

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, JANUARY 14, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, January 14, 2013 at 7:30 P.M.

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

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

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

**GENERAL FUND:**

27514	BC/BS of ND	1,131.45
15	Roger A Johnson	217.15
16	AlphaTron Inc	18.25
17	Avenet Web Services	450.00
18	Border States Elec	1,113.36
19	Dacotah Paper Co	71.40
27520	Dahlen Plb & Ht	361.00
21	Dale's Small Engine Repair	935.00
22	East Side Garage	2,112.34
23	Hansons Auto & Imp	305.00
24	Kasprick Upholstery	66.25
25	Lon's Hdwr	30.45
26	MDU	966.52
27	NDLC	1,092.00
28	Northdale Oil, Inc	1,620.95
29	North Star Coop	578.19
27530	Polar Comm.	524.25
31	PR Airport Auth	252.75
32	PR Community Club	65.00
33	PR Economic Dev Corp	7.80
34	PR Implement	350.68
35	PR Park District	240.09
36	PR Public Library	285.66
37	Glenn Rost	250.00
38	Samson Elec	1,082.51
39	Void	0.00
27540	Special Funds	586.70
41	St Improve Dist	442.25
42	Stone's Mobile Radio Inc	88.72
43	Swanstan Equipment Corp	37.42
44	Trophies & Engraving	4.00
45	US Postal Service	274.95
46	WC Auditor	9,495.12

47	WC Press	540.24
48	Xerox Corp	66.00
49	Sanitation Products	1,303.52
27550	Discovery Benefits	93.61
51	Municipal Utilities	697.00
52	NDPERS	155.88
53	NDPERS	113.55
54	NDPERS	1,186.49
55	PR Airport Auth	1,760.31
56	PR Park District	3,240.41
57	PR Public Library	1,760.31
A.W.	Municipal Utilities	5,990.41
A.W.	ND ST Tax Comm	1,366.54
1457	Roger A Johnson	58.81
1458	Robert Kubat	169.11
	EFTPS (WH, SS, MED) 1-15-13 GF	37.76
	EFTPS (WH, SS, MED) 1-15-13 MU	1,156.88
1459	Joshua Irvine OT	222.92
1460	Wade Kalgard OT	211.58
1461	Stefan Linstad OT	319.92
1462	Jeffrey Wilmer OT	84.95
	EFTPS (WH, SS, MED) 1-15-13 GF OT	226.73
1463	Shelley MacDonald	76.95
	EFTPS (WH, SS, MED) 1-31-13 GF	24.74
1465	Chad Arendt	55.41
	EFTPS (WH, SS, MED) 1-31-13 GF	9.18
	EFTPS (WH, SS, MED) 1-31-13 MU	1,139.65

**MUNICIPAL UTILITIES:**

31470	BC/BS of ND	3,750.25
71	First United Bank	55,627.50
72	Adapco Inc	1,187.02
73	Advanced Engineering	11,356.00
74	AlphaTron Inc	109.50
75	AmeriPride Services	124.65
76	Business Forms & Acct	636.99
77	Butler Machinery Co	911.95
78	Cardmember Serv	2,078.39
79	City of Fargo	42.00
31480	Consolidated Waste, LTD	15,965.05
81	General Fund	1,104.58
82	Graymont Western Canada	5,075.49
83	Hansons Auto & Imp	13.42
84	Hawkins, Inc	1,347.62
85	Joshua Irvine	66.00
86	Jim's Super Valu	20.71
87	Cerissa Johnson	8.82
88	Kasprick Upholstery	198.75
89	KXPO	75.00

31490	Lagoon Maintenance	1,593.64
91	Dennis Larson	115.17
92	Light & Water Dept	3,546.83
93	Michael Kilmer Const	2,170.00
94	MMUA	1,823.50
95	Morgan Printing	26.25
96	Municipal Utilities	391.18
97	ND One Call Inc.	2.50
98	ND Rural Water Sys Assoc	200.00
99	Nodak Electric Coop	5,223.00
31500	Northdale Oil	449.60
01	North Star Coop	125.48
02	Polar Comm	151.22
03	Donald Porter	70.57
04	Postmaster	190.00
05	PR Implement	205.53
06	Pristine Water Solutions	2,613.60
07	Samson Elec	242.11
08	Stone's Mobile Radio	133.07
09	T&R Electric Sup	1,245.00
31510	TrainND Northeast	20.00
11	US Postal Service	274.95
12	Verizon Wireless	44.88
13	Water Bd Fd 05	4,830.00
14	Water Rev Bd Fd Phase II	3,450.00
15	Water Sur Charge	5,000.00
16	Water System Repair & Replacement	1,500.00
17	Wayne's Variety	4.79
18	WC Press	58.80
19	WC Treasurer	659.85
31520	Discovery Benefits, Inc	319.71
21	Discovery Benefits	27.50
22	General Fund	5,990.41
23	NDPERS	526.74
24	NDPERS	569.07
25	NDPERS	18.33
26	NDPERS	3,307.60
27	Postmaster	269.40
6681-89	Salaries 1-15-13	11,276.77
EFTPS (WH, SS, MED)	1-15-13	3,359.31
6690	Galen Bosh OT	39.32
6691	Joshua Irvine OT	297.39
6692	Wade Kalgard OT	237.58
6693	Stefan Linstad OT	482.00
6694	Jeff Wilmer OT	30.91
EFTPS (WH, SS, MED)	OT	346.73
6695-6703	Salaries 1-31-13	11,276.77
EFTPS (WH, SS, MED)	1-31-13	3,376.54
A.W.	ACH Charge	11.55
A.W.	NMPA	143,045.16

A.W. NSF Check 231.53

**SPECIAL FUNDS:**

3310	Void	0.00
3311	05 Sales Tax Rev Bd Fd	16,077.79
3312	WC Treasurer	1,786.00
3313	WC Press	215.60
3314	WC Treasurer	538.18

Five bids were received to rent a parcel of land next to the City’s lagoon. Lundquist moved to accept the high bid from K Bro Farms in the amount of \$3,619.50 for each of three years. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

A conference call was held with a representative from the Economic Development Administration (EDA) and Julius Wangler from the Red River Regional Council and Business Manager T Larson. A grant application will be resubmitted to the EDA in hopes of securing a 50% EDA grant to assist with some of the costs to upgrade 135<sup>th</sup> Ave NE along the industrial park to the grain terminal. The approval needs to happen soon to get the project completed prior to harvest season

T. Larson and S. Currie presented information on the Payment In Lieu of Taxes (PILOT) program to help pay for improving 135<sup>th</sup> Ave NE from Hwy 17 to the Walsh Grain Terminal. The City would set a payment amount in lieu of taxes and negotiate a portion of the payment from each taxing authority be used to service the debt for the road improvement. Knutson moved to approve a resolution designating 100% of the City’s share of the payment in lieu of taxes be used toward 135<sup>th</sup> Ave NE road improvement debt reduction. Dwight Byron seconded, and upon roll call vote, all voted aye. Motion carried

Dennis Larson and Tom Larson met with AE2S to go over the water distribution system evaluation completed by them. A proposed project would include a new water tower along with a new 10 inch line from the water treatment plant to the water tower and upgrades to several other water mains that are aged and get flows up where they belong. The City of Park River’s water tower project is included in the Governor’s proposed budget for the next biennium. A complete report will be presented to the council at a later date.

Public Works Director D Larson was asked to explain the protocol for scheduled power outages. Larson explained that the recent scheduled outage was initially to be a one-time, one half hour repair in the substation, which he coordinated with Minnkota Power Cooperative. During the time of the repair, additional required repairs were discovered that needed to be addressed sooner than later, so it was scheduled for the same time the next day. There is no perfect time for a power outage as there are businesses operating at all times.

Knutson moved to extend the American Legion’s Liquor License to the City Hall Auditorium for the Heggen/Stevens wedding on 2-16-13. Blake seconded and upon roll call vote, all present voted aye. Motion carried.

Mayor Stenvold asked the Council if the City should sell the 1997 Chevy pickup. The pickup has been used for mosquito spraying and meter reading. It was noted that the Park District asked if the pickup could be transferred to them for their use. The Council decided the City should keep the pickup and let the Park District use it when needed during the summer.

T. Larson presented the 2013 Municipal Utility budget to the Council.

A Special City Council meeting date was set for 12:00 noon on Wednesday, January 23, 2012. The purpose of the meeting is to amend 2012 budget figures and approve fund transfers.

Lundquist would like to see the steps on the west side of the City Hall Auditorium kept clean as the gymnastics program uses the entrance to move the mats in and out of the building for performances. And, it is an exit out of the building that would be used in an emergency.

Being no further business, the meeting adjourned at 8:35 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING,  
WEDNESDAY, JANUARY 23, 2013 AT 12:00 P.M.**

The City of Park River held a special meeting of the Park River City Council on Wednesday, January 23, 2013 at 12:00 P.M.

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

Stenvold advised the City Council there were some budget items that required amendments due to some changes through the year.

The General Fund incurred additional costs for street repairs, policing, governing board travel expenses and fire department repairs not included in the original budget. These changes contributed to the increase in these General Fund budget items from \$374,445 to \$399,445 which was paid for with carry over funds from 2011. Byron moved and Blake seconded a motion to amend the General Fund budget up to \$399,445 to account for additional expenses. Upon roll call vote, all voted aye. Motion carried.

The Special Highway Fund incurred additional costs for street repairs not included in the original budget. These changes increased the Special Highway Fund budget from \$81,000 to \$126,000. The state legislature appropriated an extra distribution of \$34,242.98 and the balance was taken from 2011 carry over. Anderson moved and Lorton seconded a motion to amend the Special Highway Fund budget up to \$126,000 to account for the additional street repairs. Upon roll call vote, all voted aye. Motion carried.

The Special Funds Economic Development Fund incurred additional costs for survey, annexation, and engineering costs not anticipated in the original budget. These changes brought the Special Funds Economic Development Fund budget to \$10,721.42 which was taken from reserves. The fund also re-invested a certificate of deposit for \$50,000. Blake moved and Anderson seconded a motion to amend the Special Funds Economic Development Fund budget up to \$70,000 to account for the additional costs incurred. Upon roll call vote, all voted aye. Motion carried.

The City of Park River 125<sup>th</sup> Fund incurred costs for July 4<sup>th</sup> advertising, sanitation and entertainment costs not included in the original budget. These changes increased the City of Park River 125<sup>th</sup> Fund budget by \$5,480.96 which was taken from City of Park River 125<sup>th</sup> Fund 2011 carry over. Byron moved and Anderson seconded a motion to amend the City of Park River 125<sup>th</sup> Fund budget up to \$5,500 to account for the celebration costs. Upon roll call vote, all voted aye. Motion carried.

The Park River Airport Authority incurred construction and engineering fees for a runway project not included in the original budget. These changes increased the airport budget from \$13,900 to \$207,950.15 which was received from FFA and State funding along with Airport Authority reserves. Anderson moved and Blake seconded a motion to amend the Airport Authority budget up to \$250,000 to account for the additional expenses for runway upgrades. Upon roll call vote, all voted aye. Motion carried.

Anderson moved to approve all transfers from other funds as presented in the amount of \$430,429.86. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

Being no further business, the meeting adjourned at 12:32 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, FEBRUARY 11, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, February 11, 2013 at 7:30 P.M.

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

Blake moved to approve the minutes of the January 14, 2013 Regular Council meeting as presented. Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

Anderson moved to approve the minutes of the January 23, 2013 Special Council meeting as presented. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

27522	VOIDED	0.00
27558	BC/BS of North Dakota	\$1,449.70
59	Cardmember Service	\$229.52
27560	Carsen Appraisal Services	\$1,480.00
61	Dale's Small Engine Repair	\$545.00
62	Demester Cleaning	\$245.00
63	Farmers Union Service Assoc	\$6.00
64	Jim's Super Valu	\$18.16
65	Kasprick Upholstery	\$41.25
66	Kugler Salvage Inc.	\$173.00
67	Lon's Hardware	\$55.87
68	Montana Dakota Utilities	\$848.63
69	Municipal Utilities	\$735.47
27570	MFOA OF ND	\$60.00
71	Municipal Government Academy	\$80.00
72	Newman Traffic Signs	\$115.03
73	Northdale Oil, Inc	\$2,960.26
74	North Star Coop	\$1,505.32
75	Out To Lunch	\$35.00
76	Polar Communications	\$511.86
77	Park River Airport Authority	\$2,642.41
78	PR Fire Department	\$2,112.34
79	PR Implement, LLC	\$544.47
27580	PR Park District	\$2,482.49
81	PR Public Library	\$2,982.62
82	Quill Corporation	\$180.68
83	Glenn Rost	\$250.00
84	Special Funds	\$6,066.51
85	Stone's Mobile Radio, Inc	\$65.02
86	Street Improvement District #7	\$7,285.92

87	Walsh County Auditor	\$11,916.57
88	Walsh County Press	\$225.36
89	Workforce Safety & Insurance	\$2,411.22
27590	Xerox Corporation	\$225.98
91	NDPERS	\$148.03
92	Discovery Benefits	\$116.46
93	NDPERS	\$147.12
94	NDPERS	\$1,347.82
A.W.	Municipal Utilities	6,835.34
1464	Cledith Carlson	20.52
1466	Roger A Johnson	95.56
EFTPS (WH, SS, MED) 2-15-13 GF		19.24
EFTPS (WH, SS, MED) 2-15-13 MU		1,218.96
1467	Galen Bosh OT	42.47
1468	Jeffrey Wilmer OT	31.85
EFTPS (WH, SS, MED) 2-15-13 GF OT		12.32
1469	Shelley MacDonald	88.75
EFTPS (WH, SS, MED) 2-28-13 GF		28.35
EFTPS (WH, SS, MED) 2-28-13 MU		1,374.56

**MUNICIPAL UTILITIES:**

31528	BC/BS of North Dakota	\$3,432.00
29	Roger A. Johnson	\$217.15
31530	Advanced Engineering &	\$3,974.60
31	Alexander House	\$509.64
32	AmeriPride Services, Inc	\$124.65
33	Bank of North Dakota	\$1,425.00
34	Bank of North Dakota	\$8,175.00
35	Bank of North Dakota	\$6,150.00
36	Barry Clemetson Estate	\$31.58
37	Border States Electric Supply	\$1,508.20
38	Cardmember Service	\$45.01
39	City of Fargo	\$28.00
31540	Consolidated Waste, LTD.	\$15,960.05
41	Demester Cleaning	\$345.00
42	Ethanol Products, LLC	\$520.19
43	Fargo Water Equipment	\$382.47
44	Fayette Freund	\$45.43
45	Hawkins INC	\$1,237.19
46	Kasprick Upholstery	\$123.75
47	Lagoon Maintenance	\$1,691.19
48	Lon's Hardware	\$32.37
49	Municipal Utilities	\$0.00
31550	Nodak Electric Cooperative	\$5,698.21
51	Northdale Oil, Inc	\$365.23
52	Northern Plains Contracting	\$3,500.00
53	North Star Coop	\$1,160.11
54	Polar Communications	\$150.95
55	PR Implement, LLC	\$65.88
56	Quill Corporation	\$210.12

57	Schumacher & Sons	\$117.50
58	Travis Tesch	\$63.40
59	Water Bond Fund 05	\$4,830.00
31560	Water Rev Bond Fund Phase II	\$3,450.00
61	Water Sur-Charge Fund	\$5,000.00
62	Water System Repair & Replace	\$1,500.00
63	Workforce Safety & Insurance	\$2,728.68
64	Light & Water Dept	\$8,625.36
65	Municipal Utilities	\$291.27
66	NDPERS	\$534.59
67	NDPERS	\$18.33
68	Verizon Wireless	\$44.86
69	Discovery Benefits	\$296.86
31570	Discovery Benefits, Inc	\$27.50
71	General Fund	\$6,835.34
72	NDPERS	\$535.50
73	NDPERS	\$3,146.16
74	Postmaster	\$233.23
6704-12	Salaries 2-15-13	11,276.77
EFTPS (WH, SS, MED) 2-15-13		3,297.23
6713-21	Salaries 2-28-13	11,276.77
EFTPS (WH, SS, MED) 2-28-13		3,141.63
A.W.	ACH Charge	11.50
A.W.	NMPA	150,503.28
A.W.	NSF Check	183.60

**SPECIAL FUNDS:**

3315	05 Sales Tax Rev Bd Fd	12,766.37
A.W.	Special Fund Economic Dev	25,000.00

Knutson moved to accept the Pledge of Securities from First United Bank dated 12-31-12. Blake seconded and upon roll call vote, all present voted aye. Motion carried.

Kringstad Ironworks is seeking the City of Park River's approval to convert a loan with US Bank to a monthly payment schedule. Currently the loan payments are made annually. The request has been accepted by the executive committee and economic development committee of the Red River Regional Council. The City of Park River was the original sponsor and must concur with the change in the payment schedule. Byron moved to accept Kringstad's request to change the loan payment schedule. Lundquist seconded and upon roll call vote, all present voted aye. Motion carried.

The City Council agreed to grant the Arena Commission an energy credit in the amount of \$1,000 as done in the past. Knutson moved to grant the \$1,000 energy credit to the Arena Commission and apply it against their utility bill. Anderson seconded, and upon roll call, all voted aye. Motion carried.

Hillcrest Country Club presented a Liquor License application along with a check for \$600.00 to the City Council for approval. Knutson moved to approve the Liquor License for the Hillcrest Country Club. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

T. Larson and S. Currie presented information on the Payment In Lieu of Taxes (PILOT) program to help pay for improving 135<sup>th</sup> Ave NE from Hwy 17 to the Walsh Grain Terminal. The City would set a payment amount in lieu of taxes and negotiate a portion of the payment from each taxing authority be used to service the debt for the road improvement. A meeting with parties affected by the PILOT will be scheduled to discuss terms.

Deputy Auditor A Berg was notified by Library Board President Lois Solseng that the Joint Powers Library Board decided to raise management fees paid to the Park River School District to \$10,000 per year. It has been ten years since the last increase which raised the fee from \$6,500 to \$8,000 and it was felt an increase was necessary to help cover rising costs. Solseng mentioned that the City Library Board also approved the increase at their February 4, 2013 meeting. Byron moved to approve the increase of the Library management fee paid to the Park River School District to \$10,000 per year. Blake seconded, and upon roll call, all voted aye. Motion carried.

Jon Markusen appeared before the Council seeking information and to inform them about communications held with various entities in the city regarding a multi-purpose building. Members of the ice arena committee are looking into the possibility of constructing a new ice arena/multi-purpose building. Discussions with the school, gymnastics co-op, Park District, and figure skating board have occurred leading to other possibilities which included adding basketball courts, a walking track, room for gymnastics, indoor swimming pool, conference room(s), and a kitchen. Markusen said one of the questions raised was where would the building be located? Would it be placed by the school or on the land set aside in the recreational area on the east side of the city? Who would own, manage, and be responsible for operating costs of the building? Markusen said they have gotten several plans from an architect on the building which would be approximately 300' long by 130' to 140' wide under one roofline. The estimated cost is \$3.5 to \$4 million dollars for a multi-purpose arena. The Council advised Markusen to check with other cities to see how their multi use buildings are managed and funded. Mayor Stenvold thanked Markusen for the information and the work he has put into the project. Markusen will do additional research on the project and make a formal presentation at a later date.

Public Works Director D. Larson informed the Council that he has been notified by the Assistant District Engineer from Grand Forks that a 2" mill and overlay project starting at County Road 12B and continuing through Park River is contemplated for 2014. The sidewalk crossings along Hwy 17 will be handicap delineated at the same time. The cost is estimated be \$450,000 for the project. The City's share would be 10 percent or \$45,000. The NDDOT is also working with the railroad to install an engineered railroad crossing at the same time. Larson will contact the railroad to see if the switch can be moved to the south side of the highway, which would reduce the track crossing to one.

Being no further business, the meeting adjourned at 8:41 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, MARCH 11, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, March 11, 2013 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Lorton, Blake, Knutson, Lundquist, Byron, Anderson, City Attorney S. Currie, Public Works Director Dennis Larson, and Deputy Auditor A. Berg. Absent, Business Manager Tom Larson. Guests, WC Sheriff Lauren Wild and PR Park District Board.

Lundquist moved to approve the minutes of the February 11, 2013 Regular Council meeting as presented. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

27595	BC/BS of North Dakota	1,631.69
96	Bob's Body Shop	2,442.86
97	Dale's Small Engine Repair	455.00
98	Hansons Auto & Implement	16.98
99	Kringstad Ironworks INC	1,292.44
27600	Lon's Hardware	91.37
01	Montana Dakota Utilities	709.92
02	Northdale Oil, Inc	3,368.64
03	North Star Coop	1,388.61
04	Polar Communications	520.77
05	Park River Airport Authority	2,527.57
06	PR Community Club	36.00
07	PR Implement, LLC	690.73
08	PR Park District	2,391.49
09	PR Public Library	2,856.77
27610	PR Veterinary Clinic	180.00
11	Glenn Rost	250.00
12	Samson Electric LTD	665.27
13	Special Funds	21,616.99
14	Street Improvement District #7	8,705.83
15	Wayne's Variety	1.09
16	Walsh County Auditor	10,209.87
17	Walsh County Highway Dept	110.00
18	Walsh County Press	349.32
19	Welch's Bakery	8.25
27620	NDPERS	181.36
21	PR Public Library	1,415.67
22	Saville Enterprises	59.00
23	Discovery Benefits	145.87
24	NDPERS	134.42
25	NDPERS	1,469.57
1470	Cledith Carlson	95.74

1471	Roger A Johnson	102.91
1472	Robert Kubat	98.65
EFTPS	(WH,SS,MED) 3-15-13 GF	49.26
1473	Galen Bosh OT	92.42
1474	Joshua Irvine OT	79.91
1475	Stefan Linstad OT	193.25
1476	Jeffrey Wilmer OT	337.58
EFTPS	(WH,SS,MED) 3-15-13 GF OT	192.47
EFTPS	(WH,SS,MED) 3-15-13 GF MU	1,631.30
1477	Cledith Carlson	34.19
1478	Roger A Johnson	36.75
1479	Robert Kubat	35.23
1480	Shelley MacDonald	94.40
EFTPS	(WH,SS,MED) 3-31-13 GF	47.72
EFTPS	(WH,SS,MED) 3-31-13 GF MU	1,201.38
A.W.	Municipal Utilities	7,480.35

**MUNICIPAL UTILITIES:**

31575	BC/BS of North Dakota	3,250.01
76	Roger A. Johnson	217.15
77	AFTER PROM PARTY	25.00
78	AmeriPride Services, Inc	112.18
79	Consolidated Waste, LTD.	15,881.55
31580	Ethanol Products, LLC	3,038.14
81	Graymont Western Canada, Inc	5,483.86
82	Gary or Pam Groth	85.67
83	Hawkins INC	940.62
84	Jim's Super Valu	14.22
85	Lagoon Maintenance	1,757.49
86	Leon's Building Center, Inc	181.24
87	Light & Water Dept	1,154.06
88	Lon's Hardware	29.36
89	Municipal Utilities	54.68
31590	Nalco Company	131.10
91	ND One Call Inc.	2.50
92	NDPERS	18.33
93	Nodak Electric Cooperative	6,063.17
94	Northdale Oil, Inc	209.10
95	North Star Coop	385.03
96	Polar Communications	146.61
97	PR Implement, LLC	38.02
98	Pristine Water Solutions	1,306.80
99	Pedro or Elizabeth Rodriquez	59.65
31600	T&R Electric Supply Co. Inc	6,518.00
01	Thatcher Company of Montana	7,906.80
02	Water Bond Fund 05	4,830.00
03	Water Rev Bond Fund Phase II	3,450.00
04	Water Sur-Charge Fund	5,000.00
05	Water System Repair & Replace	1,500.00
06	Xerox Corporation	73.01

07	General Fund	3,037.21
08	NDPERS	501.26
09	Verizon Wireless	44.41
31610	Postmaster	246.27
11	Discovery Benefits	267.45
12	Discovery Benefits	27.50
13	General Fund	7,480.35
14	NDPERS	548.20
15	NDPERS	3,024.34
6722-30	Salaries 3-15-13	11,271.77
EFTPS	(WH,SS,MED) 3-15-13	2,902.89
6731	Galen Bosh OT	88.68
6732	Wade Kalgard OT	69.91
6733	Stefan Linstad OT	128.18
6734	Jeffrey Wilmer OT	10.62
EFTPS	(WH,SS,MED) 3-15-13	134.32
6735-43	Salaries 3-15-13	11,271.77
EFTPS	(WH,SS,MED) 3-31-13	3,314.81
A. W.	ACH Charge	11.65
A. W.	NMPA	152,479.70

**SPECIAL FUNDS:**

3316	05 Sales Tax Rev Bd Fd	12,269.69
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WC Sheriff Lauren Wild presented information to the Council regarding the Level 3 Sex Offender who is living in Park River. Wild informed the Council that Ricky Edward Olson has completed his sentence, has no probation, and has no restrictions regarding where he can live. Olson is in town to care for his injured father.

Councilmen stated that citizens in their wards are complaining about dogs running at large and constant barking by some dogs. Wild informed Council members to tell residents to call the WC Sheriff's office in Grafton and register a complaint, without a complaint it is hard to determine who owns the animal in question. The City of Park River has laws addressing both dog(s) at large and barking dog(s).

Ordinance 3.b.1 Section 1.3 defines dogs at large as follows; at large shall be intended to mean off the premises of the owner and not under the control of the owner or member of his immediate family either by leash, cord, chain, or like manner. Ordinance 3.b.1 Section 2, states Running at large prohibited. No owner or keeper of a dog shall permit such dog to run at large at any time upon the streets, public places, public ways, school grounds, or upon the private premises of any person other than the owner or keeper of such dog.

Ordinance 3.b.1 Section 3. Defines barking dog(s) as follows; Dogs declared to be a nuisance. Any dog is hereby declared a public nuisance within the City of Park River which 1). Shall frighten, annoy, bark at, or chase any person or vehicle, or 2). Shall by loud and frequent yelping, barking, or howling annoy any person.

Wild stated if the dog(s) cannot be captured, but the dog(s) owner is known, the owner will be notified in person by an officer. The phone number to the Walsh County Sheriff's office is 701.352.2041.

Concerns regarding illegally made turns and running stop signs were also discussed. Many drivers have been observed, running stop signs and turning illegally in the middle of a street. The only legal turn allowed is one made at an intersection. The possibility of an accident occurring was the most pressing concern expressed.

Wild expressed the need to order a new vehicle as the oldest unit is now seven years old. He would replace the car with a Ford Explorer and also install a new camera. The City of Park River included the price of a new vehicle in the 2013 budget.

Terry Lund submitted a request for tax abatement on his property located at 123 Wadge Avenue North and is asking that the true and full value be reduced from \$17,000 to \$3,000 for the 2012 tax year. Lund purchased the property and is asking for the reduction as the structures were removed prior to the purchase. City Assessor T Larson agreed with lowering the true and full value of the structures to zero and leaving the land valued at \$3,000. Knutson moved to approve the tax abatement request from Terry Lund. Lorton seconded and upon roll call vote, all present voted aye. Motion carried.

Information regarding the Lyric Theatre survey was presented to the Council. The Lyric Theatre has a long history of providing entertainment to the people of Park River and the surrounding area. The Lyric is at a crossroads and is in need of an upgrade. The film industry is in the process of converting to a digital format which requires the purchase of a new projector. The cost of this is approximately \$75,000 but hopes are that the price of the projector will come down some. Additional upgrades such as seating and bathroom renovations are also needed. Residents are asked to please complete the survey to help them make decisions as they move forward.

Planning of the July 4<sup>th</sup> Celebration was discussed. Berg informed the Council that there will be no Polka Fest at the Legion Coliseum this year. The Briggs Ave bar owners have apparently booked a band for the July 3<sup>rd</sup> street dance. Berg mentioned there are fewer activities happening during the celebration due to less people and groups wanting to be involved. Contacting and booking of participating attractions starts in January and continues until the schedule is finalized in early June. After Council discussion, Mayor Stenvold asked each Council member to find or submit the names of two people willing to serve on a July 4<sup>th</sup> planning committee. This group would need to be formed and staff the following committees; Finance, Rides & Entertainment, Concessions, Advertising, Parade, Security, and Sanitation. Many volunteers are needed so please contact a Council member if you wish to help.

Knutson moved to approve a \$25.00 donation from the Municipal Utilities Fund to the After Prom Party. Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

Byron provided information on the Payment In Lieu of Taxes (PILOT) program to help pay for improving 135<sup>th</sup> Ave NE from Hwy 17 to the Walsh Grain Terminal. Currie is waiting for some information from Bond Counsel regarding the best way to set up the funding which, may require a special assessment district be established and use the PILOT to pay back the special assessments. Mayor Stenvold reported that he signed the environmental impact paperwork and it has been sent to the Economic Development Administration (EDA) to be part of our application for funding assistance from them. A Notice to Competitors has been published in the Walsh County Press and a hearing will be held on Walsh Grain Terminal's PILOT application on Monday, March 25, 2013 at 5:00 pm in the City Council Room.

The Park River Park District Board appeared before the Council and is seeking information about the possibility of hiring a full-time employee whose work load would be divided between the Park Board, Hockey Arena, and the City of Park River. Many questions were raised during the discussion as to employer responsibility and allocation of wages and benefits. Mayor Stenvold stated the idea has some merit but that the Council would like to wait until Business Manager T Larson returns and discuss the logistics of the idea.

Lundquist asked Public Works Director D Larson if any work can be done on the railroad crossing just north of Park River on County Road 12 at the same time as the 2014 overlay work and installation of the engineered railroad crossing on Hwy 17. Larson replied it is not included in the project at this time, but he will contact the railroad and ask about repairing the crossing.

Being no further business, the meeting adjourned at 8:43 PM.

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Dan Stenvold, Mayor

ATTEST:

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Ann Berg, Deputy City Auditor

**PUBLIC HEARING OF THE CITY OF PARK RIVER, NORTH DAKOTA, CITY COUNCIL, MONDAY,  
MARCH 25, 2013 AT 5:00 P.M.**

The City of Park River City Council held a Public Hearing on Monday, March 25, 2013 at 5:00 P.M.

Mayor Stenvold called the meeting to order with the following present: Lorton, Knutson, Lundquist, Byron, City Attorney Steve Currie, Public Works Director Dennis Larson, and Business Manager Tom Larson, Absent: Councilman Blake and Anderson, and Deputy Auditor A. Berg. Others: Dwight Spear

Mayor Stenvold informed the Council that the purpose of the meeting was to hold a Public Hearing on the Payment In Lieu of Taxes (PILOT) application from Walsh Grain Terminal, LLC to assist with the reconstruction and paving of 135<sup>th</sup> Avenue NE.

There were no verbal or written comments received, nor did anyone appear regarding the application.

S Currie commented on the process as stated by bond counsel that Walsh Grain Terminal, LLC would need to petition the City of Park River to construct the street and special assess Walsh Grain Terminal, LLC for the project and use the PILOT to pay the special assessment. S Currie will draft an agreement between the City of Park River and Walsh Grain Terminal, LLC regarding the \$180,000 PILOT.

Being no further business, the meeting adjourned at 5:25 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING, WEDNESDAY,  
APRIL 3, 2013 AT 5:00 P.M.**

The City of Park River held a special meeting of the Park River City Council on Wednesday, April 3, 2013 at 5:00 P.M.

Mayor Stenvold called the meeting to order with the following present: Blake, Lundquist, Byron, Anderson, Public Works Director Dennis Larson, and Business Manager Tom Larson; Absent: Councilman Lorton and Knutson, and Deputy Auditor A. Berg; Others: Kyle Halvorson.

Mayor Stenvold informed the Council that the purpose of the Special Council meeting was to discuss the possibility of a shared employee between the Park River Park District, the City of Park River, and possibly the hockey arena.

Kyle Halvorson, Park Board President, stated they would like to hire a full time person but do not feel they can keep the person busy during certain times of the year. They would like to share someone with the City and possibly with the hockey arena. The Park Board feels they could use a person one-half of the year if the city could use him/her the other half. This would create more interest in the position as there would be better benefits and job security in a full-time position. Drug testing and a background check will be required as part of the application process.

Lundquist moved to move forward with the process to hire a shared employee. Blake seconded, and upon roll call vote all present voted aye. Motion carried.

Being no further business, the meeting adjourned at 5:25 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, APRIL 8, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, April 8, 2013 at 7:30 P.M.

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

Byron moved to approve the minutes of the March 11, 2013 Regular Council meeting as presented. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

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27626	BC/BS of North Dakota	1,735.15
27	AlphaTron, Inc	125.50
28	Banyon Data Sys, Inc	285.41
29	Dale's Small Eng Repair	520.00
27630	Demester Cleaning	245.00
31	Flags USA Inc	164.00
32	Jim's Super Valu	4.99
33	Kringstad Ironworks Inc	162.50
34	Lon's Hdwr	28.16
35	Northdale Oil, Inc	4,595.77
36	North Star Coop	1,152.17
37	Polar Communications	511.08
38	PR Implement, LLC	473.07
39	Quill Corp	30.39
27640	Reliable Office Supplies	26.35
41	Glenn Rost	250.00
42	Samson Electric LTD	644.05
43	Sanitation Products	35.90
44	Team Lab Chemical Corp	729.00
45	CRA Payment Center	208.55
46	True North Equipment	7,305.46
47	Walsh County Auditor	10,526.90
48	Walsh County Highway Dept	660.00
49	Walsh County Press	249.12
27650	Welch's Bakery	9.80
51	Xerox Corp	66.00
52	Montana Dakota Utilities	515.30
53	NDPERS	137.22
54	Park River Airport Authority	977.70
55	PR Park District	925.47
56	PR Public Library	1,107.56
57	Special Funds	2,258.64
58	Street Improvement District #7	2,810.07

59	Discovery Benefits	111.05
27660	NDPERS	159.77
61	NDPERS	1,222.23
	EFTPS (WH,SS,MED) 4-15-13 GF MU	1,129.98
1481	Sheldon Ellefson	208.93
1482	Shelley MacDonald	124.10
	EFTPS (WH,SS,MED) 4-30-13 GF	73.84
1483	Galen Bosh OT	31.85
1484	Wade Kalgard OT	19.97
	EFTPS (WH,SS,MED) 4-30-13 GF OT	20.24
	EFTPS (WH,SS,MED) 4-30-13 GF MU	1,221.12
A.W.	Municipal Utilities	6,123.05
A.W.	ND ST Tax Comm.	1,365.88

**MUNICIPAL UTILITIES:**

31616	BC/BS of North Dakota	3,146.55
17	Roger A. Johnson	217.15
18	AmeriPride Services, Inc	112.18
19	Banyon Data Sys, Inc	509.59
31620	Border States Electric Sup	2,012.97
21	City of Fargo	28.00
22	Consolidated Waste, LTD.	15,966.55
23	Graymont Western Canada, Inc	5,404.51
24	Hawkins INC	795.66
25	Josh Irvine	109.19
26	Lagoon Maintenance	1,560.59
27	Dennis Larson	26.07
28	Light & Water Dept	2,995.73
29	MMUA	1,473.50
31630	Municipal Utilities	100.00
31	NDPERS	18.33
32	NMPA	821.64
33	Nodak Electric Cooperative	5,177.34
34	Northdale Oil, Inc	69.50
35	North Star Coop	297.58
36	Polar Communications	148.16
37	PR Implement, LLC	43.68
38	Quill Corp	60.76
39	Radisson Hotel Bismarck	277.20
31640	Reliable Office Supply	89.93
41	Sobolik Constr	240.00
42	Team Lab Chemical Corp	966.50
43	Water Bond Fund 05	4,830.00
44	Water Rev Bond Fund Phase II	3,450.00
45	Water Sur-Charge Fund	5,000.00
46	Water System Repair & Replace	1,500.00
47	WC Press	228.29
48	Jeff Wilmer	229.66
49	NDPERS	545.40
31650	Verizon Wireless	44.32

51	Discovery Benefits	302.27
52	Discovery Benefits	22.00
53	General Fund	6,123.05
54	NDPERS	522.85
55	NDPERS	3,271.75
56	Postmaster	282.04
6744-52	Salaries 4-15-13	11,271.77
EFTPS	(WH,SS,MED) 4-15-13	3,386.21
6753-61	Salaries 4-30-13	11,261.63
6762	Stefan Linstad OT	89.14
EFTPS	(WH,SS,MED) OT 4-30-13	47.00
A.W.	ACH Charge	11.70
A.W.	NMPA	132,129.04

**SPECIAL FUNDS:**

3317	Kadrmass, Lee & Jackson	1,009.35
3318	05 Sales Tax Rev Bd Fd	4,765.69
3319	Sunshine Kids Center	5,000.00

**HOSPITAL BUILDING FUND:**

1041	US Bank	68,200.00
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Business Manager T. Larson reported that the City's BCBS health insurance policy will increase .5% this year meaning a family policy will increase \$5.70/month, single plus dependant \$3.90/month, and a single \$2.20/month. Knutson moved to cover the entire cost of the increase (\$294.00 annually) and raise the cap on the City's contribution toward the health insurance premium proportionately. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

City Attorney S Currie informed the Council that a Special Assessment District has been set up in the North Star Addition. The former Special Assessment Commission needs to be reactivated or a new one established to determine how the special assessments will be spread. The Commission would also assess the costs of the 135<sup>th</sup> Ave NE Street Improvement District to Walsh Grain Terminal, LLC. Currie recommended to Mayor Stenvold that he appoint three people to serve on the Commission so that hearing notices can be published in the newspaper and the project can receive final approval from the Council.

Public Works Director Dennis Larson informed the Council that the 1979 motor grader is in need of repairs and parts are no longer available. Larson has been looking at replacing the grader and found that Cavalier County is trading in their 1999 grader. The price is \$77,600. Larson said compared to other graders he checked on this one is lower priced. Larson was happy with the maintenance report he received from RDO. The purchase could be funded with a five year municipal lease paid back through the funded depreciation account. Byron moved to grant Larson permission to purchase the grader following inspection using a five year lease. Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

T Larson informed the Council that the Lyric Theatre Committee has decided to move forward with the necessary upgrades to convert the Lyric to digital. If fundraising efforts are successful, they would also like to build new restrooms, replace the front doors and fix the marquee.

The July 4<sup>th</sup> celebration planning is moving forward. Alumni banquet, street dance, parade, inflatable games, car show, piano recital, fireworks are all on board thus far. We are waiting for commitments from a few other possible events. Fewer organizations are putting on events and additional volunteers are needed to help with activities that are still happening.

The Council discussed enforcement of illegal turns and open burning. Many drivers have been observed turning illegally in the middle of a street. The only legal turn allowed is one made at an intersection. Open burning is banned by Ordinance within the Park River city limits. Recreational burn pits will be guardedly allowed if the following rules are observed; Use of commercial burn pits with screen & cover to extinguish flame is preferred; burn dry hardwood only, no paper, cardboard, grass, leaves, or other garbage; 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; fire pit shall not be left unattended while fire is present; fire pits shall be completely extinguished at a reasonable hour (midnight). The Council decided that persons violating afore mentioned offenses will be given a warning for the first offense and issued a ticket and fine for all succeeding offenses. S Currie informed the Council that the Police committee should meet with the WC Sherriff & Deputies to discuss implementing the enforcement of illegal turns and "fire pits".

Kirk Ham, Superintendent of the Park River School District inquired if the City would split the cost of repairing holes to 6<sup>th</sup> Street West by the arena and school. The area in question is on school property. Mayor Stenvold asked the Street committee to meet with Ham and report to the Council at the next regular meeting.

S Currie suggested scheduling a Special Council meeting to review Walsh Grain Terminal's request to have 135<sup>th</sup> Ave NE rebuilt and paved and special assess the costs to them. Currie will have a petition for the Walsh Grain Terminal Board to sign at their April 17<sup>th</sup> meeting. The Council agreed to hold a Special Council meeting on April 22, 2013 at 5:00 PM for the purpose of accepting the special assessment petition, the special assessment resolutions, and the engineering agreement.

North Star Coop has submitted a petition to change the zoning in the North Star Addition from Commercial to Residential R1. Lundquist moved to approve the 1st reading of a resolution to approve changing the zoning of North Star Addition from Commercial to Residential R1. Knutson seconded, and upon roll call vote, all voted aye. Motion carried.

Public Works Director Dennis Larson informed the Council that spring cleanup will be held the week of May 13<sup>th</sup>.

Being no further business, the meeting adjourned at 8:22 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

PROCEEDINGS  
OF  
BOARD OF EQUALIZATION

**BOARD OF TAX EQUALIZATION MEETING, CITY OF PARK RIVER,  
NORTH DAKOTA, TUESDAY, APRIL 9, 2013, AT 7:30 P.M.**

The Park River City Council met as the Board of Equalization in the City Council Room on Tuesday, April 9, 2013 at 7:30 P.M. Mayor Stenvold called the meeting to order with the following present M. Lorton, R. Lundquist, D. Byron, K. Anderson, City Assessor T. Larson, Public Works Director D. Larson, and Deputy Auditor Ann Berg. Absent: Councilmen A. Knutson, K. Blake, and City Attorney S. Currie. Others: Tom Shirek.

Tom Shirek appeared to ask if his property was the only one that had a substantial increase in true and full value and what policies and procedures are in place and how the process works. City Assessor T. Larson stated that most properties throughout the community had true and full value increases due to strong market sales. Mr. Shirek was sent a notice because it is required if the increase is more than ten percent and \$3,000 over the last previous assessment. Assessments need to stay in line with the market because if the sales to assessment ratio, as calculated by the County Tax Director, gets too far out of alignment the State will place a blanket increase on the entire community. Larson agreed to look at his numbers and possibly spread the increase over a period of time. Mr. Shirek was agreeable to this.

Dwight Byron, on behalf of Jay and Sarah Thompson, asked why there was an increase in the property value of their new home. City Assessor T. Larson stated that the two year \$75,000.00 new home building incentive exemption on their new home has expired and in turn raised the true and full value.

City Assessor T. Larson reported that new construction contributed \$416,700 to the City's valuation the past year. Sixteen properties were bought or sold requiring net adjustments of \$153,500. Sales were generally strong again last year and other adjustments of \$998,000 were made to properties to keep up with this trend. One property was demolished reducing values by \$14,000. The total increase in valuation is \$1,554,200.

Lundquist moved to accept the City Assessor's recommendations and adjustments for the year 2013. Lorton seconded the motion and upon roll call, all voted aye. Motion carried.

With no further business, the meeting adjourned at 7:54 PM.

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Dan Stenvold

Mayor

**ATTEST:**

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Tom Larson

City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING, MONDAY,  
APRIL 22, 2013 AT 5:00 P.M.**

The City of Park River held a special meeting of the Park River City Council on Monday, April 22, 2013 at 5:00 P.M.

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

Mayor Stenvold informed the Council the purpose of the Special Council Meeting is to approve Walsh Grain's Special Assessment Petition, approve Special Assessment Resolutions, and approve the Engineering Agreement.

City Attorney S Currie presented the following petition from Walsh Grain Terminal, LLC

**CITY OF PARK RIVER, NORTH DAKOTA  
STREET IMPROVEMENT DISTRICT NO. 2013-1**

**PETITION FOR IMPROVEMENT DISTRICT**

The undersigned owner of property requests the construction and installation of paving from 135<sup>th</sup> Ave. NE from Hwy. 17 to approximately 1600 feet South of 67th St. NE, as detailed in the Preliminary Engineering Report prepared by Kadrmas Lee & Jackson, Inc.

Pursuant to Section 40-22-15 of the North Dakota Century Code, the signatures of the owners of a majority of the area of the property included within Street Improvement District No. 2013-1 will result in a resolution of necessity not being needed and there will be no publication and no protest period for the necessity of the project.

By this petition, Walsh Grain Terminal, LLC requests the improvement and further agrees to pay all the costs of the improvement, including costs of bond issuance, as the same are determined to benefit the property located in the E1/2 of Section 33, Township 157, Range 55. The costs of the improvement will be assessed against Walsh Grain Terminal, LLC property and the Walsh Grain Terminal, LLC agrees to pay such assessment. The total dollar amount to be assessed against the property described below is estimated to be \$1,300,000.00.

Notwithstanding the above, the City shall consult with Walsh Grain Terminal, LLC upon receipt of the bids for the project and prior to award.

Property Owner: Walsh Grain Terminal, LLC  
6695 135<sup>th</sup> Ave. NE  
Park River, ND 58270

Signed by Walsh Grain Terminal, LLC, Michael Suda, President; Attested by Ron Dinga, Secretary.

**CITY OF PARK RIVER, NORTH DAKOTA**  
**RESOLUTION DETERMINING SUFFICIENCY OF PETITION**  
**STREET IMPROVEMENT DISTRICT NO. 2013-1**

**WHEREAS**, the City of Park River, North Dakota (the "City") has received a written petition for improvements within the captioned improvement district, attached hereto as Attachment 1; and

**WHEREAS**, pursuant to Section 40-22-15 of the North Dakota Century Code ("N.D.C.C."), the City is authorized to proceed with an improvement without adoption of a resolution of necessity or a public hearing thereon if the governing body determines by resolution that a written petition for the improvement, signed by the owners of a majority of the area of the property included within the improvement district, has been received.

**NOW, THEREFORE**, be it resolved by the governing body of the City as follows:

1. The written petition received by the City Auditor attached hereto as Attachment 1 is determined to satisfy the requirements of Section 40-22-15, N.D.C.C.
2. The construction and installation of the improvements within the Street Improvement District No. 2013-1 project shall proceed in accordance with the N.D.C.C.

Dated and adopted April 22, 2013.

**CITY OF PARK RIVER**  
**NORTH DAKOTA**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Auditor

The motion for the adoption of the foregoing resolution was duly made by Member Anderson, seconded by Member Blake, and upon vote being taken thereon, the following voted in favor: Lorton, Blake, Lundquist, Byron, and Anderson; the following voted against the same: None; and the following were absent: Knutson; whereupon the resolution was declared duly passed and adopted and was signed by the Mayor and attested by the City Auditor.

**CITY OF PARK RIVER, NORTH DAKOTA**

**RESOLUTION CREATING AND DEFINING THE BOUNDARIES  
FOR STREET IMPROVEMENT DISTRICT NO. 2013-1  
AND DIRECTING THE PREPARATION OF ENGINEER'S REPORT**

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

1. There is hereby created Street Improvement District No. 2013-1 (the "District") of the City, pursuant to and for the purpose of making an improvement of the type specified in Chapter 40-22 of the North Dakota Century Code ("N.D.C.C."), to consist of, but not limited to, paving, curb and gutter, 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 to be prepared by the City's engineers.

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 Walsh Grain Addition to the City of Park River, North Dakota as shown on the map attached hereto as Attachment 1.

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. Pursuant to Section 40-22-16, N.D.C.C., a portion of the cost of the improvement may be paid from revenues and user charges.

4. 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 Kadrmas, Lee & Jackson (the "Engineers") and Arntson Stewart Wegner PC, bond counsel,

5. The Engineers are directed to prepare a report as to the general nature, purpose and feasibility of the proposed improvement and an estimate of the probable cost of the work.

Dated and adopted April 22, 2013.

**CITY OF PARK RIVER  
NORTH DAKOTA**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Auditor

The motion for the adoption of the foregoing resolution was duly made by Member Blake, seconded by Member Lundquist, and upon vote being taken thereon, the following voted in favor: Lorton, Blake, Lundquist, Byron, and Anderson; the following voted against the same: None; and the following were absent: Knutson; whereupon the resolution was declared duly passed and adopted and was signed by the Mayor and attested by the City Auditor.

**CITY OF PARK RIVER, NORTH DAKOTA**  
**RESOLUTION APPROVING ENGINEER'S REPORT AND**  
**DIRECTING PREPARATION OF DETAILED PLANS AND SPECIFICATIONS**  
**FOR STREET IMPROVEMENT DISTRICT NO. 2013-1**

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

1. This governing body having received the engineer's report as to the general nature, purpose and feasibility of the proposed improvement in and for Street Improvement District No. 2013-1, the report is hereby approved and the same shall be filed in the office of the City Auditor and shall remain on file in the City Auditor's office subject to inspection by anyone interested therein.

2. The engineer's report as to the general nature, purpose and feasibility of the proposed improvement contains as required by statute (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 benefitted property.

3. The engineer planning the improvement is hereby authorized and directed to prepare detailed plans and specifications for construction of the improvement.

Dated and adopted April 22, 2013.

**CITY OF PARK RIVER**  
**NORTH DAKOTA**

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Auditor

The motion for the adoption of the foregoing resolution approving the engineer's report and direct to prepare plans was duly made by Member Lundquist, seconded by Member Blake, and upon vote being taken thereon, the following voted in favor: Lorton, Blake, Lundquist, Byron, and Anderson; the following voted against the same: None; and the following were absent: Knutson; whereupon the resolution was declared duly passed and adopted and was signed by the Mayor and attested by the City Auditor.

The motion for the adoption of the foregoing resolution to hire engineers for design services was duly made by Member Blake, seconded by Member Lorton, and upon vote being taken thereon, the following voted in favor: Lorton, Blake, Lundquist, Byron, and Anderson; the following voted against the same: None; and the following were absent: Knutson; whereupon the resolution was declared duly passed and adopted and was signed by the Mayor and attested by the City Auditor.

Being no further business, the meeting adjourned at 5:19 PM.

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Mayor

ATTEST:

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City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, MAY 13, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, May 13, 2013 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Councilmen Lorton, Blake, Knutson, Lundquist, Byron, Anderson, City Attorney S. Currie, Public Works Director Dennis Larson, Business Manager Tom Larson, and Deputy Auditor Ann Berg. Guests, Jon Markusen, Jerri Bennington, Mike Hodek, Joel Hylden, Loren Zavalney, Park Board members Kyle Halverson, Nic Beneda, Deena Lorton, and Mavis Nelson.

Lundquist moved to approve the minutes of the March 25, 2013 Public Hearing – Notice to Competitors meeting as presented. Byron seconded, and upon roll call vote, all voted aye. Motion carried.

Blake moved to approve the minutes of the April 3, 2013 Special Council meeting as presented. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

Knutson moved to approve the minutes of the April 8, 2013 Regular Council meeting as presented. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

Lundquist moved to approve the minutes of the April 9, 2013 Tax Equalization meeting as presented. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Anderson moved to approve the minutes of the April 23, 2013 Special Council meeting as presented. Byron seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

27662	PR Airport Authority	1,459.58
63	PR Park District	3,892.22
64	PR Public Library	1,459.58
65	BC/BS of North Dakota	1,522.32
66	Dahlen Plb & Heating	668.77
67	DFD Express	2,640.00
68	Don Greicar Excavating	150.00
69	Farmers Union Serv Assoc	8,195.01
27670	Hanson's Auto & Implement	153.20
71	Jim's Super Valu	39.03
72	Kringstad Ironworks Inc	220.66
73	Leon's Bldg Ctr	13.58
74	Lon's Hdwr	17.34
75	MDU	193.91
76	Northdale Oil, Inc	1,668.37
77	North Star Coop	963.84
78	ODB Co	1,557.01
79	Polar Communications	510.33

27680	PR Airport Authority	39.69
81	PR Implement	320.53
82	PR Park District	34.35
83	PR Public Library	46.74
84	Glenn Rost	250.00
85	Samson Electric LTD	281.99
86	Special Funds	4,354.67
87	Team Lab Chemical Corp	1,522.00
88	CRA Payment Center	98.19
89	WC Auditor	10,966.65
27690	WC Highway Dept	165.00
91	WC Press	249.12
92	NDPERS	131.89
93	Discovery Benefits	85.51
94	NDPERS	148.50
95	NDPERS	1,094.72
1485	Jordan Eidenschink	131.04
1486	Sheldon Ellefson	863.90
EFTPS	(WH,SS,MED) 5-15-13 GF	251.27
EFTPS	(WH,SS,MED) 5-15-13 GF MU	1,069.97
1487	Galen Bosh OT	42.47
1488	Joshua Irvine OT	79.91
1489	Wade Kalgard OT	69.92
EFTPS	(WH,SS,MED) 5-15-13 GFOT	31.84
1490	Sheldon Ellefson	337.34
1491	Shelley MacDonald	84.03
EFTPS	(WH,SS,MED) 5-31-13 GF	85.32
EFTPS	(WH,SS,MED) 5-31-13 GF MU	1,202.34
A.W.	Municipal Utilities	6,025.82

**MUNICIPAL UTILITIES:**

31657	BC/BS of North Dakota	3,383.88
58	Roger A. Johnson	264.95
59	Advanced Engineering	2,189.40
31660	AmeriPride Services, Inc	112.18
61	Border States Electric Sup	1,953.98
62	Cardmember Services	70.04
63	City of Fargo	28.00
64	Consolidated Waste, LTD.	15,915.05
65	Farmers Union Serv Assoc	8,420.99
66	General Fund	1,013.24
67	Hawkins INC	941.62
68	Jim's Super Valu	32.16
69	Henrietta Karas	65.38
31670	Lagoon Maintenance	1,531.99
71	Light & Water Dept	3,149.20
72	Lon's Hdwr	28.45
73	Municipal Utilities	434.62
74	ND One Call	2.20
75	Nodak Elec Coop	5,179.29

76	Void	0
77	Polar Communications	154.39
78	PR Implement	36.30
79	Pristine Water Solutions	1,306.80
31680	Verizon Wireless	44.22
81	Vessco Inc	40.09
82	Water Bond Fund 05	4,830.00
83	Water Rev Bond Fund Phase II	3,450.00
84	Water Sur-Charge Fund	5,000.00
85	Water System Repair & Replace	1,500.00
86	Lesa Whaley	100.00
87	Northdale Oil, Inc	408.77
88	North Star Coop	440.17
89	NDPERS	550.73
31690	NDPERS	18.33
91	Discovery Benefits	327.81
92	General Fund	6,025.82
93	NDPERS	534.12
94	NDPERS	3,402.51
95	Void	0.00
96	Postmaster	288.50
6763-71	Salaries 5-15-13	11,281.93
EFTPS	(WH,SS,MED) 5-15-13	3,450.28
6772-81	Salaries 5-31-13	11,986.66
EFTPS	(WH,SS,MED) 5-31-13	3,490.57
A.W.	ACH Charge	11.75
A.W.	NMPA	131,786.80
A.W.	NSF Check	889.56

**SPECIAL FUNDS:**

3319	Sunshine Kids Center	5,000.00
3320	Kadrmass, Lee & Jackson	420.58
3321	ND Public Finance Authority	30,262.50
3322	05 Sales Tax Rev Bd Fd	19,802.97

At the February 11, 2013 City Council meeting Jon Markusen appeared before the Council to provide information on a proposed multi-purposed ice arena/building. Markusen along with Jerri Bennington, Mike Hodek, Joel Hylden, Loren Zavalney, and Park Board members Kyle Halverson, Nic Beneda, Deena Lorton, and Mavis Nelson, brought new information to present to the Council including conceptual mock ups of the proposed multi-purpose facility. Markusen said informal meetings and discussions have been held defining various uses and options for the facility. An architect was hired and drew up 15 similar layouts to the drawings presented to the Council. Events factored and considered in design concepts were baseball, basketball, hockey, figure & community skating, and gymnastics. Many other sports and social events were also considered with the possibilities of Taekwondo, aerobics, general public walking track, golf cage, soccer, in-line skating, conference or events rooms, fair exhibits, fitness center, racquetball court, curling, and tennis courts. Complex opportunities also could host hockey and baseball tournaments, camping, pool site, horseshoe pits, farmers market and the list goes on. The events center would be 145' X 350' with an estimated cost of \$5.5 to \$6 million. To complete the entire 40 acre complex would cost approximately \$8 million which includes the building, baseball/softball diamonds, 330 parking

spaces, 20 camping sites, paving and landscaping. Funding could possibly come from the following; pledges, fundraising events, grant programs, user fees, naming rights, property tax mills, and donations. The last consideration for the project is who would be the ownership and management of the facility. Markusen said social media will be a great tool to let people know about the project and to provide feedback and ideas. S Currie suggested the first thing they should do is look at setting up a non-profit 501(c)(3) corporation. On behalf of the Council, Mayor Stenvold thanked Markusen for all the time and effort that has been put into the project.

Byron moved to designate the Walsh County Press as official newspaper for the City of Park River. Knutson seconded, and upon roll call vote, all voted aye. Motion carried.

Blake moved to grant the transfer of the American Legion's Liquor License to the Coliseum for the Hylden/Thompson wedding on June 1, 2013. Lundquist seconded and upon roll call vote, all present voted aye. Motion carried.

Knutson moved to grant the transfer of the American Legion's Liquor License to the Coliseum for the LaBine/Moe wedding on June 8, 2013. Anderson seconded and upon roll call vote, all present voted aye. Motion carried.

Mayor Stenvold proclaimed May 21 as "Poppy Day" in Park River.

Knutson moved to approve the 2nd reading of a resolution to approve changing the zoning of North Star Addition from Commercial to Residential R1. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

Lundquist introduced the following Resolution:

### **RESOLUTION**

**WHEREAS**, the City of Park River is a member of the Northern Municipal Power Agency for the purpose of purchasing power to meet electricity needs for the City of Park River.

**NOW, THEREFORE BE IT HEREBY RESOLVED**, that Tom Larson is hereby appointed to represent the City of Park River on the Board of Directors of NMPA through April 30, 2014 and

**BE IT FURTHER RESOLVED**, that Dennis Larson is appointed as the City of Park River's representative on the Advisory Council of NMPA through April 30, 2014.

Byron seconded the foregoing Resolution and upon roll call vote, all voted aye. Motion carried.

North Star Coop presented an application for an "Off Sale only" liquor license for its facility located on Highway 17. One license is available. Councilman Blake questioned the need for another liquor store in Park River. Are there not presently enough establishments to meet the need in a community our size? Park River Ordinance 2b states, "available liquor licenses are approved at the Council's discretion and can be denied if they feel existing establishments fulfill the need of the community." Knutson moved to approve North Star Coop's application and grant them an "Off Sale" only liquor license. Anderson seconded, and upon roll call vote, members present voted as follows; Lorton, Knutson, and Anderson voted aye. Blake, Lundquist, and Byron voted nay. Mayor Stenvold cast the tie-breaking vote and voted aye. Motion carried.

T Larson updated the Council on the construction progress of the North Star Addition. Water and sewer line installation began on May 9th. Eight trees will need to be removed for Polar Communications to relocate their fiber optic lines. This will cost the project \$2,400. Money from the Sales Tax Fund will be requested to help service the debt on the project until enough is generated by the Tax Increment Financing, as was done on the South View Addition. The money will be paid back to the Sales Tax Fund at the end of the TIF.

T Larson provided the Council with an update on the 135<sup>th</sup> Avenue NE road project. Jon Markusen of KLJ, Inc will speak with property owners along the road project to inform them that the drainage ditch will come right up to the field.

The Corps of Engineers sent the City of Park River a bill for \$983.27 as the final amount due on the Dam Safety Project started in 2000. T Larson will research what fund was used to pay the original bills and report back to the council at the June meeting.

The July 4<sup>th</sup> celebration planning is moving forward. Alumni banquet, street dance, parade, inflatable games, car show, piano recital, face painting, pipe & drum band, and fireworks are on board so far. Fewer organizations are putting on events and additional volunteers are needed to help with activities. T Larson asked the Council to allow the Municipal Utilities Fund to sponsor one-half the cost of the inflatable games. Knutson moved to approve T Larson's request. Blake seconded and upon roll call vote, all voted aye. Motion carried.

Lundquist moved to extend the Club Bar & Lounge's Liquor License to the City Hall Auditorium as a backup venue for the Jack & Linda Gillespie Anniversary on June 1, 2013. Byron seconded and upon roll call vote, all present voted aye. Motion carried.

Following discussion about policing issues, Mayor Stenvold decided he and the Police Committee need to setup a meeting and with WC Sheriff Lauren Wild and the deputies assigned to Park River to discuss concerns.

Being no further business, the meeting adjourned at 9:14 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, JUNE 10, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, June 10, 2013 at 7:30 P.M.

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

Knutson moved to approve the minutes of the May 13, 2013 meeting as presented. Blake 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:**

27696	BC/BS of North Dakota	1,408.68
97	Hatton Ford, Inc	24,753.68
98	NDPERS	123.88
99	ASCAP	330.22
27700	Business Forms & Acct	114.56
01	City of Lakota	105.00
02	Dale's Small Engine Repair	778.98
03	Don Greicar Excavating	450.00
04	Farmers Union Service Assoc	737.00
05	Heartland Gas Co	253.68
06	Dr Gerald Larson	25.61
07	Lon's Hdwr	15.88
08	MDU	108.61
09	Michael Todd & Co, Inc	405.54
27710	Municipal Govt Acd	15.00
11	Northdale Oil, Inc	1,726.59
12	North Star Coop	1,022.51
13	Polar Communications	512.55
14	PR Airport Authority	43.07
15	PR Implement	352.11
16	PR Park District	36.32
17	PR Public Library	50.07
18	PR Vet Clinic	240.00
19	Quill Corporation	25.28
27720	Glenn Rost	250.00
21	Special Funds	176.09
22	Stone's Mobile Radio	100.00
23	Team Laboratory Chem	1,694.00
24	WC Auditor	11,585.84
25	WC Press	576.16
26	Kinetic Leasing	16,235.00
27	Discovery Benefits	109.80

28	Municipal Utilities	294.22
29	NDPERS	155.31
27730	NDPERS	1,306.31
1492	Keith Anderson	664.92
1493	Karl Blake	664.92
1494	Dwight Byron	664.92
1495	Stephen Currie	5,541.00
1496	Arvid Knutson	664.92
1497	Michael Lorton	664.92
1498	Robert H Lundquist III	664.92
1499	Daniel Stenvold	1,329.84
EFTPS	(WH,SS,MED) 6-10-13 GF	1,799.28
1500	Jordan Eidenschink	582.11
1501	Sheldon Ellefson	313.40
1502	Robert Kubat	338.22
EFTPS	(WH,SS,MED) 6-15-13 GF	294.22
EFTPS	(WH,SS,MED) 6-15-13 GF MU	1,253.69
1503	Galen Bosh OT	28.71
1504	Joshua Irvine OT	79.91
1505	Wade Kalgard OT	69.92
1506	Stefan Linstad	50.09
EFTPS	(WH,SS,MED) 6-15-13 GFOT	111.30
1507	Sheldon Ellefson	337.34
1508	Robert Kubat	394.59
1509	Shelley MacDonald	81.68
EFTPS	(WH,SS,MED) 6-30-13 GF	149.97
EFTPS	(WH,SS,MED) 6-30-13 GF MU	1,407.90
A.W.	Municipal Utilities	7,222.27

**MUNICIPAL UTILITIES:**

31697	BC/BS of North Dakota	3,497.52
98	Roger A. Johnson	264.95
99	NDPERS	18.33
31700	NDPERS	558.74
01	AmeriPride Services, Inc	118.32
02	Border States Electric Sup	9,545.43
03	City of Fargo	28.00
04	Consolidated Waste, LTD.	16,113.00
05	Discovery Benefits	22.00
06	Graymont Western Canada, Inc	5,542.32
07	Hawkins INC	1,243.27
08	Jim's Super Valu	105.97
09	Lagoon Maintenance	1,840.63
31710	Jared Leveque	1.00
11	Light & Water Dept	3,721.23
12	Municipal Utilities	387.83
13	ND One Call	39.60
14	ND Sewage Pump Lift Station	579.00
15	Nodak Elec Coop	4,943.68
16	Northdale Oil, Inc	484.81

17	North Star Coop	1,179.56
18	Polar Communications	230.04
19	PR Implement	146.31
31720	Quill Corp	369.89
21	Samson Electric LTD	855.13
22	VESSCO, Inc	299.80
23	Nancy Wassenaar	11.17
24	Water Bond Fund 05	4,830.00
25	Water Rev Bond Fund Phase II	3,450.00
26	Water Sur-Charge Fund	5,000.00
27	Water System Repair & Replace	1,500.00
28	WC Press	128.80
29	Precocious Pyrotechnics, Inc	3,039.48
31730	Verizon Wireless	44.37
31	Postmaster	256.19
32	General Fund	7,222.27
33	Discovery Benefits	303.52
34	Discovery Benefits	22.00
35	NDPERS	527.31
36	NDPERS	3,190.98
6782-91	Salaries 6-15-13	11,351.48
EFTPS	(WH,SS,MED) 6-15-13	3,227.76
6792	Galen Bosh OT	138.03
6793	Joshua Irvine OT	98.22
6794	Wade Kalgard OT	29.97
6795	Stefan Linstad OT	343.16
6796	Jeffrey Wilmer OT	106.18
EFTPS	(WH,SS,MED) 6-15-13 OT	160.47
97-6806	Salaries 6-30-13	11,860.89
EFTPS	(WH,SS,MED) 6-30-13	3,297.38
A.W.	ACH Charge	11.70
A.W.	NMPA	117,487.85

**SPECIAL FUNDS:**

3323	Sheyenne Gardens	615.00
3324	Kadrmars, Lee & Jackson	17,451.66
3325	PR School District	4,000.00
3326	PR School District	5,000.00
3327	City of Grafton	12,500.00
3328	F.A.O. St. Paul	983.27
3329	05 Sales Tax Rev Bd Fd	11,798.32

**HOSPITAL BUILDING FUND:**

1044	US Bank	402.50
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**WATER & SEWER IMPROVEMENT DISTRICT #2012-1**

1000	The Spruce Valley Corporation	177,039.72
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Chris Flaten, representing the Briggs Avenue bar owners, requested approval to have a street dance on July 3, 2012 from 9:00 PM to 1:00 AM. The Council approved the street dance and asked that the

bar owners clean all cans off the sidewalk onto the street and pick up all bottles and garbage along the adjacent streets and alleys. The City of Park River will pay for policing of the street dance. Byron moved to approve the street dance request. Lundquist seconded and upon roll call vote, all present voted aye. Motion carried.

Chad Arendt, representing Hillcrest Golf Club, informed the Council that they would like to lease a newer John Deere rough mower. He asked if the City of Park River would sponsor a municipal lease for \$22,750.00 for a period of five (5) years. Hillcrest will make the annual payments. Knutson moved to sponsor the municipal lease. Blake seconded, and upon roll call vote, all present voted aye. Motion carried.

The Corps of Engineers sent the City of Park River a bill for \$983.27 as the final amount due on the Dam Safety Project started in 2000. T Larson reported that the Water Treatment Plant Maintenance Fund was used to pay the original bills and asked to use it to pay the \$983.27. Byron moved approval. Lundquist seconded and upon roll call vote, all present voted aye. Motion carried.

The following resolution was passed regarding North Star Addition.

Upon motion by Knutson seconded by Blake, the following Resolution was adopted:

**A RESOLUTION APPROVING  
THE WATER AND SEWER IMPROVEMENT DISTRICT NO. 2012-1  
TEMPORARY IMPROVEMENT WARRANT, SERIES 2013**

(The entire resolution may be viewed at the City Auditor's office)

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

Byron moved to accept the Sales Tax Committee's recommendations for the following items; approve the fifteenth payment of the Marvin Windows & Doors agreement in the amount of \$12,500 from the Sales Tax Economic Development Fund. Approve the final payment of the Sunshine Kids Center commitment of \$5,000 from the Sales Tax Economic Development Fund. Approve the fourth payment of the PR School District agreement for paving in the amount of \$4,000 from the Sales Tax Capital Improvement Fund. Approve the final payment toward the PR School District bleacher project the amount of \$5,000 from the Sales Tax Economic Development Fund. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

Tax Increment Financing is being used to finance a portion of the infrastructure for the North Star Addition. The remaining will be special assessed. Until there are enough houses built and valuation high enough to service the debt of the TIF, the project will need additional support. The PR Development Corp is requesting assistance from the Sales Tax Capital Improvement Fund to cover the debt service shortage until the TIF can stand on its own. The annual payment on the 20 year TIF will be approximately \$33,600.00. The exposure to the sales tax fund will depend on the number of lots sold, pace of construction, and value of improvements. The Sales Tax Fund will eventually be reimbursed by the TIF. This same arrangement was made with the South View Addition. Byron moved to approve the request to have the Sales Tax Fund cover the North Star Development annual debt service shortage until the tax increments are sufficient to make the payment. Blake seconded, and upon roll call vote, all voted aye. Motion carried. Motion carried.

The City of Park River has typically contributed 15% of infrastructure costs to new projects such as the North Star Development. The Sales Tax Committee recommends that 15% of the Sales Tax Capital Improvement Fund be put on reserve toward the infrastructure development in the North Star Addition.

Knutson moved to grant the transfer of the American Legion's Liquor License to the Coliseum for the Boe/Sveen wedding on June 21, 2013. Lorton seconded and upon roll call vote, all present voted aye. Motion carried.

Blake moved to grant the transfer of the American Legion's Liquor License to the Coliseum for the Daley/Kubat wedding on July 13, 2013. Lundquist seconded and upon roll call vote, all present voted aye. Motion carried.

T. Larson discussed the bonding of city officials, which includes the Assessor, Municipal Judge, City Auditor, Deputy Auditor, and Billing Clerk. Knutson moved to adopt the following resolution: That the City of Park River set the bonding limit for city officials at \$1.5 million. Blake seconded and upon roll call, all voted aye. Motion carried.

The new patrol car that Sheriff Wild has on order for the Park River department will cost \$26,753. Hatton Ford is offering \$2,000 for the trade-in. T Larson reported that the last patrol car the city sold brought \$1,600 less expenses for advertising and removing decals. Blake moved to trade the Crown Vic to Hatton Ford for \$2,000 off the purchase of the new vehicle. Lundquist seconded and upon roll call, all voted aye. Motion carried.

D Larson provided the Council with an update on the 135<sup>th</sup> Avenue NE road project. The bid opening is scheduled for July 11. T Larson reported that Jon Markusen of KLJ, Inc. has spoken with property owners along the road project to inform them that the drainage ditch will come right up to the field. Landowners will provide construction easements in exchange for improved drainage which may include replacing culverts.

Mayor Stenvold asked D Larson to update the Council on the damage caused by the recent excessive rainfall. Larson reported that there was a low spot in the dike by the PR Airport which allowed extra water to flow into the coulee running through town. Larson reported he had a contractor build up the low spot by two feet which should keep the water draining toward the river. Consolidated Waste has been open for their customers to haul damaged debris to the inert landfill for free. Stenvold asked if there was going to be a city-wide clean-up for items damaged by basement seepage. Council felt the pick-up should be done this week. Larson said he would check with some of the retired city employees to see if they could help with the clean-up. Byron moved to have a city-wide clean-up to pick up debris damaged by basement seepage on Friday, June 14<sup>th</sup>. Blake seconded and upon roll call, all voted aye. Motion carried.

Brent Nelson, WC Emergency Management Coordinator, spoke with T Larson and asked if the City of Park River was going to declare a disaster from spring runoff. Byron asked how much the City sustained in damages during the spring runoff. D Larson reported that the control drop structure and approximately 150' of culvert will need to be replaced, and the road repaired, for approximately \$40,000. Also the culvert and alley repair between Code & Harris and the work performed by the airport. To access FEMA assistance the city council will have to officially declare a disaster. Byron moved to declare a disaster from the spring run-off in the City of Park River. Blake seconded and upon roll call, all voted aye. Motion carried.

Nelson also mentioned that Walsh County had declared the entire county a disaster from the recent excessive rainfalls.

An APPLICATION FOR RETAIL LIQUOR LICENSE, with a check for \$2,000 was received from PB Properties II, LLC, dba The Alexander House. Blake moved to approve the application. Knutson seconded and upon roll call vote, all voted aye. Motion carried.

An APPLICATION FOR RETAIL LIQUOR LICENSE, along with a check for \$2,000 was received from Larry P. and Christine Flaten, dba Flaten's Alibi Bar. Knutson moved to approve the application. Lundquist seconded and upon roll call vote, all voted aye. Motion carried.

An APPLICATION FOR RETAIL LIQUOR LICENSE, with a check for \$1,200 was received from the Park River American Legion. Lundquist moved to approve the application. Blake seconded and upon roll call vote, all voted aye. Motion carried.

An APPLICATION FOR RETAIL LIQUOR LICENSE, along with a check for \$2,000 was received from Warren Denault, dba The Dug Out Bar. Blake moved to approve the application. Lorton seconded and upon roll call vote, all voted aye. Motion carried.

An APPLICATION FOR RETAIL LIQUOR LICENSE, with a check for \$2,000 was received from The Club Bar & Lounge, Inc. There are delinquent property taxes due. The Council decided to call a special meeting to approve the application if the taxes are paid by July 1, 2013.

The July 4<sup>th</sup> celebration planning is moving forward. There will be a few less events as is getting increasingly difficult to find people to organize events.

Mosquito spraying was discussed. Knutson moved to reinstate a spraying charge of \$4 per month per utility account for 3 months beginning with the June billing. Lundquist seconded, and upon roll call, all voted aye. Motion carried. D Larson stated that they will start ground fogging this week and schedule aerial spraying as needed.

D Larson gave an update to the Council on the water tower project. A conference call has been scheduled for Friday, June 14<sup>th</sup> to discuss strategy to access the \$16 million in funding made available to municipalities by the Legislature through HB1020.

Lundquist informed the Council that the PR Pool Boosters will be holding a fund raising dance at the Coliseum on Saturday, August 10<sup>th</sup>. The boosters asked if the City would cover the cost of policing the dance as they did last year. Knutson moved to have the City of Park River cover the cost of policing the fundraising dance. Lorton seconded and upon roll call vote, all voted aye. Motion carried.

Being no further business, the meeting adjourned at 8:25 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING,  
WENESDAY, JUNE 26, 2013 AT 12:00 P.M.**

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

An APPLICATION FOR RETAIL LIQUOR LICENSE, along with a check for \$2,000 has been received from The Club Bar & Lounge, Inc. All requirements have been met. Anderson moved to approve the application. Byron seconded and upon roll call vote, all voted aye. Motion carried

The following resolution was presented regarding 135<sup>th</sup> Avenue NE.

**A RESOLUTION APPROVING ENGINEER'S PLANS  
SPECIFICATIONS AND ESTIMATES OF COST FOR  
STREET IMPROVEMENT DISTRICT NO. 2013-1**

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

This governing body, having received and reviewed the engineer's detailed plans, specifications, and estimates of the probable cost for work and materials needed in Street Improvement District No. 2013-1 does hereby approve such plans, specifications and estimates and the same shall be filed in the office of the City Auditor and shall remain on file in the City Auditor's office subject to inspection by anyone interested therein.

Dated and adopted June 26, 2013.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, Auditor

The motion for the adoption of the foregoing resolution was duly made by Member Knutson, seconded by Member Lorton, and upon vote being taken thereon, the following voted in favor: Lorton, Knutson, Byron, and Anderson; the following voted against the same: None; and the following were absent: Blake and Lundquist; whereupon the resolution was declared duly passed and adopted and was signed by the Mayor and attested by the City Auditor

Some of the Briggs Ave S bar owners have requested permission to have beer gardens during the street dance on the evening of Wednesday, July 3, 2013. Knutson moved and Anderson seconded to approve the request. Upon roll call vote, all voted aye. Motion carried.

A change order has been received for \$2,400 from The Spruce Valley Corporation for removing eight trees in the North Star Addition to bury infrastructure. Knutson moved to approve The Spruce Valley Corporation's change order for \$2,400. Byron seconded, and upon roll call, all voted aye. Motion carried.

With no further business, the meeting adjourned at 12:16 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, JULY 8, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, July 8, 2013 at 7:30 P.M.

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

Knutson moved to approve the minutes of the June 10, 2013 meeting as presented. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

Blake moved to approve the minutes of the June 26, 2013 Special Council meeting as presented. Byron seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

27731	BC/BS of North Dakota	1,670.25
32	Acme Tools	148.85
33	Ann Berg	318.11
34	Dacotah Paper Co	59.29
35	Diamond Vogel Paint	837.75
36	Ferguson Waterworks	250.32
37	Heartland Gas Co	117.50
38	Jim's Super Valu	25.09
39	KNS Yard Service	135.00
27740	Langdon Fire Equip	410.25
41	Leon's Building Center	47.15
42	Lindell's Mowing	50.00
43	Lon's Hdwr	48.61
44	Minn-Dak Asphalt, Inc	4,650.00
45	Municipal Govt Acd	140.00
46	Northdale Oil, Inc	2,704.68
47	North Star Coop	1,182.24
48	Polar Communications	589.38
49	PR Comm Club	150.00
27750	PR Implement	101.14
51	Radisson Hotel	69.30
52	Rainbow Auto Body	279.92
53	RDO Trust	4,175.00
54	Glenn Rost	250.00
55	Samson Elec	93.72
56	Sanitation Products, Inc	19.59
57	Wayne's Variety	3.98
58	WC Auditor	11,128.84
59	WC Press	264.96

27760	Xerox Corp	252.00
61	MDU	113.13
62	ND Insurance Dept	795.06
63	NDPERS	117.72
64	PR Airport Authority	69.14
65	PR Park District	62.84
66	PR Public Library	78.80
67	Special Fund	152.66
68	Discovery Benefits	70.81
69	NDPERS	110.62
27770	NDPERS	783.48
71	PR Airport Authority	1,582.20
72	PR Park District	4,219.20
73	PR Public Library	1,528.20
A.W.	Municipal Utilities	4,429.30
A.W.	ND ST Tax Comm	1,416.53
1516	Stefan Linstad OT	616.67
1517	Jeffrey Wilmer OT	169.88
EFTPS	(WH,SS,MED) 7-15-13 GF OT	403.52
EFTPS	(WH,SS,MED) J.W. Unused Vac	178.97
1518	Sheldon Ellefson	423.80
1519	Robert Kubat	225.48
1520	Shelley MacDonald	40.23
EFTPS	(WH,SS,MED) 7-31-13 GF	140.95
EFTPS	(WH,SS,MED) 7-31-13 GF MU	742.45

**MUNICIPAL UTILITIES:**

31737	BC/BS of North Dakota	3,235.95
38	First United Bank	4,627.50
39	Roger A. Johnson	264.95
31740	Games To Go	2,182.70
41	NDPERS	18.33
42	Acme Tools	508.90
43	Adapco, Inc	6,301.70
44	Advanced Engineering	210.00
45	AmeriPride Services, Inc	180.68
46	Border States Electric Sup	1,178.38
47	Cardmember Services	773.63
48	City of Fargo	28.00
49	Consolidated Waste, LTD.	16,708.55
31750	Ethanol Products, LLC	3,357.23
51	Grand Forks Utility Billing	324.50
52	Ryan or Megan Hanson	47.30
53	Hawkins INC	1,220.52
54	Jim's Super Valu	9.40
55	Derek Johannesson	61.30
56	Lagoon Maintenance	1,594.47
57	Langdon Fire Equip	56.00
58	Light & Water Dept	2,486.48
59	Lindell's Mowing	980.00

31760	Lon's Hardware	152.65
61	Loren's Appliance & AC Repair	50.00
62	MMUA	1,473.50
63	Municipal Utilities	291.40
64	ND Dept of Health/Lab-Chem	597.94
65	ND One Call	96.80
66	ND Sewage Pump Lift Station	5,580.00
67	Nodak Elec Coop	4,847.74
68	Northdale Oil, Inc	251.12
69	North Star Coop	352.23
31770	Polar Communications	152.12
71	Rainbow Auto Body	309.92
72	Samson Electric LTD	47.27
73	Thatcher Co of Montana	7,906.80
74	Water Bond Fund 05	4,830.00
75	Water Rev Bond Fund Phase II	3,450.00
76	Water Sur-Charge Fund	5,000.00
77	Water System Repair & Replace	1,500.00
78	Wayne's Variety	1.98
79	Lesa Whaley	24.39
31780	General Fund	1,063.49
81	ND Insurance Dept	4,355.58
82	NDPERS	564.90
83	Verizon Wireless	44.29
84	Discovery Benefits	272.51
85	General Fund	4,429.30
86	NDPERS	572.00
87	NDPERS	3,506.21
88	Postmaster	291.31
89	Water System Repair & Replace	4,627.50
6807-15	Salaries 7-15-13	11,230.63
EFTPS	(WH,SS,MED) 7-15-13	3608.80
6816	Joshua Irvine OT	179.68
6817	Wade Kalgard OT	176.60
6818	Stefan Linstad OT	245.30
6819	Jeffrey Wilmer OT	328.10
EFTPS	(WH,SS,MED) 7-15-13 OT	227.66
6820	Jeffrey Wilmer Unused Vac	862.71
EFTPS	(WH,SS,MED) J.W. Unused Vac	43.65
6821-29	Salaries 7-31-13	10,955.53
EFTPS	(WH,SS,MED) 7-31-13	3,712.85
A.W.	ACH Charge	11.85
A.W.	NMPA	118,606.11

**SPECIAL FUNDS:**

3330	Glenaura Pipe & Drums	1,250.00
3331	Tom Russell	100.00
3332	Swedberg Nursery	322.23
3333	Keith's Stump Removal	575.00
3334	WC Press	262.08

3335	Swedberg Nursery	152.96
3336	05 Sales Tax Rev Bd Fd	11,408.34
3337	Walsh Grain Terminal LLC	756,000.00
3338	City of Park River	1,052.64
3339	Red River Regional Council	973.68
3340	WC Job Dev. Authority	921.04
3341	City of Grafton	526.32
3342	Polar Communications	526.32

**WATER & SEWER IMPROVEMENT DISTRICT #2012-1**

1001A	MDU	9,009.66
1002	Arntson & Stewart Wegner PC	947.16
1001B	The Spruce Valley Corp	260,900.37
A.W.	Main Street Checks	22.05

D. Larson informed the Council that infrastructure work on the North Star Addition has been completed. The final bill presented by The Spruce Valley Construction is for \$260,900.37. MDU and Polar Communications still have work that needs to be completed. Construction on one house has started.

D Larson provided the Council with an update on the 135<sup>th</sup> Avenue NE road project. The bid opening is scheduled for July 11, 2013 at 10:30 am.

S. Currie briefed the Council on the Jay and Becky Skorheim land transfer. He recommended tabling the issue at this time until all transfers in the area can be examined.

Sonny Welch has asked permission to block off Code Ave S between 6<sup>th</sup> and 7<sup>th</sup> St. W. for an auction sale on Saturday, July 20<sup>th</sup> from 9 am – 7 pm. Knutson moved to approve the request. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

D Byron informed the Council that his renter B Spoonland would like to install drain tile on 66 acres of the 160 acres located in the NW ¼ of Section 33-157-55. Byron contacted the WC Water Board about a permit and was told a permit is not required for areas under 80 acres. All landowners within one mile of the drain were sent letters. They are asking permission to drain the water into the drain/culvert under the railroad tracks on the south side of the city. Anderson moved to grant the request. Blake seconded, and upon roll call vote, Blake, Knutson, and Anderson voted aye, Byron abstained and Lorton and Lundquist were absent. Motion carried.

Knutson moved and Blake seconded to approve the following requests for transfer of liquor licenses;  
 American Legion's Liquor License to the Coliseum for the Lewis/Waslaski wedding on 7-27-13.  
 American Legion's Liquor License to the Coliseum for the DeSautel/Larson wedding on 8-3-13.  
 American Legion's Liquor License to the Coliseum for the Swimming Pool Fundraiser on 8-10-13.  
 Dug Out Bar's Liquor License to the Coliseum for the Laaveg/Gilleshammer wedding on 8-3-13.

The Park River American Legion is asking if the City would sponsor a PR Community Foundation Application for the kitchen project in the Coliseum in the amount of \$3,000. Byron moved to sponsor a \$3,000 application to the PR Community Foundation on behalf of the Legion for the kitchen project. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

The July 4<sup>th</sup> celebration was well attended. The Dug Out Bar cleaned up the area around their bar but

other areas still needed additional cleaning done. More people need to get involved to provide additional events. Additional food vendors are needed as there were long lines.

D Larson informed the Council that there were two power outages on July 3<sup>rd</sup>. A transformer needed repair in the alley south of the 'Little' park and an underground fault in the Kensington Addition.

A Berg presented information on behalf of Building Inspector T Larson on a substandard building located at 308 Prospect Avenue North. S Currie recommended sending the property owner a letter informing him to appear at the Public Hearing at 7 pm on August 12, 2013 and show cause why the buildings on this property should not be demolished.

D Larson gave an update to the Council on the water tower project. A conference call has been scheduled for Friday, June 14<sup>th</sup> to discuss strategy to access the \$16 million in funding made available to municipals by the Legislature through HB1020. There is a State Water Commission meeting scheduled for July 23 in Bismarck. Park River needs to be represented.

Being no further business, the meeting adjourned at 8:03 PM.

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Dan Stenvold, Mayor

ATTEST:

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Ann Berg, Deputy City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING,  
MONDAY, JULY 15, 2013 AT 12:00 P.M.**

Mayor Stenvold called the meeting to order with the following present: Blake, Byron, Anderson, City Attorney S. Currie, Public Works Director D. Larson, Business Manager T. Larson and Deputy Auditor A. Berg. By phone Lundquist. Absent, Lorton and Knutson

The bid opening for the Street Improvement District No. 2013-1 (135<sup>th</sup> Ave NE) road project took place on Thursday, July 11, 2013. Knife River Materials of Bemidji, MN submitted a bid of \$1,659,438.95 and Strata Corporation of Grand Forks, ND bid \$2,015,334.50. Engineers from KLJ, Inc. reported the costs of the entrance to North Star Addition were included in the bids. The City asked that the costs for the North Star Addition entrance be removed from the bid. The engineer's recommendation is that the City of Park River award a contract to Knife River Materials of Bemidji, MN for \$1,521,139.00.

Bond repayment funding for the project will come from the P.I.L.O.T. received from the Walsh Grain Terminal over the next ten years. Due to the bids coming in higher than expected, any shortfall can be covered by Walsh Grain, LLC's repayment of a loan from the Sales Tax Economic Development Fund, which will amount to about \$20,000 annually.

Blake made a motion to accept the engineer's recommendation and award the contract to Knife River Materials for \$1,521,139.00. Byron seconded the motion and upon roll call vote, all voted aye. Motion carried.

Anderson made a motion to authorize the Mayor and Auditor to sign the contract and the notice to proceed on behalf of the City of Park River. Lundquist seconded the motion and upon roll call vote, all voted aye. Motion carried.

With no further business, the meeting adjourned at 12:25 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING,  
MONDAY, JULY 22, 2013 AT 12:00 P.M.**

Mayor Stenvold called the meeting to order with the following present: Blake, Knutson, Byron, Anderson, City Attorney S. Currie, Public Works Director D. Larson, Business Manager T. Larson. Absent, Lorton and Deputy Auditor A. Berg. By phone Lundquist Guest, Jon Markusen.

Negotiations with landowners along the Street Improvement District No. 2013-1 (135<sup>th</sup> Ave NE) road project has realized a cost of \$6,000 per acre for the 2.9 acres needed for construction. One landowner would like additional drainage that would cost considerably more. The project should improve the drainage and the Council feels the offer for the land is more than fair.

Byron moved to offer the landowners \$6,000 per acre for the land needed for the project. Blake seconded the motion and upon roll call vote, all voted aye. Motion carried.

Markusen asked the Council if they were sure they wanted the North Star Addition concrete driveway removed from this project. The sub-contractor may increase the cost because the project is not as large as they originally bid. The Council felt timing the bids better next time may result in more bidders and more competitive pricing.

With no further business, the meeting adjourned at 12:35 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, AUGUST 12, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, August 12, 2013 at 7:30 P.M.

Council President Byron called the meeting to order with the following present: Councilmen Lorton, Blake, Knutson, Lundquist, Anderson, City Attorney S Currie, Public Works Director Dennis Larson, Business Manager Tom Larson, and Deputy Auditor Ann Berg. Absent, Mayor Stenvold. Guests Dean Skjerven, Jay Skorheim, and Jim Miller.

Blake moved to approve the minutes of the July 8, 2013 meeting as presented. Knutson seconded, and upon roll call vote, all voted aye. Motion carried.

Knutson moved to approve the minutes of the July 15, 2013 Special Council meeting as presented. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Lundquist moved to approve the minutes of the July 22, 2013 Special Council meeting as presented. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

27774	BC/BS of North Dakota	980.94
75	Demester Cleaning	235.00
76	Digital Ally, Inc	4,275.00
77	Interstate Power Sys.	2,051.80
78	Jim's Super Valu	2.90
79	KNS Yard Service	75.00
27780	Leon's Bldg Center	297.00
81	Lon's Hdwr	94.12
82	Michael Kilmer Const	525.00
83	Northdale Oil, Inc	2,261.20
84	North Star Coop	1,287.96
85	Polar Comm	602.23
86	PR Airport Authority	17.93
87	PR Implement	496.58
88	PR Park District	16.66
89	PR Public Library	20.23
27790	PR Veterinary Clinic	360.00
91	Glenn Rost	250.00
92	Sanitation Products	765.24
93	Saville Enterprise, Inc	414.08
94	Sobolik Construction	931.00
95	Special Funds	40.66
96	St Improve Dist #7	69.66
97	True North Steel	14,900.38
98	WC Auditor	15,135.07
99	WC Press	406.26

27800	Ace Security Services	150.00
01	Dale's Small Eng Repair	4,400.00
02	MDU	73.69
03	ND Dept of Transportation	10.00
04	NDPERS	121.72
05	Discovery Benefits	55.44
06	NDPERS	130.76
07	NDPERS	806.30
1521	Sheldon Ellefson	104.47
1522	Robert Kubat	225.48
EFTPS	(WH,SS,MED) 8-15-13 GF	54.66
EFTPS	(WH,SS,MED) 8-15-13 GF MU	813.98
1523	Wade Kalgard OT	98.22
1524	Stefan Linstad OT	182.21
EFTPS	(WH,SS,MED) 8-15-13 GF OT	48.39
1525	Sheldon Ellefson	208.93
1526	Shelley MacDonald	88.75
EFTPS	(WH,SS,MED) 8-30-13 GF	62.97
EFTPS	(WH,SS,MED) 8-30-13 GF MU	737.29
A.W.	Municipal Utilities	4,242.75

**MUNICIPAL UTILITIES:**

31790	BC/BS of North Dakota	3,537.1
91	Roger A. Johnson	264.95
92	NDPERS	16.81
93-99	Voids	0
31800	Acme Tools	3,600.00
01	Adapco, Inc	193.93
02	Advanced Engineering	700.95
03	Airborne Custom Spraying	8,700.00
04	AmeriPride Services, Inc	236.64
05	Aqua-Pure Inc	5,190.57
06	Bank of ND	31,350.00
07	Bank of ND	44,085.00
08	Bank of ND	31,150.00
09	Border States Electric Sup	13,192.21
31810	Business Forms & Acct	639.18
11	Cardmember Services	151.08
12	Consolidated Waste, LTD.	16,256.55
13	Discovery Benefits	22.00
14	Ferguson Waterworks	29.27
15	Grand Forks Utility Billing	215.00
16	Graymont, LLC	11,219.49
17	Hach Company	97.41
18	Hawkins INC	1,364.44
19	Jim's Super Valu	55.70
31820	Lagoon Maintenance	1,922.22
21	Light & Water Dept	2,598.10
22	Lindell's Mowing	490.00
23	Lon's Hardware	51.61

24	Loren's Appliance & AC Repair	54.00
25	ND One Call	58.30
26	Nodak Elec Coop	4,998.29
27	Northdale Oil, Inc	370.91
28	North Star Coop	368.43
29	Polar Communications	149.21
31830	PR Implement	7.96
31	Dan Stenvold	316.72
32	Verizon Wireless	44.36
33	Vessco, Inc	243.91
34	Water Bond Fund 05	4,830.00
35	Water Rev Bond Fund Phase II	3,450.00
36	Water Sur-Charge Fund	5,000.00
37	Water System Repair & Replace	1,500.00
38	NDPERS	560.90
39	Discovery Benefits	177.88
31840	General Fund	4,242.75
41	NDPERS	551.86
42	NDPERS	3,322.08
43	Postmaster	249.25
6830-38	Salaries 8-15-13	10,726.48
EFTPS	(WH,SS,MED) 8-15-13	3,551.36
6839-40	Voids	0
6841	Wade Kalgard OT	599.07
6842	Stefan Linstad OT	1,307.14
6843	Galen Bosh OT	81.81
6844	Joshua Irvine OT	637.39
EFTPS	(WH,SS,MED) 5-15-13 OT	902.52
6845-52	Salaries 8-30-13	10,289.24
EFTPS	(WH,SS,MED) 8-30-13	3,498.10
A.W.	ACH Charge	12.25
A.W.	NMPA	128,885.35

**SPECIAL FUNDS:**

3343	North Star Coop	45.80
3344	WC Three Rivers S.C.	299.00
3345	First United Bank	29,821.18
3346	WC Press	134.68
3347	Clear Channel Radio	70.00
3348	KXPO Radio	41.00
3349	Gary Jergenson & Carey Jergenson	6,000.00
3350	Gladwin & Nancy Jensen	4,800.00
3351	Larry & Bonny Dvorak	600.00
3352	Dale Jensen	600.00
3353	Don Jensen	600.00
3354	Scott Erickson	1,800.00
3355	05 Sales Tax Rev Bd Fd	11,103.48
A.W.	Deluxe Checks	30.50

**125<sup>th</sup> CELEBRATION FUND**

0018	Piles of Smiles	1,000.00
0019	Lon's Hdwr	65.96

**WATER & SEWER IMPROVEMENT DISTRICT #2012-1**

1002B	The Spruce Valley Corp	26,746.63
1003	Kadrmass, Lee & Jackson, Inc	15,822.07

Jay Skorheim and Jim Miller on behalf of the Walsh County Three River Soil Conservation District (WCTRSCD) approached the Council to see if the City might be interested in purchasing the tree building by the water tower along with the land from Walsh County. The District is looking at a larger building. Skorheim will get the legal description and other information requested by the Council and forward to T. Larson. The Council tabled the matter until September 9, 2013.

Knutson moved and Blake seconded to approve the following requests for transfer of liquor licenses; American Legion's Liquor License to the Coliseum for the Johnson/Beyer wedding on 8-17-13. American Legion's Liquor License to the City Hall for Gary Paulson Retirement dinner on 8-22-13. American Legion's Liquor License to the Coliseum for the FCHC Harvest Fest on 9-13-13. Alibi's Liquor License to the City Hall for the Svir/Johnson wedding on 9-21-13. Upon roll call vote, all voted aye. Motion carried.

The Spruce Valley Corporation had two change orders for the North Star Addition; one for \$1,500 to extend the storm sewer and one for \$2,800 to remove trees so phone/fiber infrastructure could be relocated. Blake moved to pay request #3 in the amount of \$26,746.63 Lundquist seconded, and upon roll call vote, all voted aye. Motion carried. T. Larson informed the Council that the final inspection at the North Star Addition needs to be completed before the 5% retained can be paid.

D Larson provided the Council with an update on the 135<sup>th</sup> Avenue NE road project. The Council questioned if approaches were going to be put in and how many and where would they be placed. D Larson replied the only approaches included in the project are the existing ones. Lundquist questioned if it would be cheaper to add the approaches while the road work is being done. Currie stated that the exact placement of approaches should wait until the 80 acre area is in the actual development stage and that placement now does not inhibit future expansion. The Council asked T. Larson to get an estimate on how much it would cost to construct some approaches and email the info to the Council. A special meeting could be called, if needed, to discuss further. The Park River Park District would like to start work this fall on the ball diamonds and the camping sites.

The Red River Regional Council is asking if the City would cost share the bill for the time that was spent seeking funding from the EDA for the 135<sup>th</sup> Ave NE project. A letter from Exec. Dir. Dawn Keeley stated that normally when the projects are approved by the EDA, funding is included, but no funding was awarded for the project. T Larson recommended waiting to see if there are funds left after the 135<sup>th</sup> Ave NE road project is completed and make a decision at that time. The Council tabled the request until the 135<sup>th</sup> project is completed.

Banyon Data Systems, the City's computer software supplier, has a program which would allow the city to process credit cards payments for utility bills. Total set-up cost would be \$1,239.40 with an annual fee of \$244.40. Utility customers would be charged a 2.75% convenience fee on their credit card payment when entering the payment on-line or by telephone. More utility customers have been asking for the service. A Berg will setup a survey to determine if the service would be used if

available to the utility customers. The Council felt the program was too expensive to implement if only a few customers would be using it. It can be looked at again if more interest becomes evident.

T Larson reported that the City has been awarded an Ergonomic Initiative Grant from Workforce Safety & Insurance to purchase some equipment for the water plant, street dept, and office. The City is eligible for 75% funding from WSI. Following recommendations from the workplace audit that was performed, the city can spend \$7,150 on the recommended equipment and receive \$5,362 reimbursed by WSI. The equipment includes office chairs, riding lawn mower, anti-fatigue mats, etc. Blake moved to move forward with WSI grant and cost share the required \$1,787 (25%). Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

T Larson reported that he had been contacted by Mary Kovarik of the Walsh County Historical Society about digitizing the 1984 Park River Centennial book. The Genealogical Society of Utah would digitize the book free of charge and make it available to genealogy sites for research purposes. The book would also be available on the Walsh County Historical Society and the City of Park River websites. Knutson moved to grant permission to have the 1984 Park River Centennial book digitized. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Erwin Harlow turned in a petition with six names on it requesting that portable restrooms be placed along the bike paths. T Larson explained to Mr. Harlow what would be involved with renting and cleaning the portable restrooms and that it could become quite expensive. Larson presented the petition to the Council for their thoughts. The Council felt the request had merit but agreed it would be costly in the long run. No further action was taken.

The Preliminary Budget of the City of Park River, for the calendar year beginning January 1, 2014 and ending December 31, 2014, was reviewed by the City Council. The following is a statement of the proposed expenditures:

GENERAL FUND		\$390,395.00
SPECIAL FUNDS:		
Advertising	2,500.00	
Airport	19,360.00	
Band	2,000.00	
Library	12,500.00	
Recreation	7,000.00	
Spec. Assm't.	600.00	
Insurance Reserve	8,000.00	
Social Security	10,000.00	
Forestry	5,500.00	
Equip. Replacement	25,000.00	
Sales Tax	290,250.00	
Special Highway	<u>95,000.00</u>	
		477,710.00
DEBT SERVICE FUND:		
North Star Addition TIF		18,500.00
Southview Addition TIF		20,700.00

TOTAL EXPENDITURES

\$907,305.00

Anderson moved to approve the preliminary budget for the year ending December 31, 2014. Lorton seconded, and upon roll call, all voted aye. Motion carried.

Blake moved to accept the Sales Tax Committee's recommendation to approve \$18,000 from the Sales Tax Capital Improvement fund to purchase land easements along the 135<sup>th</sup> Ave NE project. Lundquist seconded and upon roll call vote, all present voted aye. Motion carried.

Mayor Stenvold and T Larson attended a meeting of the State Water Commission on July 23. The prospects for receiving the grant money we were expecting for a new water tower is looking more and more dismal. The Water Commission's Policy and Procedures Committee is charged with developing the policies and procedures that will be used to distribute the \$16 million that was approved by the Legislature. It was our understanding all along that our water tower project was part of that \$16 million. Now they have decided we have to meet some "to be determined" eligibility requirements. It is a very frustrating process and the bar keeps getting placed higher and higher.

Being no further business, the meeting adjourned at 9:14 PM.

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Dwight Byron, Council President

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, SEPTEMBER 9, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, September 9, 2013 at 7:30 P.M.

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

Knutson moved to approve the minutes of the August 12, 2013 meeting as presented. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

27808	BC/BS of North Dakota	808.57
09	Discovery Benefits	55.44
27810	Ferguson Waterworks #2516	897.41
11	Jim's Super Valu	3.00
12	KNS Yard Services	25.00
13	Kringstad Ironworks INC	65.00
14	Lon's Hardware	64.55
15	Montana Dakota Utilities	73.85
16	Michael Kilmer Const, Inc	7,405.00
17	Morris Sealcoat & Trucking, In	42,250.00
18	Northdale Oil, Inc	972.07
19	North Star Coop	565.27
27820	Polar Communications	590.74
21	PR Community Club	117.00
22	PR Implement, LLC	264.01
23	Quill Corporation	51.19
24	Glenn Rost	250.00
25	Samson Electric LTD	295.06
26	Sanitation Products Inc	155.30
27	Walsh County Auditor	10,144.25
28	Walsh County Press	318.20
29	Void	0
27830	NDPERS	141.54
31	Park River Airport Authority	14.56
32	PR Park District	12.86
33	PR Public Library	17.42
34	Special Funds	31.79
35	Mortenson & Rygh, PTR	2,604.47
36	Discovery Benefits	88.40
37	NDPERS	149.53
38	NDPERS	1,168.08
1527	Sheldon Ellefson	726.72

EFTPS	(WH,SS,MED) 9-15-13 GF	180.06
EFTPS	(WH,SS,MED) 9-15-13 GF MU	1,213.72
1528	Wade Kalgard OT	39.95
EFTPS	(WH,SS,MED) 9-15-13 OT	18.26
1529	Sheldon Ellefson	360.62
1530	Robert Kubat	112.74
1531	Shelley MacDonald	61.38
EFTPS	(WH,SS,MED) 9-30-13 GF	106.09
EFTPS	(WH,SS,MED) 9-30-13 GF MU	1,066.01
A.W.	Municipal Utilities	5,817.61

**MUNICIPAL UTILITIES:**

31844	BC/BS of North Dakota	2,544.63
45	Roger A. Johnson	264.95
46	AmeriPride Services, Inc	118.32
47	Aqua-Pure Inc.	1,907.15
48	Banyon Data Systems, Inc	795.00
49	Border States Electric Supply	736.62
31850	Butler Machinery Co	64.72
51	City of Fargo	56.00
52	Consolidated Waste, LTD.	16,380.05
53	Dahlen Plumbing & Heating	228.40
54	Demester Cleaning	335.00
55	Discovery Benefits	177.88
56	Discovery Benefits, Inc	22.00
57	Ethanol Products, LLC	1,073.09
58	Fargo Water Equipment/DSG	1,031.74
59	Hawkins Inc	931.40
31860	Jim's Super Valu	2.46
61	Jonathan Kasprick	25.63
62	Lagoon Maintenance	1,116.67
63	Light & Water Dept	2,395.79
64	Lindell's Mowing	490.00
65	Lon's Hardware	39.12
66	Municipal Utilities	602.64
67	Nalco Company	48.30
68	ND One Call Inc.	35.20
69	ND Sewage Pump Lift Station	7,995.00
31870	NDPERS	16.81
71	Nodak Electric Cooperative	4,792.10
72	Northdale Oil, Inc	138.15
73	Lucille Novak	76.56
74	North Star Coop	612.57
75	Polar Communications	151.42
76	Quill Corporation	396.77
77	Joyce Ramsey	45.17
78	Samson Electric LTD	1,446.66
79	Sensus USA	1,524.60
31880	T&R Electric Supply Co. Inc	277.00
81	Vessco Inc	687.31

82	Water Bond Fund 05	4,830.00
83	Water Rev Bond Fund Phase II	3,450.00
84	Water Sur-Charge Fund	5,000.00
85	Water System Repair & Replace	1,500.00
86	Wayne's Heating 7 Cooling	304.98
87	Ye Olde Medicine Center	16.09
88	Designs By Tess	75.00
89	Domestic Violence & Abuse Cent	500.00
31890	NDPERS	541.08
91	Verizon Wireless	44.83
92	Void	0
93	Gaffaney's	1,175.00
94	Mortenson & Rygh, PTR	2,054.00
95	W. Stanley's Paving	2,500.00
96	Discovery Benefits	204.92
97	General Fund	5,817.61
98	NDPERS	533.09
99	NDPERS	1.52
31900	NDPERS	2,884.82
01	Postmaster	291.31
6853-60	Salaries 9-15-13	10,008.84
EFTPS	(WH,SS,MED) 9-15-13	2,904.87
6861	Wade Kalgard OT	1,260.48
6862	Stefan Linstad OT	76.12
EFTPS	(WH,SS,MED) 9-15-13 OT	520.97
6863-70	Salaries 9-30-13	10,123.74
EFTPS	(WH,SS,MED) 9-30-13	3,100.97
A.W.	ACH Charge	12.35
A.W.	NMPA	118,351.26

**SPECIAL FUNDS:**

3356	05 Sales Tax Rev Bd Fd	10,110.93
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**STREET IMPROVEMENT DISTRICT #2013-1 /135TH**

10000	Knife River Materials	724,681.53
10001	Kadrmas, Lee & Jackson Inc	27,000.00
A.W.	Main Street Checks	22.05

In August, Jay Skorheim and Jim Miller on behalf of the Walsh County Three River Soil Conservation District (District) approached the Council to see if the City might be interested in purchasing the tree building and land next to the water tower. The District is looking at a larger building. S Currie reported that the parcel is 69.9' X 154.5'. Skorheim stated they would like to keep the compressor and just sell the building and land. Byron moved to offer \$12,000 to purchase the building and the land contingent upon the District and Walsh County accepting the offer. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Wallace Rygh, of Mortenson & Rygh, PC, reviewed the City of Park River 2012 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 2012 Audit Report and to pay the bill for preparation of the City of Park River 2012 Audit. Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

T. Larson informed the Council that a final inspection was performed with the engineers on the North Star Development water & sewer improvement project.

D Larson provided the Council with an update on the 135<sup>th</sup> Avenue NE road project. Some gravel still needs to be laid and additional dirt work needs to be completed prior to paving. Paving is scheduled to begin Monday, Sept. 16.

On September 5<sup>th</sup>, WC Sheriff Lauren Wild met with Stenvold, Blake, and Lundquist, members of the City of Park River Police Committee, to discuss several concerns and enforcement issues. Re-assignment of teacher parking at the school and installing a cross walk are being looked at to ease the confusion during student drop off and pickup periods. Other concerns, such as dogs at large, fire pits, and illegal turns have been addressed in the past. Sheriff Wild reiterated that residents need to call the Sheriff's Dept. in Grafton to report their complaints. Questions regarding the registered sex offender living in Park River were also addressed. Wild informed the Police Committee members that the department has done everything required by law.

The Northern Municipal Power Agency is meeting with members and providing a presentation on extending their member contracts. The current contract runs through 2031. They are proposing extending the contract for an additional twenty years to enable them to secure necessary financing for upcoming capital projects. T Larson will contact NMPA about scheduling a presentation.

ND Century Code (40-14-04) requires that the City Assessor shall be appointed at the first meeting of the City Council in September of each odd-numbered year. Mayor Stenvold appointed Tom Larson to serve as the Assessor for the City of Park River. Lundquist moved to approve the appointment. Knutson seconded, and upon roll call vote, all voted aye. Motion carried.

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 of a one year term of service contract between the City of Park River and the Domestic Violence and Abuse Center. Knutson moved to approve a \$500.00 one year term of service contract. Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

T. Larson informed the Council that the Walsh County Half Mill Self Help Program is available and the City should apply for a project. The awards are typically around \$500. The Council decided to apply and use the money to update Christmas decorations. Lundquist moved same. Byron seconded, and upon roll call vote, all voted aye. Motion carried.

The Council designated Tuesday, October 8, 2013 as Fall Clean-up Day.

The following resolution was passed regarding 135<sup>th</sup> Avenue NE.

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

**A RESOLUTION APPROVING  
THE STREET IMPROVEMENT DISTRICT NO. 2013-1  
TEMPORARY IMPROVEMENT WARRANT, SERIES 2013**

(The entire resolution may be viewed at the City Auditor's office)

Upon roll call vote, Lorton, Knutson, Lundquist, Byron, and Anderson, voted aye.  
Absent, Blake. Motion carried.

Public Works Director D Larson asked for the Council's permission to rent two tractors from PR Implement using a government program which allows government entities to use the tractors at no charge. Larson also asked permission to purchase 2 new snow blowers at \$15,200 each. These snow blowers would be replacing blowers purchased in 1973 and 1997. Byron moved to purchase two new snow blowers at \$15,200 each using the funded depreciation account. Lundquist seconded, and upon roll call, all voted aye. Motion carried.

T Larson reported that the City received a questionnaire from the ND State Water Commission regarding the City's water tower project and request for cost share assistance. The last meeting with the Commission was not very encouraging so receiving this request for additional information is a welcomed development. The questionnaire will be submitted by September 16. The next meeting of the Water Commission is October 7. Hopefully, some good will come of all this.

Mayor Stenvold informed the Council that the PR Public Library Board passed an amendment to the library policy with regard to internet use and sex offender patrons. The amendment reads as follows:

The library functions to provide information to all. However, restrictions apply. Those restrictions include, but are not limited to:

In the sole discretion of the library and/or its designee, the library reserves the right to discontinue any activity that is offensive in a public forum and offends community standards.

The input of law enforcement officials will be solicited when determining if a sex offender shall be granted privileges to use the library and its services beyond those rights afforded by law. The library is located within a public school; therefore, these privileges will be granted in accordance with the School District's policy and may contain restrictions and prohibitions.

Lundquist moved to accept the Public Library Board's policy amendment. Lorton seconded, and upon roll call vote, all voted aye. Motion carried

City Attorney S Currie mentioned that the Special Assessment Committee needs to meet and set the assessments for the North Star Addition Water and Sewer Improvement District 2012-1 and the Street Improvement District 2013-1 (135<sup>th</sup> Ave NE) projects so that the specials can be certified to the county auditor by November 1, 2013. The Council discussed compensation for Assessment Committee members. Byron moved to compensate members of the Special Assessment Committee \$100 per meeting. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Being no further business, the meeting adjourned at 8:45 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING,  
MONDAY, SEPTEMBER 30, 2013 AT 7:00 P.M.**

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

The Final Budget of the City of Park River, for the calendar year beginning January 1, 2014 and ending December 31, 2014, was reviewed by the City Council. The following is a statement of the proposed expenditures:

GENERAL FUND		\$390,395.00
SPECIAL FUNDS:		
Advertising	2,500.00	
Airport	19,360.00	
Band	2,000.00	
Library	12,500.00	
Recreation	7,000.00	
Spec. Assm't.	600.00	
Insurance Reserve	7,000.00	
Social Security	10,000.00	
Forestry	5,500.00	
Equip. Replacement	25,000.00	
Sales Tax	290,250.00	
Special Highway	<u>95,000.00</u>	
		476,710.00
DEBT SERVICE FUND:		
North Star Addition TIF		18,500.00
Southview Addition TIF		20,700.00
TOTAL EXPENDITURES		<u>\$906,305.00</u>

Anderson moved to approve the Final Budget for the year ending December 31, 2014 and adopt the mill levy. Lorton seconded, and upon roll call, all voted aye. Motion carried.

With no further business, the meeting adjourned at 7:10 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, OCTOBER 14, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, October 14, 2013 at 7:30 P.M.

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

Knutson moved to approve the minutes of the September 9, 2013 meeting as presented. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Lorton moved to approve the minutes of the September 30, 2013 meeting as presented. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

27839	BC/BS of North Dakota	1,539.34
27840	Newman Traffic Signs	139.75
41	AlphaTron, Inc	62.75
42	Demester Cleaning	265.00
43	Don Greicar Excavating	1,055.00
44	Farmers Union Service Assoc	8.00
45	Knife River Materials	58,250.00
46	KNS Yard Services	50.00
47	Arvid Knutson	282.50
48	Lon's Hdwr	71.88
49	Montana Dakota Utilities	90.99
27850	Michael Todd & Co	1,154.36
51	Narloch Trucking LLP	5,862.00
52	NDLC	120.00
53	Northdale Oil, Inc	1,734.17
54	Void	0
55	Polar Communications	526.23
56	PR Airport Authority	87.56
57	PR Implement	357.96
58	PR Park District	74.93
59	PR Public Library	102.65
27860	PR Vet Clinic	184.00
61	Quill Corp	19.87
62	Radisson Hotel	74.70
63	Ramkota Hotel	1,086.00
64	Glenn Rost	250.00
65	Special Funds	184.64
66	Dan Stenvold	282.50
67	WC Auditor	10,661.29

68	WC Press	446.42
69	Xerox	72.00
27870	North Star Coop	827.61
71	Cardmember Services	75.03
72	Void	0
73	NDPERS	140.21
74	Discovery Benefits	67.82
75	NDPERS	122.02
76	NDPERS	1,022.87
77	PR Airport Auth	1,803.77
78	PR Park Dist	4,810.05
79	PR Public Library	1,803.77
A.W.	Municipal Utilities	5,092.78
A.W.	NS ST Tax Dept	1,427.96
1532	Robert Kubat	317.08
EFTPS	(WH,SS,MED) 10-15-13 GF	52.54
EFTPS	(WH,SS,MED) 10-15-13 GF MU	1,060.96
1533	Galen Bosh OT	92.42
1534	Joshua Irvine OT	151.66
1535	Stefan Linstad OT	656.07
EFTPS	(WH,SS,MED) 10-15-13 GF OT	248.66
1536	Sheldon Ellefson	538.10
1537	Shelley MacDonald	66.66
EFTPS	(WH,SS,MED) 10-31-13 GF	143.75
EFTPS	(WH,SS,MED) 10-31-13 GF MU	970.50

**MUNICIPAL UTILITIES:**

31902	BC/BS of North Dakota	3,366.86
03	Roger A. Johnson	264.95
04	Advanced Engineering	1,554.64
05	AlphaTron, Inc	62.75
06	AmeriPride Services, Inc	118.32
07	Aqua-Pure Inc.	1,585.66
08	Border States Electric Supply	6,921.86
09	Business Forms & Acct	146.50
31910	Cardmember Services	70.00
11	City of Fargo	56.00
12	Consolidated Waste, LTD.	16,397.05
13	Discovery Benefits	22.00
14	Ethanol Products, LLC	983.97
15	Ferguson Waterworks	1,950.41
16	First United Bank	225.00
17	Graymont WI LLC	5,288.19
18	Hawkins Inc	925.82
19	Interstate Power Systems	437.70
31920	Lagoon Maintenance	1,870.77
21	Tom Larson	282.50
22	Light & Water Dept	2,437.65
23	Lon's Hardware	232.05
24	MMUA	1,548.50

25	ND One Call Inc.	27.50
26	NDPERS	16.81
27	Nodak Electric Cooperative	4,381.00
28	Northdale Oil, Inc	302.22
29	North Star Coop	493.77
31930	Polar Communications	147.91
31	PR Implement	33.43
32	Sensus USA	312.50
33	T&R Electric Supply Co. Inc	869.00
34	Verizon Wireless	44.60
35	Vessco, Inc	445.23
36	Water Bond Fund 05	4,830.00
37	Water Rev Bond Fund Phase II	3,450.00
38	Water Sur-Charge Fund	5,000.00
39	Water System Repair & Replace	1,500.00
31940	WC Press	39.20
41	Ye Olde Medicine Center	14.63
42	General Fund	1,133.27
43	NDPERS	542.41
44	Discovery Benefits	225.50
45	General Fund	5,092.78
46	NDPERS	560.60
47	NDPERS	3,435.41
48	Postmaster	300.87
6871-79	Salaries 10-15-13	11,167.12
EFTPS	(WH,SS,MED) 10-15-13	3,477.98
6880	Galen Bosh OT	39.32
6881	Wade Kalgard OT	316.48
6882	Peter Kelly OT	69.92
6883	Stefan Linstad OT	221.26
EFTPS	(WH,SS,MED) 10-15-13 OT	194.89
6884-92	Salaries 10-31-13	11,167.12
EFTPS	(WH,SS,MED) 10-31-13	3,590.04
A.W.	ACH Charge	12.20
A.W.	NMPA	126,112.80

**SPECIAL FUNDS:**

3357	05 Sales Tax Rev Bd Fd	15,505.00
3358	US Bank	22,300.00
3359	PR Economic Dev Corp	8,750.00

**STREET IMPROVEMENT DISTRICT #2013-1 /135TH**

3001	Arntson Stewart Wegner PC	1,050.11
3002	Knife River Materials	532,155.80
3003	Kadrmass, Lee & Jackson Inc	38,883.41

**WATER & SEWER IMPROVEMENT DISTRICT #2012-1**

1004	Polar Communications	11,292.02
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General Manager Darryl Tveitbakk and Dalene Monsebroten of the Northern Municipal Power Agency (NMPA) provided a presentation explaining why they are seeking extensions on their member power supply contracts. The current contract runs through 2031. They are proposing extending the contract for until 2055 to enable them to secure necessary financing for upcoming capital projects. This contract would also ensure electrical power would be provided to the City of Park River. Knutson moved to approve a resolution extending the power contract with NMPA to 2055. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

In August, Jay Skorheim and Jim Miller on behalf of the Walsh County Three River Soil Conservation District (District) approached the Council to see if the City might be interested in purchasing the tree building and land next to the water tower. The City offered \$12,000 to purchase the building and the land and the District and Walsh County accepted the offer. City Attorney Currie was asked to prepare the deed for the property.

T. Larson informed the Council that a total of eight lots have been sold in the North Star Development and there are currently two houses under construction with the rest starting in the spring of 2014.

City Attorney S Currie mentioned that the Special Assessment Commission met and one person was present but there were no objections to the assessments for the North Star Addition Water and Sewer Improvement District 2012-1 and the Street Improvement District 2013-1 (135<sup>th</sup> Ave NE) projects. With no objections to the assessments the Commission approved the assessments for both projects and referred them to the City for final approval. The Council will meet at noon on Thursday, October 31<sup>st</sup> to vote on the specials so they can be certified to the county auditor by November 1, 2013.

D Larson provided the Council with an update on the 135<sup>th</sup> Avenue NE road project. Dennis Markusen of KLJ, Inc. and D Larson inspected the project and found everything completed satisfactorily. The Council discussed what the speed limit should be on the road. Paved county roads are typically set at 45 mph. Some members present felt that with the possible development of ball diamonds and other youth activities the speed limit should be lower.

Blake moved to approve the first reading of an amendment to Ordinance 25.a. Section 7.:

6.) 135<sup>th</sup> Ave NE shall be a through street and all traffic shall come to a complete stop before entering the same. The posted speed limit shall be set at 40 mph starting at Hwy 17 and ending one and one-half miles south with penalties in place.

Lorton seconded and upon roll call vote, all voted aye. Motion carried.

First Reading October 14, 2013

Second Reading November 12, 2013

Published November 20, 2013

Blake moved to approve installing stop signs on 67<sup>th</sup> Place NE where it intersects with 135<sup>th</sup> Ave NE and 67<sup>th</sup> Street NE where it intersects with 135<sup>th</sup> Ave NE. Knutson seconded and upon roll call vote, all voted aye. Motion carried.

T Larson reported that the City received good news from the ND State Water Commission regarding the City's water tower project and request for cost share assistance. The City will receive 50% funding or \$1.35 million of eligible costs in the form of a grant from the ND State Water Commission.

The Park River Sales Tax Committee submitted the following recommendations to the Park River City Council for approval:

\$7,500 to the Park River Development Corp to assist with reviewing and promoting economic development projects and \$1,250 to support the Small Business Development Center. Knutson moved to approve the recommendation, Blake seconded, and upon roll call vote, all voted aye. Motion carried.

T Larson reported that there was an inquiry to purchase a 135 X 140' parcel in Lot 4, Block 8, Birder's Addition. This is an undeveloped, residential zoned lot owned by the City. Is the City interested in listing it for sale on bids? Anderson moved to put the lot up for sale on bids with no minimum price. Lorton seconded, and upon roll call vote, all voted aye. Motion carried.

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

Anderson moved to change the November 11, 2013 council meeting date to November 12, 2013 due to the Veterans Day holiday. Lorton seconded and upon roll call vote, all voted aye. Motion carried.

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

Mayor Stenvold would like the City to continue to sponsor the "Biggest Pumpkin" contest at the WC Fair. Blake moved that the Municipal Utilities Dept. sponsor the contest and award the following prizes in Park River Bucks; 1<sup>st</sup> place \$100.00, 2<sup>nd</sup> place \$75.00 and 3<sup>rd</sup> place \$50.00. Lorton seconded, and upon roll call, all voted aye. Motion carried.

Knutson moved to grant the transfer of the American Legion's Liquor License to the City Hall for the Monson/Lien wedding on October 19, 2013. Blake seconded and upon roll call vote, all present voted aye. Motion carried.

D Larson updated the Council on the spring/fall clean-up. The program was originally started to help residents dispose of appliances and furniture. Larson stated that more and more regular household trash is being set on the berms for disposal and the program is being abused. The Council will review the program between now and spring clean-up.

Being no further business, the meeting adjourned at 9:16 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING, THURSDAY,  
OCTOBER 31, 2013 AT 12:00 P.M.**

The City of Park River held a special meeting of the Park River City Council on Thursday, October 31, 2013 at 12:00 P.M.

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

Mayor Stenvold informed the Council the purpose of the Special Council Meeting is to approve the Special Assessments for the Water & Sewer Improvement District 2012-1 and the Street Improvement District 2013-1.

Mayor Stenvold informed the Council that the 15 day requirements for publication on the Special Assessment Districts have been met.

Anderson moved to approve the special assessments as recommended by the Special Assessment Commission for the North Star Addition Water & Sewer Improvement District 2012-1. Byron seconded and upon roll call vote all voted aye. Motion carried.

Blake moved to approve the special assessments as recommended by the Special Assessment Commission for the 135<sup>th</sup> Avenue NE Street Improvement District 2013-1. Knutson seconded and upon roll call vote all voted aye. Motion carried.

Kringstad Ironworks is looking to construct an 80 x 125' building to house their Safety-pull manufacturing business. They have submitted a request for an expanding business 5-year tax exemption on the building. The Council needs to determine if project competitors exist in the municipality. The Council felt since Kringstad Ironworks, Inc. is the only company manufacturing the Safety-pull, there are no competitors.

Meeting adjourned at 12:05pm.

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Mayor

ATTEST:

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City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, NOVEMBER 12, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, November 12, 2013 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Councilmen Lorton, Knutson, Lundquist, Anderson, City Attorney S Currie, Public Works Director Dennis Larson, Business Manager Tom Larson, and Deputy Auditor Ann Berg. Absent, Councilmen Byron. Guest Bernie Kringstad, Duane Jonasson, and Dean Skjerven.

Knutson moved to approve the minutes of the October 9, 2013 meeting as presented. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Anderson moved to approve the minutes of the October 31, 2013 meeting as presented. Lundquist 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:**

27880	BC/BS of North Dakota	1,417.62
81	Downtown Decorations	1,740.00
82	Banyon Data Systems	113.57
83	Cardmember Services	22.45
84	Darrell Carlson	140.00
85	Dale's Small Engine Repair	22.99
86	Demester Cleaning	245.00
87	DFD Express Inc	5,015.30
88	Jim's Super Valu	41.13
89	Lindell's Mowing	35.00
27890	Lon's Hdwr	93.75
91	MDU	162.41
92	NDLC	935.00
93	Northdale Oil Inc	2,371.91
94	North Star Coop	471.66
95	Office of The ST Auditor	165.00
96	Polar Comm	535.42
97	PR Airport Auth	63.74
98	PR Implement	576.37
99	PR Park Dist	55.43
27900	PR Public Library	72.50
01	Glenn Rost	250.00
02	Special Funds	134.70
03	St Improve Dist #7	565.71
04	Stone's Mobile Radio, inc	90.25
05	Strata Corp	1,914.15
06	Team Lab Chem Corp	2,256.00
07	CRA Payment Center	112.07
08	WC Auditor	10,493.52

09	WC Press	480.46
27910	NDPERS	109.10
11	NDPERS	115.37
12	NDPERS	770.15
A.W.	Municipal Utilities	3,786.87
1538	Shelley MacDonald	71.95
EFTPS	(WH,SS,MED) 11-29-13 GF	23.58
EFTPS	(WH,SS,MED) 11-29-13 GF MU	701.08
1539	Stefan Linstad OT	182.21
EFTPS	(WH,SS,MED) 11-29-13 GF OT	30.18
EFTPS	(WH,SS,MED) 11-29-13 GF MU	846.85

**MUNICIPAL UTILITIES:**

31949	BC/BS of North Dakota	3,488.58
31950	Roger A. Johnson	264.95
51	NDPERS	17.88
52	Mortenson & Rygh, PTR	1,264.00
53	AmeriPride Services, Inc	118.32
54	Aqua-Pure Inc.	1,471.61
55	Arlyn, Veronica & Ryan Askim	176.24
56	Banyon, Data Systems, Inc	681.43
57	Border States Electric Supply	3,307.95
58	Cardmember Services	1,061.33
59	GF Utility Billing	84.50
31960	Consolidated Waste, LTD.	16,880.55
61	Discovery Benefits	22.00
62	Fastenal Company	242.86
63	Ferguson Waterworks	9,727.09
64	G. Guy Miller Estate	200.00
65	Gaffaney's	1,175.00
66	Julieann Hall	26.16
67	Hawkins Inc	295.50
68	Jim's Super Valu	44.09
69	Jennifer Kubat	58.27
31970	Lagoon Maintenance	1,668.46
71	Leon's Bld Center	143.03
72	Light & Water Dept	2,033.04
73	Lon's Hardware	95.47
74	Municipal Utilities	447.80
75	ND One Call Inc.	61.60
76	Nodak Electric Cooperative	4,027.77
77	Northdale Oil, Inc	517.13
78	North Star Coop	307.50
79	McKenzie Pecka	17.69
31980	Polar Comm	149.32
81	Kelly Rasmusson	100.00
82	Sensus USA	506.69
83	Thatcher Co of Montana	7,906.80
84	Verizon Wireless	44.38
85	Water Bond Fund 05	4,830.00

86	Water Rev Bond Fund Phase II	3,450.00
87	Water Sur-Charge Fund	5,000.00
88	Water System Repair & Replace	1,500.00
89	WC Press	57.20
31990	Ye Olde Medicine Center	32.23
91	NDPERS	573.52
92	General Face	3,786.87
93	NDPERS	567.25
94	NDPERS	3,702.15
95	Postmaster	248.19
6893-01	Salaries 11-15-13	11,167.12
EFTPS	(WH,SS,MED) 11-15-13	3,859.46
6902	Galen Bosh OT	283.56
6903	Joshua Irvine OT	187.30
6904	Wade Kalgard OT	362.45
6905	Peter Kelly OT	39.95
6906	Stefan Linstad OT	130.15
EFTPS	(WH,SS,MED) 11-15-13 OT	275.23
6907-15	Salaries 11-29-13	11,172.19
EFTPS	(WH,SS,MED) 11-29-13	3,711.37
A.W.	ACH Charge	12.35
A.W.	NMPA	117,592.93

**SPECIAL FUNDS:**

3360	Riverside Gardens	351.25
3361	WC Press	39.20
3362	05 Sales Tax Rev Bd Fd	15,714.55
3363	ND Public Finance Auth	4,662.50

**STREET IMPROVEMENT DISTRICT #2013-1 /135TH**

3004	Judy Troftgruben	100.00
3005	Dr. Mark Helgeson	100.00
3006	Eugene Bossert	100.00

**WATER & SEWER IMPROVEMENT DISTRICT #2012-1**

1005	Judy Troftgruben	100.00
1006	Dr. Mark Helgeson	100.00
1007	Eugene Bossert	100.00

Mayor Stenvold informed the Council that three bids were submitted on the 135 X 140' parcel in Lot 4, Block 8, Birder's Addition which is an undeveloped, residential zoned lot owned by the City. The bid from Jay Thompson of Park River was \$3,550; Darryl Hell of Park River was \$3,150; Carl Hanson of West Fargo was \$1,250. Knutson moved to accept the highest bid from Jay Thompson. Byron seconded and upon roll call vote, all present voted aye. Motion carried.

Bernie Kringstad and Duane Jonasson from Kringstad Ironworks, Inc (KII) updated the Council on current and future projects. KII currently employs 65 people. They are looking into constructing an 80 X 125' facility on their campus in Park River to manufacture their Safety Pull product. Initially eight additional employees would move over with the Safety Pull operation. They are researching several avenues to expand sales including the oil fields. Kringstad is asking the Council to consider a five year

new or expanding business property tax exemption and a PACE interest buy-down on a loan from the Bank of ND. The PACE buy down could be in kind such as using the cost to provide electricity to the site. Steve Currie informed Kringstad that a public meeting would need to be scheduled.

Jon Markusen and Jeff Daley of Kadrmas, Lee & Jackson Inc., engineers for the North Star Addition project submitted a \$4,775.20 change order to the Council. The change order is for adding geo-grid to a portion of the road south of Highway 17 due to spongy conditions. This along with \$2,400 for tree removal and \$1,500 for changes to storm sewer fittings put the project \$8,375 over the original bid.

Markusen provided an update to the Council regarding the proposed multi-purposed ice arena/building. The next step is to have a feasibility study done to make sure the project is viable before committing to the project. He stated they are still looking at various communities to see how their buildings are managed and funded. The Council thanked Markusen for providing updates on the projects.

Lundquist moved to approve the second reading of an amendment to Ordinance 25.a. Section 7 as follows:

- 6.) 135<sup>th</sup> Ave NE shall be a through street for 1.5 miles south of Highway 17 and all traffic shall come to a complete stop before entering the same. The posted speed limit shall be set at 40 miles per hour. Stop signs shall be installed on 67<sup>th</sup> Place NE where it intersects with 135<sup>th</sup> Ave NE and 67<sup>th</sup> Street NE where it intersects with 135<sup>th</sup> Ave NE.

Lorton seconded and upon roll call vote, all voted aye. Motion carried.

T Larson informed the Council that Northern Municipal Power Agency sold approximately \$30 million in bonds last week and will be closing on them next week. Since the City is a member of NMPA we are required to certify that our power sales agreement date March 31, 1981 between the agency and the City of Park River is still in place and that we have not amended it in any way and will continue as a member throughout the term of the bonds.

T. Larson provided information to the Council on the North Dakota Public Employees Retirement System (NDPERS) regarding the retirement funds. The 2013 Legislature authorized NDPERS to increase employer/employee contributions 1% each on January 1, 2014 with no provisions for 2015. Byron moved to approve the recommendation as presented above. Lundquist seconded the motion, upon roll call vote, all voted aye. Motion carried.

The lease of the industrial park property is up for renewal. Gene Larson & Sons are willing to renew the lease at \$75 per acre for three years. They understand that portions of the property can be taken at anytime if needed for development. Knutson moved to renew the lease with Gene Larson & Sons and have City Attorney Currie prepare the lease. Anderson seconded, and upon roll call, all voted aye. Motion carried

T Larson provided an update on the water tower project. The State Water Commission has agreed to provide 50% funding up to \$1.35 million for the water tower project. Unfortunately there are a limited number of contractors that construct water towers and their 2014 construction schedules may already be getting full. D Larson suggested having them bid the project for 2014 or 2015 construction to give the contractor options and get the project on their schedule.

Lundquist informed the Council that he received a complaint about poultry being kept in a chicken coop at 317 Wadge Ave S. Lundquist was advised that City ordinances prohibit the keeping of poultry within City limits and a complaint should be filed with the WC Sheriff's Dept.

Mayor Stenvold asked D Larson if all the water breaks have been fixed. Larson reported there is one leak that still needs to be repaired. Larson also stated that the repair costs including repaving the streets will be approximately \$30,000. Most of the Original Townsite still has the original cast iron pipes which will continue to corrode and will need to be replaced. Infrastructure replacement will probably not be funded by the State and will have to be done locally and possibly special assessed.

Being no further business, the meeting adjourned at 8:26 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor

**CITY OF PARK RIVER, NORTH DAKOTA, SPECIAL COUNCIL MEETING, WEDNESDAY,  
NOVEMBER 20, 2013 AT 5:30 P.M.**

The City of Park River held a special meeting of the Park River City Council on Wednesday, November 20, 2013 at 5:30 P.M.

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

Mayor Stenvold informed the Council the purpose of the Special Council Meeting is to discuss if the Ordinances 30. and 3.a. should be changed to allow resident to keep poultry within the City limits.

The Council was informed that a complaint was received about poultry being kept at 317 Wadge Ave S. A WC Sheriff's Dept deputy checked to verify if the complaint was valid. Poultry was found on the property. The resident reported that poultry were also being kept at 107 Veterans Ave S. The officer investigated the claim and found poultry on the premises. The residents at both locations were warned that they are in violation of the City ordinances and that the chickens needed to be relocated outside of City limits.

Council discussion ensued giving examples for and against changing the ordinance. Lundquist moved to keep the ordinances as written. Blake seconded and upon roll call vote Lorton, Blake and Lundquist voted yes, Knutson and Anderson voted no. Byron was absent. Motion carried.

Meeting adjourned at 5:54pm.

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Mayor, Dan Stenvold

ATTEST:

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City Auditor, Tom Larson

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, DECEMBER 9, 2013 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, December 9, 2013 at 7:30 P.M.

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

Guests; Dean Skjerven, Teresa & Tim Gire, David Bruce, Jevin Dahl, Kimberly Blake, Denna Lorton, Kimberly Lundquist, Dustin Gire, Larry Biri, Sheldon & Barb Ellefson, Dave F. & Veronica Anderson, Rory Fjeld, Roberta Charrier, WC Sheriff Lauren Wild, Daryl Larson, Mike Steinfeldt-WC Record, Wally Rygh, John Johnson, Ryan Fjeld, Kristi Tollefson, Maxine Twamley, Brittany Twamley, Mike Rasmusson, Tracy Laaveg, Darrell Carlson, Paul Gudgel, Lea Holm, Gary Munoz, Marlon & Jackie Ramsrud, Taylor Ramsrud, Joel Hylden, Fred Thoeke, Mark Bennington, Denny Skorheim, Jonathan Fjeld, Dale Holand, Sally Larson and Crystal Gire.

Knutson moved to approve the minutes of the November 11, 2013 Regular meeting as presented. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

Blake moved to approve the minutes of the November 20, 2013 Special meeting as presented. Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

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

**GENERAL FUND:**

27913	BC/BS of North Dakota	933.41
14	Eastside Garage	1,270.09
15	General Funded Deprec	20,000.00
16	Jim's Super Valu	111.26
17	JP Cooke Co	67.50
18	Leon's Bldg Ctr	8.79
19	Lon's Hdwr	28.98
27920	MDU	370.26
21	Michael Kilmer Const	8,025.00
22	MFOA of ND	60.00
23	Northdale Oil Inc	1,018.11
24	North Star Coop	1,949.23
25	Polar Comm	525.28
26	PR Implement	30,437.75
27	PR Vet Clinic	60.00
28	Quill Corp	320.67
29	Glenn Rost	538.15
27930	Wayne's Variety	172.89
31	WC Auditor	10,540.92
32	WC Press	309.32
33	NDPERS	152.75
34	PR Airport Authority	178.27
35	PR Park Dist	156.12

36	PR Public Library	200.10
37	Special Funds	379.44
38	St Improve Dist #7	578.26
39	Municipal Utilities	2,061.50
27940	NDPERS	143.79
41	PR Public Library	54.00
4342	Discovery Benefits	64.61
43	NDPERS	1,378.34
A.W.	Municipal Utilities	7,501.50
1540	Cledith Carlson	54.71
1541	Roger A Johnson	58.81
1542	Robert Kubat	56.37
EFTPS	(WH,SS,MED) 12-15-13 GF	28.14
EFTPS	(WH,SS,MED) 12-15-13 GF MU	1,469.66
1543-44	Christmas Bonuses	197.78
EFTPS	(WH, SS, MED) Christmas Bonuses	44.44
1545	Galen Bosh OT	74.32
1546	Wade Kalgard OT	106.04
1547	Peter Kelly	352.72
EFTPS	(WH,SS,MED) 12-15-13 GF OT	143.54
1548	Joshua Irvine OT	407.73
1549	Stefan Linstad	65.08
EFTPS	(WH,SS,MED) 12-17-13 GF OT	125.90
1550	Shelley MacDonald	34.93
EFTPS	(WH,SS,MED) 12-31-13 GF	17.46
EFTPS	(WH,SS,MED) 12-31-13 GF MU	1,207.12
1551	Peter Kelly OT	39.95
EFTPS	(WH,SS,MED) 12-31-13 GF OT	6.62
EFTPS	(WH, SS, MED) 2013 Unused Vac	120.56

**MUNICIPAL UTILITIES:**

31996	BC/BS of North Dakota	3,972.79
97	Roger A. Johnson	264.95
98	WC 3 River Soil Consv	12,000.00
99	AmeriPride Services, Inc	118.32
32000	Daniel Antal	100.00
01	Aqua-Pure Inc.	1,449.54
02	Jessica Berg	100.00
03	Border States Electric Supply	24,252.49
04	Easton Brown	15.40
05	City of Fargo	14.00
06	Consolidated Waste, LTD.	16,173.05
07	Discovery Benefits	16.50
08	Fastenal Company	73.09
09	Ferguson Waterworks	697.14
32010	General Fund	50,000.00
11	Graymont LLC	5,480.29
12	Hawkins Inc	1,313.68
13	Jim's Super Valu	107.88
14	Kringstad Ironworks	65.00

15	Lagoon Maintenance	1,552.69
16	Light & Water Dept	2,695.76
17	Lon's Hardware	171.62
18	Michael Kilmer Const	13,800.54
19	Municipal Utilities	356.58
32020	ND One Call Inc.	9.90
21	NDWPCC	170.00
22	NDPERS	17.88
23	Nodak Electric Cooperative	5,632.20
24	Northdale Oil, Inc	384.88
25	North Star Coop	430.05
26	Polar Comm	146.19
27	PR Implement	49.99
28	Quill Corp	181.74
29	Summerplace DQ	121.02
32030	Trey Powers	7.00
31	Water Bond Fund 05	1,015.80
32	Water Rev Bond Fund Phase II	4,830.00
33	Water Sur-Charge Fund	3,450.00
34	Water System Repair & Replace	5,000.00
35	Water Bond Fund 05	1,500.00
36	WC Press	18.00
37	NDPERS	529.87
38	Verizon Wireless	44.71
39	NDPERS	538.83
32040	Postmaster	268.83
41	Discovery Benefits	228.71
42	NDPERS	3,093.96
6916-24	Salaries 12-15-13	11,200.19
EFTPS	(WH,SS,MED) 12-15-13	3,060.56
6925-32	Christmas Bonuses	1,108.16
EFTPS	(WH, SS, MED) Christmas Bonuses	183.68
6933	Galen Bosh OT	10.62
6934	Wade Kalgard OT	94.17
6935	Peter Kelly OT	29.97
EFTPS	(WH,SS,MED) OT	36.73
6936	Joshua Irvine OT	29.97
6937	Stefan Linstad OT	26.03
EFTPS	(WH,SS,MED) OT	9.28
6938-46	Salaries 12-31-13	11,211.00
EFTPS	(WH,SS,MED) 12-31-13	3,375.28
6947	Ann Berg 2013 Unused Vac	626.78
6948	Galen Bosh 2013 Unused Vac	536.58
6949	Wade Kalgard 2013 Unused Vac	151.63
6950	Dennis Larson 2013 Unused Vac	2,466.11
6951	Thomas Larson 2013 Unused Vac	1,113.59
6952	Stefan Linstad 2013 Unused Vac	648.46
EFTPS	(WH, SS, MED) 2013 Unused Vac	1,749.00
6953	Joshua Irvine OT	187.83
EFTPS	(WH,SS,MED) OT	45.73

A.W.	ACH Charge	12.15
A.W.	NMPA	145,586.80
A.W.	NSF Check	400.00
A.W.	NSF Check	125.00

**SPECIAL FUNDS:**

3364	General Fund	9,375.00
3365	05 Sales Tax Rev Bd Fd	10,606.46

**STREET IMPROVEMENT DISTRICT #2013-1 /135TH**

3007	Kadrmars, Lee Jackson	8,602.46
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**WATER & SEWER IMPROVEMENT DISTRICT #2012-1**

1008	The Spruce Valley Corp	33,087.12
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Before the public discussion on violations to ordinances 3.a and 30. Section 6. Sub-section 8.) commenced Mayor Stenvold read the following statement to those in attendance; “As elected officials we take an oath to uphold the laws and the ordinances of Park River and this is exactly what we are doing in this case, nothing more and nothing less. Anyone that wants to speak will be either pro; pro is to keep the ordinance the way it is or con to change the ordinance. You will be given three minutes to speak. The timer, Councilman Lorton, will say “time” when your three minutes are up. I want you to stick to the ordinance issue one way or the other. I do not want any he said she said, I do not want any name calling or anything like that, if you do you will be found out of order and asked to relinquish your time and to sit back down. This is about following the ordinance, if we want to keep the ordinance as is or change it”.

Stenvold then called on Teresa Gire who requested to address the Council. Gire stated that yes she has chickens and her chickens are contained in a locked shelter and are never out of the containment area. Gire stated her four hens have never been a problem to anyone as they are quite and are kept locked up. She keeps her coop clean and disposes the waste at her farm. All feed is kept in rodent proof containers and her coop is kept locked at all times. Gire stated that the definition of poultry is “a domesticated bird” and felt the word domesticated was the key word for changing this ordinance. They are not wild and therefore should be allowed in the city limits. Such an ordinance would attract people who would want to live in such a place that promotes the urban chicken hobby. In closing Gire stated that her chickens are “therapy animals and bring her comfort.”

Jevin Dahl, who is also in violation of the ordinances, spoke to the group. He stated that he has 10 chickens in a coup in his backyard. He continued “if the WC Fair continues to be held in Park River and in the City limits where people can bring horses, build a corral, bring their hogs, chickens, geese, and every other animal that they have on their farms to city limits for five days out of the year, I should be able to keep my chickens year round.”

Daryl Larson spoke in favor of maintaining the ordinance as it is. Larson has spoken with many residents throughout the City of Park River and they just don’t want to have extra barnyard animals in the city limits. The law has been on the books for many years. In trying to be a progressive town first impressions are important, and most people coming to Park River notice and comment how clean our town is. Larson stated he has nothing against chickens or people having pets. A lot of people in this town put a lot of effort into keeping their yards and houses up and have put a lot of money, time, and effort to make sure they look good. Larson felt that by changing the ordinance it would reduce the property values. The ordinances that are in place work, they keep down the problems but you are always

going to have someone that is going to push the limits of ordinances and they have to be enforced. That's what the City is doing in this latest effort. If it goes through that we did allow chickens, 90% of the owners would probably adhere to all the regulations, but you always have the 10% who lose interest, do not take care of what they have, will not maintain it, and it will get out of hand. Larson questioned who is going to administer or enforce this ordinance and if extra people would need to be hired to take care of this. Larson urged the Council to not vote on this in an emotional way but to use common sense on what is for the greater good of the entire community rather than the minority.

Tracy Laaveg, a non-resident but who is an attorney in Park River appeared on behalf of her clients who have a farm currently located in city limits. The issue Laaveg has with the ordinance is that it is very black and white. The farm has been in the family for several generations and was here before the City was established. The farm eventually was annexed into the City's outer limits. They have horses and cattle and at no time were they asked to remove their animals. If we were talking about chickens or geese in the middle of town, that is one thing, but wondered if there was a way to vary and allow variations or to have it grandfathered in. She felt that this is an enforcement issue and to enforce it only as it becomes a problem or allow for some kind of variance for animals that are not causing a problem.

Kimberly Lundquist, wife of Councilman Robert "Bob" Lundquist, stated that she would like to see the Council consider keeping the ordinance as it is. She personally has no issue with Gire having her chickens for comfort, however the ordinance was in place before Gire brought the chickens to town and that she did not check with the City to see if it was allowed or not. So before they became her pets Gire could have asked if it was ok to bring chickens into town. This issue is not about Gire's chickens, it is about what is good for the whole City, and everybody involved. She explained that her husband has received a lot of heat during this process, including by Gire herself, and felt that as a Council member yes it is part of his job but it is also his job to listen to everybody in his ward. He has talked to numerous people in the ward whether for or against and it is his job as a Councilman to vote as his ward would like him to vote and that is the way he voted, that is his job. He has taken heat for it but he has done his job. She felt that the ordinance should stay as it is as not everyone is pro chicken. Lundquist doesn't mind chickens, but again there is a right place for them.

Joel Hylden who has had many different birds for the last 33 years felt that if the ordinance changes it should be contingent on all neighbors agreeing to allow the chickens. Doing this would give the neighbors the chance to say no and would allow people whose neighbors did not mind the chance to raise them. He had two complaints when he had a rooster in town, but he removed the it and has had no issues since. He understands not everyone likes chickens but he happens to love chickens. Currently he does not have any chickens or have any noise making birds but could not imagine not having his birds.

The following statements/opinions were also voiced and are summarized as follows; The issue is a noise issue; On the extreme even if only ½ the town's residents kept six chickens they would outnumber the residents; There is a larger problem with dogs barking and running loose; People have not noticed noise or smell from Gire's chickens; If the ordinance changes it would allow other farm animals listed in the ordinance to be allowed in City limits; At one time cows and chickens were allowed in Park River; Nicer communities around the Twin Cities are allowing birds, cows and horses within their city limits; If chickens are allowed in town they should be allowed in all areas of town including the new developments; Many older laws, even state laws, are no longer enforced as they are no longer applicable; and felt it was not right that a person would have to ask their neighbors for permission to have an animal in the yard.

Mayor Stenvold asked the Council what they wanted to do. Councilman Byron stated that a review of the ordinance may be in order. He went on to say that many of the ordinances have been around a long

time and should probably be reviewed and amended. He also felt this meeting was not the time or place to do it and that the Planning & Zoning Committee should research the issue and make their recommendations to the Council. Members of the Planning & Zoning Committee are; Daryl Larson, Steve Rehovsky, Bruce Heggen, Craig Dahl, Kathryn Brandvold, Nic Beneda and Jayse Wharam (representing the airport).

Knutson agreed with Byron that additional research needs to be done before any decisions are made.

Lundquist's concern is that the Council held a Special Council meeting to discuss the ordinance change issue. After discussion a motion was made, seconded, and passed to leave the ordinance as it is currently written. Lundquist researched the motion and vote and found that the issue cannot be reconsidered. It can only be done the day the original motion was considered and it must be moved by someone who voted with the majority. Lundquist felt the issue has been reconciled as a special meeting was held, there was a quorum, and the vote was made. Lundquist felt that false hope was given to Gire that the issue would be reconsidered and felt the issue is done. Lundquist further stated that the issue should be put on a ballot and given to the residents to decide.

Lundquist moved to put the Ordinance issue on the June ballot. Blake seconded Lundquist's motion.

Gire asked why Joel Hylden couldn't make the motion. She was informed that only members of the City Council can make motions. When questioned by Gire as to the source of the rules Lundquist was referencing, Lundquist responded "from Roberts Rules of Order which, are the rules many governing boards follow when conducting meetings".

Blake stated that he had contacted 20+ people in his ward and the results were 20 against changing the ordinance, 1 maybe, and 1 for having it changed. Talking with people outside of his ward no one he spoke with wants the ordinance changed. Also, in the past a previous Council removed both chickens and geese from the City limits so it has happened before and not cause such a ruckus.

Lorton voted at the special meeting to leave the ordinance as is and that his decision was nothing personal.

Councilmen Lundquist, Blake and Lorton, who voted to leave the ordinance as is, informed those present that they received numerous calls at their place of employment, were called names and swore at, received calls after 10: pm, and one was pulled out of a meeting he was attending. They felt most of the actions were unnecessary and could have been conducted in a more professional manner.

Councilmen Knutson called for the question. City Attorney Steve Currie replied that there is a motion to put it to the vote of the people.

Mayor Stenvold stated that the issue will be put to a vote on the June election ballot. Blake asked if there would be a change in the wording of the ordinance placed on the ballot. City Attorney Steve Currie replied "implicit of what they are saying is that we retain the existing ordinance." Lundquist concurred. Stenvold asked Sheriff Wild if he saw any issues. Sheriff Wild questioned if it was going to be a yes or no vote on the ordinance. Yes meaning you can have chickens and no you can't have chickens. Currie stated that the ordinance is much broader. Wild said that if care is not taken and it is not done right there could be other animals allowed in town by the way it is stated. Currie stated that if the current ordinance gets voted down a new ordinance will be adopted. Stenvold stated that the wording would need to be carefully considered or no animals would even be allowed in town during the WC Fair. Hylden questioned the fairness of just voting yes or no and that there should be an ordinance ready and the

people get to vote on which one they want. Blake stated that was the intention with having the ordinance placed on the ballot.

Before discussion, Lundquist moved to put the Ordinance issue on the June ballot and Blake seconded. Mayor Stenvold now called for a roll call vote and all voted aye. Motion carried. The June election will be held on Tuesday, June 10, 2014.

Lundquist moved to have three Council members work with the Planning & Zoning Committee to discuss the ordinance change. Motion died due to lack of a second.

At this point Lundquist amended his motion. The amended motion is; Lundquist moved to allow the Planning & Zoning Committee make their recommendations to the Council, and that both the original and proposed ordinances will be placed on the June ballot. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

Stenvold informed Gire and Dahl that they could keep their chickens pending the results from the June election, but that both parties should prepare for the possibility that they may need to relocate their chickens. As of this time any other residents bringing chickens into City limits will be in violation of the current ordinances.

At 7:25 Mayor Stenvold called a five minute recess and to reconvene at 7:30 pm.

The meeting was reconvened at 7:32 pm with the following guests present; Dean Skjerven and Sheriff Lauren Wild.

T Larson informed the Council that the Kringstad Ironworks request for a five year tax exemption hearing will need to be delayed until they put all their financing in place.

T Larson informed the Council that First Care Health Center is looking at refinancing their Sales Tax Revenue Bonds at a lower rate. FCHC is using their 1% of sales tax collections to repay the bonds. There are additional funds available that could be used to pay off some of the bonds and refinance the balance at a lower rate. Larson recommended moving forward with raising the payment to a maximum of \$120,000 and paying the bonds off early. Knutson moved to go along with Larson's recommendation to refinance the FCHC Sales Tax Revenue Bonds. Byron seconded, and upon roll call vote, all voted aye. Motion carried.

The Council discussed the City's share of project funding. In the past the City has contributed 15% of infrastructure costs to projects. In June the Sales Tax Committee and the City Council approved using money from the Sales Tax Capital Improvement Fund to help pay for infrastructure costs in the North Star Addition. The Fund will also be used to back up any shortfall in the Tax Increment Financing (TIF) and will be paid at the back end of the TIF. There are more projects on the horizon with cost share requirements such as the mill & overlay on Highway 17 next summer, the water tower and transmission line project, 135<sup>th</sup> Ave NE improvements, and infrastructure extensions to new construction projects. Should cost share come from the sales tax fund, utility reserves, taxes, or a combination? No decision was made at this time.

Tom Larson, Manager for Consolidated Waste, LTD, has notified member cities that the Consolidated Board approved a rate increase to its member cities of \$.50 per month per account effective January 1, 2014. Larson is recommending raising the rate by \$.75 to \$18.25 to help offset costs associated with the

spring/fall cleanup and yard waste collection. Knutson moved to approve the first reading of an ordinance to raise the collection costs by \$.75 per account effective January 1, 2014. Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

Blake moved to award an energy credit to the winners of the Christmas lighting contest. The awards will be \$30 for first place, \$20 for second place and \$10 for third place in each of the three wards. Lundquist seconded, and upon roll call vote, all voted aye. Motion carried.

Lundquist moved to give the full-time city employees a \$150 Christmas bonus and part-time city employees a \$75 Christmas bonus. Byron seconded, and upon roll call vote, all voted aye. Motion carried.

Councilman Blake mentioned a resident called him about a noise complaint. Blake was instructed by Sheriff Lauren Wild to have all residents call the Walsh County Sheriff's department with any complaints. Wild stated that residents should be calling the WC Sheriff's department to make their complaints so they can be acted upon and enforced in a timely manner.

A resident questioned if 4<sup>th</sup> Street West from Park Ave S west to County Road 12B could be paved to help keep cut down on dust. The project could be done as a special assessment project however most of the property along the coulee is owned by the City.

Lundquist updated the Council on the last WC Job Development Authority meeting. Money has been received to conduct a slaughter house feasibility study in the area.

Being no further business, the meeting adjourned at 9:12 PM.

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Dan Stenvold, Mayor

ATTEST:

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Tom Larson, City Auditor