

KINDRED CITY COUNCIL MEETING MINUTES
04-03-19 at 7:00pm at Kindred City Hall

- **MEETING CALLED TO ORDER AT 7:00pm by Mayor DuBord** with CMs Spelhaug, Amerman, Stoddard, and Peraza present. Also present: City Engineer Brandon Oye, City Attorney Sarah Wear, PWS Schock, and City Auditor Arnaud.

Mayor DuBord began the meeting with the Pledge of Allegiance.

- **APPROVE AGENDA** – Move Item 5Av to 5Ai, shift others down, move I (P&Z) to 5Aiv, remove 3B, 5Aiii and 5Aiv,
MOTION – To approve the agenda with revisions;
Stoddard moved, Peraza seconded. RCV; Motion carried unanimously.

- **CONSENT CALENDAR**
MOTION – To approve the meeting minutes of 03-01-19, 03-06-19, 03-22-19, and 03-28-19;
Amerman moved, Spelhaug seconded. RCV; Motion carried unanimously.
MOTION – To approve a Raffle Permit for Kindred Park Board;
Spelhaug moved, Stoddard seconded. RCV; Motion carried unanimously.

- **COUNCIL BUSINESS**

- A. Old Business

- i. Financial Institution Proposals: Jim Pearson for Kindred State Bank discussed their proposal of interest rates and fee structures for the City. Discussion: KSB currently charges no fees for any services they provide the City; current checking account interest is .20% and .50% on money market account. Considering the low interest rates on the two loan notes (pool and tractor), KSB is able to offer 1.35-1.50% for the money market account, with an increase to the checking account soon (dependent on market rates). KSB is open to communicate about services/rates at any time; council would like to review annually.
MOTION – To accept Kindred State Bank proposal of 1.5% for money market account;
Peraza moved, Stoddard seconded. RCV; Motion carried unanimously.
 - ii. Elm Street Sidewalks/Concrete Projects Update: Discussion on four quotes received after 2nd requests for bids on the list of concrete projects the city would like to complete this summer season. Funds for the MB/Pool parking will be covered by the City, with hopes of a donation from RDO.
MOTION – To approve Camrud Foss Concrete Construction Proposal for all four options(projects);
Stoddard moved, Peraza seconded. RCV; Motion carried unanimously.
 - iii. Kindred Economic Development and Renaissance Boards: A special meeting will be held April 19th with invites extended to interested residents and business owners to identify City assets and needs, and to enlist volunteers to create a Kindred EDC and Renaissance Board. Meeting date with the ND Department of Commerce Mainstreet Initiative Program set for May 3rd.
 - Planning & Zoning - Public Hearing, Opened: Raemark Subdivision Final Plat. Only change from preliminary plat was naming of the private drive from Cass/Richland Co line (Raemark Avenue) for 911 addressing purposes. Working with Cass County on naming the township (entry) road from Hwy 46 to the private drive from Cass/Richland Co line (Raemark Avenue) for the same purposes. Public Hearing, Closed.
MOTION, passed – To approve Raemark Subdivision Final Plat additionally naming the entry road from Highway 46 to the Cass/Richland County line “Raemark Avenue”;
Spelhaug moved, Peraza seconded. RCV; Motion carried unanimously.
 - Planning & Zoning – 2nd reading of 2019-74 to rezone parcel from agricultural to single family residential
MOTION, passed – To approve 2nd reading of 2019-74 for rezone;
Spelhaug moved, Peraza seconded. RCV; Motion carried unanimously.
 - Cass Co. Sheriff Jesse Jahner: Cass County is hosting a flood outlook meeting at Kindred High School on Thursday 4/4/19 at 7pm. County engineers will be present to discuss previous data and future predictions. Beginning at 0700 on Friday 4/5/19, flood related dispatch hotline (701-241-8000) will be available 24/7 for resources and assistance. Airboats, extra patrol, and quick reactionary service. Currently, the impact for city residents will remain low, with rural residents seeing more difficulties. Mapleton, Harwood, and Argusville will see near records crests.

B. New Business

- i. Mosquito Control Contract: Paperwork was received from Cass County Vector Control and Airborne Custom Spraying for annual mosquito control service. No rate changes from 2018 to 2019.

**MOTION, passed – To approve 2019 Cass County Vector Control and Airborne Custom Spraying mosquito control contracts;
Spelhaug moved, Stoddard seconded, RCV; Motion carried unanimously.**

- ii. Waste Management Sanitation Rate Increase: WM rates for City garbage services will increase 2.5% May 1, 2019. To reflect this change:

**MOTION, passed – To approve 2.5% increase on current City garbage rates.
Stoddard moved, Peraza seconded, RCV; Motion carried unanimously.**

City Sanitation Charges to Residents

Garbage Tote Size	CURRENT RATE	NEW RATE	2.5% INCREASE
64 gallon	\$18.00	\$18.45	\$0.45
96 gallon	\$18.41	\$18.87	\$0.46
Extra 64 gal	\$10.50	\$10.76	\$0.26
Extra 96 gal	\$10.50	\$10.76	\$0.26

- B. Marketing: Mayor DuBord is working with the school art department on creating city logo. Downtown streetlight banners with Vikings logo are in progress.

- C. Police: Deputy Murphy presented the March 2019 report. There were 16 calls for service, as follows: 6-medical; 2-susp activity; 2-traffic complaint; 2-animal call; 1-theft; 1-domestic; 1-loud noise; 1-recovered stolen vehicle (trailer from Moorhead). Citations are now being written to the City and processed by Judge Schock. Municipal Court is scheduled for the 2nd Monday of each month, if needed.

D. Engineering:

- **Water Tower; Improvement District 2016-1**: Discussed logo colors and additional \$5,980 for larger Viking head. Removal of fence saves \$13,200. Stem color options: Contractor offered \$250 deduct to remove fading; feel that is too low to change, will try counter offer with contractor.
- **Wastewater Treatment Improvements**: Begin to coordinate wetland delineation and geotechnical work. Submitted the project for potential loan forgiveness; were approved to receive 30% loan forgiveness!! Savings of about \$300,000!!
**MOTION, passed – To approve Resolution of Governing Body of Applicant for SRF loan;
Stoddard moved, Spelhaug seconded. RCV; Motion carried unanimously.**
**MOTION, passed – To approve USACE Section 594 Grant Funding Letter of Intent, Certification of Financial Capability, and Public Partnership Agreement;
Spelhaug moved, Peraza seconded. RCV; Motion carried unanimously.**
**MOTION, passed – To approve Moore Engineering Invoice #20646 for \$14,261.55;
Stoddard moved, Peraza seconded. RCV; Motion carried unanimously.**
**MOTION, passed – To approve Engineering Agreement for study, design, and bidding phase services;
Amerman moved, Stoddard seconded. RCV; Motion carried unanimously.**
- **Flood Fight Assistance**: As of now, it is looking optimistic for Kindred. Will contact Lisbon/USACE to assess upstream flows. Survey was completed for 53rd St. SW: is approximately 6"-12" higher than potential water elevation before overtopping. Hold on raising road until potential for water overtopping Highway 46 increases. Will continue to observe all potential/current issues. Will be present at Thursday's Cass Co. meeting at the high school.
- **GIS Web Map**: Proposal for updates to be included into WWT Improvements agreement. Would include updating all utility line work based on survey data collected by Rich or Moore with new project.
- **City Standards and Specs**: Will meet with Rich.
- **Capital Improvements Plan**: Will meet with Rich.
- **Building Inspections Agreement**: Will look to schedule a meeting in April.
- **General City Engineering Services**: An annual report for 2018 of all general engineering services that were provided to the City as a courtesy. Invoice # 20409 for \$16,874.10, discounted to \$0.

E. Pool: Will coordinate with Park Board to schedule a pre-season meeting for May 1st before regular council meeting.

F. PWS

- Monitoring flooding issues and concerns, photo documenting, and keeping frequent contact with Baldhill Dam/USACE and Cass/Richland Co emergency managers. USGS were at the Hwy 46 bridge attempting repairs to the river level monitoring equipment that was providing inaccurate data due to ice dams.
- Sand bagging station for Richland Co residents: Rustad's Gravel; Cass Co residents: Cass Co Hwy Dept.
- City limits look to be ok; it is rural residents who will see larger effects of the rising river levels.
- Street sweeper has no hours on it since repaired last fall, but is leaking fluids. Will be picked up by Swanston's next week to service again.
- Used excavator to open up ditches, drainage is moving along.
- Lagoon levels are struggling with all the run off and I&I. Residents should be discharging sump pumps into greenspace outside not into sewer system.
- Sewer lift at Viking Addition ran alerts. Resident across from lift station noticed the alarm light and notified City. Discovered the manhole cover in the catholic church greenspace was moved off its base, resulting in snowmelt run off to flow directly into sewer lift; one of two pumps in lift station had shattered propeller from large rock, and one pump could not keep up with influx of water. Amazingly, no back up into basements was reported. Was able to temporarily plug manhole with sandbags, ND Sewage and Lift Station had just serviced the lift station two days prior, were on seen quickly to replace broken pump. This issue brings cause to look into Insight program to allow text/email notifications of alarms on lift stations.

G. Finance: **MOTION, passed – To approve 2017 Audit Report by H. Rotunda; Amerman moved, Spelhaug seconded. RCV; Motion carried unanimously.**

H. Auditor Report

- Attended ND League of Cities March Madness Conference March 27 & 28 in Bismarck. Very informative!
- Flood items: emergency declaration, paperwork, meetings, etc.
- Banyon Accounting Software still in progress.

I. Council Reports: Peraza: Thanks to Tabitha for assisting and coordinating the financial institution proposals.

J. Mayor Report

- Would like to consider creating a "Super Citizen Award" in light of resident who called around to get a hold of Rich for the alarms on the sewer lift. Saved the City \$10K-\$15K at least! This award would not be a monthly or regularly scheduled award, but only as needed.

MOTION, passed – To approve applying \$50 Super Citizen Award credit to water bill of A. Otteson; Peraza moved, Spelhaug seconded. RCV; Motion carried unanimously.

• **ADJOURNMENT**

**MOTION, passed – To adjourn meeting at 9:18pm;
Spelhaug moved, Stoddard seconded. RCV; Motion carried unanimously.**

(Minutes subject to council approval.)

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

Tabitha Arnaud, City Auditor

Jason DuBord, Mayor

Date approved