

City of Forman, North Dakota
Regular City Council Meeting
October 13, 2020

The Forman City Council meeting was called to order at 7:00 PM by Mayor Kevin Bopp. Present were council members Al Colemer John Stenvold and Neil Weaving. Luke Anderson joined later in the meeting. Also attending were Trish Pearson, Paige Cary and Lyle Bopp.

All stood for the pledge of allegiance.

Deputy Bryan Johnson introduced the new deputy Wyatt Schilling. The sheriff's department is now at full staff. Activities included a serious car crash on Main Street in the overnight hours involving underage drinking, driving at high speed and leaving the scene. There were two thefts from businesses and an incident involving the Internet Crimes Against Children task force. The school has been patrolled regularly, though more in the afternoon than the morning.

A public hearing was opened at 7:10 pm to consider the conditional use permit for Dennis Nelson to allow a single-family apartment unit in a commercial zone. A motion was made by John Stenvold, seconded by Neil Weaving to approve the conditional use permit allowing a single-family apartment unit in a commercial zone. Roll call vote: Anderson – absent; Colemer – aye; Stenvold – aye; Weaving – aye. Motion carried. A motion was made by John Stenvold, seconded by Neil Weaving to close the public hearing. Motion carried. When it was determined that the public hearing wasn't properly noticed, attorney Lyle Bopp asked that the hearing be continued to the next meeting.

A motion was made by John Stenvold, seconded by Neil Weaving to approve the agenda for the regular council meeting. Motion carried.

Interstate Engineering was on the agenda to present a project they are working on for the courthouse, but were a no show.

There was no one in attendance from Moore Engineering.

A motion was made by Neil Weaving, seconded by Al Colemer to approve the minutes from the September 8, 2020 regular city council meeting. Motion carried.

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

The council reviewed the city superintendent's report. Anthony Fiala requested that a 40' – 50' section of 1-1/4" water line be replaced near 5th and Maple Ave W as it is old copper line that has already been repaired numerous time. A motion was made by Al Colemer, seconded by John Stenvold to move forward with the replacement. After discussion about how much road would need to be torn up and replaced, the motion was withdrawn. We will look at this again in the spring.

At the last meeting, it was reported that we received a letter from Rick Hoistad's attorney regarding the industrial lots the city purchased from the county on the tax foreclosure. There appears to have been a misunderstanding about the parcels in question. Lyle has reached out to the attorney on behalf of the city and Jesse Mastenbrook has reached out on behalf of FCDC but the attorney has not returned any calls. Since FCDC is the primary party listed in the grievance, the city is letting them take the lead in addressing the issue.

Attorney Bopp reported that he has a signed and notarized copy of the easement from Isensee's. He will have it recorded tomorrow.

A motion was made by John Stenvold, seconded by Neil Weaving to remove from the table the petition for rezoning submitted by Trent Nelson. Motion carried. All rezoning petitions require a public hearing and notification per ordinances. The council set the public hearing for November 10, 2020. Lyle will contact Trent's attorney with the information so she can do the legal notifications.

Economic Development Coordinator, Paige Cary reviewed her report with the city council. A couple of the items she has been working on have been bumped up to the county level where they can include participation from all cities. Paige submitted a written social media policy and asked that the council approve it. They agreed it was well written and had no changes. A motion was made by John Stenvold, seconded by Neil Weaving to approve the city social media policy as presented by Paige Cary. Motion carried. Paige talked to two housing study firms, one of which has submitted a proposal. She would like to have three proposals to present.

Paige Cary and Jesse Mastenbrook worked together to submit the grocery store project to the Main Street Initiative. The council is very proud of their work on the project and Paige announced that we won the Main Street Excellency Award. Congratulations, Paige!

In old business, the paving patches are done. Bituminous Paving was in and out in one day. The patching came in over their estimate, but the city added one large patch and a couple of others required more asphalt than originally planned.

A motion was made by Al Colemer, seconded by Neil Weaving to reappoint John Stenvold to the Sargent County Planning Commission for four years. Motion carried.

Mayor Bopp noted that he approved two building permits this month. One permit was for a cement patio for Christianson's and one for a 50'x100' building addition for RayMac.

Trish Pearson presented an idea for the city to run an adopt-a-fire-hydrant program. Many other cities have similar programs in place. Residents would be asked to "adopt" a fire hydrant near their home and keep snow, and bushes cleared away from them. Easy access to hydrants can save time and save lives. Paige will work with Trish to roll out the program.

The city received a request from a vendor to have a food truck in town a couple of days per week. Our ordinances regarding transient merchants are very restrictive and need to be revised. Until they are revised, the vendor would have to adhere to the ordinances. We will look at these over the winter.

Luke Anderson joined the meeting and addressed a few agenda items. He inspected the fire hydrant by Southside Automotive and RayMac. Ray Mac has a lot of equipment parked along the tree line, which they have every right to do. However, that creates one more obstacle to a clear path to the hydrant. Luke strongly suggested that the city start looking for grant or loan money to extend that hydrant up to the service road. We also need to add several hydrants to gain adequate coverage for the businesses on the south side. In addition, we have discovered other areas throughout town where there is inadequate coverage. Luke and Trish will work together to seek out funding sources.

Luke asked the city to declare their policy regarding usage of city hall since the county is back in a yellow designation for the pandemic. The Fire District is discussing the upcoming Firemen's Ball and the council needs to decide if it would be allowed. A motion was made by Luke Anderson, seconded by Neil Weaving to restrict large gatherings where social distancing cannot be maintained and follow the ND Department of Health guidelines while we are under a yellow designation. Motion carried. It was suggested that the Fire District explore other options such as the horse barn at the fairgrounds, which is much larger.

Sargent County Emergency Manager, Wendy Willprecht sent out a letter stating that the Commissioners met and is extending a 50% cost share to purchase a new siren or repair an existing siren to all cities within Sargent County. The council had previously discussed the need for an additional siren that would cover the south addition. Also, during the last test, the siren at the fairgrounds went off manually, but would not trigger with the fire department handheld radio like the one in town. A motion was made by Al Colemer, seconded by Luke Anderson to pursue an additional siren utilizing the 50% cost share from the County's 911 funds. Motion carried.

Last month the council voted to extend an offer for the city maintenance position to one candidate. That candidate refused the offer. Shane Swanson has been working filling in for the city and also applied for the position. A motion was made by Luke Anderson, seconded by John Stenvold to extend an offer to Shane Swanson to start at \$17.30 per hour with a \$.25 per hour increase upon receiving his CDL; \$.15 per hour increase upon getting his water plant operator I certification ; \$.10 per hour increase upon getting his water plant operator II certification. Roll call vote: Anderson – aye; Colemer – aye; Stenvold – aye; Weaving –

aye. Motion carried. Kevin will call Shane to extend the offer. If he turns it down, he will immediately call a special council meeting to discuss other options.

Note that the General Election will be held at City Hall on Tuesday, November 3, 2020.

Our next regular council meeting is scheduled for Tuesday, November 10, 2020 at 6:00 pm, returning to our regular time.

The meeting adjourned at 8:55 PM.

Kevin Bopp, Mayor

Trish Pearson, City Auditor