

Cavalier City Council

August 7, 2023

7:00 PM

Roll Call: Mayor Hinkle, council members Cluchie, Beard, Vaughn, Carter, Berry, Carpenter

Absent: None

Guests: Auditor Krieg, OM Walton, COP Osvold, Attorney Fleming, Rec Director Homstad, Kyle Gagner, Angell French, David Hartz, Robin Hartz, Jerry Scheflo, Penny Scheflo, Dale Swanson, Elisa Ratliff, Leah Morrison, Anthony Morrison, Jim Benjaminson, Lisa Rotvold. Mary Overby, Kayla Olmstead, Chuck Olmstead.

Amendments: Ambulance Gaming Permit

Approve Minutes

Motion made to approve the regular meeting minutes from July 5th, 2023. M/S/P- Berry, Beard; 6:0 mc.

Approve Bills & Financials

Motion made to approve the payment of all city and CMU bills and financials as submitted for July 2023. M/S/P- Cluchie, Beard; 6:0 mc.

Gaming/Raffle/Special Event Permits

Motion made to approve gaming applications for Cavalier Ambulance, Pembina County Memorial Hospital Auxiliary, Off the Charts (pending proper application form re submitted for Off the Charts.) M/S/P- Berry, Carter; 6:0 mc

Motion made to approve street closure for Off the Charts. Thursday August 18th and Friday August 19th Main Street East to East 1st Ave S. Saturday August 20th Park Street West, W 1st Ave, and W 2nd Ave. M/S/P- Bear, Vaughn; 6:0 mc.

Dilapidated Building

Dale Swanson was present at meeting. Discussion was held on condition of building located at 107 Division Ave N. City has received multiple complaints about the condition of the building. Building was inspected on 5/20/2023 and found to be in substandard condition. Letter was sent on 6/12/2023 giving Mr. Swanson 30 days to bring the building into compliance or have it demolished. Mr. Swanson has failed to bring the building into compliance. Mr. Swanson stated that he is willing to sell the building. Motion made to extend the deadline to bring the building located at 107 Division Ave N into compliance by October 1st, 2023. M/S/P- Vaughn, Carpenter 5:1 (Berry) mc.

Spark Children Museum

Leah Morrison presented information on the Spark's Childrens Museum. Plans for the building, what types of activities, and possible funding sources including ND Destination Grant. The museum was looking for a letter of support from the city. Motion made to issue a letter of

support on behalf of the City of Cavalier in favor of Spark's Childrens Museum. M/S/P- Berry, Cluchie; 6:0 mc.

Development

**CITY OF CAVALIER, NORTH DAKOTA
RESOLUTION DIRECTING ASSESSMENT
FOR 2nd Ave S SEWER IMPROVEMENT DISTRICT**

Al Berry, introduced the following resolution and moved its adoption:

WHEREAS, the city of Cavalier has entered into a contract for the construction of improvements to install city sewer in the city of Cavalier known as 2nd Ave S Sewer Improvement District ;

WHEREAS, in addition to the cost of construction the city has or will incur costs for engineering, legal\fiscal, contingency, discount, and construction interest;

BE IT RESOLVED by the city council of the Cavalier, North Dakota as follows:

That the Special Assessment Commission shall assess the benefits in 2nd Ave S Sewer Improvement District in accordance with the cost certified to the commission by the city auditor, and the city auditor is hereby directed to prepare a statement of the total costs of the improvements to be assessed and to notify the chairman of the Special Assessment Commission and certify to the chairman such items of total costs, the total costs of the improvements to be assessed being presently estimated at \$100,107.00.

The resolution was seconded by member Mike Carpenter

Those voting for the resolution: Kelly Cluchie, Tom Beard, Craig Vaughn, Sara Carter, Al Berry, Mike Carpenter.

Those voting against the resolution: None

Not present:

Dated this August 7, 2023

APPROVED:

Lacey K. Hinkle, Mayor

ATTESTED TO:

Casey Krieg, City Auditor

Auditor Krieg informed council that Birchwood Chevrolet had submitted their receipts for the store front improvement grant. 20% of the project cost is \$1125.00 and grant check will be issued.

Mayor Hinkle presented housing incentives approved at July's meeting. Lis Rotvold presented housing opportunities and grant options available for the Red River Community Housing Development Organization (CHDO) to create housing growth in the City of Cavalier. Auditor Krieg presented a list of empty lots within the city limits. Auditor Krieg was directed to call and see if any of the land owners were willing to sell their lots. Discussion was had to have a special meeting once information was gathered. Deadline for grant application is September 31, 2023.

Pool

Auditor Krieg presented engineers who are still working on plans for the pool/splash pad. There should be change of scope plans at next meeting with bidding to happen in late September.

Rec Report

Director Homstad updated the council. Flock my Yard is full swing. Last day of the pool will be Saturday August 12th. Tumbling will start the end of September.

Library Report

Carter gave update. New Junior reading books are being ordered.

PD Report

COP Osvold updated council. Osvold updated the council that there was not interest from other municipalities to purchase one of the police vehicles. Motion made to accept quote from Guardian Fleet Safety to trade in 2015 Explorer for the amount of \$11,000 to offset the cost to equip the new police pickup. M/S/P- Cluchie, Vaughn; 6:0 mc.

Attorney Report

Throwing objects was presented for the 1st reading. Motion to approve 1st reading of throwing objects. M/S/P- Carter, Carpenter; RC 6:0 mc.

Chicken ordinance was discussed. No action will be taken at this time and current chicken ordinance will remain in place.

Administrative Reports

Final budget hearing date will be September 13th 7pm at the Cavalier City Administration Building. Krieg has received lots of complaints from citizens on the condition of the cemetery mowing. It was recommended to term Burtt and have city take over mowing. City would hire an adult to mow, this would allow more control on how the mowing is done. The cemetery would need to purchase a lawn mower as the city does not have a small enough deck. Motion made to terminate Jeremy Burtt effective immediately and have city take over mowing and hire adult to do the mowing. M/S/P- Berry, Vaughn 6:0 mc. Motion made to get quotes to purchase a lawn mower for cemetery mowing using local businesses. M/S/P- Berry, Cluchie; RC 6:0 mc. Motion made to move \$10,000 from Cemetery CD to Cemetery checking to cover cost and renew CD for 7 months at 4%. M/S/P-Berry, Cluchie; RC mc. Krieg presented bids for new air conditioning for the city administration building. Received bids from Ricard Plumbing Heating & Cooling in the amount of \$7815 and Jenson Air Conditioning & Heating in the amount of \$8,269. Motion to accept bid for air conditioning unit from Ricard Plumbing Heating & Cooling in the amount of \$7815. Roll Call M/S/P-Cluchie, Vaughn; 6:0 mc.

Krieg Presented preliminary budget for 2024 with proposed salary increase. Motion to approve preliminary budget for 2024 at 39.8 mils. Roll Call M/S/P- Cluchie, Vaughn; 6:0 mc.

| | 2023 | 2024 Proposed Annual Salary |
|-------------------|--------------|--------------------------------|
| Carter, Aaron | \$57,512.00 | \$60,387.60 |
| McFadden, Adam | \$40,705.60 | \$44,824.00 |
| Krieg, Casey | \$65,000.00 | \$68,250.00 |
| Osvoid, Jeff | \$68,035.52 | \$71,437.30 |
| Taylor, Sean | \$50,835.20 | \$53,377.00 |
| Govik, Knute | \$48,942.40 | \$51,359.52 |
| Petry, Marie | \$34,627.77 | \$36,359.16 |
| Ragan, Maggie | \$31,340.40 | \$32,907.42 |
| Homstad, Aimee | \$43,000.00 | \$45,150.00 |
| Phelps, Jolene | \$5,550.00 | \$5,775.00 |
| | | |
| Walton, Barry | \$88,756.74 | \$95,058.50 |
| Kraft, Allan | \$80,912.00 | \$84,957.60 |
| | | |
| Lawson, Gary | \$ 53,774.24 | \$ 56,462.96 |
| | | |
| Sapa, Doug | \$ 48,375.35 | \$ 50,794.12 |
| | | |
| Westman, Brad | \$ 53,268.80 | \$ 55,932.24 |
| Werner, Danielle | \$46,675.20 | \$49,008.96 |

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| Preliminary Annual Budget for the Year Ended December 31, 2024 |
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| | | 2024 Proposed | 2024 Mills |
|----------------------------|--------------------------|------------------|---------------|
| | General Fund | \$106,662 | 29 |
| | City Special Assessments | 0 | 0 |
| 110 | JDA | \$4,597 | 1.25 |
| 120 | Library | \$14,712 | 4 |
| 130 | Cemetery | \$0 | 0 |
| 140 | Recreation | \$9,195 | 2.5 |
| | Airport | \$11,034 | 3 |
| TOTAL AMOUNT LEVIED | | \$146,200 | 39.8 |

Next meeting date will be Tuesday September 5th at 7pm.

Mayor and Council Comments

Mayor Hinkle wished Walton a Happy Birthday. Plaque was given to Mayo Construction for 100 years. Plaque for John Forbes and the He-Mart has been ordered. Vaughn asked about damaged garbage cans. If customers have issues, they can call the city office and a work order will be put in. Carter asked if minutes could be updated on website and if current employees could be added. Krieg stated it would be taken care of right away.

Adjournment

Motion to adjourn 9:20 pm Cluchie

Approved By:

Lacey Hinkle, Mayor

Attested To:

Casey Krieg, City Auditor