# City Commission Meeting Valley City, North Dakota

## Tuesday, August 16th, 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, Deputy Auditor Klein, Administrative Assistant Johnson

#### Pledge of Allegiance

#### Oath of Office for City Assessor Tina Current

#### Approval of Agenda

No Changes.

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the August 2nd, 2022 Finance, Commission and Budget Meetings, seconded by Commissioner Magnuson. Motion passed unanimously.

#### Approval of Consent Agenda

**Approve Application for Raffle Permit for Barnes County Ducks Unlimited on September 29th, 2022 at the VC Eagles club.**

**Approve Application for Parade for VCHS Homecoming on Central Ave. on September 30th.**

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

#### Public Hearing

**Public Hearing for Application for Property Tax Incentives (PILOT) for H&G Holdings, LLC.**

President Carlsrud declared the public hearing open.

Deputy Auditor Klein stated this was published and we received two letters in support and no other written comments.

George Gaukler gave an overview.

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

**Approve Resolution 2369, a resolution approving Property Tax Incentives (PILOT) for H&G Holdings, LLC.**

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

**Receive Tax Increment Financing Development Plan and Review the Timeline.**

George Gaukler stated there is a need for additional housing in the area and single-family housing was too expensive so they decided to go with twin homes.

Jennifer Feist commented that she spoke with the BND and they believe that TIF would be a suitable use of funds and they could finance, pending the documentation being submitted, through the city.

No action was taken at this time.

**Consider 12th St NW Expansion Proposal.**

City Administrator Crawford stated there would be 10-12 lots and there is discussion for more growth. They are requesting we extend the roadway, watermain and sanitary sewer to this section. The area is in our utilities in electric but we have to check on water.

Commissioner Magnuson motioned to use Prairie Dog funds with the balance remaining coming from federal funds with a developer’s agreement between H&G Holdings and the City, seconded by Commissioner Bishop. Motion passed unanimously.

**Public Hearing on Dangerous Building Located at 925 2nd St SE.**

President Carlsrud declared the public hearing open.

City Attorney Martineck stated Fire Chief Magnuson has been working with the owner of the property and there was an agreement to have it cleaned up and it is still not. Pursuant to the code it comes before the commission.

Fire Chief Magnuson stated we have been watching this since spring has gotten here and nothing has been done. Neighbors are questioning why nothing is getting done. We need to move forward and get it cleaned up and recommending no longer than 30 days to give them time to get it cleaned up. If it’s not done at that time we go out for bids and assess the cost to the property.

Property owner Gary Staudacher stated he doesn’t have the funds or energy to clean it. Requested the city take it but they want it cleaned up.

City Administrator Crawford asked City Attorney Martineck if they could give it to the city if there was an owner on there that had passed away?

City Attorney Martineck stated they would look into the process of the sale of the property since there is more than one owner.

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

**Approve Order on Dangerous Building Located at 925 2nd St. SE.**

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

#### Ordinance

**Approve Second and Final Reading of Ordinance 1110, an Ordinance for Contractor Licenses.**

City Attorney Martineck stated the paragraph that defines public contract and adding language as far as the dollar limitation as to when a license is required which will match state law.

Commissioner Magnuson commented he doesn’t feel the need for contractor license when they are already licensed and bonded by the state. Is it better to request the information on the permits?

Commissioner Bishop moved to approve following state ordinance, seconded by Commissioner Gulmon.

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

Motion passed.

**Approve Second and Final Reading of Ordinance 1111, an Ordinance to Amend and Reenact Subsection 17 of Section 14-10-49 of the Valley City Municipal Code Related to Parking in Public Parking Lots.**

City Attorney Martineck stated no changes from the first reading.

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

#### Resolution

**Approve Resolution 2370, a Resolution Amending the Master Fee Schedule (Contractor License).**

City Attorney Martineck stated based on the approval of ORD 1110 we need to add the contractor fees to the schedule. It will be $100 for initial and $50 for the renewal and anyone that is currently doing work in Valley City it will be $50.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop.

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

Motion carried.

**Approve Resolution 2371, a Resolution to Approve the Replat of Meadow View Estates.**

City Attorney Martineck stated this was submitted to the PZ Commission and was approved with the conditions listed on the resolution.

Mayor Carlsrud asked about sidewalks.

City Attorney Martineck recommended that we can move forward with this authorizing the City Administrator to take care of it as part of the developer’s agreement.

Commissioner Bishop moved to approve authorizing the City Administrator to make the decision on the sidewalks as part of the developer’s agreement, seconded by Commissioner Magnuson. Motion passed unanimously.

#### New Business

**Approve Agreement with Engineering to Evaluate Road Quality**.

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

**Approve Application for Property Tax Exemption at 460 6th Ave SW.**

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

**Approve Agreement between the City of Valley City and Barnes County Development Corporation.**

Jennifer Feist stated there were no changes other than the new expiration of the date and ORD number. Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson. Motion passed unanimously.

#### City Administrator’s Report

**City Administrator Crawford** reported that the levees have started to be removed. They are working to get the VCSU area cleaned up with college moving in this Friday. Everything should be done no later than September 21st. If you have any damage, let us know and that will be addressed in the next step.

#### City Updates & Commission Reports

**PW Manager Jacobson** reported the 3rd year of the recycling contract just ended in July. The contract called for a base limit of 900 tons and Valley Recycling hit 1,230 tons. A couple of months ago we received a letter from the City of Fargo and the rates for hauling our waste to them is going up $5 and they may be adding a surcharge for anybody out of the county.

**Chad Petersen from KLJ** provided an update on construction projects. 6th St. is pretty much wrapped up, sod will take place when temperatures cool down. 12th St N mill and overlay will begin tomorrow and paving is scheduled for Thursday. Temporary striping will be in place prior to school starting.

**President Carlsrud** stated we are into the fall season where timing is critical. Thanks to all of our city employees and commissioners for serving.

#### Adjourn

Meeting was adjourned at 6:24 P.M.

Attested to by:

Brenda Klein, Deputy Auditor Dave Carlsrud, President of the

City of Valley City City of Valley City Commission