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## Horace City Council Meeting Minutes

The Horace City Council met on **October 15, 2018** at 6pm at City Hall. Those present were Kory Peterson, Chelsey Johnson. Bryan Schmidt was present via phone. Dave Fenelon and John Koerselman was absent.

The Pledge of Allegiance was recited.

Mayor Peterson called the meeting to order.

The Regular Agenda was approved with addition of discussing about Lakeview by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor non-opposed; motion carried.

The Consent Agenda was approved with the removal of the payment to Black Mountain Software in the amount of \$7,243.75 from vendor invoices by first motion Councilmember Johnson and second motion by Councilmember Schmidt; all in favor none-opposed; motion carried.

The Meeting Minutes from October 1, 2018 was approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor none-opposed; motion carried.

**Public Comment:** no comments we made.

### **North Dakota League of Cities (NDLC) | Blake Crosby, NDLC Executive Director**

Blake Crosby provided an overview of upcoming issues impacting cities during the upcoming North Dakota legislative session and issues at the federal level.

### **Purchase of Black Mountain Software | Brenton Holper, City Administrator**

Mr. Holper discussed options that have been reviewed by the City Staff regarding Black Mountain Software. A total of \$58,000 was budgeted in FY 2019 for the purchase of the Black Mountain Software. Staff's recommendation is for the City to purchase the Black Mountain Software without the permitting module. Expenses associated with this purchase would not occur until FY2019. Approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson all in favor none-opposed; motion carried 2-0.

### **Purchase of SmartGOV Software | Brenton Holper, City Administrator**

Mr. Holper gave an overview of the SmartGov Software. This software is intended to assist City Staff in plat/plan review, building permits, building inspections, and code enforcement by creating a user-friendly experience. A total of \$55,000 was budgeted in the FY2019 budget for this software. Councilmember Schmidt requested that the proposal be negotiated to provide cost savings by removing on-site training. Approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson all in favor none-opposed; motion carried 2-0.

### **Partners in Marketing Proposed Contract | Brenton Holper, City Administrator**



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Mr. Holper discussed a proposal from AE2S to provide professional services associated with marketing assistance and help complete tasks associated with the Partners in Marketing Grant the City received from the North Dakota Department of Commerce. The total for the proposal is for a project cost not to exceed \$35,000 with the City being responsible for a local match of \$10,500. The remaining balance would be paid for by the grant. Approved by first motion Councilmember Johnson and second motion by Councilmember Schmidt; all in favor none-opposed; motion carried.

**Waste Management Revised Contract Extension | Brenton Holper, City Administrator**

Mr. Holper provided an overview of a proposed revised contract extension from Waste Management. A miscalculation by Waste Management in the provided rates to the City was identified. Waste Management requested that the rates be corrected. The miscalculation has resulted in a cost of approximately \$8,500 year to date due to an agreed upon rate annual rate increase not being applied. Waste Management is no seeking reimbursement for the un-billed amount year to date. The proposed contract extension still reflects all the same components as the previous agreement, including no rate increases until 2020. Approved by first motion by Councilmember Schmidt; all in favor none-opposed; motion carried.

**Isaak Addition | Sarah Wear, City Attorney**

Final Plat – Public Hearing opened at 7:16 pm and closed at 7:16 pm with no public comment. Approved by first motion Councilmember Johnson and second motion by Councilmember Schmidt; all in favor none-opposed; motion carried.

Rezone – 2<sup>nd</sup> Reading approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor none-opposed; motion carried.

**WSSSt. ID No. 2017-1 (Lost River) | Sarah Wear, City Attorney**

Assessment List Confirmation Public Hearing opened at 7:18 pm and closed at 7:18 pm with no public comment. Lost River Assessment List is approved by first motion Councilmember Johnson and second motion by Councilmember Schmidt; all in favor none-opposed; motion carried.

**SS ID No. 2017-2 (SSL) | Sarah Wear, City Attorney**

Assessment List Confirmation Public Hearing opened at 7:19 pm and closed at 7:19 pm with no public comment. SSL Assessment List is approved by first motion by Councilmember Schmidt and second motion by Councilmember Johnson; all in favor none-opposed; motion carried.

**R5 Zoning Amendment Ordinance | Sarah Wear, City Attorney**

Public Hearing opened at 7:20 pm and closed at 7:27 pm; Council would like this to be tabled until next meeting, no action.

**Lakeview Road | Jim Dahlman, City Engineer**

Mr. Dahlman requested approval of change order ... for a gravel up to \$5,800 to be placed on a temporary easement for the sanitary sewer lift station #8. Approved by first motion by Councilmember Schmidt and second motion by Councilmember Johnson; all in favor none-opposed; motion carried 2-0.

**Sanitary Sewer Lift Station No. 8 – Temporary Easement | Sarah Wear, City Attorney**



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Mrs. Wear represented the temporary easement for the sanitary sewer lift station. This would be in place until a permanent access to the lift station is established (Lakeview Drive). Once the permanent access is in place, the temporary road and easement would be removed. Approved by first motion by Councilmember Schmidt and second motion by Councilmember Johnson; all in favor none-opposed; motion carried.

**Transportation Alternatives/Safe Routes to Schools Grant Update | Jim Dahlman, City Engineer**

Mr. Dahlman discussed the grant that was approved for the City that extends from Horace Elementary to North 81<sup>st</sup> | Brink Dr. intersection. Approved by first motion by Councilmember Johnson and second motion by Councilmember Schmidt; all in favor none-opposed; motion carried.

**Capital Improvements Program (CIP) Project List | Brenton Holper, City Administrator**

Mr. Holper discussed the CIP List with the water quality, storm water and run off, and wall avenue traffic options for sidewalk be added. A more detailed list will be provided to the Council at an upcoming meeting.

**General Update | Brenton Holper, City Administrator**

Mr. Holper shared that there were many complaints received about the conditions of gravel roads this past week. A contract has been contacted for the roads to be scheduled and addressed as soon as possible.

**Portfolio Reports:**

- John: Absent
- Dave: Absent
- Chelsey: No report
- Bryan: No report
- Kory:
  - Diversion Update: Mayor Peterson and Tom Landwher, MN DNR Commissioner discussed the Fargo-Moorhead Diversion – Plan B and the impact that it would have on Horace.

**Adjourn**

A motion was made by Councilmember Schmidt to adjourn the meeting; all in favor non-opposed; motion carried. The meeting adjourned at 8:02 pm.

Kory Peterson, Mayor

Vance Kemmer, City Auditor