

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, APRIL 11, 2016 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, April 11, 2016 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Council members Mike Lorton, Arvid Knutson, Robert Lundquist III, and Keith Anderson, City Attorney Tracy Laaveg, City Coordinator Jolene Halldorson, Public Works Director (PWD) Dennis Larson and City Auditor Ann Berg. Council member Kyle Halvorson joined the meeting at 7:40 pm. Absent: Dwight Byron. Others: Jeanette Bjornstad, Darlene Carlson, Wanda Kratochvil, WC Sheriff Ron Jurgens, Todd Forster - Engineer KBM.

Additions to agenda as follows; new business additions #15 FCHC proposed parking lot in residential area and #16 junk yard complaints. Move up new business agenda items #1-3 before approval of bills.

Darlene Carlson appeared before the Council to express concern regarding the street closure on the south end of the alley located between Railroad Ave E and Honey Ave S. The closure was requested by Damian Dvorak as people were coming down the alley and exiting through his property where no legal exit existed. Carlson also stated that Consolidated Waste garbage trucks used the exit when picking up garbage on the alley and after the closure the garbage truck tried turning around and backed into their rental property's garage. Mayor Stenvold asked the members of the Street Committee and someone from the Consolidated Waste Board to visit with Carlson, check out the area in question, and provide a solution agreeable to everyone involved.

Wanda Kratochvil, WC Public Health Nurse and WC Sheriff Ron Jurgens appeared to propose bar server training and outlined the program. Recently two underage youths were served in one of the local establishments and Kratochvil believes if the bar servers were trained the infraction could have been avoided. Grafton and Grand Forks require training and have programs in place. The class takes approximately two hours and one of the Grafton police officers is a certified trainer. Halldorson questioned if the training could be coordinated with the City of Grafton and have the training offered every six months with one session in Grafton and the other in Park River so new servers could be trained within a reasonable time of hire. Kratochvil will look into the possibility. Council discussed requiring training be a condition of license renewal and imposing a license increase for non-compliance. Lundquist moved and Lorton seconded to require liquor license holders to send 50% of their bar servers to bar server training prior to yearly liquor license renewals and impose a \$400.00 increase to the liquor license fee for non-compliance starting with the 2017 licensing period. Upon roll call vote, all voted aye. M/C.

Jeanette Bjornstad on behalf of the WC Saddle Club appeared to ask for support to hold a rodeo in Park River on July 4<sup>th</sup>. The WC Fair Board has donated a portion of the \$17,000 necessary to hold the rodeo and Bjornstad stated they are looking for additional sponsors. A site to hold the rodeo needs to be found as the arena and WC Fair Building are not large enough to hold the event. Mayor Stenvold would like to see the rodeo kept within City limits and mentioned Green Acres Addition as a possibility. The rodeo will run from 5 to 9 pm. Laaveg asked about liability for the event. Bjornstad stated there will be an ambulance on site and is still checking on other logistics. Other items mentioned were food vendors, porta potties, security and possibly a shuttle bus. The rodeo is something the WC Saddle Club would like to see held every year. More information is needed and the request was tabled until the April 18<sup>th</sup> Special Council meeting.

Lundquist moved and Anderson seconded to approve the minutes from the March 14, 2016 Public Hearing. Upon roll call vote, all voted aye. M/C.

Anderson moved and Lundquist seconded to approve the minutes from the March 14, 2016 Regular Council meeting. Upon roll call vote, all voted aye. M/C.

Knutson moved and Halvorson seconded payment of the following bills for the General Fund, Special Funds, Debt Service, and Municipal Utilities. Upon roll call vote, all voted aye. M/C.

**General Fund:**

28965	Aflac	24.90
66	Discovery Benefits	51.61
67	Pete Kelly	12.40
68	NDPERS	74.86
69	Sillers, Laaveg, & Wenzel	750.00
28970	NDPERS	1,257.03
71	BC/BS of North Dakota	1,459.46
1710	Salaries	109.13
AW	EFTPS	844.03
AW	Municipal Utilities	5,530.17
28972	Banyon Data Systems, Inc	198.74
73	Business Forms & Accounting	122.87
74	Butler Machinery Co	454.79
75	Productivity Plus Account	61.21
76	Dale's Small Engine Repair	65.00
77	East Side Garage	759.56
78	Grand Forks Fire Equip, LL	70.50
79	Jim's Super Valu	8.91
28980	Kringstad Ironworks INC	386.13
81	Leon's Building Center, Inc	50.66
82	Lon's Hardware	433.65
83	Montana Dakota Utilities	366.63
84	Michael Kilmer Construction	300.00
85	Michael Todd & Company, Inc	1,146.33
86	Municipal Government Academy	25.00
87	Northdale Oil, Inc	515.40
88	North Star Coop	806.30
89	ODB Company	1,241.38
28990	Polar Communications	494.25
91	PR Airport Authority	110.66
92	PR Park District	98.13
93	PR Public Library	120.58
94	Quill Corporation	47.69
95	Ramada Worldwide	80.10
96	Glenn Rost	250.00
97	Special Funds	24.69
98	ST Improvement Dist #7	803.03
99	Team Laboratory Chemical Corp	700.00
29000	The Home Improvement Handyman	100.00
1	Verizon Wireless	106.00
2	Walsh County Auditor	10,199.38
3	Walsh County Press	393.60
4	NDPERS	64.12

**Municipal Utilities**

33405	General Fund	5,530.17
-------	--------------	----------

6	Postmaster	296.80
7	Aflac	376.40
8	BNSF	750.00
9	Discovery Benefits	286.71
10	Pete Kelly	23.60
11	NDPERS	307.76
12	NDPERS	4,734.75
13	BC/BS of North Dakota	5,652.94
7597-7607	Salaries	13,693.39
AW	EFTPS	4,425.24
AW	First United Bank -ACH Chg	12.65
AW	Deluxe Checks	279.20
AW	Returned Check - NSF	160.33
AW	NMPA	133,499.63
33414	AlphaTron, Inc	276.88
15	AmeriPride Services, Inc	146.89
16	Aqua-Pure Inc.	1,614.10
17	Banyon Data Systems, Inc	596.26
18	Border States Electric Supply	3,181.56
19	Cardmember Service	54.47
33420	City of Fargo	28.00
21	Productivity Plus Account	46.89
22	Consolidated Waste, LTD.	16,866.70
23	Discovery Benefits, Inc	22.00
24	Ethanol Products, LLC	2,334.62
25	First Care Health Center	37.00
26	Graymont (WI) LLC	5,590.03
27	Hawkins Inc	1,300.35
28	Interstate Power Systems	45.00
29	Jim's Super Valu	62.05
33430	Wade Kalgard	344.64
31	KBM, Inc	16,315.48
32	Liberty Business Systems, Inc	28.19
33	Light & Water Dept	2,702.74
34	Stefan Linstad	77.75
35	Lon's Hardware	74.99
36	Municipal Utilities	0.00
37	ND One Call Inc.	6.00
38	NDPERS	21.31
39	Northdale Oil, Inc	277.01
33440	North Star Coop	610.99
41	Polar Communications	149.76
42	Quill Corporation	69.65
43	Rainbow Auto Body	243.22
44	Best Western + Ramkota Hotel	200.00
45	Sanford Health Occupational	28.00
46	Team Laboratory Chemical Corp	575.00
47	Thatcher Company of Montana	8,756.00
48	Torkelson Bros, Inc	66.01
49	US Bank Equipment Finance	153.39
33450	Verizon Wireless	159.00
51	Water & Sewer Improvement	3,700.00
52	Water Bond Fund 05	4,830.00
53	Water Rev Bond Fund Phase II	3,450.00

54	Water Sur-Charge Fund	5,000.00
55	Water System Repair & Replace	1,500.00
56	Water Tower Fund	11,811.00
57	Water Treatment Fund	7,565.69
58	Walsh County Press	798.57
59	WDAZ	130.00
33460	Municipal Utilities	178.37
61	Municipal Utilities	8,000.00
62	Jay & Becky Skorheim	300.00
63	NDPERS	331.00
64	Nodak Electric Cooperative	5,264.51

**Special Funds**

100033	Hospital Building Fund	\$18,605.23
100034	Void	\$0.00
100035	Sales Tax Fund	\$18,100.00
100036	PR Eco Dev Corp	\$5,000.00

**North Star Addition**

**T.I.F.**

6419	First United Bank	\$40,685.25
------	-------------------	-------------

**Hospital Bld Fund**

1056	First United Bank	\$88,581.35
------	-------------------	-------------

**St Imprv Dist 2012-2**

**(NS Add)**

5034	First United Bank	\$8,387.50
------	-------------------	------------

**St Imprv Dist 2013-1**

**(135 Ave NE)**

3032	First United Bank	\$176,520.00
------	-------------------	--------------

**Wat & Sewer**

**Imprv Dist 2012-1**

**NS Add**

1021	First United Bank	\$18,177.50
------	-------------------	-------------

**Water Tower Fund**

10059	Knife River Materials	\$8,734.14
-------	-----------------------	------------

Anderson moved and Lundquist seconded to accept the Auditors Report into record. Upon roll call vote, all voted aye. M/C

The Sales Tax Committee is recommending the following items for the Council's approval: Lundquist moved and Halvorson seconded to borrow \$39,000 to the North Star Addition T.I.F. from the Capital Improvement Fund for 2016 debt service with funds to be repaid upon final payment of debt service and upon roll call vote, all voted aye. M/C; Knutson moved and Anderson seconded to approve payment of \$17,000 from the Capital Improvement Fund to the St Improvement District #7 to cover the City's portion of 2016 debt service and upon roll call vote, all voted aye. M/C; Lorton moved and Lundquist seconded to accept reimbursement of \$18,100 from the Southview Addition T.I.F. for Capital Improvement funds borrowed to cover 2005-2006 debt service. Upon roll call vote, all voted aye. M/C

Engineer Todd Forster of KBM, Inc. presented bid totals received at the April 6<sup>th</sup> bid opening to the

Council for the electrical equipment and materials. Four bids were received and Forester is recommending the Council accept the low bid for cable (Items 1 & 2) from Dakota Supply Group in the amount of \$57,875.00 and the low bid for breakers, circuits and misc materials (items 3-13) from Border States Electric in the amount of \$157,258.45. Knutson moved and Anderson seconded to approve the recommendation and award the contracts to Border States Electric for \$157,258.45 and Dakota Supply Group for \$57,875.00. Upon roll call vote, all voted aye. M/C. A Special Council Meeting will be held on April 18<sup>th</sup> at 5:00 pm to approve or reject the bids for the construction costs.

Halldorson reported First Care Health Center will be sponsoring a Color Dash on Saturday, July 2<sup>nd</sup> in Park River. Other communities holding this type of event have good participation and people of all ages can join in the fun.

Laaveg informed the Council when Jay and Becky Skorheim purchased property from a former resident, which they in turn deeded to the City, and legal descriptions on the deeds were incorrect and felt since Skorheim's incurred legal fees to have them corrected they should be compensated. Halvorson moved and Knutson seconded to offer \$300 to Jay and Becky Skorheim for approximately 300' of utility easements across their properties. Upon roll call vote, all voted aye. M/C.

Laaveg informed the Council that estate representatives for the property located at 308 Prospect Ave N are looking at selling the property. The property abuts the water treatment plant land owned by the City. The City had been working with the deceased to demolish the substantial building currently located on the property and if the City buys the property costs to remove the building would be incurred. In addition two years of back taxes are owed. Lundquist moved and Lorton seconded to offer \$2,000 plus back taxes owed on the property to the estate representatives. Upon roll call vote, all voted aye. M/C

Laaveg presented information regarding Tower Street. Preliminary inquires indicate the street might not have been dedicated as a City street but rather named for 911 purposes. Council felt the issue should be tabled until Laaveg does additional research.

Berg met with the BC/BS representatives and was informed the health insurance policy rate increased by .3%. If health insurance cap percents remain at the current percents, the yearly cost to the City would be an additional \$172.80. Lundquist moved and Halvorson seconded to keep leave the health insurance caps at their current percents to keep within the base established in 2009 which would keep the City's grandfathered status in effect. Upon roll call vote, all voted aye. M/C.

The City must adopt a multi-hazard mitigation plan. City personnel participated in the preparation of the FEMA approved Walsh County Multi-Hazard Mitigation plan and can adopt the County's plan

### **City of Park River, Walsh County, State of North Dakota**

#### **Resolution of the City of Park River, North Dakota adopting the Walsh County, North Dakota Multi-Hazard Mitigation Plan as approved by the Federal Emergency Management Agency (FEMA) Resolution Number: 2016-4-11**

BE IT RESOLVED by the governing body of the City of Park River, North Dakota, as follows:

Whereas, the City Council for Park River, North Dakota recognizes the threat that natural hazards pose to people and property within the county; and

Whereas, the City of Park River participated in the preparation of a multi-hazard mitigation plan hereby known as the Walsh County Multi-Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

Whereas, the Walsh County Multi-Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within the city from the impacts of future hazards and disasters; and

Whereas, the commission is adopting the final plan that is approved by FEMA; and

Whereas, adoption by the City of Park River Council demonstrates its commitment to the hazard mitigation and achieving the goals outlined in the Walsh County Multi-Hazard Mitigation Plan as approved by FEMA: and

Now therefore, **BE IT RESOLVED BY THE PARK RIVER CITY COUNCIL THAT:**

City of Park River adopts the Walsh County Multi-Hazard Mitigation Plan as approved by FEMA.

This 11<sup>th</sup> day of April, 2016

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

Halldorson informed the Council outlots 1 and 2 Birders Addition owned by Eddie Rygh are currently on the City tax role and need to be removed as they are located outside of City limits. She is asking the Council to approve the abatement of the City's tax portion of the 2014 and 2015 property taxes in the amount of \$171.55. Anderson moved and Halvorson seconded to approve the request for abatement and to remove the parcels off of the City's tax role. Upon roll call vote, all voted aye. M/C.

Councilman Lundquist introduced the following Resolution:

### **RESOLUTION**

**WHEREAS**, the City of Park River is a member of the Northern Municipal Power Agency (NMPA) for the purpose of purchasing power to meet electricity needs for the City of Park River.

**NOW, THEREFORE BE IT HEREBY RESOLVED**, that Dennis Larson is hereby appointed to represent the City of Park River on the Board of Directors of NMPA through April 30, 2017 and

**BE IT FURTHER RESOLVED**, that Dan Stenvold be appointed as the City of Park River's representative on the Advisory Council of NMPA through April 30, 2017.

The foregoing Resolution was seconded by Councilman Lorton and upon roll call, the following voted aye: Lorton, Halvorson, Knutson, Lundquist, and Anderson. Absent Byron.

Larson reported NMPA is currently refinancing \$25½ million in bonds and needs the City to sign a Closing Certificate confirming the City's continued involvement as it relates to the power sales agreement. Mayor Stenvold and Auditor Berg will sign the certificate on the City's behalf.

Spring cleanup will be held the week of May 9. Branches and construction debris are on the non-

acceptable list and appliances will need to have a Freon removal certificate or will not be picked up.

Being no further business, the meeting adjourned at 9:20 PM.

\_\_\_\_\_  
Dan Stenvold, Mayor

ATTEST:

\_\_\_\_\_  
Ann Berg, City Auditor