# City Commission Meeting Valley City, North Dakota

## Tuesday, July 20th, 2021

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

Members present: President Carlsrud, Commissioner Magnuson, Commissioner Bishop, Commissioner Erickson, Commissioner Gulmon, City Administrator Crawford and City Attorney Martineck, Finance Director Richter, Deputy Auditor Klein.

#### Pledge of Allegiance

#### Approval of Agenda

Remove R2

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the July 6th meetings seconded by Commissioner Gulmon. Motion carried.

#### Approval of Consent Agenda

Approve Electrician, Plumber and/or Mechanical Contractor License(s) for Olauson Duct Cleaning.

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

#### PUBLIC HEARING

Open Public Hearing regarding Special Assessments Commission for Paving Improvement District No. 121

Deputy Auditor Klein stated a public hearing was held on July 12th and there were no property owners present. It was also published twice in the TR and each property owner received a letter with their estimated amount and we have not received any questions or concerns so the Special Assessment board moved to approve as is.

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

Approve Special Assessments as recommended by the Special Assessment Commission for Paving Improvement District No. 121

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

#### Ordinance

Approve Second and Final Reading of Ordinance No. 1087, an Ordinance to Amend and Reenact Section 14-12-02 of the Valley City Municipal Code Relating to Permits for Vehicles of Excessive Size and Weight.

City Attorney Martineck stated there were no changes from the first reading.

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

### Resolutions

Approve Resolution No. 2304, a Resolution Approving Engineer’s Report & Directing Preparation of Detailed Plans, Specifications & Estimates of Probable Cost for Consolidated Sewer & Water District No. 59 (Nextera).

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

Approve Resolution No. 2306, a Resolution Accepting Bids and Awarding West End Lift Station Project.

Chad Petersen reported July 16th the bids were opened, one bid was received from Sellin Brothers out of Hawley, MN at $332,920. The engineers estimate was $296,105 we recommend awarding the contract to Sellin Brothers.

Commissioner Gulmon moved to approve, seconded by Commissioner Erickson. Motion Carried.

Approve Resolution No. 2307, a Resolution Approving the Plat and Variance Request for Lunde Addition to Barnes County.

City Attorney Martineck stated this is where our PFP storage will be and Chris Lunde owns the commercial buildings. The City submitted this plat for approval and the PZ committee recommends approval along with the variance for the road width.

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

Approve Resolution No. 2308, a Resolution Offering for Sale Lots 63-3450012 and 63-3440047.

City Administrator Crawford stated there is someone that is interested in purchasing but in order to do that they have to have a resolution.

Bobby Koepplin representing the Barnes County Park Board stated with the prior City Administrator they were talking about an easement for a trail. Please keep this in mind if you get an offer.

Commissioner Bishop moved to approve, seconded by Commissioner Erickson. Motion Carried.

Commissioner Bishop motioned to add Resolution 2309 to the agenda, seconded by Commissioner Gulmon. Motion carried.

Approve Resolution No. 2309, a Resolution Approve the Master Fee Schedule.

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

#### New Business

Approve Special Alcohol Beverage Event Permit for Boomers Corner Keg on August 13, 2021 from 6:00 PM to 12:30 AM for the Debbie Gabel Memorial Event.

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

Consider Visitors Committee Recommendation for Image Enhancement Grant for Thrivent in the amount up to $2,850 for Storefront.

Bobby Koepplin stated the Visitor’s Committee met and recommends approval.

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

Approve 30 day notification to Leevers.

City Attorney Martineck stated back in 1994 the City signed an agreement with Leevers to allow them to encroach on the right of way on 4th St NE. Now with the work being done by the city to resurface that road the City desires to take back that portion of the parking lot that they are extending into the road. In order to do that we need to provide the 30 days’ notice.

Commissioner Magnuson moved to approve, seconded by Commissioner Erickson. Motion Carried.

Approve Transition Plan for City Assessor Position.

City Administrator Crawford stated we would open the position internally first. If no one applies internally the plan would be revisited.

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

Approve the Following Appointments:

a. Commissioner Gulmon-City County Health Board

b. Commissioner Magnuson-VC Library Board

c. Tammy Jo Taft as VCSU Representative on the Visitor’s Committee.

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

Consider Project Decisions for 6th Street NW Reconstruction (NDDOT Project No. SU-2-990(060), PCN 23154).

Chad Petersen stated the decisions that need to be made are:

1. Does the City concur with the Project Concepts as Proposed?

2. Which alternative should proceed with the project?

Commissioner Magnuson moved to approve yes on decision 1 and Alt. B on decision 2, seconded by Commissioner Gulmon. Motion Carried.

Approval to Purchase 63-3060062 for the assessed value of $12,500.

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

Approve Site Authorization Renewal for the Valley City Twisters Gymnastics Inc. at Bridges Bar and Grill from 7/20/2021 to 6/30/2022.

Commissioner Erickson moved to approve, seconded by Commissioner Bishop. Motion Carried.

Approve Hannah Field Parking Lot Plans.

City Administrator Crawford stated the existing driveway will remain but they are adding an exit to the north side of that to help with safety. There would be no parking on that side of the street between the entrances.

Commissioner Bishop moved to approve, seconded by Commissioner Erickson. Motion Carried.

Approve Special Alcohol Beverage Event Permit for the Eagles Club on August 12th & 19th on Central Avenue for Summer Nights on Central.

Commissioner Magnuson moved to approve, seconded by Commissioner Erickson. Motion Carried.

Approve Special Alcohol Beverage Event Permit for the Eagles Club on July 31st for an Outdoor Cornhole Tournament.

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

#### City Administrator’s Report

**City Administrator Crawford** reported most of the time has been spent on budget prep. The demo speaker came in and they are testing it, so far it looks good. The Streetscape Committee was talking about getting the rest of the benches.

#### City Updates & Commission Reports

**City Attorney Martineck** reported an immediate opening on our Sanitation Department.

**Finance Director Richter** reported that the budget is going good and we will continue with our budget meeting tomorrow at 7 AM.

**Fire Chief Magnuson** there has been a lot activity around the FD. The trucks were getting serviced and tests were being taken, they all passed. We also received word that we received a grant for grain bin rescue. We have been asked why there isn’t a burn ban, it’s been good out in the country. No one has been abusing it so we decided not to implement one yet.

**Police Chief Hatcher** reported they VCPD now has a FB page so if you are a social media person look us up. We will be doing more informational posts and plan to use that as a tool. We are now fully staffed.

**Chad Petersen from KLJ** reported 2nd Ave NE is pretty much complete. Seeding won’t happen until later due to the dry weather. Tree planting won’t happen until after September 1st. 7th Ave NW the underground work is continuing. Streetscape Phase II work is continuing on Central Ave South.

**Commissioner Gulmon** stated the sales tax revenue report is very positive, it is up 47%. Food and Beverage tax was down for 2020 but is now up 33% through May. Occupancy tax also suffered but is up 16%.

Commissioner Bishop gave a shout out to the PD and FD for all the work. Thank you to the citizens. With all the construction going on it was noticed how people were respectful and waving people through, keep doing that.

**President Carlsrud** thanked everyone that has contributed to working on the budget. Thank you to all of you to all of you working in the heat. Some have been showing up to work early to beat the heat.

#### Adjourn

Meeting was adjourned at 6:00 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission