



Horace City Council Meeting Minutes

The Horace City Council met on **October 1, 2018** at 5pm at City Hall. Those present were, Kory Peterson, John Koerselman, Chelsey Johnson, Bryan Schmidt. Dave Fenelon was absent.

The Pledge of Allegiance was recited.

Mayor Peterson called the meeting to order.

The Regular Agenda was approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor non-opposed; motion carried.

The Consent Agenda was approved by first motion Councilmember Koerselman and second motion by Councilmember Schmidt; all in favor non-opposed; motion carried.

The Meeting Minutes from September 17, 2018 was approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor non-opposed; motion carried.

The Special Meeting Minutes from September 19, 2018 was approved by first motion Councilmember Koerselman and second motion by Councilmember Schmidt; all in favor non-opposed; motion carried.

Public Comment: Sharon Carpenter provided comments about Bean Days, the 8th St. Truck Route, and conditions of Nelson Drive. Mrs. Carpenter's concerns regarding Bean Days was for consideration of the event to be held on the same weekend in previous years in order to avoid colder weather. Concerns of Nelson Drive were related to drainage and pavement conditions. Without the 8th St. Truck Route, truck traffic continues to damage the roads in the neighborhood.

Cass County Sheriff Department Update | Lindsey Nettetstad Cass County Deputy Sheriff

Deputy Nettetstad presented the monthly report. Complaints have also been received in regard to loose animals. Mrs. Heisler posted a reminder for residents of the City's animal ordinance on the City's Facebook account. Cass County Deputies have also maintained an increased patrol for the crosswalk near Horace Elementary.

76th Ave. Intersection and Road Improvements | Brenton Holper, City Administrator & Jason Benson, Cass County Engineer

Mr. Jason Benson provided a presentation about the CR-17 and 76th Ave Intersection. This intersection could be a single roundabout, double roundabout, or signalized. The signalized option would cost approximately \$950,000 and the roundabout options varied from \$1.2M to 1.8M.

Mayor Peterson stated that this decision should be based on three things: safety, moving traffic, and cost. KLJ Architects did a traffic study which favored the intersection to be signalized due to costs, but the County is open to hear the City's preference. Mr. Holper suggested that whichever the decision is made for this intersection to do the same on 64th Ave intersection.



No action was taken. A special City Council Meeting will be scheduled for further discussion on this topic.

West Fargo Schools Update | Brenton Holper, City Administrator

Mr. Holper shared that the WF School Bond Referendum passed and the City is working with the school district to determine discuss their timeline for various stages of the development/construction of the school's property. The School district expected to start construction of the middle school in the spring of 2019 and the high school in 2020.

Lakeview Drive Road Development | Brenton Holper, City Administrator

Mr. Holper provided a brief overview of the needs associated with the development of the new schools and Cass Rural Water's water tower starting next spring. Further discussion regarding Lakeview Drive will be held during the special City Council Meeting.

Resolution Authorizing the Sale of Bonds for Street ID No. 2017-7 (Maple Circle); Street ID No. 2017-8 (Northwood/Southwood); and WSSSt. ID No. 2018-3 (Terra Gardens) | Lukas Croaker, City Attorney

Mr. Croaker shared that all 3 projects will be for a total of \$3.88 million, 25-year maturity, 3.97%, net interested of 4.07%. The first motion to approve the resolution authorizing the sale of bonds was made by Councilmember Koerselman and the second motion made by Councilmember Schmidt. All in favor, non-opposed; motion carried.

Time extension request dated September 28, 2018 for Street Improvement District No. 2017-7 (Maplegrove) | Jim Dahlman, City Engineer

Mr. Dahlman shared the time extension is due to cold and wet weather, also needed warmer weather before June 1st and it just didn't happen. Councilmember Koerselman asked about accountability of the contractor to complete the project and if a discount would be given due to the delays. A time extension request was approved by first motion by Councilmember Schmidt and second motion by Councilmember Johnson, 2-1 (Koerselman) passed; motion carried.

Waste Management Extension Proposal | Brenton Holper, City Administrator

Mr. Holper presented a proposed contract extension with Waste Management for trash and recycling franchise services in Horace. The proposal includes no rate increases until January 2020, flat fees for compost removal (per dumpster), and an annual 2.5% annual increase (historically has been 3%). The City will review the current rate structure and may charge additional to cover expenses associated with the compost site and spring/fall clean up events.

The proposed contract extension was approved by first motion by Councilmember Schmidt and second motion by Councilmember Johnson. All in favor, non-opposed; motion carried.

Public Works Job Descriptions | Brenton Holper, City Administrator

Mr. Holper presented a public works supervisor job description for consideration of the City Council and that the vacant public works position be a supervisor role. Councilmember Koerselman requested that the job descriptions be handled by Councilmember Fenelon and Mr. Holper and should not need to be brought to the City Council. Councilmember provided the first motion to approve the job description of



the public works supervisor and to fill the vacant position as necessary. The second motion was made by Councilmember Schmidt. All in favor, motion carried.

Community Development Director Recruitment Contract Extension | Brenton Holper, City Administrator

Mr. Holper shared that AE2S will be “starting over” essentially with this position, the job description has changed and been updated, and applicants can find the new job description and how to apply on the City of Horace website. Councilmember Schmidt provided the first motion to approve the contract extension with AE2S for the Community Development Director Recruitment. Second motion was made by Councilmember Koerselman. All in favor, motion carried.

Vacating Bike Path between Horace Elementary and Chestnut | Brenton Holper, City Administrator

Mr. Holper provided an overview where a property owner has requested that a portion of the bike path just north of Horace Elementary be removed from his property. This bike path was constructed with no easement and the resident has concerns about safety and uses of the bike path using his garbage cans.

Water & Wastewater Rates | Brenton Holper, City Administrator

Mr. Holper shared that the new water and wastewater rates will be put in place October 1st. Residents will see a change in the rate on their bill they receive in November. The water meter replacement is about 75% complete and there is a delay due to the auto shutoffs are made by order, they do not have any extra on their shelves. These type of water meters will be placed possibly in January.

SEIS FM Diversion Public Comment Period – Response Letter | Kory Peterson, Mayor & Brenton Holper, City Administrator

Mr. Holper shared that the City of Horace mailed a letter last Thursday for opposition to plan B. This letter was sent to the Minnesota Department of Natural Resources (MN DNR) in response to the Supplemental Environmental Impact Statement – public comment period. The City will be reaching out to key stakeholders connected to the diversion for discussions.

General Update | Brenton Holper, City Administrator

Mr. Holper shared that he will be participating in the 76th Ave. corridor study consultant interviews on Oct. 2, 2018. The City is working with AE2S about the Economic Development Grant that City of Horace was awarded; which will go towards marketing and branding efforts for the City.

Portfolio Reports:

- John: MetroCOG proposed RFP for the Horace Transportation and Comprehensive Plan was approved.
- Dave: Absent
- Chelsey: No report
- Bryan: Capital Improvements Program (CIP) – no update, plan to have another time and will prioritize sewer pump times.
- Kory: would like a envision Horace meeting in a couple of weeks.



Adjourn

A motion was made by Councilmember Koerselman to adjourn the meeting; all in favor non-opposed; motion carried. The meeting adjourned at 8:08pm.

Kory Peterson, Mayor

Vance Kemmer, City Auditor