

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, OCTOBER 12, 2015 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, October 12, 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; Warren Denault, Curtis Sarkilahti, and Wally Rygh.

Lorton moved and Halvorson seconded to approve the minutes from the September 14, 2015 Regular Council meeting. Upon roll call vote, all voted aye. M/C.

Knutson moved and Lundquist seconded to approve the minutes from the September 22, 2015 Special Council meeting. Upon roll call vote, all voted aye. M/C.

Halvorson moved and Anderson seconded to approve the minutes from the October 5, 2015 Pubic Hearing. Upon roll call vote, all voted aye. M/C.

Lorton moved and Anderson seconded to approve the minutes from the October 5, 2015 Special Council meeting. Upon roll call vote, all voted aye. M/C.

Anderson moved and Lundquist seconded to approve the following bills for the General Fund, Special Funds, Debt Service, Municipal Utilities and Berg’s request to transfer \$60,000 from Municipal Utilities to the General Fund for operating expenses. Upon roll call vote, all voted aye. M/C.

Lundquist moved and Knutson seconded to approve the following Water Tower Project bill; Maguire Iron, Inc. the final Pay Request #11 for \$34,094.93 with Change order #3 -\$1,100.00 for an uninstalled value, for a total of \$32,994.93 and the Notice of Acceptability. Upon roll call vote, all voted aye. M/C.

Knutson moved and Lundquist seconded to approve the following Water Tower Project bill; Naastad Brothers, Inc. the final Pay Request #5 for \$25,143.15 with Change order #4 \$3,398.10 for a total of \$28,541.25 and the Notice of Acceptability. Upon roll call vote, all voted aye. M/C.

**General**

**Fund:**

28731	NDPERS	\$61.27
32	Walsh County Recorder	\$10.00
33	Aflac	\$48.22
34	Discovery Benefits	\$67.06
35	NDPERS	\$66.83
36	NDPERS	\$1,110.40
37	Sillers, Laaveg, & Wenzel	\$750.00
38	BC/BS of North Dakota	\$1,386.70
39	Walsh County Recorder	\$3.00
28740	Ann E Berg	\$184.60
41	Jonathan Berg	\$90.00
42	Productivity Plus Account	\$142.64

43	Dale's Small Engine Repair	\$65.61
44	Jolene Halldorson	\$222.57
45	HOLIDAY INN	\$1,248.00
46	Langdon Fire Equipment	\$224.00
47	Leon's Building Center, Inc	\$47.63
48	Lon's Hardware	\$218.93
49	Montana Dakota Utilities	\$111.28
28750	ND Dept of Transportation	\$790.90
51	NDLC	\$1,477.50
52	Northdale Oil, Inc	\$1,032.62
53	North Star Coop	\$577.85
54	Polar Communications	\$450.65
55	PR Airport Authority	\$46.94
56	PR Park District	\$36.90
57	PR Public Library	\$43.54
58	Glenn Rost	\$250.00
59	Sanitation Products Inc	\$161.92
28760	Sillers, Laaveg, & Wenzel	\$661.45
61	Special Funds	\$88.12
62	Taser International	\$1,127.61
63	US Bank Equipment Finance	\$153.39
64	Verizon Wireless	\$58.42
65	Mortenson & Rygh, PTR	\$2,872.34
66	Walsh County Auditor	\$21,439.95
28767	Walsh County Press	\$696.48
1688-1691	Salaries	\$428.98
AW	EFTPS	\$1,933.98

**Municipal Utilities:**

33086	General Fund	\$25.00
87	NDPERS	\$321.35
88	Aflac	\$465.82
89	Discovery Benefits	\$281.26
33090	General Fund	\$4,801.06
91	NDPERS	\$315.79
92	NDPERS	\$4,486.99
93	Postmaster	\$298.28
94	BC/BS of North Dakota	\$5,725.70
95	NDPERS	\$17.75
96	AmeriPride Services, Inc	\$138.84
97	Aqua-Pure Inc.	\$1,529.01
98	Owen Berg	\$70.41
99	Border States Electric Supply	\$25,072.89
33100	Cardmember Service	\$98.95
1	City of Fargo	\$28.00
2	Productivity Plus Account	\$40.53
3	Consolidated Waste, LTD.	\$16,771.80
4	Discovery Benefits, Inc	\$16.50
5	Ferguson Waterworks #2516	\$944.64

6	General Fund	\$60,000.00
7	Hawkins Inc	\$1,569.72
8	Jim's Super Valu	\$34.84
9	KBM, Inc	\$994.50
33110	Dean LaDean	\$56.75
11	Langdon Fire Equipment	\$36.00
12	Leon's Building Center, Inc	\$100.00
13	Liberty Business Systems, Inc	\$21.20
14	Light & Water Dept	\$2,535.31
15	Brian Lipsh	\$13.97
16	Lon's Hardware	\$231.37
17	Lorna Marifjeren	\$100.00
18	MMUA	\$1,623.50
19	Municipal Utilities	\$358.87
33120	ND One Call Inc.	\$53.90
21	Northdale Oil, Inc	\$366.52
22	North Star Coop	\$166.58
23	Polar Communications	\$152.08
24	Verizon Wireless	\$5.54
25	Mortenson & Rygh, PTR	\$2,265.25
26	Water Bond Fund 05	\$4,830.00
27	Water Rev Bond Fund Phase II	\$3,450.00
28	Water Sur-Charge Fund	\$5,000.00
29	Water System Repair & Replace	\$1,500.00
33130	Water Tower Fund	\$11,764.50
31	Water Treatment Fund	\$7,969.10
33132	Walsh County Press	\$39.20
7436-7459	Salaries	\$24,696.68
AW	EFTPS	\$7,993.84
AW	NMPA	\$120,274.05
AW	First United Bank Ach	\$12.45
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		\$319,666.29

**Special  
Funds**

10001	Hospital Building Fund	18,972.44
10002	Bank of North Dakota	\$2,263.50
10003	CivicPlus	\$4,950.00
10004	Red River Regional Council	\$500.00
10005	Sillers, Laaveg, & Wenzel	\$379.05
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		27,064.99

**Water Tower Fund**

10054	Naastad Brothers, Inc.	28,541.25
10055	Maguire Iron, Inc	32,994.93
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		61,536.18

Warren Denault - DugOut Bar, and Curtis Sarkilahti - Top Hat Bar & Grill, appeared to ask the Council to

consider changing the Sunday opening time to 11:00 am as allowed by House Bill #1434 on-sale only. The reason for the request for Sarkilathi is to take advantage of early start football games and for Denault to be able to serve a buffet dinner. The Council directed Laaveg to draft an ordinance for the November meeting.

The Sales Tax Committee is recommending approval of the following requests; \$500.00 to the Red River Regional Council for the Action Summit, a Bank of ND PACE interest buy down for Jim's Super Valu in the amount of \$2,263.50 and \$6,918.65 to First United Bank for debt service on the North Star Addition TIF. Knutson moved and Halvorson seconded to approve the recommendations as presented. Upon roll call vote, all voted aye. M/C.

The Street Committee met and is recommending the following action for the alley north of Hobbs St.; to have Larson build up and gravel the alley and slope drainage to the south along Wadge Ave N.

Polar Communications would like the City to repair Railroad Ave W from Highway 17 going south to 5<sup>th</sup> St E. Larson reported the water and sewer lines are in need of replacement along with the street repair. Knutson felt the water, sewer and street could be done as special assessment projects. Larson would like to have engineers conduct a survey and report their findings to the Council. He thought the cost of the survey would be between \$9,000 - 10,000. Knutson moved and Lundquist seconded to approve the cost of the water, sewer and street survey. Upon roll call vote, all voted aye. M/C.

Larson would like to replace water and sewer lines in the following locations; upgrade to an 8" line from the hospital to the south side of the highway, upgrade from a 6" cast iron pipe to an 8" PVC pipe on one block of Harris Ave N and Wadge Ave N to the south side of the highway. Larson estimated the cost at about \$416,000. Anderson moved and Lorton seconded to approve the cost of the water, sewer and street survey. Upon roll call vote, all voted aye. M/C.

Wallace Rygh, of Mortenson & Rygh, PC, reviewed the City of Park River 2014 Audit Report with members of the Council. Rygh informed the Council that the City is in compliance with State & Federal regulations and financial reporting practices. Rygh noted that segregation of duties needs to be addressed. With the passing of Business Manager Tom Larson last year it left a void in spreading out duties previously completed by T. Larson and Berg. Berg now takes minutes, makes deposits, enters receipts & bills, reconciles bank statements, and prepares financial reports along with all payroll functions in addition to other duties required of the Auditor. Rygh stressed an additional employee should be hired as the Deputy Auditor. Currently in the event anything happens to Berg there will be no one able to generate payroll or pay bills. Rygh stated his firm enjoys conducting the City's audit as Berg does an excellent job with the financials and very few corrections are made. Lundquist moved and Lorton seconded to accept the City of Park River 2014 Audit Report as presented. Upon roll call vote, all voted aye. M/C. Halvorson moved and Anderson seconded to approve the payment of the \$6,970.00 audit bill less the 20% as described in NDCC 54-10-14-5 until confirmation is received from the State Auditor's Office stating the audit has been approved. Upon roll call vote, all voted aye. M/C.

The City has received word from Consolidated Waste, Inc., who provides garbage collection for the City, that as of January 1, 2016 rates will be increasing due to higher tipping rates. Knutson moved and Lundquist seconded to approve raising the garbage collection rates for households to \$19.00 and business accounts by \$.75 each. Upon roll call vote, all voted aye. M/C.

Anderson moved and Lorton seconded to accept the Pledge of Securities from First United Bank dated 9-30-2015. Upon roll call vote, all present voted aye. Motion carried.

Being no further business, the meeting adjourned at 8:31PM.

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Dan Stenvold, Mayor

ATTEST:

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Ann Berg, City Auditor