



Horace City Council Meeting Minutes

The Horace City Council met on **December 17, 2018** at 6pm at City Hall. Those present were Kory Peterson, Chelsey Johnson, Bryan Schmidt, and Dave Fenelon. John Koerselman was absent.

The Pledge of Allegiance was recited.

Mayor Peterson called the meeting to order.

The Regular Agenda was approved with addition of discussing RTP under ND Transportation Alternatives Program Grant Application and the consultant versus part time position; by first motion Councilmember Schmidt and second motion by Councilmember Fenelon; all in favor non-opposed; motion carried.

The Consent Agenda was approved with KPH, Jenna Wilm, and FM Metro COG added by first motion Councilmember Fenelon and second motion by Councilmember Johnson; all in favor none-opposed; motion carried.

The Meeting Minutes from December 3, 2018 was approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor none-opposed; motion carried.

Public Comment: no comments were made.

Electric Franchise Ordinance Amendment & Agreement | Brenton Holper, City Administrator

Mr. Holper discussed in updating the Franchise Agreement starting with the Electric Franchise Ordinance and provider. The current agreement is not with the current provider and does not reflect a Franchise fee, which is payable to the City for the franchise to be operating in the City.

City Staff requested Council's approval to begin negotiations with the electric franchise provider and update the City's ordinance for the Electric Franchise. Other franchise agreements will be reviewed and discussed early in FY 2019. Approved by first motion Councilmember Schmidt and second motion by Councilmember Fenelon; all in favor, none-opposed; motion carried.

2019 Budget – Enterprise & Special Funds | Brenton Holper, City Administrator

Mr. Holper provided an overview of the proposed budgets for the enterprise funds (water, sewer, vector, and forestry) and special funds (highway fund, sales tax). Historically these funds have not been budgeted by the City. Budgets for the Water fund and Sewer Fund will likely need to be amended in FY 2019 after a more thorough review of those utility rates and completed. The FY 2019 Budgets for the Enterprise Funds and Special Funds was approved by first motion Councilmember Schmidt and second motion by Councilmember Fenelon; all in favor, none-opposed; motion carried.

Sanitary, Storm Sewer, and Street ID No. 2019-1 (Lakeview Drive) | Lukas Croaker, City Attorney

Protest Hearing was opened at 6:58pm and closed at 6:59pm with no comments.



Mr. Croaker stated that no protests were received for the Lakeview Drive project and a Resolution declaring insufficient protests would need to be approved by the City; approved by first motion Councilmember Fenelon and second motion by Councilmember Johnson; all in favor, none-opposed; motion carried.

Mr. Croaker presented a Resolution directing the City Engineer to prepare plans and specifications for the Lakeview Drive project; approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor, none-opposed; motion carried.

Sanitary, Storm Sewer, and Street ID No. 2019-2 (76th & Roundabout) | Lukas Croaker, City Attorney

Mr. Croaker presented a Resolution approving the Engineering Report for 2019-2, modifications to the report to add paving of 66th Street and Lighting in Adelman Addition; approved by first motion Councilmember Fenelon and second motion by Councilmember Schmidt; all in favor, none-opposed; motion carried.

Mr. Croaker presented a Resolution of Necessity for 2019-2, this identifies the project by the City Council as improvement that is needed for the City. Approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor, none-opposed; motion carried.

Sanitary Sewer, Water, Street, and Drainage Improvement District No. 2019-4 (Visto Industrial 3rd Addition) | Lukas Croaker, City Attorney

The Council tabled this agenda item.

Sanitary Sewer Improvement District No. 2018-1 (Alivia's Acres or Maple Lakes Estates) | Lukas Croaker, City Attorney

The Council tabled this agenda item.

Sanitary Sewer Improvement District No. 2018-2 (Service to 64th Area – Horseshoe Bend) | Lukas Croaker, City Attorney

This project will be renumbered to 2019-4.

Mr. Croaker presented a Resolution creating the District for 2018-2; this provides the boundaries for future assessments; approved by first motion Councilmember Fenelon and second motion by Councilmember Schmidt; all in favor, none-opposed; motion carried.

Mr. Croaker presented a Resolution directing the City Engineer to prepare the Preliminary Engineering Report for 2018-2; approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor, none-opposed; motion carried.

ND Transportation Alternatives Programs Grant Application | Jim Dahlman, City Engineer

Mr. Dahlman provided an update to the City Council on the City's application for ND Transportation Alternatives Program funds. The application was ranked 5th by MetroCOG for ND projects submitted. Some projects were withdrawn by other communities in MetroCOG, so the ranking may move up and funding is still a possibility.



Capital Improvements Program (CIP) List of Projects & Priorities | Brenton Holper, City Administrator

Mr. Holper discussed CIP in detail, which is a list of projects that will span out to 10+ years. City Staff gather Council's input on these projects in order to provide a list of projects projected to occur over the next 10 years to the North Dakota League of Cities. This information will help NDLC in showing infrastructure demands during the upcoming legislative session. Approved by first motion Councilmember Fenelon and second motion by Councilmember Schmidt; all in favor, none-opposed; motion carried.

Consultant vs. Part Time Position | Brenton Holper, City Administrator

Mr. Holper shared about the individual him and Mayor Peterson met with, that could help with the conversion to Black Mountain, he would work part time hours and give great prospective into our accounting, books, and materials; approved by first motion Councilmember Schmidt and second motion by Councilmember Fenelon; all in favor, none-opposed; motion carried.

General Update | Brenton Holper, City Administrator

Mr. Holper shared the Legislative Session begins on January 7, 2019. The State of the City is scheduled for January 29, 2019 and will be held at the Senior Center. Residents are welcome to join and learn where Horace is and where it is going with the project at hand. Utility Rates are currently being reviewed and proposed changes will be presented soon.

Portfolio Reports:

- Councilmember Koerselman: Absent
- Councilmember Fenelon: No report
- Councilmember Johnson: Councilmember Johnson and Mr. Holper recently met with AE2S to discuss the Economic Development project that AE2S has been contracted for. This includes rebranding of the City and the development and implementation of an Economic Development Committee.
- Councilmember Schmidt: No report
- Kory:
 - Diversion Update: Mayor Peterson shared they will meet again in January with representatives of the Diversion Authority, Cass County, and the City of Fargo.

Adjourn

A motion was made by Councilmember Schmidt to adjourn the meeting; all in favor non-opposed; motion carried. The meeting adjourned at 8:31 pm.

Kory Peterson, Mayor

Vance Kemmer, City Auditor

