# City Commission Meeting Valley City, North Dakota

## Tuesday, March 15th, 2022

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

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

Others: City Administrator Crawford, City Attorney Martineck via Zoom, 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 March 1st, 2022 Finance and Commission meetings, seconded by Commissioner Magnuson. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Electrician, Plumber and/or Mechanical Contractor License(s) for the following businesses:**

**FMJ Electric LLC**

**PEC Solutions of the Dakotas LLC**

**Sheyenne River Repair**

**Approve Block Off Street Request for VCSU Ribbon Cutting/Grand Opening for the Center of the Arts on April 21, 2022 from 12pm-3pm.**

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

#### Ordinance

**Approve First Reading of Ordinance 1099, an Ordinance Combining the Variance Board and P&Z Committee.**

City Administrator Crawford added in the case of someone needing a meeting sooner than the regularly scheduled meeting would be assessed a fee which is set by what we pay the current board for meeting.

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

**Approve First Reading of Ordinance 1100, an Ordinance to Amend and Reenact Section 5-03-06.2 for the VCMC Related to Animal Impoundment Fees.**

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

**Approve Second and Final Reading of Ordinance 1092, an Ordinance to Amend and Reenact Certain Sections, Create and Enact New Sections, and Repeal Certain Sections of the Valley City Municipal Code to Conform to Biennial Legal Review of State Legislation.**

No changes from the first reading.

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

**Approve Second Reading of Ordinance 1097, an Ordinance to Amend and Reenact Subsection 1 of Section4-01-03 of the Valley City Municipal Code Creating of a New Class of Alcoholic Beverage License for Private Event or Entertainment Centers.**

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 1098, an Ordinance to Amend and Reenact Sections 7-01-07, 7-01-08, and 7-01-09; and Create and Enact Sections 7-01-09.1 to 7-01-09.5, Relating to Dangerous Buildings.**

No changes from the first reading.

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

#### Resolution

**Approve Resolution 2351, a Resolution accepting the USDA Grant Award in a Sum not to Exceed $217,000.**

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

**Approve Resolution 2352, a Resolution accepting the USDA Grant Award in a Sum not to Exceed $105,000.**

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

**Approve Resolution 2353, a Resolution accepting the USDA Grant Award in a Sum not to Exceed $34,000.**

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

**Approve Resolution No. 2354, a Resolution accepting Bid and Awarding Contract to Sellin Brothers Inc. for Project No. SU-2-990(060), PCN 23154-Paving Imp. District No. 123, Watermain Imp. District No. 102 and Sanitary Sewer Imp. District No. 66 (6th St NW-5th Ave NW to Central Ave N.)**

Chad Petersen stated 5 bids were received by the DOT. The engineers estimate for the project was $1,617,587.50, Sellin bid $1,870,998. Do to the low bidder being about 15.7% over the engineers estimate we are required to do a bid analysis.

Commissioner Bishop moved to approve awarding the bid for the Project No SU-2-990 (061) contingent upon DOT approving the low bid and approving the contract to Sellin Brothers, seconded by Commissioner Magnuson. Motion passed unanimously.

**Approve Resolution No. 2355, a Resolution accepting Bids and Awarding Contract to Border States Paving Inc. for Project No. SU-CVD-2-990(061), PCN 23233-Paving Imp. District No. 124 (12th St N-9th Ave NW to 5thAve NE and 8th Ave SE/Winter Show Rd).**

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

#### New Business

**Approve the Cost Share Items that were Negotiated with Valley Plains Equipment for Consolidated Sewer & Water District No. 59 Costs that Exceeds $500,000.**

City Administrator Crawford the bids that came in were above what was estimated. In the agreement it is stated that anything over $500,000 they want to renegotiate. We came to the agreement that costs that exceed $500,000 be split in half.

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

**Approve City Engineer to draft a preliminary Cost Estimate for New Services/Road to New Subdivision.**

City Administrator Crawford stated we talked about some of the new subdivision areas coming in and it was talked about doing a cost estimate for what it would take to get new services and roads to this new subdivision.

Chad Petersen figured the estimate would run around $800-$1000.

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

#### City Administrator’s Report

**City Administrator Crawford** presented videos of water runoff on the Love’s hill. Public Works was out digging to divert the run off but wanted to mention it as it is being worked on.

Austin Fritz’s last day is today and Katie Henderson’s last day will be the end of May. It’s not that they are unhappy here, they are both going back home.

The engineers had a 10-year project list, we had Clint and Kevin prioritize what they thought was important. The biggest reason for doing this is so we can look ahead at the finances.

#### City Updates & Commission Reports

**Public Works Manager Jacobson** stated he had just watched a webinar that WAPA had and they had completed a rate study and in the last few years. Our rates from WAPA have gone down but they said for sure they’ll be going back up. It will have about a $300,000 impact on us and will start January 2023.

**Police Chief Hatcher** stated the patches they ordered for the autism fundraiser are in. They have FD and PD patches and are $10 each and proceeds will go to the ND Autism Center in West Fargo. They also have a program that they have over there that we are hoping to bring to Valley City.

**President Carlsrud** thanked all the employees for the work they do.

#### Adjourn

Meeting was adjourned at 5:48 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission