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## Horace City Council Meeting Minutes

The Horace City Council met on **January 22, 2019** at 6 pm at City Hall. Those present were Kory Peterson, David Fenelon, Chelsey Johnson, Bryan Schmidt. John Koerselman was absent.

The Pledge of Allegiance was recited.

Mayor Peterson called the meeting to order.

The Regular Agenda was approved by first motion from Councilmember Schmidt and second motion from Councilmember Fenelon. All in favor; none-opposed; motion carried.

The Consent Agenda was approved as presented by first motion from Councilmember Fenelon and second motion from Councilmember Johnson. All in favor; none-opposed; motion carried.

The Meeting Minutes from January 7, 2019 were approved by first motion from Councilmember Schmidt and second motion from Councilmember Johnson. All in favor; none-opposed; motion carried.

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

### **RTP Grant Project Agreement | Brenton Holper, City Administrator**

Mr. Holper presented the Regional Trails Project (RTP) Agreement for County Road 17 Shared-Use Path Project Phase 1, total cost of \$186,216. The first billing must be made by June 1, 2019 for this grant, with the final billing and construction being completed no later than July 7, 2020.

The RTP Grant Project Agreement was approved as presented by first motion from Councilmember Schmidt and second motion from Councilmember Fenelon. All in favor; none-opposed; motion carried.

Mr. Dahlman presented the RTP Engineering Services Agreement between the City and Interstate Engineering for the County Road 17 Shared-Use Path Project Phase 1. The RTP Engineering Services Agreement was approved as presented by first motion from Councilmember Schmidt and second motion from Councilmember Fenelon. All in favor; none-opposed; motion carried.

### **School District Site – Pond Ownership | Brenton Holper, City Administrator**

Mr. Holper presented options related to ownership of the detention pond located on the new West Fargo School campus. The first option consisted of the detention pond site being owned by the City of Horace. This option is viewed as the most feasible since the detention pond would serve as a regional stormwater pond. The second option is for the West Fargo School District to provide the City with an easement to access the detention pond. Other topics discussed with these options related to the detention pond include: operation costs, maintenance responsibilities, and potential liabilities for the owner of the pond.



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Councilmember Fenelon voiced support for City ownership as pond has regional benefit. Mayor Peterson concurred. School District representative Mark Lemier spoke, stating that the retention pond has been set aside in a separate parcel to accommodate the City if the City should take on ownership.

Councilmember Schmidt made the first motion to have the City accept ownership of the pond located on the West Fargo School District campus site. Councilmember Johnson made the second motion. All in favor; none opposed; motion carried.

**FY 2018 General Fund Budget Recap | Brenton Holper, City Administrator**

Mr. Holper presented an update on the Fiscal Year 2018 General Fund Budget and the yearend. Expenditures were approximately \$68,000 under the amended amount

**Accessory Uses – Public Facilities District Ordinance | Lukas Croaker, City Attorney**

Mr. Croaker presented the 2<sup>nd</sup> reading of the Accessory Uses – Public Facilities District Ordinance which broadened the definition of public facilities to cover utilities for public use. Councilmember Schmidt made the first motion to approve the second reading for the Accessory Uses – Public Facilities District Ordinance as proposed. Councilmember Johnson made the second motion. All in favor; none-opposed; motion carried.

**Approval of the Revised Driveway Standard Drawing | Jim Dahlman, City Engineer**

Mr. Dahlman presented the revised driveway standard drawing to be consistent between the city code and state driveway standards. The Revised Driveway Standard Drawing as presented was approved by first motion from Councilmember Fenelon and second motion from Councilmember Johnson. All in favor; none-opposed; motion carried.

**Visto Third Industrial Addition | Jim Dahlman, City Engineer**

Mr. Dahlman requested council direction regarding the tentative agreement between the developer and City on sewer/wastewater facilities and paved road open ditches. Councilmember Fenelon voiced concerns about maintenance of aggregate and ditches but understands zoning allows for it. The Developer stated that his buyers and potential buyers are aware and are supportive paving the roads after a specified portion of the lots are sold or a specified timeframe has passed. Mr. Croaker stated that the waiver of protest can be part of the building permit process.

Council recommendation is to support the tentative agreement and move forward with the final plat so long as agreement can be enforced through waiver of protest. Councilmember Schmidt made the first motion to have Mr. Croaker draft the waiver, second motion was made by Councilmember Johnson. All in favor; none-opposed; motion carried.

**Engineering Project Update | Jim Dahlman, City Engineer**

Mr. Dahlman shared that the Water Meter Replacement is complete except for the remote lockout meters. The training was completed with City Staff January 22, 2019. Outreach to residents will be



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made throughout February and March that remote reads will be starting. Manual reading of the meters is expected to not be required after March.

Discussion about communicating the change to residents and as to when the official readings will start. City Administrator says the goal is to run both auto and citizen-read readings concurrently to work out kinks. Councilmember Fenelon wants to make sure communication on this change is clear and effective. Councilmember Schmidt asks for this to be a mailed-letter.

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

Mr. Holper requested that the Council allow the City Engineer to prepare the plans and specifications on the RTP Project. The request for the City Engineer to prepare plans and specifications was approved by first motion from Councilmember Schmidt and second motion from Councilmember Fenelon. All in favor; none-opposed; motion carried.

Mr. Holper provided an updated on the 76<sup>th</sup> Ave S Street and Roundabout Project. The County is working with the City and Interstate Engineering to finalize the plans for this project.

Mr. Holper shared that the Horace Happenings will go quarterly, the next one will go out in March. Other announcements, events, information will be added to the utility billing once that is switched to the one-page bill.

Mr. Holper provided an update on the Prairie Dog Bill and that it is still in the House Tax Committee.

#### **Portfolio Reports:**

- Councilmember Koerselman: Absent
- Councilmember Fenelon: No report
- Councilmember Johnson: No report
- Councilmember Schmidt: No report
- Mayor Peterson:
  - Mayor Peterson shared he will be gone February 13-23, 2019 for a trip to Haiti.

#### **Public Comment**

David Gronlie had questions and concerns about the SSL assessment, the Council did no have any resolution at this time.

#### **Adjourn**

A motion to adjourn the meeting was made by Councilmember Fenelon and the second motion was made by Councilmember Johnson. All in favor; none-opposed; motion carried. The meeting adjourned at 7:03 pm.



Kory Peterson, Mayor

Vance Kemmer, City Auditor