# City Commission Meeting Valley City, North Dakota

## Tuesday, August 2nd, 2022

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

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

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

#### Pledge of Allegiance

#### Making COnnections through Block Parties Proclamation

#### Approval of Agenda

No Changes.

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from July 19th, 2022 Commission Meeting, seconded by Commissioner Erickson. 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 New Contractor License for J-Tech Mechanical, LLC for the period of June 1, 2022 through May 31, 2023.**

**Approve Application for Raffle Permit for VCSU from August 15, 2022- June 30, 2023.**

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

#### Ordinance

**Approve First Reading of Ordinance 1110, an Ordinance for Contractor Licenses.**

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

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

Motion passed.

**Approve First 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.**

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

#### New Business

**Approve Monthly Bills for the City and Public Works in the Amount of $1,295,553.85.**

Finance Director provided breakdown of July expenses.

**Approve Extraterritorial Jurisdiction Agreement with Barnes County.**

City Attorney Martineck stated this is generally updating the previous agreement that was approved in 2014 with a couple of minor changes including the extraterritorial jurisdiction automatically extending if city limits are extended, providing a map to the county to keep them updated of the changes and providing language regarding subdivisions that are on the outskirts of the extraterritorial zone.

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

**Review Petition for Vacation of Four Bottle Drive and Approve for Further Consideration of Planning and Zoning Commissioner.**

City Attorney Martineck stated there is currently a verbal agreement between the businesses on Four Bottle Drive and City Staff to vacate the length of that and turn if over to private ownership. Details are being worked out but we wanted this approved so we can send it to PZ.

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

**Approve and Award Bid for Temporary Levee Removal.**

Chad Petersen stated the bid opening was held on August 2nd and 2 bids were received with the low bid coming in at $827,079.97 by Scherbenske out of Jamestown. Strata had the other bid at $991,811.60. Recommendation is to award the contract to Scherbenske. Once that is awarded the contractor has to start work within 14 days and the clay removal has to be completed within 3 weeks and 2 weeks after that the topsoil, seeding and restoration has to be complete.

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

**Approve the City’s Selection to Purchase the DEF Tank Equipment from Dakota Plains Ag/CHS for the total of $1,872.24.**

#### City Administrator Crawford stated this is in conjunction with another piece of the USDA grant but it took a while to get the bids in.

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

#### City Administrator’s Report

**City Administrator Crawford** reported after the work they did on Crestwood the supplies were $42,000 and the cost of the dig was $22,000 so we will work on getting that study done through our emergency manager.

#### City Updates & Commission Reports

**City Assessor Hanson** reported that next week is the State Equalization meeting in Bismarck and the annual conference and she and Tina will be attending. There were no protests at the city or county meeting so we are expecting no issues. Assessor Hansen stated that August 12th will be her official last day before retirement.

**Chad Petersen from KLJ** provided an update on 6th St. NW opened Thursday. The seeding will take place when weather conditions are a little cooler. They did spray it with hydro mulch on there as an erosion measure.

12th St NW they are working on ADA ramps. The concrete, mill and overlay will be done before August 20th. Once they are done with that concrete, they will move over to Petro to start on that portion of the project.

**Commissioner Gulmon** reported that the preliminary budget had been approved. Thank you to all department heads and portfolio holders. A lot of work has taken place to get to this point. Special thanks to Avis, Brenda, Gwen and Mayor Carlsrud for sitting through all the workshop budget meetings that have taken place.

**Commissioner Erickson** reminded everyone to have their garbage out by 7:00 AM. The Master Lift Station will be cleaned on the night of August 11 when water usage is already down but if possible, try to minimize usage beginning around 9:00 PM.

**President Carlsrud** mentioned that this has been the best budget process that he has experienced so than you to all that made that happen. Sunday the Fire Department had a day of activities for their families. Thanks to the volunteers for all they do. Thank you to Sandy for all of the years you’ve invested in the City of Valley City.

#### Adjourn

Meeting was adjourned at 5:29 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission