



Horace City Council Meeting Minutes

The Horace City Council met on **December 3, 2018** at 6pm at City Hall. Those present were Kory Peterson, Chelsey Johnson, Bryan Schmidt, Dave Fenelon, John Koerselman.

The Pledge of Allegiance was recited.

Mayor Peterson called the meeting to order.

The Regular Agenda was approved by first motion Councilmember Koerselman and second motion by Councilmember Fenelon; all in favor none opposed; motion carried.

The Consent Agenda was approved by first motion Councilmember Schmidt and second motion by Councilmember Johnson; all in favor none opposed; motion carried.

The Meeting Minutes from November 19, 2018 was approved by first motion Councilmember Fenelon and second motion by Councilmember Koerselman; all in favor none opposed; motion carried.

Public Comment: Russ Sahr requested the Council to consider a process for all special assessments that there would be a mailout to inform the residents that they would be impacted by a special assessment.

Monthly Report | Lindsey Nettetstad, City Sheriff

Deputy Nettetstad presented the monthly report, stating that calls increased a bit this month, and reminding all resident's that there is no parking on city streets overnight.

Legislative Priorities | Brenton Holper, City Administrator

Mr. Holper discussed with the City Council upcoming legislative priorities such as: special assessments, the prairie dog bill, the FM diversion, jobs/competitive wages, etc. These priorities are ones that would be brought to legislators' attention. No formal action from the City Council was taken.

Improvement District – Special Assessment Flow Charts | Lukas Croaker, City Attorney

Mr. Croaker presented the Councilmembers a diagram showing the Special Assessment Process. This handout will be made available on the City's website with a disclaimer. An overview of the special assessment process and explanation of key steps that the City Council will be facing in the near future. Mr. Croaker noted that he will give this information to the Park Board as well. No action taken.

Sanitary, Storm Sewer, and Street ID No. 2019-1 (Lakeview Drive) | Lukas Croaker, City Attorney

Mr. Croaker presented an Amended Engineering Report for the Lakeview Drive project. The amendment added the east/west road (79th Ave.) to the description. The Amended Engineering Report was approved as presented by first motion from Councilmember Schmidt and second motion by Councilmember Koerselman. All in favor, none opposed; motion carried.

Storm Sewer and Street ID No. 2019-2 (76th & Roundabout) | Lukas Croaker, City Attorney



Mr. Croaker presented the Resolution of creating the District for the 76th & Roundabout project. The council agreed to include the entire City of Horace for the district boundary, which can be reduced later. Councilmember Koerselman made the first motion to approve the creation of the 76th & roundabout (No. 2019-2) district to include the entire City limits. Councilmember Fenelon provided the second motion. All in favor, none opposed; motion carried.

Mr. Croaker presented the Resolution Directing Engineer to prepare report for this 76th & Roundabout project. Councilmember Koerselman made the first motion to direct the engineer to prepare the report for the 76th & Roundabout project. Councilmember Schmidt provided the second motion. All in favor, none opposed; motion carried.

Mr. Croaker advised the City Council that the Resolution Approving Engineering Report the Resolution of Necessity should be tabled. These items were tabled for a future meeting.

Storm Sewer and Street ID No. 2019-3 (81st Ave & 63rd St) | Lukas Croaker, City Attorney

Mr. Croaker presented the Resolution Creating the District for the 81st Ave. & 63rd St. project (No. 2019-3). Councilmember Schmidt made the first motion to create the district for the 81st Ave. & 63rd St. project as presented. Councilmember Johnson made the second motion. All in favor, none opposed; motion carried.

Mr. Croaker presented the Resolution Directing Engineer to Prepare Report to include 76th Ave down to Drain 27. The Resolution directing the engineer to prepare the report as presented was approved by first motion from Councilmember Fenelon and second motion by Councilmember Koerselman. All in favor none opposed; motion carried.

Fireworks Ordinance Amendment | Lukas Croaker, City Attorney

Mr. Croaker presented the 1st Reading of the Fireworks Ordinance Amendment, which extends the legal date to use fireworks by one day. The 1st reading was approved as presented by first motion from Councilmember Schmidt and second motion by Councilmember Koerselman. All in favor, none opposed; motion carried.

Municipal Prosecutions | Lukas Croaker, City Attorney

Mr. Croaker provided an overview of the City's difficulties associated with the lack of a municipal judge. To provide the ability for enforcement by the deputies, the City has two options for getting a municipal judge. These options include: finding a judge and establishing a municipal court in Horace or contracting with Cass County and abolishing the municipal court for the City. Mr. Croaker and Mr. Holper will look into the costs associated with both options and report back to the City Council.

Water Study | Jim Dahlman, City Engineer

Mr. Dahlman presented a report on water quality, treatment plant, storage, and capacity. There are 3 areas that need action; apply for water rights, start looking for the best area for a water tower (5.4-1 million), start negotiating a purchase agreement with Fargo or Cass Rural Water for potable water.



Councilmember Schmidt made the first motion to begin the preliminary engineering for a new water tower. Councilmember Fenelon made the second motion. All in favor, none opposed; motion carried.

County Road 17 Pedestrian Crossing | Jim Dahlman, City Engineer

Mr. Dahlman presented the Change Order No. 2 (final). Councilmember Koerselman made the first motion to approve Change Order No. 2 as presented. Councilmember Schmidt made the second motion. All in favor, none opposed; motion carried.

Mr. Dahlman presented the Progressive Estimate No. 5 (final). Councilmember Schmidt made the first motion to approve the Progressive Estimate No. 5 (final) as presented. Councilmember Fenelon made the second motion. All in favor, none opposed; motion carried.

Street Improvement District No. 2017-8 (Northwood/Southwood Dr) | Jim Dahlman, City Engineer

Mr. Dahlman presented the Change Order No. 2 (final). Councilmember Koerselman made the first motion to approve the Change Order No. 2 as presented. Councilmember Schmidt made the second motion. All in favor, none opposed; motion carried.

Mr. Dahlman presented the Progressive Estimate No. 5 (final). Councilmember Schmidt made the first motion to approve the Progressive Estimate No. 5 (final) as presented. Councilmember Fenelon made the second motion. All in favor, none opposed; motion carried.

Snow Removal & Ice Control Policy | Brenton Holper, City Administrator

Mr. Holper presented the Snow Removal and Ice Control Policy with Map. This policy provides the public works staff and residents with guidelines of what to expect for level of service when snow and ice events occur. Councilmember Fenelon made the first motion to approve the Snow Removal & Ice Control Policy as presented. Councilmember Koerselman made the second motion. All in favor, none opposed; motion carried.

General Update | Brenton Holper, City Administrator

Mr. Holper shared the new employment announcements of Matt Lower, Community Development Director begins in January 2019. Doug Sletten, public works employee has started and Todd Pillen, public works will start in the next week.

Mr. Holper provided an update on the School Site Development, the NDLC Capital Improvements Program project list request, and the 2018 Budget status.

Portfolio Reports:

- Mayor Peterson
 - Diversion Update: Mayor Peterson provided an update that he will be meeting with representatives from the diversion, county, and Fargo soon to discuss the City Council's concerns.
 - Special Meeting: Mayor Peterson would like a City Status Meeting on January 29th or 30th at the Senior Center, more information to come.
- Councilmember Koerselman
- Councilmember Fenelon



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- Councilmember Johnson
 - Councilmember Schmidt

Adjourn

A motion was made by Councilmember Koerselman to adjourn the meeting. All in favor, none opposed; motion carried. The meeting adjourned at 8:15 pm.

Kory Peterson, Mayor

Vance Kemmer, City Auditor