# City Commission Meeting Valley City, North Dakota

## Tuesday, May 16th, 2023

**CALL TO ORDER**

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

**ROLL CALL**

Members Present: President Carlsrud, Commissioner Magnuson, Commissioner Erickson, Commissioner Gulmon.

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

#### Pledge of Allegiance

#### Approval of Agenda

No changes.

#### Approval of Minutes

Commissioner Erickson moved to approve the minutes from the May 2nd, 2023 Commission Meeting, seconded by Commissioner Magnuson. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Raffle Permit for the following:**

**Bridge City Cruisers at Central Ave NP Park- Parking Lot on June 16th and June 17th for Scholarship funds for High School Seniors.**

**CHI Mercy Health Foundation at Valley City Eagles on October 14th, 2023 for Telemetry Equipment for the Hospital.**

**Approve 2023-2024 Applications for Contractor, Electrician, Plumber and/or Mechanical Contractor License(s) for the following:**

**ACB Construction**

**Big Dog Construction**

**Construction Engineers, Inc.**

**CR Larson Concrete**

**Johnny B’s Trees and Service**

**One Way Wireless Construction**

**Sheyenne River Repair**

**Taurus Handyman Services**

**Approve Applications to Block off Street for the following:**

**Block off Central Ave N from 3rd St to 9th St for the Sheyenne Valley Soap Box Derby being held on June 3rd with June 4th as a rain date, from 5 a.m. to 5 p.m.**

**Block off 9th Ave SW from 6th St SW to the alley South on 9th for Youth Baseball at Sam’s Field on: May 9th, May 17th, June 5th, June 12th, June 19th, June 28th, July 12th, July 17th and July 19th from 4 p.m. to 9 p.m.**

**Block off Central Ave N from Main St to 5th St, including 2nd and 3rd St NE/NW up to alley ways, also block off Main St from Central Ave to 2nd Ave NE for Rally in the Valley on June 17th from 9 a.m. to 6 p.m.**

**Approve Application for VC Chamber of Commerce Parade on Central Ave- from 12th St N to 4th St S, being held on June 17th at 10 a.m. for Rally in the Valley.**

**Approve Public Hearing for Dangerous Building at 709 4th St NE**

Commissioner Erickson moved to approve, seconded by Commissioner Gulmon.

Motion passed unanimously.

**PUBLIC COMMENTS**

Dallas Kamstra spoke about Ordinance 1124.

#### Ordinance

**Approve First Reading of Ordinance 1124, an Ordinance to Amend and Reenact Subsection 1 of Section 8-04-05 of the Valley City Municipal Code Related to Sale of Flavored E-Liquids to Individuals Under 21 Years of Age.**

City Attorney Martineck explained that this Ordinance in not related to the flavor ban that is going on the ballot in 2024; this is a change to follow State Law.

Commissioner Erickson moved to approve, seconded by Commissioner Magnuson.

Motion passed unanimously.

**Approve First Reading of Ordinance 1132, an Ordinance to Amend and Reenact Chapter 15-05 of the Valley City Municipal Code Related to Municipal Waste.**

City Attorney Martineck explained the purpose of this Ordinance is to address issues associated with the new containers and collection practices. It will: better define the terms and use those terms appropriately and consistently; eliminate outdated provisions that are no longer applicable; eliminates duplication;

gives the Board and City Administrators more authority to make changes without having to go through the Ordinance process; and provides clearer penalties and enforcement mechanism for violations of the Ordinance.

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson.

Motion passed unanimously.

#### Resolution

**Consider Resolution 2412, a Resolution Accepting Bid and Awarding Contract for Paving Improvement District No. 126, Watermain Improvement District No. 104, Sanitary Sewer Improvement District No. 68 and Storm Sewer Improvement District No. 55.**

City Engineer Petersen stated bids were open for the project on May 9th and 2 bids were received- one from Strata Corporation and one from Sellin Brothers. Sellin Brothers had the low bid and he is recommending that the project be awarded to them. They are proposing to complete the work in 2024.

City Administrator Crawford recommended this be approved.

Commissioner Magnuson moved to approve, seconded by Commissioner Gulmon.

Motion passed unanimously.

#### New Business

**Approve Site Authorization Renewal for Valley City Hockey and Figure Skating Club at Valley City Town and Country Club, The Captain’s Pub and the Youth Sports Complex.**

Commissioner Magnuson moved to approve, seconded by Commissioner Erickson.

Motion passed unanimously.

**Approve Site Authorization Renewal for Valley City Baseball Association at the Clubhouse Lounge, City Lights Supper Club and Brockopp Brewery.**

Commissioner Magnuson move to approve, seconded by Commissioner Gulmon.

Motion passed unanimously.

**Appoint New Member to Unexpired 2022-2025 Library Board Opening- 1 position; and Annual Report Given by Hilde VanGijssel.**

Library Board President VanGijssel gave the annual report for the Valley City Barnes County Library. She introduced Anita Tulp, the new Library Director. The library has a new logo that was designed by students from VCSU and there is now library “swag” at the library, with the new logo on it. There was a library book challenge held this year, and the library appreciated the input from the citizens. If citizens have a question about a book, please follow the procedure that has been put into place- it is posted on the website and staff can answer any questions. Summer learning starts on May 30th, there will be: Color Carnival; every Tuesday, June-July, there will be activities for kids; summer reading program- participants can receive “dollars” for the library store and with official sign-up they can receive $50 for college through the State of North Dakota. There are building issues- they have a roof that is leaking and they are trying to get a firm out of Fargo to help with historical renovation; the library did receive a $25,000 donation from the Bjerke family. One board member resigned and the library received 3 qualified applications. The library board would like for the City Commission to choose the new board member.

Commissioner Magnuson moved to appoint Kelsey Ihry, Commissioner Gulmon seconded.

Motion passed unanimously.

#### City Administrator’s Report

City Administrator Crawford spoke about the automated garbage collection; May 22nd they will be delivering the new garbage cans to the front of homes, the street side where the house number is, included will be an insert with Questions & Answers. Residents should check to see their new garbage pick-up day: M- SW, T- SE, W- NE, TH & F- NW. The City worked with the USDA to receive a 30% grant, so this was the time for the City to make this change. First full week of June, June 5th, is when this will begin.

#### City Updates & Commission Reports

Finance Director Richter gave an update that Deputy Auditor Klein sent out the Capital Budget Request to the general government departments and next Wednesday she will be sending out the Operational Budgets for the department heads to fill out and then there will be meetings to follow, in June.

Commissioner Gulmon recognized the City crews and thanked them for their hard work during Clean-up Week.

President Carlsrud welcomed Anita Tulp and thanked all of the employees.

#### Adjourn

Meeting was adjourned at 5:39 p.m.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission