

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,  
MONDAY, JUNE 12, 2017 AT 7:30 P.M.**

**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 12, 2017 at 7:30 P.M.

Mayor Stenvold called the meeting to order; upon roll call the following were Present: Council members Mike Lorton, Kyle Halvorson, Arvid Knutson, Robert Lundquist III, Dwight Byron, and Keith Anderson, City Attorney Tracy Laaveg, City Coordinator/Auditor Nancy Thompson, and Assessor/Deputy Auditor Ann Berg. Absent: Public Works Director (PWD) Dennis Larson. Others present: Taylor Amiot, Dean Skjerven, Joe Fietek, and Curt Sarkilahti.

**Comments and Questions From Citizens:** Joe Fietek appeared and asked the Council to redirect funds given for the trees and shrubs along the east bike path to other areas in town as there are trees which need replacing and that some of the funds should be set aside for repairing the bike/walking path as it is deteriorating. Fietek also asked the Council to follow meeting protocol by not allowing people who come in after the public portion of the meeting has concluded and speak at will and is asking that consistency be observed when conducting meetings. Laaveg mentioned perhaps a retreat could be scheduled to go over meeting rules and Roberts Rules of Order. She will check and see if Brad Brummond would be willing to present information at the retreat.

**Additions and changes to agenda:** Add to Unfinished Business: Green Acres and street update.

**Approval of Minutes:** Anderson moved and Lundquist seconded to approve the May 8, 2017 regular meeting minutes with the following correction; add Hillcrest currently has a loan balance of \$8,089.00 bringing the total request amount to \$25,650.00. Upon roll call vote, all voted aye. M/C. Lundquist moved and Byron seconded to approve the May 10, 2017 Special Meeting minutes. Upon roll call vote, all voted aye. M/C. Knutson moved and Anderson seconded to approve the May 22, 2017 Public Hearing and Special meeting minutes. Upon roll call vote, all voted aye. M/C.

**Unfinished Business:**

Taylor Amiot, engineer with Advanced Engineering, provided an update on the St. Improvement Dist. #2017-1. Milling of the streets north of Hwy 17 should be complete by tomorrow morning. The concrete has been removed and replaced and ADA ramps have been installed. Weather permitting; all milling removal for the project should be completed by Thursday morning. Asphalt crews will be in on Wednesday and as of now should be done laying asphalt by Monday. Landscaping around ramps and seeding would then need to be completed. Removed aggregate will be hauled to the Fordville pit.

City Attorney Laaveg updated Council on the Dub property at 308 Prospect Ave N. A deed has been received stating the property will be sold as is. Currently there is part of a structure located on the property along with various vehicle and metal salvage. The building will need to be tested for asbestos and lead paint and if found must be remediated before the debris can be hauled to the landfill. Remediation could cost \$1,000 to \$2,000. Utilities have continued to accrue and over \$800. is owed. Knutson moved and Lundquist seconded to pay \$5,000.00 for the property as is and write off the over \$800 utility bill. Upon roll call vote, all voted aye. M/C.

WC Tax Director Todd Morgan informed Berg that an additional twelve percent across the board increase will be added to all properties in Park River to help move the County into compliance. This will be requested by Morgan at the Walsh County Tax Equalization meeting on June 20<sup>th</sup>. Berg reported she is working on her assessor's classes and was notified that due to the large volume of new assessor's she will have to wait until the next session this fall to complete her training.

Laaveg reported that Dollar General owners have contacted her and would like to change the lots purchased to lots five to seven which is nearest the proposed entrance. Currently the City is waiting for the ND DOT to approve the entrance across from North Starr Drive. A turning lane may need to be added to the new entrance. Laaveg sent the updated purchase agreement to Dollar General owners for approval.

**Committee Reports:**

Sales Tax Committee: Recommended the following action: Pay from the Capital Improvement Fund- a loan of \$3,544.75. to pay the AE2S engineering bill for the Railroad Ave W & streets north of Hwy 17 project to be reimbursed when funding is received. Knutson moved and Byron seconded to approve the recommendation. Upon roll call vote, all voted aye. M/C.

The WC JDA has been working with Park River Dental on a PACE interest buydown and is requesting a loan of \$11,989.00 from the Sales Tax Economic Development Fund. Lundquist moved and Halvorson seconded to approve the PACE interest buydown request. Upon roll call vote, all voted aye. M/C.

Buildings and Grounds Committee: Recommending approving a bid of \$3,058.00 from Loren's Appliance repair to replace the A/C unit for the upstairs of the City Hall Auditorium. An additional \$350.00 for Samson Electric will be needed for the electrical portion. A grant request will be put in to the PR Endowment Fund. Halvorson moved and Anderson seconded to approve the bids as noted above to replace the A/C unit. Upon roll call vote, all voted aye. M/C.

Ward Reports: Byron noted a noise complaint regarding the grain terminal was reported to him. Nuisance letters were asked to be sent out to property owners whose yards and lawns are in violation of the City ordinances.

**New Business:**

Lundquist moved and Anderson seconded to approve the Legion Bar's request to transfer their liquor license to the Coliseum for the following events: 7-1-17 Collette Wedding; 7-3-17 Alumni Banquet; 7-22-17 Thompson wedding; 7-29-17 Domestic Violence Fundraiser; 9-9-17 Waslaski/Neilson wedding; and 9-30-17 Jacobson/Gustafson wedding Upon roll call vote, all voted aye. M/C.

City Administration reported all property taxes on liquor license applicant's establishments are currently up to date. Applications are filled out correctly and checks for licenses are attached to each application. Anderson moved and Byron seconded to approve the following liquor license applications for the period of July1, 2017 to June 30, 2018: American Legion \$1,200.00, Warren Denault (Dug Out Bar & Grill) \$1,600.00, North Star Coop \$1,200.00, Lalpesh Patel (Alexander House) \$1,600.00, Curtis Sarkilahti (Top Hat Bar) \$1,600.00, and The Club Bar & Lounge \$1,600.00. Upon roll call vote, all voted aye. M/C.

CITY OF PARK RIVER, NORTH DAKOTA  
RESOLUTION SETTING AUDITORS BOND

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

1. The governing body of the City of Park River has need of establishing a bond for the city auditor to ensure the honest and faithful performance of official duties pursuant to N.D.C.C. 40-13-02.
2. The bond required must be set by resolution at the regular meeting of the Park River City Council in June of each year.
3. The amount of the bond must be equal to 25% of the average amount of money that has been subject to the auditor's control during the preceding fiscal year, as determined by the total of the daily balances of the auditor for the calendar year divided by the figure 300 or the sum of \$250,000 (whichever is least)
4. The City of Park River has obtained the necessary bond in the following amount through the North Dakota Insurance Reserve Fund:

Dated and adopted this 12th day of June, 2017.

CITY OF PARK RIVER, NORTH DAKOTA

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Mayor

ATTEST:

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City Auditor

Knutson moved and Anderson seconded to approve the following resolution:

Upon roll call vote: Lorton, Halvorson, Knutson, Lundquist, Byron and Anderson voted "Aye".

Nay: None. Absent: None.

After the vote, the presiding officer declared the resolution adopted.

The Park River American Legion Bar is requesting an outside beer garden on the east side of their building on July 4<sup>th</sup> to help with the overflow of people who will be in Park River to see the National Commander. Laaveg stated there is a \$150.00 outdoor patio fee listed in the ordinance. Council discussed and decided to waive the fee as no alcohol is served in the outdoor patio as it is used as a protected area for smokers. Knutson moved and Anderson seconded to approve the Legion's request for a beer garden and to waive the outdoor patio fee. Upon roll call vote, all voted aye. M/C.

At 8:30 pm Dean Skjerven left the meeting.

Curtis Sarkilahti, representing the Briggs Ave S bar owners, requested approval to have a street dance on July 3, 2017 from 9:00 PM to 1:00 AM and also asked for permission to have beer gardens during the street dance on July 3, 2017. Sarkilahti was reminded that all debris needs to be picked up and deposited on the street for early morning cleanup. Lundquist moved and Knutson seconded to have the City pay for the policing for the street dance. Council gave their permission to allow the beer gardens and the street dance on July 3, 2017. Upon roll call vote, all voted aye. M/C.

City Administration is asking for permission to hire a part time office helper over the summer to scan in old records that need to be retained and follow the records retention schedule and dispose as instructed those records no longer needed. Knutson moved and Halvorson seconded to grant the request and to pay the office summer help \$9.50 per hour. Upon roll call vote the following voted Aye: Halvorson, Knutson, Byron and Anderson with Lundquist and Lorton voting Nay. M/C.

**Mayor's Comments:** Questioned if the City should invest \$5,700.00 in a movable sign which registers vehicle's speed.

**Auditor's Report:** Knutson moved and Anderson seconded to accept the Auditors Report into record, and approve payment of the following bills for the General Fund, Municipal Utilities, Special Fund and Debt Service & Bond Funds. Upon roll call vote, all voted aye. M/C.

**GENERAL FUND:**

29517	Aflac	41.14
18	Discovery Benefits	36.88
19	NDPERS	93.04
20	NDPERS	125.24
21	NDPERS	1,170.66
22	Sillers, Laaveg, & Wenzel	750.00
23	All Seasons Garden Center	404.86
24	BC/BS of North Dakota	1,720.71
25	Ann E Berg	119.99
26	Cardmember Service	125.00
27	Productivity Plus Account	426.82
28	Diamond Vogel Paint	656.62
29	Grafton Floral Inc	796.01
29530	Hansons Auto & Implement	467.35
31	HR Collaborative	100.00
32	Jim's Super Valu	47.49
33	Kinetic Leasing	15,895.00
34	Leon's Building Center, Inc	1,253.37
35	MB Northern Light Drum	900.00
36	Montana Dakota Utilities	147.04
37	Municipal Government Academy	75.00
38	Newman Traffic Signs	118.85
39	Northdale Oil, Inc	292.05
29540	North Star Coop	831.91
41	OPP CONSTRUCTION	1,365.00
42	Polar Communications	481.28
43	PR Airport Authority	32.03
44	PR Centennial Trees	1,782.93
45	PR Community Club	84.50
46	PR Park District	27.68
47	PR Public Library	34.02
48	Precocious Pyrotechnics, Inc	3,558.05
49	Quill Corporation	85.56
29550	Riteway Business Forms	14.99
51	Glenn Rost	250.00
52	Samson Electric LTD	390.02

53	Sillers, Laaveg, & Wenzel	475.25
54	Special Funds	2.40
55	Stone's Mobile Radio, Inc	209.70
56	Swartz Plmb, Heat & Cool	70.00
57	Team Laboratory Chemical Corp	1,769.00
58	Personalized Envelope Program	145.38
59	Verizon Wireless	144.17
29560	Wayne's Variety	3.99
61	Walsh County Auditor	5,488.05
62	Walsh County Press	643.24
63	WC Three Rivers Soil Cons Dist	214.50
29564	Welch's Bakery	22.00
AW	US Treasury	2,334.01
1725	Anderson, Keith E	2,031.70
1726	Byron, Dwight	2,124.05
1727	Halvorson, Kyle M	1,800.82
1728	Knutson, Arvid W	2,447.27
1729	Lorton, Michael S	2,031.70
1730	Lundquist III, Robert H	2,447.27
1731	Stenvold, Daniel J	4,380.42
AW	US Treasury	3,182.04

**MUNICIPAL UTILITIES:**

34207	Aflac	89.78
8	Discovery Benefits	123.12
9	General Fund	6,763.54
34210	NDPERS	310.86
11	NDPERS	278.66
12	NDPERS	4,632.11
13	Postmaster	233.72
14	2016 Electrical Upgrade	8,000.00
15	Trent Adams	66.31
16	Adapco, Inc	1,900.00
17	AmeriPride Services, Inc	189.78
18	Aqua-Pure Inc.	1,432.67
19	BC/BS of North Dakota	6,667.79
34220	Border States Electric Supply	1,573.90
21	Cardmember Service	95.50
22	City of Fargo	42.00
23	Grand Forks Utility Billing	259.00
24	Productivity Plus Account	65.06
25	Consolidated Waste, LTD.	18,258.25
26	Discovery Benefits, Inc	11.00
27	Ferguson Waterworks #2516	2,818.67
28	Donna Galloway	490.00
29	Graymont (WI) LLC	12,013.74
34230	Hawkins Inc	304.50
31	HR Collaborative	50.00
32	Jim's Super Valu	239.70
33	Liberty Business Systems, Inc	83.73
34	Light & Water Dept	4,111.45

35	Lindell's Mowing	500.00
36	Mallory McCarty	66.54
37	Michael Kilmer Construction	1,150.00
38	Municipal Utilities	267.15
39	ND Dept of Health/Lab-Chem	595.58
34240	ND One Call Inc.	33.55
41	ND Sewage Pump Lift Station	3,000.00
42	Nodak Electric Cooperative	4,916.60
43	Northdale Oil, Inc	264.99
44	North Star Coop	273.81
45	Polar Communications	155.87
46	Riteway Business Forms	112.15
47	Sillers, Laaveg, & Wenzel	35.00
48	T & R Service Company	4,062.00
49	US Bank Equipment Finance	162.42
34250	Personalized Envelope Program	451.87
51	Verizon Wireless	121.40
52	Wat & Sew Imprv Dist #2015-1	6,200.00
53	Wat & Sew Imprv Dist #2016-1	9,490.00
54	Water System Repair & Replace	4,000.00
55	Water Bond Fund 05	4,830.00
56	Water Rev Bond Fund Phase II	3,450.00
57	Water Smith, Inc	10,318.00
58	Water Tower Fund	11,315.00
59	Water Treatment Fund	9,085.99
34260	Walsh County Press	313.64
61	Ye Olde Medicine Center	17.66
34262	Calids, Tingum & Tingum, LTD	5,000.00
AW	NMPA	124,797.52
AW	PSN (Payment Services Network)	4.95
7937-7959	Salaries	29,744.78
AW	US Treasury	8,290.71
AW	First United Bank-Ach Chg	13.50
<b><u>SPECIAL FUNDS:</u></b>		
10081	Advanced Engineering	3,544.75
10082	Sillers, Laaveg, & Wenzel	420.00
<b><u>DEBT SERVICE &amp; BOND FUND:</u></b>		
6069	Advanced Engineering &	1,100.00
6070	Moorhead Electric, Inc	13,594.04
6071	Sillers, Laaveg, & Wenzel	180.00
6072	Widseth Smith Nolting & Assoc	3,570.30

Being no further business, the meeting adjourned at 8:52 PM.

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Dan Stenvold, Mayor

ATTEST: \_\_\_\_\_  
Ann Berg, Deputy Auditor