

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

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

Mayor Stenvold called the meeting to order with the following present: Councilmen, Lorton, Halvorson, Knutson, Lundquist, Byron and Anderson, City Coordinator Jolene Halldorson, City Attorney Tracy Laaveg, Public Works Director (PWD) Dennis Larson, and Auditor Ann Berg. Others; Dean Skjerven

Lorton moved and Lundquist seconded to approve the minutes from the June 8, 2015 Regular Council meeting. Upon roll call vote, all voted aye. M/C. Knutson moved and Byron seconded to approve the minutes from the June 22, 2015 Special Council meeting. Upon roll call vote, all voted aye. M/C. Anderson moved and Lorton seconded to approve the minutes from the June 22, 2015 Public Hearing. Upon roll call vote, all voted aye. M/C.

Halvorson moved and Lundquist seconded to approve the following bills for the General Fund and Municipal Utilities. Upon roll call vote, all voted aye. M/C.

**GENERAL FUND**

28610	Precocious Pyrotechnics, Inc	3,597.64
28611	NDPERS	75.74
28612	Kinetic Leasing	15,985.00
28613	PR Airport Authority	7.90
28614	PR Park District	6.94
28615	PR Public Library	4.45
28616	Special Funds	16.30
28617	Aflac	21.38
28618	Discovery Benefits	69.10
28619	NDPERS	90.22
28620	NDPERS	1,171.06
28621	Sillers, Laaveg, & Wenzel	750.00
28622	BC/BS of North Dakota	1,629.82
28623	VOIDED	0.00
28624	Acme Tools	187.71
28625	Jonathan Berg	120.00
28626	Billy Laaveg - Lawn Mowing	50.00
28627	Productivity Plus Account	66.24
28628	Dacotah Paper Co.	71.02
28629	Dahlen Plumbing & Heating	13,330.00
28630	Diamond Vogel Paint	514.80
28631	Jolene Halldorson	1,144.50
28632	Jim's Super Valu	29.29
28633	Kadrmass, Lee & Jackson, Inc	5,858.81
28634	Leon's Building Center, Inc	121.95
28635	Liberty Business Systems, Inc	19.61
28636	Lon's Hardware	198.61
28637	Montana Dakota Utilities	91.94
28638	State Fire & Tornado Fund	1,042.30

28639	Northdale Oil, Inc	1,192.90
28640	North Star Coop	3,239.30
28641	ODB Company	754.63
28642	Polar Communications	1,151.70
28643	PR Airport Authority	291.26
28644	PR Community Club	203.00
28645	PR Park District	259.32
28646	PR Public Library	156.07
28647	Quill Corporation	400.91
28648	Ramada Worldwide	149.40
28649	Glenn Rost	250.00
28650	Samson Electric LTD	49.48
28651	Sillers, Laaveg, & Wenzel	777.90
28652	Special Funds	613.90
28653	Team Laboratory Chemical Corp	765.00
28654	US Bank Equipment Finance	118.13
28655	Walsh County Auditor	9,710.83
28656	Walsh County Press	391.08
28657	Walsh County Recorder	13.00
1665	Ellefson, Sheldon	313.40
1666	Machart, Louis	178.42
EFTPS GF #11 6-15-15		81.48
EFTPS GFMU #11 6-15-15		882.93
1667	Ellefson, Sheldon	313.40
1668	Kelly, Tanner	578.66
1669	Machart, Louis	118.94
1670	Stenvold, Trevor	613.92
EFTPS GF #12 6-30-15		450.10
EFTPS GFMU #12 6-30-15		1,027.89
1671	Bosh, Galen OT	31.91
1672	Kalgard, Wade OT	31.97
1673	Linstad, Stefan OT	54.03
EFTPS GFOT #12.1 6-30-15		104.64
EFTPS GF 6-30-15		309.59

**MUNICIPAL UTILITIES**

32903	NDPERS	306.88
32904	Nodak Electric Cooperative	4,625.92
32905	Verizon Wireless	84.44
32906	Postmaster	251.93
32907	General Fund	5,107.17
32908	Aflac	492.66
32909	Discovery Benefits	279.22
32910	NDPERS	292.40
32911	NDPERS	4,396.16
32912	First United Bank	2,473.75
32913	BC/BS of North Dakota	5,482.58
32914	Adapco, Inc	2,022.56
32915	AmeriPride Services, Inc	277.68

32916	Aqua-Pure Inc.	2,110.93
32917	Border States Electric Supply	29,967.23
32918	Business Forms & Accounting	952.74
32919	Central Door & Hardware Inc	65.35
32920	City of Fargo	28.00
32921	Consolidated Waste, LTD.	16,917.05
32922	Kevin & Jaclyn Czymbor	11.13
32923	Dakota Supply Group	1,605.65
32924	Discovery Benefits, Inc	16.50
32925	Eberline Analytical Corp	240.00
32926	Ethanol Products, LLC	1,447.27
32927	Ferguson Waterworks #2516	324.23
32928	Frederickson Lock & Key	180.00
32929	Graymont (WI) LLC	5,470.70
32930	Hawkins Inc	1,707.83
32931	Jim's Super Valu	16.01
32932	Heather Kamphuis-Berg	17.16
32933	Lagoon Maintenance	1,828.50
32934	Liberty Business Systems, Inc	19.61
32935	Light & Water Dept	2,472.53
32936	Lindell's Mowing	1,000.00
32937	Lon's Hardware	25.91
32938	MMUA	1,548.50
32939	Municipal Utilities	371.71
32940	Naastad Brothers, Inc.	42,830.50
32941	ND One Call Inc.	39.60
32942	State Fire & Tornado Fund	3,825.32
32943	NDPERS	16.26
32944	Nodak Electric Cooperative	5,107.77
32945	Northdale Oil, Inc	114.66
32946	North Star Coop	263.59
32947	Polar Communications	155.81
32948	PR Community Club	37.50
32949	Quill Corporation	154.63
32950	Samson Electric LTD	141.22
32951	Titan Rentals	385.64
32952	TOMCO2 Systems	1,551.05
32953	Verizon Wireless	78.97
32954	Water Bond Fund 05	4,830.00
32955	Water Rev Bond Fund Phase II	3,450.00
32956	Water Sur-Charge Fund	5,000.00
32957	Water System Repair & Replace	1,500.00
32958	Water Tower Fund	11,129.00
32959	Ye Olde Medicine Center	36.13
32960	US Bank Equipment Finance	67.03
7353-61	Salaries	11,387.95
EFTPS MU #11 6-15-15		3,570.35
7362	Bell, Corrine	697.80
EFTPS Pk Dist #11 6-15-15		192.50

7363	Irvine, Joshua OT	206.36
7364	Kelly, Tanner	571.60
7365	Linstad, Stefan OT	40.37
7366	Stenvold, Trevor	536.34
EFTPS MU #11 6-15-15		69.14
7367-75	Salaries	11,387.95
EFTPS MU #12 6-30-15		3,425.39
7376	Bell, Corrine	697.80
EFTPS Pk Dist #12 6-30-15		192.50
7377	Irvine, Joshua OT	679.31
7378	Kalgard, Wade OT	93.16
7379	Linstad, Stefan OT	421.41
EFTPS MU OT #12.1 6-30-15		369.85
AW	NMPA	122,559.33
AW	First United Bank ACH Chg	12.50

Lundquist moved and Halvorson seconded to approve payment of the following checks for Special Funds and Project invoices and approve Maguire Iron, Inc's change order request #2 in the amount of \$9,834.19 for additional costs for the water tower logo. Upon roll call vote, all voted aye. M/C.

**Special Fund**

3440	05 Sales Tax Rev Bd Fd	17,190.60
41	Tom Russell	100.00
42	Glenaura Pipe & Drums	1,250.00
43	Void	0
44	Sillers, Laaveg, Wenzel	526.00
45	WC Three Rivers SCD	5,625.00

**Hospital Bldg Fund**

1052	US Bank	25.00
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**St Improve Dist #2012-2**

5021	Don Greicar Excavating	150.00
5022	Sillers, Laaveg, Wenzel	480.00
5023	WC Press	109.20

**Water Tower Fund**

10038	Advanced Engineering	30,251.83
10039	Maguire Iron, Inc	86,040.00
10040	Swanberg Construction Inc	82,192.50
10041	Knife River Materials	145,597.05
10042	Advanced Engineering	17,861.13
10043	Knife River Materials	292,545.46
10044	Maguire Iron, Inc	136,335.77
10045	Municipal Utilities	3,407.00
10046	Swanberg Construction Inc	2,107.50

Knutson moved and Lundquist seconded approve the transfer of the American Legion liquor license for the following events; 7-18-15 to Coliseum for Woinarowicz/Markusen wedding, 7-25-15 to Coliseum for Heigaard/Blasky wedding, 7-30-15 to Coliseum for WC Fair Dance, 8-8-15 to Coliseum for Hartje/Hills

wedding, and transfer The Club Bar & Lounge, Inc liquor license on 8-8-15 to City Hall for Sandvig/McCausland wedding. Upon roll call vote, all voted aye. M/C.

Knutson moved and Anderson seconded to approve the Auditor's monthly report as presented. Berg reported City Sales Tax collections remain strong and are up by 14.57% year to date and reported the following fund balances; General Fund \$131,264.46, Special Funds \$78,320.27, Hospital Bond Fund \$156,083.81, City Sales Tax \$207,022.66, Water Tower Fund \$575,274.54 and Municipal Utilities \$537,615.18. Upon roll call vote, all voted aye. M/C.

Halldorson on behalf of the Police Committee reported on the meeting held on July 10, 2015. Resident Daryl Larson attended the open meeting and expressed his concern on illegal turns he has seen made on Briggs Ave S (Main Street) and parking on the wrong side of the street all over town and feels something needs to be done to ensure everyone's continued safety. Sheriff Jurgens will advise the deputy's to give offenders two warnings with a ticket and \$50.00 fine for each subsequent violation. Sheriff Jerguns is asking that the City budget for cell phones, shotguns, tasers, radar, cameras and an new police vehicle.

PWD Larson updated the Council on the water tower project progress. The tower is currently having the electrical wiring installed with inspection on Thursday. If the inspection passes they will start chlorinating on Monday and if all goes well fill the tower on Tuesday with the tower going into use the following week.

Lundquist moved and Lorton seconded to approve the Second reading of the following ordinance. Upon roll call vote, all voted aye. M/C.

### **ORDINANCE 17.a**

#### **AN ORDINANCE RELATING TO THE REGULATION OF RECREATIONAL FIRES**

#### **WITHIN THE CITY LIMITS, AND PROVIDING A PENALTY.**

##### Section 1.

It shall be unlawful for any person to allow open burning within the City of Park River, except that recreational fires shall be allowed as follows:

- a. All fires must be a minimum of 10 feet from all combustible materials (i.e. dwellings and structures, decks, fences, trees, etc.)
- b. All fires shall be contained within a fire pit, an outdoor fireplace, fire bowl, or chimaera. A screen or a lid shall be used to prevent floating embers and ash. No outdoor fireplace, fire bowl, chimaera, or any other free-standing container shall be used upon any deck or patio that is constructed of wood, composite material or any other combustible material.
- c. The size of the fire (flames) shall not exceed 3' X 3' X 3'.
- d. Only clean, unpainted and untreated wood or cooking charcoal may be burned.
- e. Chemically treated products, garbage and yard waste, including but not limited to: chemically treated fireplace logs; treated, painted, stained or glued woods, such as plywood or particle board; or leaves, grass clippings or garden vegetation, shall not be burned.
- f. The fire must be attended at all times by a person 18 years or older.
- g. A garden hose attached to a water supply or other approved fire extinguishing device (i.e. fire extinguisher, bucket of sand) shall be readily available.
- h. All fires are subject to extinguishment at the direction of the fire or police department.
- i. Care must be observed as to wind direction and velocity so as not to endanger the safety or property of others or the peaceful enjoyment of their property.

Section 2.

The penalty for violation of this ordinance shall be \$50 for the first violation, and \$50 for each subsequent violation within each calendar year.

FIRST READING June 8, 2015

SECOND READING July 13, 2015

PUBLICATION DATE July 22, 2015

MAYOR

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FILED IN MY OFFICE THIS 8<sup>TH</sup> DAY OF JUNE, 2015

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CITY AUDITOR

Due to Karl Blake's resignation from the Council a new Council President and Vice President need to be elected. Lorton nominated and Knutson seconded Council Vice President Lundquist for Council President. Lorton, Halvorson, Knutson and Anderson voted aye with Lundquist and Byron abstaining. M/C. Halvorson nominated and Anderson seconded Byron for Vice President. Lorton, Halvorson, Knutson, Lundquist and Anderson voted aye with Byron abstaining. M/C.

Mayor Stenvold appointed Halvorson to sit on the following committees left vacant with Blake's resignation: Audit, City Hall, Employee Relations, Library, Police and the Renaissance zone.

Councilman Lundquist moved and Anderson seconded to approve the following resolution and upon roll call vote, all voted aye. M/C.

**RESOLUTION TO ANNEX CONTIGUOUS TERRITORY**

Whereas, it is desirable that the City of Park River develops in a natural and well-ordered manner; and

Whereas in order to promote the orderly development, the City desires to extend its municipal government and utilities to areas which form a part of the whole community, and

Whereas, to recognize the inter-relationship and interdependence between the City of Park River and areas contiguous and adjacent thereto,

NOW BE IT RESOLVED,

The City of Park River does hereby state its intention to annex the property described as follows:

the East 1/2 of Section 28, Township 157, Range 55, Walsh County, North Dakota, also known as the Green Acres Subdivision

Said property will be annexed by the City of Park River following public notice and hearing as required by law, to be held on August 10, 2015 at 7:15 p.m. at the City Council Chambers of the Park River City Offices, 514 Briggs Ave S, Park River, ND.

Adopted by the City Council this 13th day of July, 2015.

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Ann Berg, Auditor

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Dan Stenvold, Mayor

Halldorson is asking the Council to consider appointing a building inspector. The position has been vacant since former Business Manager Tom Larson passed. The greatest need currently is to have the vacant dilapidated buildings condemned. The condemnation process takes five to eight hours per building not including notification to the property owner and public hearings. All fees incurred, including payment to the building inspector, will be assessed against the property. Employee Peter Kelly has experience with housing construction and is familiar with building inspections and is interested in the position. Lundquist moved and Byron seconded to nominate Peter Kelly as the City Building Inspector and leave the salary to the Employee Relations Committee. Upon roll call vote, all voted aye. M/C.

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

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Dan Stenvold, Mayor

ATTEST:

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Ann Berg, City Auditor