# City Commission Finance Meeting

# Valley City, North Dakota

## Tuesday, November 2nd, 2021

3:30 PM

### Called To Order

President Carlsrud called the meeting to order at 3:30 PM.

#### Roll Call

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

**Department Reports**

**Sanitation Supervisor Swart** reported Jamestown Communications finished installing the cameras on the trucks. The Transfer Station is now closed on Saturday’s though May and we have a part time employee that started.

**Water Superintendent Hesch** reported this as the first weekend we tried running without Sunday and it will be just fine. We just have to monitor it. Commissioner Bishop asked about the standpipe and the water tower up by the armory. The standpipe has not been fixed. After inspection it was determined some of the caulking was bad resulting in pinhole leaks. It will need to be drained and have a contractor some in to fix it. Clint has information regarding the water tower.

**Electrical Superintendent Senf** reported zero outages for the month of October. West end underground project is finished. Gaukler 36-plex underground is in and we are waiting for the transformer. Waterfront Meadows contractor will be digging the trench for us. In regards to the ordinance on the agenda, to make if fair if you aren’t in city limits we would like them to pay the full price vs us paying the 200 feet since they aren’t paying taxes. Inside city limits they would have to for the overhead after 200 feet.

**Fire Chief Magnuson** reported the covid third shot will take place at the firehall next week. We picked up some additional businesses for fire extinguishers. Should out to the members of our department and the community. We are getting new doors installed and the funds came from some of the fundraisers we have held. The building shipped today and should be here on the 5th and then Enterprise would be here next week.

**Police Chief Hatcher** reported that on Thursday at 1:30 up at the DOT office the highway patrol colonel will be in town to present some awards to one of the local highway patrolman as well as one of our police officers that helped out on the highway. One award is a purple heart, very prestigious and not awarded very often. It’s open to the public. We are full staffed and the last person finished their field training last night.

**Operations Supervisor Klemisch** reported the flushing of the hydrants will be wrapping up in the next day or so. There is a startup planned tentatively for Thursday for the west end lift station. Construction is wrapping up for the year with some seeding taking place. Snow equipment is ready. The NW water tower by DQ is in rough shape. We are trying to get money in the budget but anything we do is pretty minimal right now until we figure out the plan.

**City Administrator Crawford** requested to move item 5 with 3 on the agenda. Discussion has been taking place about c

**City Attorney Martineck** introduced Katie Henderson, our new Public Works Administrative Assistant.

**Review Monthly Bills/Reports** Finance Director Richterreported we are at $1,780,770 which includes debt service at $137,419, Forestry & F&B Grants at $33,461, PFP CLOMR, $14,670, Fire Hall Addition at $85,186, West End Lift Station at $276,799, construction projects at $418,313 and MRES at $288,800. The remaining $526,122 is for our regular operations.

**Discuss Public Works 1.**

City Administrator Crawford stated due to some of the hiring issues, the cross work that goes on in different departments and to become more of a team, we are proposing for 2022 is to merge the Street Specialist 1 and Sanitation Specialist 1 to now a Public Works Specialist 1 at the B-21 level. The Public Works Technician is at the A-13 level for those that come in and don’t have their CDL yet.

**Discuss NDPERS.**

City Attorney Martineck stated we have looked into NDPERS for a while and have now made some progress getting it here. There will be a couple different options, one for safety employees such as the FD and PD and another for non-safety employees. The city would still put in 10% and the employee makes up the difference. Any current employee can keep their current retirement plan if they choose or go on NDPERS, any new hires would only have NDPERS as an option.

**Discuss NDDOT Urban Grant Program Application.**

Chad Petersen stated this was discussed earlier in January and the city has benefitted from this program before. This opened for applications and the deadline is December 31st, 2021.

**Discus NDDOT Urban Grant Program Application for Wintershow Road Shared-Use Path.**

Chad Petersen stated this was discussed previously and there was support that this path was desired. The document shows 8th Ave to the Regional Technology center split into two phases.

**Discussion regarding Vacate Four Bottle Road Frontage Road.**

Electrical Superintendent Senf stated the electrical poles are out of the ground and there is one that is starting to tip. It would be expensive to even do just the bare minimum fix. If vacated, the current property owners would gain the additional land up to the right of way.

City Administrator Crawford added that it is currently on our Urban Roads program and we need to get John Deere added. In order to add one you need to remove one.

**Adjourn**

The meeting was adjourned at ­4:53 PM.