

KINDRED CITY COUNCIL – MEETING MINUTES

Wednesday, September 6, 2023 | 7:00 pm | Kindred City Hall

MEETING CALLED TO ORDER AT 7:04 pm by Mayor Kersting with CMs Spelhaug, Johnson, Stoddard, and Peraza present. Others present: PWS Rich Schock, City Auditor Tabitha Arnaud, City Attorney Sarah Wear, City Engineer Brandon Oye, Cass County Sheriff Deputy Bryce Noonan, Building Inspector Mike Blevins, Mark Ottis, Marlowe Rud, Lisa Anderson, Bethany Johnson, Chad Gibbon, Susie Mathias, Mark Richard, Brian Ordahl, Sally Erickson, Luke Erickson, David Braaten, Sheena Bateson, Jamie R Swenson.

APPROVE AGENDA: **MOTION**, passed – To approve the agenda. Peraza moved; Stoddard seconded. RCV (Roll Call Vote); MCU (Motion Carried Unanimously).

NEW BUSINESS

Kindred Area Arts Partnership Homecoming 2023: KAAP received approval from the county to shut down Co Rd 15 during homecoming on 9/15. Will work with PW and CCSO to coordinate roadblocks.

Moving Building Permit: Moving Building permit application for a new mobile home at 151 Spruce St Lot 6, Jared McCollum & Hagen's Mobile Home Service. **MOTION**, passed – To approve Moving Building Permit for Jared McCollum & Hagen's Mobile Home Service. Johnson moved; Peraza seconded. RCV; MCU.

OLD BUSINESS

Memorial Building Light Upgrade: Kody's Electric has completed the lighting/fan upgrades

BOARDS & COMMITTEES

Kindred Public Library: KPL has appointed two new members as Trustees – Leah Lundquist & Barb Rude. There is one upcoming vacancy for trustee as member is moving out of city limits. **MOTION**, passed – To approve the two new Library Trustees, Leah Lundquist and Barb Rude. Peraza moved; Spelhaug seconded. RCV; MCU.

Renaissance Zone: New application for RZ project for 220 1st Ave S (Express Lane). Application for new canopy, pumps, electrical, concrete (does not include tanks as those had to be replaced and that portion of the project had begun). RZ met and approved. **MOTION**, passed – To approve the RZ application for 220 1st Ave S, Express Lane. Peraza moved; Stoddard seconded. RCV; MCU.

Kindred Community Club: Kindred Days was a HIT again, reported Jamie Swenson. The event gets bigger and better every year!

BUILDING INSPECTION/CODE ENFORCEMENT

Blevins: Overall building permit numbers are down a little for Kindred, which seems to be the trend everywhere. One new permit since last month.

POOLS/PARKS

Discussed the pool liner. 10% deposit has been paid and Parks Director Mike Brown recommends moving forward with the liner and also developing/discussing some long-term options. PWS Rich Schock filled cracks in the pool for the 2023 season which seemed to be effective.

PLANNING & ZONING

Norman Acres: CM Spelhaug and PW met with developers of Norman Acres. Possibly interested in annexation. Working through some pushback with a Co 15 approach with the county. Oye suggested city support; Spelhaug will connect with the county. Developers are planning on 11 SFR lots and 8 lots for storage. Hoping to install a road and let settle over winter.

Planning Assistance: Tom Goodrum began working at Moore Engineering a year ago, but has 30+ years experience; 15 yrs in the public sector and 15 in the private sector – working with developers and all entities to help through the process or land use development. Another important puzzle piece is working with the community to meet their goals.

MetroCog: Planning & Zoning will review MetroCog proposal.

MARKETING

Planters: Will need to arrange emptying the flower planters this fall and review/consider for next year.

POLICE

Deputy Noonan gave the August Policing Report. Deputy Noonan also wanted to thank the community and city for their attendance and help at the Night to Unite event. He also confirmed his 2024 contract as deputy for the City.

CITY ENGINEER

Wastewater Collection and Treatment Improvements; District No. 2019-1: Working on punch list items; final response to KPH time extension request was sent on 8/14 to contractor. Recommendation was to provide 50 days out of the 60 days requested. Also discussed easement from Torgersons by the new lagoon site – it expires 9/15/2023. Landowners willing to entertain sale of property, but want clay removed first. **MOTION, passed – To extend the easement for one additional year at \$10,000.00. Spelhaug moved; Stoddard seconded. RCV; MCU. MOTION, passed – To approve ME Invoice 34806 for \$22,977.77. Peraza moved; Spelhaug seconded. RCV; MCU.**

Dakota St Sidewalk, Spruce St and Elm St Drainage Improvements: Awarded contract on 8/2 to Key Contracting (without the early completion option). Key will start this fall, approx. 9/11. Resident expressed concern about not receiving information about the project as well as concerns about pedestrian traffic walking through the school parking lot. Oye remarked there will be some education in coordination with the school/students about walking paths, etc. (just as elementary dictates where students/parents can cross 15). There were meetings with the school for their input. Digital lighting will be added at crossings. Stoddard commented that Co 15 hwy is very busy and wanted to provide a safer crossing away from that Co. 15 area. Spelhaug noted that adding a lane would cut traffic backlog. Moving the bus drop off to the west side with MS area will also help alleviate congestion and help with safety. KPS has also discussed snow removal responsibilities for the sidewalks between elementary and HS/MS. Discussed the Special Assessment process (this will be a regional assessment) and the loan process. **MOTION, passed – To approve a loan period at 15 years @ 3.5% rate. Peraza moved; Stoddard seconded. RCV; MCU. MOTION, passed – To approve ME Invoice 34812 for \$3,671.61. Peraza moved; Stoddard seconded. RCV; MCU. ME not fully involved in managing this project (PWS Schock will be main POC), but will still need to proceed with construction services. MOTION, passed – To approve Engineering Agreement Amendment for \$15,000.00. Stoddard moved; Peraza seconded. RCV; MCU.**

Newport Ridge & 7th Ave Paving; District No. 2024-1 and 2024-2: Oye discussed project updates/changes. New lot layout – park dedication/greenspace/detention pond will increase in size; lot size will be shortened (one lot removed). Met with Park Board to discuss the area and use, stormwater runoffs, paths, and walking/access. Park Board excited about new space and agreed to concept. The six acres will meet the ordinance requirement for park dedication. Project estimate of \$3,475,000. **MOTION, passed – To approve revised Engineer's Report. Spelhaug moved; Peraza seconded. RCV; MCU. MOTION, passed – To pass resolution directing engineer to prepare plans & specification and move to design phase. Johnson moved; Stoddard seconded. RCV; MCU.**

Stormwater Management Policy: **MOTION, passed – To approve updated Stormwater Management Policy. Peraza moved; Spelhaug seconded. RCV; MCU.**

PUBLIC WORKS REPORT

PWS Schock reported being approached by a young scout/FFA about a community project. Discussed bringing payload to Moorhead for warranty inspection as warranty expires on 10/2023; not able to extend. Will pull planters after frost.

CITY ATTORNEY

2ND Reading of Ordinance 2020-80: Housekeeping item from a rezone of 521 Elm St from GC to DT that was missed during covid. **MOTION, passed – To approve 2nd reading of Ordinance 2020-80. Stoddard moved; Peraza seconded. RCV; MCU.**

AUDITOR REPORT

Consent Calendar: **MOTION, passed – To approve Meeting Minutes of 8/2/2023 & 8/9/2023; Delinquent Utility Accounts List; Bills for payment and financial reports for August 2023. Spelhaug moved; Johnson seconded. RCV; MCU. MOTION, passed – To approve a funds transfer of \$36,890.67 from the General Fund to Dakota St Improvement Fund. Peraza moved; Stoddard seconded. RCV; MCU.**

Auditor Arnaud discussed the new mobile APP for the city, the County 15 bike path maintenance, upcoming newsletter, and her research on CD rates.

COUNCIL & MAYOR REPORTS

CM Johnson: CM Johnson expressed a desire to be more informed/involved with other committees/portfolios. Would prefer to have agenda emails/documents sooner.

ADJOURNMENT

MOTION, passed – To adjourn meeting at 9:25 pm. Spelhaug moved; Stoddard seconded. RCV MCU.

(Minutes subject to council approval.) (Agenda deadline is noon Wednesday the week before the meeting.)

Darrell Kersting, Mayor

Tabitha Arnaud, City Auditor

Date approved