

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,
MONDAY, JUNE 13, 2016 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, June 13, 2016 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Council members Mike Lorton, Kyle Halvorson, 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. Absent: Dwight Byron. Others present: Warren Denault, Curtis Sarkilahti, WC Sheriff Ron Jurgens, Brook Dahlgren.

Additions to agenda as follows; Resolution creating the fund of an improvement district for water & sewer dist #2016-1; Resolution authorizing issuance of \$1,545,000 refunding improvement bond, series 2016-1; Transfer Am Legion liquor license to Coliseum on 6-18-16 for Slaamond wedding reception; Transfer Am Legion liquor license to Coliseum on 7-3-16 for alumni banquet; Vacant property charges; Funding for trees on bike path; Mowing of the bike path; Grass clippings mowed onto streets; City Coordinator letter of resignation; Changes: Committee Reports 2.b at Green Acres to 2016-1; New Business #5 Set Auditor's, ~~Municipal Judge & Utility Clerk~~ Bond; Remove Unfinished Business.

Anderson moved and Lorton seconded to approve the minutes from the May 9, 2016 Regular Council meeting. Upon roll call vote, all voted aye. M/C.

Knutson moved and Lundquist seconded to approve the minutes from the June 2, 2016 Public Hearing meeting. Upon roll call vote, all voted aye. M/C.

Lundquist moved and Lorton seconded to approve the minutes from the June 2, 2016 Special Council meeting. Upon roll call vote, all voted aye. M/C.

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

Knutson moved and Halvorson seconded payment of the project bills. Upon roll call vote, all voted aye. M/C.

General Fund

29041	Dakota Pedal Pulls, Inc	740.00
42	Farmers Union Service Assoc	176.00
43	NDPERS	79.39
44	PR Airport Authority	780.62
45	PR Park District	726.06
46	PR Public Library	815.28
47	Special Funds	185.88
48	Walsh County Auditor	28,763.74
49	Aflac	19.75
29050	Discovery Benefits	47.57
51	NDPERS	61.05
52	NDPERS	913.37
53	Sillers, Laaveg, & Wenzel	750.00
54	BC/BS of North Dakota	1,161.17
55	Brouillard's Steam Cleaning	250.00
56	Productivity Plus Account	353.43

57	Diamond Vogel Paint	636.75
58	Jolene Halldorson	9.29
59	Jim's Super Valu	7.49
29060	Liberty Business Systems, Inc	60.87
61	Lon's Hardware	25.98
62	Montana Dakota Utilities	109.57
63	Harold Myrdal	475.00
64	Northdale Oil, Inc	231.86
65	North Star Coop	986.47
66	ODB Company	825.80
67	Polar Communications	537.99
68	PR Implement, LLC	19.50
69	Quill Corporation	85.16
29070	Glenn Rost	250.00
71	Alyssa Schauer	250.00
72	Stone's Mobile Radio, Inc	209.70
73	Personalized Envelope Program	192.42
74	Verizon Wireless	132.50
75	Walsh County Auditor	10,227.43
76	Walsh County Highway Dept	809.00
77	Walsh County Press	599.80
78	WC Three Rivers Soil Cons Dist	76.15
1715-24	Salaries	17,831.20
AW	EFTPS	1,731.47
AW	Municipal Utilities	4,556.03

Municipal Utilities

33529	NDPERS	315.73
33530	Nodak Electric Cooperative	4,809.49
31	Aflac	381.55
32	Discovery Benefits	290.75
33	General Fund	4,556.03
34	NDPERS	334.07
35	NDPERS	4,403.12
36	General Fund	25.00
37	Postmaster	241.68
38	BC/BS of North Dakota	5,412.33
39	Kadrmass, Lee & Jackson, Inc	24,210.00
33540	Walsh County Press	391.14
41	2016 Electrical Upgrade	8,000.00
42	AmeriPride Services, Inc	293.78
43	Border States Electric Supply	11,794.16
44	Cardmember Service	313.31
45	City of Fargo	28.00
46	Consolidated Waste, LTD.	17,434.45
47	Dakota Supply Group	2,691.82
48	Discovery Benefits, Inc	16.50
49	Ethanol Products, LLC	1,193.84
33550	Ferguson Waterworks #2516	2,981.23
51	Grafton Floral Inc	55.00
52	Graymont (WI) LLC	5,390.79

53	Hach Company	195.99
54	Jolene Halldorson	10.88
55	Hawkins Inc	1,386.76
56	Interstate Power Systems	19,000.00
57	Janice Englerth	105.00
58	Light & Water Dept	3,446.32
59	Lindell's Mowing	500.00
33560	Liquid Engineering Corporation	3,465.00
61	Lon's Hardware	11.97
62	Municipal Utilities	404.90
63	Harold Myrdal	517.01
64	ND One Call Inc.	34.80
65	Nodak Electric Cooperative	4,863.89
66	Northdale Oil, Inc	153.62
67	North Star Coop	195.36
68	Polar Communications	191.90
69	PROKOPEC	54.74
33570	Quill Corporation	53.96
71	Samson Electric LTD	65.00
72	Grant Settingsgard	40.16
73	STUART C IRBY CO	242.97
74	US Bank Equipment Finance	157.59
75	Personalized Envelope Program	384.83
76	Verizon Wireless	132.50
77	Water & Sewer Improvement	3,700.00
78	Water System Repair & Replace	1,500.00
79	Water Bond Fund 05	4,830.00
33580	Water Rev Bond Fund Phase II	3,450.00
81	Water Sur-Charge Fund	5,000.00
82	Water Tower Fund	11,935.00
83	Water Treatment Fund	8,754.88
84	Walsh County Press	96.60
85	Ye Olde Medicine Center	19.42
86	Quill Corporation	50.52
87	NDPERS	327.93
88	NDPERS	20.44
89	KBM, Inc	3,218.72
AW	NMPA	127,075.95
AW	First United Bank-ACH Chg	12.85
7629-48	Salaries	25,794.53
AW	EFTPS	8,158.61

Special Funds

100038	First United Bank	40,685.25
100039	ST Improvement Dist #7	17,000.00
100040	ND Public Finance Authority	33,300.00
100041	Hospital Building Fund	13,070.24
100042	Kensington Place	2,450.00
100043	Wat & Sew Imprv Dist #2016-1	45,495.00

St Imprv Dist #2013-1

3033	City of Grafton	13,373.77
3034	City of Park River	22,337.53
3035	Polar Comm	11,052.72
3036	Red River Regional Council	26,172.55
3037	WC J.D.A.	23,403.70
3038	City of Park River	889.73

Lundquist moved and Knutson seconded payment of the project bills. Upon roll call vote, all voted aye. M/C.

Wat & Sew Imprv Dist 2015-1 & 2016-1

104	Utility Services of America	200,000.00
105	Advanced Engineering	45,495.00
106	St Improvement Dist 2013-1	200,000.00
107	Utility Services of America	94,070.23
108	KLJ, Inc.	2,690.00
109	Spruce Valley Corp	75,222.80

Halvorson moved and Anderson 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: Anderson moved and Halvorson seconded to approve the following requests; to borrow \$45,495.00 to the Water & Sewer Improvement District #2016-1 from the Capital Improvement Fund for project costs with funds to be repaid upon receipt of municipal bonds; to borrow \$2,925.00 to the General Fund for the purchase of 11 tables, 103 chairs, 108 - 4 piece place settings, serving items and historic pictures from Kensington Place with money to be repaid upon receipt of PR Community Endowment Fund grant. Upon roll call vote, all voted aye. M/C

Warren Denault and Curtis Sarkilahti, representing the Briggs Ave S bar owners, requested approval to have a street dance on July 3, 2016 from 9:00 PM to 1:00 AM. They also asked for permission to have beer gardens during the street dance on July 3, 2016. WC Sheriff Ron Jurgens was present to inform the bar owners of changes made to the street dance contract. The use of different colored wrist bands will be done as last year for easy identification of people 21 and over and minors. Lundquist moved and Halvorson 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, 2016. Upon roll call vote, all voted aye. M/C.

Brook Dahlgren appeared before the Council to express her concerns about the intersection at Code Ave S and 6th St W. Recently she was in an accident at the corner and stated that with the vehicles parked so close to the intersection it is hard to see oncoming traffic from the south. She agreed a stop sign is not the answer but asked if the yellow line could be extended so that the vehicles yielding have better visibility of on-coming traffic. The street committee will visit the intersection in question and report back to the Council.

On May 17th the Public Works Committee met and are recommending to increase the water base charge by \$10.00 to \$45.90 and the sewer base charge by \$3.00 to \$13.00, listed on the Schedule of Fees, to cover the debt service for the Water & Sewer Improvement District #2016-1. Lundquist moved and Lorton seconded to approve the committee's recommendation starting with the June billing. Upon roll call vote, all voted aye. M/C.

At the May 9, 2016 meeting the Council discussed meter base rate charges. Halldorson reported there are approximately 50 plus lots in the City which have water and sewer services installed but are not charged the base rate for these services. Some of these lots have structures on them of which some are in substandard condition. The Utilities Committee will meet and discuss the issue and the matter was tabled until next month. On May 17th the Public Works Committee met to discuss a utility disconnection policy. With improvement projects relying on base rate increases to cover the debt service, in lieu of a special assessment across the City, all property owners need to pay their fair share of this debt. When meters are disconnected, the burden is put on the existing homeowners to pay the debt. The proposed policy recommendation is to have all properties in the City of Park River that have a water/sewer/electric service available to the property pay the minimum base rates for each service. The following are the only exempt properties that do not have to pay the base charges: Trailer Courts shall pay the base charge on all properties that have a structure(s); and vacant lots with no structure are exempt from the base charge. Knutson moved and Halvorson seconded to approve the policy recommendation as stated above. Upon roll call vote, all voted aye. M/C.

Mosquito spraying costs were discussed. Berg informed the Council the balance of the Mosquito fund is \$6,100.00, but with estimated aerial spraying costs of \$3,200.00 per time the fund would be depleted after two aerial applications. Ground fogging has started and larvae management for standing water has been implemented. Council discussed charging the \$4.00 per month fee year round to have funds available to provide for additional aerial spraying. Lundquist moved and Lorton seconded to add a spraying charge of \$4 per month year round to all property holders in the City limits starting with the June 2016 utility billing. Upon roll call vote, all voted aye. M/C.

The following applications for retail liquor licenses were received from: American Legion Association of Park River with a check for \$1,200.00; Warren Denault, dba The Dug Out Bar with a check for \$1,600.00; North Star Cooperative with a check for \$1,200.00; Lalpesh Patel of PB Properties III, LLC, dba The Alexander House with a check for \$1,600.00; Curtis A. Sarkilahti, dba Top Hat Bar & Grill with a check for \$1,600.00; The Club Bar & Lounge, Inc with a check for \$1,600.00. Berg reported she checked with the WC Treasurer Jill Trenda who reported property taxes on all businesses listed were paid up to date. Anderson moved and Halvorson seconded to approve the liquor licenses as requested for the period starting July1, 2016 and ending June 30, 2017. 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 13th day of June, 2016.

CITY OF PARK RIVER, NORTH DAKOTA

Mayor

ATTEST:

City Auditor

The governing body of the political subdivision acted on the foregoing resolution on June 13th, 2016 as follows:

Adoption moved by Lundquist. Seconded by Lorton.

Roll call: Lorton, Halvorson, Knutson, Lundquist and Anderson voted "Aye". Nay: None. Absent: Byron.

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

**RESOLUTION CREATING THE FUND OF AN IMPROVEMENT DISTRICT,
PROVIDING FOR AND APPROPRIATING SPECIAL ASSESSMENTS FOR THE
SUPPORT AND MAINTENANCE OF SAID FUND, AND AUTHORIZING THE
ISSUANCE OF IMPROVEMENT WARRANTS THEREON**

(Entire Resolution may be seen at City Auditor's Office)

The motion for the adoption of the foregoing resolution was duly made by Member Anderson, seconded by Member Halvorson, and upon vote being taken thereon, the following voted in favor: Lorton, Halvorson, Knutson, Lundquist and Anderson; 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.

Adopted: June 13th, 2016

Mayor, Dan Stenvold

Attested:

City Auditor, Ann Berg

**RESOLUTION AUTHORIZING THE ISSUANCE OF \$1,545,000 REFUNDING
IMPROVEMENT BONDS, SERIES 2016, PRESCRIBING THE TERMS AND COVENANTS**

THEREOF, AND CREATING A FUND FOR THE PAYMENT THEREOF

(Entire Resolution may be seen at City Auditor's Office)

The motion for the adoption of the foregoing resolution was duly made by Member Halvorson, seconded by Member Anderson, and upon vote being taken thereon, the following voted in favor: Lorton, Halvorson, Knutson, Lundquist and Anderson; 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.

Adopted: June 13th, 2016

Mayor, Dan Stenvold

Attested:

City Auditor, Ann Berg

Knutson moved and Anderson seconded to approve the transfer of the American Legion liquor license on 6-18-2016 to Coliseum for the Slaamond wedding reception. Upon roll call vote, all voted aye. M/C.

Lundquist moved and Lorton seconded to approve the transfer of the American Legion liquor license on 7-3-2016 to Coliseum for the Alumni banquet. Upon roll call vote, all voted aye. M/C.

Laaveg asked the Council if they wanted her to continue checking into a vacant property charge. Council expressed they would like Laaveg to continue researching the matter.

Joel Hylden is requesting funding for upkeep of the grounds and plants along the east bike path. Hylden has invested many volunteer hours over the years and is looking for funds for several years. Council recommended that Hylden submit a budget which would need to be followed, revisited and submitted each year. The Council discussed sustainability of the area should Hylden not be able to continue. Halldorson suggested having businesses, families or groups adopt portions of the east bike path and assume responsibility for the maintenance. Halldorson will meet with Hylden and discuss a budget and fundraising options. Halldorson will speak with the school about becoming a Tree City. Knutson moved and Lundquist seconded to provide a \$3,000.00 budget for this summer with Hylden submitting requests to Halldorson for approval prior to purchasing. Upon roll call vote, all voted aye. M/C.

Over grown lawns were discussed however with frequent rain getting lawns mowed has become a challenge and residents at this time are asked to try keep up with their mowing.

Council discussed grass clippings being blown onto the street while lawns are mowed. Halldorson was asked to place an ad in the paper and on social media asking residents to blow or sweep the lawn clippings off the street and back onto their lawns. Grass clippings blown on the street eventually enter the street storm drain and could cause them to become plugged.

Mayor Stenvold announced that City Coordinator Jolene Halldorson submitted a letter of resignation effective July 29th. Halldorson will meet with the Employee Relations Committee and set-up a timeline to advertise, interview and hire someone to fill the position.

The reorganizational meeting of the City Council will be held on Tuesday, June 28, 2016 at 6:00 PM.

Being no further business, the meeting adjourned at 9:00 PM.

Dan Stenvold, Mayor

ATTEST:

Ann Berg, City Auditor