

## City of McVile

### Minutes of Regular Meeting of City Council – Tuesday, January 2, 2018

**PRESENT:** Mayor Douglas Stein; Council Members Patt Czarnik, Katelyn Hain, Douglas Trostad, and Dianne Urvand; Auditor Candidate, Chanda Arneson; Deputy Auditor, Joanne Brennan; PW Director, Ryan Johnson; and PW II, Jonathon Trostad.

**CALL TO ORDER:** At 7:07 pm by Mayor Stein.

**APPOINTMENT OF CITY AUDITOR:** Member Trostad introduced a **motion** to appoint Chanda Arneson to the Office of City Auditor effective January 10, 2018; motion seconded by member Urvand, all voted aye on voice vote, motion carried.

**AGENDA: Motion** by member Czarnik, seconded by member Hain, to approve meeting agenda as distributed; all voted 'aye', motion carried.

**APPROVE MINUTES:** **Motion** by member Urvand, seconded by member Trostad, to approve minutes of December 4, 2017 regular meeting as written; all voted 'aye', motion carried.

**PUBLIC WORKS REPORT:** Director Johnson reported issues with heating unit at water plant, which underwent repairs by Kolenda Heating & Air approximately a year ago; Kolenda will be contacted with regard to warranties on that work.

**FINANCIAL REPORT:**

Unavailable, due to delayed delivery (holidays) of bank statements (per phone call to interim Auditor).

**OLD BUSINESS:**

**Renewal of Café Lease:** Member Urvand reported several contacts, in person and by telephone call, with the Dezotell's since the December Council meeting, to request delivery of their signed lease renewal agreement to the City office before end of December, at which time the lease will lapse if not renewed. As of the time of this meeting, the lease renewal had not been received. Mayor Stein recommended that a meeting be scheduled with them as soon as possible upon their return from vacation on January 16, 2018.

**McVile Motors/Quanbeck Lease:** Draft Lease document unavailable at time of this meeting.

**Employee Wage/Salary Adjustments:** After initial discussion, including input from employees, member Urvand made a motion to increase hourly wage for Public Works employees by 25 cents per hour; seconded by member Czarnik; further discussion included information that two largest employers in the City offered gave 3% cost of living increases across the board for 2018; discussion concluded and on roll call vote: Czarnik - no, Urvand – yes, Hain – no, Trostad – no; **motion failed.** **Motion** by member Czarnik to increase hourly wage by 35 cents per hour; **motion failed for lack of a second.** **Motion** by member Trostad to increase wage for Public Works employees by 40 cents per hour; seconded by member Hain; on roll call vote, Czarnik – aye, Urvand - no, Hain – aye, Trostad – aye; **motion carried.**

**NEW BUSINESS:**

**Liquor License Renewals:** Applications from Joe's Bar for renewal of license for on & off sale of beer and liquor, and from D & M Service for off sale of beer & wine, were introduced and discussed. **Motion** by member Czarnik to approve both applications; seconded by member Urvand; **motion carried** on voice vote;

**NDSTREETS Program:** Letter from North Dakota Department of Transportation was introduced regarding assistance available in 2018 for municipalities under 5000 population, through the NDDOT NDSTREETS Program. **Tabled**, pending receipt of more detailed information.

**City Engineer:** **Motion** by member Trostad, seconded by member Czarnik, to hire Moore Engineering, Inc. as City engineer; on roll call vote: Czarnik – aye, Urvand – pass; Hain – aye, Trostad – aye; **motion carried.**

**Utility Credit Program:** **Motion** by member Trostad, seconded by member Hain, to approve the City's utility credit program for the period of February through April, 2018; all voted aye, **motion carried.** Notices are to be posted on McVile Channel and in Post Office that application forms are available at City Office.

**Designation of Depositories:** In accordance with State statute, municipal governing agencies, annually, at their January meeting, are required to designate depositories (pledge of securities). **Motion** by member Urvand, seconded by member Trostad, to designate Farmers & Merchants Bank of North Dakota, McVile, North Dakota as depository for City of McVile; all voted aye, **motion carried.**

**PUBLIC COMMENTS:**

1. Written complaint was introduced with regard to snow that is removed by private contractor from one residence and being pushed/piled onto a neighboring property. In an effort to abate the problem, it was decided to notify, by letter, all private contractors doing snow removal for residents to refrain from piling snow on neighboring properties. Public Works will compile a list of the contractors to whom the letter will be sent.

**PORTFOLIO REPORTS:**

1. Member Czarnik reported meeting Steve Forde, NCHS CEO, and a representative from a state agency representative regarding a process for moving forward with plans for providing a cooperative (NCHS, City of McVile, and DP Schools) Daycare service.

2. Member Urvand announced the recent decision by McVile Community Library to donate \$50 per month to the City, along with an additional 15% of the proceeds from their major fundraising events such as Winterfest, Spring Bake Sale and Vendor Fair, etc, **that are held at the City Auditorium.**

**ANNOUNCEMENTS:**

Next regular meeting of City Council is Monday, February 5, 2018.

**ADJOURNMENT:** By Chair declaration at 9:15 PM.

Respectfully submitted,

ATTEST:

ATTEST:

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Joanne Brennan  
Deputy Auditor

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Chanda Arneson  
City Auditor

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Douglas Stein  
Mayor

(approved as corrected 02/05/2018)