

City of Forman, North Dakota
Regular City Council Meeting
January 11, 2022

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

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.

Nathan Olmsted from North Dakota Rural Water Systems Association discussed the North Dakota Backflow Prevention and Cross Connection Control Program. This is a regulation that has been in place, but not strictly enforced. Effective April 1, 2022 the state will increase its emphasis on compliance and enforcement. The program requires that all businesses, and eventually all residences, must have a back flow prevention assembly installed and certified. The city must develop and implement a written backflow prevention and cross connection program. It is highly recommended that cities adopt an ordinance to address these requirements. Olmsted said he will help the city develop the program and is willing to meet with city council and staff for a workshop on the process. He also stated that he is a certified tester for the state. The first priority is for the city to develop a survey to send out to businesses to inform them of the state regulations and determine if they already have any backflow prevention in place. The city will begin work on this and set up a meeting time with Olmsted.

Mike Keiper attended on behalf of the Forman Park Board. He had a complaint that the part of the trail near the picnic shelter is very dark. He checked it out and it does need additional lighting. Since the shelter area is city property, he came to ask if the city would consider adding a light similar to the one the park board installed at the Highway Park. There is power at the back of the park and poles to mount a light. A motion was made by John Stenvold, seconded by Al Colemer to look into options to illuminate the section of the pedestrian trail north of the picnic shelter. Motion carried. Trish will contact Ottertail Power for options and costs.

Mayor Bopp jumped ahead in the agenda to discuss the city sales tax distribution to the Park Board and the Golf Association. Since sales tax revenue has been greatly increased over the last year, the city would like to take some of the excess to fund the Forman Improvement Fund. We have already set a budget for 2022 for distribution, but we could cap the amount distributed to the budgeted amounts. A motion was made by Al Colemer, seconded by Neil Weaving to cap the sales tax pass through to the Forman Park Board and Forman Golf Association to the budgeted amounts of \$26,250 for park board and \$8,750 for golf association. Roll call vote:, Anderson absent, Colemer aye, Stenvold, nay, Weaving aye. Motion carried.

A motion was made by John Stenvold, seconded by Neil Weaving to approve minutes from the December 14, 2021 regular city council meeting, Motion carried.

A motion was made by John Stenvold, seconded by Neil Weaving to approve Budget Amendment Additional Resolution 12-31-2021. Motion carried.

A motion was made by John Stenvold, seconded by Al Colemer to approve the city auditor's report including the December financial statements, delinquency report and payment of the bills. Motion carried.

The council reviewed the City Superintendent's report.

City Attorney, Lyle Bopp stated that he has a deed prepared for Forman Township and is holding the city's check while he waits for them to come in and sign the deed. He met with Luke Anderson to review the city ordinances looking through chapter eight. He didn't have anything to present to the council yet.

Sara Dux said that she, Kevin, and Luke met with Visible City to review the process of the housing market study and ask any questions. The company will not come to town for any of the work, which was disappointing. They will put together a presentation for the council to review and should have the work

complete by mid-February. Sara is still waiting for a final quote on city signs from Off the Wall Signs. The Shop Local campaign is complete, and winners were announced.

The library is still having issues with the toilet backing up. Swede's Plumbing will be out to check on it Thursday. The library is hosting a Chili Cookoff and Talent Showcase on Sunday February 6th. The library is also starting a Chess Club for Adults and Kids of all skill levels.

Mayor Bopp said that he and Luke Anderson interviewed a candidate for the City Superintendent position and met with him for several follow up meetings. The council discussed potential packages that could be offered. Two benefits discussed would have to be reviewed and added to the city benefits for all employees. The first would be to fund an HSA account for any employee that opted out of the city health insurance. The employee would be responsible for opening their own HAS and the city would deposit directly into that account. The other benefit would be a cell phone reimbursement amount. We will put together proposals to amend our employee handbook at the next council meeting. A motion was made by John Stenvold, seconded by Al Colemer to offer a package to the candidate for City Superintendent in training. Roll call vote: Colemer, aye, Stenvold aye, weaving aye, Anderson absent. Motion carried.

City hall and shop are closed on Monday, January 17, 2022 in honor of Martin Luther King Day.

Candidates may now start circulating petitions for the 2022 elections in June. Positions that are expiring are Kevin Bopp, Luke Anderson and John Stenvold.

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

The meeting adjourned at 7:20 PM.

Kevin Bopp, Mayor

Trish Pearson, City Auditor