# City Commission Meeting Valley City, North Dakota

## Thursday, July 7, 2022

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

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

Others City Administrator Crawford, City Attorney Martineck, Finance Director Richter, Administrative Assistant Johnson

#### Pledge of Allegiance

#### Approval of Agenda

Move Consent Agenda F to New Business 1.

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from June 22nd, 2022 Commission Meeting, seconded by Commissioner Magnuson. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Monthly Reports from the Fire Chief, Electrical Superintendent, Building Inspector Finance Director and Municipal Judge.**

**Approve Application for Contractor renewal for Maple River Electric for the Period Ending May 31, 2023.**

**Approve VC Chamber Block off Street Application for Crazy Daze on July 27th from 7:00 AM to 6:00 PM.**

**Approve Application for Retail Tobacco License Renewal for the Dollar General Store.**

**Approve Special Alcohol Event Applications for the Eagles on July 14th, 21st and September 8 from 5:00 PM-10:00 PM for the Summer Nights on Central and Summer Vikes on Central Events.**

**~~Approve Special Alcohol Event Application for Brockopp Brewing on July 12~~~~th~~~~, 2022 for North Country Trail Event from 6:00 PM-7:30 PM~~.**

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

#### Ordinance

**Approve First Reading of Ordinance 1102, an Ordinance Approving the Extension of Sales, Use and Gross Receipts Taxes dedicated to City Infrastructure Renewal and Replacement Projects.**

City Attorney Martineck stated this is just an extension of the current tax already in place and was approved by the voters at the last election.

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

**Approve First Reading of Ordinance 1104, an Ordinance Approving the Extension of Sales, Use and Gross Receipts Taxes Dedicated to Economic Development, Basic Industry, Job Development, Tax Relief Infrastructure, other Special Request, Service and Retail Business Development.**

City Attorney Martineck stated this is just an extension of the current tax that is already in place and was approved by the voters at the last election.

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

**Approve First Reading of Ordinance 1107, an Ordinance to Create and Enact Section 7-05-06 of the Valley City Municipal Code Relating to Use of Sidewalk for Outdoor Patio Area.**

City Attorney Martineck stated this will allow business owners to set up an outdoor patio area on the sidewalk outside of their business. There will be several restrictions that are required and will require a permit process through the city.

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

**Approve First Reading of Ordinance 1109, an Ordinance to Amend and Reenact Section 11-01-04 and Subsection 4 of Section 16-01-01 of the Valley City Municipal Code Related to the City’s Extraterritorial Zoning and Subdivision Jurisdiction.**

City Attorney Martineck stated after the last Planning and Zoning Meeting it was recommended the city continue to follow state law with respect to our extraterritorial zoning and subdivision jurisdiction and these two changes put that into code.

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

**Approve Second and Final Reading of Ordinance 1106, an Ordinance to Amend and Reenact Chapter 12-05 of the Valley City Municipal Code Regarding Cutting and Removal of Weeds and Grass.**

City Attorney Martineck stated there are no changes from the first reading with the exception of under section 12-05-02 it will say the City Administrator or designated officer will be authorized.

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

#### New Business

**Approve Monthly Bills for the City and Public Works in the Amount of $2,600,650.21.**

Finance Director Richter reported on the monthly expenses.

**Appoint Vice President of the Valley City Commission.**

Commissioner Gulmon made a motion to nominate Commissioner Magnuson.

Commissioner Erickson made a motion to nominate Commissioner Bishop, seconded by Commissioner Magnuson. Motion passed unanimously.

**Appoint and Approve Reorganization of Commissioners’ Portfolios:**

|  |  |
| --- | --- |
| **Portfolio** | **Board Member** |
| **Finance** | Commissioner Gulmon |
| **Public Works: Streets, Sanitation, Sewer, Water Distribution** | Commissioner Erickson |
| **Public Works: Electric & Water Treatment Plant** | President Carlsrud |
| **Police/Fire** | Commissioner Bishop |
| **Buildings/Grounds** | Commissioner Magnuson |

Commissioner Magnuson motioned to keep portfolios as they are, seconded by Commissioner Bishop. Motion passed unanimously.

**Appoint and Approve Commissioner Assignments to Additional Committees and Boards.**

|  |  |  |
| --- | --- | --- |
| **Committee/Board** | **Number of Commissioners Assigned** | **Board Member** |
| **Valley City Planning & Zoning Commission** | **2 commissioners** | President Carlsrud  Commissioner Erickson |
| **Valley City Library Board** | **1 commissioner** | Commissioner Magnuson |
| **City County Health Board** | **1 commissioner** | Commissioner Gulmon |
| **Barnes County Planning & Zoning Commission** | **2 commissioners** | President Carlsrud  Commissioner Bishop |
| **Valley City-Barnes County Development Corporation** | **2 commissioners** | Commissioner Bishop  Commissioner Gulmon |
| **Board for Community Service** | **1 commissioner** | Commissioner Magnuson |

Commissioner Gulmon motioned to keep committees and boards as they are, seconded by Commissioner Erickson. Motion passed unanimously.

**Approve City Holiday Schedule.**

City Attorney Martineck stated after recommendation we are voting on whether or not to follow the State holiday schedule.

Commissioner Bishop motioned to follow the State approved holiday schedule, seconded by Commissioner Gulmon. Motion passed unanimously.

**Approve Recommendation from Renaissance Zone Authority Board to Approve the Application from Legacy Developments, LLC for a New Single-Family Residential Home and Designate it as VC-135.**

Finance Director Richter stated the Renaissance Zone board met on June 24th and unanimously approved the 5-year property tax and 5-year income tax exemption with a property value up to $300,000.

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

**Approve Task Order for NW Storm Sewer Phase 2-4th St NW/6th Ave NW & Secarse Drive.**

Chad Petersen from KLJ stated this is to complete the design engineering for these areas. The plan is for this to be bid this this winter and construction in 2023.

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson.

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

Motion passed.

**Receive Payment in Lieu of Taxes request for H & G Holdings, LLC and Schedule Date for a Public Hearing.**

Finance Director Richter stated this is for the 36-plex on the NW part of town. We still need the list of competitors but after that is received if this is approved, we will publish on July 14 and 21 and schedule the public hearing for August 16th.

Commissioner Magnuson moved to approve, seconded by Commissioner Gulmon.

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

Motion passed.

**Approve Final Review and Acceptance for the West End Lift Station.**

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

#### City Administrator’s Report

**City Administrator Crawford** reported the Love’s intersection now has the aprons added which are helping but this will not fix the issues that happen in the winter due to the grade of the hill. There are still some drainage issues that need to be finished up in some spots. If you are in an area that had a project and has been reseeded, please continue to mow the weeds. Nextera was able to bore underneath and now there will be a 3-4-week lull until they are back to finish. 12th Street ADA areas will be worked on first and then they will continue on with the mill and overlay.

Congratulations to Marshall Senf for being with the City for 25 years.

#### City Updates & Commission Reports

**Chad Petersen from KLJ** provided an update on 6th St. The concrete is done and replacing top soil this week. Paving is scheduled next week. Main Street contractors are grooving to get below the surface and using epoxy to mark the lines which will help with longevity and keep the lines below things like snow plow blades.

**Commissioner Gulmon** reported on finances and sales and occupancy tax.

**Commissioner Bishop** welcomed Anthony Erickson as our newest Police Officer.

**Commissioner Erickson** reminded everyone to have their garbage out by 7 am, the trucks have cameras and if was not out by that time they will not be coming back. There is a culvert that will be fixed at the main entrance of the Transfer Station on Tuesday which will cause congestion.

**President Carlsrud** thanked everyone for their work. We had a weather change in June with very little precipitation. Congratulations to Chad Petersen for 25 years with KLJ and Marshall Senf for 25 years with the City

#### Adjourn

Meeting was adjourned at 5:42 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission