



## **Horace City Council Meeting Minutes**

The Horace City Council met on December 5, 2022, at 6:00 p.m. at the Horace Fire Hall Event Center.

Those present were Mayor Kory Peterson, Councilmember Stephanie Landstrom, Councilmember Naomi Burkland, and Councilmember Jeffrey Trudeau. Others present included: Brenton Holper, Jace Hellman, Jim Dahlman, and Lukas Croaker. Councilmember Sarah Veit was not present.

Mayor Peterson called the meeting to order at 6:00 p.m.

The Pledge of Allegiance was recited.

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

**Motion:** To Approve the Regular Agenda with the Exclusion of Item #5

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

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

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

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

**Motion:** To Approve the Consent Agenda

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

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

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

### **Agenda Item #5: Approval of the City Council Meeting Minutes from November 21, 2022**

Agenda item removed from the agenda.

### **Agenda Item #6: Public Comment**

Resident Drew Rutherford asked when a decision was made to make the road concrete from the bridge to Lost River. He also asked if the City had acquired the road west of Lost River, to which Mayor Peterson clarified that it had not been done yet.

### **Agenda Item #7: Sheriff's Update | Craig Keller and Jake Murray, Cass County Sheriff's Department**

Deputy Keller presented the dispatch log of 147 calls for service, stating that the number of juvenile calls increased, but that they have worked with the school resource officers to make sure that those students are in school and doing better. Areas with chronic speeding have been an area of focus and there were several calls regarding deer that had been struck by vehicles. He also stated that a new deputy is in training and that other deputies have been enforcing seat belt usage.

### **Agenda Item #8: Population Analysis | Ryan Graf, AE2S**

Mr. Graf presented the Population Analysis for the City of Horace. This analysis identifies the growth potential through 2031, essentially a 10-year forecast. The growth potential was evaluated based on 2021 building permits, platting data, and on the West Fargo School District's projection. The building permit baseline projection is 11,600 and the school projection is 17,682 to 2031.

### **Agenda Item #9: Water, Sewer, Storm, and Street Improvement District No. 2022-11 (Cub Creek 2<sup>nd</sup> Addition) | Jim Dahlman, City Engineer**



Mr. Dahlman presented the Engineering Services Agreement for the Water, Sewer, Storm, and Street Improvement District No. 2022-11 (Cub Creek 2<sup>nd</sup> Addition) project. The project began on November 28, 2022 and has an end date of June 21, 2024.

**Motion:** To Approve the Engineering Services Agreement for the Water, Sewer, Storm, and Street Improvement District No. 2022-11 (Cub Creek 2<sup>nd</sup> Addition) Project

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

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

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

**Agenda Item #10: County Road 17 Roundabout and 64<sup>th</sup> Ave S | Jim Dahlman, City Engineer**

Mr. Dahlman presented detour information and gave a Cost Estimate Update regarding the County Road 17 and 64<sup>th</sup> Avenue South. Discussion was held regarding emergency vehicle routes and funding. Councilmember Burkland stated that she would like Fargo to cost share to gravel Veterans Boulevard (57<sup>th</sup> Street) from 64<sup>th</sup> Avenue to 76<sup>th</sup> Avenue on 9<sup>th</sup> Street South from West Fargo to 64<sup>th</sup> Avenue.

Mr. Dahlman explained that multiple projects will be impacting CR-17 from 52<sup>nd</sup> Avenue to 64<sup>th</sup> Avenue at overlapping times. The roundabout construction is expected to be completed near the end of the summer of 2023. Mayor Peterson noted that he would reach out to West Fargo's mayor to discuss 9<sup>th</sup> Street South and 64<sup>th</sup> Avenue improvements and a potential cost share.

**Motion:** To Include Graveling Veterans Boulevard (57<sup>th</sup> Ave) from 64<sup>th</sup> Avenue to 76<sup>th</sup> Avenue in the County's Bid and to Discuss with Fargo a Cost Share for this Improvement

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

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

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

**Agenda Item #11: Sewer, Storm, and Street and Improvement District No. 2022-4 (Wall Ave – West) | Jim Dahlman, City Engineer**

Mr. Dahlman presented the Preliminary Cost Estimate and Project Boundary for the Sewer, Storm, and Street and Improvement District No. 2022-4 (Wall Ave – West) project. Discussion was held regarding some design elements to the project before final design can be completed. These areas included drainage along Memory Lane north of Wall Avenue, concrete versus asphalt, and curb and gutter west of Memory Lane / Lost River Road intersection.

A decision was made to move forward with the design of the Wall Avenue West project with curb and gutter from the bridge over the Sheyenne River to the Sheyenne Diversion and to bid both asphalt and concrete options from Memory Lane / Lost River Road to the Sheyenne Diversion.

**Motion:** To move forward with the design of the Wall Ave. West project with curb and gutter from the bridge over the Sheyenne River to the Sheyenne Diversion and to bid both asphalt and concrete options from Memory Land / Lost River Rd. to the Sheyenne Diversion

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

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

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

**Agenda Item #12: Horace Downtown Neighborhood Plan | Jace Hellman, Community Development Director**

Mr. Hellman presented the Horace Downtown Neighborhood Plan to define downtown Horace as well as a long-range vision for what Horace can become. The plan includes visions for land use and transportation. Mr. Hellman stated that staff has requested to use unprogrammed 2023 Consolidated Planning Grant (CPG) funds from MetroCOG in the



amount of \$75,000 for the purpose of developing this plan. Staff will also intend to apply for \$25,000 in Partners in Planning grant funds through the ND Department of Commerce.

**Motion:** To Approve Staff to Seek Funds for the Horace Downtown Neighborhood Plan

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

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

**Action taken:** Motion carried 2-1, with Landstrom voting No.

**Agenda Item #13: FY 2022 Budget Amendment | Brenton Holper, City Administrator**

Mr. Holper presented the FY Budget Amendment. Discussion was had regarding the necessity of purchasing a street sweeper versus continuing to hire the service we currently use to sweep. the General and Highway Funds to purchase a sweeper.

**Motion:** To Approve the FY 2022 Budget Amendment As Proposed Without the Purchase of a Sweeper and Removal of \$50,000 Set Aside for the Horace Downtown Neighborhood Plan

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

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

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

**Motion:** To Approve \$50,000 to be Amended into the FY 2023 Budget for the Horace Downtown Neighborhood Plan

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

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

**Action taken:** Motion carried 2-1, with Landstrom voting No.

**Agenda Item #14: Cass County Food Commission Appointment | Brenton Holper, City Administrator**

Mr. Holper presented a request for a Cass County Food Commission Appointment. The monthly meetings take place at MetroCOG. Jace Hellman was appointed as representative for the City of Horace.

**Motion:** To Approve Community and Development Director Jace Hellman as Cass County Food Commission Representative

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

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

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

**Agenda Item #15: Living Local App | Brenton Holper, City Administrator**

Communications Specialist Sally Showalter presented the Living Local App. The app will provide residents with a place to receive city alerts, stream high school sporting events, list items for sale, post jobs, and receive other important news.

**Agenda Item #16: Engineering / Public Works Report | Jim Dahlman, City Engineer**

Mr. Dahlman provided an update for ongoing construction projects.

**Agenda Item #17: City Administrator Report | Brenton Holper, City Administrator**

Mr. Holper stated that they hired Matt Voltz as the new Finance Director and that he had started working the week prior.

**Agenda Item #18: Portfolio Reports**

- a. Mayor Peterson stated that he would be attending an NDLC Board of Directors meeting in Bismarck to present a recap of the childcare meeting as well as trying to meet with Mayor Dardis to discuss 9<sup>th</sup> Street.
- b. Councilmember Veit: No update
- c. Councilmember Burkland stated that she is catching up following being out due to sickness.



- d. Councilmember Landstrom stated that Holly Days in Horace would take place on Saturday, December 10, and she shared an update regarding the 150<sup>th</sup> celebration committees.
- e. Councilmember Trudeau stated that the MetroCOG meeting was postponed due to illness.

**Agenda Item #19: Adjourn at 9:38 p.m.**

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

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

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

The next City Council Meeting is scheduled for **Monday, December 17, 2022, at 6:00 pm.**