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## Horace City Council Meeting Minutes

The Horace City Council met on **February 19, 2019** at 6 pm at City Hall. Those present were, Chelsey Johnson, Bryan Schmidt, and Dave Fenelon Kory Peterson and John Koerselman were absent.

The Pledge of Allegiance was recited.

Mayor Peterson called the meeting to order.

The Regular Agenda was approved as presented by first motion Councilmember Johnson and second motion by Councilmember Fenelon. All in favor, motion carried.

The Consent Agenda was approved as presented by first motion Councilmember Fenelon and second motion by Councilmember Johnson. All in favor, motion carried.

The Meeting Minutes from February 4, 2019 was approved as presented by first motion Councilmember Fenelon and second motion by Councilmember Johnson. All in favor, motion carried.

**Public Comment:** no comments were made during the public comment period.

**Storm, Sewer, and Street ID No. 2019-3 (81<sup>st</sup> Avenue & 63<sup>rd</sup> Street) | Lukas Croaker, City Attorney**

Mr. Croaker opened the Protest Hearing at 6:16 pm and closed at 6:16 pm; no protests were made.

Mr. Croaker presented the Resolution Declaring Insufficient Protests, which declares that no changes were made, and no comments were received. The Resolution Declaring Insufficient Protests was approved as presented by first motion Councilmember Johnson and second motion by Councilmember Fenelon. All in favor, motion carried.

Mr. Croaker presented the Resolution Directing Engineer to prepare plans and specifications. The Resolution Directing Engineer to prepare plans and specifications was approved as presented by first motion Councilmember Fenelon and second motion by Councilmember Johnson. All in favor, motion carried.

**Sanitary, Storm Sewer, and Street ID No. 2019-2 (76<sup>th</sup> & Roundabout) | Jim Dahlman, City Engineer**

Mr. Dahlman presented the Engineering Services Agreement for 2019-2 (76<sup>th</sup> & Roundabout). The Cass County Highway Department will be the lead designer and Interstate Engineering will assist the Highway Department with the project. Mr. Croaker reviewed the agreement prior to the meeting. The Engineering Services Agreement was approved as presented by first motion Councilmember Fenelon and second motion by Councilmember Johnson. All in favor, motion carried.

**Horace Happenings Advertising Agreement | Brenton Holper, City Administrator**

Mr. Holper presented the Horace Happenings Advertising Agreement., This agreement addresses the fee schedule for advertisers in the newsletter and the frequency (6 issues per year). The quality will improve, and a stronger online presence will be worked towards. Councilmember Fenelon requested



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that a discount for nonprofit organizations be included. The City will accept all non-profit organizations that have their 5013C form to receive a 30% discount on the advertising agreement. The Council would like the Horace Happenings Advertising Agreement to be a 2-page agreement rather than 4 pages. Councilmember Fenelon made the first motion to approve the Horace Happenings Advertising Agreement with it being condensed in the number of pages and to include a discount for non-profits. Councilmember Johnson made the second motion. All in favor, motion carried.

#### **Residential Building Permit Rates | Matt Lower, City Community Development Director**

Mr. Lower presented a new fee schedule for Residential Building Permit Rates. This change follows the same rate structure as other cities throughout the Fargo-Moorhead metro. With this change, the City is not expected to be at a financial loss for inspections and staff time associated with the permit. The Residential Building Permit Rates schedule was approved as presented by resolution. The first motion was made by Councilmember Johnson and second motion by Councilmember Fenelon. All in favor, motion carried.

#### **Engineering Status Update | Jim Dahlman, City Engineer**

Mr. Dahlman presented the Engineering Status Report. Mr. Dahlman shared a quick update on the water meter replacement project. Remaining water meters except for lockout meters are expected to be installed by February 19, 2019 and the project is expected to begin closing out at the end of the month.

#### **Official Planning and Zoning Map Approval | Jim Dahlman, City Engineer**

Mr. Dahlman presented the Planning and Zoning Map; the Map was approved at the last Planning & Zoning meeting. The Map will be completed in 2 weeks and will be sent out electronically to all Councilmembers.

#### **Engineering Services Agreement with Interstate Engineering – Elevated Water Storage Tank (Water Tower) | Jim Dahlman, City Engineer**

Mr. Dahlman presented the Engineering Services Agreement on the Water Tower. Eventually the present water tower will be decommissioned when the new water tower is completed. The Engineering Services Agreement for the Water Tower was approved as presented by first motion from Councilmember Johnson and second motion by Councilmember Fenelon. All in favor, motion carried.

#### **Maple Lakes Subdivision | Jim Dahlman, City Engineer**

Mr. Dahlman shared that the developer of Maples Lakes Subdivision was at the last Planning and Zoning meeting, and the rezone and preliminary plats were approved with revisions.

Mr. Dahlman shared that some of the residents in Maple Lakes Subdivision would like to use Interstate Engineering for submitting proposals for the plans of this development. The Council was not concerned with Interstate Engineering working with developers for plan development and saw benefits of improved communication with the City and developers as a possibility.

#### **Infrastructure Projects Update | Jim Dahlman, City Engineer**



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Mr. Dahlman informed the City Council that the 76<sup>th</sup> & Roundabout Joint Powers Agreement with Cass County was approved for \$1 million from Cass County for this project.

**General Update | Brenton Holper, City Administrator**

Mr. Holper provided an update on legislative issues that are a concern to the City and the North Dakota League of Cities (NDLC). The Prairie Dog Bill was up for a vote either the afternoon before the Council meeting or the next day. There is support for this bill, but Cities are still watching this bill carefully. House Bill 1380 was presented for a vote and failed to pass the House.

On March 1, 2019, the NDLC will be hosting the Celebrate Cities Day at the State Capital in Bismarck. Council is encouraged to attend if possible. Councilmember Johnson and Mr. Holper will be attending this event.

**Portfolio Reports:**

- Councilmember Koerselman: Absent
- Councilmember Fenelon: No report
- Councilmember Johnson: No report
- Councilmember Schmidt: No report
- Mayor Peterson: Absent

**Adjourn**

A motion was made by Councilmember Johnson to adjourn the meeting and second motion by Councilmember Fenelon. All in favor, motion carried. The meeting adjourned at 7:20 pm.

Kory Peterson, Mayor

Vance Kemmer, City Auditor