



Horace City Council Meeting Minutes

The Horace City Council met on October 4, 2021 @ 6:00 pm at Horace City Hall. Those present were Councilmember Chelsey Johnson, Councilmember Naomi Burkland, Councilmember Jeffrey Trudeau, and Councilmember Sarah Veit. Others present included: Brenton Holper and Jim Dahlman. Mayor Peterson and Lukas Croaker were absent.

Councilmember Johnson acted as the Vice Mayor and called the meeting to order at 6:03 pm. The pledge of allegiance was recited.

Agenda Item #3: Approve Regular Agenda

Motion: Approve the Regular Agenda and Remove Agenda Item #14.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #4: Approve Consent Agenda

Councilmember Trudeau asked if the tax abatement forms will be added to the consent agenda again? Mr. Holper said that the staff is working on refining the process and will add the abatements.

- a. Vendor Invoices
- b. Balance Sheet & Income Statement
- c. Pledge Reports
- d. Water, Sewer, Storm and Street ID No. 2020-4 (Lost River Fifth Addition)
 - i. Progressive Estimate No. 10 (FINAL) to Dakota Underground Co.
- e. Water, Sewer, Storm and Street ID No. 2021-3 (Lakeview Addition)
 - i. Progressive Estimate No. 2 to Dakota Underground Co.
- f. Water, Sewer, Storm and Street ID No. 2020-2 (82nd Avenue)
 - i. Progressive Estimate No. 6 to Dakota Underground Co.
- g. Water, Sewer, Storm and Street ID No. 2021-1 (Southdale Farms Third Addition)
 - i. Progressive Estimate No. 5 to Dakota Underground Co.
- h. Sanitary, Storm Sewer, and Street ID No. 2019-01 (Lakeview Drive and 79th Avenue)
 - i. Progressive Estimate No. 15 (Semi-Final) to KPH Inc.
- i. Water, Sewer, Storm and Street ID No. 2017-1 (Lost River Additions) Final Pavement Lift & Miscellaneous Street Patching
 - i. Progressive Estimate No. 1 to Border States Paving Co.
- j. Water, Sewer, Storm and Street ID No. 2021-2 (Terra Gardens Third Addition)
 - i. Progressive Estimate No. 2 to Fox Underground
- k. Water, Improvement District No. 2020-06 (Horace Proper Water System Replacement) DWSRF Project No. 01900488-16-01
 - i. Progressive Estimate No. 1 for Work Completed and Stored Materials to KPH Inc.
- l. Water Improvement District No. 2020-7 (Connection to Cass Rural Water District) DWSRF Project No. 0900488
 - i. Progressive Estimate No. 1 to Key Contracting
- m. Sanitary, Sewer, and Street ID No. 2019-6 (Cub Creek 1st Addition)
 - i. Progressive Estimate No. 15 (Semi Final No.2) to Dakota Underground Company



Motion: Approve the Consent Agenda.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Burkland

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #5: Approval of City Council Meeting Minutes from September 20, 2021

Motion: Approve the City Council Meeting Minutes from September 20, 2021.

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Veit

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #6: Public Comment

Mr. Johnson, who lives in Country Acres, asked if someone could look into the status of his building permit for a garage that he would like to build behind his house. He has been waiting for the permit for a while and would like to pour the concrete before the winter starts. Mr. Holper said that he will check with the building inspectors to get an update for Mr. Johnson.

Agenda Item #7: Sheriff's Update | Ross Krause/Craig Keller, Cass County Sheriff's Department & Brenton Holper, City Administrator

No update.

Agenda Item #8: ReadiTech Fiber | Jacob Lematta, ReadiTech

Mr. Lematta was not present at 6:10 pm.

Agenda Item #9: Construction Engineering Services Selection | Brenton Holper, City Administrator

Mr. Holper explained that the City requested proposals for engineering services for Horace's two water projects – the Water ID No. 2020-7 (Connection to Cass Rural Water District) DWSRF project and the Water Improvement District No. 2020-6 (Horace Proper Water Replacement) project. The requests for proposals (RFP) were posted for three weeks. Interstate Engineering was the only company that sent in proposals. Mr. Holper recommended approval of the two received proposals.

Motion: Approve the Engineering Services Selection for the Water Improvement District No. 2020-7 (Connection to Cass Rural Water District) DWSRF.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Burkland

Action taken: All in favor, none opposed. Motion carried.

Motion: Approve the Engineering Services Selection for the Water Improvement District No. 2020-6 (Horace Proper Water Replacement).

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #10: Sanitary Sewer Improvement District No. 2021-6 (Lift Station SA-13) Horseshoe Bend | Jim Dahlman, City Engineer

Mr. Dahlman explained that staff received three bids for the Sanitary Sewer Improvement District No. 2021-6 (Lift Station SA-13) Horseshoe Bend. The bid opening took place on September 16, 2021.

Mr. Dahlman explained that the lowest bid was in the amount of \$746,042 and came in from CC Steel in



Fargo. The other two bids were significantly higher (over \$100,000) which prompted CC Steel to request to review its bid. The contractor stated that they would like to move forward with the original bid asked to discuss this project with the City Council if soil conditions are worse than expected. The area is known for sandy soil conditions. Mr. Dahlman explained what the process is if sand would be detected in the soil at the construction site.

Motion: Award the Sanitary Sewer Improvement District No. 2021-6 (Lift Station SA-13) Horseshoe Bend Project to CC Steel.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #11: Sprinkler Ordinance | | Brenton Holper, City Administrator

Mr. Holper presented the 2nd reading of the sprinkler ordinance. There were no objections or comments received and Mr. Holper recommended approval.

Motion: Approve the 2nd Reading of the Sprinkler Ordinance.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Burkland

Action taken: All in favor, none opposed. Motion carried.

Item #12: City Hall Remodel – Furniture Purchases | Brenton Holper, City Administrator

Mr. Holper explained that once the City Hall building is remodeled, more office furniture will be needed. The current furniture will be used, and additional matching items will need to be purchased to furnish the additional office space. A bid was received from Christianson’s Business Furniture of \$25,824.51. The City Council reviewed the remodel plans and proposed furniture purchases.

Councilmember Veit asked if the conference table had power modules. Mr. Holper replied that the conference table does have two power modules. Councilmember Veit suggested that the cost of the conference table would be reviewed to see if there were cheaper options available. Councilmember Johnson agreed and stated that she will research more inexpensive tables. Mr. Holper recommended that the Council approve a budget of \$30,000 for the furniture purchases in case unforeseen additional costs will arise after the remodel has been completed.

Motion: Approve the Furniture Purchases for City Hall not to Exceed \$30,000 Contingent on Reducing the Price of the Conference Table, if Feasible.

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Veit

Action taken: All in favor, none opposed. Motion carried.

Agenda Item #13 Water, Sewer, Storm and Street ID No. 2020-4 (Lost River Fifth Addition) | Jim Dahlman, City Engineer

Mr. Dahlman presented the balancing change order No. 4 in the amount of negative (\$36,728.04) for the Water, Sewer, Storm and Street ID No. 2020-4 (Lost River Fifth Addition) project. Mr. Dahlman explained that this change order balances out the quantities stated in the contract with the actual constructed quantities. The quantities of construction materials used were lower than the construction materials estimated in the contract which prompts a refund of \$36,728.04.

Motion: Approve the Balancing Change Order No. 4 in the amount of negative (\$36,728.04) for the



Water, Sewer, Storm and Street ID No. 2020-4 (Lost River Fifth Addition) Project.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Burkland

Action taken: All in favor, none opposed. Motion carried.

(Removed) Agenda Item #14: White Cane Safety Proclamation Discussion & Action | Brenton Holper, City Administrator

The item was removed from the agenda.

Agenda Item #15: Engineering/Public Works | Jim Dahlman, City Engineer

- a. Key Contracting who is working on the Connection to Cass Rural project completed the work near the Horace water tower. KPH will start working their way up north to the Cass Rural water tower.
- b. The lining of the water mains in Willow Ct. was completed by KPH who is working on the 2020-6 (Water Replacement) project. The contractor is currently working on finding a leak that appeared after working on the water mains. The water replacement was completed on Thue Ct. up to Wall Ave. Mickey Mouse Ave. will be worked on next and residents will be connected to temporary water lines. Mr. Dahlman explained the reason for several water outages that occurred during the past two weeks. Councilmember Johnson voiced concern about the conditions of the roads that KPH worked on and asked what could be done to restore the affected roads.

The Council discussed the water shut offs that had occurred due to the water project. Councilmember Veit explained that the contractor is dealing with a very outdated system that has not been repaired since the 1970s. She noted that it is no wonder that Horace has been experiencing so many water leaks because the pipes are extremely old and that she is amazed the pipes even lasted this long. She added that she agrees with Councilmember Johnson that the roads need to be fixed before the winter. Councilmember Johnson requested that more notice will be given to residents if homes and driveways will be blocked due to construction.

- c. The storm sewer, sanitary mains and services were completed in the Lakeview Addition. The next step will be road excavation.
- d. The water mains and storm main in the Terra Gardens Third Addition were completed. The next steps will be road preparations and paving, sidewalks, shared use paths, signage, and hydro mulching.
- e. The bituminous paving was completed in the Southdale Farms Third Addition. The next steps will include construction of the turn lane on County Rd. 17, pond excavation, street light installation, and concrete flatwork.
- f. Mr. Dahlman gave an update on grant application that were successful. He explained that staff is in the process of applying for funding for the shared use path phase III. The Council discussed the planned shared use paths to ensure children a safe way to get to schools. Better signage was also discussed to make sure that school children will be safe traveling from and to the schools in Horace.

Councilmember Trudeau requested an update on the compensation to residents on 72nd St. that were affected by damages caused by the Maple Lakes Addition. Councilmember Trudeau requested Mr. Dahlman contact MVP Contracting to ask them to fix their damages to the ditches on 104th Ave. Mr. Dahlman responded that he will get back to Councilmember Trudeau as soon as possible.



Agenda Item # 15.1: ReadiTech Fiber | Jacob Lematta, ReadiTech

Mr. Lematta from ReadiTech updated the Council on the progress of the city-wide fiber installation project. He summarized the progress and explained that ReadiTech is trying to get connectivity to their office. He added that about 150 residents showed interest in connecting to fiber optics without any advertising. The Council discussed the locator flags that are installed in many residents' front yards and that staff receives many questions regarding the flags. Councilmember Veit asked that staff update residents on social media and the website on a regular basis which would eliminate many of the questions residents ask.

Agenda Item #16: City Administrator | Brenton Holper, City Administrator

- a. A City Council special meeting will be scheduled for October 25, 2021, at 5:00 pm for a special assessment objection hearing.
- b. Staff continues to work on agreeing on a fee to rent the Fire Hall Event Center on an ongoing basis for City meetings. Councilmember Johnson continues to negotiate renting space at the Horace schools, but they expressed that they would prefer the meetings be held at the Fire Hall. The Councilmembers hope that a fair deal with the Fire Hall could be negotiated.
- c. Staff continues to work on a bid for the City Hall residing project. A structural engineer looked at the support posts below the building to make sure they are according to code. Councilmember Burkland voiced concerns about rising costs when it comes to remodeling City Hall. Councilmember Johnson assured that all available options will be looked at.
- d. Staff is working on applying for federal funding for a second sewer connection to Fargo.
- e. The pricing for the Temporary Bond 2121B (for the Lakeview and Arrowwood subdivisions) was set at 0.6% which is a very good rate. The last temporary bond was at 0.65%.

Agenda Item #17: Portfolio Reports

- a. Mayor Peterson – not present.
- b. Councilmember Veit – no update.
- c. Councilmember Burkland asked what the status of the new website was? Mr. Holper responded hopes that the new website will be launched next month. Councilmember Burkland reminded residents that the Halloween in Horace event will be held on October 29, 2021. Judges were selected for the best costume contest. The winner will receive a family overnight stay at the Arrowwood Resort.
- d. Councilmember Johnson – no update.
- e. Councilmember Trudeau reported that Councilmember Veit and him met with KPH and received an update on the Water Replacement Project. He also attended several Special Assessment Commission meetings. The next City Council meeting on October 25th, 2021, will hear all written objections. The final special assessment lists are due on November 1, 2021. Councilmembers Veit and Trudeau asked for an update on the latest special assessment lists. Mr. Dahlman gave an update of the status of all five 2021 City of Horace special assessments.

Agenda Item #18: Adjourn

Motion: Approve Meeting Adjourn at 7:45 pm.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Veit

Action taken: All in favor, none opposed. Motion carried.

The next Horace City Council meeting is scheduled for **Monday, October 18, 2021, at 6:00 pm**