Design engineering, construction engineering, utility relocation, and right of way are considered ineligible under this program. The typical funding split is 80% federal/20% local for eligible items. The maximum award for Urban (\$290,000) and Rural (\$200,000) projects has been removed, there is no longer a capped amount. With the removal of the funding limitations, city staff is able to target larger scale projects that can complete a longer length of shared use path as a single project, instead of multiple projects reducing staff time spent on environmental documents and reduce consulting costs associated with construction engineering

Highway Safety Improvement Program

The North Dakota Department of Transportation (NDDOT) is soliciting projects to be funded by their Highway Safety Improvement Plan (HSIP). This program provides Federal grant funding from the Federal Highway Administration (FHWA) and is administered through the NDDOT. Roadways eligible for funding under the HSIP include classified streets within the city. To be considered for Federal funding these projects must be vetted and approved by City Council and forwarded onto the Grand Forks/East Grand Forks Metropolitan Planning Organization (MPO) for consideration. After considering possible projects for funding under this program, staff recommends submitting for the following projects in 2025 for fiscal year 2030:

- US 2/Gateway Dr and N 42nd St Left Turn Lane Extensions and Realignment and Right Turn Lane Extensions \$1,481,000

- US 2/Gateway Dr and US 81/N Washington St SB-EB Left Turn Lane Extension \$242,000
- US 2/Gateway Dr and Stanford Rd Left Turn Lane Realignment \$991,000

The HSIP has approximately \$12 million for the statewide solicitation and historically there has not been enough funding available for every application. Federal funds are available for Preliminary Engineering (PE), Construction Engineering (CE), right of way, utility relocation and construction for projects on the state highway system. Federal funds are available for CE and construction on Local Public Agency (LPA) roads. This is a 100% reimbursement for eligible activities on Urban Primary Regional Systems and 90% reimbursement for Urban Secondary Regional Systems and all other Urban roads. Ineligible activities are 100% city cost. If the application is approved, the project will be added to the City's Transportation Improvement Plan. Projects will compete against each other, and projects submitted by other entities throughout the state. Projects that are eligible for funding under this program are those that would improve a hazardous road or address a highway safety problem with emphasis placed on intersections listed on the annual NDDOT High Crash Report, or low-cost systemic improvements identified in the Local Road Safety Program (LRSP).

Motion by Sande, Second by Osowski, to refer to City Council with a recommendation to approve the staff recommendation. Motion passed unanimously.

3.5 Plans and Specifications for Project #8707, District #776, Paving and Street Lights for Korynta-Lemm 6th Resubdivision

Ed Liberman presented to committee members the staff recommendation to approve the plans and specifications and to direct Engineering Department to advertise for construction bids for City Project No. 8707 (District 776)-Paving and Street Lights for Korynta-Lemm 6th Resubdivision. City projects 8703/8704/8705/8706/8707 consist of constructing sanitary sewer, watermain, storm sewer, stormwater pond/pump station/force main, and paving/streetlights to serve properties in the Korynta-Lemm 6th Resubdivision development. The primary benefitting area consists of approximately 386 acres of land north of U.S. Highway 2, bounded by Interstate 29 on the east and N. 55th Street on the west. These public improvements were initiated at the request of the property developer, Simonson Station Stores. The Developer requested this public infrastructure be designed and constructed through special assessment, to be accepted by the City for operation and maintenance.

In 2025, projects were bid and are currently under construction for sanitary sewer, watermain, storm sewer, storm pond, pump station and force main. Presently, we are looking forward to the final phase of construction, paving and streetlights (City project # 8707), which is recommended for bid in 2025 with construction in 2026/27. Since State Revolving Fund (SRF) financing was found to be most advantageous for the first two project acquisitions, staff recommends pursuing SRF financing for paving and streetlights as well. All costs for paving and streetlights will be special assessed to the benefiting properties except for a City cost share. This cost share is determined per the City CIP Cost Share Policy in effect at the time the special assessment districts were established

Motion by Osowski, second by Berg to refer to City Council with a recommendation to approve staff recommendation. Motion passed unanimously.

3.6 Change Order #1 for Project #8878, 2025 City Sidewalks

Ed Liberman presented to committee members the staff recommendation to approve change order no. 1 in the amount of \$74,600 for Proj No. 8878 – 2025 City sidewalks and reset City Engineer's authority to approve future change orders for this project. The purpose of this change order is to increase the contract amount for project 8878 – 2025 City Sidewalks in order to compensate the contractor for work that has been completed. This work consists of requests from property owners to repair existing sidewalks as well

as install new sidewalks. The scope of this annual project is to install new concrete sidewalks in newly developed areas or in locations where the existing sidewalk is in poor or unsafe condition. The work for this project is 100% special assessed to the adjacent property.

Motion by Vein, second by Fridolfs to refer to City Council with a recommendation to approve staff recommendation. Motion passed unanimously.

3.7 Approve Sole Source Purchase of Marsh Master and associated budget amendments

Melanie Parvey presented to committee members the recommendation to approve the sole source purchase of Marsh Master in the amount of \$269,236.25 and any associated budget amendments. The City of Grand Forks Wastewater Treatment, Wastewater/Stormwater Collections, and Water Maintenance crews have been exploring better ways to maintain various ditches, manage wetlands, and any other land management beyond mowing. Many of these areas are wet most of the time, leaving it difficult to remove any extra vegetation, such as cattails, and any excess sedimentation. After discussions with the Grand Forks Air Force Base about similar maintenance issues, they mentioned their use of the Marsh Master. A number of city staff members went and watched a demonstration put on by the Air Force Base. The machine is something that can be used for the removal of cattails and sediment from the English Coulee Diversion, storm sewer ditches, and a number of storm sewer ponds/water residual ponds. Another use would be at the Wastewater Treatment Plant, where it could be used to manage the area around the lagoon system to mitigate any wildlife and manage wetlands.

Motion by Osowski, second by Lunski to refer to City Council with a recommendation to approve staff recommendation. Motion passed unanimously.

3.8 Approve Sole Source Purchase of Ultrafiltration Membranes and associated budget amendment

John Goetz presented to committee members the staff recommendation to approve the sole source purchase of Ultrafiltration Membranes in the amount of \$1,219,058 and any associated budget amendments. The city of Grand Forks Regional Water Treatment needs to replace the ultrafiltration membranes. The useful life of the ultrafiltration membranes is approximately 5 years. With the water treatment in operation starting in 2020, the ultrafiltration membranes need to be replaced. The intent is to replace two of the trains in 2026 and three additional trains in 2027. The ultrafiltration membranes can only be purchased and manufactured through Veolia. A sole source letter that was provided by Veolia was attached to the staff report. The current lead time on the ultrafiltration membranes is 33 to 40 weeks. Due to this, staff are requesting completing the purchase order be completed in 2025 to allow for the ultrafiltration membranes to be installed in 2026. A Veolia representative will be on-site to assist the Water Treatment Plant Operators in installing the new membranes.

Motion by Sande, second by Osowski to refer to City Council with a recommendation to approve staff recommendation. Motion passed unanimously.

4. City Council Member Discussion Matters - None

5. Adjourn

Motion by Osowski, second by Berg, to adjourn at 6:15 p.m. Unanimous approval.

Respectfully submitted,

Sherie Lundmark, City Clerk