

**CITY OF PARK RIVER, NORTH DAKOTA, REGULAR COUNCIL MEETING,
MONDAY, SEPTEMBER 10, 2012 AT 7:30 P.M.**

The City of Park River held their regular meeting of the Park River City Council on Monday, September 10, 2012 at 7:30 P.M.

Mayor Stenvold called the meeting to order with the following present: Lorton, Blake, Knutson, Byron, Anderson, City Attorney Steve Currie, Public Works Director Dennis Larson, Business Manager Tom Larson, and Deputy Auditor Ann Berg. Absent; Lundquist.

Knutson moved to approve the minutes of the August 13, 2012 Regular Council meeting as presented. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Blake moved to approve the following bills for payment. Byron seconded, and upon roll call vote, all voted aye. Motion carried.

GENERAL FUND:

27383	BC/BS of ND	1,692.08
84	Cardmember Services	20.00
85	Heartland Gas Co	117.51
86	Jim's Super Valu	21.26
87	Locators & Supplies Inc	337.03
88	Lon's Hdwr	134.86
89	MDU	78.17
27390	Northdale Oil, Inc	1,358.66
91	North Star Coop	875.08
92	Polar Comm.	529.06
93	PR Airport Auth	7.37
94	PR Implement	88.93
95	PR Park District	7.06
96	PR Public Library	8.84
97	Quill Corp	153.95
98	Glenn Rost	250.00
99	Special Funds	16.59
27400	WC Auditor	10,648.87
01	WC Press	176.40
02	NDPERS	108.76
03	NDPERS	20.00
04	Discovery Benefits	64.40
05	NDPERS	111.46
06	NDPERS	599.28
A.W.	Municipal Utilities	3,591.18
EFTPS (WH, SS, MED) 9-15-12 MU		986.09
1445	Shelley MacDonald	34.11
EFTPS (WH, SS, MED) 9-30-12GF		16.22
1446	Jeff Wilmer OT	126.36
EFTPS (WH, SS, MED) 9-30-12 OT		17.80
EFTPS (WH, SS, MED) 9-30-12 MU		551.76

MUNICIPAL UTILITIES:

31269	BC/BS of ND	3,892.12
31270	Roger A Johnson	217.15
71	Advanced Engineering	11,356.00
72	AmeriPride Services	124.65
73	Irene Askim	32.13
74	Banyon Data Sys	770.00
75	Border St Elec	48,081.06
76	Cardmember Services	63.50
77	City of Fargo	56.00
78	Consolidated Waste, LTD	16,314.10
79	Kellen Dobmeier	44.94
31280	Domestic Violence & Abuse	500.00
81	Fargo Water Equip	181.44
82	Hawkins, Inc	1,431.14
83	Jim's Super Valu	3.69
84	Lagoon Maintenance	1,902.97
85	Ora Larson Estate	100.00
86	Light & Water Dept	2,444.62
87	Locators & Supplies Inc	933.52
88	Lon's Hdwr	84.33
89	Deanna McConnell	200.00
31290	Municipal Utilities	521.04
91	ND One Call Inc.	22.50
92	Nodak Electric Coop	4,593.16
93	Northdale Oil	390.43
94	North Star Coop	354.22
95	Polar Communications	143.92
96	PR Implement	304.02
97	Pristine Water Solutions	1,306.80
98	Quill Corp	226.30
99	Resco	8,855.80
31300	Samson Elec LTD	337.05
01	John Scott	36.75
02	Mary Seim	6.38
03	Sensus Metering Sys	1,524.60
04	Stuart Swartz	8.76
05	T&R Electric Sup	6,983.00
06	Water Bd Fd 05	4,830.00
07	Water Rev Bd Fd Phase II	3,450.00
08	Water Sur Charge	5,000.00
09	Water System Repair & Replacement	1,500.00
31310	Ricky Cooper	12,000.00
11	NDPERS	561.36
12	Verizon Wireless	45.42
13	Discovery Benefits	460.10
14	Discovery Benefits, Inc	27.50
15	General Fund	3,591.19
16	NDPERS	558.66
17	NDPERS	17.29

18	NDPERS	3,106.36
19	Postmaster	249.76
31320	Postmaster	79.50
6584-92	Salaries 9-15-12	11,357.94
EFTPS (WH, SS, MED) 9-15-12		3,320.26
6593	Galen Bosh OT	17.65
6594	Wade Kalgard OT	98.61
EFTPS (WH, SS, MED) 9-15-12 OT		71.08
6593-6603	Salaries 9-31-12	11,375.94
EFTPS (WH, SS, MED) 9-30-12		3,490.32
A.W.	ACH Charge	11.45
A.W.	NMPA	122,477.70

SPECIAL FUNDS:

3298	PR Eco Dev Corp	7,500.00
3299	'05 Sales Tax Rev Bd Fd	13,395.68

Anderson moved to accept the Pledge of Securities from First United Bank dated 8-31-12. Blake seconded and upon roll call vote, all present voted aye. Motion carried.

The PR Zoning Committee forwarded a copy of the North Star Addition Plat to the Council for its approval. The addition is platted for twenty-two lots of varying sizes. Questions were raised regarding utility easement placement and access. After discussion Knutson moved to approve the North Star Coop Plat contingent on utility easement placement. Byron seconded and upon roll call vote, all present voted aye. Motion carried.

Bernie Kringstad from Kringstad Ironworks, Inc. has requested a deferment of principal payments on the three stock purchase CDLF loans sponsored by the City of Park River. He would like to pay the interest due of \$18,000 and defer the \$80,000 principal payment for one year and extend the maturity date on all three notes by one year. This would ease a cash flow issue he has due to a canceled order. The Red River Regional Planning Council previously approved the request. The City is not at risk for any of the funds. They need to concur with the request because they sponsored the loan. Byron moved to defer the principal payment for one year and extend the maturity date for one year. Anderson seconded and upon roll call vote, all present voted aye. Motion carried.

S. Currie informed the Council that a new Flood Insurance Study has been completed for Walsh County and Incorporated Areas. New Flood Insurance Rate maps will take effect November 2, 2012. FEMA requires approval of the new flood insurance rate map and adoption of a new Model "D" Flood Ordinance. Some items covered include obtaining permits, preventing flooding, guidelines to provide for variances, flood hazard plan, and provisions. The flood plain area identified in Park River is mostly along the coulee running through the middle of town. **(The entire Ordinance may be viewed at the Park River City Auditor's Office.)** Anderson moved to approve the first reading of the 2012 Flood Plain Ordinance Model "D". Blake seconded and upon roll call vote, all present voted aye. Motion carried.

T. Larson, City Assessor read a property tax abatement request from the property owner of 206 Hill Ave N under ND Century Code 57-02-08.22. The owner qualifies for the abatement due to a disability determination. The exemption applies to the improvements only, not the land. Byron moved to approve the tax abatement for 206 Hill Ave N for 2012. Anderson seconded the motion, upon roll call vote, all voted aye. Motion carried.

T. Larson, City Assessor read a request from Henrietta Strand for property tax abatement for her property located at 404 Wadge Ave S. Strand qualifies for a Senior Citizens Homestead Credit for the 2010, 2011 and 2012 tax years. Knutson moved to approve Strand's abatement request for the 2010, 2011, and 2012. Blake seconded, and upon roll call vote, all voted aye. Motion carried.

The Park River Sales Tax Committee submitted the following recommendations to the Park River City Council for approval:

Blake moved to approve the following payment; \$7,500 to the Park River Development Corp to assist with reviewing and promoting economic development projects. Anderson seconded, and upon roll call vote, all voted aye. Motion carried.

Knutson moved to grant the transfer of the American Legion's Liquor License to the City Hall for the Torfin/Marx wedding on October 6, 2012. Byron seconded and upon roll call vote, all present voted aye. Motion carried.

A letter from the Domestic Violence & Abuse Center was presented to the Council. The Center serves the Counties of Cavalier, Pembina, and Walsh and they provide shelter to battered women and their children. The federal and state funding is decreased every year and the Center must look to counties, cities, and private sources for help with funding. The Center is seeking support in the form a one year term of service contract between the City of Park River and the Domestic Violence and Abuse Center. Byron moved to approve a \$500.00 one year term of service contract. Knutson seconded, and upon roll call vote, all voted aye. Motion carried.

Business Manager T. Larson informed the Council that revisions to the application to the Economic Development Administration for possible assistance with the road project will be re-submitted this week. The Walsh Grain Terminal manager is concerned the roadwork will not be completed prior to the terminal opening. He solicited some estimates from contractors for fixing the road. The engineers are looking over the estimates to make sure that all issues outlined in the preliminary engineering report have been addressed. The NDDOT was asked earlier about the addition of a turn lane at the intersection of Hwy 17 and 134th St NE on the road going to the grain terminal. A traffic count needs to be preformed due to the potential increase in traffic on Highway 17 due to the grain terminal and the housing development.

The Preliminary Budget of the City of Park River, for the calendar year beginning January 1, 2013 and ending December 31, 2013, was reviewed by the City Council. The following is a statement of the proposed expenditures:

GENERAL FUND	\$413,660.00
SPECIAL FUNDS:	
Advertising	2,000.00
Airport	361,500.00
Band	2,000.00
Library	11,000.00
Recreation	7,500.00
Spec. Assm't.	600.00
Insurance Reserve	8,000.00

Social Security	10,000.00	
Forestry	5,000.00	
Equip. Replacement	50,000.00	
Sales Tax	275,250.00	
Special Highway	<u>100,000.00</u>	
		832,850.00
DEBT SERVICE FUND:		
Southview Addition TIF		25,000.00
TOTAL EXPENDITURES		<u>\$1,271,510.00</u>

Business Manager T. Larson explained to the Council that due to the increase in valuation, a 4.95% increase in the mill levy would generate approximately \$8,450 in additional revenue for the general fund and still decrease taxes on a \$100,000 home by \$19. A 9.99% increase would keep the City share of property taxes the same as last year but would add approximately \$16,160 to the General Fund. Larson advised the Council to consider increasing the mill levy as most of the funding that will be available for the infrastructure improvements the City is investigating will require matching funds. The City needs to build reserves for this match money. Byron moved to approve the preliminary budget to include a 4.95% mill levy increase for the year ending December 31, 2013. Blake seconded, and upon roll call, all voted aye. Motion carried.

A public hearing on the budget increase will be held at 7:00 PM, Thursday, September 27, 2012. The final budget will be approved the same evening if there are no know objections.

Being no further business, the meeting adjourned at 8:54 PM.

Dan Stenvold, Mayor

ATTEST:

Tom Larson, City Auditor