

**June 6<sup>th</sup>, 2016 Mayville City Council**

The Mayville City Council met for their organizational meeting on June 6<sup>th</sup>, 2016 at 6:00 pm in the council chambers with Mayor Moen presiding and the following Aldermen responding to call of the roll: Bohnsack, O'Brien, Petersen and Carlson; Absent: Meshefski-LaBine; Vacant: Jorgensen; Don Moen, Gail Olstad, Ross Nilson (Brudvik Law), Julie Brenna and Rob Powers were also in attendance.

Petersen made a motion to approve the Council Minutes from 05-02-16, O'Brien seconded it, motion carried.

Petersen made a motion to approve the Council Minutes from 05-05-16 Special Council Meeting, O'Brien seconded it, motion carried.

The following June 2016 bills were presented for Council discussion:

11379 Aasen Drug	library	office supplies	\$43.01
11379 Aasen Drug	water treatment	misc	\$20.00
11380 ACME tools	streets	tools & accessories	\$76.97
11381 Aflac	all	insurance	\$648.57
11382 American Funds	all	retirement	\$2,824.38
11383 Ameripride	all	rugs	\$325.93
11384 Barnes & Noble	library	books	\$7.19
11385 Brittany Bachmeier	library	salary	\$116.00
11386 Brudvik Law	city attorney	legal/legal retainer	\$365.00
11387 Cardmember Services		misc	\$93.63
11388 City of Fargo	water treatment	samples	\$38.00
11389 CraneJohnson	streets	maint/operation	\$91.98
11390 Dacotah Paper	all	misc	\$263.28
11391 Delbert's Window Washing	City hall	misc	\$42.00
11392 Derek Petersen	cemetery	payment for mowing	\$2,400.00
11393 Domier Construction	library	restoration	\$32,100.00
11394 Ecolab	sanitation	maint/operation	\$146.33
11428 Eliason Repair	cemetery	stump removal	\$25.00
11395 First & Farmers Bank	all	collection fee	\$2.27
11396 Flaten & Johnson Truck	streets	repair/maintenance	\$2,486.25
11397 Flaten Construction Inc	sanitation	maint/operation	\$1,800.00
11398 Goose River Bank	all	collection fee	\$69.81
11399 Grand Forks Utility Billing	water treatment	water tests	\$163.00
11400 Great America Copier Lease	all	lease on copier	\$1,030.78
11401 H. E. Everson	vector & streets	misc	\$135.14
11402 Hach	water treatment	chemicals	\$82.83
11403 Hannaher's	library	office supplies	\$73.98
11404 Haroldson Office Supply	all	office supplies	\$125.62
11405 Hawkins	water treatment	chemicals	\$1,655.25
11406 Highway Motor Service	streets	walk behind mower	\$40.00
11407 In Control		transducer	\$822.89
11408 Jeff's Electric	st lights	repair/maintenance	\$100.73
11409 John T Jones	water treatment	maint/operation	\$3,705.00
11410 Matt Weaver	vector	training	\$17.50
11414 MayPort Community Club	all	advertising for Summerfest	\$250.00
11411 MayPort Farmers Coop	all	fuel	\$1,201.59
11412 MayPort Hardware Hank	all	misc	\$320.29
11413 MayPort Insurance	fire dept	insurance on new pickup	\$233.00
11415 Mayville Airport Authority	airport	payment from specials	\$1,101.38
11416 Mayville State University	sales tax	April's payment	\$16,318.64
11417 Mayville State University	library	office supplies	\$15.00
11418 Midcontinent Communications	all	phones & internet	\$927.09
11419 Millers Fresh Foods	City hall	maint/operation	\$7.91
11419 Millers Fresh Foods	library	maint/operation	\$32.51
11420 Moore Engineering	non dept	elevations	\$900.00
11421 MPEDC	sales tax	March & April payment	\$4,653.99
11422 Napa	streets	misc	\$33.65
11423 ND Sewage Pump	waste water collections	lift stations	\$1,606.50
11424 NDPERS	all	insurance	\$3,523.68
11425 Network Center	all	computer	\$387.50
11426 Norseman Removal Service	library	restoration	\$3,045.00
11426 Norseman Removal Service	library	restoration	\$3,050.00
11427 One Call Concepts	water treatment	locates	\$23.00
11429 Polar	auditor's office	phones	\$60.77
11430 PowerPlan	streets	maint/operation	\$236.10

11378 Praxair	streets	oxygen cylinders	\$21.35
Precision Electric	water distribution	maint/operation	\$1,844.78
11431 Productivity Plus	streets	repair/maintenance	\$1,068.55
11432 Quorum Consulting Group	City Pension	quarterly fee	\$750.00
11433 Reliance Standard	all	life insurance	\$189.00
11434 Septic Tank Servicing	streets	maint/operation	\$370.00
11435 Soholt Bakery	non dept	misc	\$55.00
11436 Traill County Treasurer	police	contract	\$14,785.41
11437 Traill County Tribune	non dept	printing	\$1,430.00
11437 Traill County Tribune	library	printing	\$60.00
11438 Traill Rural Water	water treatment	purchase of raw water	\$7,095.21
11439 TRW Debt & Reserve	water #26	TRW	\$2,330.00
11440 USA Blue Book	water treatment	chemicals	\$55.73
11377 USPS	all	postage on water bill	\$229.51
11441 Valley Plains Equipment	streets	repair on lawn mower	\$322.92
11442 Verizon	all	cell phones	\$231.92
11443 Vessco Inc	water treatment	maint/operation	\$170.81
11444 Waste Management	Sanitation	garbage & recycling	\$25,440.40
11445 Wigen	water treatment	maint/operation	\$3,643.06
11446 WSI	waste water collections	Workers Comp	\$350.00
11447 Xcel Energy	all	electricity	\$11,108.86

**H2O Deposits refunded**

11449 Adam Lundberg			\$79.61
11451 City of Mayville (Adam Lundberg)			\$70.39
11453 City of Mayville (Dan Fletcher)			\$150.00
11450 Chad Limesand			\$39.79
11452 City of Mayville (Chad Limesand)			\$110.21

\$  
161,868.43

O'Brien moved to pay the bills, a second by Bohnsack supported the motion, motion carried.

Calendars for June and July were reviewed and discussed. The July meetings will be moved due to the holiday.

Councilman Bob Jorgensen has submitted his resignation.

The Auditor's Office has issued a raffle permit to the Keystone Cops from May 12<sup>th</sup> through the end of the Calendar Year.

The Auditor's Office has issues a liquor license transfer to Rainbow Gardens in connection with Northern Lights Art Gallery Event on June 25<sup>th</sup>.

The Auditor's Office has approved a bingo permit for the Mayville Senior Citizen's Center.

The Auditor's Office has issues permits for a parade and a street dance in connection with Summerfest on June 25<sup>th</sup>.

The Auditor's office has information available about ND Snap (Supplemental Nutritional Assistance Program).

The Auditor's office has a copy of the USDA 2015 Progress Report.

The Mayor gave a briefing on Traill County Hazard Mitigation Plan. Recall that the City of Mayville's hazard mitigation plan is comprised of a section in the Traill County plan. These plans are revised on a 5-year cycle and we are in the process of revision at this time. The bulk of the work is being done by a contractor with input from all entities within the county. Don recently participated in a meeting dealing with proposed hazard mitigation projects. He offered a few comments to Sheriff Hunt and suggested a Mayville project for the list, entitling the project "Re-purposing the city armory." In the event the National Guard vacates the armory, Don thinks it likely we will move city offices into that building. Since we now have emergency power there, he is thinking it would also make sense to add other appropriate equipment to facilitate use as an emergency shelter. Putting the project on this list opens the door to possible grant funding.

Crack Sealing by Northwest Asphalt is planned to be done in June.

Election dates and information on the election for June 14<sup>th</sup> was provided.

The Auditor's office pulled the list of projects required to have building permits and provided to the council to review – this was last reviewed in 2013. No changes were made at this time.

**Building permits:**

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1. To Continue to have the Planning and Zoning Administrator authorized to approve the following building permit types without approval of the Planning and Zoning Commission or City Council:
  - Fences
  - Out buildings
  - Interior improvements
  - Small additions
  - Decks
  - Shingling media changes (asphalt to steel...)\*
  - Siding
  - Windows Replacement

\*Replacing like Shingles no longer needs a permit.

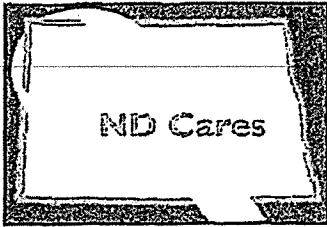
2. Major construction (houses, businesses, etc.) needs to have approval of the Mayville Planning and Zoning Commission and the Mayville City Council. Construction in the Riverwood Development also needs approval from the MPEDC Riverwood Building Plan Review Committee.

A second by Carr supported the motion, motion carried.

8-19-2013

During the Law Enforcement Report Sheriff Steve Hunt informed us we do not have a receipt date for the new service vehicle yet and there have been a few speeding tickets.

Rob Powers presented a Resolution for Mayville to participate in the ND Cares program.



Effective Date June 6, 2016

WHEREAS, the freedom and security enjoyed today by the citizens of the United States, the State of North Dakota, and the city (~~county~~) of MAYVILLE are the direct result of sacrifices made by the men and women of the United States Armed Forces; and

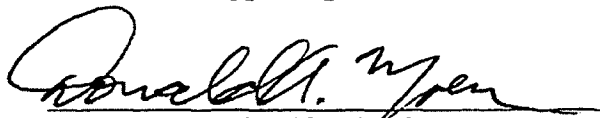
WHEREAS, the service and sacrifice of the members of the United States Armed Forces and their families continue to provide us with the freedom to pursue individual and community goals; and

WHEREAS, citizens of CITY OF MAYVILLE recognize the continued sacrifices of Service Members, Veterans, Families, and Survivors in the defense of this nation and the preservation of freedom; and

WHEREAS, citizens of CITY OF MAYVILLE recognize the generations of veterans and their families who have proudly and valiantly served this great state and nation, and who have played an integral role in defending our homeland and preserving freedom around the world; and

WHEREAS, ND Cares, in recognition of the United States Armed Forces and their families, is working with federal, state, county, city, and private organizations to strengthen an accessible, seamless network of support for Service Members, Veterans, Families, and Survivors within North Dakota.

NOW, THEREFORE, as Mayor / Commissioner / City Leader, I do hereby proclaim this day (DATE), that the city (~~county~~) of MAYVILLE joins the North Dakota Cares coalition in supporting Service Members, Veterans, Families, and Survivors.

  
SIGNATURE

  
SIGNATURE

O'Brien made a motion to accept and sign the resolution. Petersen seconded it, motion carried.

Carlson made a motion to ratify the Mayor's appointment to the Planning and Zoning Commission.

Mayville Planning and Zoning Commission

6/1/2016

		Begin Term	Length	End Term
Mary Stocking	Re-appointed	2016	1	2017
June 6 <sup>th</sup> , 2016	4			

Merwin Lyng	Chairperson	Re-appointed	2016	2	2018
James Lande		Appointed	2016	3	2019
Steven Hastings		Re-appointed	2016	4	2020
Brent Freeland		Re-appointed	2016	5	2021
Gary Winger		Appointed	2016	6	2022
Tami Parker		Appointed	2016	7	2023
Jon Ewen	Outside City Limits	Appointed	2016	5	2021
Donald Moen	Mayor	Mayor			
Lynn Slaathaug Moen	City Attorney	Attorney			
Gail Olstad	Zoning Administrator	Auditor			

Bohnsack seconded the motion, motion carried.

O'Brien made a motion to accept Brad Beck's Bid of \$400 per tree to remove up to 8 trees at the cemetery with the condition that he have liability insurance. Petersen seconded the motion and upon a roll call vote the following voted: Yea; O'Brien, Bohnsack, Carlson, Petersen; Nay: 0; Absent: Meshefski-LaBine; Vacant: Jorgensen.

O'Brien made a motion to move the July 4<sup>th</sup> Council Meeting to July 11<sup>th</sup>. Bohnsack seconded it, motion carried.

Carlson made a motion to schedule the reorganizational meeting for June 28<sup>th</sup> at City Hall. Petersen seconded it, motion carried.

O'Brien made a motion to decline the offer to purchase 2 lots, 8&9, Block 4 Riverwood for \$3,000 from James Hodges. Petersen seconded the motion and upon a roll call vote the following voted: Yea: Bohnsack, Carlson, Petersen, and O'Brien; Nay: 0; Absent: Meshefski-LaBine, Vacant: Jorgensen

Bohnsack made a motion to approve the sale and lot use for the Mewes' for Riverwood lot 17 and W1/2 lot 18 of block 4 per the Planning and zonings recommendation and contingent on the Riverwood Builds committee. Petersen seconded the motion and upon a roll call vote the following voted: Yea: Carlson, Petersen, O'Brien and Bohnsack; Nay: 0; Absent: Meshefski-LaBine, Vacant: Jorgensen

O'Brien made a motion to counter offer the Mostad sale of Lot 24 and 25 Riverwood block 4 with lot 24 and ½ lot 25. Petersen seconded it, motion carried.

O'Brien made a motion to approve the sale and lot use for the Williams for Riverwood lot 13 of block 4 per the Planning and zonings recommendation and contingent on the Riverwood Builds committee. Petersen seconded the motion and upon a roll call vote the following voted: Yea: Petersen, O'Brien, Bohnsack and Carlson; Nay: 0; Absent: Meshefski-LaBine, Vacant: Jorgensen

Petersen made a motion to accept the 1<sup>st</sup> reading of the Planning and Zoning Committees recommendation and Ordinance for the rezoning to BG the planned Dollar General property.

#### **Ordinance No. 17-0402**

### **AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF MAYVILLE, NORTH DAKOTA, AS ADOPTED IN SECTION 17-0402 OF THE REVISED ORDINANCES OF 1979 OF THE CITY OF MAYVILLE.**

Be it Ordained by the City Council and Mayor of the City of Mayville, North Dakota:

SECTION 1. The Official Zoning Map of the City of Mayville, North Dakota as adopted in Section No. 17-0402 of the Revised Ordinances of 1979 of the City of Mayville, North Dakota, is hereby amended as follows:

The district in the following described area shall be and the same is hereby rezoned from A (Agricultural) to B-G (Business General District):

The zoning district change involves an area consisting of the West 200' of the following: Parcel Number 27 0001 04225 006; 2.18 AC Tract Located in Lot 1 of NE1/4 Less PT Parc #17(.18) & less PT Parc #99(.54) 5-146-52 A-1.46, all within the City of Mayville, Traill County, North Dakota. See adjacent map.

SECTION 2. Amendment of Zoning Map. The proper City Officials are hereby authorized to amend and change the City Zoning Map to correspond thereto.

SECTION 3. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

\_\_\_\_\_  
Don Moen, Mayor  
Mayville, North Dakota  
ATTEST

\_\_\_\_\_  
Gail Olstad, City Auditor

First Reading (Date) 6-6-2016

Roll Call Vote:

Yea: Bohnsack, Carlson, Petersen, O'Brien

Nay:

Absent: Meshefski-LaBine

Vacant: Jorgensen

Second Reading and Final Passage: \_\_\_\_\_

Roll Call Vote:

Yea:

Nay:

Absent:

Publication Date: \_\_\_\_\_

Effective Date: \_\_\_\_\_

Carlson made a motion to approve the RZ Application for Steve and Aprill Hastings by the following resolution:

CITY OF MAYVILLE  
RENAISSANCE ZONE APPROVAL  
AND CERTIFICATION

This is to Approve and Certify that Steven & Aprill Hastings Whose Legal Description Is As Follows:

**Lot 12 Block 2 C&S Addition**

Has Met the Criteria Set Forth by the Mayville Renaissance Zone Authority for Housing Rehabilitation and is Hereby Granted Property Tax Exemption Equal to the Percentage the Property Value is Improved for a Period of **Five Years: 2017, 2018, 2019, 2020, and 2021** on the Value of Their Structure Located at the Above Legal Description and as Recorded at the Traill County Tax Director's Office in Hillsboro, ND.

Approved this 6<sup>th</sup> Day of June 2016

Attest: Cari D. Doran  
City Auditor / Deputy Auditor

Mayor: Donald L. Moen  
Donald Moen

Bohnsack seconded the motion and upon a roll call vote the following voted: Yea: Carlson, Jorgensen, Petersen, O'Brien, and Bohnsack; Nay: 0; Absent: Meshefski-LaBine; Vacant: Jorgensen

Obrien made a motion to approve the following resolution:

**Resolution Setting Auditor Bond Limit**

Whereas, The City of Mayville is covered by a blanket bond by the North Dakota state bond fund; and,

Whereas, the North Dakota state bonding fund provides fidelity bond coverage for the city employees and public officials in dealing with public funds; and,

Whereas, the bond is fixed by the city governing body and set by resolution as outlined in NDCC 40-13-02; and,

Whereas, at the June 6<sup>th</sup>, 2016 regular City Council meeting of the Mayville City Council the current bond limits were reviewed and found to be sufficient.

Now, therefore, be it resolved by the city council of the city of Mayville, North Dakota, that the auditor bond coverage by the state bonding fund in the amount of one million, five hundred and six thousand dollars (\$1,506,000.00) ,has been reviewed and found sufficient.

Dated this 6<sup>th</sup>, day of June 2016

Attest: Gail Olstad  
Gail Olstad, City Auditor

Mayor: Donald A. Moen  
Donald Moen

Petersen seconded the motion and upon a roll call vote the following voted: Yea: Bohnsack, Carlson, Petersen, and O'Brien; Nay: 0; Absent: Meshefski-LaBine, Vacant: Jorgensen

Petersen made a motion to approve the site authorization for Listen Gaming at Hero's and Legends. Bohnsack seconded the motion, motion carried.

Bohnsack made a motion to accept a new MidCo contract for 60 months. Petersen seconded it and upon a roll call vote the following voted: Yea: Carlson, Petersen, O'Brien and Bohnsack; Nay: 0; Absent: Meshefski-LaBine, Vacant: Jorgensen

Bohnsack made a motion to adjourn, O'Brien seconded it, motion carried.

Attest: Gail Olstad  
Gail Olstad Auditor

Mayor: Donald A. Moen  
Donald Moen