

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING, MONDAY, JUNE 8, 2020 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, June 8, 2020 at 5:30 PM.

Mayor Dan Stenvold called the meeting to order and upon roll call the following were present: Council members: Mike Lorton, Kyle Halvorson, Robert Lundquist III, Dennis Kubat and Keith Anderson, City Attorney Dustin Slaamod, Public Works Director (PWD) Dennis Larson, Coordinator/Auditor Nancy Thompson, and Assessor/Deputy Auditor Ann Berg. Absent: None. Others: Allison Olimb-WC Press (left at 6:35), Mike Helt, Danny Carlson, Ron Beneda (left at 5:41) and Derek Pokrzywinski.

**Additions and Changes to Agenda:** None.

**Comments and Questions from Citizens:** Ron Beneda asked the Council what has been done about lowering the speed limit on State Hwy 17 on the east side of city limits since the 2018 request. Thompson responded the City has contacted the ND DOT every year since 2018 about lowering the speed limit and having the required traffic study completed however the ND DOT has not responded regarding the study. Stenvold stated the City will contact the ND DOT again and thanked Beneda for following up on the request.

**Approval of Minutes:** Lorton moved, and Anderson seconded to approve the minutes from the May 11, 2020 Regular Meeting as presented. Upon roll call vote, all voted aye. M/C. Kubat moved, and Lundquist seconded to approve the minutes from the May 27, 2020 Special Meeting as presented. Upon roll call vote, all voted aye. M/C

**Unfinished Business:** Slaamod presented a one-year contract from the State to change from Municipal Court to District Court. Under this contract the City will not incur any costs nor receive any income from fines. The contract will automatically renew each year and notice will need to be given only if either party decides to dissolve the agreement. Lundquist moved and Halvorson seconded to approve the contract and dissolve the City Municipal Court and move violations to District Court. Upon roll call vote, all voted aye. M/C. The contract now goes to the WC Commissioners for approval.

Anderson moved and Lundquist seconded to approve WSN engineer Todd Forster’s recommendation to accept North-Hold Eclectic Inc’s low bid of \$58,857.45 to provide contractor work for the 2020-1 Electric Upgrade project. Upon roll call vote, all voted aye. M/C. Kubat moved and Halvorson seconded to approve WSN engineer Todd Forster’s recommendation to accept the following vendors bids for materials for the Electric Upgrade 2020 project, Border States Electric, IRBY and Resco Electric Utility Supply in the total amount of \$63,902.45. Upon roll call vote, all voted aye. M/C. The start date for the project is after July 4<sup>th</sup>.

Stenvold reported one bid was received for the sale of Lot 8 Block 8 O.T. A bid was submitted by Danny Carlson in the amount of \$200. Kubat moved and Anderson seconded accepting Carlson’s \$200 bid for Lot 8 Block 21 O.T. Upon roll call vote, all voted aye. M/C. Slaamod will draw up a quit claim deed for the property.

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF WATER REVENUE REFUNDING BONDS, SERIES 2020**

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

1. It is hereby found and determined to be necessary and expedient for the City to refund its outstanding Water Revenue Bonds, Series 2014 dated November 6, 2014, originally issued in the principal amount of \$2,045,000 and currently outstanding in the principal amount of \$1,810,000 (the “Refunded Bonds”). The Refunded Bonds are subject to redemption on September 1, 2020, and any date thereafter, at a redemption price equal to the principal amount thereof plus accrued interest.
2. The City shall proceed to offer at public sale upon sealed bids its Water Revenue Refunding Bonds, Series 2020 (the “Bonds”) to be issued for the purpose of refunding the Refunded Bonds and paying costs of issuance of the Bonds.
3. AMKO Advisors, the City’s municipal advisor, is hereby authorized to proceed with the public sale of the Bonds, including preparation of an Official Statement, the official Notice of Sale and other information to be provided to prospective bidders.
4. Arntson Stewart Wegner PC, Bond Counsel, is hereby authorized to prepare the documents necessary to evidence the issuance of the Bonds.
5. The sale of the Bonds and the final terms of the Bonds including the purchase price, interest rates, maturity dates, redemption privileges and other terms shall be approved by resolution of the City Council at a regular or special meeting.

Adopted: June 8, 2020.

APPROVED: \_\_\_\_\_  
Dan Stenvold, Mayor

ATTEST: \_\_\_\_\_  
Nancy Thompson, City Auditor/ Coordinator

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

**Committee Reports:** *Sales Tax:* The Committee recommended approving the following requests. From the Economic Development Fund: \$20,000 to the PR Economic Development Corp for the store front grant program. Anderson moved and Kubat seconded to approve the recommendation. Upon roll call vote, all voted aye. M/C. Capital Improvement Funds; \$22,990 to AE2S for engineering fees incurred for SID #2020-1 (Hilltop Dr) and \$75,060 to AE2S for engineering fees for the Water Improvement Dist #2020-1. Kubat moved and Lundquist seconded to approve the Sales Tax Committee’s recommendations as presented. Upon roll call vote, all voted aye. M/C.

Committees with nothing to report: *Airport Authority, PR Community Club, Park District, Bike Path, PR Economic Development Corp, and Public Library.*

**New Business:**

**RESOLUTION SETTING CITY AUDITORS BOND**

THE CITY OF PARK RIVER, WALSH COUNTY, NORTH DAKOTA

WHEREAS, the City of Park River is covered by a blanket bond by the North Dakota State Bonding Fund; and,
WHEREAS, the North Dakota State Bonding Fund provides fidelity bond coverage for city employees and public officials in dealing with public funds; and,
WHEREAS, the bond is fixed by the city governing body and set by resolution as outlined in NDCC 40-13-02; and,
WHEREAS, at the June 8, 2020 regular city council meeting of the Park River City Council the current bond limits were reviewed and found to be sufficient,
NOW, THEREFORE, be it resolved by the city council of the City of Park River, North Dakota, that the Auditor Bond coverage by the North Dakota State Bonding Fund in the amount of Two Million Dollars (\$2,000,000) has been reviewed and found sufficient.

APPROVED: Dan Stenvold, Mayor

ATTEST: Nancy Thompson, City Auditor/ Coordinator

The city council of the City of Park River acted on the foregoing resolution June 8, 2020 as follows: Adoption moved by Lundquist seconded by Lorton. Voting Aye: Lundquist, Lorton, Anderson, Kubat, Halvorson. Voting Nay: None. Absent: None. After the vote, Mayor Stenvold declared the resolution adopted.

Lorton moved and Anderson seconded to approve the American Legion transferring their Alcoholic Beverage License to the Coliseum for the following events: 8-22 Hell/Loftsgard wedding; 8-27 Domestic Violence Fundraiser; 8-29 Phelps/Apple wedding; 9-19 Trenda/Linstad wedding; and FCHC Harvest Fest. Slaamod will check to see if a policing contract is needed. Upon roll call vote, all present voted aye. M/C.

Berg reported all property taxes on applicant's establishments are currently up to date. Renewal applications are filled out correctly and checks for licenses are attached to each renewal application for the period of July1, 2020 to June 30, 2021. Anderson moved and Halvorson seconded to approve the American Legion's alcoholic beverage license renewal. Upon roll call vote, all voted aye. M/C. Lundquist moved and Anderson seconded to approve Warren Denault's alcoholic beverage license renewal contingent that no further smoking violations by Denault, his employees or patrons occur in the DugOut Bar & Grill during the 2020/2021 license year or his license will be revoked immediately. Upon roll call vote, all voted aye. M/C. Kubat moved and Lorton seconded to approve the Hillcrest Country Club, Inc's alcoholic beverage license renewal. Upon roll call vote, all voted aye. M/C. Halvorson moved and Anderson seconded to approve Kalpesh Patel's (Alexander House) alcoholic beverage license renewal. Upon roll call vote, all voted aye. M/C. Lundquist moved and Lorton seconded to approve Curtis Sarkilahti's (Top Hat) alcoholic beverage license renewal. Upon roll call vote, all voted aye. M/C. Lundquist moved and Kubat seconded to approve the The Club Bar & Lounge Inc's alcoholic beverage license renewal. Upon roll call vote, all voted aye. M/C. Halvorson moved and Anderson seconded to approve North Star Coop's alcoholic beverage license renewal. Upon roll call vote, all voted aye. M/C. Halvorson asked if Art of Touch had applied for their renewal. Berg responded that Art of Touch is not up for renewal until September 1st.

Slaamod informed the Council that Council member Miller's resignation needs to be accepted and his seat declared vacant. Upon acceptance the seat shall remain vacant unless a petition for a special election is received in the next two weeks. If no petition is received, the earliest the Mayor can appoint a replacement is on June 23rd. Anderson moved and Lorton seconded to accept Miller's resignation and declared the seat as vacant. Upon roll call vote, all voted aye. M/C.

Unfinished Business - Continued: Engineer Jarda Solc of AE2S provided information to the Council on the three bids received for the S.I.D. #2020-1, Hilltop Dr. The bids received were from Knife River Corp, Strata Corp and RJ Zavrol & Sons. After reviewing the bids Solc is recommending going with the lowest bidder RJ Zavrol & Sons with a bid of \$496,665.65 which is slightly higher than the engineer's estimate of \$475,000 for the construction phase. Lundquist moved and Lorton seconded Solc's recommendation to award the S.I.D. #2020-1 construction bid to RJ Zavrol & Sons in the amount of \$496,665.65. Upon roll call vote, all voted aye. M/C.

Engineer Jarda Solc of AE2S provided information to the Council on the two bids received for the Water Main 2020-1 bids. The bids received were from: The Spruce Valley Corp \$1,258,023.54 for the main and \$272,080.20 for the alternate and Wagner Construction \$1,449,000 for the main and \$380,000 for the alternate. After reviewing the bids Solc is recommending going with the lowest bidder The Spruce Valley Corp with bids of \$1,258,023 for the main and \$272,000 for the alternate for the construction phase and contingent upon DEQ approval. Lundquist moved and Lorton seconded to approve Solc's recommendation to award the Water Main 2020-1 construction bids to The Spruce Valley Corp \$1,258,023 for the main and \$272,000 for the alternate contingent upon DEQ approval. Upon roll call vote, all voted aye. M/C. Since the bid was below projected costs submitted to the State Water Commission an RFQ for construction engineering was submitted to help offset engineering costs and receive the full funding amount awarded.

CITY OF PARK RIVER, NORTH DAKOTA RESOLUTION 2020
RESOLUTION DIRECTING THE ASSESSMENT OF
STREET IMPROVEMENT DISTRICT NO. 2020 - 1

BE IT RESOLVED by the governing body of the City of Park River, North Dakota, that the Special Assessment Commission shall assess the benefits in Street Improvement District No. 2020 - 1 in accordance with the costs certified to the Commission by the City Auditor, and the City Auditor is hereby directed to prepare a statement of the total costs of the improvements to be assessed and to notify the Chairman of the Special Assessment Commission and certify to the Chairman such items of total cost, the total costs of the improvements to be assessed being presently estimated at \$600,000.

Dated and adopted this June 8, 2020.

CITY OF PARK RIVER, NORTH DAKOTA

ATTEST:

Dan Stenvold, Mayor

Nancy Thompson, City Auditor/Coordinator

The governing body of the political subdivision acted on the foregoing resolution on the 8th day of June 2020, as follows: Adoption moved by Lundquist and seconded by Anderson. Roll Call Vote. Aye: Anderson, Lundquist, Halvorson, Lorton and Kubat. Nay: None. Absent: None. Abstain: None. After the vote the presiding officer declared the resolution adopted.

**Mayor's Comments:** Stenvold asked that the handicap assessable parking lines be painted on the streets.

**Public Works:** Larson explained to the Council what pipe bursting entailed. Pipe bursting is a trenchless method of replacing buried pipelines without the need for a traditional construction trench. The Hilltop project bid included drain tile and hookups to each lot for sump pumps.

**Auditor & Assessor Reports:** Thompson presented the following bills for payment and Berg presented the financial reports. Anderson moved and Lundquist seconded to approve payment of the following bills and the financial reports. Upon roll call vote, all voted aye. M/C.

**General Fund & Municipal Utilities:**

36531	Graymont (WI) LLC	6,914.10
32	Simmons Multimedia USA	782.00
33	Widseth Smith Nolting & Assoc	9,150.00
34	Kinetic Leasing	399.00
35	Postmaster	347.56
36	Discovery Benefits	160.00
37	2016 Electrical Upgrade	8,000.00
38	Acme Tools	35.00
39	AE2S	1,195.45
36540	Animal Elskan Inn	360.00
41	Aqua-Pure Inc.	1,449.33
42	Border States Electric Supply	9,753.07
43	Cardmember Service	46.74
44	City of Fargo	28.00
45	City Shop 2020	3,562.00
46	Productivity Plus Account	51.30
47	Consolidated Waste, LTD.	18,613.95
48	Andrew or Sherry Currie	58.84
49	Dale's Small Engine Repair LLC	236.42
36550	Dale's Body Shop	6,993.86
51	Diamond Vogel Paint	1,081.50
52	Discovery Benefits, Inc	50.00
53	East Side Garage	175.15
54	Ethanol Products, LLC	1,081.36
55	Fleming DuBois & Fleming PLLP	770.00
56	Funded Depreciation	3,751.00
57	General Funded Depreciation	2,500.00
58	Hawkins Inc	1,368.14
59	Jim's Super Valu	63.11
36560	Leon's Building Center, Inc	137.47
61	Light & Water Dept	3,792.84
62	Lindell's Mowing	600.00
63	Lon's Hardware	226.98
64	Lunseth Plumbing & Heating Co.	260.83
65	Montana Dakota Utilities	184.40
66	ND Insurance Reserve Fund	27.73
67	ND One Call Inc.	47.45
68	Newman Traffic Signs	37.08
69	Nodak Electric Cooperative	5,500.00
36570	North Plains Utility Contract	1,093.34
71	Northdale Oil, Inc	453.63
72	North Star Coop	807.98
73	Polar Communications	824.37
74	PR Implement, LLC	1,350.00
75	Quill Corporation	206.97
76	Riteway Business Forms	753.78
77	Glenn Rost	250.00
78	Samson Electric LTD	225.37
79	Simmons Multimedia USA	52.00
36580	Team Laboratory Chemical Corp	5,097.50
81	True North Equipment	188.49
82	US Bank Equipment Finance	204.61
83	Verizon Wireless	216.00
84	Vessco, Inc	6,486.35
85	Wat & Sew Imprv Dist #2015-1	6,200.00
86	Wat & Sew Imprv Dist #2016-1	9,490.00
87	Water System Repair & Replace	4,000.00
88	Water Bond Fund 05	4,830.00
89	Water Rev Bond Fund Phase II	3,450.00
36590	Water Tower Fund	11,315.00
91	Water Treatment Fund	12,500.80

92	Wayne's Variety	25.48
93	WC Auditor	9,540.56
94	WC Press	36.00
95	WC Record	48.50
96	Walsh County Recorder	4.00
97	WSN	12,454.00
98	WSI	250.00
99	Wideth Smith Nolting & Assoc	1,300.00
8858-81	Salaries	28,293.32
8882-88	Council & Mayor Salaries	20,858.41
AW	US Treasury	12,936.85
AW	Aflac	151.98
AW	BC/BS of North Dakota	12,405.20
AW	First United Bank	19.55
AW	NDPERS	17.33
AW	NDPERS	835.00
AW	NDPERS	835.00
AW	NDPERS	5,920.24
AW	NMPA	128,504.19
AW	PR Public Library	126.81
AW	PR Airport Authority	126.81
AW	PSN (Payment Services Network)	4.95
AW	ST Improve Dist #2018-1	204.65
AW	ST Improve Dist #2017-1	2,196.47
AW	Special Assessment Fund	5.89

**Special Funds:**

10157	PR Economic Development Corp	20,000.00
10158	St Imp Dist #2020-1 Hilltop Dr	22,990.00
10159	Wat Imprv Dist #2020-1 (Main)	75,060.00

**Debt Service & Bond Funds:**

6202	City of Park River	24,476.17
6203	Red River Regional Council	22,900.99
6204	Advanced Engineering &	98,050.00
6205	City of Grafton	12,047.44
6206	Polar Communications	11,052.72
6207	Toews Building	60,000.00
6208	WC Job Development Authority	21,082.68
6209	Void	0.00

Being no further business, Anderson moved to adjourn at 6:44 PM.

ATTEST:

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Ann Berg, Assessor/Deputy Auditor

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Dan Stenvold, Mayor