



## **Horace City Council Meeting Minutes**

Due to COVID-19 and social distancing, the Horace City Council meeting took place online on November 16, 2020 @ 6:00pm. Those present on the Zoom video conference call were Mayor Kory Peterson, Councilmember Chelsey Johnson, Councilmember Bryan Schmidt, Councilmember John Koerselman, and Councilmember Dave Fenelon. Others present included: Jim Dahlman, Lukas Croaker, Brenton Holper, and Barrett Voigt.

Mayor Peterson called the meeting to order.

Mayor Peterson forwent the pledge of allegiance.

### **Agenda Item #3: Approve Regular Agenda**

**Motion:** Approve Regular Agenda.

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

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

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

### **Agenda Item #4: Approve Consent Agenda**

- a. Vendor Invoices
- b. Balance Sheet & Income Statement
- c. Street Improvement District No. 2005-2 (Rud's Addition) & Miscellaneous Street Patching  
Progressive Estimate No. 2 FINAL to Northern Improvement Co.

**Motion:** Approve Consent Agenda.

**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 #5: Approval of City Council Meeting Minutes from November 2, 2020**

**Motion:** Approve City Council Meeting Minutes from November 2, 2020.

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

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

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

### **Agenda Item #6: Approval of Special City Council Meeting Minutes from October 29, 2020**

**Motion:** Approve Special City Council Meeting Minutes from October 29, 2020.

**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 #7: Approval of City Council Special Meeting Minutes from October 30, 2020**

**Motion:** Approve Special City Council Meeting Minutes from October 30, 2020.

**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 #8: Public Comment**

No comments.

**Agenda Item #9: Sheriff's Update | Ross Krause/Thomas Behm, Cass County Sheriff's Department**

The next Sheriff's update will be presented during the City Council meeting on December 7, 2020.

**Agenda Item #10: FY 2021 Cass County Sheriff's Service Agreement | Brenton Holper, City Administrator**

Mr. Holper presented the FY 2021 Cass County Sheriff's Service Agreement. The agreement for two deputies has to be renewed every year and approved by City Council. The City has been looking into hiring a third deputy but due to COVID-19 and the County's budget cuts, a third deputy will not be hired for this upcoming year. The City will continue to cover the salary and the benefits for the two deputies and the County covers their equipment costs.

**Motion:** Approve the FY 2021 Cass County Sheriff's Service Agreement.

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

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

**Action taken:** All in favor, none opposed. Motion carried (4-0).

**Agenda Item #11: Water, Sewer, Storm and Street Improvement District No. 2020-3 (Wall Avenue)**

**Agenda Item #12: Annexation by Resolution – Fradet's, Westbrook, and Lazy A Subdivisions | Lukas Croaker, City Attorney**

Mayor Peterson recommended tabling the motion for the Annexation by Resolution. A letter of support from Lost River developer and resident Jack Dwyer was mentioned. The letter included reasons why Mr. Dwyer is in favor of the annexation. Mayor Peterson concluded that he would like to set up another meeting with the Apple Orchard and Westbrook residents to discuss the Improvement District No. 2020-3 (Wall Avenue) proposal with the residents. The Annexation by Resolution will be presented again at the next Council meeting on December 7, 2020.

**Motion:** Table the Annexation by Resolution until the next City Council meeting on December 7, 2020.

**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 #13: Lakeview Heights Third Addition – Rezone Lots 1, 2, and 4 | Barrett Voigt, Community Development Director and Lukas Croaker, City Attorney**

Mr. Voigt presented the 2<sup>nd</sup> reading of the Lakeview Heights Third Addition Rezone (Lots 1, 2, and 4). No changes were made, and no further comments were received. Staff recommended approval.

**Motion:** Approve the Lakeview Heights Third Addition – Rezone Lots 1, 2, and 4 as Presented by Staff.

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

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

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

**Agenda Item #14: Cass Rural Water District – Water Purchase Agreement | Brenton Holper, City Administrator**

Mr. Holper presented the Cass Rural Water Purchase Agreement. Mr. Holper explained that the agreement is for a 20-year instead of a 40-year agreement. Under this agreement, the City would receive water at a rate of \$3.75 per 1,000 gallons for the first year. For the second year, the rate would be \$4.25 per 1,000 gallons of water. The City of Horace would be responsible for establishing the meter pit location and installing the meter, Cass Rural Water would maintain it. The agreement also included the water purchase quantities.

**Motion:** Approve the Cass Rural Water District – Water Purchase Agreement as Presented by Staff.

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

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

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

**Agenda Item #15: Street Improvement District No. 2005-2 (Rud’s Addition) & Miscellaneous Street Patching | Jim Dahlman, City Engineer**

Mr. Dahlman presented the Change Order for the Street Improvement District No. 2005-2 (Rud’s Addition) & Miscellaneous Street Patching. The change order was in the amount of -\$2,267.45.

**Motion:** Approve the Change Order No. 1 for the Street Improvement District No. 2005-2 (Rud’s Addition) & Miscellaneous Street Patching in the amount of negative -\$2,267.45.

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

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

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

**Agenda Item #16: Water, Sewer, Storm and Street ID No. 2021-1 (Southdale Farms Third Addition) | Jim Dahlman, City Engineer**

Mr. Dahlman presented the Water, Sewer, Storm and Street ID No. 2021-1 (Southdale Farms Third Addition). The plat for this improvement district is currently being reviewed. Staff is in the process of creating the district. Mr. Dahlman also presented the district boundary map.

**Motion:** Approve the Resolution Creating the Water, Sewer, Storm and Street Improvement District No. 2021-1 (Southdale Farms Third Addition).

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

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

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



**Motion:** Approve the Resolution Directing the Engineer to Prepare a Report and Cost Estimate for the Water, Sewer, Storm and Street Improvement District No. 2021-1 (Southdale Farms Third Addition).

**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 #17: Water, Sewer, Storm and Street ID No. 2021-2 (Terra Gardens Third Addition) | Jim Dahlman, City Engineer**

Mr. Dahlman presented the Water, Sewer, Storm and Street ID No. 2021-2 (Terra Gardens Third Addition) and explained the district boundary map. The plat for this 60 lot (single family homes) subdivision is in the process.

**Motion:** Approve the Resolution Creating the Water, Sewer, Storm and Street ID No. 2021-2 (Terra Gardens Third Addition).

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

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

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

**Motion:** Approve the Resolution Directing the Engineer to Prepare a Report and Cost Estimate for the Water, Sewer, Storm and Street ID No. 2021-2 (Terra Gardens Third Addition).

**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 #18: Engineering/Public Works | Jim Dahlman, City Engineer**

- a. The due date for possible transportation grants is December 2, 2020. Staff has proposed two new City projects. The first one was the County Road 17 Shared Use Path Phase 3 and the other one was a multi module improvement project going east from Mickey Mouse Avenue passing the Senior Center over to Freed Park. This multi module improvement project should enhance pedestrian and bicyclist safety. Councilmember Johnson has been working on letters of support. MetroCOG will review and score the projects.
- b. The liquidated damages for Lakeview Drive and 63<sup>rd</sup> Avenue were stopped on November 9, 2020. There are only a few punch list items left for this project.
- c. The preliminary site survey for the water connection to Cass Rural Water was completed. Staff is still waiting to receive comments back from federal agencies. It is anticipated that this project will be out for bids in early spring of 2021 and completed in the fall of 2021.
- d. The survey for the water main replacement project has not been completed. The schedule for this project is the same as the schedule for the Connection to Cass Rural Water project.
- e. Southdale Farms is complete. Staff met with Cass County Electric to discuss a field transformer location.
- f. Mr. Dahlman received a change order earlier. It is for a proposed storm water area drain for the pond. If the change order is approved the project could be completed within a few days. This amount is within the contingency plan for the project. The drain will help eliminate water in the storm pond.



**Motion:** Approve the Proposed Change Order for \$14,000 to Dakota Underground for the Cub Creek Storm Water Pond Area Drain.

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

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

**Action taken:** All in favor, none opposed. Motion carried (4-0).

**Agenda Item #19: City Administrator | Brenton Holper, City Administrator**

- a. Staff met with Cass County Electric to discuss a franchise agreement. Council should see a proposed contract within the next month.
- b. Staff met with the Fargo EDC the previous week and another meeting will be scheduled again soon.
- c. An update on the CARES Act funding was provided. The County rejected reimbursing over \$90,000 for law enforcement to the City of Horace. Staff will reach out to the League of Cities to discuss this issue.

**Agenda Item #20: Portfolio Reports**

- a. Mayor Peterson recorded an interview with Radio One which will air in January or February 2021. The Spotlight interview with the FM Chambers of Commerce was aired and posted to their website. Mayor Peterson will meet again with the Fradet's and Westbrook residents to discuss the new estimates for Wall Avenue.
- b. Councilmember Koerselman requested that the City reviews the best options for engineering firms that the City will work with in the future. This process should be done periodically.
- c. Councilmember Felon agreed with Councilmember Koerselman about reviewing engineering firm options.
- d. Councilmember Johnson explained that the shared use paths would connect to some of the new developments and that Interstate Engineering was able to provide several different options for connectivity.
- e. Councilmember Schmidt – no updates.

**Agenda Item #21: Adjourn**

**Motion:** Approve Meeting Adjourn at 7:04 pm.

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

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

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

**The Next City Council Meeting is December 7, 2020 at 6:00 pm**