

January 21, 2020

**PROCEEDINGS OF THE CITY COUNCIL
OF THE CITY OF GRAND FORKS, NORTH DAKOTA
January 21, 2020**

The city council of the city of Grand Forks, North Dakota met in the council chambers in City Hall on Tuesday, January 21, 2020 at the hour of 5:30 o'clock p.m. with Mayor Brown presiding. Present at roll call were Council Members Dachtler (via phone), Weber, Mock, Sande - 4; absent: Weigel, Marshall, Vein – 3.

Mayor Brown announced that anyone wishing to speak to any item may do so by being recognized prior to a vote being taken on the matter, and that the meeting is being televised.

MAYOR'S ANNOUNCEMENT

Mayor Brown cautioned residents to drive safely as roads continue to be slippery and large amount of snow on berms blocking views at intersections. Crews are working to haul out snow but will take some time.

PRESENTATION – WELCOMING COMMUNITY ROAD MAP

Robin David, gave a presentation highlighting the progress on the program that has occurred in the first year of its development, including showing a video. She expressed gratitude to the participation for the efforts of the 30 organizations that have been involved with the first year of a five year implementation plan. The welcoming community group is working with the census complete count committee to help with getting a good count of all community members. Council Member Sande commented on passion that those working on this project have shown and hearing of the collaboration that we are getting from others in the community shows the backing in the community for this initiative.

**ADOPT RESOLUTION VACATING PUBLIC ACCESS AND
PEDESTRIAN WALKWAY EASEMENT LYING WITHIN
LECLERC'S ADDITION**

The city auditor reported that pursuant to instructions by the city council after having received a petition to vacate a 10 foot walkway easement lying within Lot 10, Block A, a replat of all of Blocks 1 and 2, and Lot C, Block A, of the replat of Lots 8 & 9, Block A, of the replat of all of Blocks 1 and 2, LeClerc's Addition, and a 15 foot walkway & driveway easement lying within Lots A and B, Block A, a replat of Lots 4 and 7, Block A, of a replat of all of Blocks 1 and 2, LeClerc's Addition to the City of Grand Forks, that the required legal notice had been published calling for a public hearing to be held this evening and further no protests or grievances had been filed with the auditor's office.

Mayor Brown opened the public hearing, there were no comments and the public hearing was closed.

It was moved by Council Member Sande and seconded by Council Member Dachtler that we find and determine an insufficiency of protest to the proposed vacation, and introduced and adopted the following resolution, which was presented and read. Upon call for the question, the following voted "aye": Dachtler, Weber, Sande, Mock; voting "nay": none. Mayor Brown declared the motion passed and the resolution adopted.

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ADOPT ORDINANCE NO. 4755, RELATING TO A
CORRECTIVE ORDINANCE TO AMEND THE STREET
& HIGHWAY PLAN TO INCLUDE PUBLIC R/W SHOWN
AS DEDICATED ON THE PLAT OF SOUTHERN ESTATES
TWELFTH ADDITION

An ordinance entitled “A corrective ordinance to amend the Street and Highway Plan of the City of Grand Forks, North Dakota, to include the public rights-of-way shown as dedicated on the plat of Southern Estates Twelfth Addition to the City of Grand Forks, North Dakota”, which had been introduced and passed on its first reading on January 6, 2020 and upon which public hearing had been scheduled for this evening was presented and read for consideration on second reading and final passage.

The staff report from the planning department relating to a corrective ordinance to amend the Street and Highway Plan as it relates to Southern Estates Twelfth Addition, correcting Ordinance No. 4713, with a recommendation to hold a public hearing and give final approval of the ordinance.

Mayor Brown opened the public hearing, there were no comments and the public hearing was closed.

It was moved by Council Member Mock and seconded by Council Member Weber that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: none. Mayor Brown declared the motion passed and the ordinance adopted.

ADOPT ORDINANCE NO. 4756, RELATING TO A CORRECTIVE
ORDINANCE TO ANNEX LANDS PLATTED AS SOUTHERN ESTATES
TWELFTH ADDITION

An ordinance entitled “An ordinance to annex lands platted as Southern Estates Twelfth Addition as follows: that part of the west half of the southwest quarter of Section 21, Township 151 north, Range 50 west of the 5th Principal Meridian, described as follows: commencing at the northwest corner of said southwest quarter of Section 21; thence southerly along the west line of said southwest quarter having a platted bearing of south 00°02'15" west at a distance of 118.00 feet, thence north 89°32'13" east, a distance of 190.0 feet, to the point of beginning; thence south 0°02'15" west, along a line being 190.0 feet easterly of and parallel with the west line of said southwest quarter, a distance of 1691.2 feet, thence north 89°31'38" east, along a line being 140.0 feet northerly of and parallel with the platted north line of 45th avenue south, a distance of 290.0 feet, thence north 0°02'15" east, along a line being 140.0 feet westerly of and parallel with the platted west line of south 25th street, a distance of 1349.0 feet, to a point on the west line of Lot 1, Block 1, Southern Estates Seventh Addition, thence north 28°52'27" west, along said line, a distance of 60.7 feet, thence north 0°03'25" west, continuing along said west line of lot 1, block 1, Southern Estates Seventh Addition, a distance of 289.40 feet, to the northwest corner of said Lot 1, Block 1, thence south 89°32'13" west, along the south line of Lot 1, Block 1, Southern Estates First Addition, a distance of 260.14 feet, to the point of beginning. said described area being equal to 480,805.9 square feet or 11.0 acres more or less”, which had been introduced and passed on its first reading on January 6, 2020 and upon which public hearing had been scheduled for this evening was presented and read for consideration on second reading and final passage.

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The staff report from the planning department relating to a corrective ordinance to amend the Street and Highway Plan as it relates to Southern Estates Twelfth Addition, correcting Ordinance No. 4713, with a recommendation to hold a public hearing and give final approval of the ordinance.

Mayor Brown opened the public hearing, there were no comments and the public hearing was closed.

It was moved by Council Member Weber and seconded by Council Member Mock that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: none. Mayor Brown declared the motion passed and the ordinance adopted.

APPROVE PROPERTY TAX EXEMPTION OF REMODELING
IMPROVEMENTS FOR RESIDENTIAL AND COMMERCIAL
PROPERTIES AT VARIOUS LOCATIONS

the staff report from the assessing department relating to applications for property tax exemption of improvements to residential and commercial buildings at various locations, with a recommendation to grant property tax exemptions of increased value due to remodeling or renovation of the properties listed for 5 years at the following locations: 920 N 3rd St, 3332 Crown Cove, 921 32nd Ave S #22, 2312 W Springbrook Court, 209 Plain Hills Dr, 2008 9th Ave N, 1624 6th Ave N, 2415 Chestnut St, 1509 Chestnut St, and 505 Park Dr.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

ADOPT FINDINGS AND CONCLUSION RELATING TO APPEAL
OF 2017 VALUE FROM IRET, DBA ASHLAND APARTMENTS, LLC,
2151 36TH AVE S, PROPERTY NO. 44.1351.015.03

The staff report from the assessing department relating to an appeal of the 2017 value for IRET Properties, dba Ashland Apartments, 2151 36th Ave S, Lot A, Block A (Replat of Lots 7 & 8, Blk A of the Replat of all of Blks 1, 2, 4, 5, 6 & 7), Columbia Park 26th Addition, Parcel #44.1350.007.01, with a recommendation to uphold the true and full value of \$3,884,300 for the 2017 tax year and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

ADOPT FINDINGS AND CONCLUSIONS RELATING TO APPREAL
OF 2017 VALUE FROM IRET, DBA ASHLAND APARTMENTS, LLC,
2051 36TH AVE S, PROPERTY NO. 44.1350.008.01

The staff report from the assessing department relating to an appeal of the 2017 value for IRET Properties, dba Ashland Apartments, 2051 36th Ave S, Blk A, (replat of Lots 7 & 8, Blk A of the replat of all of Blks 1, 2, 4, 5, 6 & 7), Columbia Park 26th Addition, Parcel #44.1350.008.01, with a

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recommendation to uphold the true and full value of \$4,735,900 for the 2017 tax year and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

ADOPT FINDINGS AND CONCLUSIONS RELATING TO APPEAL
OF 2017 VALUE FROM IRET, DBA LEGACY APARTMENTS V, VI, VII
3700 30TH AVE S, PARCEL #44.1331.017.02

The staff report from the assessing department relating to an appeal of the 2017 value for IRET Properties, DBA Legacy Apartments V, VI, VII, 3700 30th Ave S, Lot 13 (Replat Blk 1), Blk A, Columbia Park 15th Addition, Parcel 44.1331.017.02, with a recommendation to uphold the true and full value of \$9,956,800 for the 2017 tax year and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

ADOPT FINDINGS AND CONCLUSIONS RELATING TO APPEAL
OF 2017 VALUE FROM IRET, DBA LEGACY APARTMENTS,
3500 30TH AVE S, PARCEL 44.1331.017.03

The staff report from the assessing department relating to appeal of 2017 value, from IRET, dba Legacy Apartments, 3500 30th Ave S, Lot 14 (Replat Blk 1), Blk A, Columbia Park 15th Addition, Parcel #44.1331.017.03, with a recommendation to uphold the true and full value of \$6,348,000 for the 2017 tax year and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

ADOPT FINDINGS AND CONCLUSIONS RELATING TO APPEAL
OF 2017 VALUE FROM IRET, DBA LEGACY APARTMENTS,
2600 S 34TH ST, PARCEL #44.1331.080.01

The staff report from the assessing department relating to appeal of 2017 value from IRET, dba Legacy Apartments, 2600 S 34th St, Lot A (Replat of BD of Repat of L1), Blk D, Columbia Park 15th Addition, Parcel # 44.1331.080.01, with a recommendation to uphold the true and full value of \$8,612,000 for 2017 tax year and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber,

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Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

ADOPT FINDINGS AND CONCLUSIONS RELATING TO APPEAL
OF 2017 VALUE FROM IRET, DBA LEGACY APARTMENTS,
2700 S 34TH ST, PARCEL #44.1331.080.02

The staff report from the assessing department relating to appeal of 2017 value from IRET, dba Legacy Apartments, 2700 S 34th ST, Lot B (Replat of Bd of Replat of L1), Blk D, Columbia Park 15th Addition, Parcel # 44.1331.080.02, with a recommendation to uphold the true and full value of \$5,170,300 for the 2017 tax year and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

ADOPT FINDINGS AND CONCLUSIONS RELATING TO APPEAL
OF 2017 VALUE FROM IRET, DBA SOUTH POINT APARTMENTS-
BLDG 3500, 3500 RUEMMELE RD, PARCEL # 44.1351.015.03

The staff report from the assessing department relating to appeal of 2017 value from IRET, dba South Point Apartments – Bldg 3500, Lot B (Replat of Lot 1), Blk 3, Columbia Park 27th Addition, Parcel 44.1351.015.03, with a recommendation to uphold the true and full value of \$5,354,800 for the 2017 tax year and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

ADOPT FINDINGS AND CONCLUSIONS RELATING TO APPEAL
OF 2017 VALUE FROM IRET, DBA SOUTH POINT APARTMENTS-
BLDG 3450, PARCEL #44.1351.015.04

The staff report from the assessing department relating to appeal of 2017 value from IRET, dba South Point Apartments – Bldg 3500, Lot C (Replat of Lot 1), Blk 3, Columbia Park 27th Addition, Parcel 44.1351.015.04, with a recommendation to uphold the true and full value of \$5,355,600 for the 2017 tax year and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

ADOPT FINDINGS AND CONCLUSIONS RELATING TO APPEAL
OF 2017 VALUE FROM IRET, DBA CARDINAL POINT APARTMENTS,
2150 47TH AVE S, PARCEL #44.2942.008.00

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The staff report from the assessing department relating to appeal of 2017 value for IRET Properties, DBA Cardinal Point Apartments, 2150 47th Avenue South, Lot 1, Block 3, Southern Estates First Addition, Parcel #44.2942.008.00, with a recommendation to uphold the true and fair value of \$29,489,400 and adopt findings and conclusions.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Upon call for the question, the following voted “aye”: Dachtler, Weber, Mock, Sande – 4; voting “nay”: None. Mayor Brown declared the motion passed and the findings and conclusions adopted.

APPROVE LIST OF DESIGNATED DEPOSITORIES

The staff report from the finance department relating to the list of designated depositories, with a recommendation to approve the following financial institutions as designated depositories of public funds: Wells Fargo, US Bank, Alerus, Choice Financial, Frandsen, Bremer Bank and American Federal Bank.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

APPROVE REAPPOINTMENT TO EMERGENCY MANAGEMENT BOARD

The staff report from the mayor relating to reappointment to the Emergency Management Board, with a recommendation to confirm the reappointment of Danny Weigel to serve as City Council representative on the Emergency Management Board for a one-year term set to expire on January 1, 2021.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

ADOPT RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR PROJECT NO. 8159, DISTRICT NO. 744

The city engineer’s estimate of total cost of the construction of paving in the amount of \$88,189.15, was presented and read.

The staff report from the engineering department relating to plans and specifications for Project No. 8159, District No. 744, Reconstruct 36th Ave S, with a recommendation to approve plans and specifications.

Council Member Weber introduced a resolution to approve plans and specifications for Project No. 8159, District No. 744.

It was moved by Council Member Weber and seconded by Council Member Dachtler that the recommendation be approved and that the resolution approving the plans and specifications be adopted. Motion carried unanimously.

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AWARD BIDS FOR PROJECT NO. 8108,
PUMP STATION 183 SAFETY UPGRADES
AND PUMP STATION 194 CONTROLS AND
FLAP GATES

The staff report from the engineering department relating to bids for Project No. 8108, Pump Station 183 Safety Upgrades and Pump Station 194 Controls and Flap Gates, with a recommendation to award Schedule B contracts to low bidders as follows: General Work to ICS, Inc. in the amount of \$89,900 and Electrical Work to Sun Electric, Inc. in the amount of \$94,500.00.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

APPROVE AGREEMENT WITH NDDOT FOR
PROJECT NO. 8193, BRIDGE INSPECTIONS

The staff report from the engineering department relating to an agreement for Project No. 8193, Bridge Inspection Agreement with North Dakota Department of Transportation (NDDOT), with a recommendation to approve the agreement with NDDOT for bridge inspection and load rating services.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

APPROVE COST PARTICIPATION MAINTENANCE
AGREEMENT FOR PROJECT NO. 7886, MILL & OVERLAY
ON N 5TH ST (DEMERS – GATEWAY)

The staff report from the engineering department relating to a Cost Participation and Maintenance Agreement (CPMA) with the NDDOT for Project No. 7886, Mill & Overlay, Concrete Pavement Repair and Reconstruction of N 5th St from Demers Avenue to Gateway Drive, with a recommendation to approve the CPMA with NDDOT and approve any necessary budget amendment.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

APPROVE LETTER OF INTENT TO PROVIDE REFUSE AND
RECYCLING SERVICES IN COMMUNITY PARTNERSHIP
WITH THE GRAND FORKS AIR FORCE BASE

The staff report from the city administrator and public work operations director relating to a letter of intent to provide refuse and recycling services in community partnership with the Grand Forks Air Force Base, with a recommendation to approve the Letter of Intent to provide Refuse and Recycling Services in community partnership with the Grand Forks Air Force Base, subject to the City Attorney's Office final review and approval.

Todd Feland, City Administrator, explained that this is the start of a process to potentially provide refuse and recycling services to the Grand Forks Air Force Base, noting that the Air Force still has to approve

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the agreement as well, and if they do a target for start of service would be in July. He stated that the city is in its last year of a recycling contract with WasteManagement and we would include the AFB area in our current agreement and then add their needs into the new bid that is put out for service. He added that the AF is looking for ways to connect with communities where they are located and this is another way that we can partner with them on shared services.

Council Member Sande asked for clarification on some points and Feland provided answers: a) Can the AF do this without bidding? Yes, they are allowed to sign public/public partnership agreements without conducting a bid process. At this time the AFB is not looking to do a request for proposals and is just exploring an agreement with the city; and b) There is a concern that with the next renewal for recycling services that our costs may increase significantly. Would having the addition of the AFB be a benefit? We would evaluate that and it would need to be a win-win for both parties to move forward with a partnership agreement. Increasing our volume may affect the cost of the service.

It was moved by Council Member Sande and seconded by Council Member Dachtler that this recommendation be approved.

Howard Swanson, City Attorney, stated that in addition to the AFB authority, we will also have to look at our authority and research any restrictions on distance that intergovernmental agreements can extend. Feland stated that this is a starting point to look at all factors and determine if an agreement is appropriate.

Upon call for the question, the motion passed unanimously.

APPROVE REPLAT OF LOTS B, C, AND D, BLOCK A,
OF THE REPLAT OF LOT 1, BLOCK 2, AND LOT 1,
BLOCK 4, AND VACATED 38TH AVENUE SOUTH
ADJACENT THERETO, COLUMBIA PARK 33RD
RESUBDIVISION (FAST TRACK)

The staff report from the planning department relating to replat of Lots B, C, and D, Block A of the Replat of Lot 1, Block 3 and Lot 1, Block 4, and vacated 38th Avenue South adjacent thereto, Columbia Park 33rd Resubdivision (fast track), with a recommendation to give final approval to the request from CPS Ltd. On behalf of Guy Useldinger, et. al. for final approval of the repalt, subject to the conditions shown on or attached to the review copy.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

APPROVE REPLAT OF LOT 1, BLOCK 1,
PERKINS THIRTEENTH RESUBDIVISION
(FAST TRACK)

The staff report from the planning department relating to replat of Lot 1, Block 1, Perkins Thirteenth Resubdivision (fast track), with a recommendation to give final approval of the request from HDD, Inc. for final approval of the replat, subject to the conditions shown on or attached to the review copy.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

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APPROVE REPLAT OF LOT G, BLOCK 1,
BUSINESS PARK THIRD RESUBDIVISION
(FAST TRACK)

The staff report from the planning department relating to a replat of Lot G, Block 1, Business Park Third Resubdivision (fast track), with a recommendation to give final approval of the request from CPS, Ltd., on behalf of Grand Forks Growth Fund, for final approval of the replat, subject to the conditions shown on or attached to the review copy.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

APPROVE REPLAT OF LOT E, BLOCK 1, OF THE
REPLAT OF LOT D, BLOCK 1, OF THE REPLAT OF
LOT 6, BLOCK 1, PERKINS 1ST ADDITION

The staff report from the planning department relating to replat of Lot E, Block 1, of the replat of Lot D, Block 1, of the replat of Lot 6, Block 1, Perkins 1st Addition, with a recommendation to give final approval of the replat, subject to the conditions shown on or attached to the review copy.

It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

INFORMATION ITEMS

The following items were presented for City Council's information:

- Human Resources Quarterly Staffing Report – 4Q2019
- Investment Portfolio Summary as of 12/31/2019

APPROVE BILL LISTING AND ENGINEERS ESTIMATES

Vendor Payment Listing 20-02, dated January 21, 2020 totaling \$404,179.29 was presented and read.

It was moved by Council Member Sande and seconded by Council Member Mock that these bills be allowed and that the city auditor be authorized to issue warrants in payment of the same. Upon roll call the following voted "aye": Council Members Dachtler, Weber, Mock, Sande – 4; voting "nay": none. Mayor Brown declared the motion carried and the bills ordered paid.

APPROVE MINUTES – DECEMBER 16, 2019

Typewritten copies of the minutes from the city council meeting held on December 16, 2019 were presented and read. It was moved by Council Member Weber and seconded by Council Member Dachtler that this recommendation be approved. Motion carried unanimously.

CITY ADMINISTRATOR COMMENTS

Todd Feland, City Administrator, commented on the following:

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1) Updates will be coming to JDA with information on the Regional Market Capture in February JDA meeting, and Aerium Analytics will also give an update from Tech Spark.

2) There will be an update at the next COW on Southend Development at 62nd Ave S. Information update on strategic infrastructure growth areas and infill development strategies will be discussed as well as looking at some of the tools available for infill development. Two developers will be at the meeting to discuss their ideas and get feedback on the proposals.

3) Spring flooding this year is projected to be in the major level. Departments are working together to plan for the event. With all the groundwater from the wet fall, this years event could be different than recent years. Staff is also preparing educational sessions for citizens and new ways to engage them to start their prep work earlier this year. State agencies will be touring the area next week and review what state help may be available.

MAYOR AND COUNCIL MEMBER COMMENTS

Council Member Dachtler said she has gotten calls regarding good job street department has been doing and thanked them for their efforts. .

Council Member Weber asked whether Emergency Management will also be included with the flood planning. Feland responded that they are integrated with the plan.

Council Member Mock asked if there were resources for people with questions on flooding, a place to get recommendations, etc. Feland responded that they are working on a page on the website for flood related information and ways for citizens to engage with the city. A demo of the site will be provided at a future meeting.

ADJOURN

It was moved by Council Member Sande and seconded by Council Member Dachtler that we adjourn at 6:05 p.m. Motion carried unanimously.

Respectfully submitted,

Maureen Storstad
City Auditor

Approved:

Michael R. Brown, Mayor