

CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING, MONDAY, MAY 13, 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, May 13, 2019 at 5:30 PM.

Mayor Dan Stenvold called the meeting to order; upon roll call the following were present: Council members: Robert Lundquist III, Dennis Kubat, and Keith Anderson, City Attorney Tracy Laaveg, Public Works Director (PWD) Dennis Larson, Coordinator/Auditor Nancy Thompson, and Assessor/Deputy Auditor Ann Berg. Absent: Mike Lorton, Kyle Halvorson & Joe Miller. Others present: Daryl Larson, Marcus Lewis, Eugene Bossert, Laura Alkofer and Joe Fietek. Councilmember Mike Lorton arrived at 5:35 pm.

Additions and Changes to Agenda: None.

Comments and Questions From Citizens: Daryl Larson, President of the Planning & Zoning Committee, presented an update on the zoning map. Laaveg suggested tabling the zoning map until the map is updated with the current information. Larson presented pictures of garbage stands on the front berms of residential properties. Larson stated they should not be a permeant fixture and should be moved to the sides or back of the property so they are out of sight. Larson mentioned that not all houses or businesses have street addresses on them and felt this makes it difficult for emergency services to locate the correct building, especially if they are new to the area. Larson mentioned the Planning & Zoning Committee discussed having the City hire a compliance officer to take care of non-serious offences in the City such as long grass, junk vehicles, messy yards etc. Most of the ordinances have nothing to back them up and perhaps having an automatic fine for certain items could help curb these issues. Larson also presented name changes to the following streets/avenues: 135th Ave NE to Thunder Road, 67th Place NE (by old sales barn) to Easy Street, 67th Street NE going to Thompson Brothers & Consolidated Waste to Prairie Road and mentioned there are addresses for the baseball diamonds and campground.

Joe Fietek, on behalf of the bike path committee, questioned what happened to the \$2,700 raised through fundraising for the bike path. Berg responded it was transferred from the forestry fund to the general fund when the state eliminated the forestry funding. He asked if it could be put into a separate checking/savings account and when fundraisers are held the money would be added. The funds could then be used for bike path upgrades & maintenance. Mayor Stenvold added bike path bank account to new business.

Approval of Minutes: Lundquist moved, and Anderson seconded to accept the minutes from the April 8, 2019 regular meeting with the following correction to the BC/BS entry; Add after the contribution percent stay (within 5% of the percents setup at the beginning of the grandfathered plan.) Also move Laaveg from present to absent. Upon roll call vote, all present voted aye. M/C. Lundquist moved, and Anderson seconded to accept the minutes from the April 8, 2019. Board of Equalization meeting as presented. Upon roll call vote, all present voted aye. M/C. Lorton moved, and Kubat seconded to accept the minutes from the April 24, 2019 Special meeting as presented. Upon roll call vote, all present voted aye. M/C.

Unfinished Business: Zoning map update approval was tabled until the map is physically updated by AE2S.

City Administration and Public Works have been working with AE2S on additional maps and updates. Several years ago, the City started a mapping project. Since then changes have been made to the water and sewer infrastructure, zoning, along with new additions and streets to the city. City Administration is looking for a parcel and address map along with updating the Zoning map. AE2S submitted a quote for the work along with a timeline to complete the work as follows: estimate two months to complete; Parcel map \$3,335; Address map \$1,121; Zoning map updates \$921; and Utility map updates \$1,037 for a total of \$6,434. Once the updates are completed the City employees will be able to update the mapping information which will save the City money. The parcel map will also be available for the public to view online. Having the address and parcel maps will help employees quickly locate a specific property in town when customers call looking for information rather than going through several different software applications and books. These maps are part of the ongoing capital improvement plan and funding is available from the General/Municipal Utilities Funded Depreciation or the Sales Tax Capital Improvements as were the previous projects and updates. Lundquist moved and Anderson seconded to approve the quote from AE2S on the mapping project and using Sales Tax Capital Improvement funds. Upon roll call vote, all voted aye. M/C.

Committee Reports: *Ward Reports:* Reported: A sign needs to be added on Southview Dr. Questioned what can be done about substandard houses in the City, garbage along streets, and pallet filled back yards along with some of the buildings along the railroad tracks. A contract has been sent to Scott Boura, building inspector for the City of Graton, but he has not returned it. Until a building inspector is contracted to help the City not much can be done. Kubat asked if there is a penalty for raking/blowing leaves and grass clippings into the streets and alleys. Currently there is no ordinance prohibiting either, but the public is asked to sweep or blow them onto their berms as when it rains, they go into the storm sewers and could cause them to become plugged.

PR Community Club: Thompson reported the Community Club has scheduled a Community Impression meeting on Saturday, September 18th at 1:00 pm. Members from the Hankinson team will present their findings to the Park River Community. She also reported a committee of Susan Phelps, Ruth Jelinek and Ian Myrdal are in charge of the CanDak bicycle tour which will be staying in Park River on August 7th. Laaveg mentioned the following should be added under Committee Reports: PR Community Club and PR Park District.

New Business:

Kringstad Ironworks filed for an Application For Property Tax Exemption For Improvements To Commercial and Residential Buildings. The building permit was issued on October 1, 2018 but the application for exemption was received on April 9, 2019. Improvements begun before the Council passed the resolution do not qualify for an exemption as per application guidelines from the ND State Tax Commissioner's Office. Though an application for exemption was not filed prior to the current assessment date the abatement procedure is available to the property owner with regard to the value of the building prior to the renovation, alteration or addition. Anderson moved to approve the application. Motion died due to lack of second. Lundquist questioned if Kringstad knew the application needed to be turned in before the construction started and was not aware of the stipulation. Lundquist moved and Kubat seconded to approve the application. Upon roll call vote the following voted aye; Lundquist and Kubat with Anderson and Lorton voting nay. Mayor Stenvold broke the tie by voting nay. Motion denied. Berg will send a letter notifying Kringstad that his application was denied and an abatement must be filed. Lundquist told City Administration to add the information to the City website and make up packets to hand out with building permits. He was informed the information was listed on the website but they would add applications to the building permits.

Lundquist moved and Lorton seconded to approve a resolution per NDCC 40-1-09 designating the Walsh County Press as the official city newspaper for publication of all City of Park River notices and legal proceedings. Upon roll call vote, all present voted aye. M/C.

Larson reported he interviewed several people for the Water Treatment Plant operator position. The biggest obstacle among the applicants is they live 20-25 miles one-way out of City limits. Larson is recommending hiring Jake Olson and Gavin Halvorson as summer help starting at \$11.00 per hour. Lundquist moved and Lorton seconded to authorize Larson to receive applications, setup interviews and hire employees and

bring the information to the Council for final approval. Upon roll call vote, all present voted aye. M/C. Thompson recommended hiring Amy Kubat at \$12.00 per hour to provide janitorial services for the City office building and auditorium. Lundquist moved and Lorton seconded to approve the recommendation and hire Kubat. Upon roll call vote Lorton, Lundquist and Anderson voted aye with Kubat abstaining. M/C. Berg recommended hiring Eugene Bossert to help gather data for assessment purposes this summer. Bossert would measure buildings, make sketches and take pictures of the exterior of the property after which she would verify the measurements before certifying the information. Laaveg felt it would be a liability to the City and recommended not hiring Bossert. Lundquist tabled the matter to find out if other cities our size are using data collectors. Berg will check with Linda Leadbetter, State Supervisor of Assessments, to see if the City can hire someone to serve as a data collector and check with other assessment jurisdictions and present a report at the special meeting on May 22, 2019.

Lundquist moved and Lorton seconded to approve the American Legion transferring their Alcohol License to the Coliseum for the following events: 5-18 Ellingson/Evenson wedding; 5-30 Domestic Violence Fundraiser; 6-22 Fredrick/Eidenschink wedding; and 6-29 Syvertson/Flaten wedding. Upon roll call vote, all present voted aye. M/C.

The intersection at 5th St E/ W & Briggs Ave S has very poor visibility and vehicles must be ½ way through the intersection before oncoming traffic is able to be seen. Larson reported eliminating 1 space on both east and west sides should fix the visibility issue. Yellow stripes would be added to notify drivers it is a no parking spot. Lundquist moved and Kubat seconded to eliminate the two parking spots on the intersection as noted above. Upon roll call vote, all present voted aye. M/C.

Lorton moved and Anderson seconded to approve Hillcrest Country Club moving their Alcohol License to the City hall auditorium on July 5th for a fundraiser. Upon roll call vote, all present voted aye. M/C.

Lundquist moved and Anderson seconded to establish a Bike Path Committee bank account and transfer the \$2,700 from the General Fund into the account with Stenvold and Thompson as signers on the account. Upon roll call vote, all voted aye. M/C.

Mavor's Comments: Stenvold has received complaints regarding open burning within City limits. The only burning allowed is in recreational fire pits with clean unpainted or untreated wood. No trash, plastic or other debris is allowed. City Administration will post Ordinance 17.a on the City Website Events Calendar, Facebook page, Polar Cablevision and in the WC Press as a reminder.

Public Works: N/A

Auditor & Assessor Reports:

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

General Fund & Municipal Utilities:

35716	Nodak Electric Cooperative	\$138.53
17	Postmaster	\$234.36
18	Postmaster	\$235.00
19	Aflac	\$151.98
35720	Discovery Benefits	\$135.00
21	2016 Electrical Upgrade	\$8,000.00
22	AmeriPride Services, Inc	\$284.75
23	Animal Elskan Inn	\$120.00
25	Cardmember Service	\$470.21
26	City of Fargo	\$28.00
27	Productivity Plus Account	\$647.46
28	Comstock Construction	\$8.45
29	Consolidated Waste, LTD.	\$18,062.20
35730	Discovery Benefits, Inc	\$11.00
31	Brady Duff	\$85.06
32	East Side Garage	\$181.95
33	Ethanol Products, LLC	\$1,136.82
36	Graymont (WI) LLC	\$6,892.91
37	Hawkins Inc	\$309.00
38	Heartland Gas Co.	\$58.75
39	HR Collaborative	\$100.00
35740	Jim's Super Valu	\$64.19
41	Pete Kelly	\$350.00
42	Lake Agassiz Water Authority	\$250.00
43	Leon's Building Center, Inc	\$637.71
44	Liberty Business Systems, Inc	\$57.60
46	Lon's Hardware	\$97.79
47	Montana Dakota Utilities	\$339.19
49	ND One Call Inc.	\$26.06
35750	NMPA	\$1,270.87
51	Nodak Electric Cooperative	\$5,393.14
52	Northdale Oil, Inc	\$962.62

53	North Star Coop	\$881.52
54	Opp Construction	\$2,037.00
55	Polar Communications	\$912.30
56	PR Airport Authority	\$1,463.89
57	PR Park District	\$3,273.89
59	Quill Corporation	\$300.22
35760	Glenn Rost	\$250.00
61	Samson Electric LTD	\$160.00
62	SanGrait's Auto Service	\$269.80
63	Sensus USA Inc.	\$470.60
64	Sillers, Laaveg, & Wenzel	\$750.00
65	Andrea Sluke	\$45.00
66	Special Assessment Fund	\$15.71
67	ST Improve Dist #2017-1	\$2,376.63
68	ST Improve Dist #2018-1	\$1,702.88
69	ST Improvement Dist #7	\$601.66
35770	Team Laboratory Chemical Corp	\$2,055.00
71	Thatcher Company of Montana	\$8,998.00
72	US Bank Equipment Finance	\$170.21
73	Verizon Wireless	\$267.80
74	Wat & Sew Imprv Dist #2015-1	\$6,200.00
75	Wat & Sew Imprv Dist #2016-1	\$9,490.00
77	Water Bond Fund 05	\$4,830.00
78	Water Rev Bond Fund Phase II	\$3,450.00
79	Water Tower Fund	\$11,315.00
35780	Water Treatment Fund	\$40,692.13
81	Wayne's Variety	\$9.56
82	Walsh County Auditor	\$3,338.93
83	Walsh County Press	\$745.56
84	Widseth Smith Nolting & Assoc	\$648.08
8538-59	Salaries	\$26,942.32
AW	US Treasury	\$8,721.30
AW	NDPERS	\$761.00
AW	NDPERS	\$16.99
AW	NDPERS	\$761.00
AW	NDPERS	\$5,534.15
AW	FUB-NSF Ck for Light Bill	\$475.00
AW	BC/BS of North Dakota	\$79.78
AW	BC/BS of North Dakota	\$1,738.50
AW	PSN (Payment Services Network)	\$4.95
AW	First United Bank	\$19.30
AW	NMPA	\$147,233.45
Special Funds:		
10136	Red River Regional Council	\$3,119.00
Debt Service & Bond Fund:		
6173	Bank of North Dakota	\$31,754.07

Being no further business, Lundquist moved to adjourn at 7:11 PM.

ATTEST:

Ann Berg, Assessor/Deputy Auditor

Dan Stenvold, Mayor