



HORACE CITY COUNCIL MEETING MINUTES

The Horace City Council met on May 16, 2022 at 6:00 p.m. at the Horace Fire Hall Event Center.

Those present were Mayor Kory Peterson, Councilmember Chelsey Johnson, Councilmember Naomi Burkland, and Councilmember Sarah Veit. Others present included: Brenton Holper, Jace Hellman, Jim Dahlman, and Lukas Croaker. Councilmember Jeffrey Trudeau was absent.

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: Approve the Regular Agenda

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Veit

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

AGENDA ITEM #4: APPROVE CONSENT AGENDA

- a. Vendor Invoices
- b. Fund Balance Report and Income Statement
- c. Checks Written in April 2022
- d. Water Improvement District No. 2020-6 (Horace Proper Water Replacement)
 - i. Progressive Estimate No. 4
- e. Water Improvement District No. 2020-7 (Connection to Cass Rural)
 - i. Progressive Estimate No. 3

Motion: Approve the Consent Agenda

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Burkland

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

AGENDA ITEM #5: APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM MAY 2, 2022

Motion: Approve the City Council Meeting Minutes from April 18, 2022

1st Motion: Councilmember Veit

2nd Motion: Councilmember Johnson

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

AGENDA ITEM #6: PUBLIC COMMENT

Resident Al Aamodt expressed concerns over road conditions and potholes. Mr. Dahlman stated that the roads would be temporarily repaired next week with a timeline of approximately two months before permanent repairs are completed. Councilmembers Burkland and Johnson expressed concern regarding the roads used by developers and requested that developers clean roads after use to maintain maximum safety prior to permanent repair.

Resident Carla Capp expressed concerns over the backflow of water in the Development from the Sheyenne River, stating her family is not able to enjoy their home. She expressed that she wants a written and verbal solution as well as a resolution to address this issue. Discussion was held regarding past attempts to improve drainage and possible solutions, including the installation of a concrete pipe connected to the river.



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

Deputy Keller reported that reports of burglaries and water safety issues were down but that a smash-and-grab burglary occurred at a construction site and a burglary of the high school was stopped while in progress. He encouraged residents to call in suspicious activity. Deputy Murray and Deputy Keller discussed improving parking enforcement.

AGENDA ITEM #8: SPECIAL ASSESSMENT POLICY | DYLAN BROWN, STANTEC

Mr. Brown presented the draft Special Assessment Policy. The City Council will bring forward action at the June 6 City Council meeting. Resident Al Aamodt inquired about use factoring for agricultural land and load factoring. Further discussion was had regarding project drivers and adding project information to the City's website.

AGENDA ITEM #9: WALL AVENUE STREET IMPROVEMENTS (SST. ID NO. 2022-3 & SSST. ID NO. 2022-4) | JIM DAHLMAN, CITY ENGINEER AND BRENTON HOLPER, CITY ADMINISTRATOR

Mr. Dahlman provided an update regarding the Wall Avenue Street Improvements (Sst. ID No. 2022-3 and SSSt. ID No. 2022-4), stating that precast concrete is an issue and that one supplier is available for precast.

AGENDA ITEM #10: WATER, SEWER, STORM, AND STREET IMPROVEMENT DISTRICT NO. 2021-7 (DEER CREEK ESTATES AND DEER CREEK ESTATES 2ND ADDITION) | JIM DAHLMAN, CITY ENGINEER

Mr. Dahlman requested approval for the Preliminary Engineering Report for the Water, Sewer, Storm, and Street Improvement District No. 2021-7 (Deer Creek Estates and Deer Creek Estates 2nd Addition) Project.

Motion: Approve the Preliminary Engineering Report for the Water, Sewer, Storm, and Street Improvement District No. 2021-7 (Deer Creek Estates and Deer Creek Estates 2nd Addition) Project

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Burkland

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

Mr. Dahlman presented the Resolution Directing the Engineer to Prepare Detailed Plans and Specifications for the Water, Sewer, Storm, and Street Improvement District No. 2021-7 (Deer Creek Estates and Deer Creek Estates 2nd Addition) Project

Motion: Approve the Resolution Directing the Engineer to Prepare Detailed Plans and Specifications for the Water, Sewer, Storm, and Street Improvement District No. 2021-7 (Deer Creek Estates and Deer Creek Estates 2nd Addition) Project

1st Motion: Councilmember Veit

2nd Motion: Councilmember Burkland

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

AGENDA ITEM #11: WATER, SEWER, STORM, AND STREET IMPROVEMENT DISTRICT NO. 2022-2 (LOST RIVER SEVENTH ADDITION) | JIM DAHLMAN, CITY ENGINEER

Mr. Dahlman presented the Construction Engineering Services Agreement for the Water, Sewer, Storm, and Street Improvement District No. 2022-2 (Lost River Seventh Addition) Project.

Motion: Approve the Construction Engineering Services Agreement for the Water, Sewer, Storm, and Street Improvement District No. 2022-2 (Lost River Seventh Addition) Project

1st Motion: Councilmember Veit

2nd Motion: Councilmember Johnson

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

AGENDA ITEM #12: SANITARY SEWER IMPROVEMENT DISTRICT NO. 2021-6 (HORSESHOE BEND LIFT STATION) | JIM DAHLMAN, CITY ENGINEER

Mr. Dahlman presented a two-month time extension request for the Change Order No. 1 to John's Refrigeration and Electric Sanitary Sewer Improvement District No. 2021-6 (Horseshoe Bend Lift Station) Project as well as a two-month



Time Extension Request to Change Order No. 1 to CC Steel, LLC for the Sanitary Sewer Improvement, which would allow a longer lead time for the control panel. The items were combined to be approved in one motion.

Motion: Approve the Two-Month Time Extension Request - Change Order No. 1 to John's Refrigeration and Electric and the Two-Month Time Extension Request - Change Order No. 1 to CC Steel, LLC for the Sanitary Sewer Improvement District No. 2021-6 (Horseshoe Bend Lift Station) Project

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Veit

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

AGENDA ITEM #13: FORGIVENESS OF CITY OF HORACE LAND ACCRUED INTEREST AND PENALTIES ON SPECIALS | BRENTON HOLPER, CITY ADMINISTRATOR

Mr. Holper presented a request to forgive interest and penalties accrued for Parcel 15-33-01150-000. The lot is located in Cub Creek 1st Addition and is being split between the City and the Park District. Mr. Holper stated that the lot needs to be current with specials and taxes, and that the Park District is covering approximately half of the amount. Mr. Holper requested to waive the interest and penalties. The City will pay of the balance of the specials for 2020 and 2021.

Motion: To Forgive the Interest and Penalties on the Specials for 2020 and 2021 and have the City Pay Off the Balance of Specials for Parcel 15-33-01150-000

1st Motion: Councilmember Veit

2nd Motion: Councilmember Johnson

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

AGENDA ITEM #14: JAKE BRAKING ORDINANCE | LUKAS CROAKER, CITY ATTORNEY

Mr. Croaker presented the Second Reading for the Jake Brake Ordinance. He stated that he couldn't find what West Fargo charges, but that the City can establish by resolution.

Motion: Approve the Second Reading for the Jake Brake Ordinance

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Veit

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

AGENDA ITEM #15: DAKOTA FENCE UPDATE | BRENTON HOLPER, CITY ADMINISTRATOR

Mr. Holper presented a quote from Dakota Fence to replace the fence near the lagoon, which Public Works began repairing the week prior. Council requested that broken debris be removed, to which Mr. Holper stated he would speak with Public Works. Councilmember Veit stated that she would like to inspect the work that had been completed. Up to \$40,000 had been approved at the last Council meeting but the quote from Dakota Fence was for \$42,428. A request was made to approve the new amount.

Motion: Approve the \$42,428 Quote for Dakota Fence

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Veit

Action taken: Roll call. Councilmembers Veit, Johnson and Burkland voting Yes, Councilmember Trudeau absent. Motion carried.

AGENDA ITEM #16: PUBLIC WORKS VEHICLE PURCHASES | BRENTON HOLPER, CITY ADMINISTRATOR

Mr. Holper presented the purchase of two Ford Explorers at \$61,856.00 using state contract pricing. The expenses were previously approved in a budget for 2022, with other funds set aside in the Equipment Reserve Fund.

AGENDA ITEM #17: EXCAVATION OF SW METRO REGIONAL POND - MEMORANDUM OF UNDERSTANDING | JIM DAHLMAN, CITY ENGINEER

Mr. Dahlman requested approval for the Memorandum of Understanding for the Excavation of the SW Metro Regional Pond. This would include a concrete / lime stabilization on 64th prior to moving dirt as addendum to bid.

Motion: Approve the Excavation of SW Metro Regional Pond - Memorandum of Understanding



1st Motion: Councilmember Burkland

2nd Motion: Councilmember Johnson

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

AGENDA ITEM #18: WATER, SEWER, STORM, AND STREET IMPROVEMENT DISTRICT NO. 2017-1 LOST RIVER FINAL PAVEMENT LIFT AND MISCELLANEOUS STREET PATCHING | JIM DAHLMAN, CITY ENGINEER

Mr. Dahlman presented the Change Order No. 1 for the Water, Sewer, Storm, and Street Improvement District No. 2017-1 Lost River Final Pavement Lift and Miscellaneous Street Patching in the amount of \$4,328.00 for Curb and Gutter Replacement to Border States Paving.

Motion: Approve the Change Order No. 1 in the Amount of \$4,328.00 for Curb and Gutter Replacement to Border States Paving

1st Motion: Councilmember Veit

2nd Motion: Councilmember Johnson

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

AGENDA ITEM #19: WATER IMPROVEMENT DISTRICT NO. 2020-7 (CONNECTION TO CASS RURAL) | JIM DAHLMAN, CITY ENGINEER

Mr. Dahlman requested a time extension until November for Change Order No. 2 to Key Contract for the Water Improvement District No. 2020 -7.

Motion: Approve the Time Extension Request to November - Change Order No. 2 to Key Contracting

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Burkland

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

AGENDA ITEM #20: CITY HALL | BRENTON HOLPER, CITY ADMINISTRATOR

Mr. Holper presented request to spend up to \$13,500 for one of two different sound systems for City Hall: Option 1 would cost \$10,800.00 and Option 2 would cost \$13,124.20 for a sound system plus \$920.00 for a door treatment. The same system is used in Moorhead Public Schools and Fargo City Hall.

Motion: Approve the Purchase of a Noise Control System up to \$13,500

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Burkland

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

AGENDA ITEM #21: ENGINEERING / PUBLIC WORKS | JIM DAHLMAN, CITY ENGINEER

Mr. Dahlman provided updates regarding the Water Replacement Project, Bid Openings, and the 66th Street public input meeting at the Fire Hall to be held Thursday.

AGENDA ITEM #22: CITY HALL | BRENTON HOLPER, CITY ADMINISTRATOR

Mr. Holper provided updates regarding the FY 2021 Audit, with Eide Bailly LLP completing onsite field work from May 2 to May 5. He also provided information regarding open positions at the City.

AGENDA ITEM 23: PORTFOLIO REPORTS

- a. Mayor Peterson spoke about daycare issues, stating that he will be working to get more daycares in Horace, especially for school age children. Councilmember Burkland stated she would like to help with this cause. He also shared that he had met with the City Council candidates.
- b. Councilmember Veit shared that the rummage sales had a good turnout and that Spring Clean-Up Day and the Fargo Marathon are on May 21.
- c. Councilmember Burkland shared that she is focused on street clean-up and fence area improvement.
- d. Councilmember Johnson shared that the citywide garage sales and the city market had a great turnout.
- e. Councilmember Trudeau: No updates



AGENDA ITEM #24: ADJOURN

Motion: Approve Meeting Adjourn at 8:37 p.m.

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Veit

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

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