# City Commission Meeting Valley City, North Dakota

## Tuesday, February 21st, 2023

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

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

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

#### Pledge of Allegiance

#### Approval of Agenda

Add N6.

#### Approval of Minutes

Commissioner Gulmon moved to approve the minutes from the February 7th, 2023 Finance and Commission Meetings with correction, seconded by Commissioner Erickson. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Raffle Permits for the Following:**

**VCSU Trap Shooting Club on April 27th, 2023 at VCSU.**

**Sheyenne Valley Friends of Animals on April 8th, 2023 at the Eagles.**

**Valley City Lions Club on March 21st, 2023 at the Eagles.**

**Approve Application for a Special Alcohol Beverage Event Permit from the Following:**

**Eagles Club on March 7th-12th from 11am-10pm at the Winter Show.**

**The Labor Club on March 4th, 2023 from 5:30pm-10:00pm at the Winter Show Concert.**

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

#### Ordinance

**Approve Second and Final 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.**

City Attorney Martineck stated there were no changes from the first reading.

Commissioner Bishop moved to approve, seconded by Commissioner Gulmon.

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

Motion passed.

**Approve Second and Final 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.**

City Attorney Martineck stated there were no changes from the first reading.

Commissioner Erickson expressed his concerns with patrolling in alleys.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop.

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

Motion passed.

#### Resolution

**Approve Resolution 2401, a Resolution Declaring Sufficiency of Protest for Paving Improvement District No. 125.**

**Approve Resolution 2402, a Resolution Declaring Sufficiency of Protest for Paving Improvement District No. 126.**

Commissioner Erickson moved to approve both resolutions, seconded by Commissioner Magnuson. Motion passed unanimously.

**Approve Resolution 2403, a Resolution Approving Final Plans, Specifications, and Estimate of Probable Costs and Authorizing Engineer to Advertise for Bids for Paving Improvement District No. 125, Watermain Improvement District No. 103, Sanitary Sewer Improvement District No. 67, and Storm Sewer Improvement District No. 54.**

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

**Approve Resolution 2404, a Resolution Approving Final Plans, Specifications, and Estimate of Probable Costs and Authorizing Engineer to Advertise for Bids for Paving Improvement District No. 126, Watermain Improvement District No. 104, Sanitary Sewer Improvement District No. 68, and Storm Sewer Improvement District No. 55.**

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

**Approve Resolution 2405, a Resolution Declaring Necessity of Improvements in Paving Improvement District No. 127.**

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

**Approve Resolution 2406, a Resolution Approving Engineers Report and Directing Preparation of Detailed Plans Specification and Estimate of Probable Costs for Paving Improvement District No. 127.**

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

#### New Business

**Appoint New Member to Planning and Zoning Commission to Fill Unexpired City Resident Term Ending on June 30, 2026.**

Tim Durheim and Ian Jacobson have both expressed interest in filling this position.

Commissioner Gulmon moved to have both candidates submit a letter of interest and qualifications by March 1st to be added to the next Finance and Commission Meetings, seconded by Commissioner Erickson. Motion passed unanimously.  
**Consider and Approve a Request for Funds to Support Business Expansion.**

Jennifer Feist requested funds from the City Sales Tax dedicated to economic development for an expansion at John Deere Seeding.

Commissioner Gulmon motioned to approve, seconded by Commissioner Gulmon. Motion passed unanimously.

**Approve Main Street Champion Action Plan.**

City Administrator Crawford stated they needed to change the number of pickleball courts before submitting.

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

**Approve Application for a Special Alcohol Beverage Event Permit for Cottonwood Cider House on March 8th, 2023-March 12th, 2023 from 11am-10pm.**

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

**Discuss Finance and Commission Meeting Material Distribution Process.**

City Administrator Crawford requested the Commissioners input on how they would like to receive materials for the meetings. Currently, some materials are not being submitted until the day of which does not give them time to review.

Consensus was made to experiment and find what works best.

**Consider a 30-Day Extension for Moving the Garage that is Located at 636 East Main St. to 245 Secarse Dr.**

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

#### City Administrator’s Report

**City Administrator Crawford** stated there is a lot of work going on preparing for the upcoming projects. HB2020 is looking promising.

**Commissioner Gulmon** reported that we received the second installment of Prairie Dog money for this biennium.

**Mayor Carlsrud** thanked all employees. Reminded everyone to remove their vehicles from the street as we will be having snow removal with what the upcoming forecast is showing.

#### Adjourn

Meeting was adjourned at 5:56 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission