

KINDRED CITY COUNCIL – MEETING MINUTES

Wednesday, March 15, 2023 (Rescheduled from March 1, 2023) | 7:30 pm | Kindred City Hall

MEETING CALLED TO ORDER AT 7:31 pm by Mayor Kersting with CMs Johnson, Stoddard, and Peraza present. Absent CM Spelhaug. Others present: PWS Rich Schock, City Auditor Tabitha Arnaud, City Attorney Sarah Wear (phone), Engineer Anthony Sommerfeld, Cass Co Deputy Bryce Noonan, Lydia Ronningen, Joel Ronningen, Liz Mars, Jan Russell, Derek Arnaud, Mark Ottis.

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

BOARDS & COMMITTEES

Kindred Community Club: KCC President Lydia Ronningen shared that planning has already begun for the annual Kindred Days event. This year it will be held on August 11-13, 2023. Ronningen presented a request for City Support to host the event. The request includes 8 portable toilets, assistance with road blocks for the parade and event locations, garbage arrangements, design and printing of the event flyers, postage for the event mailings, and use of City Hall meeting space. New this year, is the request to support of security for the Barley Days Tasting event; estimated cost of \$300 for Cass County Deputy presence over 4 hours. The approximate total request is \$2,500, in addition to time. Review of City's previous three year's event expenses and estimate of this year's costs coming in around \$2,300. **MOTION, passed – To approve Kindred Community Club Kindred Days 2023 request for support, up to \$2,500. Peraza moved; Stoddard seconded. RCV; MCU.**

Kindred Tree Board: Tree Board Member Liz Mars shared that the city was denied for the tree removal grant submitted last year, due to a technicality on the paperwork. Silver lining is that there is now a new ND Forest Service grant available for up to \$10K-\$20K to assist with the removal of ash trees *without* a match requirement, unlike the 50/50 match required previously. Mars discussed plans for new plantings and removal of ash trees. With Emerald Ash Borer (EAB) being discovered in Moorhead, forestry departments are on high alert. Once EAB is found in a community, it becomes a "quarantine" zone making tree removal more expensive due to restrictions placed on disposal. The trees that line the bike path along County Hwy 15 (south to ND Hwy 46) are actually a unique breed of ash, called "Kindred Ash". Since these are special trees, it may be worth considering a treatment for trees that have been contaminated with EAB. Mars will look into that and work with the city to promote tree and EAB education to the community. She and the Tree Board are also working on a list of suggested species for residents to consider when looking to plant new trees. Mars mentioned Council delegated \$5K last year for the grant, but it was unused; asked if it is still available for tree needs this year. **MOTION, passed – To designate up to \$5,000 for Tree Board use. Peraza moved; Stoddard seconded. RCV; MCU.**

OLD BUSINESS

FM MetroCog: No update currently; on hold.

BUILDING INSPECTOR/CODE ENFORCEMENT

Building Inspector Mike Blevins was unable to attend, but did update that only one building permit has been issued so far this year (for a demolition of a mobile home). Auditor Arnaud shared that the Airport Authority has requested a meeting with a few city officials to discuss zoning and building permit requirements for hangars; a meeting is scheduled for March 23.

POOLS/PARKS

Provided an update to Stoddard and Peraza who were absent at the February 23 special meeting. No new quotes have been received just yet. More info next month.

PLANNING & ZONING

Mayor Kersting noted that resident Joel Ronningen has expressed interest in the P&Z vacancy. Auditor Arnaud shared that the P&Z board members visited with Ronningen at their February meeting and made a formal recommendation to Council for his appointment to the board. **MOTION, passed – To appoint Joel Ronningen to P&Z Commission for a 5-year term, expiring March 2028. Peraza moved; Johnson seconded. RCV; MCU.** There is still one P&Z board member vacancy. Interested parties can contact any board member or City Hall, or attend the monthly meetings held the third Wednesday of each month.

MARKETING

Arnaud shared new summer banners are being reviewed and will be mesh to reduce wind rotating new metal poles. Downtown poles are too damaged to safely secure banner brackets; this allows the banners to break off quickly, damaging or blowing them away. PWS Schock said there is no good way around it, but replacing the damaged wooden poles with the same style could be a quicker fix than upgrading to a new style of pole. CM Stoddard said he would talk to Ottertail about options.

POLICE REPORT

Deputy Noonan presented the February police report with 14 calls for service as follows: 5 medical assists, 1 parking complaint, 8 traffic complaints. He also reported that spring load restrictions are now in place, CCSO has received donations and approval for a new therapy dog, he will be switching to day shifts soon, and they are working with local fire departments to schedule a "Night to Unite" event separate from Kindred Days to allow for more focused community engagement.

CITY ENGINEER

Wastewater Collection and Treatment Improvements; District No. 2019-1: Engineer Anthony Sommerfeld stated contractor work is on hold until spring thaw. **MOTION, passed – To approve ME Invoice 32732 for \$25,546.47. Stoddard moved; Peraza seconded. RCV; MCU.**

Dakota Street & 5th Ave N Sidewalk Improvements: Property owner Derek Arnaud requested Council reinstate the 5th Ave N sidewalk and drainage improvements into the project, noting his concern is that construction costs will only increase in the future making it more expensive in the long run. CM Johnson shared concern of rushing into excluding that area of work and owe it to the community to reconsider; contemplating rescinding the motion approved at the March 13th Council meeting. CM Peraza noted they have been working with the school and timing the completion of Dakota St before the August 2023 middle school opening. D. Arnaud shared support for the project and asked if plans could be completed ahead of applying for grants. Sommerfeld said the study document would be sufficient for grant applications; the concept (plans/specs) would be completed afterwards. CM Stoddard added that the improvements won't be forgotten but it needs to be reevaluated. Spelhaug discussed drainage options, open ditch or covered culverts. Kersting apologized for the rough meeting on Monday. CM Stoddard have worked on this project a long time and will continue to move forward to create a new plan. Kersting asked Johnson if she still wanted to consider amending the motion. Johnson said no, will continue to review the project as it progresses. Council agreed to proceed with the project without the 5th Ave N improvements at this time.

Storm Water Management Assistance: Sommerfeld presented the final draft Storm Water Management Policy. Policy will be effective after the ordinance process is completed. **MOTION, passed – To approve Storm Water Management Policy. Stoddard moved; Peraza seconded. RCV; MCU.** Final draft of ordinance will be reviewed and 1st reading can be completed at the April Council meeting, 2nd reading in May.

Floodplain Ordinance: Draft ordinance still under review by the state.

Plains Addition Plat (Water Reservoir property): Waiting on title opinions before proceeding with final plat. **MOTION, passed – To approve ME Invoice 32776 for \$421.25. Peraza moved; Johnson seconded. RCV; MCU.**

Newport Ridge – Phase 5; District No. 2023-1: Project on temporary hold; working with developer.

Water Reservoir Improvements: Moving the study to 2024.

Capital Improvement Plan (CIP) Updates: Reviewed the updated CIP list; pushed back the Water Reservoir Study and Improvements to 2024 & 2025 respectively.

Drain No 60 Maintenance Agreement: Agreement has been received and is still under review.

Master Services Agreement: On hold at this time.

PUBLIC WORKS

PWS Schock reported he will be working remotely this Thurs/Fri to attend a fire training. Preparing for another snow event and has other "on-call" snow crew staff on alert. Tronnes and Brown have been doing a great job handling all the storms. Making plans to haul snow piles again. Discussed possible ditch clearing; Rich said the moisture content is currently low at the bottom, so hoping to avoid the equipment rental costs and additional staff hours. City has been helping maintain the adjacent township roads, due to their equipment operator being out; this season has been daunting for everyone, hoping spring comes soon! Kindred Fire responded to a structure at the townhomes in Viking Circle. Only used about 2500-3000 gallons of water! Knowing the unit would not have electrical service/heat, PW shut off the curb stop and pulled the water meter the following day.

AUDITOR REPORT

Consent Calendar: **MOTION**, passed – To approve Meeting Minutes of 02-01-2023 & 02-23-2023; Local Permit for Calendar Raffle by Softball Committee Fundraising Parents; Off-site Event Permit Application for Hawk's Market on 03-25-2023 (Kindred Fire Annual Benefit); Residential Tax Exemption on New Construction for 333 Newport Pkwy; Delinquent Utility Accounts List; and Bills for payment and financial reports for February 2023. Stoddard moved; Spelhaug seconded. RCV; MCU.

Reviewed the 2022 Year End fund balances. Arnaud will attend the NDLC Spring Workshop in Bismarck next week. Office staff will prepare to serve a drink and treats for the March 24th Cocoa & Cider Crawl organized by Parks & Rec; any available city reps are welcome to join. Passing on the accolades to Public Works for the great job putting up with the recurring and redundant snow removal! City Hall has received many compliments this year and we all appreciate the Public Works team!

COUNCIL & MAYOR REPORTS

CM Stoddard: Inquired about the street signage for Maple St at County Hwy 15. Schock said the County was notified and the signs are on order.

CM Peraza: Great job by Kindred Fire Department for their prompt response to the Viking Circle fire. It was put out very quickly and damage was minimal! Although one unit was destroyed, the others were all saved and no one was hurt.

ADJOURNMENT

MOTION, passed – To adjourn meeting at 9:31 pm. Stoddard moved; Peraza second. 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