

City of Forman, North Dakota  
Regular City Council Meeting  
January 15, 2019

The Forman City Council meeting was called to order at 6:00 PM by Mayor Kevin Bopp. Present were council members Luke Anderson, Al Colemer, John Stenvold and Neil Weaving. Also attending were Trish Pearson and Paige Cary.

All stood for the Pledge of Allegiance

A motion was made by Al Colemer, seconded by Neil Weaving to approve the agenda. Motion carried.

Cavin Berube from Moor Engineering presented the engineer's report. There had been previous discussion on the low hanging utility line along the multi-use path. OPCO offered to install an additional light in this area to help with the low hanging line. The light would be similar to other lighting in town and would only cost the monthly usage. Berube again requested that the city approve the amendment increasing the engineering contract by \$30,508. He assured us we will not be billed for inspection of any re-work done. DOT wrote a letter to Moore Engineering with issues that need to be addressed. We do not have the answers to these questions yet. There was also sufficient concern about the amount that the council did not want to take any action this month. Finally, Moore's work with monitoring the upgrades to the water plant is done now. We have the option to continue having them monitor the plant on a fee for service basis.

Sheriff Travis Paeper joined the meeting for his report. They helped with tagging cars during snow, had some unlocks and a couple of minor accidents. Forman has been very quiet. He asked that the council address the intersection by Kwik Stop. It needs additional signage. Northbound 3<sup>rd</sup> St has a stop sign. After discussion, the council decided the best solution would be to make it a 3-way stop adding signs on the eastbound and westbound sides of the frontage road. We may need to do something to define the road vs the parking lot. Stops would be good for pedestrians with the new pathway crossing too. This may be a summer project.

A motion was made by Al Colemer, seconded by Neil Weaving to approve the minutes from the December 10, 2018 council meeting. Motion carried.

The council reviewed the city auditor's report. We have \$18,500 in our JDA capital reserve. Luke Anderson suggested we invest those funds in a CD where it could earn a bit more interest. A motion was made by John Stenvold, seconded by Luke Anderson to approve the city auditor's report including the December financial statements, delinquency report and payment of the bills. Motion carried.

A motion was made by John Stenvold, seconded by Al Colemer to approve the year-end transfers between funds. Roll call vote: All ayes. Motion carried.

A motion was made by Luke Anderson, seconded by Neil Weaving to approve a budget amendment to move funds from fund balance to capital expenditures to cover the cost of acquiring the lots in the industrial park. Roll call vote: All ayes. Motion carried.

Trish Pearson asked the council to consider getting a city credit card instead of the debit card we now have. Our new domain and email hosting company requires payment by credit/debit card. Paige Cary also noted that there have been times she has used her personal credit card for purchases, which she needed reimbursed. Debit cards are not as secure for internet transactions. A motion was made by Al Colemer, seconded by Luke Anderson to open a city credit card with a \$2,500 limit and close our current debit card account. Roll call vote: All ayes. Motion carried.

The city has been using the Library's laptop computer. The library board voted to sell the laptop to the city if they want it. A motion was made by John Stenvold, seconded by Neil Weaving to purchase the laptop for \$350 and to upgrade it to Windows 10.

Mayor Kevin Bopp announced that city attorney Jayne Pfau tendered her resignation. Lyle Bopp indicated to him that he would be willing to step into the role. A motion was made by John Stenvold, seconded by Luke Anderson to appoint Lyle Bopp to the position of city attorney. Roll call vote: All ayes. Motion carried.

Pfau forwarded a copy of the letter she wrote to Trent Nelson's attorney regarding the incident at the landfill last fall. The letter was in response to a letter she received last November. Seeing as a significant amount

of time had lapsed, the council decided not to take further legal action. They expect the invoice to be paid. Mr. Nelson will not be allowed to use our landfill and will not be considered for work from the city until it has been paid.

Pfau also forwarded the chicken ordinance the council asked her to draft. The council felt the ordinance addressed their concerns sufficiently. A motion was made by John Stenvold, seconded by Luke Anderson to approve the ordinance subject to publication, public input and a second reading as required. Roll call vote: All ayes. Motion carried. Anderson asked Paige to post it on Facebook and our website.

There was no update provided on the needed easements to replace some of our curb stops come spring.

The council reviewed the city superintendent's report. They commented that the guys have done a good job of removing snow during the snow emergencies.

Paige Cary reported on her activities for the month. Much of her time was spent on the website and issues with email addresses. Many people are signing up for our alert system. We will be able to send out alerts for things like water interruptions, roadwork, and other items needing immediate attention. Paige contacted the lumber store in Britton regarding the availability of our lumber store in town. Their store was recently purchased by UBC, a large chain. She contacted them and sent them information on the Home Center but has not heard back. She has also been working with the new daycare and finishing the shop local campaign. He plan is to turn her focus on the Renaissance Zone and encouraging its use. Mayor Bopp asked that she look into possibilities for a city festival. Perhaps we could expand CarFest or have a different town event. He also suggested looking into a Sargent Central all-class reunion.

Paige is setting up email addresses for the council members and asked how they would like their names to appear. They agreed first initial and last name would be best.

Trish Pearson reported that Dickey Rural Networks would be at city hall on Thursday to install our new access panel. She will be setting up personal access codes for each staff, council member and emergency personnel. People renting the hall will be given a temporary access code so she asked that council members never give out their personal code.

Neil Weaving reported that he attended the library board meeting, where they discussed options for a new/different library building. The current building is not ADA compliant and is too small. He approached Al Kjelden about the hardware store building, but he is not interested in selling the building. Trent would sell the brick building of the Home Center for \$25,000. Both Paige and the council would like to pursue getting a buyer for the business, as that would be in the best interest of the city. We will keep looking for viable options for the library.

The city hall and shop will be closed Monday, January 21, 2019 for Martin Luther King Jr. Day.

Our next regular council meeting is scheduled for Tuesday, February 12, 2019 at 6:00 pm.

The meeting adjourned at 7:25 PM.

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Kevin Bopp, Mayor

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Trish Pearson, City Auditor