# City Commission Meeting Valley City, North Dakota

## Tuesday, October 17, 2023

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

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

Member absent: Commissioner Magnuson.

Others: City Attorney Martineck, City Administrator Crawford, Finance Director Klein, Deputy Auditor Johnson.

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF AGENDA**

**Add Resolution 2426**

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

#### **APPROVAL OF MINUTES**

Commissioner Bishop moved to approve the minutes from the October 3, 2023 Finance and Commission Meetings, seconded by Commissioner Gulmon. Motion passed unanimously.

#### **APPROVAL OF CONSENT AGENDA**

**Approve Application for Use of National Guard Building. Schindler Events. Nov 30 – Dec 3, 2023.**

**Approve Application for Contractor License. Priority Contracting, Fargo ND.**

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

#### **ORDINANCE**

### **Approve Second and Final Reading of Ordinance No. 1142, an Ordinance to Amend and Reenact Section 1-01-16 of the Valley City Municipal Code Relating to Purchasing.**

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

### **Approve Second and Final Reading of Ordinance No 1143, an Ordinance to Amend and Reenact Section 4-01-01 of the Valley City Municipal Code Relating to Owners of Premises Licensed for Retail Sale of Alcoholic Beverages.**

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

### **Approve Second and Final Reading of Ordinance No 1144, an Ordinance to Amend and Reenact Section 14-35-12 of the Valley City Municipal Code Relating to Enforcement of Parking Tickets.**

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

### **Approve First Reading of Ordinance No. 1145, an Ordinance to Amend and Reenact Section 5-03-11 of the VCMC related to disposition of owner-surrendered animals.**

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

**Approve First Reading of Ordinance No. 1146, an Ordinance to Amend and Reenact Sections 15-05-01 and 15-05-04 of the VCMC related to use of City Dumpsters.**

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

#### **RESOLUTION**

**Approve Resolution 2422. A Resolution establishing new rates to provide the receipts to fund necessary operations and expenses of the electric utility department of the Public Works Department of the City of Valley City for 2024.**

Commissioner Bishop moved to approve, seconded by Commissioner Gulmon.

**Approve Resolution 2423. A Resolution Amending the Master Fee Schedule.** This Resolution amended the Master Fee Schedule with an updated pricelist for Fire Extinguisher Service and Materials and a $50.00 fee for a Zoning Compliance Letter.

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

**Approve Resolution 2424. A resolution approving plat of Sheyenne Valley School Addition.**

Commissioner Gulmon moved to approve with conditions presented being met, seconded by Commissioner Bishop. Motion passed unanimously.

**Approve Resolution 2425, a Resolution to Sell Real Property at Private Sale.** NDDOT is purchasing approximately 1000 square feet to expand it’s right of way for the purpose of additional drainage along I-

94. The purchase price is $650.00 for a portion of the NW ¼ of the SE ¼ of Section 29, Township 140N, Range 58W, in Barnes County.

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

**Approve Resolution 2426, a Resolution Establishing Rates and Fees for Solid Waste Service.**

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

### **NEW BUSINESS**

**Approve Property Buyout of 446 8th Ave NE for $94,600 which is 110% of the assessed value of $86,000.**

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

**Request for Funding Considerations from the Valley City-Barnes County Development Corporation.**

1. **Malach USA – Laser Equipment Purchase.** Approval to redirect funds already approved and to add an additional $62,500.00 in funds.

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

1. **Relocation Fund Expansion of Use.** Use a dollar for dollar match and make this available to more Employers in the area when hiring and bringing new people to Valley City and Barnes County.

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

1. **Small Projects – Funding request of $20,000.** Annual request for small projects that the VCBCDC handles throughout the year.

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

1. **Roundtable Funds – Funding Request of $50,000 per year for 3 years.** Funds are used for Parks in the Area and Community projects.

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

**Approve Site Authorization for North Dakota Winter Show at the ND Winter Show Event Center South Exhibit Building in December 2023 and March 2024.**

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

**Approve Task Order for Construction Engineering for Phase 2 NW Storm Sewer Reconstruction Project (Paving 126, Sanitary 68, Storm Sewer 55 and Water Main 104).** This project will start in 2024 but with the long lead time in ordering materials, they would like to get started as soon as possible.

Commissioner Bishop moved to approve, seconded by Commissioner Gulmon.

Roll Call: Bishop-aye Erickson-nay Gulmon-aye Carlsrud-aye Motion passed.

**Approve 2023 Valley City Urban Limits Boundary Map.** Looking for approval from the City Commission as the North Dakota DOT has already looked at this and is now out for review from Federal Highway in parallel to the approval from the City Commission.

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

**Approve Special Alcohol Beverage Event Permit Application for Brockopp Brewing LLC, on October 21 from 10:00 am to 3:00 pm.**

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

#### **CITY ADMINISTRATOR’S REPORT**

**City Administrator Crawford** talked about the base layer of pavement that was laid. This is just the first step. Still waiting for the lowering of the vaults before Border States returns to complete the project. Mr. Wick shared with City Administrator Crawford that most of the materials they were waiting for are in and that they are planning on starting installation. He will update again prior to the November 7, 2023 Finance and Commission Meeting.

**Fire Chief Magnuson** reported on the Active Shooter Training Drill that will be happening on October 18. Last week was Fire Prevention Week and several tours were given to the Kids in the Community. The Fire Department will also be out on Halloween giving glow stick to the Trick or Treaters.

**Police Chief Horner** talked about the Active Shooter Training as well. Roads around the High School and Rec Center will be blocked off between 1:00PM to 4:00PM. They hope to have everything completed by the end of the day. Looking forward to showing where the Department excels and what they learn from the training.

**Commissioner Gulmon** thanked everyone who assisted in the planning of this Active Shooter Training. Looking forward to seeing the results.

**Mayor Carlsrud** gave a big thank you to all the employees.

#### **ADJOURN**

Meeting was adjourned at 5:44 P.M.

Attested to by:

Brenda Klein, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission