# City Commission Meeting Valley City, North Dakota

## Tuesday, September 7th, 2021

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

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

Others City Administrator Crawford and City Attorney Martineck, Finance Director Richter, Administrative Assistant Johnson, Deputy Auditor Klein, Police Chief Hatcher.

#### Pledge of Allegiance

#### Approval of Agenda

No Changes.

#### Approval of Minutes

Commissioner Bishop moved to approve the minutes from the August 17th and August 30th, 2021 meetings, 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 Raffle Permit for Sheyenne Care Center.

Approve Parade Application for VCSU Homecoming Parade on Oct. 2 at 10:30 AM on Central Ave from 12 St. NE to the VCSU Foot Bridge.

Approve Block off the Street Request from RL Stearns for the alley running East/West at Ace Hardware from beginning September 8th for about 2 weeks.

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

#### PUBLIC HEARING

Public Hearing for 2022 City Budget.

President Carlsrud declared the Public Hearing Open.

Finance Director Richter gave overview of the 2022 budget.

Steve Jorissen commented about the city taxes going up about 10%. Wondering what is going on?

Finance Director Richter stated there were a couple factors in the 10%. When you take the increase on the value of your home, I believe it’s 5.8%. Last year for the budget we reduced our mill levy by 4.51 mills. We had Covid CARES funds for about $100,000 to offset that, to buy down our mill levy. We no longer have that so we brought the mill levy back up to what it was before we have the Covid CARES money.

Steve Jorissen asked if what we are saying is that this year budget is pretty much like it was about 2 years ago. Overall what is the dollar amount that the budget went up?

Finance Director Richter stated for the general fund the expenditures increased $138,609.

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

Commissioner Gulmon moved to approve the first reading of Ordinance No. 1089, an Ordinance Adopting the 2022 City Budget, seconded by Commissioner Magnuson. Motion passed unanimously.

#### New Business

Approve Monthly Bills for the City and Public Works in the Amount of $2,347,996.56

Finance Director Richter reported about $283,000 in PFP because of purchasing the maintenance building and also the two vacant properties. The new equipment lease for $68,000, BND some PFP debt service due for another $64,000, invoice for the FD addition for $53,000, construction projects are around $750,000 and MRES is another $460,000. The remaining balance is our employee salaries and insurance.

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

Approve Valley City Barnes County Development Request for Funds.

Jennifer Feist stated this is requesting $10,000 to assist with the drain analysis in the Northwest Industrial Park.

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

Consider the Valley City Barnes County Development Corporation’s request to Retain $188,000 of Economic Development Funds.

Jennifer Feist stated this request is because we recently accepted an offer to purchase a building in the Northwest Industrial Park. We are planning to construct a new manufacturing type building in that area.

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

Consider Granting Easement to Barnes County Park Board for Monson Trail.

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

Approve City Administrator to Negotiate Sale of City Lot Located North of West Main Street in NP Additions 5 and 6.

City Administrator Crawford stated she presented the offer of $48,200 for the property that we own which also included the right of way and the easement for the Monson Trail.

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

Consider Site Authorization for Barnes County Wildlife Federation at the Valley City Eagles Club on April 2, 2022.

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

#### City Administrator’s Report

**City Administrator Crawford** stated we closed on a cold storage building for the PFP. We also closed on the PFP lots that were able to be built on so we could protect that. The property to the west is being used as community gardens but we spoke to the owner and they can keep doing what they’re doing until we’re ready to build the flood wall. The closing on the Valley Implements building should be this Thursday at 9 am.

#### City Updates & Commission Reports

**Chad Petersen from KLJ** updated on the construction. Main Street Streetscape the rain last week slowed progress a little bit along with some of the basement windows we encountered under the sidewalk that has been there for years. The concrete work on that block should be done early next week and then we’ll be shifting to the concrete work between 2nd and 3rd. We’re making progress and still on schedule. We’re still waiting for a term date for the mill and overlay on south Central. We have some parades coming up and need to make sure we’re communicating with them.

The recommendation to fix the drain by the Elks is to take bids this fall so there is a contractor in place and get the materials ordered to do the work this spring.

**Commissioner Gulmon** stated a couple meetings ago a discussion took place about a collaboration with the Park District and CVB about a Marketing Coordinator. That is nearing completion, interviews are taking place this week.

**President Carlsrud** thanked to all that worked on the budget. Our water department has reported that our water supply is in a good position so we aren’t likely to go on any restrictions. Thank you to our Police Department and the Fire Department.

#### Adjourn

Meeting was adjourned at 5:35 P.M.

Attested to by:

Avis Richter, Finance Director Dave Carlsrud, President of the

City of Valley City City of Valley City Commission