

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,
MONDAY, APRIL 13, 2015 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, April 13, 2015 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Councilmen Lorton, Blake, Knutson, Lundquist, and Anderson, City Coordinator Jolene Halldorson, City Attorney T Laaveg, Public Works Director (PWD) Dennis Larson, and Auditor Ann Berg. Absent; Byron. Others; Brian Osowski, Dean Skjerven, and Alex Hall. At 7:54 PM Myron Knutson.

Lorton moved and Lundquist seconded to approve the following minutes; March 9, 2015 Regular Council with correction to check #32720 from 1,6.19 to 1,628.49 and the March 26, 2015 Special Meeting-Paving Bids, the payments of the following checks and the financial reports. Upon roll call vote, all voted aye. M/C.

General Fund:

28512	Sillers, Laaveg, & Wenzel	750.00
13	BC/BS of North Dakota	1,296.86
14	Banyon Data Sys	317.69
15	Berg, Ann	296.50
16	CRA Payment Center	114.61
17	Dale's Small Engine	780.00
18	Farmers Union Service Assoc	9,99.66
19	Jolene Halldorson	500.58
28520	Hanson's Auto 7 imp	70.29
21	Heartland Gas Co	24.26
22	Jim's Super Valu	6.49
23	Kringstad Ironworks	93.75
24	Larson Painting	1,075.00
25	Lon's Hdwr	35.95
26	MDU	363.92
27	Municipal Govt Academy	485.00
28	NDLC	35.00
29	Northdale Oil, Inc	559.82
28530	North Star Coop	1,179.32
31	ODB Company	752.61
32	officefurniture.com, LLC	1,495.72
33	Polar Comm	847.80
34	PR airport Authority	330.71
35	PR Park Dist	298.04
36	PR Public Library	174.38
37	Quill Corp	152.09
38	Radisson Hotel	224.10
39	Glenn Rost	250.00
28540	Samson Elec	1,092.07
41	Sanitation Products	250.27
42	Saville Enterprises, Inc	85.00

43	Sillers, Laaveg, & Wenzel	65.30
44	Special Funds	3,373.09
45	St Imprv Dist #7	1,047.88
46	Team Laboratory Chemical Corp	1,966.43
47	WC Auditor	12,997.12
48	WC Press	396.24
49	Xerox Corp	65.33
<u>Municipal Utilities:</u>		
32745	Kelly, Pete	134.73
46	BC/BS of North Dakota	5,446.74
47	Verizon Wireless	50.42
48	Advanced Engineering	2,942.90
49	AmeriPride Services, Inc	138.84
32750	Aqua-Pure Inc.	1,489.11
51	Banyon Data Sys	477.31
52	Cardmember Serv	41.73
53	City of Fargo	28.00
54	CRA Payment Ctr	153.15
55	Consolidated Waste, LTD.	16,477.30
56	Discovery Benefits, Inc	16.50
57	Don Greicar Excv	660.00
58	Ethanol Products	399.17
59	Farmers Union Serv Assoc	10,272.34
32760	Ferguson Waterworks	1,719.02
61	Hach Company	190.83
62	Hawkins Inc	533.50
63	Jim's Super Valu	7.99
64	Lagoon Maint	1,779.23
65	Leon's Bldg Ctr	194.40
66	Light & Water Dept	3,351.50
67	Lon's Hdwr	97.44
68	Michael Kilmer Constr	2,160.00
69	MMUA	1,548.50
32770	Municipal Utilities	100.00
71	ND One Call	6.60
72	ND Sewage Pump & Lift	7,000.00
73	NDPERS	17.75
74	NMPA	994.18
75	Nodak Electric Coop	5,891.54
76	Northdale Oil, Inc	84.11
77	North Star Coop	269.33
78	Polar Comm	155.80
79	Quill Corp	91.70
32780	Best Western	298.80
81	SanGrait's Auto Serv	787.95
82	Sensus USA	281.64
83	Sillers, Laaveg & Wenzel	79.80
84	Sunshine Kids Ctr	200.00

85	Verizon Wireless	50.71
86	Water Bond Fund 05	4,830.00
87	Water Rev Bond Fund Phase II	3,450.00
88	Water Sur-Charge Fund	5,000.00
89	Water System Repair & Replace	1,500.00
32790	Water Tower Fund	11,206.50
91	WC Press	293.46
92	Ye Olde Med Ctr	52.09
93	Jared Monson	52.77
<u>Special Funds:</u>		
3430	PR Dev Corp	5,000.00
<u>Hospital Bldg Fd:</u>		
1049	U.S. Bank	71,300.00
<u>St Imprv Dist</u>		
<u>#2012-2:</u>		
5014	KLJ, Inc	559.43
5015	Mayo Construction	14,000.00
5016	WC Press	77.22
5017	First United Bank	1,487.80
<u>St Imprv Dist</u>		
<u>#2013-1:</u>		
3024	First United Bank	177,520.00
<u>Water & Sewer</u>		
<u>Imprv Dist 2012-1:</u>		
1016	First United Bank	18,315.00
<u>Water Tower Fund:</u>		
10030	Advanced Engineering	10,932.57
10031	Maguire iron	90,000.00
10032	WC Press	365.04
10033	Advanced Engineering	2,408.73

The Sales Tax Committee is recommending the following item for the Council's approval: Anderson moved and Lundquist seconded to accept the Sales Tax Committee's recommendation for a \$5,000 housing incentive from the Sales Tax Economic Development Fund to the PR Economic Development Corp who will issue a \$5,000 check to Monty Novak. Upon roll call vote, all voted aye. M/C.

Anderson reported on behalf of the City Hall Committee who met to discuss the furnaces in the City Hall auditorium. Both furnaces need to be replaced and will cost approximately \$15,000. Halldorson will submit grant applications to the ND Community Foundation and the PR Community Endowment Fund to help offset match costs not covered by the DOC Energy Grant. Blake moved and Knutson seconded to approve the purchase of the furnaces for the City Hall. Upon roll call vote, all voted aye. M/C. The City Hall Committee also discussed raising the fees for renting the City Hall and community room. Rates have not been raised since the 1970's and expenses far exceed the revenues. After consulting with other cities new rates were presented to the Council. Council felt the proposed rates were too high and sent the issue back to the City Hall Committee for reconsideration.

City Coordinator Halldorson informed the Council that she has been accepted into the Tri-College NEW Leadership Development Institute with a full scholarship. She is one of forty accepted out of 100

applicants and is asking for permission to attend the training being held May 27-31. The Council granted permission for Halldorson to take the time off to attend the training.

Brian Osowski of AMKO Advisors and Myron Knutson of Public Finance Management (PFM) appeared before the Council to present proposals for re-financing the 2005 Sales Tax Revenue Bonds for the hospital building project. Both proposals were reviewed by Council. Knutson moved and Blake seconded to award the re-financing project to Myron Knutson of PFM. Upon roll call vote, all voted aye. M/C.

Laaveg informed the Council she had visited with Bond Council representative Jim Stewart regarding the water and sewer improvement petition the City received from the PR Park District. Stewart informed her that the 80 acre industrial park should be surveyed and platted so each parcel of the land has a legal description. Laaveg recommended to the Council to survey and plat the 80 acre area at this time so future development projects could proceed in a timely manner. Kadrmas, Lee and Jackson, Inc (KLJ) has done some preliminary work on the area for the PR Park District and Laaveg spoke with Engineer Jon Markusen and was given a quote of \$5-6,000.00 to survey and plat the land for the City. Council felt the Planning and Zoning Committee should work with KLJ, Inc on platting the area. Knutson moved and Anderson seconded to hire KLJ to survey and plat the 80 acre industrial park area for \$5-6,000. Upon roll call vote, all voted aye. M/C.

PWD Larson updated the Council on the Water Tower project. Maguire Iron has started welding the sections together and should have the outside structure of the tower set up in three to four weeks.

Engineer Alex Hall of Advanced Engineering and Environmental Services (AE2S) reported the results of the March 26th bid opening to the Council. The paving portion of the water tower project was re-bid and the four bids submitted were substantially lower saving the City money on the project. Hall is recommending awarding the contract to Knife River Materials who was the low bidder at \$433,079.30. The State Water Commission will match up to \$200,000 of eligible costs for paving the trench portion of the water transmission main. AE2S is working with Knife River Materials to have the paving completed before the July 4th celebration. Blake moved and Lundquist seconded to award the contract to Knife River Materials in the amount of \$433,079.30. Upon roll call vote, all voted aye. M/C.

Halldorson and Berg met with the BC/BS representatives and were informed the policy rate decreased by 3.6%. The representatives also provided information on dental and vision insurance. If the City adds the dental and vision policies, and leaves the health insurance caps at the current percents, the yearly cost to the City would be an additional \$61.08. Employees will pay a portion of the dental and vision insurance plans. Knutson moved and Anderson seconded to keep leave the health insurance caps at their current percents to keep within the base established in 2009 which would keep the City's grandfathered status in effect, pay seventy-five % of the dental policy and \$6.20 of each vision policy. Upon roll call vote, all voted aye. M/C.

The Sunshine Kids Center submitted a request to the PR Municipal Utilities for a donation to help cover costs associated with their yearly Easter Egg Hunt & Carnival. Lundquist moved and Lorton seconded to approve a \$200.00 donation from the electrical fund to the Sunshine Kids Center Easter Carnival. Upon roll call vote, all voted aye. M/C.

PWD Dennis Larson informed the Council that spring cleanup will be held the week of May 11. In the past few years some residents have abused the spring and fall cleanup by the placement of excessive

amounts of regular household garbage on the berms along with other unacceptable items. Larson would like to place branches and construction debris on the non-acceptable list and Council felt changing the items to the non-acceptable list was a reasonable one.

PWD Larson informed the Council that some electrical upgrades will be needed for the school remodel project. Power lines and a transformer will need to be moved. The cost will be about \$28,000 with some of the materials billed to the school. A new 3-phase line will need to be installed on Crescent St between PR Implement and Brunsvold Electric, install a new transformer for the new campground, and if time allows and funds are available the primary overhead line from PR Veterinary Clinic to Ye Olde Medicine Center and north by Darryl Hell's residence will be replaced and will complete upgrading most everything west of Park Ave N to underground. Additionally Larson would like to get KBM to do a study for the substation expansion at a cost of around \$65,000 which would design an underground circuit system and coordinate fusing throughout town along with arc-flash as required by OSHA. Larson estimates the total expense of the upgrades listed will cost about \$325,000 over the next two years.

An interested party approached the City about purchasing the City owned lot between the coulee and the Dairy Queen. Blake moved and Lorton seconded to advertise the property for sale on bids and to notify neighboring property owners. Upon roll call vote, all voted aye. M/C.

Mayor Stenvold read a letter from Councilmen Blake announcing his resignation from the Council effective June 8, 2015. Blake has purchased a home outside of City limits.

Being no further business, the meeting adjourned at 8:50 PM.

Dan Stenvold, Mayor

ATTEST:

Ann Berg, City Auditor