# City Commission Meeting Valley City, North Dakota

## Tuesday, July 6th, 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.

#### Pledge of Allegiance

#### Approval of Agenda

Addition of NB5

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the June 15the and June 28th meetings seconded by Commissioner Gulmon. Motion carried.

#### Approval of Consent Agenda

1. Approve Monthly Reports from the Fire Chief, Building Inspector, Auditor, Municipal Judge and Public Works Accountant.
2. Approve Monthly Bills for the City and Public Works in the Amount of $2,122,173.85
3. Approve Block off Street Request for the following:
   1. VCBCDC on Central Avenue from Wells Fargo to Valley Service and alleyways by the Vault and Nucara for Summer Nights on Central on August 12, 2021 and August 18th, 2021 from 1:00 PM to 10:00 PM.
   2. Chamber of Commerce for Crazy Daze on July 28th from 7 AM to 5 PM.
   3. Sheyenne Valley Community Foundation on Central Ave from 2nd Street to 4th Street including side streets and alleyways for the Longest Table on August 5, 2021 from 6 AM to 10 PM.

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

#### Ordinance

Approve Second and Final Reading of Ordinance No. 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 there were some questions about the electric portions of this ordinance. We made some changes to reflect how the ownership of the electric lines work. Some more information was just received so another change is being proposed. In the first paragraph it would read that the electric would be owned from the structure to city owned transformers, transformer cabinets or other city owned infrastructure.

Commissioner Bishop motioned to approve with change, seconded by Commissioner Erickson. Motion carried.

Approve Third and Final Reading of Ordinance No. 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 there was a request to modify section 08-07-02 for parking mobile homes and recreational vehicles. Those changes have been added in addition to remove language that was no longer needed.  
Commissioner Gulmon moved to approve, seconded by Commissioner Bishop. Motion carried.

Approve First 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 this allows the city to contract out for the permitting process.

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

#### New Business

Approve Site Authorization Renewal for the North Dakota Winter Show from 7/1/2021 to 6/30/22.

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

Approve adding the $458,305.73 Refund from MRES to the 2021 Capital Budget for the new Public Works Service Center.

City Administrator Crawford stated this had been discussed before but there was not a formal action. This is added to make is added to make it a permanent record.

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

Approve Request from VCBCDC for $150,000 to support a business retention/expansion project.

Jennifer Feist stated the dollars will go to support recruiting, relocation and training costs. Funds will be requested as people are hired on a per person basis.

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

Approve using Covid Cares Funds for Speakers from Main St. to 4th St. N.

City Administrator Crawford proposed using a maximum of $20,000 of the Cares money for speakers.

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

Approve purchasing 952 10th Ave SW for PFP and request SWC participation.

City Administrator Crawford stated Chad had brought to our attention that property is in the middle of our future plan for PFP. Recommendation is to purchase it now to avoid issues in the future.

#### City Administrator’s Report

**City Administrator Crawford** reported the main thing they are working on is the construction projects that are down the road to make sure they are getting everything they need. It was discussed that when the Nextera project is put out for bids that we put in there they can either do it in the fall or spring which may help us with some bid prices.

#### City Updates & Commission Reports

**Fire Chief Magnuson** thanked everyone for coming out to the dedication. Smoke is from Canada and Northern Minnesota. July 11th is the VCFD and VCPD softball game.

**Chad Petersen from KLJ** reported the Streetscape Phase II project is almost done on the north side of Main. The contractors are now moving to south Central working on the west side of the road. On 2nd Ave. NE they got the concrete work and paving done and most of the topsoil completed. The streetlights are getting installed now. We will have to address the seeding at our next meeting. With the dry conditions it’s not very conducive to the growing of grass. We’ll see what he contractors and subcontractors propose. They are starting to work on some sewer and water main going north of 2nd St NW.

Commissioner Erickson inquired about the traffic lights on Main.

Chad stated they should be installed early fall.

**Commissioner Gulmon** congratulated Scott and the FD on the dedication, it was really nicely done. On the financial side, cash flow is healthy and reserves are strong. Sales tax revenue is up 55% which impacts property tax relief and economic development. Food and Beverage is up 55% and Image Enhancement is up 25%.

**Commissioner Magnuson** reiterated that the dedication was well done. The parade was awesome, it was nice to see all the people and the city back and alive again. Walk your city, it’s looking beautiful. Thank you to city staff for working your tails off.

**President Carlsrud** stated shopping in town is a big deal, thank you for shopping in town. Thank you to all the guys and gals that volunteer their time to serve on the VCFD. Shout out to our tree trimmers. The trees over by Marketplace had to be trimmed and some removed and they look fantastic. Thanks to the Commissioners for serving. We had some changes to our committees on which we serve due to a requirement that the Mayor be on the PZ. The rest of the positions will be confirmed next meeting.

Commissioner Gulmon also added that Chris Berg’s focus on a community program, Dave, Gwen and Mary Lee providing input on our community and did a fantastic job.

President Carlsrud also thanked Essentia Health for sponsoring, Dr. Diegel did a great job sharing information on our health industry in the community and thanks to Chris Berg for having us.

#### Adjourn

Meeting was adjourned at 5:30 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission