

August 1, 2016 Meeting Minutes

The McVile City Council met in regular session on August 1, 2016 at 7:00 pm, Mayor Douglas Stein presiding. Council Members Present: Kevin Stein, Neil Reiten, Dianne Urvand , and Doug Trostad. Public works: Ryan Johnson and Jon Trostad

Auditor: Shelly Carlson, Deputy Auditor: Joanne Brennan Others in attendance: Renae Arneson, Steve Forde-NCHS CFO, and County Commissioner Nancy Marquart

Mayor Stein called the meeting to order at 7:10 pm. Motion made by Member Trostad, seconded by Member Stein, to approve agenda, all vote aye, motion carried.

Motion by Member Urvand, seconded by Member Trostad to approve the July11, 2016 meeting minutes, all vote aye, minutes approved.

Public Works report: Public Works Director, Ryan Johnson presented the report* to the council. Auditorium leakage and hydrant repair was discussed as well as consideration to purchase a trailer for hauling equipment. Public Works currently borrows a trailer to haul the mule to Pekin for pest control. A trailer would also be beneficial for grounds maintenance and sewer operations. The cost of the trailer could be split between the three funds. No council action taken at this time. Financial Report: Motion by member Reiten “to approve the Revenues and Disbursements report dated July 31, 2016 as presented and pending an adjusted/amended report containing additional entries as discussed”; motion seconded by member Trostad, all voted ‘aye’ on voice vote; motion carried. Motion made by Member Trostad, seconded by Member Stein to approve July bills as presented to wit;

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|--------|---------------------|----------------------------------------------------------------------------------------------------|--------------|
| 20290V | Kolenda | void(insurance pending) | (\$720.15) |
| 20291V | Kolenda | void(insurance pending) | (\$3,654.39) |
| NDTC | Telephone | Aud 122.19/Office 54.68 | \$176.87 |
| NDTC1 | Telephone | Water Plant | \$84.68 |
| 20301 | Postmaster | Postage | \$6.47 |
| 20302 | Quill | Water (printer/ink) | \$392.91 |
| 20303 | Ottertail | Lee St RV Lot | \$195.01 |
| 20304 | Farmers Union | grds-tractor 108.59/mis-pizza/soda storm day 104.87 | \$213.46 |
| 20305 | Verizon | wtr-cell phones | \$128.63 |
| 20306 | NDTC | website updates | \$90.00 |
| 20307 | Oxton's | wtr-16.98/park dist-22.36/off-15.77 sts-646.71/wtr-357.72/aud-127.60/air-22.01/off-154.48/café- | \$45.11 |
| 20308 | Ottertail | 522.05 | \$1,810.57 |
| 20309 | MCI | long distance | \$27.56 |
| 20310 | CBS | printer meter | \$83.63 |
| 20311 | Brager Disposal | June Collect | \$2,177.50 |
| 20312 | Nelson County Clerk | Recording fee | \$3.00 |
| 20313 | Grand Forks Lab | water testing | \$41.00 |
| 20314 | Kolenda | café-garbage disposal | \$1,820.61 |
| 20315 | Postmaster | billing postage | \$34.00 |
| 20316 | CNHI CAPITAL | tractor window (insurance pending) | \$1,424.91 |
| 20317 | UNUM | employee life insurance | \$65.56 |
| 20318 | Wallace Repair | toggle switch-mosquito sprayer MCDAYS-896.08(reimbursed)/veh-15.93/postage-15.99/pc | \$17.08 |
| 20319 | F & M Visa | sprayer-29.97 | \$1,030.58 |
| 20321 | BCBS | Employee health insurance | \$4,887.60 |

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| 20322 | ONECall | line locates | \$8.00 |
| 20323 | Ness Press | airport 28.80 (hayland)/gen-144.90(minutes) | \$173.70 |
| 20324 | ND Insurance Dept | leased properties renewal Fire and Tornado | \$1,407.57 |
| 20325 | ND Insurance Dept | building and contents renewal Fire and Tornado | \$1,603.01 |

OLD BUSINESS:

Tri- Rural Water-Progress of proposal was discussed. PW Director, Johnson will continue research with ND Rural Water. If the city moves forward on the proposal, the possibility of installing a new water salesman location was also discussed. A request was made to Retired Auditor Arneson to assist with the research on this proposal. Item tabled at this time pending additional information.

Street Repair: Motion by Member Stein, seconded by Member Urvand to pass a resolution to approve financing through the Rural Development Financial Corp. in the amount of \$15035.00 for 10 years at 1% interest for the 2016 Street Repair Project. Further funding for the project will be budgeted through the State Highway Distribution Fund and/or additional financing. Resolution approved by unanimous roll call vote.

Airport Hangar Roof Repair: Mayor Stein met with Travis Ritterman with regards to the roof repair. Motion made by Member Reiten to authorize the hiring of Travis Ritteman, private contractor, to remove the nails on the hangar roof and replace them with screws and rubber washers, and to utilize the remainder of the North Dakota Aeronautics Commission grant money for additional repairs to the hanger, including hiring Norman Morken to repair the hangar door; motion seconded by member Urvand, all voted 'aye' on roll call vote; motion carried.

Streetlight Project. PW Director Johnson spoke with the Edling Electric crew. The head electrician will be back to complete the project as soon as the concrete cures.

Past due utility accounts were discussed. Carlson will make courtesy calls to customers with past due accounts.

Lee Street RV Campground Fees-Member Trostad presented a proposed increase in rates for the Lee St. RV Campground . Motion made by Member Urvand, seconded by Member Stein to approve rate change of \$25/day, \$60.00/ 3 day , \$110.00/weekly, \$175.00/two week and \$250/month effective January 1, 2017, all vote aye, motion carried.

Mayor Stein called for a short break at 8:40pm and reconvened the meeting at 8:49pm. Retired Auditor Arneson left the meeting at this time.

Dilapidated home located at 108 S Sheyenne. Carlson reported that the homeowner responded in person to a certified letter that was mailed July 19. The homeowner has contacted a few contractors but has not been able to secure a contractor to demolish the property. Homeowner asked for assistance in finding additional contacts. Carlson was able to get 2 additional contacts for the homeowner and left a message for a third. Homeowner notify the city when a contractor has been secured.

Steve Forde, Nelson County Health Systems-CFO, presented the quarterly financial report for the care center to the council and answered questions regarding the information presented. Forde also proposed a new amendment to the management contract. Council reviewed the proposed amendment but no action was taken at this time. Item is tabled pending review of management contract by council.

Budget Consideration-Carlson will be preparing the preliminary budget later this month and is requesting council provide consideration requests at the September meeting. Previously council had approved the meeting be changed to September 12, due to Labor Day. Carlson advised that North Dakota Century Code states the regular meeting should be held the day following the holiday. Motion made by Member Reiten, seconded by Member Stein to move the meeting to Tuesday, September 6, all vote aye, motion carried.

Portfolio Comments: Auditorium-Member Urvand would like to know what can be done with the exercise equipment on the stage. Member Trostad will speak to Legion Rep regarding donated equipment and report back. Urvand would also like to look into having the curtains dry cleaned and re-hung. The ongoing leak issue was also discussed as well as the need for the garage area to be cleaned. Café-Urvand reported that the city will provide an equipment maintenance checklist to be included in future lease agreements.

Mayor Stein advised council that there would be an additional \$250.00 cost share for tree trimming. The city will split the cost of trimming a large cottonwood tree with a property owner as it is in close proximity to the Mayor Stein opened the floor to Nelson County Commissioner, Nancy Marquart. Commissioner Marquart introduced herself and gave a brief biography. The council thanked Commissioner Marquart for attending and welcomed her back anytime

Public Comments: A letter was received from a concerned resident about speeding in McVile. The speed limit in residential areas is 20 miles per hour unless otherwise posted. Resident is concerned that someone is going to be injured. Resident included suggestions on get the information out more people. Discussion on speed control signs, increased patrol by NCSD was also discussed.

Pet Ordinance: Carlson reported second letter will be sent by paper service through the NCSD to a resident requesting that their dog be removed from the city immediately. Carlson also reported that the city office has received several phone calls regarding dogs running loose. At least 3 separate incidents were reported to the Nelson County Sheriff's Department this weekend by McVile residents.

On a motion duly made, seconded and carried, the meeting adjourned at 10:10 pm.

*to be filed with official minutes

Submitted: 8/2/16

ATTEST:

ATTEST::

Shelly Carlson, Auditor

Douglas Stein, Mayor

These minutes are subject to the governing body's review and revision.