

April 4, 2016

The City Council of the City of McVille met in regular session Monday, April 4 at 7:00 pm, Mayor Doug Stein presiding.

Council Members Present: Julie Stewart, Ed Sadowsky, Douglas Trostad

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

Others in attendance: Dianne Urvand, Renae Arneson, Mike & Jill Donahue

Absent: Council Member, Neil Reiten

Mayor Stein called the meeting to order at 7:05 pm. Motion by Sadowsky, seconded by Stewart to adopt agenda, all vote aye, motion carried. Motion made by Stewart, seconded by Sadowsky to approve March minutes, motion carried by majority voice vote.

Public Works Director, Ryan Johnson's written report was presented to the council.* Street repair outlined in the report was discussed and Johnson would like Member Trostad to tour the city and assist in identifying areas in need of repair. Johnson advised council that there is conference being held April 7-8 in Moorehead regarding mosquito spraying and would like to attend as it may provide invaluable information.

Member Sadowsky made a motion to approve Johnson to attend the Vector Control Conference, seconded by Member Trostad, all vote aye, motion carried.

Spring Clean up was discussed and has been scheduled for the first week in May. Motion made by Member Trostad, seconded by Member Sadowsky to approve contracting Larry Berreth for the white ware/metal pickup for a fee of 200.00 to be paid by the city, motion carried by unanimous voice vote. Details of the spring clean up will be placed on the McVille Channel and will also be mailed to those residents that the city provides garbage service to.

FINANCIAL REPORT: Motion by Member Trostad, seconded by Member Stewart, and carried by unanimous voice vote to approve revenues and disbursements and March and April bills as presented, to wit:

March Bills Paid

NDPERS	NDPERS	Retirement	1320.88
PAYROLL	Employees	Feb 1-29 pay period	7978.07
EFTPS	F & M Bank	Payroll taxes	3166.44
20168	NDLC	March Madness Registration-Shelly	130.00
20169	Ferguson Waterworks	water 42.68 /sewer 35.03	77.71
20170	Brager Disposal	February Garbage Collection	1725.25
20171	Banyon Data	UB & Meter Device Support	1090.00
20172	Oxton's SuperValu	Office supplies	53.35
20173	Farmers Union Oil	Bulb for p/u truck	4.38
20174	Renae Arneson	Contract consultant	390.00
20175	Nelson County Sheriff's	Contract Policing	1204.05
20176	KLJ	Streetlight Project	676.09
20177	Verizon	Cell phones	78.00
20178	Ness Press	Publication	144.90
20179	Carl Dezotell	½ hood service	325.75
20180	Ferguson Water Works	Neptune software maintenance	895.00
20181	USPS	Postage water billing	104.45
20182	Kolenda Heating & Cooling	Furnace @WTP (2350.00 ins rcvd)	4393.41
20183	Menards	Water	45.46
20184	Hawkins	Water plant	58.80
20185	Quill	Office supplies	137.90
20186	WSI	Claim assessment	133.82
20187	MCI	Long distance	27.61
20188	Ottertail	str 628.38/wtr 482.91/aud 391.69/air 23.41/off 70.92/cafe 653.67/stg 130.70	2381.68

20189	Nelson County Sheriff	April policing	1204.05
20190	BCBS	April group health premium	3231.30
20191	D&M Service	Veh-277.45/streets 5.01	282.46
20192	Ferguson Waterworks	Golf course meter pit	2211.45

April Bills (pending approval)

NDPERS	NDPERS	Retirement	939.09
PAYROLL	Employees	Mar 1-31	8336.24
EFTPS	F & M Bank	Payroll taxes-March	2251.90
	ND Tax Commissioner	1 st quarter state tax	152.66
	Job Service ND	UI 1 st quarter	85.00
20193	USPS	Casad-History book postage	7.15
	Oxton's SuperValu	Auditorium –cleaning supplies	11.98
	Ferguson Waterworks	WTP supplies	16.06
	NDTC	Website updates	60.00
	Renaе Arneson	Contract consultant March 29.5 hrs	885.00
	Farmers Union Oil	Bolts-golf course meter pit	10.13
	Nelson Co Highway Dept	Tarring/blade roads	680.63
	Margaret Carlson	Mileage/lodging March Madness	391.42
	Transcript Publishing	Lake region guide (advertising tourism)	250.00
	Northstar Auto	Fire extinguisher maint. City wide	392.75
	Arbor Day Foundation	4/16-4/17 annual membership (Renaе)	15.00
	Norman Morken	Dumpster repair	275.00

OLD BUSINESS:

Purchase of Oak China Cabinet-Motion by Member Stewart, seconded by Member Sadowsky, to approve purchase of the cabinet from Mainstreet Cabinets for \$300.00, motion approved on majority roll call vote, Stewart-aye, Sadowsky-aye, Trostad-nay.

Purchase/lease lawnmower- Member Reiten was to report but due to absence, council agreed that a special meeting will be scheduled for Tuesday, April 12, immediately following the Tax Equalization meeting scheduled at 7:00pm.

Streetlight project: Renaе Arneson updated council on progress of project. KLJ will advertise for bids the last 2 weeks of April on behalf of the city pending approval of council. Motion by Member Trostad, seconded by Member Stewart to approve advertisement of bids, motion carried by unanimous roll call vote. Bids will be reviewed at the May council meeting.

Mike and Jill Donahue were moved up on the agenda. The Donahues have inquired about purchasing a city lot for new home construction. They presented the council with the design of the home and how they would like to situate it on the city lot they plan to purchase. After brief discussion regarding the building design, the council would be favorable in moving forward with the sale of the lot.

McVille Dam Spillway & Campsite project –Renaе Arneson will travel to Bismarck on April 22 to give a presentation for the Outdoor Heritage Fund Grant Application that was submitted on 2/29/16. Rick Urvand will also attend.

Motion made by Member Trostad, seconded by Member Sadowsky to reimburse Arneson for lodging/ meal expense and Urvand for mileage/meals/expense for the trip, all vote aye, motion carried. The Enbridge Grant Application that was recently submitted was denied, Arneson reported that possible reason for decision was regarding the city being able to secure the necessary permits for the project in the allotted time frame. Re-applying for the grant in December was also discussed.

Mayor Stein called for a brief recess at 9:00 pm the meeting reconvened and was called to order at 9:10 pm

New Business: Applying for a city credit card was discussed as the current credit card is secured personally by the card users. Farmers & Merchants Bank has a Visa Classic Card that can be secured by the City. Member Sadowsky made a motion to approve the city to apply for the F&M Visa, seconded by Member Trostad, motion carried by unanimous voice vote.

Carlson advised Council that the City Employees met with a representative from Nationwide Insurance regarding deferred comp. Participation would be voluntary and there is no significant cost to the city. NDPERS may also offer deferred comp, Carlson will research additional options. Motion by Member Stewart, to approve city employees to participate in a deferred comp plan, seconded by Member Trostad, all vote aye, motion carried.

Maintenance of ½ mile road between airport/football field was discussed. Previously Hamlin Township and McVillie shared the cost to maintain the road but now it appears that the city will incur the costs to maintain. The Nelson County Highway Department has given us the option to maintain the road on our own or reimburse the county for maintenance. Item tabled to allow Carlson to research this recent change and report back to council.

A city resident is interested in buying property south of her residence. After reviewing the tax roll it was noted that she is not listed as the owner of the property she lives on. Motion made by Member Trostad, to deny the request until residents ownership can be verified, seconded by Member Stewart, motion carried by unanimous roll call vote.

Mayor Stein relinquished the chair to Council President Trostad for the next order of business.

Motion made by Member Sadowsky, to approve building permit for Stein Seed Company, seconded by Member Stewart, all vote aye, motion carried. Member Trostad turned the chair back over to Mayor Stein.

Job Service North Dakota has had some changes in the summer youth work program. They have changed the focus of the program to serve 16-24 year old applicants that are out of school. Carlson will get additional information with regards to other programs that may be available to help secure a summer (seasonal) employee.

Tree City-Renae Arneson advised that council would need to appoint a new committee member to replace Clifford Sateren. Motion made by Member Trostad to appoint Rick Urvand to the Shade Tree Committee, seconded by Member Sadowsky, all vote aye, motion carried. The board was favorable in purchasing an appropriate gift to show appreciation to Clifford for his time on the committee. Arneson requested approval to apply for a grant for tree removal. Motion by Member Sadowsky, seconded by Member Trostad approve The Shade tree committed request to submit a grant application for tree removal, all vote aye, motion carried.

The strategic plan for the city was reviewed by council and it was recommended that it be updated annually.

PORTFOLIO COMMENTS: Member Sadowsky inquired about the status of Bachmeier purchase of city lot for new location of the American Family Insurance Agency. Carlson advised council that Bachmeier is still interested in purchase the lot the time frame has changed from spring to early fall. Carlson will update council of any progress.

Payments due on delinquent accounts to the city were discussed as well as collection procedures. Carlson will continue to update council on seriously delinquent accounts and the measures taken to collect.

PUBLIC COMMENTS: Deputy Auditor Brennan reported to council with regards to a phone call received prior to the meeting. Resident inquired about responsibility of tree or shrub removal. After a brief discussion council determined it is the homeowner's responsibility to remove any unwanted shrubs or trees based on the shade tree ordinance.

*to be filed with official minutes

ANNOUNCEMENTS:

Tax Equalization Meeting – Tuesday, April 12 at 7:00 pm

Special Meeting-Tuesday, April 12 at 8:00 pm

Next regular City Council meeting-Monday, May 2 at 7:00 pm.

On a motion duly made, seconded and carried, the meeting adjourned at 10:45 pm.

Submitted: 4/18/16

ATTEST:

Margaret Carlson, Auditor

Douglas Stein, Mayor

