

KINDRED CITY COUNCIL MEETING MINUTES

8-3-2016

1. 7:00 MEETING CALLED TO ORDER

Mayor Wanner called the meeting to order at 7:00pm with council members Spelhaug, Stoddard, Johnson, and Amerman present. Also present were PWS Darin Laverdure, City Engineer Brandon Oye and Brad Musche, City Attorney Sarah Wear, and City Auditor Twila Morrison. Guests: Marlowe Rud, Kimbra Amerman, Kerri Whipple, Mark Erickson, Sue Kersting, Rodney Braaten, and Jim Kapitan

Mayor Wanner began the meeting with the Pledge of Allegiance.

2. APPROVE AGENDA

Park Board added to 6B, Salary added to H, Jim Kapitan added to 7A, 7Ai tabled.

MOTION, passed

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

3. CONSENT CALENDAR

Mr. Amerman wanted to strike out Kimbra Amerman's name from the Park Board report and replace it with "A Park Board representative".

MOTION, passed

Mr. Spelhaug moved and Ms. Johnson seconded to approve the amended minutes of 7-6 and special meeting minutes of 7-12-16. On a roll call vote, the motion carried unanimously.

Ms. Morrison explained that she combined the pool funds into an operations fund and a debt service fund.

MOTION, passed

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

4. BOARDS & COMMISSIONS

Park Board: Kimbra Amerman and Kerri Whipple again questioned the sidewalk at the pool. Mayor Wanner said it is in the works. Mr. Laverdure said he is waiting on a bid. Ms. Whipple questioned why they received a records request a day after the last council meeting when it was decided there would be a meeting about the pool after it closed. She felt that it should be clarified when it is a city request or a personal request. Mayor Wanner said that any requests need to go through the City Auditor to be forwarded to the Park Board. She then asked about mosquito spraying, realizing that up until recently there haven't been any mosquitoes. Mayor Wanner replied that we get daily counts and when the numbers got large, vector came out and sprayed. It was too late to have aerial spraying done. The Park Board would like the aerial spraying booked ahead of time and just cancel the spray if it isn't necessary, that way they would have the opportunity to do their own treatment if needed. It was then asked if the city received the information about the Newport Ridge lot 2 ownership info. Ms. Wear responded that it is in her report.

5. COUNCIL BUSINESS

a. Administration

Jim Kapitan spoke about his running for a Cass County Commission position in November. He gave a brief bio history of his experience and positions with various boards and employment. He explained his position regarding the Fargo Diversion.

b. Pool

Ms. Morrison received the final grant report approval from Bremer Bank with no changes. The pool signs were on display and the Park Board indicated they wanted to be included in the placement of the signs. Mr. Laverdure said the installation of the signs can be included with the shed/sidewalk bid. Mr. Amerman asked the Park Board representatives if a professional is hired to install the signs, would they be willing to share the costs. Their response indicated they would put it on their next agenda. It was decided at this point to have the pool meeting at 6:30 on September 7th prior to the city council meeting. Ms. Morrison reported that there is \$34,566 left to raise for the construction financing deficit. The 2016 gun raffle brought in \$5680 which is \$645 short of breaking even. There was discussion about future fundraising efforts. Mr. Stoddard said he was putting the guide boat on Craig's List the following day for \$4500.

c. PWS

Mr. Laverdure reported he is waiting for the sidewalk bid; mowing; most of the streets were swept prior to Kindred Days but the gutter broom wore out. He will finish the rest of the streets next week. Mr. Amerman questioned why Ken Bliie was mowing the park. The response was he was too busy to get it all done and we have budgeted a seasonal worker to help out. Ms. Johnson expressed her concern that residents question what Mr. Laverdure does and felt that he should be available during Kindred Days. Mr. Laverdure said if there is a motion to pay him for Kindred Days, he would be there. He also said that if anyone wants to know what he is doing, they should be calling him. Mr. Stoddard suggested he keep a daily log.

d. Attorney

Ms. Wear reported reviewing the easements for the Verizon Wireless tower. She indicated she checked with Mr. Oye regarding the legal description and felt the easements were fine. She indicated that Verizon needs to go through P&Z to get a conditional use permit prior to starting the project. She felt the easements should be approved contingent upon this permit so Verizon can move forward with the rest of the requirements.

MOTION, passed

Mr. Amerman moved and Mr. Spelhaug seconded to approve the Verizon Wireless Easements contingent upon the Conditional Use permit approval with P&Z. On a roll call vote, the motion carried unanimously.

The Quit Claim Deed was presented. The City deeds Newport Ridge Lot 2 Block 1 to the Park Board.

MOTION, passed

Mr. Spelhaug moved and Mr. Stoddard seconded to approve the Quit Claim Deed of Newport Ridge Lot 2 Block 1 to the Park Board. On a roll call vote, the motion carried unanimously.

e. Engineering

2014-2 – Mr. Oye reported that they have not received a response from KPH regarding the defective curb & gutter since the council did not approve their credit proposal. Quotes were received from two micro-surfacing contractors as to what the cost would be in 10 years. The quotes were \$10,950 and \$16,505. The council wanted to wait to see if KPH responds before giving them a counterproposal of a deduction of \$11,000 to \$16,000.

Water tower- The final facility plan was presented to the council. A chart was reviewed showing how it was determined what size was needed based on projected growth and daily demand. It was also explained why fire flow demand can't be met because of the size of the population and water usage. A large city can meet the fire flow demand because they have the population to justify a large water tower. A possible financing option was also presented in the report. A 20-year term could be paid by the users with a utility increase of \$10.72 or at 30 years it would be an increase of \$7.98.

MOTION, passed

Mr. Amerman moved and Mr. Spelhaug seconded to approve the Water Improvement District 2016-1 Facility Plan. On a roll call vote, the motion carried unanimously.

MOTION, passed

Mr. Spelhaug moved and Mr. Stoddard seconded to authorize Moore Engineering to prepare Plans & Specs. On a roll call vote, the motion carried unanimously.

A proposal from Braun Intertec was presented for a geotechnical evaluation for the water tower. They would do soil borings and design criteria for the foundation. This report is then submitted to the federal funding agent.

MOTION, passed

Mr. Amerman moved and Mr. Stoddard seconded to approve the Braun Intertec geotechnical proposal of \$7690. On a roll call vote, the motion carried unanimously.

f. P&Z

Mark Erickson talked about auditor lots. There have been a few created that the city wasn't aware of. Ms. Wear explained that normally an auditor's lot is for a lot split with meets & bounds lot description. This will be brought back to P&Z to discuss whether we want to be notified of lot splits as Auditor lots.

g. Police

Deputy Agayev was not present.

h. Finance

Ms. Morrison reviewed the preliminary operating budget. A major factor in the budget is the state's deficit. The League of Cities compared Jan-July 2015 with Jan-July 2016 State Aid Distribution

Funds and Kindred is down 33.71% from last year. The pool loan is paid by the State Revenue Share and Sales Tax. The projected 2017 State Revenue Share is \$54,600 - 20% of which goes to the pool (\$10,920). Cass Rural Water is increasing their rate \$.55/thousand gallons in 2017. Waste Management is increasing their rate 1% and the City of Fargo is increasing their landfill tipping fee in 2017. Our 3-year contract with WM isn't up until 2018.

2017 salaries – Mayor Wanner passed out the annual review forms and wanted conversation and decisions made so the City Auditor can do the budget. The council wanted to take a couple weeks to make comments and submit their reviews to the mayor. The Mayor asked that any complaints or issues they have be written on the review sheets and not discussed at this meeting. Ms. Johnson asked Ms. Morrison why the agenda and minutes didn't reflect the changes she wanted to show new and old business. Mayor Wanner told her that he wanted her to come up with an agenda so Ms. Morrison knows what she wanted. The City Auditor asked her if she wanted "old business" under each report item? She responded that she didn't care how it was done, she just wanted it on the agenda and minutes. Mr. Spelhaug said he didn't want the agenda to end up being pages long.

MOTION, failed

Ms. Johnson moved to change the minutes and agendas to reflect new and old business. Hearing no second, the motion failed.

i. Council Report

Mr. Stoddard asked if they could approve a Wildlife Club raffle permit request. The application hasn't been turned in yet, but it would be soon.

MOTION, passed

Mr. Spelhaug moved and Mr. Stoddard seconded to approve the Kindred Wildlife Club raffle permit request. On a roll call vote, the motion carried unanimously.

Mr. Amerman complimented Mr. Laverdure and the Community Club on how good the city looked for Kindred Days. He also asked that when putting comments on the employee reviews, to include a benchmark and suggestions for the employees.

Mr. Spelhaug mentioned that we should get stop signs installed at the end of B52 and P51 where they meet Newport Parkway.

j. Mayor's Report

Mayor Wanner said that Josh Rauser has a potential buyer for the CCEC building, but they wanted to know if they would be able to put in an overhead door on the Elm Street side, and to have a couple apartments in the building. The building's use would be for for car storage. Ms. Morrison said there was an issue years ago when the owner of the building next to the post office put in an overhead door. They ended up having to remove the overhead door. It was suggested that Josh or the potential buyer go to the next P&Z meeting to discuss it.

6. ADJOURNMENT

MOTION, passed

On a motion by Mr. Spelhaug and seconded by Mr. Stoddard the meeting was adjourned at 9:24 pm. On a roll call vote, the motion carried unanimously.

Next regular meeting will be held on 9-7-16 at 7pm.

(Minutes subject to council approval.)

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

Twila Morrison, City Auditor

Jeff Wanner – Mayor