

City of McVile
Minutes of Regular City Council Meeting
Tuesday, September 5, 2017, at 7:00 p.m.

IN ATTENDANCE: Mayor Douglas Stein; Council Members Patt Czarnik, Dianne Urvand, Neil Reiten and Douglas Trostad; City Auditor Marie Adams; Deputy Auditor Joanne Brennan; Public Works Director, Ryan Johnson and Jonathon Trostad, PWII.

OTHERS PRESENT: Cathy Swenson, Brent Huso and Milton Booth.

1. CALL TO ORDER: By Mayor Stein at 6:58 p.m.
2. AGENDA: Three additional items were added to the agenda; moving a street sign by NCHS; streetlight switches and 701 Tree Service (Brent Huso). MOTION by Member Trostad, seconded by Member Reiten, to approve agenda; all voted aye; motion carried.
3. REVIEW/APPROVE MINUTES OF PREVIOUS MEETINGS: Auditor Adams indicated a change that needed to be made; change Tri-County Paving to Tri-State Paving in Paragraph 6.5 (Tri-County Paving Street Repair – Two Locations). There was also a request to change paragraph 7.1 (Shade Tree Committee – Update on Grant). MOTION by Member Urvand, seconded by Member Czarnik, to amend 7.1 to read “Renae Arneson, as spokesperson for the Shade Tree Committee provided” All voted aye, except Member Reiten, motion carried.

MOTION by Member Urvand, seconded by Member Czarnik, to approve the minutes (with noted changes) of the August 7, 2017 meeting. There was no further discussion. Member Urvand voted aye, Member Czarnik voted aye, Member Reiten voted nay and Member Trostad voted nay. Mayor Stein broke the tie and voted in favor of approving the August 7, 2017 meeting minutes. Motion carried.

4. PUBLIC WORKS REPORT: PW Director Ryan Johnson provided the Public Works Report.

5. FINANCIAL REPORT:

5.1 and 5.2 Revenues & Disbursements/Bills: Written reports of revenues and disbursements that transpired through September 5, 2017 were provided to the Council. A question was raised if the café utilities could be separated from the café fund. Auditor Adams will check with Wally Rygh on that matter.

Member Reiten questioned a \$27.08 amount in the Trees-Bookkeeping account.

MOTION by Member Reiten, seconded by Member Trostad, to approve and accept the reports of revenues.

Mayor Stein noted a hand written note on the September check register. That item was for a check to Z's Trees for \$5,495.00. Auditor Adams stated that the check would be held by Z's Trees until the tree grant funds were received. MOTION by Member Trostad, seconded by Member Urvand, to approve the August/September bills, including the Z's Trees check. All voted aye; motion carried.

The approved August/September bills are as follows: ND Telephone \$30.00; Grand Forks Utility Billing \$41.00; D & M Service \$587.35; Central Plains Ag \$246.25; Hawkins Chemical \$1,240.47; Oxtom's Super Value \$47.77; Ferguson Waterworks \$204.72; Nelson County Hwy Dept \$56.25; Verizon \$151.26; ND Telephone \$85.07 (water plant); ND Telephone \$182.46 (city/auditorium); NDWPCC \$119.00; J. Trostad \$26.64; RDFC \$1,587.43; Central Business Systems \$89.95; One Call Concepts \$1.00; Nelson County Sheriff; \$1,204.05; Brager Disposal \$2,144.00; ND State Water Commission \$250.00; ND Insurance Dept \$4,414.71; Visa \$228.99; Ottertail Power \$2,202.19; payroll \$10,294.15; payroll taxes \$5,956.20; NDPERS \$1,412.66.

6. OLD BUSINESS:

6.1 Update on McVile Lodge. Auditor Adams provided a report to the Council that the former manager of the lodge had been fired and a new manager hired. Mayor Stein suggested that all complaints (written and oral) be forwarded to the owner of McVile Lodge.

6.2 Skid Steer Update. Auditor Adams reported that she hasn't heard anything on the matter.

6.3 Streetlight Switches. Member Trostad reported that he had checked into getting switches installed on the new streetlights. The cost to put a switch on each pole would be between \$400 to \$500. All members were in favor of installing the switches based on the information provided by Member Trostad.

7. NEW BUSINESS:

7.1 Appoint Michelle Linstad as City Assessor. MOTION by Member Urvand, seconded by Member Reiten, to appoint Michelle Linstad as the City Assessor. All voted aye; motion carried.

7.2 Transfer \$5,000 from Sales Tax to Café Fund. This item was TABLED until further information can be obtained by Auditor Adams from Wally Rygh, the former city accountant.

7.4 Cathy Swenson – Move Street Sign. Ms. Swenson provided a diagram and summary stating NCHS was working on signage for all of their facilities. She was requesting permission of the Council to move one street sign. She reported that the signage has not been approved by the Board. She will report back to the Council after their Board meeting.

6. OLD BUSINESS (CON'T).

6.4 701 Tree Service – Brent Huso. Member Reiten brought up the fact that the Shade Tree Committee did not give 701 Tree Service a chance to put a bid in for the tree removal/clean up grant. Brent Huso expressed his disappointment that the City or Tree Committee did not contact him to get his bid before getting approval from the City to continue with the tree removal/clean up project. Members Reiten and Trostad apologized on behalf of the City.

Milton Booth, who was also present, said that a tree was taken on his property and no one spoke to him or explained the reason why the tree had to be removed.

At 8:55 pm the Council took a short break. PW Director Johnson and PWII Trostad left the meeting.

7. NEW BUSINESS (CON'T).

7.3 Preliminary Budget. The preliminary budget was reviewed. Discussion with regards to the preliminary budget ensued.

8. PORTFOLIO REPORTS.

Member Reiten: None.

Member Czarnik: None.

Member Trostad: Reported that the football field is ready for its first game this Friday.

Member Urvand: Member Urvand reported that the café will be closed for 10 days in September. She also reported Valerie Berg painted the women’s bathroom in the auditorium.

Mayor Stein: Mayor Stein suggested if an individual/business asks the City for an economic development loan that the City require that individual/business provide a business plan.

9. PUBLIC COMMENTS: None.

10. ANNOUNCEMENTS: Next regular City Council meeting: Tuesday, October 2, 2017, at 7:00 pm, in City Office Conference Room.

11. ADJOURNMENT: The meeting was adjourned at 9:56 p.m.

ATTEST:

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Marie Adams
City Auditor

Douglas Stein
Mayor