

City of Forman, North Dakota  
Regular City Council Meeting  
**December 8, 2020**

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, Paige Cary, Lyle Bopp, Trent Nelson and Dave Jacobson.

All stood for the pledge of allegiance.

Mayor Kevin Bopp called to order a public hearing to consider the conditional use permit application for Dennis Nelson and the petition to rezone for Trent Nelson. The council first addressed the conditional use permit application. There was no public input. The council had no questions. A motion was made by Luke Anderson, seconded by Al Colemer to approve the conditional use permit for Dennis Nelson to allow a single-family apartment unit in a commercial property located at 329 Main Street S. Roll call vote: Anderson – aye; Colemer – aye; Stenvold – aye; Weaving – aye. Motion carried. Next, the council considered the petition to rezone from Trent Nelson. There was no public input. The council had no questions. A motion was made by Luke Anderson, seconded by John Stenvold to approve the petition to rezone Lots 18-21, Block 8, Original Addition, City of Forman from the current zoning of R-2 Residential to C1 – Commercial. Roll call vote: Anderson – aye; Colemer – aye; Stenvold – aye; Weaving – aye. Motion carried.

A motion was made by Neil Weaving, seconded by Al Colemer to close the public hearing at 6:05 pm. Motion carried.

A motion was made by Al Colemer, seconded by John Stenvold to approve the agenda for the regular council meeting. Motion carried.

Dave Jacobson requested a waiver of water overages for his office building on Main St if the weather becomes so cold that he needs to trickle water to keep the lines from freezing. The city water line at the curb stop is too shallow to prevent freeze up in extreme cold. A motion was made by John Stenvold, seconded by Neil Weaving to waive water overages for Jacobson Office Building for the 2020 – 2021 winter season. Motion carried.

The sheriff was not in attendance and no report was submitted.

A motion was made by John Stenvold, seconded by Neil Weaving to approve the minutes from the November 10, 2020 regular city council meeting. Motion carried.

A motion was made by Luke Anderson, seconded by John Stenvold to approve the city auditor's report including the November financial statements, delinquency report, payment of the bills and year-end transfers. Motion carried.

A motion was made by Al Colemer, seconded by Neil Weaving to approve the 2019 financial audit as prepared by the firm of Nadine Julson LLC. Motion carried.

The council reviewed the city superintendent's report. Our new maintenance worker, Leo Gibbon started on December 1, 2020 and is doing well in training. Anthony Fiala will be on vacation next week. He has arranged for supplemental help so our new employee will not be on his own.

Attorney Lyle Bopp reported that he has not been contacted by Rick Hoistad's attorney, Jordan Weir, regarding finalizing the sale of the industrial lots. Bopp said that Weir had inquired about the city paying to update the abstract, but the city has no abstract for those lots, as they are part of a subdivided lot. It would be very expensive to create an abstract and it is not the city's responsibility. Further, Bopp stated, since the city acquired those lots from the county, the title is cleared per statute. The council decided to approve the sale of the lots and Lyle can work with Weir when he is ready to finalize the sale. A motion was made by Luke Anderson, seconded by John Stenvold to approve the sale of the following parcels to Rick Hoistad: Reserve C, 14,112 Sq Ft; Reserve B, 29,614 Sq Ft; Reserve A, 69,054 Sq Ft; Lot 5, Block 2, 26,382 Sq Ft; Lot 4, Block 2, 26,382 Sq Ft; Lot 3, Block 2, 26,382 Sq Ft; Lot 2, Block 2, 26,382 Sq Ft; Lot 1, Block 2, 26,382 Sq Ft, all in the Forman Industrial Addition, at a price of \$6,914.03 plus the 2020 special

assessments that are due on the lots. It is understood that the city will not provide an abstract. It is further understood that the special assessments on the listed lots will remain with the lots until they are paid in full. Motion carried.

Economic Development Coordinator Paige Cary reported that she has been working on the shop local campaign and one renaissance zone project. She asked the council to approve the application submitted by Dennis Nelson for his project on Main Street. He hopes to have it ready for rent by March 2021. A motion was made by John Stenvold, seconded by Al Colemer to approve the Renaissance Zone application submitted by Dennis Nelson for improvements to his property at 329 Main St. S. Motion carried. Paige will forward the application to the state for approval and will continue to work with Dennis on the project.

Paige also brought up the idea of a Citizen of the Year Award for Forman. She has been working with Amy Anderson on ideas. The council agreed it is a great idea and encouraged Paige to move forward with it.

Trish Pearson updated the council on the siren project. We received three quotes from MinnKota Communications to add a siren south of Highway 11 that would provide coverage for the school and the south addition. The options were for AC only, which would be of no use in a power outage, AC-DC, which is the most expensive and DC (battery supply), which is the most common option. Sargent County has funds available to offer a 50% match for new sirens or repairs to existing sirens. MinnKota is working on the siren at the fairgrounds so it will sound with the radio relay. A motion was made by Luke Anderson, seconded by Neil Weaving to approve the quote for the DC only siren to be added south of Highway 11 at a total cost of \$18,531.42. Motion carried. Trish will submit the estimate and the cost of repairs to the existing siren to the county for 50% reimbursement of the costs.

Mayor Kevin Bopp said he was contacted by Russ Boutain at Forman Lumber. Boutain was asking if the alley behind Forman Lumber and Fireworks is vacated and if not, could it be. DRN has fiber optic cable in that alley so it cannot be vacated. Boutain also said he has been working with Troy Gilbertson at North Dakota DOT about the approach he put in at Highway 32. Gilbertson was asking if the gravel road just north of his business, Elm Ave, could be closed at Highway 32. Legal Drain 4 runs under Elm Ave and therefore cannot be vacated. When considering if it could be closed, Luke Anderson stated that the road is the main access to Highway 32 for the fire department. It is also an access point for several residents on the north end of town. The council determined that it would be unwise to consider closing access.

Luke Anderson is still working with Central Grocery regarding baling cardboard. They will not be doing anything until spring and they are looking a number of different options.

There was no update on radar speed signs.

Nardini Fire sent a proposal to do hydrostatic testing on the kitchen's fire suppression system. This testing is required every 12 years and is overdue. Luke Anderson, seconded by Neil Weaving to approve the contract with Nardini Fire to perform Hydrostatic testing on the kitchen's fire suppression system at a cost of \$662.00. Motion carried.

Luke Anderson said he had been talking with Paige about informing bars, restaurants and hotels about grants and assistance available. Paige told him she has already done that. He was looking for other ways we can help. The county waived liquor license fees for 2021 for bars in the outlying areas. A motion was made by Luke Anderson, seconded by Al Colemer for the city to waive the on-sale liquor license fees for 2021. Motion carried.

The council discussed the salaries for 2021 and looked at the status of the 2020 salaries budget. Mayor Kevin Bopp noted that we would have about \$12,500 remaining in salaries budget this year. He proposed that the council consider giving a one-time bonus to Anthony for the extra work he did while short staffed for three months, to Shane for his willingness to help with the garbage during the year and for Paige and Trish for the extra work they put in related to the pandemic. A motion was made by Luke Anderson, seconded by Al Colemer to approve a 3% salary increase for all regular employees as set in the budget and to provide a one-time bonus of \$2,000 for Anthony, \$1,000 each for Paige and Trish and \$250 for Shane. Motion carried.

Al Colemer said he has received complaints about several residents with unlicensed vehicles and junk on their property. There is also a car parked on a street that has not moved since last spring. Trish will send out letters to the named residents and contact the sheriff about the parked vehicle.

In notices, the city will be closed at noon on Christmas Eve and all day Christmas Day and New Year's Day. Garbage will be picked up on Thursday, December 24 and Thursday, December 31.

Our next regular council meeting is scheduled for Tuesday, January 12, 202 at 6:00 pm.

The meeting adjourned at 7:30 PM.

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Kevin Bopp, Mayor

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Trish Pearson, City Auditor