

CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING, MONDAY, FEBRUARY 11, 2019 AT 5:30 PM.

Published Subject to the Governing Body's Review and Revision

The City of Park River held their regular meeting of the Park River City Council on Monday, February 11, 2019 at 5:30 PM.

Mayor Stenvold called the meeting to order; upon roll call the following were present: Council members, Kyle Halvorson, Robert Lundquist III, Dennis Kubat, and Keith Anderson, with Joe Miller by phone, City Attorney Tracy Laaveg, Public Works Director (PWD) Dennis Larson, Coordinator/Auditor Nancy Thompson, and Assessor/Deputy Auditor Ann Berg. Absent Mike Lorton. Others present: Eugene Bossert, Marcus Lewis and Derek Pokrzywinski.

Additions and Changes to Agenda: Add to Unfinished Business #3 Vehicle Impound and add to New Business #2 City Hall Windows.

Comments and Questions From Citizens: None.

Approval of Minutes: Anderson moved, and Lundquist seconded to accept the minutes from the January 14, 2018 regular meeting as presented. Upon roll call vote, all present voted aye. M/C.

Unfinished Business: Employee relations met and are recommending to implement comp hours until a new employee is hired and trained in at the water plant at which time it will be revisited.

Lundquist moved and Halvorson seconded to approve the second reading of **Ordinance 3.B.a AN ORDINANCE TO CONTROL DOGS AND CATS**, with penalties based on a 3-strikes scenario for dogs/cats at large, \$50 fine for 1st impound, \$100 for 2nd impound, \$200 for 3rd impound, and animals must be relocated out of town or considered a nuisance. Upon roll call vote, all present voted aye. M/C.

Vehicle impound lot. Lundquist spoke with Jim SanGrait to see if he would be interested in impounding junk vehicles for the city. Laaveg suggested Lundquist continue to negotiate with SanGrait and table the matter until the March meeting.

Committee Reports: Deputy Wark introduced the new Walsh County Deputy, Jose Sanchez who has been assigned to Park River. The Council welcomed Deputy Sanchez to Park River.

Halvorson spoke with Tanya Wieler of Dakota Dynamics regarding her report. It should be done by the next Council meeting.

Ward Reports: Councilmembers questioned blind intersections caused by high snow piles. Larson reported they have started removing the snow to help with visibility. Lundquist questioned if a business utility customer could have his late fees forgiven each month as checks for bills are paid at the end of the month. Thompson stated if we set a precedence, late fees for all utility customers would need to be forgiven. Berg suggested the business sign up for budget billing which would have the same amount due every month.

Sales Tax: Anderson moved and Lundquist seconded to approve the following payments as recommended by the Sales Tax Committee; pay from the Economic Development Fund \$7,500 to the PR Economic Development Corp for yearly operating costs and \$16,940 to First United Bank for the quarterly loan payment for St Improv Dist #2017-2 (Green Acres Dr). Upon roll call vote, all present voted aye. M/C.

New Business:

City Administration is asking the Council to forgive the \$78,483.88 loan owed by the General Fund to the Sanitation Fund which was used to purchase a different street sweeper. If the loan is not forgiven an additional \$16,000 per year would need to be added to the General Fund Street Dept budget. Lundquist moved and Halvorson seconded to forgive repayment of the General Fund \$78,483.88 loan used to purchase the street sweeper which was due to the Sanitation Fund. Upon roll call vote, all present voted aye. M/C.

City Administration presented bids to have 10 windows and one door replaced on the south side basement level of the city hall auditorium. Pete Kelly of Home Improvement Handyman submitted a bid for labor of \$2,300 and Leon's Building Center Inc estimated the cost of materials at \$5,424.94 for a total of \$7,724.94. Thompson stated funds to cover the costs would come from the WC ½ mill Self Help Levy and Sales Tax Capital Improvements fund. Halvorson moved and Kubat seconded to approve the \$7,724.94 bid as presented and use the WC ½ mill Self Help Levy and Sales Tax Capital Improvement funds to cover the cost. Upon roll call vote, all present voted aye. M/C.

Mayor's Comments: Stenvold commended the street crew for the great job of snow removal that has been done this year. He also thanked the water dept for working on and fixing the water main break on Briggs Ave S which occurred on January 30th during the bitter cold. Stenvold mentioned the fire department is moving forward to construct an addition to their building. Lundquist mentioned bids for the 44x100' and 29x34' additions to the fire hall will be advertised shortly.

Public Works: Larson reported the fire department has had to clean and remove snow from around several fire hydrants. Larson was asked if he could order enough fire hydrant markers which would make them visible after substantial snow fall. Larson reported there have been three applications submitted for the water plant position. Larson stated NMPA is looking for a new general manager and the board will be holding three phone interviews.

Auditor & Assessor Reports:

Lundquist moved and Anderson seconded to approve payment of the following bills. Upon roll call vote, all present voted aye. M/C.

General Funds & Municipal Utilities

35529	Lon's Hardware	\$155.88
35530	Pete Kelly	\$270.00
31	Postmaster	\$234.92
32	Aflac	\$151.98
33	Discovery Benefits	\$135.00
34	BC/BS of North Dakota	\$6,904.04
35	2016 Electrical Upgrade	\$8,000.00
36	PRAS After-Prom Party	\$100.00
37	AmeriPride Services, Inc	\$281.41
38	Border States Electric Supply	\$1,719.40
39	Butler Machinery Co	\$133.65
35540	Cardmember Service	\$747.00
41	City of Fargo	\$28.00

42	Productivity Plus Account	\$85.86
43	Consolidated Waste, LTD.	\$18,901.20
44	Core & Main	\$2,315.15
45	Dale's Small Engine Repair LLC	\$360.00
46	Discovery Benefits, Inc	\$11.00
47	East Side Garage	\$88.80
48	Fargo Freightliner	\$278.51
49	Farmers Union Service Assoc	\$71.00
35550	Funded Depreciation	\$3,751.00
51	General Funded Depreciation	\$1,667.00
52	Hawkins Inc	\$1,014.39
53	Jim's Super Valu	\$41.67
54	Liberty Business Systems, Inc	\$36.90
55	Light & Water Dept	\$7,362.14
56	Lon's Hardware	\$242.23
57	Montana Dakota Utilities	\$1,072.25
58	Michael Kilmer Construction	\$3,467.50
59	ND Dept of Health/Chem-Lab	\$16.48
35560	ND One Call Inc.	\$1.85
61	Nodak Electric Cooperative	\$5,957.10
62	North Star Addition T.I.F.	\$26,129.00
63	Northdale Oil, Inc	\$1,374.78
64	North Star Coop	\$591.66
65	Polar Communications	\$862.47
66	PR Airport Authority	\$4,978.38
67	PR Park District	\$6,132.12
68	PR Public Library	\$4,979.10
69	Quill Corporation	\$101.20
35570	Rainbow Auto Body	\$451.35
71	Glenn Rost	\$250.00
72	Samsom Electric LTD	\$1,296.92
73	Sillers, Laaveg, & Wenzel	\$2,280.00
74	Special Assessment Fund	\$171.45
75	ST Improvement Dist #2012-2	\$9,677.52
76	ST Improve Dist 2013-1	\$16,000.00
77	ST Improve Dist #2017-1	\$22,711.40
78	ST Improve Dist #2018-1	\$10,993.32
79	ST Improvement Dist #7	\$4,530.80
35580	US Bank Equipment Finance	\$166.13
81	Verizon Wireless	\$268.90
82	Wat & Sew Imprv Dist #2012-1	\$22,207.50
83	Wat & Sew Imprv Dist #2015-1	\$6,200.00
84	Wat & Sew Imprv Dist #2016-1	\$9,490.00
85	Water System Repair & Replace	\$4,000.00
86	Water Bond Fund 05	\$4,830.00
87	Water Rev Bond Fund Phase II	\$3,450.00
88	Water Tower Fund	\$11,315.00
89	Water Treatment Fund	\$31,271.29
35590	Walsh County Auditor	\$7,497.87
91	Walsh County Sheriff's Dept	\$56.00
8474-95	Salaries	\$28,605.91
AW	US Treasury	\$9,845.95
AW	NDPERS	\$17.27
AW	NDPERS	\$773.50
AW	NDPERS	\$761.00
AW	NDPERS	\$5,852.53
AW	NMPA	\$161,638.20
AW	PSN (Payment Services Network)	\$4.95
AW	First United Bank	\$18.95
AW	NSF-Returned Customer Utility Check	\$525.00
AW	ND ST Tax Commissioner	\$1,231.54
Special Funds		
10132	First United Bank	\$16,940.00
10133	Municipal Utilities	\$414.21
10134	PR Economic Development Corp	\$7,500.00
Debt Service & Bond Funds		
6166	Bank of North Dakota	\$8,534.50
6167	First United Bank	\$5,625.00

Anderson moved and Lundquist seconded to approve the end of year transfers and budget adjustments as presented by City Administration. Upon roll call vote, all present voted aye. M/C.

City Administration is asking for approval of the CDARS renewal recommendations as presented. Lundquist felt all the CDARS should be cashed in and deposited in the regular bank accounts. Thompson and Berg felt because of FDIC limits the funds should be deposited in a money market account vs a regular bank account. They also reminded the Council that some of the CDARS cannot be cashed in as they are set aside to make the final payment on some of the bonds. Lundquist moved and Halvorson seconded to approve cashing in all CDARS as they mature and deposit in a money market, except those held for final bond payments. Upon roll call vote, all present voted aye. M/C.

Anderson moved and Lundquist seconded to approve the financials as presented by City Administration. Upon roll call vote, all present voted aye. M/C.

Being no further business, Lundquist moved to adjourned at 6:19 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor