



Horace City Council Meeting Minutes

The Horace City Council met on May 6, 2019 at 6pm at City Hall. Those present were Kory Peterson, David Fenelon, Chelsey Johnson, and Bryan Schmidt. John Koerselman was absent.

The Pledge of Allegiance was recited.

Mayor Peterson called the meeting to order.

Agenda Item #3: Approve Regular Agenda

Discussion: Mr. Holper requested changes- move agenda item 4b (Pond Purchase Agreement) to after item 11 so there could be public discussion on the Agreement and remove Item 15 (Mixed-Use Path) because engineering is not complete due to constraints around a cemetery.

Motion: Approve the regular meeting agenda with recommended changes. Remove agenda item #15.

1st Motion: Councilmember Schmidt

2nd Motion: Councilmember Fenelon

Action taken: All in favor, none opposed.

Agenda Item #4: Approve Consent Agenda

Discussion: No Discussion.

Motion: Approve the consent agenda with changes. Remove agenda item 4b and place on the regular agenda after item 11.

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Schmidt

Action taken: All in favor, none opposed.

Agenda Item #5: Approve Meeting Minutes

Discussion: No Discussion

Motion: Approve April 1, 2019 Meeting Minutes

1st Motion: Councilmember Fenelon

2nd Motion: Councilmember Johnson

Action taken: All in favor, none opposed.

Agenda Item #6: Public Comment

Discussion: A citizen of Horace, Mr. Dave Gronlie, spoke about concerns about the City's growth and roundabout funding.

Agenda Item #7: Sheriff's Update

Discussion: Deputy Sheriff Krause presented a monthly report, detailing the 114 calls for service in Horace during April. Deputy Krause talked about increasing patrols during construction and discussed complaints received about ATVs on Railroad Right-of-Way.

Agenda Item #8: 76th Ave & Roundabout Construction

Discussion: Mr. Holper provided an overview of the 76th Ave. S. & roundabout project, including information about the designated detour routes. Improvements have been made to the roads and the detour is expected to be fully functionally by the end of the week. The contractor is expected to maintain the detours as necessary. Councilmember Schmidt recommended that residents take CR-14



(100th Ave.) to I-29 when possible. Mr. Holper also noted that the construction schedule is condensed in order to provide the least amount of disruption to the schools and dust control is being applied to the detours.

Agenda Item #9: Eagle Scout Project Presentation

Discussion: Mr. Zack May, a Horace resident and Boy Scout, updated the Council on the progress of his Eagle Scout project- planting an orchard around a pond in the Lost River subdivision. He informed council that the trees were planted and there were some next steps, including preparing beds for planting berry plants, and made a financial request for a grant submission for \$6,750 in which the City would be reimbursed. It was discussed this request can be handled at the staff level. At completion of the project, Mr. May said the project would be handed over to the city.

Agenda Item #10: Letter of Credit Requirement for New Developments

Discussion: Mr. Holper introduced a new policy that would raise letter of credit a developer must provide before a construction project from 50% to 75% of the project cost. He explained that this increase would provide additional financial security. The policy would go in effect upon approval

Motion: Approve the increase in the Letter of Credit requirements.

1st Motion: Councilmember Johnson

2nd Motion: Council Member Fenelon

Action taken: All in favor, none opposed. Policy approved.

Agenda Item #11: Cub Creek 1st Addition Final Plat

Discussion: Mr. Lower introduced the Cub Creek 1st Addition Final Plat and spoke about planning commission's recommendation for and conditions of approval. The final plat included a new residential lot that would need to go through a rezone process.

Motion: Approve the final plat with the following conditions: Indicated Park Board Ownership of Block 6 Lot 1, Rezone Block 1 Lot 22 to R6, and fulfill the Flood Plain requirements.

1st Motion: Councilmember Fenelon

2nd Motion: Councilmember Schmidt

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

Agenda Item #12: Pond Purchase

Discussion: Mr. Holper introduced the purchase agreement of the land for 3 ponds in Cub Creek 1st Addition. If approved, the City would purchase 27 acres for 3 ponds at a total of \$1.5 million. It was also noted that the Developer for Cub Creek requested the dirt from the ponds.

Motion: Resolution to approve the agreement

1st Motion: Councilmember Fenelon

2nd Motion: Councilmember Johnson

Action taken: Roll Call Vote (3-0). All in favor, none opposed. Motion approved.

Agenda Item #13: Cub Creek 1st Addition Special Assessment Improvement District (2019-6)

Discussion: Mr. Dahlman presented the preliminary engineering report for Special Assessment Improvement District 2019-6.

Motion: Approve preliminary engineering report for Special Assessment Improvement District 2019-6.



1st Motion: Councilmember Schmidt

2nd Motion: Councilmember Fenelon

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

Motion: Resolution to direct the engineer to prepare plans and specifications for Special Assessment Improvement District 2019-6.

1st Motion: Councilmember Fenelon

2nd Motion: Councilmember Schmidt

Action taken: Roll Call Vote (3-0). All in favor, none opposed. Motion approved.

Agenda Item #14: Visto's 3rd Industrial Addition Special Assessment Improvement District (2019-5).

Discussion: Mr. Dahlman presented the plans and specifications for the improvements in Special Assessment Improvement District 2019-5. He informed the Council of plans to open bids on May 30 and potentially award the bid at the June 3rd Council meeting. The cost estimate is approximately \$2 million.

Motion: Approve plans and specifications for Special Assessment Improvement District 2019-5

1st Motion: Councilmember Schmidt

2nd Motion: Councilmember Johnson

Action taken: Roll Call Vote (3-0). All in favor, none opposed. Motion approved.

Motion: Direct the City Auditor to Advertise for Bids for Special Assessment Improvement District 2019-5.

1st Motion: Councilmember Fenelon

2nd Motion: Councilmember Johnson

Action taken: Roll Call Vote (3-0). All in favor, none opposed. Motion approved.

Agenda Item #15: Maple Lakes Estates Special Assessment Improvement District (2019-7)

Discussion: Mr. Dahlman presented to Council the district boundary for Special Assessment Improvement District 2019-7. Should the boundary be approved, he would request the Council direct him to prepare a preliminary engineering report.

Motion: Resolution to approve district boundary for Special Assessment Improvement District 2019-7.

1st Motion: Councilmember Johnson

2nd Motion: Councilmember Fenelon

Action taken: Roll Call Vote (3-0). All in favor, none opposed. Motion approved.

Motion: Resolution directing the city engineer to prepare the engineering report for Special Assessment Improvement District 2019-7.

1st Motion: Councilmember Schmidt

2nd Motion: Councilmember Johnson

Action taken: Roll Call Vote (3-0). All in favor, none opposed. Motion approved.

Agenda Item #16: Lakeview Drive, 79th Ave., & 63rd St. Special Improvement Districts 2019-1 & 2019- 3

Discussion: Mr. Dahlman presented the bids received for the Lakeview Drive, 79th Ave., & 63rd St. project. KPH was the low bid for this project (\$6,155,081.60) and Mr. Dahlman recommended the City accept this bid for the project.



Motion: Resolution to accept the bid from KPH.

1st Motion: Councilmember Schmidt

2nd Motion: Councilmember Johnson

Action taken: Roll Call Vote. All in favor, none opposed. Motion approved.

Agenda Item #14: Enno-Epic PUD Presentation

Discussion: Mr. Lower introduced to the Council an application for a Planned Unit Development (PUD) to expand the Stone Pointe mall along CR 17. One of the developers applying for the PUD gave a brief presentation to the council and answered general questions.

Agenda Item #16: Engineer Update

Discussion: Mr. Dahlman presented an update to council on the progress of various engineering and public works projects.

- Terra Gardens: Underground adjustments are being completed and the contract will be working on the streets in Terra Gardens in the upcoming weeks.
- Maple Grove: Dates of when the contractor will be working on the remaining tasks has yet to be determined. The contractor is waiting for temperatures to rise in order to complete the chip seal.
- Northwoods / Southwoods: The contractor is waiting for temperatures to rise in order to complete the chip seal.
- Water meters: All water meters have been replaced except for those located in trailers. An agreement is being drafted for work to be completed with the water meters in the trailers by City staff and legal.
- 76th Ave. / Roundabout Detour: Base stabilizer is being installed, new gravel has already been placed on the roads.

Agenda Item #17: City Administrator Update

Discussion: Mr. Holper provided an update on the City compost site. The City is seeking the public's help in keeping this site open and for users to comply with the rules associated with the site. This helps to keep the costs down. Mr. Holper also provided an update on work being completed by the AE2S. AE2S has been assisting with accounts payable tasks and beginning basic work in cleaning up audit findings.

Agenda Item #18: Portfolio Reports

Mayor Peterson: Informed the Council and public there was no new news related to the Fargo-Moorhead Diversion. He also discussed a desire to bring the City's contracted financial firm, AE2S, to the Council to present on updates to their work.

Councilmember Fenelon: Informed the Council and public that candidates are coming in for Finance Director.

Councilmember Johnson: Informed the Council and public that she considered the yard sales weekend a success.

Councilmember Schmidt: Informed the Council and public the he is working with the City's communication director on developing a new website platform.



Agenda Item #19: Adjournment

Motion: Adjourn the meeting

1st Motion: Councilmember Schmidt

2nd Motion: Councilmember Johnson

Action taken: All in favor, none opposed.