



## **HORACE CITY COUNCIL MEETING MINUTES**

The Horace City Council met on April 4, 2022 at 6:00 p.m. at the Horace Fire Hall Event Center.

Those present were Mayor Kory Peterson, Councilmember Chelsey Johnson, Councilmember and Councilmember Trudeau. Councilmember Sarah Veit joined the meeting via Teams. Others present included: Brenton Holper, Jace Hellman, Jim Dahlman, and Lukas Croaker. Councilmember Burkland was not present.

Mayor Peterson called the meeting to order at 6:02 p.m.  
The Pledge of Allegiance was recited.

### **AGENDA ITEM #3: APPROVE REGULAR AGENDA**

**Motion:** Approve the Regular Agenda

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

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

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

### **AGENDA ITEM #4: APPROVE CONSENT AGENDA**

a. Vendor Invoices

b. Pledge Reports

**Motion:** Approve the Consent Agenda

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

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

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

### **AGENDA ITEM #5: APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM MARCH 21, 2022**

**Motion:** Approve the City Council Minutes from March 21, 2022

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

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

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

### **AGENDA ITEM #6: PUBLIC COMMENT**

### **AGENDA ITEM #7: SHERIFF'S UPDATE | CRAIG KELLER/JAKE MURRAY, CASS COUNTY SHERIFF'S DEPARTMENT**

### **AGENDA ITEM #8: METRO FLOOD DIVERSION AUTHORITY | JOEL PAULSEN, EXECUTIVE DIRECTOR AND KRIS BAKKEGARD, DIRECTOR OF ENGINEERING**

Joel Paulsen, Executive Director, and Kris Bakkegard, Director of Engineering, provided an update for the FM Area Diversion project, stating that the project is fully funded and that all land for the channel has been acquired. There will be an estimated 600 workers on the channel and there are no plans for a workforce camp, with all workers expected to reside in the current housing available. They project that 2025-2026 will be the busiest years for Diversion construction in Horace.

### **AGENDA ITEM #9: 7884 AND 7880 COTTONWOOD BLVD | BRENTON HOLPER, CITY ADMINISTRATOR AND LUKAS CROAKER, CITY ATTORNEY**

Mr. Holper and Mr. Croaker presented the Variance Application for 7884 and 7880 Cottonwood Blvd. Mayor Peterson opened the public hearing at 6:31 p.m. Kari Myhre, realtor with Park Co. presented a letter and photos of the lot. Joining Ms. Myhre were the home buyers Samantha and Jaden Rhodes, who shared their concerns regarding the delay in proceeding with moving into their new home. Stephen Hayton of the Horace Fire Department expressed concern regarding accessibility between the homes should there be a fire, with Dan Parrow, ISR Homes discussing fence and fire suppression locations in the homes and on the properties. Mayor Peterson closed the public hearing at 7:05 p.m.



Councilmember Johnson asked if the properties boundary can be adjusted to still accomplish the required setbacks. Staff will review the possibility of a jog in the property line. Is possible, the building would be required to submit a revised boundary line adjustment request with survey of the property line proposed.

**Motion:** Item was tabled

**AGENDA ITEM #10: STREET IMPROVEMENT DISTRICT NO. 2017-6 (CHESTNUT DRIVE) | JIM DAHLMAN, CITY ENGINEER**

Mr. Dahlman presented information regarding the Resolution Dissolving the District 2017-6.

**Motion:** Approve the Resolution Dissolving the District 2017-6

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

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

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

**AGENDA ITEM #11: SEWER, STORM AND STREET IMPROVEMENT DISTRICT NO. 2022-10 (CHESTNUT DRIVE, IRONWOOD DRIVE AND LIFT STATION SA-4) | JIM DAHLMAN, CITY ENGINEER**

Mr. Dahlman presented information regarding the Sewer, Storm and Street Improvement District No. 2022-10 (Chestnut Drive, Ironwood Drive and Lift Station SA-4), explaining that the streetlights would not be owned by Cass County Electric, and that residents had opposed streetlights and sidewalks.

**Motion:** Approve the Sewer, Storm and Street Improvement District No. 2022-10 (Chestnut Drive, Ironwood Drive and Lift Station SA-4) Resolution Creating the Improvement District and the Resolution Directing the Engineer to Prepare a Preliminary Engineering Report and Detailed Cost Estimate

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

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

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

**AGENDA ITEM #12: SANITARY SEWER SERVICE - RESIDENT INTEREST SURVEY | JIM DAHLMAN, CITY ENGINEER**

Mr. Dahlman presented a Sanitary Sewer Service - Resident Interest Survey request regarding Sunnyside.

**Motion:** Approve the Resident Interest Survey for Sunnyside

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

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

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

**AGENDA ITEM #13: SANITARY SEWER IMPROVEMENT DISTRICT NO. 2021-5 (LIFT STATION SA-14) | JIM DAHLMAN, CITY ENGINEER**

Mr. Dahlman presented information regarding a request to Approve the Plans and Specifications and Authorize the Auditor to Advertise for Bids for the Sanitary Sewer Improvement District No. 2021-5 (Lift Station SA-14) Project, with the two items combined.

**Motion:** Approve the Plans and Specifications and Authorize the Auditor to Advertise for Bids for the Sanitary Sewer Improvement District No. 2021-5 (Lift Station SA-14) Project

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

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

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

**AGENDA ITEM #14: DEER CREEK ESTATES FIRST AND SECOND ADDITION | LUKAS CROAKER, CITY ATTORNEY**

Mr. Croaker presented the ID Agreement for Deer Creek Estates First and Second Addition. The First and Second Additions will be combined with an estimated total of \$6,106,000 in engineering costs. LOC costs are estimated at \$3,307,200. Land Dedication estimate for the First Addition is \$51,533.26 and \$206,474.40 for the Second Addition. There will be a privacy fence.

**Motion:** Approve the ID Agreement for Deer Creek Estates First and Second Addition

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

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

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



**AGENDA ITEM #15: SOUTHDALE FARMS FIFTH ADDITION | BRENTON HOLPER, CITY ADMINISTRATOR**

Mr. Holper presented information regarding the Plat for the Southdale Farms Fifth Addition. Chris Mack, Christiansen Companies, explained that the developer will require variety in elevations (houses can't have the same design elevation within 4 houses away on the same street) in the covenants. The plat has already received R6 and P6 approval for 34 lots and was previously tabled for the developer to increase the lot sizes.

**Motion:** Approve the Plat for Southdale Farms Fifth Addition

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

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

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

**AGENDA ITEM #16: WATER, SEWER, STORM AND STREET IMPROVEMENT DISTRICT NO. 2022-6 (SOUTHDALE FARMS FOURTH ADDITION) | LUKAS CROAKER, CITY ATTORNEY AND JIM DAHLMAN, CITY ENGINEER**

Mr. Croaker and Mr. Dahlman presented the ID Agreement for the Water, Sewer, Storm and Street Improvement District No. 2022-6 (Southdale Farms Fourth Addition) Project.

**Motion:** Approve the ID Agreement for the Water, Sewer, Storm and Street Improvement District No. 2022-6 (Southdale Farms Fourth Addition) Project

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

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

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

Mr. Croaker and Mr. Dahlman presented items b and c combined, with discussion regarding Approval of Plans and Specifications and requesting to Authorize the Auditor to Advertise for bids. The motion will be contingent upon review.

**Motion:** Approve the Plans and Specifications and Authorize the Auditor to Advertise for Bids for the Water, Sewer, Storm and Street Improvement District No. 2022-6 (Southdale Farms Fourth Addition) Project

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

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

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

**AGENDA ITEM #17: WATER, SEWER, STORM AND STREET IMPROVEMENT DISTRICT NO. 2022-7 (SOUTHDALE FARMS FIFTH ADDITION) | LUKAS CROAKER, CITY ATTORNEY AND JIM DAHLMAN, CITY ENGINEER**

Mr. Croaker and Mr. Dahlman presented the ID Agreement for the Water, Sewer, Storm and Street Improvement District No. 2022-7 (Southdale Farms Fifth Addition) Project. Estimated engineering cost is \$1,550,000 and the estimated soft cost is \$1,875,500. The estimated LOC cost is \$1,007,000.

**Motion:** Approve the ID Agreement for the Water, Sewer, Storm and Street Improvement District No. 2022-7 (Southdale Farms Fifth Addition) Project

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

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

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

Mr. Croaker and Mr. Dahlman presented items b and c combined, with discussion regarding the Approval of Plans and Specifications and requesting to Authorize the Auditor to Advertise for bids.

**Motion:** Approve the Plans and Specifications and Authorize the Auditor to Advertise for Bids for the Water, Sewer, Storm and Street Improvement District No. 2022-7 (Southdale Farms Fifth Addition) Project

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

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

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

**AGENDA ITEM #18: WATER, SEWER, STORM AND STREET IMPROVEMENT DISTRICT NO. 2022-5 (MAPLE LAKE ESTATES ADDITION - PHASE II) | LUKAS CROAKER, CITY ATTORNEY AND JIM DAHLMAN, CITY ENGINEER**

Mr. Croaker and Mr. Dahlman presented the ID Agreement for the Water, Sewer, Storm and Street Improvement District No. 2022-5 (Maple Lake Estates Addition - Phase II) Project. The estimated engineering cost is \$3,467,000 and



the estimated soft cost is \$2,889,000. The estimated LOC cost is \$1,889,850. The previously approved Land Dedication cost is \$40,000.

**Motion:** Approve the ID Agreement for the Water, Sewer, Storm and Street Improvement District No. 2022-5 (Maple Lake Estates Addition - PHASE II) Project

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

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

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

Mr. Croaker and Mr. Dahlman presented items b and c combined, with discussion regarding the Approval of Plans and Specifications and requesting to Authorize the Auditor to Advertise for bids.

**Motion:** Approve the Plans and Specifications and Authorize the Auditor to Advertise for Bids for the Water, Sewer, Storm and Street Improvement District No. 2022-5 (Maple Lake Estates Addition - PHASE II) Project

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

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

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

**AGENDA ITEM #19: WATER IMPROVEMENT DISTRICT NO. 2020-6 (WATER LINE REPLACEMENT) | JIM DAHLMAN, CITY ENGINEER**

Mr. Dahlman presented information regarding the Pressure Monitoring System for Fire Hydrants for the Water Improvement District No. 2020-6 (Water Line Replacement) Project. City Staff has requested City Council approval contingent upon staff review, with up to \$26,000 towards the lowest responsible bid.

**Motion:** Approve the Pressure Monitoring System for Fire Hydrants for the Water Improvement District No. 2020-6 (Water Line Replacement) Project

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

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

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

**AGENDA ITEM #20: RIVERDALE WATER TESTING | BRENTON HOLPER, CITY ADMINISTRATOR**

Mr. Holper presented information regarding Riverdale Water Testing. The State has indicated they will need City Council action, and Mayor Peterson will need to meet with the HOA president to get on their board to decide whether they support testing.

**AGENDA ITEM #21: POPULATION GROWTH STUDY | BRENTON HOLPER, CITY ADMINISTRATOR**

Mr. Holper presented information regarding the Population Growth Study. The intention of this study is to obtain growth projections in one or two year bands and to assist in lot inventory analysis.

**Motion:** Approve Population Growth Study for Riverdale Water Testing

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

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

**Action taken:** Roll call. All in favor, none opposed (3-0). Motion carried.

**AGENDA ITEM #22: RECEPTIONIST - NEW POSITION AND JOB DESCRIPTION | BRENTON HOLPER, CITY ADMINISTRATOR**

Mr. Holper presented information regarding the Receptionist - New Position and Job Description. Councilmember Trudeau requested the position report directly to the City Administrator at this time.

**Motion:** Approve the Receptionist - New Position and Job Description with a Revision to Report to the City Administrator

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

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

**Action taken:** Roll call. All in favor, none opposed (3-0). Motion carried.

**AGENDA ITEM #23A: SENIOR BUILDING INSPECTOR JOB DESCRIPTION | BRENTON HOLPER, CITY ADMINISTRATOR**



Mr. Holper presented information regarding the Senior Building Inspector Job Description. Councilmember Veit requested to table the item for further consideration.

**Motion:** Item was tabled.

**AGENDA ITEM #23B: ATTORNEY GENERAL OPINION ON ELECTION ELIGIBILITY | LUKAS CROAKER, CITY ATTORNEY**

Mr. Croaker presented information regarding the Attorney General Opinion on Election Eligibility for the annexed area. The Attorney General stated the decision would be left to the City Council.

**Motion:** Approve the motion to allow residents in annexed areas to run for office if they have been residents of the annexed area for at least nine months

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

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

**Action taken:** Councilmembers Johnson and Trudeau in favor, Councilmember Veit opposed. Motion carried.

**AGENDA ITEM #24: ENGINEERING / PUBLIC WORKS | JIM DAHLMAN, CITY ENGINEER**

**AGENDA ITEM #25: CITY ADMINISTRATOR | BRENTON HOLPER, CITY ADMINISTRATOR**

Mr. Holper provided an update regarding the remodel of City Hall, requesting that City Hall be closed Wednesday, April 13, so that staff could move back in. He also presented information regarding the Tax Equalization meeting to be held at 5:30 p.m. on April 18.

**AGENDA ITEM #26: PORTFOLIO REPORTS**

- a. Mayor Peterson stated that he presented at the NDLC workshop last week and reminded the community that the next Horace 150 meeting would be held on Thursday, April 7.
- b. Councilmember Veit: No update
- c. Councilmember Burkland: Not present
- d. Councilmember Johnson: No update
- e. Councilmember Trudeau provided a reminder for construction companies to remove construction garbage when finished working.

**AGENDA ITEM #27: ADJOURN**

**Motion:** Approve Meeting Adjourn at 9:08 p.m.

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

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

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

The next Horace City Council meeting is scheduled for **Monday, April 18, 2022 at 6:00 p.m.**  
The meeting will take place at the **Horace Fire Hall Event Center** located at 413 Main Street.