

**CITY OF GRAFTON
WAYS AND MEANS COMMITTEE
MEETING OF JANUARY 7, 2019**

The regular meeting of the Ways and Means Committee of the City of Grafton was held in the Council Chambers, City Hall, Grafton, North Dakota at 5:30 p.m. Monday, January 7, 2019.

Vice-Chairperson Chris Lipsh presided as Chairperson Chris West was out of town. Members present: Dave Fellman, Don Hutson, and Chris Lipsh. Member absent: Shane Mohn. Others present: Nick Ziegelmann, Phil Ray, Greg Young, Brian Sieben, Mary Stark, Tony Dumas, Kevin Sevigny, Russ Geddes, Rock Desautel, Scott Boura, Brad Wingerter, Genevieve Wingerter, Mike Steinfeldt, and Todd Morgan.

NEW BUSINESS

A resolution entitled, “RESOLUTION AUTHORIZING PUBLIC SALE OF REAL PROPERTY SITUATED IN AND OWNED BY THE CITY OF GRAFTON, NORTH DAKOTA” was presented. The City Auditor reported the properties recently purchased from the County and the special assessments waived for each of those parcels have been added to the resolution. The special assessments waived at the County were for expenses paid by the City for maintenance or improvements to each parcel. The Auditor asked for direction as to whether the properties should have a minimum bid to cover the unpaid expenses. After some discussion, it was moved by Mr. Hutson and seconded by Mr. Fellman to recommend the City Council approve the resolution as presented with a minimum bid of \$250 for each parcel. All members present voted in favor thereof; Vice-Chairperson Lipsh declared the motion carried.

It was moved by Mr. Hutson and seconded by Mr. Fellman to recommend the City Council approve a resolution entitled, “A RESOLUTION ORDERING THE DESTRUCTION OF OBSOLETE DOCUMENTS, RECORDS, FILES, PAPERS AND MATERIALS, AND PROVIDING FOR THE MANNER OF SUCH DESTRUCTION.” All members present voted in favor thereof; Vice-Chairperson Lipsh declared the motion carried.

James and Tamra Weal submitted a letter to the City Council offering to donate a vacant lot at 729 Noben Avenue to the City as they will be moving back to the west coast due to family health issues. They purchased this lot from the City about 3 years ago and have maintained the taxes and special assessments current. The only cost involved would be to record the deed at the County. It was moved by Mr. Fellman and seconded by Mr. Hutson to recommend the City Council accept the donation of the vacant lot at 729 Noben Avenue and add it to the resolution of properties for sale. All members present voted in favor thereof; Vice-Chairperson Lipsh declared the motion carried.

Building Official Scott Boura presented an ordinance entitled, “AN ORDINANCE OF THE CITY OF GRAFTON, PROVIDING THAT THE CODE OF ORDINANCES CITY OF GRAFTON, NORTH DAKOTA BE AMENDED BY REVISING SECTION 10-2 AND SECTION 10-66; PROVIDING FOR FLOOD PREVENTION AND CONTROL.” He explained the National Flood Insurance Program conducted an audit in September 2018 and found there were some changes made at the Federal level that need to be incorporated into the City ordinance. Changes include updating and additions to definitions and increasing the floodproofing requirement on non-residential structures from 1 foot above base flood elevation to 2 feet above base flood elevation as called for by Federal Regulation. Mr. Boura said he is

unsure how this will affect enforcement once the Flood Risk Reduction Project is completed; but he believes that even though the City will technically be out of the flood plain it will still be required to enforce flood plain regulations. Currently when someone is building a structure Mr. Boura completes a Flood Plain Development Certificate. It was moved by Mr. Hutson and seconded by Mr. Fellman to recommend the City Council approve first reading of the ordinance as submitted. All members present voted in favor thereof; Vice-Chairperson Lipsh declared the motion carried.

City Administrator Ziegelmann said he reviewed the Purchasing Policy and believes the policy is appropriate requiring no change; however, he requested direction on how to handle a situation like last month where there was a significant overage from the quoted project cost. It was agreed by Committee members there may be unknown costs, but the contractor must inform either the Superintendent or the City Administrator of the overage prior to proceeding with the work.

A Building Official Code Enforcement Report was presented and Administrator Ziegelmann said this report will be provided monthly to keep City Council members aware of what enforcement issues are being handled by the Building Official.

ADJOURNMENT

It was moved by Mr. Fellman, seconded by Mr. Hutson and carried to adjourn the meeting.

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Chris Lipsh, Vice-Chairperson

Connie A. Johnson, City Auditor