

City of McVile
City Council Proceedings – March 2, 2015

City Council of the City of McVile met in regular session Monday, March 2, 2015 in City Office conference room. Mayor Douglas Stein, called the meeting to order at 7:05 pm with the following in attendance:

Council Members: Haley Klefstad, Neil Reiten, Edward Sadowsky, and Douglas Trostad.

Administrative Staff: Auditor Renae Arneson, and Deputy Auditor Joanne Brennan

Public Works: Ryan Johnson, Director

Also in Attendance: City resident Betty Ann Bina.

Motion by Klefstad to approve agenda as amended; seconded by Reiten, all voted aye; **motion carried.**

Motion by Trostad to approve February 2, 2015 minutes as corrected; seconded by Reiten, **motion carried.**

PUBLIC WORKS REPORT: Discussed changes in water contract with City of Pekin. Noted residents are to run their water to prevent freeze-up. Discussed the State Water Commission recommendation to meter water usage for golf course irrigation to provide accurate reporting. An estimate from Ferguson Waterworks of \$1950 for a 3" turbine meter with screen was reviewed. Additional labor was estimated at under \$1000. Area plumbing contractors will be consulted prior to finalizing purchase and installation.

PUBLIC COMMENTS: Mayor Stein acknowledged audience presence and invited public comments.

FINANCIAL REPORT: Revenue and disbursement report for period ending February 27, 2015 was introduced and discussed. **Motion** by Klefstad to approve the report as presented; seconded by Sadowsky, all voted aye; **motion carried.** Bills for February through March 2, 2015 hereto listed were introduced:

19834	Central Business Systems	\$ 99.00
19835	NDTC (website updates)	60.00
19836	Oxton's Super Valu (office supplies)	16.89
19837	Ferguson Waterworks (water plants supplies)	733.98
19838	Nelson County Treasurer (taxes – ED Bldg.)	908.48
19839	Otter Tail Power (sts 725.95; auditorium 333.77; wtr 447.24; airport 116.98; café 428.83; office 62.83)	2,015.60
19840	MCI (office long distance)	27.40
19841	Chase VISA (auditorium 221.49; postage 17.99; shop 21.40; vehicle 100.00)	360.88
19482	Brager Disposal (January garbage pickup)	1,541.00
19843	Bank of ND (2007 wtr mtr project – interest)	840.00
19844	Verizon (cellular service)	77.32
19845	Hawkins (wtr plant)	610.35
19846	BCBS of ND	3,224.90
19847	Nelson County Sheriff's Dept. (March '15 policing)	1,204.05
19848	VOID	
19849	VOID	
19850	VOID	
19851	Kolenda Heating (restaurant – walk-in cooler repair)	314.00
19852	Otter Tail Power (Christmas lighting)	230.21
19853	Arbor Day Association (mbrshp dues)	15.00

Bills for March 2015

19854 Banyon Data System (annual support) 1090.00

19855 NDTC (Website updates) 60.00

Motion by Trostad to approve bills for payment; seconded by Sadowsky, all voted aye, **motion carried.**

NELSON COUNTY SHERIFF'S REPORT: (not available)

PORTFOLIO REPORTS:

Sadowsky: Police: No calls or issues to report.

Restaurant: Lessees are happy to be back at work; mechanicals are working well; Auditor noted that bills for mechanical work have been submitted to insurance.

Klefstad: Auditorium/Library: Library hosted DPE students during the school's reading month; Annual Spring Vendor Fair, proceeds of which support Children's Summer Reading Program, is scheduled on Saturday, April 11th; an Elderspeak program is scheduled on Tuesday, March 24th at 7 PM and will feature Ellen McKinnon speaking on Homeless Veterans in North Dakota; a city-wide rummage sale is scheduled in the auditorium on Saturday, March 28th from 9 AM until 3 PM, table-fee proceeds will benefit the local Cub Scout troop. **Motion** by Sadowsky to waive the auditorium rental fee for this event; seconded by Trostad, all voted aye, **motion carried.**

Reiten: Airport: Letter of notification from ND Aeronautics Commission was introduced regarding applications for state aid that are due by April 17, 2015 for the upcoming construction season. Reiten noted that no near-term construction is planned at McVillage Municipal Airport until such time as the engineering report is available. Consideration will be given to sponsoring a fly-in breakfast during McVillage Days. **Motion** by Reiten to authorize Auditor to proceed with advertising for annual hayland bids; seconded by Klefstad, all voted aye, **motion carried.**

Water: (see PW report earlier in meeting). Ice skating rink is being well-maintained and enjoyed by area skaters. The Council authorized hiring Jeremy Lilleioen to groom the ice once more before season end.

Trostad: Streets: PW will work with County Highway Department to blade and remove compacted snow and slush from streets as weather/temperature changes dictate, and local Bobcat/Skid Steer operators will be contacted to assist with clearing driveways.
Sewer System: No issues to report.
Country Club: Motion by Sadowsky to authorize returning \$1000 to McVillage Country Club out of 2014 sales tax monies earned by the Club through sales of merchandise and green fees; seconded by Klefstad, **motion carried.**

OLD BUSINESS:

1) McVillage Dam/Spillway: Awaiting response from KLJ Engineering on funding applications.

2) Progress Report on Dilapidated Buildings: Mr. Twete has responded to State Health Department inquiry regarding permit for demolition of a commercial building.

3) Streetlight Project: Discussed grants and other funding assistance options and possibilities. **Motion** by Trostad authorizing Auditor Arneson to work with Executive Director of the Red River Regional Council in applying for CDBG funding through ND Department of Commerce and the Governor's Emergency Fund for Community Development; motion seconded by Sadowsky; on roll call vote, all voted aye, no nays, **motion carried.**

4) City Liaison to Park District: Clarification that Mayor Stein has held the Park District Liaison portfolio since July 2014 when post-election portfolio assignments were finalized.

5) Ordinance Violation: Councilman Sadowsky reported that Mr. Smaage has removed items from his residential property that were deemed public nuisance and health hazards, and is now compliant with City Ordinance #93.

NEW BUSINESS:

1. Highway Lighting: Discussed recent information from NDDOT regarding grants that are available for highways lighting projects that may be planned for 2019. Application for grant monies are due by May 15, 2015. Auditor Arneson will check with KLJ Engineering with regard to updating the previous plan and cost estimates, and will distribute copies of the updated plan to Council members.

2. Summer Youth Employment: Auditor Arneson reported that Kaitlynd Evans and Tyler Klatt may be eligible through Job Service North Dakota for summer employment with the City. **Motion** by Sadowsky to have Auditor Arneson move forward with their applications; seconded by Trostad, all voted aye, **motion carried.**

3. Review of Payroll Policy: Discussed City payroll policy, particularly with regard to pay schedule salaried employees (Public Works). **Tabled until April 6, 2015 meeting.**

4. Review of Employee Handbook/Manual: Council members requested additional time and opportunity to conduct their review and introduce any recommended changes. **Tabled until April 6, 2015 meeting.**

5. Bequest to City: A \$5000 bequest to the City of McVile from the estate of resident, Joyce Hallin, who passed away recently. There was brief discussion on earmarking the bequest, with a suggestion that it be directed toward the city's share of funding of the streetlight project. **Tabled until a future meeting to allow development of additional suggestions.**

6. Report on McVile Days Planning: A number of new and different events/activities are being planned for McVile Days 2015 (July 18, 19 & 20), including a youth fishing derby under the direction of Ed Sadowsky and Jordan Nerison; Junque-Fest (open-air sale of antique, unique and repurposed items); 3-division parade (kids' theme-decorated bikes, theme-decorated golf carts, and commercial/organization floats); and potentially a fly-in breakfast at the Airport on Sunday morning. Next McVile Days Planning Committee meeting is Tuesday, March 24th at 7:00PM at the City Office meeting room.

7. Application for Off-Sale Beer and Wine License: Reviewed and discussed an application from Michael Trost for off-sale retail of beer and wine products at the D & M Service location. A check to cover the prorated license fee accompanied the application. **Motion** by Trostad to approve the application, seconded by Reiten; all voted aye, **motion carried.**

ADJOURNMENT: On a motion by Klefstad, seconded by Trostad, and carried, meeting adjourned at 9:38 PM.

Respectfully submitted by:

ATTEST:

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Joanne Brennan
Deputy Auditor

Renae Arneson
City Auditor

Douglas Stein
Mayor, City of McVile