

City of Forman, North Dakota
Regular City Council Meeting
February 8, 2022

The regular City Council meeting was called to order at 6:00 PM by Mayor Kevin Bopp. Present were council members Luke Anderson, Al Colemer, John Stenvold and Neil Weaving. Also attending were Trish Pearson, Sara Dux, and Lyle Bopp.

All stood for the pledge of allegiance.

A motion was made by John Stenvold, seconded by Al Colemer to approve the agenda. Motion carried.

There was no report from the Sheriff.

A motion was made by John Stenvold, seconded by Al Colemer to approve minutes from the January 11, 2022 regular city council meeting. Motion carried.

A motion was made by Luke Anderson, seconded by Al Colemer to approve the City Auditor's report including the January financial statements, delinquency report and payment of the bills. Motion carried.

The council reviewed the city superintendent's report.

City Attorney Lyle Bopp reported that he attended a webinar on ARPA funds. The uses for the funds have been widely expanded and may include any project back to March of 2021 and going forward.

Attorney Bopp presented the first reading of a new ordinance for businesses and multi-family residential units that addresses the state's backflow prevention requirements. A motion was made by Luke Anderson, seconded by John Stenvold to approve the first reading of the backflow prevention ordinance for businesses and multi-family residential units. Roll call vote: Anderson – aye; Colemer – aye; Stenvold – aye; Weaving – aye. Motion carried.

City Coordinator, Sara Dux said the housing market study is going well. It is underway and on schedule. We received approval of our grant application to pay for one-half of the study. Sara presented five layouts for our city sign. The signs will cost \$754.73 each with installation of \$450 per sign. She can apply for a vibrancy grant for \$1,500 that would defray some of the cost. The council asked for a few changes to the design and recommended Sara choose two and put them on Facebook for a public vote. Sara has begun work on the Citizen of the Year program and a youth essay contest for Mayor for a Day.

Mayor Kevin Bopp said the city offered the Superintendent position to Donovan Hajek, who accepted the offer. Donovan is dealing with some health issues and is unable to give the city a firm start date. He will let us know a date when he gets that under control.

Trish Pearson sent copies of a customer letter and survey to the council to review on the Backflow Prevention Program. The council will get back to her this week so the letters can be sent out to all businesses and multi-family residential units.

Trish talked to Ottetail Power about installing a light at the Lion's Park, north of the picnic shelter. They indicated it wouldn't be a problem to add a light to one of the existing poles. The cost to the Park Board when they added a light at the playground was \$47. The power bill averages \$30 per month. A motion was made by John Stenvold, seconded by, Neil Weaving to approve installation of an additional light at Lion's Park. Motion carried.

Jetway came and ran a camera down the sewer line at the library. It is all PVC to the T at the front of the building and is perfectly clean. Either paper towels or something like that were getting flushed or the problem is between the cleanout and the main. There is a cleanout but appears to be cemented over. As a policy, we will send children to City Hall to use the restrooms during library events. If it continues to be a problem, we may have to try to locate the cleanout.

We are going to need to make some changes to the employee handbook. We need to add information about open records, add a health savings account benefit for employees not utilizing the city's health insurance plan and adding a cell phone reimbursement benefit for the city superintendent. Mayor Bopp asked the council to review the handbook for any other changes they would like to see and get them to Trish. She will incorporate the changes and have our city attorney review them before the next meeting.

There was no new business.

Next month we will have our strategic plan review. The housing study should be complete by then. Luke Anderson said that the county JDA will be placing a Riverside house that is already complete in Forman as soon as the ground thaws. He also said the JDA is working with Doosan for a possible cooperative program to build several 16-plex apartment units in the county.

The city hall and shop will be closed on Monday, February 21, 2022 in honor of President's Day.

Our next regular council meeting is scheduled for Tuesday, March 8, 2022 at 6:00 pm.

The meeting adjourned at 6:55 PM.

Kevin Bopp, Mayor

Trish Pearson, City Auditor