# City Commission Meeting Valley City, North Dakota

## Thursday, July 6th, 2023

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

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

Others: City Attorney Martineck, City Administrator Crawford, Deputy Auditor Klein, Administrative Assistant Johnson.

#### Pledge of Allegiance

#### Approval of Agenda

No Changes.

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the June 20th Commission Meeting and the June 29th 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 Application for House Movers License for Glaesman Moving.**

**Approve Application to Block off the Street for Valley City Parks & Recreation Pulled Pork Cook off on July 13th, 2023 from 3pm-6:30pm.**

**Approve 2023-2024 Application for Contractor License for the following:**

**Kohn Electric LLC**

**Randall’s Excavating Inc.**

**Valley Plains Equipment**

**MX Underground**

**Dedicated Builders**

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

#### Public Hearing

**Public Hearing on Rezoning and Amending Zoning Map, Lot 2, Diamond B Subdivision in Valley City’s Extraterritorial Jurisdiction.**

President Carlsrud declared the public hearing open.

There were no comments.

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

**Approve First Reading of Ordinance 1135, an Ordinance to Rezone and Amend Zoning Map, Lot 2, Diamond B Subdivision in Valley City’s Extraterritorial Jurisdiction.**

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

#### Ordinance

**Approve First Reading of Ordinance 1136, an Ordinance to Create and Enact Section 1-01-11.2, and to Amend and Reenact Subsection 7 of Section 14-35-02, and Sections 05-03-06, 17-03-04, and 17-04-20 of the Valley City Municipal Code Related to Disposition of Noncriminal Offenses.**

City Attorney Martineck stated this is an administrative change to streamline the disposition process for non-criminal offenses.

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

#### New Business

**Approve Monthly Bills for the City and Public Works in the Amount of $1,662,478.80**

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

**Authorize Brenda Klein as an authorized signer on Dacotah Bank Accounts Effective August 1st, 2023.**

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

**Approve Transfer Request for Liquor and/or Beer License Application for Alcoholic Beverage License from Jeremy Tjon (current owner of The Clubhouse) to Autumn Perry subject to conditions being met.**

City Attorney Martineck stated some conditions needing to be met are removing the Legion signage and documentation of the ownership of the building change being recorded.

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

**Consider VC-BC Development Corporation Request for $500,000 to support VCSU and their Forward Together Campaign.**

Trinity Nelson requested the funds distributed over 5-7 years to support the VCSU Capital Campaign.

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

**Approve MOU with VCBC Library for Services.**

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

**Approve Renewable Energy Certificate (REC) Designated Entity contract between WAPA, the City of Valley City and MRES.**

City Administrator Crawford stated there is not a fee for MRES to do this and we need this to be done for our energy credits.

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

**Approve Special Alcohol Beverage Event Permit Application for Brockopp Brewing LLC on July 20th for Summer Nights on Central.**

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

#### City Administrator’s Report

**City Administrator Crawford** reported a change we are looking at changing the base fees on bills by prorating them.

**Deputy Auditor Klein** stated the money received $229,416 from the state for the snow assistance grant, good job Gary.

**City Attorney Martineck** reported that Judi Hintz has been hired for the Administrative Assistant position in City Hall and is expected to start on July 17th.

**Chad Petersen** reported on the upcoming construction projects. The lift station will be starting soon and take about a month to complete. Preconstruction meeting for 2nd Ave/3rd St NE project will be happening within the next couple of weeks. They are thinking of starting a couple weeks early due to the good conditions they’ve been having. There is also the preconstruction meeting for the Main Street Outlet Vault related to PFP. We will get an update at that time when they are thinking of starting. They originally planned the end of July and work must be completed by September 16th. Chad gave an update on CLOMR. Feeling pretty comfortable to have a final submittal and approval by fall this year and start moving forward.

**Commissioner Gulmon** reported on finances with the big news being getting the reimbursement for the spring flood expenses at almost $1.5 million.

**Commissioner Erickson** went through some of the guidelines for the new cans and grass site as Gloria has reported some issues.

**Commissioner Bishop** thanked the rescue workers for the jobs they do and volunteer to do.

**Commissioner Magnuson** asked that people take pride in their yards and areas around their property.

**Mayor Carlsrud** stated the guidelines for the new cans are on the website. Thanked staff for the work they do.

#### Adjourn

Meeting was adjourned at 5:28 P.M.

Attested to by:

Brenda Klein, Deputy Auditor Dave Carlsrud, President of the

City of Valley City City of Valley City Commission