# City Commission Meeting Valley City, North Dakota

## Tuesday, May 18th, 2021

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

Members present: President Carlsrud, Commissioner Magnuson, Commissioner Bishop, Commissioner Erickson, and Commissioner Gulmon, City Administrator Crawford, City Attorney Martineck.

#### Pledge of Allegiance

#### Approval of Agenda

No Changes

#### Approval of Minutes

Commissioner Magnuson moved to approve the minutes from the May 4th meeting seconded by Commissioner Gulmon. Motion carried.

#### public hearing

Open Public Hearing regarding the Rezoning of the undeveloped land located west of 8th Ave SE and south of 10th St SE west of Waterfront Meadows Addition.

President Carlsrud declared public hearing open.

Commissioner Bishop move to close the hearing, seconded by Commissioner Gulmon. Motion carried.

Approve First Reading of Ordinance 1080, an Ordinance Rezoning the undeveloped land located west of 8th Ave SE and south of 10th St SE west of Waterfront Meadows Addition.

Commissioner Gulmon move to close the hearing, seconded by Commissioner Magnuson. Motion carried.

#### Ordinance

**Approve Second and Final Reading of Ordinance 1079, an Ordinance Amending and Reenacting Section 12-02-01 of the Valley City Municipal Code re Property Maintenance definitions.**

City Attorney Martineck stated there were no changes from the first reading. This is an ordinance to expand the definition of junk.

Commissioner Magnuson moved to approve, seconded by Commissioner Bishop. Motion carried.

**Approve First Reading of Ordinance No. 1081, an Ordinance Relating to the Annexation of Territory.**

City Attorney Martineck stated we received a petition for annexation for Meadow View Estates.

Commissioner Bishop moved to approve, seconded by Commissioner Gulmon. Motion carried.

**Approve First Reading of Ordinance 1082, an Ordinance approving Hidden Ponds Estates Planned Unit Development.**

City Attorney Martineck stated the Planning and Zoning Committee received an application to create a PUD. They Committee recommended approval with several conditions listed.

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson.

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

Motion carried.

#### Resolution

**Approve Resolution No. 2295, a Resolution Approving Final Plans & Specifications for Master Lift Station Upgrades and Authorizing Engineer to Advertise for Quotes/Bids.**

Chad Petersen from KLJ stated plans are included in the packet. These have been reviewed with Public Works. As part of the engineering contract we did have Moore Engineering do a peer review. They have been submitted to the NDDEQ for approval before we can go for bids.

Commissioner Magnuson moved to approve, seconded by Commissioner Gulmon. Motion carried

**Approve Resolution No. 2296, a Resolution Approving Final Plans & Specification for West End Lift Station and Authorizing Engineer to Advertise for Quotes/Bids.**

Chad stated this is the same as the last one but for the West End Lift Station.

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson.

Roll Call: Magnuson-aye Bishop-aye Gulmon-aye Erickson-nay Carlsrud-aye Motion carried.

**Approve Resolution No. 2298, a Resolution Approving an Application to Amend a Planned Unit Development (PUD) and Replat land located between 3rd Ave NE, and between 4th St NE and 5th St NE (Outlot Y Harvest Valley Townhomes Subdivision-a Replat of Lots 5-8 Block 2 Original Townsite).**

City Attorney Martineck stated the Planning and Zoning Committee received an application to replat some lots with in the PUD for the purpose of building some additional residences and parcel off the garage sites. Planning and Zoning is recommending approval with several conditions listed.

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson. Motion carried.

#### New Business

**Approve Site Authorization Renewals for Valley City Hockey and Figure Skating Club at Youth Sports Complex and Valley City Town and Country Club from 7/1/2021 through 6/30/2022.**

Commissioner Magnuson moved to approve, seconded by Commissioner Gulmon. Motion carried.

**Approve Valley City Barnes County Development Corporation request for funds.**

Jennifer Feist from VCBCDC stated the request is in order for us to help secure engineering services to address a pretty significant issue in the SE corner of the community. There is a portion that is experiencing hill sliding.

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson. Motion carried.

**Approve Amendment to Engineer-Owner Agreement for Construction Engineering for 5th Ave NW Reconstruction.**

Chad from KLJ stated this project was to be completed in 2020 but the contractor did not complete the work in time. Our contract was based off salary work up to Oct. 17th. They started back up in April. There will be approximately 4 weeks of time that was added. That’s what the request is for which is $32,750 which is an hourly request.

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson.

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

Motion carried.

**Discuss Urban Roads Project on 12th St N from 9th Ave NW to 5th Ave NE and 8th Ave SW at Winter Show Road.**

Chad from KLJ stated back in December of 2016 the City requested a mil and overlay be programmed on 12 St N. in 2021. Since that time other projects have happened so we reprogrammed that to 2022. As part of the Petro Serve project turn lanes were supposed to be installed but were not. Those will be added to this project.

Commissioner Bishop moved to approve, seconded by Commissioner Gulmon.

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

Motion carried.

**Approve MOU for Sheyenne River Water Trail.**

City Administrator Crawford stated this is to make sure everyone is on the same page. The City has no responsibility.

Commissioner Magnuson moved to approve, seconded by Commissioner Bishop. Motion carried.

Approve Site Authorization renewal for the Thundering Saints, Inc. at Boomer’s Corner Keg and Woodland Steakhouse from 7/1/2021 through 6/30/2022.

Commissioner Magnuson moved to approve, seconded by Commissioner Bishop. Motion carried.

Approve Request for Concurrence of Award.

Chad from KLJ stated the DOT opened bids for the seal coat on Main. The estimate that was programmed for this project was approximately $140,000 the total project cost is approximately $121,000. The City is required to pay approximately 10% which is about $12,000 with about $6,000 being special assessed.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop. Motion carried.

Approve purchase of future Public Works building.

City Administrator Crawford stated she had Clint layout what they were looking at for the cold storage.

Operations Superintendent Klemisch stated this is a need. Everyone will be under one roof.

Commissioner Gulmon questioned why the layout of the building ran from east to west rather than north to south.

OS Kelmisch stated it worked better this way to get the storage building in salt tank in there.

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson. Motion carried.

#### Department Reports

**City Administrator Crawford** reported there is a lot of construction going on. The first week of any project is learning curves. We do have meeting with everyone on the project so we can try to make sure some of the bumps are covered. We’ve added extra communication by sending press releases to Kay and Jennifer and MaryLee so they can use their contacts to help get the word out. There are about four properties that will be affected for clean-up week but Clint has a plan.

Included in the packet are designs from the Sheyenne Valley Career & Tech Center students. These are the final three designs and locations they will be placed.

We received the signed purchase agreement for 5th and 5th so that will be started this fall with the school.

Cold storage meeting last week. There weren’t questions so I think they saw the value of it.

At the department head meeting last week we discussed the garbage on the boulevard. We understand some have been there for 20 years but there have been some new ones being added it doesn’t look nice. In order to take care of it we have to be fair if we make one move we have to make them all move. So you will probably get calls. It is in our ordinance that we aren’t supposed to have anything in our boulevards for longer than that day.

**Police Chief Hatcher** reminded pet owners if your pet is not in your yard or dog park you need to have a leash on them. The fee is $20 for a tag. It can also help you get your dog back faster and not have the vet fees if we have to impound your dog. The current cycle right now, if you pay $20 per animal it will expire March of 2023 and that $20 would be in lieu of a $50 ticket if we catch your dog out and about or if they are not on a leash. $50 for the first offense and $100 for the second. The licensing fees go to the Friends of Animals so you are also helping them out. The Peace Officer Memorial Day was Saturday, remembering all those that have fallen.

**Chad Petersen from KLJ** updated that every two weeks we are inviting the business owners to construction meetings to they can be informed and ask questions.

**Commissioner Gulmon** stated the April financial report shows the City is strong.

**Commissioner Erickson** reminding everyone clean-up week is next week. Please separate your piles.

**Commissioner Bishop** thanked the VCFD and VCPD. Stated he did received a request to leave the four way stops in place of the lights.

**Mayor Carlsrud** thanked everyone for all the extra work being done. We grateful to all of our employees. Clean up week, please respect the requests to the items can be picked up easily by our crew. Thank you to Brenda and Avis for their advancements at the NDLC Leadership Training.

#### Adjourn

Meeting was adjourned at 5:43 P.M.

Attested to by:

Brenda Klein, Deputy Auditor Dave Carlsrud, President of the

City of Valley City City of Valley City Commission