

Cavalier City Council

February 3, 2025

7:00 PM

These minutes are preliminary and are considered unofficial until approved at the next Council meeting

Roll Call: Mayor Hinkle, council members Beard, Vaughn, Koenig, Hay. Quorum declared.

Absent: Cluchie, Hunter

Guests: Auditor Krieg, OM Walton, COP Osvold, Attorney Fleming, Library Director Petry, Jordon Sagert, Kyle Gagner, Jeremy Ratliff, Cullen Blair

Amendments to the Agenda

2021 Audit, CMRI Gaming Site Application

Approve Minutes

Motion made to approve the regular meeting minutes from regular meeting January 6, 2025, special meeting from January 8, 2025. M/S/P- Beard, Koenig; 4:0 mc.

Approve Bills & Financials

Motion made to approve the payment of all city and CMU bills and financials as submitted for January 2025. M/S/P- Beard, Hay; 4:0 mc.

Gaming/Raffle/Special Event Permits

Motion made to approve gaming site authorization for Cavalier Motorcycle Ride-In. M/S/P- Beard, Hay; 4:0 mc Motion made to approve funding request for TedEx in the amount of \$2,000 coming from Growth Fund, Off the Charts for \$5,000 with \$2500 coming from Growth Fund and \$2500 coming from Lodging Tax, CMRI for \$5,000 with \$2500 coming from Growth Fund and \$2500 coming from Lodging Tax. M/S/P- Koenig, Beard; 4:0 mc. Motion made to approve gaming permit for Cavalier Fire Department. M/S/P- Beard, Hay; 4:0 mc. Motion made to approve applications for Special Event with corrected applications for CMRI, Beer and Baccon, All Class & 150th. M/S/P- Beard, Koenig; 4:0 mc. Discussion was had with Cullen Blair from CMRI that vendors not to set up till after 6pm on Thursday for the Motorcycle ride in. Motion to approve road closures as presented for the CMRI and All Class & 150th. Auditor Krieg to send to Cavalier Township for their approval and then submit to state. M/S/P- Koenig, Hay; 4:0 mc.

Development

Discussion was had on a Recreation Center; community wants from previous surveys. There is a group of citizens that have come forward looking to help make this a reality. Motion made to have Auditor Krieg reach out to Todd Bucholtz to obtain drawing for a Recreation Center to start the exploring process into cost. M/S/P- Koenig, Hay; 4:0 mc.

Public Works Building Update

Operations Manager Walton updated the council. Looking at the end of March for move in date.

Pool

Krieg updated the council waiting for thaw to start up pool. New equipment was purchased with donations, a pool vacuum and two basketball hoops. Will be painting outside of building in spring.

Rec Report

Krieg updated the council. Discussion was had on behavior at the Cavalier Boys 3 on 3 Classic. Recreation will be taking steps next year to update rules and expectations. Mayor Hinkle thanked Josh Worley, Jennifer Worley, Brady Laxdal and Paula Gapp for assisting to defuse the situation at tournament.

Library Report

Petry updated the council. A new security system is being installed. Next month Petry will have annual report.

PD Report

CP Osvold updated the council. Motion made for COP Osvold to obtain quotes for Police Truck. M/S/P- Vaughn, Beard; 4:0 mc.

Attorney Report

Attorney Fleming updated the council. Motion to approve resolution awarding contract and approving contractors' bond for sewer improvement district 2021-01. Roll Call M/S/P- Beard, Koenig; 4:0 mc

CITY OF CAVALIER, NORTH DAKOTA

RESOLUTION AWARDING CONTRACT AND APPROVING CONTRACTORS BOND FOR SEWER IMPROVEMENT DISTRICT 2021-01

Councilman Beard, introduced the following resolution and moved its adoption:

1. It is hereby found and determined that this governing body has heretofore caused notice of advertisement for bids to be made for an improvement for Sewer Improvement District 2021-01 of the City, and has duly and publicly opened and considered said bids received pursuant to said notice.
2. Said improvement is hereby ordered to be constructed in accordance with the detailed plans and specifications approved by the City on November 1, 2021.
3. It is hereby found and determined that the lowest responsible bidder for the work, materials and skill required for said improvement is Molstad Excavating Company Inc.
4. It is hereby found and determined that neither the engineer's careful and detailed statement of the estimated cost of the work required by North Dakota Century Code (the "ND CC") §40 22 29 nor the bid received from Molstad Excavation Company, Inc. exceed the engineer's estimate prepared pursuant to NDCC §40 22 10 by forty (40) percent or more.
5. The mayor and the auditor of the City are hereby conditionally authorized and directed to make and enter into a contract with said bidder on the part of the City in accordance with NDCC §40-22 35 through 40 22 37, provided that said bidder shall execute said contract and a contractor's bond in accordance with the provisions of NDCC §48 01.2 10

6. It is further found and determined that the contractors bond provided by Molstad Excavating Inc, is in compliance with the provisions of North Dakota Century Code Chapter 48-01.2 and said bond is approved.

The resolution was seconded by Councilman Koenig.
Those voting for the resolution: Vaughn, Beard, Koenig,
Hay
Those voting against the resolution: None
Not present: Cluchie, Hunter
Dated and adopted this 3rd day of February, 2025.
Approved: Lacey K Hinkle, Mayor
Attested to: Casey Krieg, City Auditor

Motion to approve resolution confirming the appointment of the special assessment commission.
Roll Call M/S/P- Koenig, Hay; 4:0 mc.

CITY OF CAVALIER, NORTH DAKOTA
RESOLUTION CONFIRMING THE APPOINTMENT
OF THE SPECIAL ASSESSMENT COMMISSION

Member Koenig, introduced the following resolution and moved its adoption.

WHEREAS, the Mayor of the city of Cavalier has appointed three (3) persons to serve on the Special Assessment Commission for the city of Cavalier;

WHEREAS, it is necessary for the governing body to confirm those appointments;

BE IT RESOLVED by the City Council of Cavalier, North Dakota, that the governing body does hereby confirm the appointments to the Special Assessment Commission as follows:

Name	Term Beginning	Term Ending
Rachel Ramsay	February 6, 2023	February 6, 2026
Chris Burgess	February 6, 2025	February 6, 2027
Collette Nordstorm	February 6, 2025	February 6, 2028

The resolution was seconded by Member Hay;

Those voting for the resolutions: Vaughn, Beard, Koenig, Hay

Those voting against the resolution: None

Not present: Cluchie, Hunter

Dated as of the 6th day of February 2025.

APPROVED: Lacey Hinkle, Mayor

ATTESTED TO: Casey Krieg, City Auditor

Motion to approve resolution directing the assessment of sewer Improvement District 2021-01.
Roll Call M/S/P- Hay, Koenig; 4:0 mc.

CITY OF CAVALIER, NORTH DAKOTA
RESOLUTION DIRECTING THE ASSESSMENT OF
SEWER IMPROVEMENT DISTRICT 2021-01

Member Hay, introduced the following resolution and moved its adoption.

BE IT RESOLVED by the City Council of Cavalier, North Dakota, that the Special Assessment Commission shall assess the benefits in Sewer Improvement District 2021-01 in accordance with the costs 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 cost, the total costs of the improvements to be assessed being presently estimated at \$100,127.29.

The resolution was seconded by Member Koenig;
 Those voting for the resolutions: Beard, Vaughn, Koenig, Hay
 Those voting against the resolution: None
 Not present: Cluchie, Hunter

Dated as of the 3rd day of February 2025.
 APPROVED: Lacey Hinkle, Mayor
 ATTESTED TO: Casey Krieg, City Auditor

Administrative Reports

Auditor Krieg presented the annual financial statement for fund balances per NDCC 40-16-04

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - General Fund	1044505.26	1298161.83	1919736.37	422930.72
110 - JDA	46898.99	3312.73	4947.52	45264.2
120 - Library	32860.48	164578.95	145573.08	51866.35
125 - Pembina County Library Board	2689.06	74655.56	76878	466.62
130 - Cemetery	74117.15	0.12	0	74117.27
140 - Recreation	171588.33	347229.5	343725.6	175092.23
150 - Growth Fund	280455.85	79171.97	188833.39	170794.43
160 - Emergency Fund	8815.51	0	0	8815.51
210 - Water Fund	833398.69	377973.09	499071.93	712299.85
215 - Water Reserves	438939.74	77219.63	0	516159.37
216 - Water Improvement	0	27171.81	0	27171.81
217 - Water Meter Surcharge	0	7689.66	8800	-1110.34
220 - Sewer Fund	656631.16	180281.31	267188.88	569723.59
225 - Sewer Reserves	462524.61	53168.71	0	515693.32
226 - Sewer Improvement	0	29570.46	0	29570.46
230 - Garbage Fund	538606.69	499937.5	503187.31	535356.88
235 - Garbage Reserves	22735.42	132208.72	100000	54944.14
240 - Electric Fund	1610301.42	1330974.5	1513737.47	1427538.45
245 - Electric Reserves	94685.65	127941.02	0	222626.67
300 - Capital Projects	1765749.33	1493967.87	1604840.8	1654876.4
Report Total:	8085503.34	6305214.94	7176520.35	7214197.93

Auditor Krieg presented a quote for 2021 audit from Julson CPA out of Wahpeton. Motion to accept quote in the amount of \$15,000 for 2021 audit and have Julson CPA out of Wahpeton perform the 2021 audit for the City of Cavalier. Roll Call M/S/P- Beard, Koenig; 4:0 mc. Krieg updated the council on software issues and bills for the month of January having 5 extras days on them. The issue has been resolved and hopefully will not happen in the future.

Adjournment

Motion to adjourn 8:35pm Beard.

Approved By:

Lacey Hinkle, Mayor

Attested To:

Casey Krieg, City Auditor