

CITY OF PORTLAND COUNCIL MINUTES

Monday October 13, 2014

The Portland City Council met in regular session on Monday October 13, 2014 in the Memorial Hall Building. The meeting was called to order by Mayor Mickels. Also present were Aldermen Heather Amb, JoAnna Nielson, Josh Braaten, Ed Lenaburg and Public Works Director Ben Basol.

Mr. and Mrs. Burke were present to present possible plans and confirm lots sizes at Heskin Meadows.

Justin Hall from Moore Engineering presented progress report #5 and Final inspection and Acceptance document for the 2014 Street Replacement Project. Motion Braaten, second Nielson to accept final inspection, on roll, all aye, motion carried. Motion Amb, second Braaten to accept progress report #5 in the amount of \$96,043.99, on roll, all aye, motion carried. Project update for potential financing through the drinking water state revolving fund reviewed, motion Braaten, second Amb for Moore Engineering to continue pursuing financing for a new water tower, on roll, all aye, motion carried

Minutes for the September 8, 2014 regular meeting and September 29 special meeting were presented. Motion Braaten, second Amb to approve both meeting minutes, all aye, motion carried.

Mail reviewed. Motion Braaten, second Amb for City of Portland to approve the annual sale of VFW Buddy Poppies, all aye, motion carried. Motion Braaten, second Lenaburg terminating franchise agreements with Polar Communications upon discountenance of service, all aye, motion carried. Notification of snow removal procedures for this upcoming winter season to be done through use of EDDM at the Post Office. Motion Amb, second Nielson approving \$1500.00 for the purchase of a new computer for the city shop, on roll, all aye. Residents' concerns discussed regarding the conditions of several properties in town. A letter to be sent to the property owners requesting plans for completion of projects or plan to ensure that the property is safe will be sent.

Permits - Motion Braaten, second Lenaburg to approve a building permit for a new shed at 300 Jahr Avenue, all aye, motion carried. Motion Amb, second Braaten to approve building permit request from Reynolds United for a new cement slab and 2 new bins, Braaten, Amb and Nielson aye, Lenaburg nay, motion carried. City requesting clarification on greenway space from Reynolds United on edge on property on Bennett Ave.

The following bills were presented:

SALARIES	\$4,007.31
American Funds	\$231.12
American Funds	\$136.62
Aflac	\$256.75
Jaxon Hoffmeyer	\$70.00
MSU	\$4,027.52
Richard Aamold	\$225.00

IRS	\$1,151.24
Alco Stores, Inc.	\$0.01
Ben Basol	\$429.83
City of Fargo	\$14.00
City of Mayville	\$1,600.00
ComMark	\$18.00
Farmers Union Oil	\$816.32
Flaten Construction	\$120.00
Gunderson Cooling & Heating	\$5,042.00
H E Everson	\$20.93
Job Service of ND	\$20.75
MayPort Hardware Hank	\$251.16
Napa Auto Parts	\$29.72
ND Sewage Pump & Lift Station	\$2,775.00
Office of Treasurer	\$4,084.24
Polar Communications	\$159.08
Postmaster	\$151.00
Ralph's Sharp Shop	\$29.00
Reynolds United	\$162.01
RVS Software	\$623.00
Traill Rural Water District	\$1,694.72
Waste Management	\$3,724.61
Xcel Energy	\$629.72
ND Office of State Tax Comm	\$96.00
Sven Mickels	\$481.78
Traill Rural Water District	\$5,001.00
Jaxon Hoffmeyer	\$70.00
Karen Nelson	\$35.00
Nelson Auto Body	\$220.50
North Dakota One Call	\$23.10
Richard Aamold	\$225.00
Traill County Tribune	\$138.00
Xcel Energy	\$1,006.42
First & Farmers Bank	\$13,875.00
Brudvik Law Office	\$475.00
Total	\$54,147.46

Motion Braaten, second Nielson to pay bills as presented, on roll, all aye, motion carried.

Financial reports presented. Motion Amb, second Braaten to approve financial reports as presented, all aye, motion carried.

Department Head Reports: **Police** – Ed Lenaburg: Ed will be attending a meeting on 10/15 with the Traill County Sheriff's office and the cities of Portland, Hatton and Mayville to discuss and decide upon a uniform Animal Ordinance for all 3 cities. **Streets** – Heather Amb: no

additional report. **Water** – Josh Braaten: Over due bills discussed. One (1) account scheduled to be turned off on Monday October 20, 2014 for non-payment. Letter to be sent to overdue accounts stating that the balance of these accounts must be **paid in full** to prevent water from being shut off. A \$50 turn on fee must be paid before water service will be restored. A letter received from a resident regarding not paying the \$50.00 turn on fee was reviewed with the council. Failure to pay the fee and turn water on without the city approval will result in theft of services charges being filed by the City of Portland through the Traill County Sheriff's office.

Buildings/Grounds/Equipment – JoAnna Nielson: Inquired as to the removal of the safety fence at the Centennial Park, will contact Bart Aamold from the Portland Park Board for an update on the project. **Director of Public Works**: Presented final quote for Bobcat. Alderman Braaten questioned the purchase of a truck loading chute as the City of Portland doesn't have a truck to assist in using the chute for snow removal. Quote for Bobcat came in under the \$70,000.00 approved amount. Discussion regarding the advertising for bids for the sale of the current city owned maintainer/graders. City to place ad for sealed bids for the equipment. Street sweeping to be done in the City of Portland October 20 – 24. Residents please refrain from leaving vehicles parked on the street during the day to allow street to be swept.

Photos reviewed of two pickup trucks bringing items that are not allowed into the city inert landfill. City Auditor to send letters restating the policy of what items are allowed into the city inert landfill and that items such as old tv's and mattresses must be placed into open top containers during spring/fall clean up weeks, or taken to a landfill that handles such items.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor