

**KINDRED CITY COUNCIL MEETING MINUTES**  
**1-4-2017**

**1. 7:00 MEETING CALLED TO ORDER**

Mayor Wanner called the meeting to order at 7:00pm with council members Johnson, Amerman, Spelhaug, and Stoddard present. Also present were PWS Darin Laverdure, City Engineer Brandon Oye, City Attorney Sarah Wear, Deputy Rufat Agayev, and City Auditor Twila Morrison. Guests: Mark Ottis, Allison Molstre with the Forum, and Matt Thompson with CC Reporter.

Mayor Wanner began the meeting with the Pledge of Allegiance.

**2. APPROVE AGENDA**

The Police report was moved to 7A

**MOTION, passed**

**Mr. Amerman moved and Ms. Johnson seconded to approve the amended agenda. On a roll call vote, the motion carried unanimously.**

**3. CONSENT CALENDAR**

**MOTION, passed**

**Mr. Amerman moved and Mr. Stoddard seconded to approve the minutes of 12-7-16. On a roll call vote, the motion carried unanimously.**

**MOTION, passed**

**Mr. Spelhaug moved and Mr. Stoddard seconded to approve the financials with additions. On a roll call vote, the motion carried unanimously.**

**4. BOARDS & COMMISSIONS**

**5. COUNCIL BUSINESS**

Police Report: Deputy Agayev presented the December report as follows: 2-suspicious activity; 1-animal call; 1-burglary; 1-domestic; 1-911 hang up; 1-disturbance. He thanked the city for participating in the Christmas gifts for 7 kids. He enjoyed it and the kids were very thankful.

a. Administration

Allison Molstre - Ms. Molstre introduced herself and explained her different roles at Forum Communications. She is currently in a new position where they develop content for businesses as a different form of advertising. She showed a short video of what they did for Morris, MN highlighting their winter activities. She said she can help with promoting Kindred, whether it be businesses or housing, activities, etc. Mr. Spelhaug felt the housing development seems to be growing good so maybe focusing on businesses would be good. Mark Ottis suggested the businesses in town get together to see how they can all benefit from this. Mayor Wanner asked Ms. Morrison to send her the slide show we have. Ms. Molstre will put together some package options.

Corner lots – Ms. Wear said Ordinance 2015-59 had the 2<sup>nd</sup> reading in 2015 but it wasn't published. Now there is an issue with having the side setbacks at 25' for corner lots. Mr. Oye explained that the building department has guidelines set for corner lots in that the setback is 20'. Mapleton changed their ordinance recently to have a side setback for that zone plus an additional 10'. Mr. Ottis explained that the corner lots for their phase 3 has 20' setbacks on corner lots, in part because the lots aren't as big as phase 2 and the footprint of the home would need as much space as allowed. Discussion amongst the council felt that changing the setback to 20' would be fine. It will be discussed at the P&Z meeting on the 18<sup>th</sup> and then start the public hearing process.

Property Tax Exemption – Because the 3<sup>rd</sup> Phase will be developed in 2017, the next residential tax exemption resolution needs to be approved

**MOTION, passed**

**Mr. Spelhaug moved and Ms. Johnson seconded to approve the Resolution Regarding Residential Tax Exemption for 2017. On a roll call vote, the motion carried unanimously.**

Property Tax Exemption Applications – There were 6 applications for the 2 year \$150,000 property tax exemption. One of those was from 2015. Ms. Morrison spoke with Paul Fricassi at the County and he said they could accept the 2015 application by using an assessment correction form. Ms. Morrison will send a copy of all the apps to him.

**MOTION, passed**

**Mr. Spelhaug moved and Mr. Amerman seconded to approve the property tax exemptions except for David & Kimbra Amerman's application. On a roll call vote, the motion carried unanimously.**

**MOTION, passed**

**Mr. Spelhaug moved and Mr. Stoddard seconded to approve David & Kimbra Amerman's property tax exemption application. On a roll call vote, with Mr. Amerman abstaining, the motion carried unanimously.**

Portfolios – The council briefly discussed what Ms. Johnson presented for portfolio descriptions. It was decided to eliminate the Police portfolio because of our contract with the Sheriff, and to add the Personnel, Finance & Community Development portfolio. Ms. Johnson will take that new portfolio. Mr. Amerman has P&Z, Buildings/Grounds & Equipment; Mr. Stoddard has Streets, Sidewalks & Alleys, Signage, Traffic & Police; Mr. Spelhaug has Water, Sewer, Garbage, PW & Safety. Everyone is to review the descriptions and send Ms. Johnson any revisions.

WM – The City of Fargo disposal fee increased by \$5/ton and WM is increasing our rate accordingly. The council instructed Ms. Morrison to increase our rates 1 ½% on all can sizes.

Library rep – Ms. Johnson agreed to be the council representative on the Library board.

Bremer CD – Ms. Morrison presented the CD rates for Bremer, KSB, and Elm River Credit Union. Ms. Johnson asked that she provide a list of all our CD's, rates, and maturity dates.

b. Pool

Ms. Wear updated the pool sub-lease agreement according to their requests. This will be tabled until the Park Board has a chance to review it.

c. PWS

Mr. Laverdure reported he has been very busy with snow removal. The snow equipment is experiencing some return-to-work ailments. The tractor had 3 tires fixed. He's also had to make other repairs as needed. There was discussion regarding the snow removal and icy streets. This discussion happens every year because of complaints from the residents. It was again stressed that if anyone has complaints, they should be given Mr. Laverdure's phone number and he will handle the complaints.

d. Engineering

2014-2 – No change

Water tower- Mr. Oye said he is waiting to hear from the Bureau of Reclamation. The DWSRF wanted to know if we plan on financing 20 or 30 years. Mr. Oye provided an estimate of annual and monthly costs for each option. The council was leaning to the 30-year plan. They will decide next month.

Phase 3 – Mr. Oye & PVI have finished tweaking the plan. Mr. Oye provided a preliminary improvement district boundary. Mr. Ottis, with agreement from the council, wanted the taxiway removed from the improvement district. Mr. Oye then reviewed his preliminary engineer's report. The estimated total cost of the project will be \$1,450,000. The Bank of ND has a rather new 2% Infrastructure Loan Fund that we are going to receive. The paperwork to determine if we qualify has already been sent in.

Mr. Ottis is working on the Developers Agreement. He would prefer to continue with the promissory note, 2-year property tax exemption, ½% over bond, underground 25 payments over 27 years with 1<sup>st</sup> two years deferred, streets 15 payments over 17 years with 1<sup>st</sup> two years deferred. Ms. Wear

said it is very similar to Phase 2's agreement, it will just be a bit more specific. We also need to wait to see if we get the BND loan and if they will agree to split it between 15 years and 25 years.

A special meeting was set for January 18<sup>th</sup> at 7pm to approve the necessary resolutions.

f. P&Z

Nothing

g. Auditor Report

Ms. Morrison announced the Kindred Concert Series Cajun Shrimp Dinner fundraiser on January 15th and the Fire Departments fundraiser on the 21<sup>st</sup>.

## 6. ADJOURNMENT

**MOTION, passed**

**On a motion by Mr. Spelhaug and seconded by Mr. Stoddard the meeting was adjourned at 9:44 pm. On a roll call vote, the motion carried unanimously.**

Next regular meeting will be held on 2-1-17 at 7pm.

(Minutes subject to council approval.)

(Agenda deadline is noon Wednesday the week before the meeting.)

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**Twila Morrison, City Auditor**

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**Jeff Wanner – Mayor**