# City Commission Meeting Valley City, North Dakota

## Tuesday, November 21, 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 Administrator Crawford, Finance Director Klein, Administrative Assistant Hintz

#### **PLEDGE OF ALLEGIANCE**

#### **OATH OF OFFICE FOR POLICE OFFICER BRIAN HAGER**

**PROCLAMATION FOR SMALL BUSINESS SATURDAY**

#### **APPROVAL OF AGENDA**

**Add NB11. Approve Proposals for Police Department Vehicle.**

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

#### **APPROVAL OF MINUTES**

Commissioner Erickson moved to approve the minutes from the November 7, 2023 Commission Meeting, seconded by Commissioner Gulmon. Motion passed unanimously.

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

**Approve Raffle Permit Application for the Following:**

* 1. **Education Foundation for VCPS 11.30.2023 at the HAC**
  2. **Student Chapter of the Wildlife Society 2.13.2024 VCSU**
  3. **VCSU American Fisheries Society Student Subunit 2.13.2024 at Rhoades Science Center**
  4. **Valley City State University Foundation 12.1.2023 at the Eagles**

**Approve 2023-2024 Contractor License Application for Robert Gibb & Sons, Fargo ND**

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

#### **RESOLUTION**

**Resolution 2431, A Resolution Amending Infrastructure Renewal and Replacement Fees.**

Commissioner Magnuson moved to approve adding $1.00 to any account that has water service and $1.00 to any account that has electrical service for both Residential and Commercial customers and to review the infrastructure charge on an annual basis, seconded by Commissioner Bishop. Motion passed unanimously.

#### **NEW BUSINESS**

**Consideration for Appropriating Back the Blue Funds.**

Commissioner Bishop moved to approve seconded by Commissioner Magnuson for $19,871.00 to be used and allocated for Law Enforcement Officers. $11,000.00 will be allocated for retention bonuses, $5000.00 will be allocated for new recruitment bonuses, the remaining funds will be used for tuition payments. Motion passed unanimously.

**Approve Salary Schedule Amendment to Include Water Plant Operator III with B23 Classification.**

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

**Appoint Construction Management At-Risk Selection Committee**. Commissioner Bishop moved to approve, seconded by Commissioner Erickson to appoint the CMAR selection committee as follows: Gwen Crawford- City Administrator, Chad Petersen – City Engineer, Architect- Architect that is selected through the RFQ process, Licensed Contractor-Tim Durheim.

Motion passed unanimously.

**Accept Project No. SU-CVD-2-990(061), PCN 23233-12th St N/8th Ave SW – Mill & Overlay/Turn Lane Improvements.**

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

**Accept Project No. UGP-2-999(051), PCN 22280-Main Street/Central Ave Urban Grant Project.**

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

**Approve Amendment to Task Order for Preliminary Engineering for NW Water Tower Study to include zone 8.**

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson

Roll call vote: Gulmon – Aye, Bishop – Aye, Magnuson – Aye, Erickson – Nay, Carlsrud – Aye. Motion approved.

**Approve Design Engineering Task Order for 2024 Seal Coat Improvements.**

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson.

Roll call vote: Bishop – Aye, Magnuson – Aye, Erickson – Nay, Gulmon – Aye, Carlsrud – Aye. Motion approved.

**Approve Design Engineering Task Order for 2024 Sanitary Sewer Point Repair/Manhole Replacement Project.**

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop.

Roll call vote: Magnuson – Aye, Erickson – Nay, Gulmon – Aye, Bishop– Aye, Carlsrud – Aye. Motion approved.

**Approve Preliminary & Design Engineering Task Order for Project No. TAU-2-990(066), PCN 23917 – Winter Show Road Shared-Use Path.**

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson.

Roll call vote: Erickson – Nay, Gulmon – Aye, Magnuson – Aye, Bishop– Aye, Carlsrud – Aye. Motion approved.

**Approve 2024 Board Meeting Schedule as follows:** Tuesday January 2nd will be Thursday, January 4th , Tuesday March 19th will be held Monday, March 18th and Tuesday May 7th will be Monday, May 6th. The Planning & Zoning Meeting will be moved from Tuesday April 9th to Wednesday, April 10th.

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

**Consider Proposals for Police Department Vehicle.**

Commissioner Bishop moved to approve, seconded by Commissioner Gulmon to accept the proposal for the Ford Explorer.

Roll Call Vote: Gulmon – Aye, Magnuson – Aye, Bishop– Aye, Erickson – Aye, Carlsrud – Nay. Motion Approved.

#### **CITY ADMINISTRATOR’S REPORT**

**City Administrator Crawford** gave an update on the Viking Trailer Court the installation of the trailer park’s culverts and will return in the spring to finish seeding and the hydro mulch of the grass. They are putting down straw and mats to help with erosion. David Wick will be working on a budget for the plan to replace the pavement for next summer.

Working on the Public Works budget and seeing what we can do with capital budget items that are in need.

There is an open meeting at the HAC, being put on about a state & federal project for East Main St just outside of City Limits. Regarding the repair of the culvert in 2025.

Reminder about Small Business Saturday, Lighting of the Park as well as the Parade of Lights.

**Fire Chief Magnuson** wished all a happy thanksgiving & reminded all that turkey fryers are not to be used indoors. He also shared information on the Annual Fireman’s Dance this Friday night the 24th at 8:30PM at the Eagles. Free will donation so come on out and enjoy!

**City Engineer Eslinger** brought & shared the 2024 Calendars for the departments.

**Mayor Carlsrud** thanked all who worked on the budget. This year has been tough. Thank you to the Commissioners for working on their portfolios. Happy Thanksgiving to everyone.

#### Adjourn

Meeting was adjourned at 5:50 P.M.

Attested to by:

Brenda Klein, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission