

May 9, 2016

The City Council of the City of McVille met in regular session Monday, May 9 at 6:00 pm, Mayor Douglas Stein presiding.

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

Auditors: Shelly Carlson, Joanne Brennan, and Public Works: Ryan Johnson, Jon Trostad

Others in attendance: Richard Urvand, Renae Arneson, Erik Gilbertson, Stacie Sevigny, Michelle Linstad, Patt Czarnik and Rita Loibl

Mayor Stein called the meeting to order at 6:15 pm and turned the floor over to Erik Gilbertson of KLJ Engineering for an update on bids for The Streetlight Project. Gilbertson presented the bid tabulation* from the bid letting that took place at 2:00pm on Friday, May 6th at the City Auditors Office, the minutes from the bid opening will be filed with the official minutes of this meeting. The city received two bids to consider and both were considerably higher than the engineers estimate. The city was awarded a grant from the Red River Regional Council that will cover a large portion of the project but the city will need to cover the additional cost. Discussion on funding the remainder of the project ensued. Stacie Sevigny with the Red River Regional Council advised the council that an additional eleven hundred dollars is available from the RRRC and provided information on securing a loan through the RDFC Community Capital Loan Fund. After reviewing financial information the council determined that if a loan is obtained through RDFC that monies generated through Ottetail franchise fees for the purpose of the streetlight project could be used to pay back the debt. Motion by Member Trostad to apply for the RDFC Community Capital Loan Fund in the amount of \$60,000.00 with a 10 year term at 1% financing for additional funding of the streetlight project, seconded by Member Stewart, carried upon roll call vote, Trostad-aye, Stewart-aye, and Stein-aye. Renae Arneson will compile, prepare and submit the appropriate documentation to secure the loan using the guidelines provided by the Rural Development Finance Corporation as soon as possible.

Motion by Member Trostad to award the Streetlight Project bid of \$138,580.30 to Edling Electric, contingent on securing additional funding, seconded by Member Stewart and passed by roll call vote, Stewart-aye, Trostad-aye and Stein-aye. Member Trostad thanked all those present for the work they have put in on the project.

Dam Project update: Gilbertson of KLJ Engineering suggested the city apply for a 75/25 cost share grant available through the State Water Commission as the Outdoor Heritage Grant Application was denied in the recent grant round. Excluding some items on the project to bring down the estimated cost as well as additional funding resources were also discussed. Council is favorable to have Gilbertson move forward with submitting the grant application to State Water Commission. Mr. Gilbertson and Ms. Sevigny left the meeting at this time.

Tax Equalization:

Mayor Stein reconvened the board of tax equalization at 7:40pm and turned the floor over to Assessor, Michelle Linstad. Linstad presented the board with the 2016 McVille City Assessment Changes Report*. There being no objections to the changes the board of tax equalization meeting was adjourned at 7:45pm. Assessor Linstad left at this time.

The regular session resumed with a call to order by Mayor Stein at 7:46pm.

Approval of Agenda: Prior to approving agenda the designation of official newspaper was moved from old business to new business. Motion made by Member Trostad to approve agenda, seconded by Member Stewart, all vote aye, motion carried.

Approval of Minutes: Motion by Member Trostad to approve minutes of April 4, 2016 regular meeting , seconded by Member Stewart, all vote aye, motion carried. Motion by Member Stewart to approve minutes of April 12, 2016 special and tax equalization meetings, seconded by Member Trostad, all vote aye, motion carried.

Public Works Report: Ryan Johnson, Public Works Director presented the public works report* to the council.

Financial Report: Motion by Member Reiten to approve revenues and disbursements and April and May bills as Presented, to wit:

Bills for April 2016

20194	Oxton's Super Valu	\$	11.00
20195	Ferguson Waterworks		16.06
20196	NDTC (website updates)		60.00
20197	Ness Press Inc. (legals for airport 19.20, election 16.80, office/minutes 135.93)		171.93
20198	Renae Arneson (grant consulting)		885.00
20199	Farmers Union Oil Co. (shop supplies)		10.13
20200	Verizon Wireless		80.00
20201	Nelson County Highway Dept. (streets)		680.63

20202	Margaret Carlson (reimbursement for education travel expense)	391.42
20203	Northstar Auto (annual maintenance on city fire extinguishers)	392.75
20204	Norman Morken (dumpster repair)	275.00
20205	Arbor Day Foundation (annual mbrshp)	15.00
20206	Transcript Publishing (tourism – ad in Lake Region Guide)	250.00
20207	Grand Forks Utility Billing (water - March testing)	70.51
20208	Brager Disposal (garbage – March pick-up)	1,725.00
20209	Kracht Implement (water plant parts)	306.46
20210	Kip Hovdenes (office – oak hutch purchase)	300.00
20211	Paul Aaser (library – 2 sets of 3 keys)	15.00
20212	Business Forms & Accounting Systems (water – utoility billing forms)	223.45
20213	VOID (wrong amount) -----	
20214	VOID (out of sequence) -----	
20215	Postmaster (special mailing to A. McMillan)	6.45
20216	Hawkins, Inc.	215.98
20217	Ryan Johnson (reimbursement for education travel – mosquito seminar)	127.98
20218	lhry Ins. (airport)	1,395.00
20219	Otter Tail Power Co. (str 637.15; wtr 445.99; office 70.99; airport 21.38; café 517.84; Auditorium 366.67; Lee St. storage bldg 39.99)	2,099.81
20220	Lakeside Lock & Key (office 420.50; wtr plt 137.50)	558.00
20221	Central Business Systems (office – qtrly service contract)	69.00
20222	MCI (office – long distance service)	27.56
20223	BCBS of ND (premium – May)	3,321.30
20224	Chase-Visa (str 621.03; vehicles 71.92; postage 7.99)	700.94
20225	Tolna Plumbing & Heating (golf course)	292.50
20226	Nelson County Sheriff's Dept. (policing – May)	1,204.05
20227	Postmaster (utility billing postage)	162.00
MAY Bills pending approval		
20228	Larry Berret-spring clean up	200.00
20229	Brager Disposal	1725.25
20230	Oxtons Superva	29.95
20231	Renae Arneson -April Consultant fee	1447.50
20232	Norman Morken- street sweeper mait	40.00
20233	Farmers Union –street sweeper mait	35.96
20234	Verizon-cell phones	80.00
20235	Grand Forks UB-lab testing	41.00
20236	High Plains Equipment-Mower	8000.00
20237	Quill.com –supplies (ink)	112.98
20238	D & M Service-veh80.82 str 162.41 grounds 127.63	370.86
20239	Brager Roll off Service-spring clean up	1500.00
20240	NDTC-website updates	30.00

Old Business:

Purchase of City Lot: Motion by Member Stewart, to approve sale of lot 7 and a part of Lot 8 in Block 2 in the East Addition to the City of McVile, Nelson County, North Dakota to Mike and Jill Donahue, seconded by Member Reiten and carried by roll call vote, Stewart-aye, Reiten-aye, Stein-aye

Library Grant-Rita Loibl and Patt Czarnik reported that the Library was awarded the State Library 50/50 Grant they applied for in March to replace the interior entry doors at the library. They also were able to obtain another estimate. They will make a decision and schedule the work to be done this fall. Mrs. Loibl and Mrs. Czarnik left the meeting at this time.

Maintenance of ½ mile of road between airport and football field: Motion by Member Reiten, seconded by Member Stewart to have Nelson County Highway Department maintain the ½ mile of road between the airport and football field and bill the city, all vote aye, motion carried.

Primary Election: The upcoming election was discussed and updates given on the candidates that were placed on the ballot. Auditor will publish notice of election at least ten days prior to the election.

Hayland Bids: Auditor reported that no bids were received by the deadline for the hayland at the airport. Hayland bid ad will be published with the deadline extended and 1-3 year option available.

Mayor Stein called a brief recess at 8:45pm, meeting reconvened at 8:50pm

Committee reports:

Renaë Arneson updated council on upcoming events for the Shade Tree Committee. Arbor Day is scheduled for May 13 at 1:00pm. A request was made for Mayor Stein to attend and read the Arbor Day Proclamation. A tree honoring 2016 honoree, Wayne Ressler, will be planted along the bike path leading to the McVilIe Dam Recreation area. The Dakota Prairie 5th grade class will attend and participate in a pruning and walking tour if weather permits. An Arborist will also attend the event.

The deadline for the grant application was April 30. Renaë advised council that in-kind services can be part of the cost share on the grant. Earlier today, the committee went and identified some of the trees that will be removed if the grant is awarded. There was some discussion on a few large trees in the city that are damaging city streets. The committee will have a workday on Wednesday, June 1st.

New Business:

Ordinance #93- dilapidated buildings: community concern regarding properties located at 108 S Sheyenne St and 215 N Sheyenne St. were discussed. The homeowner of 108 S Sheyenne has communicated with the city with regards to building and will continue to provide updates on progress of removal. A registered letter will be sent to homeowners of 215 N Sheyenne.

Renaë Arneson and Rick Urvand left the meeting 9:15pm

Ordinance #97-Grass, weeds and other noxious plants: community concern regarding property located at 412 E Rogers A letter will be mailed to homeowner.

Designate Official Newspaper: Motion by Member Reiten, seconded by Member Stewart to designate The McVilIe Messenger as the official city newspaper, motion carried by unanimous voice vote.

Job Service North Dakota-out of school youth work experience- Auditor reported that Mary Holdeck of JBND is communicating with and interested party on qualification for the program. Other options for summer help were also discussed.

Proclamation Request-Mayor Stein signed a proclamation declaring May 23rd Poppy Day here in McVilIe to coincide with the 1st day of distribution of the Memorial Poppy. The proclamation will be forwarded to the American Legion Auxiliary for publication in the Lakota American.

McVilIe Country Club Golf Cart Lease/purchase: The McVilIe Country Club has requested to finance 2 new golf carts on a lease/purchase option through the city. The Country Club will be responsible for payments. Motion by Member Reiten, to apply for credit to lease/purchase 2 golf carts on behalf of the McVilIe Country Club, seconded by Member Stewart, all vote aye, motion carried.

Park District-Grant Application for playground improvements: The item was tabled at this time for additional information as no Park Board Commissioners were present.

Future Meetings: The regular council meetings on July 5 will be changed to July 11 in observance of Independence Day and September 6 will be changed to September 12 in observance of Labor Day.

Committee Reports: Mayor Stein asked if there was a McVilIe Days Committee update available. Committee members, Shelly Carlson and Joanne Brennan provided a brief update on the event.

Public Comments: Auditor Carlson presented an article in the McVilIe Messenger to council on Isabelle Sateren, 3rd grader at Dakota Prairie Elementary winning the North Dakota League of Cities, Mayor for a day Essay Contest. The League and Dakota Prairie Elementary invited the Mayor to join them last Thursday. Mayor Stein congratulated Isabelle on her accomplishment and presented her with the key to the city. Blake Crosby, NDLC Executive Director presented Isabelle with a \$100 cash award and a gift bag of goodies from the league..

ANNOUNCEMENTS:

Next regular City Council meeting-Monday, June 6 at 7:00 pm

Election- Tuesday, June 14th 2016

On a motion duly made, seconded and carried, the meeting adjourned at 9:50 pm.

*to be filed with official minutes

Submitted: 05/13/2016

ATTEST:

Margaret Carlson, Auditor

Douglas Stein, Mayor