# City Commission Meeting Valley City, North Dakota

## Tuesday, February 7th, 2023

President Carlsrud called the meeting to order at 5:00 PM.

Members present: President Carlsrud, Commissioner Magnuson, Commissioner Bishop, Commissioner Erickson, and Commissioner Gulmon.

Others City Administrator Crawford, Finance Director Richter, Administrative Assistant Johnson.

#### Pledge of Allegiance

#### Approval of Agenda

No Changes.

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the January 17th, 2023 Commission Meeting and the January 25th, 2023 Special Commission Meeting, seconded by Commissioner Magnuson. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Monthly Reports from the Fire Chief, Electrical Superintendent, Building Inspector Finance Director and Municipal Judge.**

**Approve Raffle Permits for the following:**

**Student Nurse Organization on April 3rd, 2023 at the VCSU-Rhoades Science Center.**

**ND Appaloosa Horse Club on August 20th, 2023 at the ND Winter Show.**

**El Zagal Sheyenne Valley Flag Corps on June 17th, 2023 at the Eagles.**

**SHINE on April 30th, 2023 at the Eagles.**

**Ducks Unlimited Barnes County Chapter on March 24th, 2023 at the Eagles.**

**Valley City Fire Department on March 25th, 2023 at the Eagles.**

**Dakota Plains Ag on March 20th, 2023 at Dakota Plains Ag.**

Commissioner Bishop moved to approve, seconded by Commissioner Erickson. Motion passed unanimously.

#### Public Hearing

**Public Hearing for Four Bottle Drive Vacation.**

**President Carlsrud declared the public hearing open.**

There were no public comments.

Commissioner Magnuson motioned to close the public hearing, seconded by Commissioner Erickson. Motion passed unanimously.

**Approve Resolution 2391, a Resolution Approving Vacation of Four Bottle Drive.**

Commissioner Bishop moved to approve, seconded by Commissioner Erickson. Motion passed unanimously.

#### Ordinance

**Approve First Reading of Ordinance 1125, an Ordinance to Amend and Reenact Section 14-09-01 of the Valley City Municipal Code Related to Fee for Careless Driving Violation.**

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson.

Roll Call: Bishop-aye Magnuson-aye Erickson-nay Gulmon-aye Carlsrud-aye

Motion passed.

**Approve First Reading of Ordinance 1126, an Ordinance to Amend and Reenact Section 4-01-27 of the Valley City Municipal Code Related to Open Sale or Possession of Alcohol in Public.**

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop. Motion passed unanimously.

#### Resolution

**Approve Resolution 2392, a Resolution amending the Master Fee Schedule to include Plat Recording Fee.**

Commissioner Magnuson moved to approve, seconded by Commissioner Bishop. Motion passed unanimously.

**Approve Resolution 2393, a Resolution creating Storm Sewer Improvement District No. 54.**

**Approve Resolution 2394, a Resolution creating Watermain Improvement District No. 103.**

**Approve Resolution 2395, a Resolution creating Sanitary Sewer Improvement District No. 67.**

These resolutions are for the same project so motion was for all three.

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson. Motion passed unanimously.

**Approve Resolution 2396, a Resolution creating Storm Sewer Improvement District No. 55.**

**Approve Resolution 2397, a Resolution creating Watermain Improvement District No. 104.**

**Approve Resolution 2398, a Resolution creating Sanitary Sewer Improvement District No. 68.**

These resolutions are for the same project so motion was for all three.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop. Motion passed unanimously.

**Approve Resolution 2399, a Resolution authorizing Filing of an Application with the ND Dept. of Environmental Quality for Assistance performing a lead Service Line Inventory in Compliance with the Lead and Copper Rule Revisions.**

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson. Motion passed unanimously.

**Approve Resolution 2400, a Resolution Accepting and Awarding Contract for Main Street Outlet Vault.**

Swanberg was the only bid received.

Commissioner Gulmon moved to approve the bid, second by Commissioner Bishop. Motion passed unanimously.

#### New Business

**Approve Monthly Bills for the City and Public Works in the Amount of $1,459,003.66.**

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson. Motion passed unanimously.

**Consider Forwarding Petition for Vacation of Alley between Lots 1-6 and Lots 7-12, Block 3, Grangers Addition to the Planning and Zoning Commission.**

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop. Motion passed unanimously.

**Approve Amendment to Employee Salary Schedule.**

City Administrator Crawford stated, when the salary study was completed, we approved changes one being moving the Assistant Fire Chief from B31 to B33 It was in the draft but not the final. We are asking for the approval retroactive to the 1st of January.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop. Motion passed unanimously.

**Approve Amendment to Employee Policy and Procedure Manual Related to Unpaid Leave and Cash Payments in Lieu of Annual Leave.**

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson. Motion passed unanimously.

**Approve Request to move the April 4th Finance and Commission Meetings to April 5th.**

Commissioner Magnuson moved to approve, seconded by Commissioner Bishop. Motion passed unanimously.

**Approve Material for Upcoming Construction Season.**

Commissioner Bishop moved to approve, seconded by Commissioner Erickson. Motion passed unanimously.

#### City Administrator’s Report

**City Administrator Crawford** stated lots of items are coming up on the House Bills so we will be in and out to participate.

**Commissioner Gulmon** reported that the Finance Committee met to review finances through December.

C**ommissioner Erickson** requested garbage cans be cleaned out around for easier access and clear of ice for safety in both business and residential areas.

**Mayor Carlsrud** thanked everyone for doing a great job.

#### Adjourn

Meeting was adjourned at 5:30 P.M.

Attested to by:

Brenda Klein, Deputy Auditor Dave Carlsrud, President of the

City of Valley City City of Valley City Commission