# City Commission Meeting Valley City, North Dakota

## Tuesday, December 5, 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, City Attorney Martineck, Finance Director Klein, Administrative Assistant Hintz.

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF AGENDA**

**Add D, Consent Agenda. Approve Sale of Transformer to UTB Transformers for 20,000.00.**

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

#### **APPROVAL OF MINUTES**

Commissioner Bishop moved to approve the minutes from the November 21, 2023 Commission Meeting and the November 28, 2023 Special Commission Meeting, seconded by Commissioner Erickson. Motion passed unanimously.

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

**Approve Monthly Reports from the Sanitation Supervisor, Electrical Superintendent, Fire Chief, Operations Supervisor, City Administrator and Finance Director.**

**Approve Contractor Application for Bob’s Excavating LLC of Valley City, ND.**

**Approve Public Hearing for Dangerous Building at 1318 9th St SW.**

**Approve Sale of Transformer to UTB Transformers for 20,000.00.**

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

#### **RESOLUTION**

**Resolution 2432, a Resolution Accepting Bid and Awarding Contract for NDDOT Project No. UGP-2-990(067), PCN 23951 [Paving Imp. Dist. No. 128, Watermain Imp. Dist. No. 105 and Sanitary Sewer Imp. Dist. No. 69].**

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

**Resolution 2433, a Resolution Establishing Water Utility Rates.**

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

**Resolution 2434, a Resolution Establishing Sewer Utility Rates.**

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

**Resolution 2435, a Resolution Approving Plat of Tall Jacks Addition to the City of Valley City.**

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

**Resolution 2436, a Resolution Approving Plat of TC Subdivision to the City of Valley City.**

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

#### **NEW BUSINESS**

**Approve Monthly Bills for the City and Public Works in the Amount of $1,485,229.**

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

**Approve Final Payment in the amount of $78,071 and to Close Out Consolidated Sewer & Water Improvement District No. 59 (Nextera).**

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

**Approve Amendment to Task Order for Construction Engineering for Consolidated Sewer & Water Improvement District No. 59 (Nextera) in the amount of $37,190.**

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

#### **CITY ADMINISTRATOR’S REPORT**

**City Administrator Crawford** discussed the Updated Infrastructure Plan that the Departments have been working on and what the next 4 to 10 years looks like for projects. They have been working diligently on determining what will be best for the different areas and keeping in mind the money that will be needed. This is a great plan, in place and in writing, that can be used when making decisions. This process was started over a year ago and now they are able to use it to make fiscally responsible decisions on projects that best help the City. The Public Works Budget has been put in place and will be approved at the next meeting, several Departments made substantial cuts in several areas to make this budget work. Thank you to those Departments.

**Finance Director Klein** thanked Gary Jacobson for all the time he has spent on the Public Works Budget as well as Brandy Johnson & Judi Hintz for doing a great job with the new positions and changes.

**Public Works Accountant Jacobson** gave a quick update on working with FEMA for the 2022 flood. There are a few projects still on going. There are only 2 projects that are not paid for as of yet, they are the Management Costs and Donated Resources. Both of these projects are still in the pipeline to be paid. All other projects have been paid for.

**Commissioner Gulmon** wanted to commend that Staff and Department heads for the significant expenses cut out of the final Public Works Budget. He also shared an update on the Financials through the end of October. Sales Tax, Food & Beverage Tax and Occupancy Taxes are all up from last year.

**Commission Erickson** reminded the Citizens that you can bring your rough canister racks in and get rid of them. Also, with Christmas coming, the Transfer Station will be open from December 26 to December 29 for you to bring your extra household garbage out to the Landfill and dispose of at no cost. There is a 100lb limit per residence. Please recycle your cardboard prior to hauling out your garbage.

**Commissioner Magnuson** gave a special Thank You to all who participated in the Parade of Lights. It was a wonderful event attended by many and the lights were beautiful. Also thank you to the Fire Department and their makeshift firepits around town.

**President Carlsrud** gave a quick shout out to all the folks involved in the Christmas lighting around town. Continuous positive comments come in from Citizens and Visitors about the nice job our folks have done with the Christmas Lighting. Thank you to the Firefighters for their fundraising that they do and then share with the Community. Most recently, they helped purchase the new Zodiac Rescue Boat with over $32,000.00 coming from their fundraising efforts. Thank you to the Commissioners for serving and to all the Employees for all the work that they do on behalf of our Citizens.

#### **Adjourn**

Meeting was adjourned at 5:25 P.M.

Attested to by:

Brenda Klein, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission