# City Commission Meeting Valley City, North Dakota

## Tuesday, November 15th, 2022

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

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

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

#### Pledge of Allegiance

#### Proclamation

President Carlsrud read the Small Business Saturday Proclamation

#### Approval of Agenda

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#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the November 1st Commission Meeting and seconded by Commissioner Magnuson. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Raffle Application for VCHS Art Club on December 15th, 2022 at the VCHS Art Room.**

**Approve Application for Parade of Lights on December 1,2022 at 6 PM.**

**Approve Application to Block off Central Ave from 2nd St N to 4th St N from 6-8 PM on December 1, 2022 for the Parade of Lights Events.**

**Approve Application for Contractor License for Scherbenske Inc.**

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

#### Ordinance

**Approve First Reading of Ordinance 1121, An Ordinance to Amend and Reenact Subdivision f of Subsection 4 of Section 11-03-08, Subdivision g of Subsection 4 of 11-03-09, and Subdivision g of Subsection 4 of 11-03-10 of the Valley City Municipal Code Related to the Rear-Yard Setback in R-1, R-2, and R-3 Residential Zoning Districts.**

City Attorney Martineck stated the PZ Commission reviewed this issue and determined the 25% lot depth was no longer applicable and changed it to a straight 25 feet.

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

**Approve First Reading of Ordinance 1122, an Ordinance to Amend and Reenact section 8-01-02 of the Valley City Municipal Code related to Contractor Licenses.**

City Attorney Martineck stated this is to reduce the job cost from $4000 to $1000.

Commissioner Bishop moved to approve, seconded by President Carlsrud.

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

Motion carried.

**Approve First Reading of Ordinance 1119, an Ordinance to Amend and Reenact Subsection 1 of Section 12-02-05 and Sections 12-02-08 of the Valley City Municipal Code Related to Property Maintenance Violations.**

City Attorney Martineck stated these changes are to bring our code more in-line with the international maintenance code and clarification on enforcement and an appeal process.

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

#### Resolution

**Resolution 2379, a Resolution to allow the Purchase of Properties that are Subject to Tax Deed Proceedings.**

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

**Resolution 2380, a Resolution Authorizing Public Sale of Parcel No. 63-0880080 and setting minimum sales price.**

City Attorney Martineck stated there was interest from the public in purchasing lot 7 in Crestwood. To do this fairly, it will be put out for bids with a recommended minimum bid starting at $2,000.

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

#### New Business

**Approve to Accept 2024 Urban Grant Program Award for Project 2nd St N, 2nd Ave NW, and 4th St N.**

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

**Approve Annual NDDOT Maintenance Certification for Urban Federal Aid Projects.**

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

**Approve Appointing Insure Forward for the City’s NDIRF’s Local Agent of Record from 2023-2027.**

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

**Consider Visitor’s Committee Recommendation to Approve Amending the Image Enhancement Grant Guidelines to** **Expand Areas of Eligibility to include Arterial Roadways into Valley City Immediately Adjacent to Either Side, that are Annexed within Valley City and Zoned as a B1, B2 or I.**

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

**Consider Visitor’s Committee Recommendation to De-obligate Funds previously approved to Dakota Dogs.**

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

**Consider Visitor’s Committee Recommendation to Approve the Image Enhancement Grant for Stoudt Miller in the amount up to $7,500.**

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

**Consider Application for Property Tax Exemption for Addition at Stoudt Miller.**

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

**Approve Final Design & Plan Development Task Order for 2nd Ave NE/3rd St NE Reconstruction Project (NDDOT Project No. SU-CPU-2-990(062), PCN 23571 and SU-2-990(063), PCN 23572).**

Commissioner Magnuson moved to approve, seconded by Commissioner Bishop.

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

Motion passed.

**Approve Special Alcohol Event Permit for Bridges Bar and Grill at the North Dakota Winter Show for the North Star Classic on December 2nd, 2022.**

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

**Viking Court Update Due Nov 15th.**

City Administrator Crawford stated there is work being done but it is taking a while. We need some sort of guarantee, so we will continue to work with David the next couple of weeks and before we approve his renewal, we will need documentation signed as to when work will be completed by December 6th.

#### City Administrator’s Report

**City Administrator Crawford** reported the 6-10-year plan is being reviewed and adjusted. We will be bidding our cleaning for all our buildings. We are also looking at fuel prices and what options we have. Complaint calls for snow removal are extremely high at already, people are calling on their neighbors too so the PD is extremely busy taking those calls. Talk to your neighbor, be neighborly, work together, this is only the first snow occurrence of the year.

#### City Updates & Commission Reports

**Finance Director Richter** reported the county conducted their tax deed property sale this morning. There was one property in the city that did not have any bids so we have taken that over as there were specials applied to it.

**Fire Chief Magnuson** stated the annual fireman’s dance is on Friday after Thanksgiving. Keep your pets away from the river. We will hit over 100 rescue calls this year which is unheard of so thank you to our volunteers.

**Police Chief Hatcher** reported the PD is fully staffed again. Consider where you are moving your snow. Do not put snow on other people’s property and it may be there for awhile so try to avoid visual obstructions if possible.

**Commissioner Bishop** thanks the FD and PD for the job they do. It seems the whistle has been going non-stop. Also, to the city crew for all the work they do at all different hours.

**Commissioner Magnuson** asked that people try to be aware when the whistle does blow, where the emergency vehicles and volunteers are and to move over to clear the path. Also, if you are planning a remodel or new build and come to get a building permit or something related, ask if there are any programs available to help you with your projects.

**Mayor Carlsrud** thanked everyone for all the work they do. Some people ask why we don’t send the crews out to clean the streets right away or when there’s 1-2 inches of snow on them. We some numbers together a couple years when we had a storm and there was about 5-8 inches and it cost right around $20,000 to clear that. We try to make good decisions and the best use of your tax dollars.

#### Adjourn

Meeting was adjourned at 5:55 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission