



Horace City Council Meeting Minutes

The Horace City Council met on April 17, 2023 @ 5:30 pm at the Horace Fire Hall Event Center. Those present were Mayor Kory Peterson, Councilmembers Sarah Veit, Stephanie Landstrom, Naomi Burkland, and Jeff Trudeau. Others present included: Brenton Holper, City Administrator; Jace Hellman, Community Development Director; James Dahlman, City Engineer; Matt Voltz, Finance Director; Paul Hankel, Communications Specialist; and Lukas Croaker, City Attorney.

Mayor Peterson called the meeting to order at 5:33 pm.
The pledge of allegiance was recited.

Agenda Item #3: Approve Regular Agenda

Motion: Approve the Regular Agenda with the Removal of Agenda Item #11a.

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. Balance Sheet & Income Statement
- c. Checks Written in March 2023
- d. Food Truck License Application
 - i. Truckin' Good Food

Motion: Approve the Consent Agenda with Staff Review of Century Link Invoice.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

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

Agenda Item #5: Approval of City Council Special Meeting Minutes from March 27, 2023.

Motion: Approve the March 27, City Council Special Meeting Minutes.

1st Motion: Councilmember Landstrom

2nd Motion: Councilmember Veit

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

Agenda Item #5: Approval of City Council Meeting Minutes from April 3, 2023.

Motion: Approve the April 3, 2023, City Council Meeting Minutes.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Landstrom

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

Agenda Item #6: Approval of City Council Special Meeting Minutes from April 7, 2023.

Motion: Approve the April 7, 2023, City Council Special Meeting Minutes.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Landstrom

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



Agenda Item #8: Public Comment

A gentleman in the audience requested that Horace implement an open burn ordinance. He added that he brought copies of the burn ordinances from the City of Fargo, West Fargo, Dilworth, Moorhead, and Casselton for reference. He concluded that something needs to be done about residents burning materials and the smoke that it creates.

Agenda Item #9: Sheriff's Update | Craig Keller & Jake Murray, Cass County Sheriff's Department

No update.

Agenda Item #10: Tax Equalization Meeting | Paul Fracassi, Cass County Director of Tax Equalization

Cass County Director of Equalization, Paul Fracassi, presented the 2022 Tax Equalization. He explained that in 2022, the values in the Cass County area for median-value property sales increased by 10%. The number of median-value property sales in Horace increased by 18%. Horace's total valuation was in the amount of \$767,749,400 for 2022. Mr. Fracassi added that 1,506 letters were sent to property owners in Horace who were affected by the increase. Approximately 19 property owners replied and requested a review of their property's valuation.

A discussion was held about the increase in property values in Horace. Councilmembers voiced concern about current property owners not being able to afford their homes anymore because of rising increases. Councilmember Landstrom added that she would like to ensure that properties in Horace are only increased by their base minimum that is needed to comply with the State's statute.

A few residents commented on the large increase and about their worries about not being able to stay in their homes. Several property owners added their names to the list of property requesting a review. The City Council discussed lowering the proposed total increase by 1%-2%. They decided against it because the lowered increase for 2022 could then impact future years which would not help the residents in the long run. The Council decided to look at the 2024 budget instead to see if they can lower the mills to help residents.

Motion: Approve the Adjusted Assessment Roll Including all Discussed Adjustments, Except Those Parcels Pending Review.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Burkland

Action taken: All in favor, none opposed. Motion carried (4-0).

Deputy Sheriff Keller joined the meeting and presented the sheriff's report.

Agenda Item # 11: 64th Ave. S. Roundabout Project | Jim Dahlman, City Engineer & Brenton Holper, City Administrator

The Memorandum of Understanding for the 64th Ave. S. Roundabout Project was retitled to a cost share agreement which was presented by Mr. Dahlman. He explained that the Cass County Highway Department requested a cost-share for several added project items such as gravel and streetlights. Horace's estimated total cost for this cost-share is \$322,019.75. A discussion was had regarding the total project costs and who will pay them. Mayor Peterson emphasized that this is a Cass County project, not a City of Horace project.

Motion: Approve the Cost-Share Agreement including Horace's Cost-Share in the Amount of



\$322,019.75 for the 64th Ave. S. Roundabout Project.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

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

Agenda Item # 12: Sewer Ordinance | Lukas Croaker, City Attorney

Mr. Croaker summarized the sewer ordinance and explained that the City Council requested the addition of a variance process found under Fargo Cass Public Health's regulations.

Motion: Approve the 2nd Reading of the Sewer Ordinance.

1st Motion: Councilmember Burkland

2nd Motion: Councilmember Landstrom

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

Agenda Item # 13: Sanitary, Storm and Street Improvement District No. 2022-3 (Wall Avenue from Sheyenne River to Cass County Road 17) | Jim Dahlman, City Engineer

Mr. Dahlman explained that the bid opening for the Sanitary, Storm and Street Improvement District No. 2022-3 (Wall Avenue from Sheyenne River to Cass County Road 17) took place on Thursday March 23, 2023. The City received bids from three Contractors: All Finish Concrete, Inc.; Dakota Underground, Co.; and KPH, Inc. The lowest bidder was Dakota Underground Co. of Fargo, ND with a bid of \$3,307,872.71.

Motion: Award the Sanitary, Storm and Street Improvement District No. 2022-3 (Wall Avenue from Sheyenne River to Cass County Road 17) bid to Dakota Underground.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Burkland

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

Agenda Item # 14: Water, Sewer, Storm, and Street Improvement District No. 2021-7 (Deer Creek Estates and Deer Creek Estates Second Addition) | Jim Dahlman, City Engineer

Mr. Dahlman summarized the plans and specifications for Water, Sewer, Storm, and Street Improvement District No. 2021-7 (Deer Creek Estates and Deer Creek Estates Second Addition). He added that the project bidding would take place at the end of May, the project would be awarded in the beginning of June and the estimated project completion would be set for June 30, 2024. He explained that within the project, there are three sections.

Section A) would be Deer Creek Estates 2nd Addition.

Section B) would be Deer Creek Estates Addition.

Section C) would be Deer Creek Estates PKWY.

Discussion was held regarding access roads to get in and out of town during construction and the roundabout project. Mayor Peterson explained that the contractors will make sure that residents will be able to get in and out of town. There might be a few detours, but that access will be guaranteed.

Motion: Approve the Plans and Specifications for Water, Sewer, Storm, and Street Improvement District No. 2021-7 (Deer Creek Estates and Deer Creek Estates Second Addition) Contingent on a Memorandum of Understanding with the City of Fargo and an Amendment to the Improvement District Agreement Referencing Approval of Oxbow Culvert Installation Work near the Sheyenne River.

1st Motion: Councilmember Veit



2nd Motion: Councilmember Landstrom

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

Motion: Direct the Auditor to Advertise for Bids for Water, Sewer, Storm, and Street Improvement District No. 2021-7 (Deer Creek Estates and Deer Creek Estates Second Addition).

1st Motion: Councilmember Veit

2nd Motion: Councilmember Burkland

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

Agenda Item #15: 2020-7 (Connection to Cass Rural) | Jim Dahlman, City Engineer

Mr. Dahlman gave an update on the ongoing Water Improvement District No. 2020-7 (Connection to Cass Rural) project. He explained that the meter vault was delivered and installed on April 12, 2023. The meter vault is the most important piece of equipment for the connection to Cass Rural Water service. He added that Horace's water lines will be flushed to ensure residents will receive high quality water. He stated that the water might be severely discolored during the flushing process. The reason for the temporary discoloration of the water is the fact that the lines have not been flushed during the ongoing water project. Not flushing lines for a longer period causes higher mineral buildup than usual. Councilmember Burkland requested that the residents be informed about the possible discoloration so that they are aware of the flushing process.

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

Mr. Dahlman gave an overview of the 2023 construction season. He also presented a map that shows all the current and upcoming projects.

Mr. Dahlman explained that the Department of Transportation opened bids for the TAC-009 (056)-23242 Center Avenue Multi Modal Improvements on April 14, 2023. The lowest bidder was OPP Construction.

Mr. Dahlman concluded by giving brief project updates for Cub Creek 2nd Addition, Wall Avenue East, and the improvements for 63rd Street.

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

Mr. Holper gave an update on the installation of the video system at the Fire Hall Event Center. He explained that two electronic parts are on backorder and expected to be delivered at the end of June.

He stated that three new employees were hired, which included bringing the part-time public works employee on board full time, a new communications specialist, and a new administrative assistant for the building inspections department.

Agenda Item #18: Portfolio Reports

- a. Mayor Peterson explained that he will attend the Voice of Vision Event that will take place on April 20, 2023. The event is hosted by the FMWF Chamber of Commerce.
- b. Councilmember Veit stated that she continues to attend some of the City's construction meetings. She was also helping staff with flooding in the Prairie View Addition. Too much snow had melted too fast and caused flooding in that neighborhood.
- c. Councilmember Burkland requested that the dates for the citywide garage sale event and cleanup dates be announced online as soon as they become available. She inquired about a possible recycling site being added to Horace. Mr. Holper responded that he would ask Waste Management to see if additional dumpsters for recycling could be delivered. Councilmember Veit suggested that Waste Management should incorporate the



- extra recycling into their existing Horace route to keep additional costs down.
- d. Councilmember Landstrom had no update.

- e. Councilmember Trudeau explained that the open position for the Executive Director at MetroCOG was filled.

Horace resident and Special Assessment Commissioner, Al Aamodt, addressed the City Council and explained that he is against the possible recall of one of the City Councilmembers. He added that he is not on board with the City's continuation of assessing established neighborhoods for new, incoming residential neighborhoods. He is also not on board with reinstating the tax abatement resolution.

Mayor Peterson stated that the City Council will go into an executive session.

Agenda Item #19: Executive session held pursuant to N.D.C.C. § 44-04-19.1(9) to discuss negotiating strategy or provide negotiating instructions to its attorney or other negotiator regarding contracts for the purchase of real property related to the Wall Ave Project.

Motion: Enter into Executive Session held pursuant to N.D.C.C. § 44-04-19.1(9) to discuss negotiating strategy or provide negotiating instructions to its attorney or other negotiator regarding contracts for the purchase of real property related to the Wall Ave project at 8:27pm.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Trudeau

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

Motion: Return to the Regular Session at 8:54 pm.

1st Motion: Councilmember Veit

2nd Motion: Councilmember Landstrom

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

Motion: Approve Purchase Agreements for Daugherty, Mathison, and Wyffels.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Burkland

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

Motion: Direct City Attorney to Send a Letter Informing Property Owners of their Rights under ND's Eminent Domain Laws.

1st Motion: Councilmember Trudeau

2nd Motion: Councilmember Veit

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

Agenda Item #20: Adjourn

Motion: Adjourn at 8:57 pm

1st Motion: Councilmember Landstrom

2nd Motion: Councilmember Trudeau

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



The next City Council Meeting is scheduled for **Monday, May 1, 2023, at 6:00 pm**