



## **Horace City Council Meeting Minutes**

The Horace City Council met on November 18, 2019 @ 6:00 pm at Horace City Hall. Those council present were: Kory Peterson, David Fenelon, Chelsey Johnson, and Bryan Schmidt. Others present included: Lukas Croaker, Jim Dahlman, Russ Sahr, Barrett Voigt, and Brenton Holper.

Mayor Peterson called the meeting to order.

The pledge of allegiance was recited.

### **Agenda Item #3: Approve regular agenda**

**Motion:** Approve the regular meeting agenda.

**1<sup>st</sup> Motion:** Councilmember Johnson

**2<sup>nd</sup> Motion:** Councilmember Schmidt

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

### **Agenda Item #4: Approve consent agenda**

a. Vendor Invoices

b. Income Statement

c. Water, Sanitary, Storm Sewer, and Street ID No. 2015-02 (Prairie View Addition – Final HBP Lift)

i. Progressive Estimate No. 1 to Northern Improvement for \$115,751.29

ii. Balancing Change Order which decreases the contract by \$16,906.96

**Motion:** Approve the consent agenda.

**1<sup>st</sup> Motion:** Councilmember Fenelon

**2<sup>nd</sup> Motion:** Councilmember Schmidt

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

### **Agenda Item #5: Approval of City Council Meeting Minutes from November 4, 2019.**

**Motion:** Approve the City Council Meeting Minutes from November 4, 2019.

**1<sup>st</sup> Motion:** Councilmember Fenelon

**2<sup>nd</sup> Motion:** Councilmember Johnson

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

### **Agenda Item #6: Approval of Special City Council Meeting Minutes from November 7, 2019.**

**Motion:** Approve the Special City Council Meeting Minutes from November 7, 2019.

**1<sup>st</sup> Motion:** Councilmember Schmidt

**2<sup>nd</sup> Motion:** Councilmember Johnson

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

### **Agenda Item #7: Public Comment**

No comments.



**Agenda Item #8:** Sherriff's Update

No comments .

**Agenda Item #9:** Cass County Multi-Hazard Mitigation Plan

a. Discussion & Action

Brenton Holper gave a summary that the mitigation covers any hazard and mitigation plan to respond to these events and how to prevent those type of activities. This is critical in order to have access to FEMA funds and has been updated by the County over the last year.

**Motion:** Motion to approve the resolution to support the Multi-Hazard Mitigation Plan with noted corrections on minimum setback.

**1<sup>st</sup> Motion:** Councilmember Schmidt

**2<sup>nd</sup> Motion:** Councilmember Fenelon

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

**Agenda Item #10:** Wilds 20th Addition (West Fargo) 9th St. Right of Way

a. Discussion & Action

Lukas Croaker presented a request from property owners of Lot 1 and Lot 2, Block 1 and Lot 1, Block 2, to move the right of way (continuation of 9<sup>th</sup> Street from West Fargo) as reflected on the plat where their property is present to accommodate existing horse barns and pasture. Requestors attorney, Jordan Weir, was available to discuss with the City Council. The Planning Commission recommended 5-0 to keep the right of way in its current location.

**Motion:** Motion to keep the right of way for the continuation of 9<sup>th</sup> Street from West Fargo as it is reflected on the plat.

**1<sup>st</sup> Motion:** Councilmember Schmidt

**2<sup>nd</sup> Motion:** Councilmember Johnson

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

**Agenda Item #11:** Sheyenne Diversion Channel Adjustments Request

a. Discussion & Action

Joel Paulson, Executive Director of The Diversion Authority, spoke on the proposed environmental mitigation changes and how they could affect the Sheyenne Diversion.

**Motion:** Motion to approve the resolution of support as requested.

**1<sup>st</sup> Motion:** Councilmember Schmidt

**2<sup>nd</sup> Motion:** Councilmember Johnson

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

**Agenda Item #12: Engineering/Public Works**

**Discussion:** Jim Dahlman gave an engineering & public works update including;

- a. TA application is complete, due to MetroCOG Wednesday 11/27/19.
- b. Terra Gardens has the final affidavit of final review and acceptance.
- c. Adelman's addition drainage overview and status update.



d. Memory Lane, the river has gone done which has made improvements to the water accumulating in the ditch and will continue to monitor.

e. Pie event on 11/19/19 4pm - 6pm @ Fire Hall, open to the public.

### **Agenda Item #13: City Administrator**

**Discussion:** Brenton Holper gave the City Administrator update.

a. Resolution of good standing for Permits is currently being developed. This will require any applicants to not have outstanding financial debts to the City prior to any permits being granted.

b. 72<sup>nd</sup> Street by Country Acres – asphalt millings to help control dust have been applied to the road.

c. City of the Year Signs received and have been posted.

d. Christmas lights North of Casey's have been hung up but working on some outlet issues with Northern Improvement to address and they will be working soon. The City has received a lot of positive feedback with the displays.

e. City Vehicle Purchase

i. Mr. Holper requested an additional \$5,000 to the \$30,000 already budgeted for an end of the year vehicle purchase. This vehicle would be used by additional building inspection staff and city hall staff.

**Motion:** Motion to approve the amount of \$35,000 for a new city vehicle purchase.

**1<sup>st</sup> Motion:** Councilmember Fenelon

**2<sup>nd</sup> Motion:** Councilmember Schmidt.

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

### **Agenda Item #14: Portfolio Reports**

**Mayor Peterson** – Requested a status update on the municipal judge. Mr. Holper noted that the judge is working on her apprenticeship training and municipal court is expected to be ready by the beginning of the new year.

- NDDOT meeting on 11/19/19 in Bismarck and a Land Management meeting with the FM Diversion on 11/20/19.
- Association of General Contractors meeting on 12/10/19.
- Requested that the City Engineer provide summaries on projects before in more advance.

**Councilmember Koerselman** – Not present.

**Councilmember Fenelon** – Meeting with MetroCOG on Thursday 11/21/19.

- Keith Asheim started today as the Building Inspector but is very familiar with Horace and has worked in Horace during Perry's absence.
- Barrett Voigt, Community Development Director starts on Monday 11/25/19.

**Councilmember Johnson** – Food Commission meeting on 11/13/19 and was great to attend.

- Event planning meeting on Thursday on 11/21/19 and are all welcome.



- The first annual holiday event on 12/14/19 and think this coincides so nicely with the lights and feedback we have received on them.

**Councilmember Schmidt** – Finalizing the Capital Improvement Plan for 2020 and the priority level of each item once collected.

- Utility rate analysis and getting any recommendations for rate changes.

**Agenda Item #15: Adjourn**

**Motion:** Approve meeting adjourn at 7:34 pm.

**1<sup>st</sup> Motion:** Councilmember Schmidt

**2<sup>nd</sup> Motion:** Councilmember Johnson

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

**Next Regular Meeting is December 2, 2019 at 6:00 pm**