

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,
MONDAY, OCTOBER 8, 2012 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, October 8, 2012 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Lorton, Lundquist, Byron, Anderson, Public Works Director Dennis Larson, Business Manager Tom Larson, and Deputy Auditor Ann Berg. Absent; Blake, Knutson, and City Attorney S. Currie.

Anderson moved to approve the minutes of the September 10, 2012 Regular Council meeting as presented. Byron seconded, and upon roll call vote, all voted aye. Motion carried.

Lundquist moved to approve the minutes of the September 27, 2012 Special Council meeting as presented. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Lundquist moved to approve the following bills for payment. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

GENERAL FUND:

27407	BC/BS of ND	1,050.58
08	Ann Berg	85.43
09	Cardmember Services	40.23
27410	Demester Cleaning	235.00
11	Arvid Knutson	66.00
12	Lon's Hdwr	58.48
13	Minn-Dak Asphalt Inc	3,495.00
14	Northdale Oil, Inc	1,033.35
15	North Star Coop	1,164.83
16	Polar Comm.	507.24
17	PR Implement	1,473.30
18	Glenn Rost	250.00
19	Dan Stenvold	132.00
27420	CRA Payment Center	2,060.34
21	WC Auditor	9,713.43
22	WC Press	402.64
23	Xerox Corp	66.00
24	Northdale Oil, Inc	202.32
25	Canad Inns	968.60
26	Mortenson & Rygh, PTR	2,340.93
27	D&B Motors, Inc	28,754.00
28	Municipal Utilities	551.75
29	NDPERS	80.51
27430	PR Airport Auth	80.18
31	PR Park District	74.65
32	PR Public Library	103.72
33	Special Funds	176.46
34	Street Improve Dist #7	581.60
35	MDU	116.63
36	ND DOT	11.50

37	PR Airport Auth	1,712.62
38	PR Park District	4,566.98
39	PR Public Library	1,712.62
27440	WC Recorder	12.10
41	Discovery Benefits	97.76
42	NDPERS	129.16
43	NDPERS	852.15
A.W.	Municipal Utilities	5,255.74
A.W.	ND State Tax Dept	1,329.67
EFTPS (WH, SS, MED) 10-15-12 MU		904.12
1447	Shelley MacDonald	75.50
EFTPS (WH, SS, MED) 10-31-12GF		22.20
EFTPS (WH, SS, MED) 10-31-12 MU		864.13

MUNICIPAL UTILITIES:

31321	BC/BS of ND	4,533.62
22	Roger A Johnson	217.15
23	Acme Tools	80.68
24	Advanced Engineering	5,678.00
25	AmeriPride Services	124.65
26	Border St Elec	8,319.27
27	Consolidated Waste, LTD	16,263.60
28	Ethanol Products, LLC	2,208.79
29	General Fund	1,058.54
31330	Graymont Western Canada	5,509.66
31	Hawkins, Inc	1,420.24
32	Jim's Super Valu	79.69
33	KBM, Inc.	3,739.97
34	Kimball Midwest	388.10
35	Kringstad Ironworks, Inc	130.00
36	Lagoon Maintenance	2,011.08
37	Light & Water Dept	2,535.31
38	Lon's Hdwr	114.54
39	MMUA	1,473.50
31340	Municipal Utilities	51.38
41	ND One Call Inc.	20.00
42	Nodak Electric Coop	4,214.73
43	Northdale Oil	306.49
44	North Star Coop	747.42
45	Polar Communications	147.14
46	Pristine Water Solutions	1,791.50
47	Samson Elec LTD	56.16
48	Roger Swenson	48.62
49	T&R Electric Sup	325.00
31350	Valley Rental Serv, Inc	35.00
51	Water Bd Fd 05	4,830.00
52	Water Rev Bd Fd Phase II	3,450.00
53	Water Sur Charge	5,000.00
54	Water System Repair & Replacement	1,500.00
55	WC Fair Assoc.	25.00

56	WC Press	39.20
57	Ye Olde Medicine Center	17.66
58	Mortenson & Rygh, PTR	2,981.57
59	Fayette Freund	100.00
31360	First United Bank	225.00
61	NDPERS	589.61
62	Verizon Wireless	44.56
63	Discovery Benefits	425.74
64	Discovery Benefits, Inc	27.50
65	General Fund	5,255.74
66	NDPERS	540.96
67	NDPERS	17.29
68	NDPERS	2,853.49
69	Postmaster	286.44
6604-12	Salaries 10-15-12	11,357.94
EFTPS (WH, SS, MED)	10-15-12	3,137.96
6613-24	Salaries 10-31-12	11,375.94
EFTPS (WH, SS, MED)	10-31-12	3,177.95
6622	Jeff Wilmer OT	31.58
EFTPS (WH, SS, MED)	10-31-12 OT	4.47
A.W.	ACH Charge	11.40
A.W.	NMPA	117,645.20

SPECIAL FUNDS:

3300	Prairie Rose Property	924.80
3301	'05 Sales Tax Rev Bd Fd	10,977.06
A.W.	Deluxe Checks	27.75

HOSPITAL BUILDING FUND:

1042	US Bank	23,000.00
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Wallace Rygh, Mortenson & Rygh, PC, reviewed the City of Park River 2011 Audit Report with members of the Council. Rygh informed the Council that the City is in compliance with all State & Federal regulations and financial reporting practices. Byron moved to accept the City of Park River 2011 Audit Report. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Wallace T Rygh, CPA presented a bill for preparation of the City of Park River 2011 Audit. Anderson moved to pay Rygh for his services. Lundquist seconded the motion and upon roll call vote, all voted aye. Motion carried.

At the September City Council meeting, S. Currie informed the Council that a new Flood Insurance Study has been completed for Walsh County and Incorporated Areas. New Flood Insurance Rate maps will take effect November 2, 2012. FEMA requires approval of the new flood insurance rate map and adoption of a new Model "D" Flood Ordinance. Some items covered include obtaining permits, preventing flooding, and guidelines to provide for variances, flood hazard plan, and provisions. The flood plain area identified in Park River is mostly along the coulee running through the middle of town. (The entire Ordinance may be viewed at the Park River City Auditor's Office.) Anderson moved to approve the second reading of the 2012 Flood Plain Ordinance Model "D". Lorton seconded and upon roll call vote, all present voted aye. Motion carried.

The following resolutions were passed regarding North Star Addition.

Upon motion by Byron seconded by Lundquist, the following Resolution was adopted:

**A RESOLUTION CREATING AND DEFINING THE BOUNDARIES
FOR WATER AND SEWER IMPROVEMENT DISTRICT NO. 2012-1
AND DIRECTING THE PREPARATION OF ENGINEER'S REPORT**

Upon roll call vote, Lorton, Lundquist, Byron, Anderson, voted aye. Motion carried.

Upon motion by Lundquist seconded by Anderson, the following Resolution was adopted:

**RESOLUTION APPROVING ENGINEER'S REPORT AND
DIRECTING PREPARATION OF DETAILED PLANS AND SPECIFICATIONS
FOR WATER AND SEWER IMPROVEMENT DISTRICT NO. 2012-1**

Upon roll call vote, Lorton, Lundquist, Byron, Anderson, voted aye. Motion carried.

Upon motion by Anderson seconded by Lorton, the following Resolution was adopted:

**RESOLUTION APPROVING ENGINEER'S PLANS,
SPECIFICATIONS AND ESTIMATES OF COST FOR
WATER AND SEWER IMPROVEMENT DISTRICT NO. 2012-1**

Upon roll call vote, Lorton, Lundquist, Byron, Anderson, voted aye. Motion carried.

Upon motion by Lundquist seconded by Byron, the following Resolution was adopted:

**RESOLUTION DIRECTING ADVERTISEMENT FOR BIDS
FOR WATER AND SEWER IMPROVEMENT DISTRICT NO. 2012-1**

Upon roll call vote, Lorton, Lundquist, Byron, Anderson, voted aye. Motion carried.

Upon motion by Anderson seconded by Lorton, the following Resolution was adopted:

**RESOLUTION CREATING AND DEFINING THE BOUNDARIES
FOR STREET IMPROVEMENT DISTRICT NO. 2012-2
AND DIRECTING THE PREPARATION OF ENGINEER'S REPORT**

Upon roll call vote, Lorton, Lundquist, Byron, Anderson, voted aye. Motion carried.

Upon motion by Anderson seconded by Lundquist, the following Resolution was adopted:

**RESOLUTION APPROVING ENGINEER'S REPORT AND
DIRECTING PREPARATION OF DETAILED PLANS AND SPECIFICATIONS
FOR STREET IMPROVEMENT DISTRICT NO. 2012-2**

Upon roll call vote, Lorton, Lundquist, Byron, Anderson, voted aye. Motion carried.

(Entire copies of all resolutions listed above may be viewed at the City Auditor's Office.)

Mayor Stenvold appointed Dennis Larson as the representative to the North Dakota Association of Municipal Power Systems (NDAMPS) and Tom Larson as the alternate. Byron moved to approve the appointments and Lundquist seconded. Upon roll call, all voted aye. Motion carried.

Anderson moved to extend the American Legion's Liquor License to the Coliseum (City Hall Auditorium as a backup venue) for the Hagen/Flemmer wedding on October 20, 2012. Lundquist seconded and upon roll call vote, all present voted aye. Motion carried.

Lundquist moved to change the November 12, 2012 council meeting date to November 13, 2012 due to the Veterans Day holiday. Anderson seconded and upon roll call vote, all voted aye. Motion carried.

Byron moved to approve the agreement with Citizen's State Bank of Lankin to use the City Hall Auditorium as an emergency business site if their facility at 321 Briggs Ave S, Suite 1, Park River is rendered unusable due to a disaster. The agreement states that Citizen's State Bank will assume responsibility for utilities and pay rent of \$500 per month or \$50 per day should the building be used for an emergency business site. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

Lundquist moved to approve a request for Park River Municipal Utilities to sponsor a \$25 plaque for the Walsh County Fair. Anderson seconded, and upon roll call, all voted aye. Motion carried.

Public Works Director D. Larson updated the Council on the eastside electrical upgrade. The cut over to the new larger transformer and power line east of the railroad tracks was completed on Saturday, October 6, 2012.

Byron moved to table discussion on the Walsh Grain LLC payments in lieu of taxes application until a later date. Lundquist seconded, and upon roll call, all voted aye. Motion carried.

Building incentives for the North Star Addition were discussed by the Council. T. Larson explained a \$5,000 incentive for building a new house in the North Star Addition is already in place along with a \$75,000 reduction in true & full value for property tax purposes for 2 years. Other incentive options were discussed. Byron moved to offer a one time \$500 utility credit to new homes built in the North Star Addition. Lundquist seconded, and upon roll call, all voted aye. Motion carried.

Roger Grimsley of Advanced Engineering presented an award to the City of Park River for the City's G.I.S. project. Advanced Engineering earned recognition from the American Council of Engineering Companies of North Dakota for the City's G.I.S. mapping in the small projects category. Grimsley reported that when the project was started there was not a lot of mapping data and much of the utilities had to be located and surveyed. He went on to say that the engineer was able to work closely with the public works employees which is not always the case. Grimsley stated that the A.C.E.C. was impressed with the City of Park River's participation and the smart way of planning for future development and capital improvement projects.

Grimsley updated the Council on the current modeling project. The computer model has been created, fire flow tests have been finished, and the pressure data will be completed at the end of this week. The next step will be to work on the spatial allocation of demands, looking at areas of town that will demand certain quantities of water and then a model of calibration will be computed. Some "what if" scenarios will be vetted to evaluate where improvements in the distribution system are needed. Grimsley thanked the City and especially D. Larson for all the help put into the project.

Three dealers submitted bids on a 2012 or 2013, 4-wheel drive pickup for the municipal utilities dept. The bid from Hanson's Auto of Grafton was \$29,247; D&B Motors of Langdon was \$28,125; Gregory Ford of Cavalier was \$35,500. Lundquist moved to accept the lowest bid matching the request for proposal. Anderson seconded and upon roll call vote, all present voted aye. Motion carried.

Auditor T Larson asked for the Council's approval to transfer \$75,000 from Municipal Utilities savings to Municipal Utilities checking to cover invoices received for the electrical upgrades. Anderson approved Larson's request and Lundquist seconded and upon roll call vote, all present voted aye. Motion carried.

Mayor Stenvold informed those present that the Council would go into executive session for the purpose of discussing incentives to be offered to a potential business relocating to Park River.

Mayor Stenvold called for the meeting to go into executive session at 8:40 PM. Present at the executive session were Mayor Dan Stenvold, Mike Lorton, Robert Lundquist III, Dwight Byron, Keith Anderson, Public Works Director Dennis Larson, Business Manager Tom Larson, and Deputy Auditor Ann Berg. Absent: Karl Blake, Arvid Knutson, and City Attorney Steve Currie.

The Council came out of executive session at 9:07 PM.

Dwight Byron moved to approve the following incentive as recommended by the Park River Community Development Corp. and the Sales Tax Committee; \$500 per job created up to \$30,000 per year for ten years. Robert Lundquist III seconded and upon roll call vote, all present voted aye. Motion carried.

Robert Lundquist III moved to offer the business up to 10 acres of land in the Industrial Park to construct their building. Mike Lorton seconded and upon roll call vote, all present voted aye. Motion carried.

Mayor Stenvold recognized Randy and Diana Hahn of Jim's Super Valu for being chosen as ND Grocer of the Year.

Being no further business, the meeting adjourned at 9:26 PM.

Dan Stenvold, Mayor

ATTEST:

Tom Larson, City Auditor