



Horace City Council Meeting Minutes

The Horace City Council met on **December 18th, 2017** at 7:04 pm at City Hall. Those present were Kory Peterson, John Koerselman, Sharon May, and Bryan Schmidt via cellphone.

The Pledge of Allegiance was recited.

Mayor Peterson called the meeting to order.

The Minutes from December 18th, 2017 was approved by first motion John and second motion by Sharon; all in favor.

The Consent Agenda was approved with the GL accounts will be reviewed and possible changes later one, by first motion John and second motion by Sharon; all in favor.

The Regular Agenda was approved with additions of Terra Gardens Addition, Rezone public hearing, Preliminary plat public hearing, Alivia's Acre Addition, final plat public hearing under Ohstad Twichell; was approved by first motion John and second motion; all in favor.

Michael Maddox from MetroCog came to talk about the transportation studies which they cover Cass County, Dilworth, Fargo, West Fargo, and Horace. MetroCOG's main focus is transportation. Projects are done annually and are federally funded by 80% and 20% by the local jurisdictions. If the roads hit multiple cities, all cities will be involved in the planning. MetroCOG's meet the 2nd Thursday of every month. Horace will need a comprehensive plan which will roughly be 100,000. Sharon will email Michael to see what the next step is for Horace.

Jack Dwyer came to speak about the Terra Garden Plat. John Lowry (Lowry engineering) and Jason Berg (developer) were also present. Jack is requesting for rezoning and for a preliminary plat. Jack spoke to P&Z last Tuesday (12th), obtained recommendation some plat revisions for lotlets. P&Z wanted to know what the street widths are and better understand the on-street parking, and the park place. Pages 2-5 are the master plan from the plat that was handed out. There will be 180-190 homes in the 56 acres of Terra Garden. The plan is to not have any backyard neighbors and this development will provide affordable lots with open and accessible community space. The rezone on page 6 Jack is meeting with the Park Board tomorrow (19th) and will be asking to meet with the City as well, may be a special meeting so the City will need to consider this rezone.

Perry Ronning came to speak about Maplegrove – retention pond/cleanup/install pump. Paul – gravel road, David said they are in the street

Tax Exemption – Jack Dwyer and 3 other homes – they will not qualify for a tax exemption, talking to Paul from Cass County – let the council decide if they are willing to give a tax exemption – send the letter into Paul and he will take it to the county.

Jack's house should be annexed, would like clarity on the annexation.

Table it and see where/when annexation is and have it on the **next meeting**



Ohnstad Twichell:

Lost River 4th Addition: Final plat - 1 small lot to rezone to 3 lots

- Public Hearing opened at 8:36pm, no questions or concerns. Public Hearing closed at 8:36pm. Approved by first motion John and second motion by Sharon; all in favor

Terra Gardens Addition: 2018 construction, sewer by freeze up

- Public Hearing opens at 8:21pm; 1 comment by Russ Sahr, if there will be any rezoning in Terra Garden we will not be doing small rezones, only big rezones going forward. Public Hearing closed at 8:29pm.
- City Council would like to table the rezone and preliminary plat for next meeting (Jan 2nd) to look further into transportation, flood plan, multi-family area, and make sure things are done right. Approved by first motion by John and second motion by Sharon.
- Rezone – Public Hearing – tabled for Jan 2nd meeting
- Preliminary plat – Public Hearing – tabled for Jan 2nd meeting

Alivia's Acres Addition

- Scott (developer) presented the Final Plat for Alivia's Acres. They went wider on Alivia's road. The Public Hearing opened at 8:55pm, with a recommendation with conditions of 106h, 73rd, and 72nd to be crushed concrete and temporary turnaround. Public Hearing closed at 9:05pm and was approved by first motion John and second motion by Sharon; all in favor.

All American CUP Conditions

- Fence needs to be 8 feet and be a commercial privacy fence, no chain-link fence.
- The City would like to get the culvert completed 1st and then the fence can be placed after the culvert is complete.

SE Cass – Holmen's Subdivision Improvements

- Lukas sent an email to receive financials and has not received anything yet. This will be tabled until next meeting (Jan 2nd).

Interstate Engineering:

Sheyenne Trailer Court Water Meters

- Summary: met a couple of times with Don Freed, owner of Sheyenne Trailer Court, Don and his daughter Erica preferred individual meters on every trailer. Jim talked with other contractors and cities and was told this is not a favorable way to do water meters. The City of Horace has proposed that the trailer court will be a bulk water user and the owner will be responsible to retrieve the expenses.
- Proceed with plans, conduct what the services look like.
- We have received about half of the resident's water meter photos. The City would like us to make assumptions on the rest and get the project going.



Improvement District No. 2017-01 Progressive Estimate No. 8

Lost River 115,

TA Grant Report

- 7 of them, we are rated 6 out of 7, Jim has the notes from their meeting if anyone would like to see them. The City is wondering how we can get higher on the ranking?
- Horseshoe Bend will have a survey to see if anyone would like the city sewer which will go out the beginning of the year.

Portfolio Reports:

- John:
 - Multi-family Ordinance – need to review this ordinance
 - R6 Ordinance – several developers are putting this zoning in their plans, what is the correct way for R6, what works what doesn't
 - New Development Planning – traffic studies, park studies, slow some things down, we have the new school coming in, Prairie Design to plan that area. Is it possible to get landscaping plans from P&Z?
 - Landscaping Ordinance that was revised a couple of months ago, Lukas will resend it to P&Z.
- Dave – No Report
- Sharon – Orchard Grant/ Community garden areas – city applied for it a couple years ago, didn't receive it, going to apply for it again, do a better job with the letter, possibly would be nice in Lost River or in Terra Gardens.
- Bryan:
 - 2018 Capital Improvement Plan discussion
 - Action item list, survey feedback from N of town to get hooked up with the SSL
 - Utility rate discussion
 - Bulk Feed early spring, April/May per Jim
 - Meter by the elevator = billed 1/year 6.50 per 1K will need to figure out how to track this once the new meters are in
 - Hydrant/water meter for the developers to be charged when using the city water
 - 2 Action Items: Effective Date and Funding – we are on the attended use plan, paperwork is in Bismarck's hands. Planned to use some of the sales tax and the rate changes
 - Finalize how we are going to repay for this project – Vance will work on this
 - City Financial system meeting
 - Summit Group came last week to talk about enhancements, electronic payments, and other updates to the software currently being used.
 - Starion Bank has some ideas for us and will come out to present on the electronic payments and online payments.
 - There will be upcoming cost for software/payments/improvements.
 - Financial Planning consultant discussion



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- Getting a model, going through infrastructure and how this could be more efficient and organized
 - Kory:
 - Last Diversion meeting
 - Requesting with Tim Mahoney to be on the board to have some representation.
 - Sharon would like to see us send another letter to the Governor about the alignment. We need to talk to Richland county and Oxbow county and be in the press to be more vocal and get our word out there.
 - The Tech team that is out there, we need to get on board and talk with them.
 - Mayor's conference in Bismarck
 - Medical Marijuana – HR needs to be updated and policies in place.
 - Bank of ND has a lot of funds for infrastructure, which we need to consider.
 - Census – we need to make sure to count everyone in Horace
 - WF School District meeting
 - High Schools will be beyond capacity at 2020
 - Future planning/strategy meeting ideas
 - Jan 11th or Jan 18th will be a special meeting with all city members, park board, and P&Z.
1. Auditor:
- November Financials – 2.15.02 and 2.
 - 134,000 deficit, Bryan and Vance get together
 - Census – mailed 39 pages
 - Special Event Firework Permit – Big Erv's will have a fireworks event for NYE. Approved by first motion John and second motion by Sharon; all in favor
 - Yearly Audit (**need motion to approve**)
 - Mike Manstrom (mmanstrom@doughertymarkets.com)
 - Wants City to have an audit every year rather than every 2 years, he would like a motion for yearly audits. Approved by first motion John and second motion Sharon.
 - Kory suggests the Park Board to be audited one time per year also.
 - Election Information:
 - City to designate voting location (NDCC 16.1.04-02) Senior Center, June 18th, 2018 – need to have holding place. Approved by first motion Sharon and second motion by John; all in favor
 - John Koerselman and Sharon May are up for election (City)
 - Vance would like to have Sharon put the election document in Horace Happenings for 3 solid months.
 - Julie Dahlin and Sarah Jacobson up for election (Park Board).
 - January meeting date will be January 2nd



Meeting adjourned at 10:23pm, approved by first motion John.

Kory Peterson, Mayor

Vance Kemmer, Auditor