# City Commission Meeting Valley City, North Dakota

## Tuesday, December 20th, 2022

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

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

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

#### Pledge of Allegiance

#### Approval of Agenda

No Changes.

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the December 6th Finance andCommission Meetings, seconded by Commissioner Erickson. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Application for Raffle Permit for Skills USA from January 13, 2023 through February 13, 2023 at SVACTC.**

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

#### Ordinance

**Approve Second and Final Reading of Ordinance 1123, an Ordinance to Amend and Reenact Subdivision a of Subsection 2 of Section 14-35-04 of the Valley City Municipal Code Related to City Parking Lots.**

City Attorney Martineck stated no changes from the first reading.

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson.

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

Motion passed.

#### Resolution

**Approve Resolution 2382, a Resolution Creating Paving Improvement District No. 125 (2nd Ave/3rd Ave /3rd St NE).**

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

**Approve Resolution 2383, a Resolution Creating Paving Improvement District No. 126 (Secarse/6th Ave NW).**

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

#### New Business

**Viking Court Update.**

City Administrator Crawford and David Wick provided an update as once it clears up in the spring, and once the drainage system is in the rest should go pretty quick as long as the resources allow.

**Approve Public Works 2023 Operating and Capital Budgets.**

Public Works Manager Jacobson presented the budget.

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

**Approve 2023 Employee Policy and Procedure Manual.**

City Attorney Martineck summarized the changes to take place January 1st, 2023.

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

**Approve Accepting the TA Grant for the Wintershow Road Shared Use Path – Phase 1 Project.**

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

**Approve Official Zoning Map for City of Valley City.**

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

**Approve Design and Plan Development Task Order for Viking Drive Water Main River Crossing Relocation.**

Commissioner Magnuson moved to approve. Seconded by Commissioner Bishop.

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

Motion passed.

**Approve Design and Plan Development Task Order for 8th Ave SW Flashing Beacons, Pedestrian Crosswalks & Signing**

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson.

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

Motion passed.

#### City Administrator’s Report

**City Administrator Crawford** summarized what took place during snow removal and explained that our employees are all inside pieces of equipment trying to move the snow. We had illnesses during the storm so having more equipment doesn’t help if there is no one to drive it. Everyone was helping where they could. You could hire on an additional crew to help during that time but as a taxpayer, do you want to pay for that? We’re doing the best we can with what we have. Our number 1 complaint during the storm was garbage and that is the last thing we are worried about in a time like this. We felt it is more important to keep the roads as open as we could. For those that were supposed to have their garbage picked up and did not we will pick it up and not charge for extra garbage. The roads are narrow in some areas partially because people parked on the street. Those that were parked have been ticketed. With another storm coming we don’t have much choice. The areas we usually move our snow to are already getting full so we have reached out to some people to find other areas to put the snow so we are moving it out there. That way when it storms, they don’t have to drive it out to those areas, the shorter they have to take it the faster it gets cleaned up. Alleys are not all cleaned. We are having an issue where people are pushing their snow into areas after they’ve been cleaned which is not legal and is causing a problem in some areas so that may need to be addressed.

#### City Updates & Commission Reports

**Public Works Manager Jacobson** stated they are still working on getting reimbursement for the spring flood. At a recent conference the NDDES said they are hoping to submit to FEMA by the end of this week. Our Project Manager also praised how easy our documents were to read and use, majority of these documents were put together by Dan Bernhardt to so kudos to Dan.

**Lieutenant Rustebakke** added if you see an orange ticket on your vehicle, it’s not a ticket but please move your vehicle. The last thing we want to do is tow them but we need to get the roadways clear.

**Commissioner Erickson** stated the streets aren’t as wide as they could be and they will address that once they are caught up. There is a lot of packed snow that happens when people drive on it when they haven’t gotten to it yet so there are some rough patches and it is so packed down and cold out right now there is not much they can do about it. Keep your garbage areas clean so they can get to them.

**Commissioner Bishop** thanked city crews, fire and police departments for all their work during this time. Reminded people to be safe in the cold weather and Merry Christmas.

**Commissioner Magnuson** asked people to be aware of emergency vehicles and to move out of their way.

**Mayor Carlsrud** stated we received good reports on our cybersecurity test. Roads are not in perfect conditions so slow down. 25 mph is not the minimum so please slow down. Thank you to the whole city crew for your work.

#### Adjourn

Meeting was adjourned at 6:01 PM

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission