

**CITY OF GRAFTON
CITY COUNCIL MINUTES
MEETING OF NOVEMBER 5, 2018**

The regular meeting of the City Council of the City of Grafton, North Dakota was held in the Council Chambers, City Hall, Grafton, North Dakota at 6:00 p.m. on Monday, November 5, 2018. The meeting was rescheduled from Monday, November 12th as City Hall will be closed in honor of Veterans Day.

Mayor Chris West presided. Members present: Dave Fellman, Don Hutson, Chris Lipsh, Shane Mohn, Phil Ray, Mary Stark, and Greg Young. Member absent: Brian Sieben. Others present: Nick Ziegelmann, Nick Hall, Tony Dumas, Kevin Sevigny, Alan O'Neil, Jon Markusen, Dustin Norby, Janessa Martinez, Kennedy Shereck, Brynn Flanders, and Todd Morgan.

PUBLIC HEARING

Pursuant to duly published notice, Mayor West announced the public hearing to consider the request to rezone Blocks 3 and 4, St. John's Addition from R-1 Limited One Family District to R-2 One and Two Family District. No one appeared to address the Council and no written comments were received. On recommendation of the Planning and Zoning Commission, it was moved by Mr. Hutson and seconded by Mr. Young that Ordinance No. 322 entitled "AN ORDINANCE AMENDING THE ZONING MAP ACCOMPANYING APPENDIX A (ZONING ORDINANCE) OF THE CITY OF GRAFTON CODE OF ORDINANCES TO REZONE BLOCKS 3 AND 4, ST. JOHN'S ADDITION" be placed on second reading and adopted. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried.

Pursuant to duly published notice, Mayor West announced the public hearing to consider the request to rezone Lots 11 and 12, Block 4, Monson's Addition from R-1 Limited One Family District to R-2 One and Two Family District. No one appeared to address the Council and no written comments were received. On recommendation of the Planning and Zoning Commission, it was moved by Mr. Fellman and seconded by Mr. Hutson that Ordinance No. 323 entitled, "AN ORDINANCE AMENDING THE ZONING MAP ACCOMPANYING APPENDIX A (ZONING ORDINANCE) OF THE CITY OF GRAFTON CODE OF ORDINANCES TO REZONE LOTS 11 AND 12, BLOCK 4, MONSON'S ADDITION" be placed on second reading and adopted. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried.

CONSENT AGENDA

Mayor West asked if any Council member wanted to remove any item from the Consent Agenda. As no one did, it was moved by Mr. Lipsh and seconded by Mr. Young to approve the Consent Agenda as follows:

IV. CONSENT AGENDA

4.1 Approval of Minutes:

- a) City Council regular meeting of October 8, 2018.

4.2 Reports of Officers:

- a) City Auditor-Treasurer – only utility reports available
- b) Municipal Judge – not available
- c) Chief of Police
- d) Building Official
- e) Parks and Recreation
- f) Others, if any

4.3 Game of Chance applications:

- a) #974 – Knights of Columbus

On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried.

BILLS, CLAIMS AND ACCOUNTS

It was moved by Mr. Mohn and seconded by Mr. Fellman that the General, Special, Capital Projects, Debt Service, and Enterprise Funds bills be approved for payment in accordance with the listing submitted; said listing to be a part of these minutes as if herein set out verbatim. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried.

REPORTS OF STANDING COMMITTEES

It was moved by Mr. Fellman and seconded by Mr. Young to accept the application from the Tribute to Hero's Committee for the City's share of the 2018 Walsh County Self-Help grant. The Committee is working towards the establishment of a Walsh County Veteran's Memorial Park at Heritage Village to honor those who served. Their first project is to purchase a statue estimated to cost \$3,000 to \$10,000. Mr. Hutson abstained from voting as he is a member of the Committee. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Members absent: Mr. Sieben. Member recused: Mr. Hutson. Mayor West declared the motion carried.

It was moved by Mr. Lipsh and seconded by Mr. Young to donate the balance of Round-Up Funds collected from customers who 'round-up' their utility payments to the next highest dollar to the Tribute to Hero's Committee. The Committee is working towards the establishment of a Walsh County Veteran's Memorial Park at Heritage Village to honor those who served. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Member recused: Mr. Hutson. Mayor West declared the motion carried.

The ND Department of Health has made their annual request for projects to be considered for funding from the Clean Water State Revolving Fund program. Administrator Ziegelmann reported last year Kadrmass, Lee & Jackson submitted applications to fund reconstruction of the Wakeman Avenue lift station and to clean the aeration cell at the lagoon. He said both projects are not ready for construction yet, but they will be resubmitted to keep them on the CWSRF list of projects.

UNFINISHED BUSINESS

Jon Markusen, Kadrmass, Lee & Jackson, Inc. reviewed Flood Risk Reduction Project Construction Status Report No. 7. Earth work and culvert installation continues, Highway 81 may be open next week, work continues on the Drayton and Walhalla rail structures, County Road 10 paving is complete, and the Grafton Township roads that have been used for hauling have been cleaned up for winter by the contractor and gravel placed on them. KLJ hopes to have the drone video from October 17th ready to post later this week. Second and Third Street railroad crossings removal have been completed. Mr. Markusen explained Gladen Construction contract Change Orders 3 and 4 are to adjust seeding quantities. It was moved by Mr. Mohn and seconded by Ms. Stark to approve Gladen Construction Change Order No. 3 for a reduction of \$4,642 and Change Order 4 for an increase of \$3,065. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried.

NEW BUSINESS

Mr. Young introduced Resolution No. 1745 entitled, "A RESOLUTION TO CANCEL OUTSTANDING ABANDONED CHECKS AND METER DEPOSITS PURSUANT TO SECTION 40-16-13, N.D.C.C." and moved its adoption. Mr. Hutson seconded the motion. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried and Resolution No. 1745 duly adopted.

It was moved by Mr. Young and seconded by Mr. Lipsh to approve the Application for Possession and Consumption of Alcoholic Beverages in Public Areas Special Event Permit submitted by Nash Grain and Trading Co. for their annual meeting from 5:00 – 11:00 pm on Monday, November 26th at Heritage Village. All members present voted in favor thereof; Mayor West declared the motion carried.

It was moved by Ms. Stark and seconded by Mr. Fellman to approve the application from Grafton Area Chamber of Commerce for Possession and Consumption of Alcoholic Beverages in Public Areas Special Event Permit for a Wine Walk to promote holiday shopping on Thursday, December 6th from 5:00 – 9:30 pm at the businesses listed. All members present voted in favor thereof; Mayor West declared the motion carried.

It was moved by Mr. Fellman and seconded by Mr. Young to approve the application from the Grafton Area Chamber of Commerce for temporary street closure for special event for Winterfest Light Parade on Saturday, December 15th from 4:30 – 6:30 pm contingent on approval from the North Dakota Department of Transportation. The parade route is 5th and Griggs to 5th and Hill, then Hill from 5th to 11th. The detour is 4th Street to Wakeman Avenue,

Cooper Avenue, Highway 17. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried.

Administrator Ziegelmann presented a bid from Northern Truck Equipment Corp. for an auto crane electric/hydraulic crane with installation on City's flatbed in the amount of \$14,650. He explained it costs approximately \$1,200 to hire Electric Pump each time a crane is needed to service a lift station pump and to date this year the City has spent \$3,800, with that the return to purchase this is about 5 years. Mr. Ziegelmann said the Department wants to start an annual maintenance plan so every other year the pumps are pulled and serviced to make sure they are well-maintained which will extend the pumps life. During the budget process this summer, the Wastewater Department did budget for the purchase of a crane to mount to the one-ton flatbed purchased this year. The crane was sole-sourced from Northern Truck Equipment Corp. on the advice of Electric Pump. It was moved by Mr. Fellman and seconded by Mr. Young to accept the bid from Northern Truck Equipment Corp. in the amount of \$14,650 for an auto crane electric/hydraulic crane with installation on the City's flatbed truck to be paid upon delivery from the 2019 Wastewater Department Budget. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried.

Present from the local DECA Chapter were North Valley Technical Center (NVTC) teacher and DECA leader Dustin Norby and NVTC students and DECA members Brynn Flanders, Kennedy Shereck, and Janessa Martinez. Each of the members spoke about the local DECA Chapter and requested the City Council proclaim November as DECA month to assist them in promoting DECA throughout the schools and community. It was moved by Mr. Hutson and seconded by Mr. Ray to proclaim November as DECA month in Grafton and authorize Mayor West to sign the Proclamation. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Lipsh, Mr. Mohn, Mr. Ray, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Sieben. Mayor West declared the motion carried and presented the signed Proclamation to the members.

CORRESPONDENCE AND ANNOUNCEMENTS

A Pre-Disaster Mitigation grant was received to purchase lift station generators for the Mobile, Boeing, Legion and Master lift stations. The grant is the amount of \$168,765 and the local share is estimated to be \$56,266 payable from the Wastewater Department Fund.

Mayor West announced City Hall will be closed Friday, November 23rd and Monday, December 24th. It was moved by Mr. Lipsh to grant City employees 4 additional holiday hours on December 24th giving them the entire day off with compensation. Mr. Young seconded the motion. All members present voted in favor thereof; Mayor West declared the motion carried.

The Grafton Area Chamber of Commerce Annual Banquet is Monday, November 19th. Please contact Lori if you wish to attend.

The Red River Regional Council Ideas to Action Summit will be in Minto on Monday, November 19th at 5:00 p.m.

Mr. Lipsh reported Ben Winchester will be speaking in Cavalier on Tuesday, November 6th at 6:00 pm. He speaks on Rewriting the Rural Narrative on how to get young people to move back to our communities.

ADJOURNMENT

It was moved by Mr. Young, seconded by Mr. Ray, and carried to adjourn the meeting.

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Chris West, Mayor

Connie A. Johnson, City Auditor