

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, NOVEMBER 18, 2015 AT 5:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Wednesday, November 18, 2015 at 5:30 P.M.

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

Lorton moved and Lundquist seconded to approve the minutes from the October 12, 2015 Regular Council meeting. Upon roll call vote, all voted aye. M/C.

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

**General Fund**

28768	NDPERS	50.45
28769	Aflac	28.32
28770	Discovery Benefits	50.56
28771	NDPERS	58.85
28772	NDPERS	962.97
28773	PR Airport Authority	1,484.55
28774	PR Park District	3,958.79
28775	PR Public Library	1,484.55
28776	Sillers, Laaveg, & Wenzel	750.00
28777	BC/BS of North Dakota	1,262.28
28778	Quill Corporation	176.45
28779	Acme Tools	23.96
28780	Banyon Data Systems, Inc	158.69
28781	Jonathan Berg	30.00
28782	Productivity Plus Account	118.20
28783	DFD Express Inc	693.00
28784	East Side Garage	1,836.04
28785	Jim's Super Valu	18.80
28786	Knife River Materials	678.00
28787	Lon's Hardware	90.56
28788	Montana Dakota Utilities	168.65
28789	NDLC	120.00
28790	NDPERS	62.88
28791	Northdale Oil, Inc	629.78
28792	North Star Coop	2,127.08
28793	Polar Communications	617.99
28794	PR Airport Authority	125.40
28795	PR Park District	100.81
28796	PR Public Library	85.26
28797	Quill Corporation	327.44
28798	Radisson Hotel Bismarck	80.10

28799	Rainbow Auto Body	313.66
28800	Glenn Rost	537.50
28801	Samson Electric LTD	1,076.39
28802	Sanitation Products Inc	401.05
28803	Sharp Services	119.21
28804	Sillers, Laaveg, & Wenzel	1,423.30
28805	Special Funds	234.90
28806	True North Equipment	6,136.24
28807	Verizon Wireless	105.76
28808	Walsh County Auditor	10,436.81
28809	Walsh County Press	527.26
1692-1696	Salaries	767.95
AW	EFTPS	2,056.52
AW	ND St Tax Comm	242.97

### **Municipal Utilities**

33133	NDPERS	332.17
33134	Nodak Electric Cooperative	4,328.40
33135	Water Treatment Fund	460.16
33136	Aflac	485.72
33137	Discovery Benefits	297.76
33138	General Fund	4,157.76
33139	NDPERS	323.77
33140	NDPERS	4,634.42
33141	Postmaster	303.27
33142	BC/BS of North Dakota	5,850.12
33143	PR Area School District #8	200.00
33144	Quill Corporation	243.06
33145	NDPERS	17.75
33146	Acme Tools	10.98
33147	Advanced Engineering &	9,200.00
33148	AmeriPride Services, Inc	146.89
33149	Aqua-Pure Inc.	1,500.25
33150	Banyon Data Systems, Inc	636.31
33151	Border States Electric Supply	746.84
33152	Cardmember Service	453.18
33153	City of Fargo	28.00
33154	Dan & Alysha Coffman	100.00
33155	Consolidated Waste, LTD.	17,264.95
33156	Discovery Benefits, Inc	16.50
33157	Don Greicar Excavating	250.00
33158	Ethanol Products, LLC	1,614.59
33159	Ferguson Waterworks #2516	6,975.94
33160	Edith Froiland	43.21
33161	Graymont (WI) LLC	5,785.86
33162	Hawkins Inc	302.00
33163	Jim's Super Valu	22.42
33164	KBM, Inc	190.50
33165	Liberty Business Systems, Inc	63.82

33166	Light & Water Dept	2,053.97
33167	Lindell's Mowing	500.00
33168	Lon's Hardware	46.95
33169	Michael Kilmer Construction	1,265.00
33170	Municipal Utilities	256.79
33171	ND One Call Inc.	72.60
33172	ND Sewage Pump Lift Station	1,329.20
33173	NDWPCC	175.00
33174	NDPERS	319.74
33175	Nodak Electric Cooperative	4,795.82
33176	Northdale Oil, Inc	113.60
33177	North Star Coop	285.65
33178	Polar Communications	373.65
33179	Quill Corporation	164.05
33180	SALES TAX FUND	100.00
33181	Samson Electric LTD	435.84
33182	SWS Credit Services, Inc.	222.15
33183	Team Laboratory Chemical Corp	1,430.50
33184	US Bank Equipment Finance	153.39
33185	USAED, St. Paul	500.00
33186	Verizon Wireless	52.88
33187	Water Bond Fund 05	4,830.00
33188	Water Rev Bond Fund Phase II	3,450.00
33189	Water Sur-Charge Fund	5,000.00
33190	Water System Repair & Replace	1,500.00
33191	Water Tower Fund	11,811.00
33192	Water Treatment Fund	7,472.09
33193	Walsh County Press	61.70
7460-7490	Salaries	35,670.87
AW	EFTPS	11,322.65
AW	First United Bank - ACH Chg	12.55
AW	Job Service ND	90.32
AW	ND St Tax Comm	927.74

**Special Funds**

10007	First United Bank	6,918.65
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**Hospital Bldg Fund**

1054	First United Bank	1,946.21
1055	First United Bank	150,000.00

**Water & Sewer Improve Dist #2012-1**

1020	First United Bank	4,427.50
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**St Improve Dist #2013-1**

3031	First United Bank	16,520.00
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Lundquist moved and Byron 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 Leon's Building Center. Upon roll call vote, all voted aye. M/C.

Knutson moved and Lundquist seconded to approve the \$4.00 increase on the interest buy-down for Jim's Supervalu changing the amount from \$2,263.50 to \$2,267.50.

Employee Relations committee had a meeting on October 28 and is discussing hiring a Deputy Auditor and increasing office space in the city office building.

At the October meeting Warren Denault & Curt Sarkilahti asked the Council to consider changing the bar opening time on Sundays to 11:00 AM. Council asked City Attorney Laaveg to draft a change to the ordinance bar opening. Ordinance 2.b.10 is being revised to reflect this change and will be reviewed with all other ordinance revisions at a later date.

The City Council asked Dennis Larson, Public Works Director to give a time frame for his retirement plan so the city can plan. At this time there is no definite date, but could be up to a year or more.

The City needs to have a plan for street and water and sewer infrastructure. The current list consists of 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 and Code Ave N, Harris Ave N and Wadge Ave N to the south side of the highway. The Street Committee will continue to meet to review the street infrastructure needs and planning.

## **CITY OF PARK RIVER, NORTH DAKOTA**

### **RESOLUTION CREATING AND DEFINING THE BOUNDARIES FOR WATER AND SEWER IMPROVEMENT DISTRICT NO. 2016-1**

**BE IT RESOLVED** by the City Council of the City of Park River, North Dakota (the "City") as follows:

1. There is hereby created Water and Sewer Improvement District No. 2016-1 (the "District") of the city, pursuant to and for the purpose of making an improvement of the type specified in North Dakota Century Code Chapter 40-22, to consist of, but not be limited to, repair and improvement of water and sewer improvements in the following areas:
  - Railroad Avenue, beginning on the North side of Highway 17 and extending south to the south edge of 5<sup>th</sup> street
  - 4<sup>th</sup> Street, beginning on the West side of Briggs Avenue South and extending East to the East Edge of Railroad Avenue West
  - 2<sup>nd</sup> Street, beginning on the West side of Briggs Avenue South and extending East to the East Edge of Railroad Avenue West
  - Wadge Avenue, beginning on the North Side of Highway 17 and ending on the South Side of Highway 17
  - Harris Avenue, beginning on the North Side of Highway 17 and ending on the south side of Highway 17

- Code Avenue, Beginning on the South Side of Highway 17 and extending north to the end of the street, which ends at the north end of Blocks 2 and 3, Birder’s Addition to the City of Park River,

and the acquisition of any necessary rights-of-way in connection therewith, as well as all other items of work and materials which are necessary or reasonably incidental to the completion of the improvement; the improvement to be made in accordance with the plans and specifications.

2. The District, as herein described, is of such size and form as to include all properties which in the judgment of this governing body, after consultation with the engineer planning the improvement, will be benefitted by all or a portion of the improvement. The District shall include the lots, tracts and parcels of land situated within the Corporate Limits of the City of Park River, North Dakota, and shown on the map attached hereto as Attachment 1, and with the legal description of the area being set for on Attachment 2 hereto.
3. The cost of the improvement, or a portion thereof, as may be determined from time to time by this governing body in its resolutions or ordinances, shall be paid by special assessments assessed against lots, tracts and parcels of land within the District in amounts proportionate to and not exceeding the benefits derived from the improvement. The City Auditor, City Attorney, Mayor and other officers designated by the City are authorized to coordinate the project and provide for financing the cost thereof with KLJ, Inc (engineer), Arntson, Stewart & Wegner PC (bond Counsel) and First United Bank (financial advisor).

Dated and adopted this 18th day of November, 2015

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Dan Stenvold, Mayor

Attest:

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Ann Berg, City Auditor

The governing body of the political subdivision acted on the foregoing resolution on November 18, 2015 as follows:

Adoption moved by Lundquist Seconded by:Knutson

“Aye” Lorton, Knutson, Lundquist and Anderson

“Nay” None

Abstain None

Absent Halvorson and Byron

After the vote, the Mayor declared the resolution adopted.

## **CITY OF PARK RIVER, NORTH DAKOTA**

### **RESOLUTION DIRECTING THE PREARATION OF ENGINEER’S REPORT AND COST ESTIMATE WATER AND SEWER IMPROVEMENT DISTRICT NO. 2016-1**

BE IT RESOLVED by the governing body of the City of Park River, North Dakota, as follows:

1. The governing body of the City of Park River has created Water and Sewer Improvement District no 2016-1
2. The engineer planning the improvement, being a competent engineer, is hereby authorized and directed to prepare a report as to the general nature, purpose and feasibility of the proposed improvement to be made in and for the District, and an estimate of the probable cost of the work therein.
3. The report shall contain (i) a separate statement of the estimated cost of the work for which proposals must be advertised and (ii) a separate statement of all other items of estimated cost not included under (i) which are anticipated to be included in the cost of the improvement to be specially assessed against benefited property.

Dated and adopted this 18th day of November, 2015

CITY OF PARK RIVER, NORTH DAKOTA

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Mayor

ATTEST:

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City Auditor

The governing body of the political subdivision acted on the foregoing resolution on November 18, 2015 as follows:

Adoption moved by Lundquist Seconded by:Knutson

“Aye” Lorton, Knutson, Lundquist and Anderson

“Nay” None

Abstain None

Absent Halvorson and Byron

After the vote, the Mayor declared the resolution adopted.

The City Council agreed that a retreat would be a good idea to help prioritize city projects such as building maintenance, infrastructure, new employees, and identifying the city’s needs. A retreat will be planned sometime in January. Jolene and Tracy will work on an agenda.

Knutson moved and Lundquist seconded to add two cell phones to the City Verizon Wireless policy. One cell phone for the City Coordinator and one for the Public Works employees to rotate when they are on call. Upon roll call vote, all voted aye. M/C.

The City received an easement renewal from the Dept of Army - Corps of Engineers, St Paul Dist. informing the City that the 25 year easement for water lines at the Homme Dam had expired Sept 2015 and needed to be renewed. Paperwork was forwarded to T. Laaveg for review. There is a \$500.00 paperwork fee. Knutson moved and Anderson seconded to approve renewal of 25 year easement and payment of \$500 paperwork fee. Upon roll call vote, all voted aye. M/C.

Lundquist moved and Lorton seconded to appoint Dennis Larson as the representative on the ND Association of Municipal Power Systems (NDAMPS) and Dan Stenvold as alternate. Upon roll call vote all voted aye. Motion carried.

Councilman Anderson received complaints on city lots that are nuisance lawns. City Coordinator will send letters to these individuals to clean up their city lots.

Being no further business, the meeting adjourned at 6:25 PM.

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Dan Stenvold, Mayor

ATTEST:

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Jolene Halldorson, City Coordinator