

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING,  
THURSDAY, JANUARY 28, 2016 AT 5:30 P.M.**

The City of Park River held a special meeting of the Park River City Council on Thursday, January 28, 2016 at 5:30 P.M.

Mayor Stenvold explained the purpose of the meeting was to go over 2015 budget amendments and operating transfers and called the meeting to order with the following present: Council members Kyle Halvorson, Arvid Knutson, Dwight Byron, and Keith Anderson, City Coordinator Jolene Halldorson, Public Works Director (PWD) Dennis Larson and City Auditor Ann Berg. Absent: Council members Mike Lorton, Robert Lundquist III, and City Attorney Tracy Laaveg.

Byron moved and Knutson seconded to approve the following operating transfers made in 2015. \$20,000.00 yearly transfer from General Fund to General Fund Funded Depreciation Fund; \$59,319.95 payroll reimbursement from General Fund to Municipal Utilities Electric Fund; \$1,880.30 to close and add account from 125<sup>th</sup> Fund to General Fund; \$59,319.95 payroll operating transfer from Municipal Utilities Electric Fund to General Fund; \$60,000.00 operating transfer from Municipal Utilities Electric Fund to General Fund; \$20,000.00 yearly transfer from Municipal Utilities Electric Fund to Municipal Utilities Funded Depreciation; \$5,000.00 yearly transfer from Municipal Utilities Sewer Fund to Municipal Utilities Funded Depreciation; \$9,928.93 transfer for repairs from Lagoon Maintenance Fund to Municipal Utilities Sewer Fund; \$55,000.00 loan from Lagoon Maintenance Fund to Water Tower Fund; \$209,128.29 1% sales tax from City Sales Tax Fund to Hospital Building Fund; \$55,000.00 loan repayment from Water Tower Fund to Sewer Fund/Lagoon Maintenance Fund; and as per State Legislature requirement to close and transfer funds from the following accounts and add to General Fund; \$10,126.56 from Social Security to General Fund; \$3,847.47 from Advertising Fund to General Fund; \$3,851.16 from Forestry Fund to General Fund. Upon roll call vote, all voted aye. M/C.

Auditor Berg is asking for the following budget amendments to the 2015 budgets.

1. Anderson moved and Halvorson seconded to approve the following amendment. The General Fund incurred additional costs for governing board \$5,087.19 for furniture binders and computers; city attorney \$6,269.55 for legal fees; buildings & grounds \$34,309.49 for electric, furnace and lighting upgrades; municipal judge \$2,220.72 for office supplies, legal fees & travel expenses; mayor \$665.59 for furniture binders and computers; city coordinator \$3,931.09 for travel expense, training, office supplies and equipment; assessor \$2,899.35 for wages; community celebrations \$387.00 for July 4<sup>th</sup> advertising; general government \$10,788.52 for legal publishing, engineering fees, legal fees, furniture, binders and computers; and street department \$3,037.57 for two hydrants not included in the original budget. Money used to pay expenses was from 2014 carry over, grants and operating transfers. Berg is asking for a \$76,100.00 increase amending the General Fund budget from \$400,669.00 to \$476,769.00. Upon roll call vote, all voted aye. M/C.
2. Byron moved and Knutson seconded to approve the following amendment. The City of Park River Public Library Fund needed to expend funds to be within ND CC surplus guidelines. These changes increased the City of Park River Public Library Fund budget by \$8,403.16 which was taken from City of Park River Public Library Fund 2014 carry over. Berg is asking for a \$10,000.00 increase amending the budget from \$12,500.00 to \$22,500.00. Upon roll call vote, all voted aye. M/C.
3. Halvorson moved and Anderson seconded to approve the following amendment. The Special Funds Social Security Fund per the ND State Legislature, to transfer the remaining 2015 funds to the General Fund. Berg is asking for a \$500.00 increase amending the Special Funds Social Security Fund budget from \$10,000.00 to \$10,500.00. Upon roll call vote, all voted aye. M/C.
4. Knutson moved and Byron seconded to approve the following amendment. The Special Funds Advertising Fund per the ND State Legislature, to transfer the remaining 2015 funds to the General

Fund. Berg is asking for a \$4,000.00 increase amending the Special Funds Advertising Fund budget from \$2,500.00 to \$6,500.00. Upon roll call vote, all voted aye. M/C.

5. Anderson moved and Halvorson seconded to approve the following amendment. The Special Funds Forestry Fund per the ND State Legislature, to transfer the remaining 2015 funds to the General Fund. Berg is asking for a \$9,000.00 increase amending the Special Funds Advertising Fund budget from \$5,500.00 to \$12,500.00. Upon roll call vote, all voted aye. M/C.
6. Byron moved and Halvorson seconded to approve the following amendment. The Special Funds Economic Development fund for a new website which will be repaid in 2016 from a grant. Berg is asking for a \$5,000.00 increase amending the Special Funds Economic Development Fund budget from \$0.00 to \$5,000.00. Upon roll call vote, all voted aye. M/C.
7. Anderson moved and Halvorson seconded to approve the following amendment. The City of Park River 125<sup>th</sup> Fund incurred costs for July 4<sup>th</sup> advertising costs not included in the original budget and to close and transfer the remaining funds to the General Fund. These changes increased the City of Park River 125<sup>th</sup> Fund budget by \$2,029.27 which was taken from City of Park River 125<sup>th</sup> Fund 2014 carry over and from miscellaneous merchandise sold. Berg is asking for a \$2,500.00 increase amending the City of Park River 125<sup>th</sup> Fund budget from \$0.00 to \$2,500.00. Upon roll call vote, all voted aye. M/C.
8. Knutson moved and Byron seconded to approve the following amendment. The City of Park River Hospital Bond Fund incurred costs for debt service and expenses associated with the bond re-finance not included in the original budget. These changes increased the City of Park River Hospital Bond Fund budget by \$34,254.34 which was taken from City of Park River Hospital Bond Fund 2014 carry over. Berg is asking for a \$40,000.00 increase amending the City of Park River Hospital Bond Fund budget from \$0.00 to \$40,000.00. Upon roll call vote, all voted aye. M/C.
9. Anderson moved and Byron seconded to approve the following amendment. The City of Park River Estate Fund to close and transfer the remaining funds to the General Fund. These changes increased the City of Park River Estate Fund budget by \$323.48 which was taken from City of Park River Estate Fund 2014 carry over. Berg is asking for a \$400.00 increase amending the City of Park River Estate Fund budget from \$0.00 to \$400.00. Upon roll call vote, all voted aye. M/C.
10. Halvorson moved and Anderson seconded to approve the following amendment. The City of Park River St Improvement District #7 Fund incurred debt service costs not included in the original budget. These changes increased the City of Park River St Improvement District #7 Fund budget by \$7,350.00 which was taken from the City Sales Tax Capital Improvement Fund. Berg is asking for a \$8,000.00 increase amending the budget from \$0.00 to \$8,000.00. Upon roll call vote, all voted aye. M/C.
11. Knutson moved and Halvorson seconded to approve the following amendment. The St Improvement District #2013-1 Fund incurred costs for loan payments of 135<sup>th</sup> Ave NE not included in the original budget. These changes increased the St Improvement District #2013-1 Fund budget by \$2,540.00 paid with PILOT dollars received from Walsh Grain, LLC. Berg is asking for an \$4,000.00 increase amending the budget from \$29,500.00 to \$33,500.00. Upon roll call vote, all voted aye. M/C.
12. Anderson moved and Halvorson seconded to approve the following amendment. The South View Addition TIF Fund incurred costs for the loan payment and additional funds used to pay off the bank loan balance not included in the original budget. These changes increased the South View Addition TIF Fund budget by \$5,975.99 paid with TIF dollars received. Berg is asking for a \$6,000.00 increase amending the budget from \$16,500.00 to \$22,500.00. Upon roll call vote, all voted aye. M/C.
13. Knutson moved and Anderson seconded to approve the following amendment. The City of Park River St Improvement District #2012-2 Fund (North Star Addition) incurred capital improvement costs not included in the original budget. These changes increased the City of Park River St Improvement District #2012-2 Fund budget by \$146,531.81 which was paid for with a temporary

warrant. Berg is asking for a \$150,000.00 increase amending the budget from \$0.00 to \$150,000.00. Upon roll call vote, all voted aye. M/C.

Being no further business, the meeting adjourned at 5:46 PM.

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Dan Stenvold, Mayor

ATTEST:

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Ann Berg, City Auditor