

**FINANCE AND IMPROVEMENTS COMMITTEE**

July 26, 2016

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Members Present:

Frantsvog, Hedberg, Lehner, Olson, Pankow, Sipma, Withus

Members Absent:

None

Others Present:

City Clerk, City Manager, City Attorney, HR Director, City Assessor, City Treasurer, City Engineer, Traffic Engineer, Planning Director, Chief Resilience Officer, Assistant City Planner, Fire Chief, Police Chief, Public Works Director, Aud/Rec. Director, Public Information Officer, Alderman Jantzer, Alderman Schuler, Alderman Shomento, Nancy Simpson, Mia Dillard, Josh Wolsky, Jill Schramm

To the Honorable Mayor and All Aldermen:

Following are the recommendations of the **Finance and Improvements Committee** meeting called to order at 4:15 p.m. on July 26, 2016:

**1. The City Council approve the following requests for final payment:**

- a. **Bluestone Construction in the amount of \$86,105.04 for the US Highway 2 Ditch Repair (4029.1)**
- b. **NDDOT in the amount of \$105.48 for the Western Districts Signing Project (4072)**
- c. **Strata Corporation in the amount of \$295,936.17 for Taxiway D and Commercial Service Ramp**
- d. **Strata Corporation in the amount of \$108,760.35 for Commercial Service Apron Construction**

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The above motion by Alderman Lehner, seconded by Alderman Olson and was carried by the following roll call vote: ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

**2. The City Council approve the bid from Landmark Structures in the amount of \$3,336,000 for the North Hill Elevated Tank and authorize the Mayor to sign the contracts on behalf of the City. (4155)**

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The above motion by Alderman Lehner, seconded by Alderman Olson and was carried by the following roll call vote: ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

**3. The City Council pass an ordinance on first reading to amend the 2016 annual budget to increase the Fire Control revenues and expenditures for a Supplemental State Homeland Security Grant.**

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The above motion by Alderman Lehner, seconded by Alderman Olson and was carried by the following roll call vote: ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

**4. The City Council pass an ordinance on first reading to amend the 2016 annual budget to increase fire administration maintenance buildings and grounds expenditures and revenues and decrease the Fire Equipment Purchase expenditures and revenues for the emergency generator for fire station one. (FD0042)**

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The above motion by Alderman Lehner, seconded by Alderman Olson and was carried by the following roll call vote: ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

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**5. The City Council approve the list of pledged securities as of June 30, 2016.**

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The above motion by Alderman Lehner, seconded by Alderman Olson and was carried by the following roll call vote:  
ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

**6. The City Council authorize the Fire Chief to sell the 1997 Freightliner fire engine and accept the sale price.**

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The above motion by Alderman Lehner, seconded by Alderman Olson and was carried by the following roll call vote:  
ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

**7. The City Council approve the Memorandum of Understanding for the US Highway 83 projects in cooperation with the Mouse River Enhanced Flood Protection Project, authorize the Mayor and City staff to execute the agreement and adopt a resolution to authorize the use of obligation bonds for the Broadway Viaduct and US Highway 83 four lane projects. (3529, 3979, 3849, 4040)**

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The above motion by Alderman Lehner, seconded by Alderman Olson and was carried by the following roll call vote:  
ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

**8. The City Council place and pass the following ordinances on second reading:**

- a. Ordinance No. 5027 – Annex into City Limits Prairie Grass Addition, Block 1, Lots 1 & 2**
- b. Ordinance No. 5051 – Annex into City limits Section 7-155-82, SE ¼, Less Outlot 1 and County Road**
- c. Ordinance No. 5094 – Rezoning Section 36-156-83, Outlot 2 from C2 to M1**
- d. Ordinance No. 5095 – Rezoning Section 22-155-82 from AG District to P**

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The above motion by Alderman Lehner, seconded by Alderman Olson and was carried by the following roll call vote:  
ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

**9. The City Council approve the Optional Relocation Assistance Policy effective May 1, 2016.**

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The above motion by Alderman Hedberg, seconded by Alderman Lehner.

Upon questioning by Alderman Frantsvog as to the estimated cost of the relocations for Odd’s Mobile home Park, the City Treasurer stated it would be funded with CDBG-DR and State Water Funds but she did not have an estimate. She stated, the Finance Department could provide that information for the City Council meeting.

Alderman Frantsvog then asked how many homes are included in this relocation policy to which the City Manager responded by saying, there were less than 30 mobile homes affected. He said, when the situation was brought to the City’s attention, staff took corrective action immediately.

Whereupon a vote was taken on the above motion by Alderman Hedberg, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

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**10. The City Council ratify the Mayor's signature on the contract with Prothman Company, for services to recruit for the impending vacation of the City Manager position.**

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The above motion by Alderman Hedberg, seconded by Alderman Lehner.

Alderman Olson asked if an applicant could apply for the City Manager position without going through Prothman, to which the Human Resources Director stated, the City would be obligated by contract to pass the application onto Prothman.

Upon further questioning by Alderman Olson, the Human Resource Director stated, all three finalists who were interviewed during the last search for a City Manager were found using Prothman as well.

Whereupon a vote was taken on the above motion by Alderman Hedberg, seconded by Alderman Lehner and was carried by the following roll call vote: ayes: Hedberg, Lehner, Olson, Pankow, Sipma, Withus. nays: none

There being no further business, Chairman Frantsvog adjourned the meeting at 4:20 p.m.

Respectfully Submitted,  
Kelly Matalka,  
City Clerk