# City Commission Meeting Valley City, North Dakota

## Tuesday, June 15th, 2021

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

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

#### Pledge of Allegiance

#### Approval of Agenda

No Changes

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the June 1st meetings seconded by Commissioner Magnuson. Motion carried.

#### Approval of Consent Agenda

Approve Block off Street Request Along 4th Ave SW from 4th St. to 6th St. SW for On the Move Let’s Walk Valley City Event held on July 19th, 2021 from 5PM to 8 PM.

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

#### public hearing

Public Hearing to Consider Development Plan and Developer’s Agreement for Valley Plains Equipment (Nextera Properties).

City Attorney Martineck stated the purpose is to discuss the Developer’s Agreement and Development Plan for Valley Plains. Essentially the Commission has to find that this is in the best interest for the City, mark this as appropriate for development and a TIF. The total value of the project with the land and the building will be $4.5 million. We would need $57,000/year from the TIF to repay our $500,000 to the BND at 2% over 10 years. The anticipated revenue from that property based on that value would be almost $62,000.

Finance Director Richter stated she has not received a building value and was hoping Aaron could fill us in.

Aaron Raap stated he is trying to guesstimate on what was spent on the building in Jamestown and what that’s valued at and doing a comparison in size. One of the things we need to consider too is the issues we are having getting building materials so not sure if it will be enclosed this fall. The plan is to get the site work, foundation and hope that the steel shows up but no one can tell me when that will be coming in. From a timing standpoint on the TIF we thought we should bring that up. The $4.5 million is a conservative estimate. I expect it to be even more than that.

Tracey Eslinger stated we are hearing there are delays in receiving some of the materials but it may be taken care of by the time this is all ready. We are hoping to have everything ready and reviewed by July with bidding possibly taking place end of July early August giving the contractor an opportunity to start this year and get services tied in for at least the water and sewer. If the project doesn’t need actual services until 2022, there would be an opportunity to do that work in 2022. Tracey also recommended to not limit the TIF. Any increase in the TIF will pay off the loan quicker.

President Carlsrud declared public hearing open.

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

Approve Resolution 2303, a Resolution Approving Developer’s Agreement and TIF for Valley Plains Equipment (Nextera Properties).

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

#### Ordinance

Approve Second and Final Reading of Ordinance 1083, an Ordinance Approving the Annexation of Lot 2 Block 1 of Love’s Valley Addition.

City Attorney Martineck stated no change from the first reading.

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

Approve Second and Final reading of Ordinance 1084, an Ordinance to Adopt and Enact section 12-01-11 of the Valley City Municipal Code re littering.

City Attorney Martineck stated no changes from the first reading.

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

Approve Second Reading of Ordinance 1085, an Ordinance to Amend and Reenact Chapter 08-07 and Section 11-05-11 and to repeal Title 13 of the Valley City Municipal Code re Mobile Park Regulations.

City Attorney Martineck stated as of right now there are no changes from the first reading but I did want to address the materials section 8-07-02. I was asked whether we should make changes to that section. The concern was about having a recreational vehicle or trailer in the front yard as long as it’s not impeding a line of site or blocking a sidewalk.

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

Approve First Reading of Ordinance 1086, an Ordinance to Amend and Reenact Subsection 2 of Section 15-01-19 of the Valley City Municipal Code re Responsibility for Utility Service Lines.

City Attorney Martineck stated the intent is to make clear who owns the underground infrastructure.

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

#### Resolution

Approve Resolution 2301, a Resolution Creating Consolidated Sewer & Water District No. 59 (Nextera).

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

Approve Resolution 2302, a Resolution Providing for the Issuance of City Sales Tax Revenue Bond, Series 2021, for the local share of Permanent Flood Protection.

Finance Director Richter stated back in December 2019 we asked for a loan for the local share for PFP from the State Water Commission and were approved for $3,676,600. We need to close on this loan and take a draw.

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

Approve Resolution 2297, a Resolution Approving a Petition to Vacatate 15th Ave NE adjacent to Lots 4 & 5 of Block 1 of the Northern Pacific East Fourth.

City Attorney Martineck stated the Planning and Zoning Commission received a petition for the vacation. The property owners have reached an agreement to maintain that as a private road. The Planning and Zoning recommends approval.

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

#### New Business

Approve to Submit Application to the Bank of ND for loan for Fire Hall Addition.

Finance Director Richter stated in May we submitted an application for a loan to the Rural Development Corporation and received approval for a $300,000 loan 2% 10 year loan with 1% origination fee. The 2021 legislation has broadened the infrastructure loan fund to the BND and it now included buildings. It is still 2% and we don’t have a maximum. I recommend we apply for a $500,000 loan for the fire hall addition and ask for a 20 year loan.

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

Approve Appointment for the Following Committees and Terms:

a. Planning & Zoning Commission-1 opening, 5 year term

1. Bobby Koepplin

b. Renaissance Zone Board-4 openings, 3 year term

1. Tyler Marthaler
2. Shannon Little Dog
3. John Paul (JP) Jones
4. Jeff Nathan

c. Special Assessment Commission-1opening, 6 year term

1. Jim Knutson

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

Approve Quotes for Mill and Overlay on 2nd Ave SE.

Chad Petersen stated we received quotes from Border States and Strata. The engineer estimate was $70,112.50. Strata came in at $83,995 and $76,700, we recommend awarding the bid contract to Border States.

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

Approve Ending COVID 19 Emergency Resolution.

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

#### City Administrator’s Report

**City Administrator Crawford** stated there is a lot of different pieces to the budget being discussed. We are also working through the policy manual so if there are any changes you would like to see send those in. The cleanup property has been a big learning curve for everyone because we are doing things the right way. We can tell word is getting out because people are coming to us and asking questions.

#### City Updates & Commission Reports

**Finance Director Richter** thanked those that volunteer their time for the various committees. It takes time out of their days and we appreciate it. The budget worksheets have been sent to the department heads.

**PW Manager Jacobson** reported the end of the second year of the recycling, the contract says he had to do 800 tons worth, we’re at 1266 tons. The garbage that we run to Fargo is slowly declining.

**Chad Petersen from KLJ** reported the 7th Ave 2nd Ave projects. The 7th Ave project by Pucklich they got the curb and gutter in this week south of Main Street and worked on some of the sidewalk work. Next week they are supposed to do the curb and gutter on 2nd Ave NE. Once that is done and cleared out they should do the paving on 7th Ave including intersection of Main St. and 2nd Ave. As long as nothing happens we should have pavement back in place on Main Street before July 4th. After that time frame 2nd Ave should be pretty wrapped up other than the driveways and sidewalk work in that area and then we’ll start Phase II. Streetscape we have been working with the contractor on getting things prepared for Rally in the Valley.

**Commissioner Magnuson** reminded everyone of Rally in the Valley and the Fireman’s Dedication.

**President Carlsrud** advised everyone to be safe in the heat. Cleaning up properties is important. Please think before you throw stuff and dispose of it properly. Business’ dumpsters are private. They are rented and are to be used for that business only, it is a misdemeanor. I encourage you to take part in our committees. It is rewarding. Chris Berg from KVLY including Valley City in the Small Town Spotlight.

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#### Adjourn

Meeting was adjourned at 5:50 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission