



Horace City Council Meeting Minutes

The Horace City Council met on January 3, 2022 @ 6:00 pm at Horace Fire Hall Event Center. Those present were Councilmember Naomi Burkland, Councilmember Jeffrey Trudeau, Councilmember Sarah Veit, and Councilmember Chelsey Johnson. Mayor Kory Peterson was absent. Others present included: Brenton Holper, Jim Dahlman, and Lukas Croaker.

Councilmember Johnson acted as the Vice Mayor and called the meeting to order at 6:01 pm. The pledge of allegiance was recited.

Agenda Item #3: Approve Regular Agenda

Motion: Approve the Regular Agenda.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Burkland

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.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Veit

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

Agenda Item #5: Approval of City Council Meeting Minutes from December 20, 2021

Motion: Approve the December 20, 2021, City Council Meeting Minutes.

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Trudeau

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

Agenda Item #6: Public Comment

No comments.

Agenda Item #7: Sheriff's Update | Craig Keller, Cass County Sheriff's Department & Brenton Holper, City Administrator

Deputy Sheriff Craig Keller introduced Deputy Sheriff Jake Murray, who started patrolling Horace on January 1, 2022. He will be working for the City of Horace until December 31, 2024. Deputy Sheriff Murray summarized the 125 calls that were received during the month of December which included two burglaries, three vehicle crashes, and nine animal calls.

Agenda Item #8: Storm and Street Improvement District No. 2022-3 (Wall Avenue – Sheyenne River to Cass County Highway 17) – Hearing and Determining Sufficiency of any Protests Timely Filed | Lukas Croaker, City Attorney

Mr. Croaker explained that a motion is needed to open the public hearing for the Storm and Street Improvement District No. 2022-3 (Wall Avenue – Sheyenne River to Cass County Highway 17) project.



He added that the City Administrator received four protest letters for this project. The majority of property owners in the district must file a protest to reach sufficiency of protest, or at least 50% of the property owners must object. Councilmember Johnson motioned to open the public hearing at 6:17 pm.

Bobbi Bensen who lives at 326 Wall Avenue explained that he opposes the project even though he does not know the details of it. He voiced concern about possible destruction of his property which could happen if the access road to the Apple Orchard subdivision was reconstructed. Councilmember Johnson asked if the acquisition of the right of way has been discussed. Mr. Dahlman replied that the plan is to stay within the already dedicated right of way, but no further discussion has taken place yet. He added that the City Council must decide which design route they would like to go with which will determine if and how much additional right of way would be needed. Councilmember Veit asked that Mayor Peterson, Mr. Dahlman, and Mr. Bensen continue to discuss the issue to find a solution that would best preserve Mr. Bensen's property.

The other three property owners who wrote in to protest the project were not present at the meeting. Councilmember Johnson closed the public hearing at 6:33 pm.

Motion: Accept the Resolution of Insufficient Protest for the Storm and Street Improvement District No. 2022-3 (Wall Avenue – Sheyenne River to Cass County Highway 17).

1st Motion: Councilmember Veit

2nd Motion: Councilmember Johnson

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

Mr. Croaker explained that the next steps are to direct the Engineer to prepare the plans and specifications for this project. Councilmember Veit asked that Mr. Dahlman makes sure that Mr. Bensen's property will be taken into consideration when the reconstruction of the access road to the Apple Orchard is being designed.

Motion: Direct the Engineer to Prepare Plans and Specifications for the Storm and Street Improvement District No. 2022-3 (Wall Avenue – Sheyenne River to Cass County Highway 17) and to Include Design Work and Research on the Entrance Road to the Apple Orchard Subdivision.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Burkland

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

Agenda Item #9: Sewer, Storm, and Street Improvement District No. 2022-4 (Wall Avenue – Sheyenne Diversion to Sheyenne River) – Hearing and Determining Sufficiency of any Protests Timely Filed | Lukas Croaker, City Attorney

Mr. Croaker explained that one protest letter for the Sewer, Storm, and Street Improvement District No. 2022-4 (Wall Avenue – Sheyenne Diversion to Sheyenne River) project was submitted to the City Administrator. The property owner was not present at the meeting. Councilmember Johnson opened the public hearing at 6:41 pm. She explained that the Council was discussing how to reduce the costs of this project. Mr. Holper added that the City will apply for cost-share funding from the state and that the costs and funding of the project will be discussed in detail at a later date. Councilmember Johnson closed the public hearing at 6:46 pm.



Motion: Accept the Resolution of Insufficient Protest for the Sewer, Storm, and Street Improvement District No. 2022-4 (Wall Avenue – Sheyenne Diversion to Sheyenne River).

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Trudeau

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

Motion: Direct the Engineer to Prepare Plans and Specifications for the Sewer, Storm, and Street Improvement District No. 2022-4 (Wall Avenue – Sheyenne Diversion to Sheyenne River).

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Burkland

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

Agenda Item #10: Southdale Farms Fifth Addition | Jim Dahlman, City Engineer

Mr. Dahlman explained that the City of Horace received a petition of improvement for the Southdale Farms Fifth Addition. He summarized the location and details of the project and presented a district boundary map of the area. He added that the improvements will be special assessed to the properties inside the district.

Motion: Accept the Resolution for the Southdale Farms Fifth Addition Petition of Improvements.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Johnson

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

Mr. Dahlman said that the next steps would be for the City Council to approve the resolution creating the district and to direct the engineer to prepare the plans and specifications for the project.

Motion: Approve the Resolution Creating the District for the Southdale Farms Fifth Addition.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

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

Motion: Approve the Resolution to Direct the Engineer to Prepare Plans and Specifications for the Southdale Farms Fifth Addition.

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Veit

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

Agenda Item #11: Land Use Ordinance Amendment - Block Length Requirements | Lukas Croaker, City Attorney

Mr. Croaker explained that amendments were made to the City's block length requirements. Councilmember Johnson opened the public hearing at 6:56 pm. Mr. Croaker added that the Planning Commission met on Tuesday, December 28, 2021, to discuss the changes. Mr. Sahr explained why the modifications were necessary and that future subdivisions will be allowed to break up the block lengths that were originally required. The City Council discussed the amendments and agreed that they were necessary. No further questions or comments were received. Councilmember Johnson closed the public hearing at 7:11 pm.



Motion: Approve the Land Use Ordinance Amendment for the Proposed Block Length Requirements as Presented by Staff.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Burkland

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

Agenda Item #12: 66th Street | Jim Dahlman, City Engineer

Mr. Dahlman outlined the 66th Street project and added that the street is currently a gravel road. With the proximity to the new schools and incoming subdivisions, 66th Street needs to be improved. Councilmember Veit said that 66th Street will become a major arterial road in the future. Mr. Dahlman suggested to include agenda item #16 (64th Avenue from CR17 East) into this discussion which the Council was in favor of. The current growth in Horace was briefly examined and the City Council agreed that street improvements are necessary.

Mr. Dahlman asked the Council if the entire project should be completed in one or in several phases? He added that the Council would need to determine how big the improvement district should be. An audience member voiced concern about the costs, and he was worried about receiving additional special assessments. Mr. Dahlman said that the costs for the project are currently being calculated. The Council explained to the audience member that the project is a must and that financing options are being explored. The Council discussed the size of the improvement district and agreed that it should include Deer Creek Pkwy.

Motion: Approve the Resolution Creating the District for 66th Street which Includes Deer Creek Pkwy.

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Trudeau

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

Motion: Direct the Engineer to Prepare the Engineer's Report and Cost Estimates for 66th Street.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Veit

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

Mr. Dahlman said that he provided a copy of the Preliminary Traffic Impact Study for every councilmember which will be helpful to understand the need of the 66th St. improvements.

Agenda Item #13: IT & Livestream Options | Brenton Holper, City Administrator

Mr. Holper explained that the staff conducted a survey asking if live streaming the City Council and Planning Commission meetings should be continued. There was a total of 35 survey participants. Mr. Holper summarized the results which included reasons why people cannot attend the meetings in person. Councilmember Burkland said that she would like to save the estimated \$13,000 it would cost to install the video system and would prefer people attend the meetings in person.

Motion: Forgo the Live Streaming of the City Council Meetings.

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Veit

Action taken: Three in favor, one opposed.



Councilmember Trudeau opposed. He explained that a lot of residents cannot attend the meetings but would like to watch the meetings live online. He added that he agrees that the money could be spent elsewhere and that there are more cost-efficient streaming options available which should be explored.

Motion: Direct the Staff to Find Cheaper Live Stream Options.

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Trudeau

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

Mr. Croaker explained that the first motion needs to be withdrawn.

Motion: Withdraw the Motion to Forgo the Live-Streaming of the City Meetings.

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Trudeau

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

Agenda Item #14: County Road 17 Shared Use Path – Phase II TAC-009(054) | Jim Dahlman, City Engineer

Mr. Dahlman explained that the preliminary plans, specifications, and cost estimates for the continuation of the shared use path alongside County Road 17 were submitted to the Department of Transportation (DOT) on Friday, December 31, 2021. The DOT will review the submissions and will send their comments back by January 17, 2022. The final plans are due to the DOT on January 28, 2022, and the bid opening will be scheduled for April 9, 2022.

Agenda Item #15: Jackson Alley Addition and Lost River West Sanitary Sewer Service | Jim Dahlman, City Engineer

Mr. Dahlman explained that two new subdivisions (Jackson Alley Addition and Lost River West) are being proposed on the west side of the Sheyenne diversion. The ND Public Health Department requires that the subdivisions are connected to a sanitary sewer system.

Motion: Direct the Engineer to Start Preparing for a Sanitary Sewer Crossing of the Sheyenne Diversion on Wall Avenue.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Johnson

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

Agenda Item #16: (Moved up to #12b) 64th Avenue from CR17 East | Jim Dahlman, City Engineer

Agenda Item #17: Engineering/Public Works | Jim Dahlman, City Engineer

Mr. Dahlman had no further construction updates.

Agenda Item #18: City Administrator | Brenton Holper, City Administrator

- a. The State of the Cities event hosted by the FMWF Chamber of Commerce will take place on January 13, 2022. Mayor Peterson was invited to represent the City of Horace. The event brings together mayors from across the metro to discuss the region's growth.
- b. The remodeling project of Horace City Hall started on January 3, 2022.
- c. The Community Development Director's position was filled on January 3, 2022.



Agenda Item #19: Portfolio Reports

- a. Mayor Peterson – absent.
- b. Councilmember Veit explained that she has been meeting with developers and that she is excited about the new projects that will be coming to Horace.
- c. Councilmember Burkland – no update
- d. Councilmember Johnson – no update
- e. Councilmember Trudeau explained that there was a water main break in the Maple Lakes Addition.

Agenda Item #20: Adjourn

Motion: Approve Meeting Adjourn at 8:52 pm.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Johnson

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

The next Horace City Council meeting is scheduled for **Monday, January 17, 2022, at 6:00 pm.**
The meeting will take place at the **Horace Fire Hall Event Center** located at 314 Main Street.