

**CITY OF GRAFTON
CITY COUNCIL MINUTES
MEETING OF OCTOBER 8, 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, October 8, 2018.

Mayor Chris West presided. Members present: Dave Fellman, Don Hutson, Shane Mohn, Phil Ray, Brian Sieben, Mary Stark, and Greg Young. Member absent: Chris Lipsh. Others present: Nick Ziegelmann, Brian Erovick, Kevin Sevigny, Rock Desautel, Scott Boura, Alan O'Neil, Maggie Suda, and Todd Morgan.

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. Fellman 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 September 10, 2018.
- b) Ways and Means Committee meeting of October 1, 2018.
- c) Public Utilities Committee meeting of October 1, 2018.

4.2 Reports of Officers:

- a) City Auditor-Treasurer
- b) Municipal Judge
- c) Chief of Police
- d) Building Official
- e) Parks and Recreation
- f) Others, if any

4.3 Game of Chance applications:

- a) #973 – Our Saviour's Lutheran Church WELCA

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

BILLS, CLAIMS AND ACCOUNTS

It was moved by Mr. Fellman and seconded by Mr. Young 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. Mohn, Mr. Ray,

Mr. Sieben, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Lipsh. Mayor West declared the motion carried.

REPORTS OF STANDING COMMITTEES

On recommendation of the Ways and Means Committee, it was moved by Mr. Hutson and seconded by Mr. Young to accept the \$300 bid for Lots 11 and 12, Block 16, Askelson's Addition, 545 Burgamott Avenue, from Ricky and Enedina Perez. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Mohn, Mr. Ray, Mr. Sieben, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Lipsh. Mayor West declared the motion carried.

On recommendation of the Ways and Means Committee, it was moved by Mr. Hutson and seconded by Mr. Fellman to approve an application for special permit to sell alcoholic beverages at a special event submitted by Grafton Co. d/b/a Extra End for a hockey fundraiser for Chad Demers at the Centennial Center on Friday, November 2nd from 2 p.m. to 10 p.m. and Saturday, November 3rd from 10:00 a.m. – 10:00 p.m. All members present voted in favor thereof; Mayor West declared the motion carried.

On recommendation of the Public Utilities Committee, it was moved by Mr. Sieben and seconded by Ms. Stark to accept the bid from Park River Implement for a 2019 Land Pride 14' single wing mower for \$16,850 payable from the Flood Risk Reduction Project. Bids were received from Hills', Inc. for an Erskine 20' double wing for \$36,000; Park River Implement for a Land Pride 14' single wing for \$16,850; True North for a John Deere 20' double wing for \$27,950; and Tri-Steel for a 2017 Woods 13.50' single wing which is on the lot, for \$25,531.28. Mr. Hutson asked if it will be necessary to purchase a mower to maintain the diversion ditch. Mr. Ziegelmann said the plan is to contract with farmers to hay the ditch; the mower would be used to maintain the top of the ditch and several areas throughout the City. Mr. Hutson said if the ditch needs to be mowed then a double-wide mower would work much better. Some members said if a double wing mower is needed to maintain the ditch, that purchase can be considered at a later date. After considerable discussion, Mr. Sieben amended his motion to purchase the 2019 Land Pride 14' single wing mower from the Street Department budget. Ms. Stark seconded the motion. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Mohn, Mr. Ray, Mr. Sieben, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Lipsh. Mayor West declared the motion carried.

UNFINISHED BUSINESS

Kadrmass, Lee & Jackson, Inc. provided a Flood Risk Reduction Project Construction Status Report No. 6 to the Council members. In addition to continuing work in locations reported from last month, Change Order No. 3 was executed which reduced Gladen Construction contract by \$4,600 for seeding that will not be done. The total Gladen Construction contract is \$25,133,145.73 and as of September 22, 2018, \$10,311,611.22 has been paid.

Mayor West reported he gave an update to the Interim Water Topics Committee, State Water Commission, the Lt. Governor and Governor on the Flood Risk Reduction Project. He said the only thing that may change the project schedule now would be the pouring of the structure due to the weather.

NEW BUSINESS

Mr. Ziegelmann reported the Tri-Valley Opportunity Council did receive preliminary approval for a Community Development Block Grant (CDBG) application, therefore it was moved by Ms. Stark and seconded by Mr. Young to approve the Community Needs Assessment, the Code of Conduct and a Citizen Participation Plan for the CDBG application for Tri-Valley Opportunity Council. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Mohn, Mr. Ray, Mr. Sieben, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Lipsh. Mayor West declared the motion carried.

Administrator Ziegelmann reported he is working on a Community Development Block Grant (CDBG) application for the Armory for a new heating system as there are additional funds available through the Governor's CDBG allocation. The pre-application deadline is November 5th. He is also working on an application to renovate the Wakeman Lift Station, but that will be submitted in March/April 2019.

Maggie Suda of the Rendezvous Region Tourism Council which is comprised of Walsh, Pembina and Cavalier Counties presented a video detailing the Rendezvous Region tourism project. They will soon be launching a website and are starting a membership drive; the memberships will be the main funding source for the Tourism Council. They requested a \$1,000 annual membership from the City of Grafton. Mayor West said he believes this plays into how we want to market our community in the future. He also said since the City gives money to the Chamber of Commerce each year for marketing, that we should partner with them for a project such as this. Ms. Suda explained the Chamber has already signed on as a member with a \$500 donation. It was moved by Mr. Mohn to complete the membership application and amend the lodging tax budget to contribute \$1,000 to the Rendezvous Region Tourism Council. Mr. Ray seconded the motion. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Mohn, Mr. Ray, Mr. Sieben, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Lipsh. Mayor West declared the motion carried.

Ms. Suda also reported the Red River Regional Council will be holding the Ideas to Action Summit in Minto on Thursday, November 15th at 5:00 p.m.

Administrator Ziegelmann reviewed a request from Unity Christian Hospital Corp. to rezone Blocks 3 and 4, St. Johns Addition where the clinic, hospital and ambulance buildings are located. The City of Grafton owns the property where the ambulance building is located. UMC is proceeding with a significant addition and renovation to the hospital building and the funding source, USDA, requested a letter from the City that the property complies with the City zoning ordinance. It was then discovered the property is zoned R-1, which does not comply with the zoning ordinance, therefore prompting the request to rezone to R-2 One- and Two-Family District, which does permit hospitals. After a brief discussion, it was moved by Mr. Hutson and seconded by Mr. Fellman to have first reading of an ordinance 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", to refer the rezoning request to the Planning and Zoning Commission for recommendation, and to schedule a public hearing for the City Council meeting Monday, November 5th at 6:00 p.m. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Mohn, Mr. Ray, Mr. Sieben, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Lipsh. Mayor West declared the motion carried.

Administrator Ziegelmann reviewed a request from Country Realty on behalf of Ryan Hanson, the owner of 1243 Kittson Avenue, to rezone the parcel located north of the hospital described as Lots 11 and 12, Block 4, Monson's Addition from an R-1 Single Family District to R-2 One- and Two-Family District. Christian Unity Hospital Corp. wishes to purchase this property for use as a parking lot for patients and employees. The house that is currently there would be removed. Ms. Stark asked if the home is in disrepair; it is rental property and is currently for sale by the property owner. Mr. O'Neil, UMC Administrator, reported the house will be offered for sale to be moved. After some discussion, it was moved by Mr. Fellman and seconded by Mr. Ray to have first reading of an ordinance 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", to refer the request to rezone to the Planning and Zoning Commission for recommendation, and to schedule a public hearing for the City Council meeting Monday, November 5th at 6:00 p.m. On roll call vote the following voted in favor thereof: Mr. Fellman, Mr. Hutson, Mr. Mohn, Mr. Ray, Mr. Sieben, Ms. Stark, and Mr. Young. Those opposed: None. Member absent: Mr. Lipsh. Mayor West declared the motion carried. Although the Zoning Ordinance does not require it, it was the consensus of the City Council that notices of the Planning and Zoning Commission meeting and the City Council public hearing be sent to property owners within 150' of the property to be rezoned.

CORRESPONDENCE AND ANNOUNCEMENTS

A thank you note for the storefront improvement grant was received from Mike Sackett of NAPA.

As the regular City Council meeting is Monday, November 12, which falls on the Veterans Day holiday, the November regular City Council meeting was rescheduled to Monday, November 5th at 6 p.m.

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