

Unofficial Minutes for April 10th, 2017, Park River City Council Meeting

Council Members Present: Mayor Dan Stenvold, President Robert Lundquist III, VP Kyle Halvorson by phone , Arvid Knutson, Mike Lorton, Dwight Byron 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, Jon Markusen, Dayton Larson, Joel Hylden

Public Portion

Meeting called to order by Mayor Stenvold at 7:30 pm.

Changes to Agenda Add under New Business (1) Golf course & (2) Green Acres

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

Changes to March Minutes

***Motion** by Anderson, second by Lorton to approve March 13, 2017 minutes; Ayes to all present. Motion carries.*

Unfinished Business

- **Assessor's report** – Council discussed the Tax Equalization report. **Berg left at 7:40 pm.**

***Motion** by Lundquist, second by Byron to accept the Tax Equalization report; Ayes to all present. Motion carries.*

- **Dub Property 308 Prospect Ave N** – City Attorney Laaveg has been in contact with the Attorney for this property and he told her that all the legal transfers for this property should be done before the May meeting.
- **2017 -1 Street project** –There was discussion on which street will be included in this project and the resolutions that will need to be approved at tonight's meeting.

***Motion** by Knutson, second by Anderson to approve the following resolutions;*

- *Resolution creating and defining the boundaries for the Street improvement District NO. 2017-1.*
- *Resolution Directing the preparation of the Engineers report and cost estimate for Street improvement District NO. 2017-1.*
- *Resolution approving Engineer's report and directing preparation of detailed plans and specifications Street improvement District NO. 2017-1.*
- *Resolution approving Engineers detailed plans and specification Street improvement District NO. 2017-1.*
- *Resolution directing advertisement for bids for Street improvement District NO. 2017-1.*
- *Resolution of Necessity and opportunity to protest Street improvement District NO. 2017-1.*

Roll call Vote Ayes; Lundquist, Halvorson, Knutson, Lorton, Byron & Anderson Nays; none .Motion carries

Committee Reports

- **Sales Tax Committee** – Recommended payments for \$14,374.84 City hall repairs, Capital improvement loans of \$40,361.62 for North Star TIF & advertising for Street improvement project and Economic Development, \$33,499.10 for RRR Admin fees for the housing project, Legal fees for creating an abstract of lots 2-5 of Green Acres & PR Economic Dev Corp operation funds.

***Motion** by Lundquist, second by Halvorson to approve the Sales Tax Committees payment requests; Ayes to all present. Motion carries.*

- **Special Assessment Committee** - Mayor Stenvold appointed Mark Helgeson, Judy Troftgruben & Eugene, Bossert to the Special Assessment Committee.
- **Streets & Utilities**- Met earlier tonight to discuss the deposit fees. An email with question had been sent out from the city office to list sever for feedback from other cities on the procedures and fees charged. The Committee recommends the deposit go from \$100.00 to \$150 .00 and change it from a meter deposit to a utility deposit since it covers both Water & Electric meters. This will be effective immediately for new accounts.

Motion by Halvorson, second by Byron to increase the deposit fee to \$150.00 and have it be a utility deposit; Ayes to all present. Motion carries.

- **Employee Relations** – Interviews for the position have been done and it was offered to one gentleman who turned it down. The Committee is discussing the other applicants and will give and update when they have one.
- **Ward Reports** – Byron mentioned that on Hill Ave just before the area the millings were done there are deep ruts and would like (PWD) Larson to look at them and the street lights on west end of town by funereal home are out (PWD) Larson is aware of this .

New Business

- **BC/BS Benefit plan agreement** - Ms.Thompson discussed with Council the plan agreement and costs.
Motion by Knutson, second by Lorton 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 plan a member from the contract and police committee will be notify of the date and time so one of them may attend.
- **Bike Path /Green Acres** –Lundquist was contacted by Joel Hylden on funds for the bike path. He had a break down on cost close to \$3,000.00 for items relating to the upkeep and beautification of the bike path. Jon Markusen discussed with Council the future road in front the Green acres commercial lots, where the road will go. You can see the existing ground is lower than the bike path to the north so if the city does put in a small piece of road they will want to know if it will surface drain, or if they will be adding storm sewer so the water is sent in the correct direction. Possible the storm sewer on ND Hwy 17 is low enough so the city could tie into that.

Motion by Byron, second by Lundquist to approve \$3,000.00 for the upkeep and beautification of the bike path; Ayes to all present. Motion carries.

- **Action** – This is being referred to the Streets & Utilities Committee along with Planning and Zoning to meet on the Green acres road.
8:30 pm Dayton Larson enter meeting, Mayor Stenvold recognized Dayton and ask if he had any concerns. Dayton is worried about the future of Main Street and the empty buildings on it. He was also wondering about zoning to put an apartment in one of his building. He was referred to meet with City Auditor on zoning for an apartment.
- **NMPA & Electrical Rates** – The wholesale power rate is increasing 2.9% which will increase the city electric cost by about \$20,000 a year. The increased rates to the city go up this month. NMPA all members are looking at doing a cost analyst study. The city cost for this would be \$2,400.

Motion by Knutson, second by Anderson to approve the cost analysts study with NMPA for \$2,400.00 Ayes; Lundquist, Knutson, Halvorson, Lorton & Anderson Nays; Byron. Motion carries

- **Spring Cleanup Date** – spring cleanup is set for May 16th and residents must call the city shop at 284- 6599 on or before May 15th to be put on the clean up list.
- **Green Acres / Farming Lease** –Ms. Thompson discussed with the Council that some of the land will be starting to be work on to develop it and isn't sure what will be left to farm. Ms. Thompson went and asked Jesse Irvine to join the meeting to give an update to the Council on what Park & Rec's is looking at for this summer down at Green Acres.
 - **Action** – (PWD) Larson will contact Park & Rec's to see what land they will be working on and then contact Gene Larson & Sons farm on what's available to farm and see if they are still interested .

- **Legion Liquor License transfer to Lyric Theatre –**

Motion by Anderson, second by Knutson to approve Legion Liquor License transfer to Lyric Theatre on April 22; Ayes to all present. Motion carries.

8:40 pm Halvorson ends call into meeting

- **Golf Course** – A committee member contacted the Mayor about putting a seasonal beer/liquor shed out by hole 5.

Motion by Lundquist, second by Knutson to approve the seasonal beer/ liquor shed pending the endorsement from the contract and police committee. Ayes; Lundquist, Knutson, Lorton, Byron & Anderson Nays; none. Absent and not voting Halvorson. Motion carries

Mayor's Comments None

Update & Business: City Auditor

- The March financials and April bills were reviewed.

Motion by Knutson, second by Lundquist to approve March financials and April's payment for the following bills. Ayes; Lundquist, Knutson, Lorton, Byron & Anderson Nays; none. Absent and not voting Halvorson. Motion carries

General Fund

29405	Void	0.00
29434	NDPERS	127.48
35	Dale's Small Engine Repair LLC	805.00
36	Aflac	40.58
37	Discovery Benefits	44.06
38	NDPERS	126.85
39	NDPERS	1,428.18
29440	Sillers, Laaveg, & Wenzel	750.00
41	BC/BS of North Dakota	1,720.89
42	Banyon Data Systems, Inc	198.74
43	BAYMONT INN & SUITES MANDAN	327.60
44	Ann E Berg	307.27
45	BR Plumbing & Heating	444.25
46	Productivity Plus Account	121.20
47	Don Greicar Excavating	300.00
48	East Side Garage	253.50
49	Ecolab Pest Elim Div	275.00
29450	Flags USA Inc.	173.00
51	Andrew S Johnson	112.50
52	Leon's Building Center, Inc	17.97
53	Liberty Business Systems, Inc	46.44
54	Lon's Hardware	38.96
55	Montana Dakota Utilities	559.55
56	Michael Kilmer Construction	1,620.00
57	Municipal Utilities	1,335.03
58	NIELSEN LANCE	20.00
59	North Star Addition T.I.F.	4,377.55
29460	Northdale Oil, Inc	552.78
61	North Star Coop	630.80
62	Polar Communications	526.97
63	PR Airport Authority	180.05

64	PR Park District	166.58
65	PR Public Library	183.32
66	PR Vol Ambulance Serv	15,000.00
67	Quill Corporation	26.96
68	Riteway Business Forms	119.14
69	Sillers, Laaveg, & Wenzel	0.00
29470	Southview Addition TIF	7,674.00
71	Special Funds	14.45
72	ST Improvement Dist #7	841.74
73	Nancy Thompson	23.07
74	Verizon Wireless	143.57
75	Walsh County Auditor	8,723.56
76	Walsh County Press	372.50
77	East Side Garage	1,454.09
AW	US TREASURY	2,406.39
AW	Municipal Utilities	6,630.77

Municipal Utilities

34060	BC/BS of North Dakota	5,895.55
61	PR Aggie Boosters	200.00
62	2016 Electrical Upgrade	8,000.00
63	AmeriPride Services, Inc	189.51
64	Aqua-Pure Inc.	1,286.57
65	Border States Electric Supply	610.32
66	Cardmember Service	679.07
67	The Cavalier Chronicle	157.50
68	City of Fargo	42.00
69	Productivity Plus Account	65.44
34070	Consolidated Waste, LTD.	16,741.70
71	Discovery Benefits, Inc	16.50
72	Donna Galloway	251.00
73	Graymont (WI) LLC	5,940.00
74	Hach Company	83.29
75	Hawkins Inc	304.50
76	Jim's Super Valu	13.92
77	Sherry Kliniske	70.58
78	Liberty Business Systems, Inc	119.65
79	Light & Water Dept	4,027.14
34080	Morgan Printing	350.00
81	ND One Call Inc.	1.00
82	ND Sewage Pump Lift Station	1,692.40
83	NDPERS	20.51
84	Nodak Electric Cooperative	5,957.59
85	Northdale Oil, Inc	140.57
86	North Star Coop	1,293.92
87	Polar Communications	194.09
88	Quill Corporation	64.80
89	Riteway Business Forms	675.46
34090	Samson Electric LTD	254.70

91	Doris Skavhaug	100.00
92	Sunshine Kids Center	200.00
93	Team Laboratory Chemical Corp	1,462.50
94	Kenton Toews	100.00
95	US Bank Equipment Finance	157.59
96	Verizon Wireless	121.43
97	Wat & Sew Imprv Dist #2015-1	6,200.00
98	Wat & Sew Imprv Dist #2016-1	9,490.00
99	Water System Repair & Replace	4,000.00
34100	Water Bond Fund 05	4,830.00
1	Water Rev Bond Fund Phase II	3,450.00
2	Water Tower Fund	11,315.00
3	Water Treatment Fund	7,329.82
4	Walsh County Press	84.00
5	NDPERS	276.42
6	Postmaster	302.61
7	General Fund	6,630.77
8	Aflac	90.34
9	Discovery Benefits	115.94
34110	NDPERS	277.05
11	NDPERS	4,343.12
12	BC/BS of North Dakota	5,365.31
13	2016 Electrical Upgrade	8,000.00
14	AmeriPride Services, Inc	189.51
15	Aqua-Pure Inc.	1,488.37
16	Banyon Data Systems, Inc	596.26
17	Border States Electric Supply	952.08
18	Cardmember Service	95.15
19	City of Fargo	28.00
34120	Productivity Plus Account	136.87
21	Consolidated Waste, LTD.	16,902.70
22	Dakota Supply Group	524.46
23	Discovery Benefits, Inc	16.50
24	Ethanol Products, LLC	1,580.76
25	Hawkins Inc	1,495.77
26	Josh Irvine	18.78
27	Jim's Super Valu	24.68
28	Light & Water Dept	5,254.34
29	Lon's Hardware	95.88
34130	MMUA	1,661.00
31	Morgan Printing	42.00
32	Municipal Utilities	300.00
33	ND One Call Inc.	3.00
34	ND Sewage Pump Lift Station	3,040.00
35	NDPERS	20.51
36	Northern Municipal Power Agenc	1,197.34
37	Nodak Electric Cooperative	6,291.65
38	Northdale Oil, Inc	213.03
39	North Star Coop	177.87
34140	Polar Communications	273.61

41	Quill Corporation	42.35
42	Best Western + Ramkota Hotel	245.70
43	SanGrait's Auto Service	116.92
44	T&R Electric Supply Co. Inc	1,542.00
45	TEICHMER,THAYNE	100.00
46	US Bank Equipment Finance	157.59
47	Verizon Wireless	121.28
48	Wat & Sew Imprv Dist #2015-1	6,200.00
49	Wat & Sew Imprv Dist #2016-1	9,490.00
34150	Water System Repair & Replace	4,000.00
51	Water Bond Fund 05	4,830.00
52	Water Rev Bond Fund Phase II	3,450.00
53	Water Tower Fund	11,315.00
54	Water Treatment Fund	7,409.61
55	Municipal Utilities	19.73
147344	PSN (Payment Services Network)	4.95
147345	First United Bank	13.45
147346	NMPA	148,896.37
7887-7910	Salaries	26,390.96
AW	US TREASURY	7,156.19

Special Funds

10064	Advanced Engineering &	24,430.00
10065	First United Bank	91,321.99
10066	Pete Kelly	3,192.50
10067	Larson Painting	4,780.00
10067	Municipal Utilities	0.00
10068	Leon's Building Center, Inc	4,968.45
10069	Lon's Hardware	828.89
10070	North Star Addition T.I.F.	40,000.00
10071	PR Economic Development Corp	15,000.00
10072	Samson Electric LTD	605.00
10073	Sillers, Laaveg, & Wenzel	1,243.00
10074	Walsh County Press	361.62

Debt Service & Bond Fund

6055	FUB	243,300.25
6056	US BANK	76,853.75

Motion to be adjourned by Knutson at 9:25pm.

By: _____
Dan Stenvold, Mayor

Attested to: _____

Nancy Thompson, Auditor/Coordinator

