

## Minutes of the Cando City Council

The following is subject to the City Council's review and revision

The Cando City Council met Tuesday, April 5, 2022 at 7:00pm at the Towner County Courthouse, with Mayor Bjornstad presiding. Councilors Holien, Olson, Bjornstad, and Parker were present, with Councilor Gibbens participating over video call.

Motion by Councilor Olson was seconded by Councilor Parker to approve the agenda. All voted aye and the motion passed.

Motion by Councilor Bjornstad was seconded by Councilor Parker to approve the minutes from previous meeting, all voted aye. Motion passed.

**Visitors and Delegations:** Todd Klingenberg was appointed to fill Gary Shock's open council seat. He was sworn in by Mayor Bjornstad and then joined the council for the remainder of the meeting. Bill Harkness representing Towner County Weed Board and NDUS Extension was present to update the council on the project of hooking up to City water. He presented two options. Motion by Councilor Gibbens was seconded by Councilor Olson to pay up to \$4250 to Towner County, for tying into the existing water main and installation of the curb stop. All voted aye, and motion passed.

**Old Business:** Brad Muscha from Moore Engineering was present via Zoom to give a brief TCMC project update. Northern Plains has a small change in the easement. The plat will be ready soon. Bruce Gibbens presented a petition from landowners for annexation into the city. Council reviewed the proposed ordinance to approve the petition. Motion by Councilor Olson was seconded by Councilor Parker to approve the 1<sup>st</sup> reading of the annexation of Belzer's 3<sup>rd</sup> Edition into the City. Next reading will be at the next meeting. The public comment hearing for annexation will be April 19 at 6:30 pm at the T.C. Courthouse. The backflow prevention paperwork has been submitted. The City buildings are all in compliance with the requirements. No ordinance for commercial buildings will be put in place at this time. The sewer project Request For Qualifications document is ready for publication. Upon review, motion by Councilor Holien was seconded by councilor Bjornstad to publish the RFQ. All voted aye, and motion passed. The ARPA Annual Report for 2022 will be worked on through April, closing April 30. Main Street Christmas decorations were discussed, with quotes needed to be collected for electrical work on the remaining light poles without decorations. The water tower inspection quotes from Midco Diving and KLM were discussed. Motion by Councilor Holien was seconded by Councilor Olson to hire Midco diving to do the water tower inspection. All voted aye, motion passed. Logan Corday Chin & Grin Foundation summer event on July 16 was discussed. Concerns with the campground resulted in the restrooms at campground being locked that day.

**New Business:** The Council meeting time was decided to stay at 7:00 pm for the time being. The Community Development Grant awards for the first quarter were acknowledged. Motion by Councilor Bjornstad was seconded by Councilor Parker to approve the Gaming Site Authorizations for Park River Volunteer Fire Department and American Legion Hal Parker Post #79, applicable July 2022 to June 2023. All voted aye, motion passed. The biennial audit conducted by the ND State Auditor's Office has been completed. A Public Works update was given. Flow testing hydrants for the hospital project has been completed. The dump and campground will be opening soon, as the weather allows. Cold patch material will need to be ordered soon. There is a pavement issue on first street that will need to be addressed. Several manholes will need to be raised. Part time employee for public works will be advertised soon. The Auditor gave an update as well. The conference educated her on Bank of ND loan programs, special assessment strategies, conflicts of interest, cyber security, budgeting, procurement policies, and grant writing. The importance of a long-term plan relating to projects and city owned properties was also mentioned. Subcommittees for ordinances and buildings will be established soon. Council gave permission to attend Human Resource training in April. Auditor Hoover also requested supervisor training for Public Works supervisor. More information will be gathered and brought back to the Council. Local Government Week is being recognized now, and participation is encouraged.

Financial Report for February was discussed with no concerns noted.

**Bills:** Motion by Councilor Gibbens was seconded by Councilor Bjornstad to pay the bills. All voted aye, motion passed.

At 9:00 p.m. the meeting was adjourned by motion.

Amanda Hoover  
City Auditor