

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,
MONDAY, SEPTEMBER 14, 2015 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, September 14, 2015 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Council members Mike Lorton, Kyle Halvorson, Arvid Knutson, Robert “Bob” Lundquist III, and Keith Anderson, City Coordinator Jolene Halldorson, City Attorney Tracy Laaveg, Public Works Director (PWD) Dennis Larson, and Auditor Ann Berg. Absent: Council member Dwight Byron. Others; Monty & Kari Novak, Dean Skjerven, and Glenn Rost.

Monty and Kari Novak appeared to express their concern about sewer backup in their home located on North Star Drive. Engineers from KLJ over saw the project and verified the sewer main was installed correctly. Since no other homes on the drive have been affected PWD Larson will check with the ND State Plumbing Board regarding backflow preventers and contact the Novak’s with his findings.

Dean Skjerven reported vehicles speeding on Kensington Ave and is concerned about the possibility of an accident involving a small child. He is asking the City to install slow children at play sign as there are many families with small children and a daycare located on Kensington Ave. Council asked Skjerven if he thought the people speeding on the dead-end street live on the street or if it is other traffic and what time the speeding is occurring. Skjerven said it is worst in the morning when people are going to work and school. The police committee will meet with the WC Sheriff’s Dept and see if additional patrols can be added in the morning to the area.

Knutson moved and Lorton seconded to approve the minutes from the July 28, 2015 Special Council meeting. Upon roll call vote, all voted aye. M/C.

Lundquist moved and Anderson seconded to approve the minutes from the August 10, 2015 Regular Council meeting. Upon roll call vote, all voted aye. M/C.

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

General Fund

28691	WC Press	657.64
28692	NDPERS	89.08
28693	US Postal Service	300.95
28694	Aflac	53.08
28695	Discovery Benefits	61.16
28696	Municipal Utilities	505.65
28697	NDPERS	62.71
28698	NDPERS	1,192.21
28699	BC/BS of ND	1,754.06
28700	Sillers, Laaveg, & Wenzel	750.00
28701	Ann Berg	6.74
28702	Jonathan Berg	90.00
28703	Cardmember Service	81.87
28704	Darrell Carlson	100.00
28705	Productivity Plus Account	571.28

28706	Don Greicar Excavating	8,095.50
28707	Jolene Halldorson	109.51
28708	Jim's Super Valu	37.44
28709	Leon's Building Center, Inc	59.70
28710	Lon's Hardware	67.02
28711	Montana Dakota Utilities	109.14
28712	NDSU Extension Serv	448.96
28713	Northdale Oil, Inc	706.72
28714	North Star Coop	1,135.19
28715	Polar Communications	452.69
28716	PR Airport Authority	28.99
28717	PR Park District	24.09
28718	PR Public Library	21.17
28719	PR Veterinary Clinic	360.00
28720	Quill Corporation	174.90
28721	Glenn Rost	250.00
28722	Samson Electric LTD	13,335.96
28723	Sillers, Laaveg, & Wenzel	133.05
28724	Special Funds	54.17
28725	Stone's Mobile Radio, Inc	209.70
28726	Sundog Glass Design	64.35
28727	US Bank Equip Fin	76.70
28728	WC Auditor	11,485.06
28729	WC Press	442.18
28730	WSI	197.12
1680-1687	Salaries	2,148.35
AW	EFTPS	2,534.27
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		49,038.36

Municipal Utilities

33015	First United Bank	175,000.00
33016	NDPERS	293.54
33017	Nodak Electric Coop	5,127.28
33018	US Postal Service	300.95
33019	Verizon Wireless	53.71
33020	Aflac	460.96
33021	Discovery Benefits	287.16
33022	General Fund	6,115.88
33023	NDPERS	319.91
33024	NDPERS	4,405.18
33025	Postmaster	313.39
33026	BC/BS of ND	5,358.34
33027	NDPERS	17.75
33028	Advanced Engineering	1,873.85
33029	Airborne Custom Spray	2,900.00
33030	AmeriPride Services, Inc	138.84
33031	Aqua-Pure Inc.	1,950.86
33032	Banyon Data Systems	795.00
33033	Border States Electric	28,202.52
33034	Butler Machinery Co	119.84

33035	Cardmember Service	186.58
33036	City of Fargo	28.00
33037	Productivity Plus Account	9.57
33038	Consolidated Waste, LTD.	16,739.30
33039	Dakota Supply Group	957.02
33040	Discovery Benefits, Inc	33.00
33041	Domestic Violence & Abuse	500.00
33042	Don Greicar Excavating	150.00
33043	Ethanol Products, LLC	1,595.50
33044	Farmers Union Serv Assoc	35.00
33045	Graymont (WI) LLC	5,731.52
33046	Hach Company	83.74
33047	Jolene Halldorson	33.10
33048	Harold's Steam Clean	100.00
33049	Hawkins Inc	561.50
33050	Mike Horgan	9.19
33051	Adrienne Jacobson	7.30
33052	Don Jensen	490.25
33053	Jey-Way Multiple Services	1,410.50
33054	Jim's Super Valu	10.49
33055	Heather Kamphuis-Berg	68.17
33056	KBM, Inc	11,468.50
33057	Linette Kratochvil	100.00
33058	Janice Kuchar	438.33
33059	Liberty Business Systems	63.32
33060	Light & Water Dept	2,507.41
33061	Lindell's Mowing	500.00
33062	Lon's Hardware	240.73
33063	Municipal Utilities	683.51
33064	ND One Call Inc.	25.30
33065	ND Sewage Pump Lift	1,565.00
33066	Nodak Electric Coop	5,040.41
33067	Northdale Oil, Inc	164.48
33068	North Star Coop	340.19
33069	Marion Onstad	638.82
33070	Polar Communications	155.07
33071	Praxair Distribution	309.15
33072	Quill Corporation	119.70
33073	Samson Electric LTD	18.71
33074	Sensus USA	1,617.45
33075	T&R Electric Supply Co	9,664.00
33076	US Bank Equip Fin	76.69
33077	Water Bond Fund 05	4,830.00
33078	Wat Rev Bond Fund Phase II	3,450.00
33079	Water Sur-Charge Fund	5,000.00
33080	Wat Sys Repair & Replace	1,500.00
33081	Water Tower Fund	11,826.50
33082	Water Treatment Fund	9,519.71
33083	Wayne's Variety	50.00
33084	WC Fair Association	175.00

33085	Ye Olde Medicine Center	18.71
AW	NMPA	129,977.09
AW	First United Bank ACH Chg	12.45
7409-7435	Salaries	24,484.58
AW	EFTPS	7,460.74
		<u>496,816.24</u>

Special Funds

3449	Hospital Bldg Fd	24,089.11
3550	Void	0.00

125th-City of Park River

25	General Fund	1,880.30
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Hospital Bldg Fund

1053	PMF, Inc	2,500.00
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St Improvement Dist #2012-2

5029	Arntson, Stewart, Wegner. PC	5,670.85
5030	WC Press	50.84
		<u>5,721.69</u>

Water & Sewer Improve Dist #2012-1

1019	Arntson, Stewart, Wegner. PC	2,023.35
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Water Tower Fund

10050	Municipal Utilities	55,000.00
10051	Advanced Engineering	24,362.32
10052	Maguire Iron, Inc	16,575.00
10053	First United Bank	360,500.00
		<u>456,437.32</u>

Water Supply Improvement

1100	Municipal Utilities	10,025.49
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Berg presented balance corrections to the Resolution Regarding Transfer of Funds and Closing of Accounts approved at the August 10, 2015 City Council Meeting. Some balances changed due to interest additions and outstanding transactions.

1. Close out Water Supply Improvement (Fund #628): Correction: Change bank balance from \$10,024.84 to \$10,025.49 and forgive \$115,484.54.
2. Forgive debt from General Fund to Municipal Utilities Water Fund: Correction: Change forgiven total from \$81,047.46 to \$73,300.00.
3. Close out Hospital Sales Tax Savings Account: Correction: Change transfer total from \$155,510.02 to \$155,550.08.

4. Close out Estate Tax Fund Savings Account (Fund # 248): Correction: Change transfer total from \$323.44 to \$323.48.
5. Close out Water Treatment Maintenance Fund Savings Account (Fund #625): Correction: Change transfer total from \$32,331.99 to \$32,338.24.
6. Close out Lagoon Maintenance Savings Account (Fund #610): Correction: Change transfer total from \$191,686.52 to \$138,468.30 to account for outstanding transaction.

Lundquist moved and Lorton seconded to approve the balance corrections as presented by Berg. Upon roll call vote, all voted aye. M/C.

The Sales Tax Committee is recommending paying invoices from Sillers, Laaveg & Wenzel totaling \$905.05 for legal services for work on the Green Acres Addition annexation. Knutson moved and Lundquist seconded to approve the payments. Upon roll call vote, all voted aye. M/C. The City received notice from First United Bank that an outstanding loan balance exists on money borrowed to a couple, with City sponsorship, for the purchase of a business in Park River. The City required a second mortgage on the couple's personal property for collateral. Council feels more information is required on the matter and asked Laaveg to check with the bank.

Last month residents bordering the alley between Hobbs St W and 401 Hill Ave N are asking the City to vacate the alley and change the area into a green space and slope it for drainage. Council asked Halldorson to contact engineering firm KLJ and see if other options are available. Halldorson presented information received from KLJ which shows other options are available but no cost figures were available at this time. Cost figures should be available in time for the October 12th Council meeting.

Changes to Municipal Court were discussed. Municipal Judge Glenn Rost has held court and performed clerking duties during the evening while he was teaching; now that he has retired court could be moved to regular business hours. Billing Clerk Patricia Hensel has expressed interest in the Municipal Court Clerk position. Halldorson spoke with Hensel and the clerking duties will be added to her job description at her regular rate of pay.

The Preliminary Budget of the City of Park River, for the calendar year beginning January 1, 2016 and ending December 31, 2016, was reviewed by the City Council. The following is a statement of the proposed expenditures:

GENERAL FUND	\$434,915.00
SPECIAL FUNDS:	
Advertising	1,200.00
Airport	399,700.00
Band	1,200.00
Library	11,000.00
Recreation	7,000.00
Spec. Assm't.	600.00
Insurance Reserve	8,000.00
Social Security	10,000.00
Forestry	5,000.00
Equip. Replacement	40,000.00
Sales Tax	321,250.00
Special Highway	<u>98,000.00</u>

	902,950.00
DEBT SERVICE FUND:	
North Star Addition TIF	58,000.00
Southview Addition TIF	16,500.00
 TOTAL EXPENDITURES	 <u>\$1,412,365.00</u>

Berg is asking for a three mill levy increase for the General Fund. The additional mills will generate approximately \$6,300.00 in additional revenue for the City's General Fund. With increases in property valuations the three mill increase will add approximately \$1.00 to city property taxes on a \$100,000.00 home over last year's taxes. Halvorson moved and Anderson seconded, to approve the Preliminary Budget for the year ending December 31, 2016 and adopt the three mill increase. Upon roll call, all voted aye. M/C. A notice will be posted in the official newspaper for a Public Hearing to be held on Monday, October 5, 2015 at 7:00 pm where citizens will have an opportunity to present oral or written comments regarding the property tax levy.

ND Century Code (40-14-04) requires that a City Assessor shall be appointed at the first meeting of the City Council in September of each odd-numbered year. Mayor Stenvold appointed Jolene Halldorson to serve as the Assessor for the City of Park River. Anderson moved and Knutson seconded to approve the appointment. Upon roll call vote, all voted aye. M/C.

Halldorson asked if the Council would like the City to apply for the 2016 Walsh County Half Mill Self Help funding up to \$1,500 this year. The City used the \$1,500 award towards new Christmas ornaments last year. Lundquist moved and Halvorson seconded to grant permission to apply for the Walsh County Half Mill Self Help funding and to apply it toward the Christmas ornaments. Upon roll call vote, all voted aye. M/C.

Halldorson presented a Renaissance Zone application from Park River Dental Land. The five year tax savings will be between \$15,000 and \$20,000. If approved by the Council the application will be sent to the State for their approval. Knutson moved and Lundquist seconded to approve Park River Dental Land Renaissance Zone application. Upon roll call vote, all voted aye. M/C.

A letter from the Domestic Violence & Abuse Center was presented to the Council. The Center serves the Counties of Cavalier, Pembina, and Walsh and they provide shelter to battered women and their children. The federal and state funding is decreased every year and the Center must look to counties, cities, and private sources for help with funding. The Center is seeking support in the form a one year term of service contract between the City of Park River and the Domestic Violence and Abuse Center. Anderson moved and Lundquist seconded to approve a \$500.00 one year term of service contract. Upon roll call vote, all voted aye. M/C.

Joel Hylden has been working on the east bike path all summer and is asking for additional funds to purchase chemical for weed control. Knutson moved and Lorton seconded to approve an additional \$500. in funds for chemical with the provision, that prior to purchase by Hylden, a purchase order is given to PWD Larson for his approval. Upon roll call vote, all voted aye. Motion carried.

Mayor Stenvold asked the Council if they would like to continue to sponsor the "Biggest Pumpkin" contest at the WC Fair. Last year there were no entries and very few participants the prior year. Lundquist moved and Lorton seconded to approve a request for Park River Municipal Utilities to sponsor a \$25 plaque for the Walsh County Fair, not sponsor the "Big Pumpkin" contest, and put the \$150.00 towards the WC Fair Bronze Sponsorship. Upon roll call vote, all voted aye. Motion carried.

The Council designated October 6, 2015 as Fall Clean-up Day. PWD Larson requested residential utility customers wishing to be placed on the pick-up schedule to call the water plant no later than 4:00 PM, Monday, October 5, 2015.

Being no further business, the meeting adjourned at 8:57 PM.

Dan Stenvold, Mayor

ATTEST:

Ann Berg, City Auditor