

City of Forman, North Dakota
Regular City Council Meeting
September 13, 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, Lyle Bopp, Sheriff Travis Paeper, Donavon Hajek and Mike Keiper.

All stood for the pledge of allegiance.

A motion was made by Al Colemer, seconded by Luke Anderson to approve the agenda for regular council meeting. Motion carried.

The Oath of office was administered and recorded for John Stenvold.

Mayor Kevin Bopp opened the public hearing for adopting the final 2023 budget. Dave Jacobson was present and questioned the tax increase of more than 8% on his city tax. The council informed him that the 2023 contained only a 2.53% increase and any additional tax increase on his statement was due to the change in valuation on his property. There were no other public comments. No changes were made from the preliminary budget.

A motion was made by Neil Weaving, seconded by Luke Anderson to approve final 2023 budget. Motion carried. Roll call vote: Anderson – aye; Colemer – aye; Stenvold – aye; Weaving – aye. Motion carried.

The public hearing was closed.

Sheriff Paeper notified the council that the County Commissioners approved an 8% increase in the policing contract with the city. He submitted a copy of the meeting minutes for documentation. A motion was made by John Stenvold, seconded by Al Colemer to approve the 8% cola increase in the policing contract. Roll call vote: Colemer – aye; Stenvold – aye; Weaving – aye, Anderson – aye. Motion carried. The council asked Travis about the fines that are given on citations within the city and why the city does not get their portion of the fines. He will check with the clerks to see how the fines are distributed.

Donavon Hajek gave the superintendent's report. He talked to JP Concrete about getting a second bid as required on the city sidewalks. They will come up and look at what we need, but said there is a concrete shortage and it is late in the season. It is not likely to get done until next spring if they get the bid. Donavon spoke with Calvin Jacobson about the culvert under Main Street, but has not heard back from him. He has not been in further contact with Jerry Bohnenkamp. John at ND Sewage Pump and Lift Station said the new panel will not be available until after the first of the year. We could do part of the work this fall and the rest this spring, but John would rather do it all at one time for cost and warranty. We have a new 14 HP motor with pump that is too small for our lift station. John said he would be interested in acquiring that pump. Donavon contacted a couple of people in Fargo about the siren repairs. Both said they would have to see the siren to determine the extent of the work and the cost. Lyle said he was going to Fargo on Thursday and if the guys could load it up for him on Wednesday, he would bring it up and drop it off. We want to get the repairs done and the siren back functioning as soon as possible.

Trish talked to Ryan at Automatic Systems. He said the PLC Controller for the water tower is in engineering. They hope to have it completed in a couple of weeks. They will make it a priority to get it out to us and installed. The WIN-911 dialer system issues have been resolved. Ryan said they would do some additional training on the system when they come to install the PLC.

Donavon talked to Jeff Tollefson at Mid America Research Chemical, who is our regular supplier for lagoon chemicals and bugs. Jeff was questioning the results of the sonar test we had done. He thinks the sonar was picking up more inorganic material than actual sludge and increasing the bugs could harm the natural good bacteria in the cells. There is another group that helps cities and does sonar testing at no charge. Donavon will line it up this fall.

We had one candidate apply for the maintenance position, but have not made contact yet.

Mike Keiper addressed the council to give an update on Park Board activities. The pool is closed for the season and has been winterized. The Park Board got a donation pledge from the Dawn Skog Estate to fund the construction of new dugouts at the ball field. The work has begun on that project, though they have not yet received the funds. The council suggested that Mike follow up with the family about the pledge. Louie and Jessie will be installing the new basketball hoops at the tennis courts either this fall or next spring. Keiper said the Fair Board is looking at having a fireworks display at the next Sargent County Fair and is looking for direction on getting permits. Lyle will look into the state requirements. The city will have to issue a permit and depending on the type of fireworks being used may require a certified pyrotechnic to shoot them off. We will look at it further after the first of the year.

A motion was made by John Stenvold, seconded by Al Colemer to approve minutes from the August 9, 2022 regular city council meeting and special meetings from August 30, 2022, September 6, 2022, and September 7, 2022. Motion carried.

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

City Attorney Lyle Bopp had several items to present. He presented a warranty deed from the City of Forman to Martinsen Home Center for the lots the JDA house in being built upon. A motion by Luke Anderson, seconded by John Stenvold approve the warranty deed and to hold the deed to Martinson Home Center in escrow until the home is complete. Motion Carried.

A contract has been prepared between the Forman Public Library and the Sargent County Food Pantry. A motion made by John Stenvold, seconded by Neil Weaving to approve the two-year contract with the Sargent County Food Pantry to lease space at the Forman Public Library. Motion Carried.

The Forman Housing Authority townhomes have a final purchase agreement signed by all parties. The closing date has not been established yet, but Lyle has prepared the warranty deed. A motion was made by John Stenvold, seconded by Al Colemer to approve the warranty deed to Fisher Enterprises from Forman Housing Authority and to hold the deed in escrow until closing of the sale on the townhomes. Motion Carried.

Sara Dux spoke a bit about the improvements to the back room of the library needed and in progress for the Food Pantry space. The floor has some cracks that need to be filled and the floor may need a bit of leveling concrete before finishing with epoxy. The Food Pantry has started patching the walls and will be painting.

The council went through the bi-annual review of our strategic plan. Sara noted the projects that have been completed, those in process and those that still need addressing. She also added a few new items. We will review the plan again in six months.

Luke Anderson reported that Eric Paulson, his contact at Full Circle Ag, is leaving. The dryers have not been relocated to the front of the bins as promised and harvest will start soon. Luke will try to get some resolution before Eric is gone. If they do not comply, we may need to issue fines.

The city council discussed a quote we got from Waste Management to take over the residential garbage in the city. While the quote was very reasonable, we could not find a way to eliminate an equivalent amount in current expenditures to make it work. We would also need additional quotes for competitive bidding. We will talk to Storbakken and discuss this further at another meeting.

Wendy Willprecht sent a resolution for the council to vote on the updated Local Emergency Plan. A motion was made by Neil Weaving, seconded by Al Colemer to approve the Forman Resolution for Sargent County Emergency Management. Motion carried.

The council reviewed a building permit submitted by Brad Hoistad for improvements to the shop building. Since it is within our extra-territorial jurisdiction, and involves connecting to city water lines, a permit is required. A motion was made by John Stenvold , seconded by Luke Anderson to approve the building permit for Brad Hoistad to add 80' x 400' concrete to the shop building, tie into the city's water main as indicated on the drawing, install a curb stop and run a water line to the shop building; to install a half-bath in the shop building; to install a septic system as indicated; to install a floor drain and a drain field for the floor drain as indicated. Motion carried.

The council reviewed a building permit for Luke Anderson to extend his concrete patio 6' in two directions. A motion was made by Neil Weaving, seconded by Al Colemer to approve a building permit for Luke Anderson to extend his concrete patio. Luke abstained. Motion carried.

Our next regular council meeting is scheduled for Tuesday, October 11, 2022. The time was moved back to 7:30 PM to accommodate harvest.

The meeting adjourned at 8:05 PM.

Kevin Bopp, Mayor

Trish Pearson, City Auditor