

February 1, 2016

The City Council of the City of McVille met in regular session Monday, February 1 2016 at 7:00 pm, Mayor Doug Stein presiding.

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

Auditors: Margaret (Shelly) Carlson, Joanne Brennan, Public Works: Jon Trostad

Absent: Council Member, Neil Reiten and PW Director, Ryan Johnson

Others in attendance: Ellen McKinnon

Mayor Stein called the meeting to order at 7:00 pm. Motion by Trostad, seconded by Stewart to adopt agenda, all vote aye, motion carried. Prior to approving the January meeting minutes, Trostad requested additional information on the sales and use tax transfer to NCHS last month. Carlson will research and report her findings at next Council meeting, the issue was tabled pending her findings. Motion by Sadowsky, seconded by Trostad to approve January 4, 2016 regular meeting minutes as presented with correction, all vote aye, motion carried.

PUBLIC WORKS REPORT: Jon will be attending the Water Expo in Fargo, February 16-18, a water sample will be taken and entered into a quality/taste contest. He will pick up some street sign posts while in Fargo. PW has not received an estimate yet on adding light switches in the auditorium. Jon will follow up on request. Jon reported that there are 7 street light poles being stored in Lakota in response to inquiry by Sadowsky.

FINANCIAL REPORT: Motion by Sadowsky, seconded by Stewart to approve revenues and disbursements as presented by Auditor, all vote aye, motion carried. Motion by Trostad, seconded by Stewart and carried by unanimous voice vote to approve January bills as presented, to wit:

**Bills for January 2016**

20125	NDRWSA (training fees to be reimbursed to city)	174.00
20126	Verizon Wireless	80.00
20127	Ness Press (legals - publishing minutes)	169.74
20128	Brager Disposal (garbage service – Dec. '15)	1,725.25
20129	WSI (claim loss)	116.18
20130	F & M Bank of ND (Loan # 98058)	3,010.47
20131	MCI (long distance service)	27.61
20132	Otter Tail Power Co. (wtr 530.66; str 755.75; café 785.67; aud 446.12; airport 19.59; office 89.33)	2,627.12
20133	Municipal Gov't. Academy (reg. – Webinar)	25.00
20134	Personnel Concepts (labor poster – State mandated)	15.90
20135	Quill Corp. (office supplies)	45.24
20136	UNUM (life ins. prem.)	146.88
20137	702 Communications (crash plan)	4.99
20138	Hawkins, Inc. (wtr plant)	688.19
20139	NCHS (Care Ctr boiler – ins. reimb.)	18,224.21
20140	Central Business Systems (metered copy charge)	65.70
20141	Central Business Systems (copier repair)	221.37
20142	BCBS of ND (health ins prem)	3,231.30
EFTPS	McVille Bank	2,638.96
NDPERS	NDPERS	1,355.49
SWH	State W/H	213.51
SWH	Job Service	24.03
EFT	McVille Bank (Safety Deposit Box)	45.00
NDTC	NDTC (telephone wtp)	84.71
NDTC	NDTC (telephone auditorium 54.71, library 60.95, city office 60.46)	176.12

PAY	City January Payroll	5,906.38
20143	MFOA (Shelly, Municipal Finance Officers Assoc. membership)	30.00
20144	NC Sheriff's Department	1204.05
20145	Kolenda (furnace repair city office)	296.54
20146	Municipal Govt Academy (webinar training)	25.00

OLD BUSINESS: McVilLe Dam Spillway & Campsite project –Renae Arneson submitted a grant application to Enbridge for additional funding for the project. Sadowsky reported that he provided a copy of the Engineering report to State Rep Don Vigessa to review for the possibility of additional resources to help fund the project.

Daycare Survey Summary-Carlson gave a brief summary of the Licensed Childcare Feasibility survey that was sent out in November. Based on the raw data a licensed childcare facility would be beneficial to the community. There are several resources available for any parties that may be interested in opening a licensed childcare business here in McVilLe.

Information can be located at [www.ndchildcare.org/start](http://www.ndchildcare.org/start)

**NEW BUSINESS:**

Motion made by Trostad, seconded by Sadowsky to approve The Utility Credit Application for 2016/Water Line Freeze-up and to be available as of February 1, 2016, all vote aye, motion carried. A copy of the application form will be filed with official minutes.

In November 2015, Mayor Stein received an invitation \* from Betsy Dalrymple requesting McVilLe to become ND Cares Community. The ND Cares Community Program has been created as an important extension of the mission of ND Cares to strengthen an accessible, seamless network of support for Service Members, Veterans, Families, and Survivors. Cities are encouraged to become a ND Cares Community by meeting these four requirements:

1. Form a local steering committee-Judy Twete with The American Legion Auxiliary here in McVilLe agreed to Chair the steering committee at the January meeting.
2. A City governing board must pass a resolution of support.-Motion by Trostad, seconded by Sadowsky, to approve the resolution of support, all vote aye, motion carried.
3. A City must hold a minimum of one event each calendar year to educate the community and/or honor for Service Members, Veterans, Families, and Survivors. The steering committee has an event scheduled.
4. An ND Cares sign must be installed on the ND DOT city name sign (cost of \$40 per sign); Will be covered by donation in memory of local Service Veteran.

**RESOLUTION #2016-1 \***

**ND CARES COALITION**

WHEREAS, the freedom and security enjoyed today by citizens of the United States. The State of North Dakota, and the City of McVilLe are the direct result of sacrifices made by the men and women of the United States Armed Forces; and

WHEREAS, the service and sacrifice of the members of the United States Armed Forces and their families continue to provide us with the freedom to pursue individual and community goals; and

WHEREAS, citizens of McVilLe recognize the continued sacrifices of Service Members, Veterans, Families, and Survivors in the defense of this nation and the preservation of freedom; and

WHEREAS, citizens of McVilLe recognize the generations of veterans and their families who have proudly and valiantly served this great state and nation, and who have played an integral role in defending our homeland and preserving freedom around the world; and

WHEREAS, ND Cares, in recognition of the United States Armed Forces and their families, is working with federal, state, county, city, and private organizations to strengthen an accessible, seamless network of support for Service Members, Veterans, Families, and Survivors within North Dakota.

NOW, THEREFORE, as Mayor, I do hereby proclaim this day, February 1, 2016, that the City of McVile joins the North Dakota Cares Coalition in supporting Service Members, Veterans, Families, and Survivors.

Signs will be ordered as soon as possible. Payment will be made by donor.

PORTFOLIO REPORTS: Sadowsky advised that Café Managers have secured new company to service the exhaust hood at the Café and that they are scheduled to be here mid-February. Shared cost of service was discussed. Trostad asked that a copy of the cost estimate be obtained from the café managers prior to the next Council meeting, and that this issue be tabled pending receipt of documented information.

COMMITTEE REPORTS: McKinnon reported that she has reviewed the Dilapidated Buildings/Storage of Inoperable Vehicles ordinances and has found some differences. She will submit the information to Carlson to pass along to the Council for review.

A meeting was held January 21, 2016 to reorganize the McVile Days Committee. Those in attendance: Joanne Brennan, Chanda Arneson, Judy Johnson, Ellen McKinnon, Corrina Olson and Shelly Carlson. The group appointed Carlson as Chair, Johnson as Co-Chair and Dianne Urvand as Treasurer. Arneson will not serve on the committee this year her attendance and input at this meeting is deeply appreciated.

The Employee Handbook was discussed. There are multiple versions that need to be reviewed and updated. Brennan and Carlson will review and report at the March Council Meeting.

PUBLIC COMMENTS: Ellen McKinnon provided the following information: The Great Plains Food Bank served 17 families in McVile on 1/17/16 and The Pet Food Pantry served 11 families last month, including 3 families in McVile and 8 additional in Nelson County. Mrs. McKinnon also inquired about accounting practices with regards to the financial reports with regards to checking accounts. Carlson addressed the inquiry as the possibility of the terminology used during the report may have been misunderstood due to lack of experience on her part. Carlson will continue to research and refine her skills as she grows into the Auditor position.

After a brief discussion on the fire at a home here in McVile, motion made by Trostad, seconded by Stewart to waive the home owner's utility bill for January, all vote aye, motion carried.

ANNOUNCEMENTS: Next regular City Council meeting-Monday, March 7, 2016 at 7:00 pm.

\*document to be filed with official minutes

On a motion duly made, seconded and carried, the meeting adjourned at 8:55 pm.

ATTEST:

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Margaret Carlson, Auditor

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Douglas Stein, Mayor