# City Commission Meeting Valley City, North Dakota

## Tuesday, December 6th, 2022

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

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

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

#### Pledge of Allegiance

#### Oath of Office for Police Officer Tyler Gibson

#### Approval of Agenda

Add N6

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the November 15thCommission Meeting and the November 29th Special Commission Meeting, seconded by Commissioner Gulmon. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Monthly Reports from the Fire Chief, Electrical Superintendent, Building Inspector Finance Director and Municipal Judge.**

**Approve Application for Raffle Permits for the following:**

**Barnes County Historical Society on February 9, 2023 at the Barnes County Museum.**

**VCSU Fisheries Club on February 1st, 2023 at the Rhoades Science Building.**

**Sharpshooter Showdown on February 4th, 2023 at the Eagles.**

**VCHS Basketball from December 13, 2022 through February 14, 2023 at the Hi-Liner Activity Center.**

**Approve Application Renewal for Permit to Sell L.P. Gas from the following:**

**Petro Serve USA.**

**Dakota Plains Ag.**

**Loves Travel Stop #849**

**Approve Application for Vehicle for Hire License Renewal for South Central Adult Services.**

**Approve Application to Operate Mobile Home Park Renewals for Rockwater LLC.**

**Approve Application for Tree Trimming and Removal Service Renewals for the following:**

**Ross’ Tree Service**

**Mike’s Construction**

**Pine Country Nursery**

**Ground to Sky**

**Johnny B’s Trees**

**Kieffer Tree, LLC**

**Approve Application for Special Alcohol Beverage Event Permit for Dakota Silver on December 17, 2022 for FEI Christmas Party at FEI.**

**Approve Electrical Contractor License Application for 2 Phase Electric LLC.**

**Approve Application for House Movers License for Carrington House Moving.**

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

#### Ordinance

**Approve Second and Final 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 no changes from the first reading.

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

**Approve Second and Final 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 no changes from the first reading.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop.

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

Motion passed.

**Approve Second and Final 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 no changes from the first reading.

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

**Approve First 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 this is an administrative change. There was a provision related to 72-hour parking in parking lots that was inadvertently left out so this ordinance is to reinstate it.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop.

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

Motion passed.

#### Resolution

**Approve Resolution 2381, a Resolution Approving Exemption from Taxation of Improvements to Commercial and Residential Buildings.**

City Attorney Martineck stated this will provide a 6-month lookback for property tax exemptions for commercial and residential improvements and increase the cap from $250,000 to $300,000.

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

#### New Business

**Approve Monthly Bills for the City and Public Works in the Amount of $1,684,241.09.**

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

**Approve Marketing Agreement with Utility Service Partners Private Label, Inc. for NLC Service Line Warranty.**

City Administrator Crawford stated this is a program we can offer to our residents as a type of warranty program.

Commissioner Erickson moved to approve with changes to the agreement City Attorney Martineck suggested seconded by Commissioner Gulmon.

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

Motion passed.

**Approve Adding John Hill to the Renaissance Zone Authority Board.**

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

**Approve 2023 Board Meeting Schedule.**

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

**Approve Renewal of Employee Assistance Program Full-Service Contract with The Village Business Institute.**

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

**Authorize City Administrator to Negotiate Contract for Custodial Services.**

City Administrator Crawford stated custodial services were put up for bids and KS came in with the low bid so we are looking at continuing with them as long as they can fulfill our needs.

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

#### City Administrator’s Report

**City Administrator Crawford** provided an update on Viking Court. Commissioner Erickson requested a signed agreement that the work will be done this spring.

2023 is heavy with projects so we are preparing for that.

#### City Updates & Commission Reports

**City Assessor Current** provided an update on her progress for the year.

**Commissioner Gulmon** provided a financial update stating the city recently received $2.5 million of Prairie Dog fund designated for infrastructure.

**Commissioner Erickson** asked everyone to recycle. Costs are increasing and recycling will help avoid those increases. The Transfer Station will be open from 9-noon on December 17th and have your garbage out by 7 AM. Please clean around enclosures and have your garbage accessible. Employees have been told if it is not they do not have to pick it up to avoid any injuries.

**Commissioner Bishop** welcomed Officer Gibson. Thanks to the FD and PD for the job they do and the volunteers.

**Mayor Carlsrud** thanked the street department for the snow removal. The small snowfalls require big decisions on when to go out. It is a costly process and we need to be prudent with the tax dollars. The Parade of Lights was wonderful and had lots in attendance.

#### Adjourn

Meeting was adjourned at 5:36 PM

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission