

December 7, 2015

The City Council of the City of McVille met in regular session Monday, December 7, 2015 at the City Office at 7:00pm, Mayor Doug Stein presiding.

Council Members Present: Neil Reiten, Douglas Trostad, Ed Sadowsky, Julie Stewart

Auditors: Renae Arneson (via speaker phone), Joanne Brennan, Margaret (Shelly) Carlson

Public Works: Ryan Johnson, Jon Trostad

Others in attendance: David Aaser, Betty Ann Bina, Liv Halvorson, Richard and Dianne Urvand, and Ellen McKinnon.

Mayor Stein called the meeting to order at 7 pm. **Motion** by Sadowsky, seconded by Reiten to adopt the agenda; all vote aye. **Motion** by Reiten, seconded by Trostad to approve November 2, 2015 minutes as presented; all vote aye.

PUBLIC WORKS REPORT: 1. Temporary repairs made to manhole cover at corner of Hamlin and McDougall. 2. Plugged main line to lagoon on November 20<sup>th</sup> was unplugged using the fire truck for high water pressure and with help of several firemen, and Norman Morken who fabricated a valve-opening tool. 3. Furnace is not working at water plant. Agassiz Mechanical was notified and a part is now on backorder with delivery anticipated 25 days from order date. Council authorized PW Director to contact Kolenda Heating & Cooling to see if more prompt repair can be made.

#### FINANCIAL REPORT

**Motion** by Sadowsky, seconded by Stewart to approve revenues and disbursements as presented by Auditor; all vote aye. **Motion** by Trostad to transfer \$8000 from Sales Tax to reimburse Restaurant Fund; seconded by Sadowsky, all voted aye. **Motion** by Trostad to re-organize funds as mandated by State Legislature and for which there is no levy (Emergency, Economic Development Bldg., Social Security, Home Rule, Pest Control, and Tree City) and place those fund balances into the General Fund; seconded by Sadowsky, all voted aye. **Motion** by Trostad, seconded by Stewart, and carried by unanimous voice vote to approve bills 20059 to 20087, to wit:

#### Bills for November 2015

20059	Sam's Club (chairs for conference room)	\$ 213.33
20060	NDTC (website updates)	60.00
20061	Central Business Systems (maintenance – Kyocera printer)	65.70
20062	Paul Aaser (repair back door of office)	25.00
20063	Nelson County Hwy Dept (streets – backhoe work)	97.50
20064	Ferguson Waterworks (water plant)	174.10
20065	ND League of Cities (2015 Municipal Law manual)	120.00
20066	Oxton's Super Valu (misc. supplies)	67.74
20067	D & M Service (vehicles 143.77; sewer12.12; streets 50.21)	206.10
20068	Farmers Union Oil Co. (shop)	14.63
20069	Tri-County Petroleum (contract propane)	7,000.00
20070	Postmaster (postage – survey mailing)	336.00
20071	Rod Ressler (grounds – leaf clean-up)	200.00
20072	Menard's (grounds – supplies)	92.05
20073	Ness Press (publication – legals)	422.14
20074	Brager Disposal (Oct. garbage pickup – 103 X 16.75)	1,725.25
20075	ND One Call	11.25
20076	Verizon (cellular service)	80.00
20077	RoughRider Industries (trash bags – Park Dist. 122.34; grounds 61.17)	183.51
20078	Otter Tail Power Co. (sts 650.81; wtr 266.80; audtrm 220.29; café 173.92; Grds 13.56; office 63.85; airport 20.02)	1,430.56
20079	Quill Corp. (office supplies)	79.35
20080	MCI (long distance service)	27.39
20081	Paul Aaser (install new lock – office back door/cut keys)	25.00
20082	Chase Visa (postage 17.99; office 41.93; café 231.55)	291.47
20083	North Dakota Rural Water Systems Assoc. (2016 mbrshp)	250.00
20084	Kolenda Heating & Cooling (café)	627.19
20085	ND LOC Municipal Gov't Academy (webinar registration – Best Budgeting Practices)	25.00
20086	Ohnstad Electric (café)	81.68
20087	VOID	-----

OLD BUSINESS:

1. DILAPIDATED BUILDINGS & STORAGE OF INOPERABLE VEHICLES: Administration reported no response to “friendly reminder” letters mailed November 18<sup>th</sup> to Mr. Fluharty re: dilapidated outbuildings on his property, and to Mr. Smaage re: storage of multiple inoperable vehicles and discarded furniture items in his yard. **Motion** by Sadowsky that a second letter be sent by Certified mail to Mr. Smaage defining the deadlines he is now under for complying with Ordinance #91 and the consequences for failure to do so; motion seconded by Reiten, motion carried on unanimous voice vote. Councilman Trostad offered to follow-up in person with Rick Avdem, who temporarily takes care of Mr. Fluharty’s property, to discuss the dilapidated storage/outbuildings.
2. COST ESTIMATE FOR AUDITORIUM ENTRY ROOF REPAIR: Written estimate of \$5,377.00 from Tecta America was reviewed and rejected as excessive. Contractors Brandvold and G. Johnson were asked to submit estimates but neither of them recommend constructing a slanted roof over the entry and elevator. Neil Reiten will follow-up on this issue and report back.
3. LIGHT SWITCH FOR AUDITORIUM/GYM LIGHTS: Public Works noted that a sensor installed earlier this year was operational, however it fails to function when breaker switches are turned off and on at random by those using the gym. Public Works will post instructions/signage by the breaker box on the stage wall.
4. STREET LIGHT PROJECT: Required documents submitted; awaiting letter from State confirming grant award.
5. BOILER ISSUE AT NCHS CARE CENTER: Status quo; Renae noted she was in contact earlier today with Mr. Forde at NCHS and Kolenda Heating & Cooling and they continue to work toward complete resolution of the issue.
6. RESTAURANT: Josh Kolenda worked on resolving thermostat issue on Monday this week.
7. AIRPORT HELIPAD: Sadowsky reported that ND Aeronautics Commission has stepped in and taken over the engineering portion of the project from KLJ Engineers. Awaiting the updated NDAC report before proceeding.
8. MCVILLE DAM SPILLWAY & CAMPSITE: City Clerk, Shelly Carlson, provided a synopsis of survey responses (copy of which is filed with these minutes). Following discussion, **motion** by Sadowsky to move forward with grant application process; seconded by Trostad, on **roll call vote**, Stewart aye, Sadowsky aye, Reiten aye, Trostad aye, motion carried.  
**At this time, 8:45 pm, Mayor Stein declared a 5-minute recess; meeting reconvened at 8:52 pm with all Council members present.**
9. DAYCARE SURVEY: Synopsis of survey responses is in progress but incomplete at time of this meeting. **Tabled until January meeting.**
10. AUDITOR TRANSITION: **Motion** by Sadowsky to transition Margaret (Shelly) Carlson from the position of City Clerk to the position of City Auditor to replace current auditor, Renae Arneson, effective December 31, 2015; seconded by Trostad; on **roll call vote** Sadowsky aye, Reiten aye, Trostad aye, Stewart aye, motion carried.

NEW BUSINESS:

1. AMENDMENT OF ORDINANCE #98: **Motion** by Trostad to approve 1<sup>st</sup> reading of Amended Ordinance #98, Date & Time of City Council Meetings; seconded by Stewart, motion carried on unanimous voice vote.
2. APPLICATION FROM JOE’S BAR FOR RENEWAL OF BEER & LIQUOR LICENSE: Clerk Carlson reported the license application for Retail Sale of Liquor for Joe’s Bar is complete and required fee has been paid. **Motion** by Trostad to approve the license for Ove Aaser and Kathy Aaser, dba Joe’s Bar, for On & Off Sale of Beer & Liquor for the period January 1, 2016 through December 31, 2016; motion seconded by Sadowsky, all voted aye, motion carried.
3. APPLICATION FROM D & M SERVICE FOR RENEWAL OF BEER LICENSE: Clerk Carlson reported the license application for Retail Sale of Liquor is complete and the required fee has been paid. **Motion** by Trostad to renew the license for Mike Trost, dba D & M Service, for Off Sale of Liquor for the period of January 1, 2016 through December 31, 2016; motion seconded by Stewart, all voted aye, motion carried.
4. APPLICATION FOR RENEWAL OF RETAIL LIQUOR LICENSE FOR BREEZ’N BAR & GRILL: Clerk Carlson reported the application to renew the license for Brenda McCollum is complete and the required fee for the On & Off Sale of Beer has been received, however the applicant made a verbal request for an extension until December 31, 2015 to pay the \$500 fee for On & Off Sale of Liquor. **Motion** by Trostad to approve renewal of Beer license only for Brenda McCollum, dba Breez’n Bar & Grill, for the period January 1, 2016 through December 31, 2016, with the stipulation that renewal of the liquor portion of the license is pending receipt of the \$500 fee on or before December 31, 2015; motion seconded by Reiten, all voted aye, motion carried.
5. ELECTION POLLING LOCATION: No action by City Council is required because municipal elections are consolidated with Nelson County, therefore polling/voting location is the County Courthouse.

PORTFOLIO REPORTS:

1. AIRPORT – COUNCILMAN REITEN & COUNCILMAN SADOWSKY: Hangar lease for Allen Rude expired as of November 1, 2015. To date, Mr. Rude has not submitted application for lease renewal and hangar rental fee. Mr. Reiten will contact him in this regard. Lance Knudson has submitted a hangar lease agreement for 2016 and full payment of the annual hangar rental fee. It was noted that Mr. Knudson is negotiating a potential sale of his plane; in the event it is sold, the rental fee will be pro-rated and the balance refunded to Mr. Knudson.

PUBLIC COMMENTS:

Following are comments verbalized by residents in attendance and taken under advisement by the Council:

1. Condition of the culvert at McVile Dam Spillway as it relates to the proposed Spillway project;
2. American flag at the auditorium gets caught in tree branches next to flag pole when flag is lowered to half staff; discussed suggestion to either trim the effected branches, remove the tree, etc.
3. "Community talking and upset" about number of people working in City office;
4. Library is one of the best assets the City has;
5. Timeliness/inconsistent publishing of City Council minutes;
6. Include payroll in published list of monthly bills, residents have a right to openness of this information;
7. Question was raised as to how the mailing list was determined for survey forms that were sent out to "property owners" last month – a property owner in attendance indicated she would gladly have filled them out but did not receive them;
8. Suggested that a Town Hall meeting/public forum be held before year end where citizens can ask questions and express ideas on issues going into the new year that directly or indirectly affect City residents, such as Day Care, street lights and such.

ANNOUNCEMENTS:

Next regular meeting of McVile City Council is scheduled on Monday, January 4, 2016 at 7:00 pm at City Office.

ADJOURNMENT: On a motion duly made, seconded and carried, the meeting adjourned at 9:40 pm.

ATTEST:

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Joanne Brennan  
Deputy City Auditor

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Douglas Stein  
Mayor