

Unofficial Minutes for March 19th, 2018, Park River City Council Meeting

Council Members Present: Mayor Dan Stenvold, President Robert Lundquist III, VP Kyle Halvorson, Arvid Knutson, Mike Lorton, Dwight Byron by phone and Keith Anderson.

Absent:

City Employees Present: Assessor/ Deputy Auditor Ann Berg, Auditor/Coordinator Nancy Thompson & (PWD) Dennis Larson

City Attorney Present: Tracy Laaveg

Public – Joe Fietek, Dean Skjerven, Jana Hankey and Mike Helt

Public Portion

Mike Helt – Questioned if the first 3 items on the agenda could be changed around. With 1 being call meeting to order then 2 changes or addition to agenda and 3 would be comments from citizens. Mayor said yes this can be done.

Jana Hankey – Discussed Ordinance 27.j. which talks about Rental property and the owner being liable for the utility bill if renter doesn't pay it, she doesn't agree with this. She feels the city should look at options like increased utility deposits, City makes landlord responsible for only half the bill and turns rest in for collections or files a judgement on that renter. When the owner pays it takes the renter off the hook and clears their name. Joe Fietek stated some companies look at the history of the property and set the deposit based on that. Mayor let Jana know that when Ms. Thompson first started she went back 10 years on accounts the city wrote off or had turned in for collection was just over 100,000.00 and the city can't afford that. When that revenue is lost, the city has to recoup the loss somehow so then rates go up to cover that lost revenue. It's not fair to the other utility customers to pay for the rental property owners occupants delinquent account and the city has tried collection and has recouped nothing and filling a judgement would cost money which then would be put upon the customer again a rate increase. Council mentioned maybe she should look at increasing her deposit or filling in small claims court herself.

Meeting called to order by Mayor Stenvold at 5:30 pm; upon roll call the above Council Members were present.

Changes / additions to Agenda: None

Motion by Anderson, second by Lorton to accept the agenda; Ayes to all present. Motion carries.

Changes to February Minutes

Motion by Lundquist, second by Anderson to approve February 12, 2018 minutes with changes; Ayes to all present. Motion carries.

Motion by Lundquist, second by Anderson to approve February 14, 2018 minute; Ayes to all present. Motion carries.

Unfinished Business

- **Loan 2017-2 Green Acres Drive** – Ms. Thompson discussed the rate and term of the loan with First United bank for the street that was put in last fall in front of the Green Acres commercial lots. Lundquist stated the city should get quotes from other banks to see who offers the lowest interest rate when the city needs to take out a loan.

***Motion** by Knutson, second by Byron to take the loan out for 315,000.00 through First United Bank for 60 months and make the payment from Economic Development Sales Tax Fund; Ayes to all present. Motion carries.*

Committee/ Ward Reports – None

New Business

- **BC/BS Benefit plan agreement** - Discussion was had with Council on the plan agreement and costs. Last years review of this Council wanted two members of the Employees Relations Committee to be there when the BC/BS representative comes to talk about the Benefit plan agreement. Halvorson and Knutson came when the BC/BS representative was here. Halvorson stated it was very good information and help him understand the city's plan.

***Motion** by Anderson, second by Halvorson to approve BC/BS Benefit plan agreement; Ayes to all present. Motion carries.*

- **Action** – When the BC/BS representative comes next year to discuss the benefit plan agreement. Two members from the Employee Relations Committee will be notify of the date and time so two of them may attend as they did this year.

- **Summer Help** – Ms. Thompson discussed with Council that any city position needs to be advertised for.

***Motion** by Halvorson, second by Anderson to advertise for 3 people for summer help 2 for public works and 1 in the city office. The ad will be on the website and put in the official city newspaper WC Press; Ayes to all present. Motion carries.*

- **Beer & Wine License** – There is an individual wanting to purchase Out to Lunch Café. They are looking at making it a higher end restaurant and would like to be able to serve a glass of wine or a specialty beer with a person's meal. Currently the City doesn't have a liquor license like this and would have to amend City Ordinance 2. B. relating to license, fees and retail sales of alcoholic beverages. Three of the bar owners talked to the Mayor and some Councilmembers and are against the city giving this person a Wine & Beer License. Byron and Lundquist think there's enough Liquor License in town and Halvorson didn't think a new liquor license category should be added to sell more alcohol. Ms. Thompson stated this is going to be a restaurant not a bar, if a person wants to go out and have drinks there going to go to a bar not a restaurant for a meal and a glass of wine or beer and

if this isn't passed this may cost the city a new business in town. City Attorney Laaveg told Council they can do one of three things take no action, send it to a committee or make a motion.

Motion by Knutson, second _____ to amend Ordinance 2.B and add a Beer and Wine license. Motion dies due to lack of a second.

- **Suggested Ordinance changes** - City Attorney Laaveg discussed changes to Ordinance 25.a which governs traffic and safety (see attachment). Reason for change is to increase the fines collected in Municipal Court and allow more sentencing options. Ordinance 3.B.1 control of dogs and cats need to make some wording changes and remove the impound language in this Ordinance (see attachment).

Motion by Lundquist, second by Halvorson to accept the first reading amending Ordinance 25.a which governs traffic and safety; Ayes to all present. Motion carries.

Motion by Lundquist, second by Lorton to accept the first reading amending Ordinance 3.B.1 Control of Dogs and Cats; Ayes to all present. Motion carries.

- **Hillcrest Liquor License** – Council discussed the License and the current renewal fee of 1,200. for them. They use to pay only \$ 600 00 a year. This was not reflected in the updated Ordinance book or current schedule of fees.
 - **Action** – Council tabled it until the April 9th meeting so some research could be done before a decision is made by the Council.

Mayor's Comments – The county is looking at Hwy 12B in 2019 for reconstructing the gravel bed south for 10 miles.

Public Works - Bid opening for the 2018 -1 Street project is March 29th at 10:30 am in the Council Chambers. PWD Larson had had a book from Red River Valley Water Supply with information on the work for the water inlet / outlet if any one is interested in reviewing it.

Update & Business: City Auditor

- **Sales Tax Committee** – Recommended payments for the following: Economic Development \$22,500 to Park District for sale of lots from commercial property to help with cost of comfort station, Economic Development \$12,500 to City of Grafton for the Marvin Windows commitment; this is the final payment and Capital improvement loan of \$11,000 for AE2 invoice for Street project 2018-1.

Motion by Anderson, second by Halvorson to accept the Sales Tax Committee recommendation for the above three payments; Ayes to all present. Motion carries.

- **The February financials and March bills were reviewed.**

Motion by Knutson, second by Anderson to approve February financials and March's payment for the following bills. Ayes; Lundquist, Knutson, Lorton, Byron, Halvorson & Anderson Nays; none. Motion carries

General Fund & Municipal Utilities

34729	Postmaster	\$218.96
34730	Walsh County Recorder	\$20.00
31	Aflac	\$130.92
32	Discovery Benefits	\$210.00
33	NDPERS	\$436.27
34	NDPERS	\$5,491.98
35	BC/BS of North Dakota	\$8,006.50
36	2016 Electrical Upgrade	\$8,000.00
37	AlphaTron, Inc	\$2,440.47
38	AmeriPride Services, Inc	\$193.45
39	Aqua-Pure Inc.	\$1,056.65
34740	Ann E Berg	\$53.35
41	Border States Electric Supply	\$535.52
42	Cardmember Service	\$792.98
43	City of Fargo	\$28.00
44	Productivity Plus Account	\$295.76
45	Consolidated Waste, LTD.	\$17,098.20
46	Dale's Small Engine Repair LLC	\$490.00
47	DALEY, DAVID ESTATE	\$34.90
48	Discovery Benefits, Inc	\$11.00
49	Farmers Union Service Assoc	\$70.00
34750	Ferguson Waterworks #2516	\$214.63
51	Graymont (WI) LLC	\$5,783.37
52	Hawkins Inc	\$2,215.42
53	Home of Economy	\$3,161.75
54	Liberty Business Systems, Inc	\$38.76
55	Light & Water Dept	\$5,273.08
56	Lon's Hardware	\$52.22
57	Montana Dakota Utilities	\$1,071.04
58	Michael Kilmer Construction	\$6,405.00
59	Minnkoto Power Coop Inc	\$30.00
34760	ND Dept of Health/Chem-Lab	\$28.25
61	ND One Call Inc.	\$3.65
62	NDPERS	\$436.27
63	NDPERS	\$15.96
64	Nodak Electric Cooperative	\$5,988.00
65	Northdale Oil, Inc	\$2,003.10
66	North Star Coop	\$1,472.86
67	Polar Communications	\$907.21
68	Quill Corporation	\$162.99
69	Best Western + Ramkota Hotel	\$167.40
34770	Glenn Rost	\$250.00
71	Safe T Pull	\$4,474.97
72	Samson Electric LTD	\$2,974.61
73	Sillers, Laaveg, & Wenzel	\$1,818.55
74	Sunshine Kids Center	\$100.00

75	US Bank Equipment Finance	\$162.42
76	Verizon Wireless	\$268.50
77	Wat & Sew Imprv Dist #2015-1	\$6,200.00
78	Wat & Sew Imprv Dist #2016-1	\$9,490.00
79	Water System Repair & Replace	\$4,000.00
34780	Water Bond Fund 05	\$4,830.00
81	Water Rev Bond Fund Phase II	\$3,450.00
82	Water Tower Fund	\$11,315.00
83	Water Treatment Fund	\$26,356.12
84	Wayne's Variety	\$120.00
85	Walsh County Auditor	\$5,919.45
86	Walsh County Press	\$680.98
87	Welch's Bakery	\$17.30
88	Ye Olde Medicine Center	\$15.34
8168-71/8188-93	Voids	0.00
8172-75/8177-87 8194-8200	Salaries	\$40,424.00
AW	US Treasury	\$9,244.49
AW	First United Bank	\$13.80
AW	NSF Check-Returned	\$175.00
AW	NMPA	\$152,614.81
AW	PSN	\$4.95
AW	Main Street Checks	\$35.95
Special Funds		
10109	City of Grafton	\$12,500.00
10110	PR Park District	\$22,500.00
10111	ST Imprv Dist #2018-1	\$11,000.00
AW	First United Bank	\$30.00
Debt Service & Bond Fund		
6121	Advanced Engineering	\$14,520.00

Motion to be adjourned by Anderson at 6:36pm.

By: _____
Dan Stenvold, Mayor

Attested to: _____

Nancy Thompson, Auditor/Coordinator