

**August 7<sup>th</sup>, 2017 Mayville City Council**

The Mayville City Council met in regular session on August 7<sup>th</sup>, 2017 at 6:00 pm in the council chambers with Mayor Moen presiding and the following Aldermen responding to call of the roll: Carr, O'Brien, Meshefski-LaBine, Bensen and Bohnsack; Absent: Petersen. Also in attendance: Don Moen, Gail Olstad, Lynn Slaathaug Moen, Julie Christianson, Truman Ulland, Elva Carlson, Shawn Skager, Andrew Klegstad and Shelia Anderson.

Carr made a motion to accept the Mayor's appointment of Steve Bensen to complete Councilman Merv Carlson term. Bohnsack seconded the motion, motion carried.

Mayor Moen awarded Councilman Merv Carlson's Thank You for Service plaque to Elva Carlson.

O'Brien made a motion to accept the minutes from 07-03-2017 Council Meeting. Meshefski-LaBine seconded the motion, motion carried.

The following 2017 bills were presented for Council discussion:

13799	420 Praxair	streets	maint & operation	\$21.95
13800	A & B/Haroldsons	all	office supplies	\$633.12
13801	Aasen Drug	water treat & library	office supplies	\$26.53
13802	Access Printing	all	cardstock for water bills	\$320.56
13803	Aflac	all	insurance	\$608.27
13804	American Funds	all	retirement	\$3,809.45
13805	Ameripride	all	misc	\$315.36
ACH	Bank of North Dakota	Sewer 17	loan payment	\$70,087.50
ACH	Bank of North Dakota	Sewer 19 & 20	loan payment	\$185,925.00
ACH	Bank of North Dakota	Tif #25 - BND	loan payment	\$19,925.00
ACH	Bank of North Dakota	Sewer 16	loan payment	\$64,575.00
ACH	Bank of North Dakota	Water 16	loan payment	\$64,350.00
ACH	Bank of North Dakota	Water 23	loan payment	\$17,700.00
13806	Betty Karaim	library	books	\$237.00
13807	Brite Way Window Cleaning	city hall	misc	\$42.00
13808	Brodart	library	office supplies	\$99.90
13809	Brudvik Law Office	water distribution	legal retainer	\$225.00
13810	Cardmember Services	all	misc	\$653.02
13811	City of Fargo	water treatment	samples	\$38.00
13812	Countryside Creations	non dept	misc	\$120.00
13813	Dacotah Paper	all	misc	\$293.22
13814	Demco	library	office supplies	\$435.76
13815	Derek Petersen	cemetery	contract	\$2,750.00
13816	Ecolab	sanitation	pest control at landfill	\$151.45
13817	Ferguson WaterWorks	water distribution	meters	\$1,367.04
13818	Finley Motors	streets	repair on 2004 red pickup	\$576.97
13819	First & Farmers Bank	all	water collections	\$2.21
13820	Goose River Bank	all	water collections for 2 months	\$111.15
13821	Grand Forks Utility Billing	ww treatment	samples	\$131.77
13822	Great America Copier Lease	all	lease on copier	\$391.13
13823	H.E Everson	Water treat & dist	maint & operation	\$40.50
13824	Hannaheer's	library	office supplies	\$89.96
13825	Hawkins	water treatment	chemicals	\$4,758.77
13826	MayPort Farmers Coop	all	fuel - vehicles	\$1,004.21
13827	MayPort Hardware Hank	all	maint & operation	\$233.81
13828	Mayville Airport Authority	airport	June's specials rec'd in July	\$772.15
13829	Mayville State University	sales tax	June's sales tax rec'd in July	\$14,975.31
13830	Midcontinent Communications	all	internet & phone	\$1,861.46
13831	Millers Fresh Foods	library & city hall	maint & misc	\$25.96
13832	MPEDC	sales tax	May & June's sales tax	\$7,826.00

13833	NDPERS	all	insurance	\$5,147.12
13834	NDSWRA	ww treatment	dues	\$75.00
13835	NetWork Center	all	antivirus agreement	\$60.00
13836	OneCall Concepts	water distribution	maint & operation	\$29.10
13837	Opp Construction	streets	maint & operation	\$502.66
13838	Polar	auditors	phone lease	\$60.77
13839	Sanitation Products Inc	streets	sweeper	\$678.80
13840	Septic Tank Servicing	streets	maint & operation	\$185.00
13841	Shopko	library	office supplies	\$119.29
13842	Soholt Bakery	city hall	misc	\$23.70
13843	The Estate of David Reiels	water distribution	overpayment of water bill	\$35.75
13797	The New Yorker	library	periodicals	\$25.00
13844	Time	library	periodicals	\$104.25
13845	Traill County Treasurer	sheriff	contract - June & July	\$32,212.34
13846	Traill County Tribune	non dept	printing	\$417.00
13847	Traill Rural Water	water treatment	purchase of raw water	\$6,035.29
13848	Traill Rural Water	water 26	debt & reserve	\$2,330.00
13849	USA Blue Book	water treatment	maint & operation	\$273.44
ACH	USDA	Water 26 pt 2	loan payment	\$21,880.00
13735	USPS	all	postage for water bills	\$226.35
13798	USPS	all	postage for water bills July	\$225.50
13850	Valley Plains Equipment	streets	mower	\$472.23
13851	Verizon Wireless	all	cell phones	\$214.44
13852	Waste Management	sanitation	garbage & recycling	\$39,330.09
13853	Xcel Energy	all	electricity	\$10,846.32

**H2O Deposits refunded**

13854	Katie Preus			\$150.00
13855	Lee Brenna			\$150.00

\$589,320.93

Carr moved to pay the bills as amended, a second by Bohnsack supported the motion, motion carried.

The financials for June and July were presented and reviewed.

Calendars for August & September were reviewed and discussed. It was noted that the September Council will be held September 11<sup>th</sup> in observance of Labor Day and Physical Plant Committee meetings will be held at noon vs 7:30 am.

The Auditor's office approved a parade permit to MSU for Homecoming on 10-07-17 and for Farmer's Bowl on 09-09-17.

Mayville has received the final payment from the ND Guard - \$23,752 – to cover the remaining 18 months of the contract.

There will be a RRVWSP meeting at AE2S in Grand Forks on August 9<sup>th</sup>.

MVD Schedule: ND DOT Motor Vehicle Division is discontinuing driver's license service in Mayville. Their last session will be the 3<sup>rd</sup> Wednesday of August.

Armory Hours will be adjusted to 8a-5p M-F until further notice.

City Hall will be closed September 8<sup>th</sup>, 2017.

RISK MAP Meeting was attended for Traill County. This was a FEMA kickoff meeting to update all maps, contacts and begin the process to update and complete all information over the next few years.

During the Sheriff's report Shawn Skager introduced one of the new deputies: Andrew Klegstad.

It was discussed that the Sheriff's Budget for 2018 will include replacement Vests and Tasers as well as an increase for wages.

Bohnsack made a motion to confirm VP Larry O'Brien as Carlson's successor as Council President. Carr seconded the motion, motion carried.

Bohnsack made a motion to elect Mike Carr as the new Council VP to replace O'Brien. Meshefski-LaBine seconded the motion, motion carried.

Meshefski-LaBine made a motion to appoint Gail Olstad as the Carlson's replacement on the Joint Powers. O'Brien seconded the motion, motion carried.

O'Brien made the motion to accept the bid from Tri-State Paving, Inc to fix the frost boil at the Fire Hall; the bid is accepted as is; if cost overruns are found to be necessary once the site is opened up a special meeting will be held to approve any further repairs/costs to ensure the repair is complete – not just a Band-Aid. Miles to call Bill/Larry and Don when the repair is scheduled.

Resolution to move forward with blight on a local house has been put on hold for the time being.

The Physical Plant Committee recommends that as a cost saving measure there will be no curb side pickup for fall-cleanup, that the dump-landfill be open to residents at no cost for the week, and if items are left curbside and not cleaned up that there be a minimum of a \$250.00 disposal fee (the same as a construction dumpster). O'Brien made a motion to approve this plan, Bensen seconded the motion, motion carried.

Meshefski-LaBine made a motion to prepay propane at the carryover of \$3,500. Any additional supplies needed will be bought at market as needed and the plan will be to ask for bids in future. Bohnsack seconded the motion, motion carried.

Bohnsack made a motion to approve the remaining duplicate acreage for O'Brien Seed. The parcel 27-0001004267-040 was combined with 27-0001-04267-090 to make up 27-0039-00003-000. Carr seconded the motion and upon a roll call vote the following voted: Yea: Carr, Meshefski-LaBine, Bensen, Bohnsack; Abstain: O'Brien; Nay: 0; Absent: Petersen.

O'Brien made a motion to participate in Goose River Banks Trial of a secured LOC to cover investments vs the traditional pledges of security (there will be both during the trial). Meshefski-LaBine seconded the motion and upon a roll call vote the following voted: Yea: Meshefski-LaBine, O'Brien, Bohnsack, Bensen, Carr; Nay: 0; Absent: Petersen.

Bensen made a motion to accept the first reading of the following Ordinances (changes due to ND State Legislative 2017):

**AN ORDINANCE TO AMEND CHAPTER II, ARTICLE 6 OF THE REVISED ORDINANCES OF 1979 OF THE CITY OF MAYVILLE BY AMENDING THERETO ORDINANCE NO. 2-0504.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAYVILLE, NORTH DAKOTA:

SECTION 2. Ordinance No. 2-0504 is hereby amended to the Revised Ordinances of 1979 of the City of Mayville, North Dakota, to provide as follows:

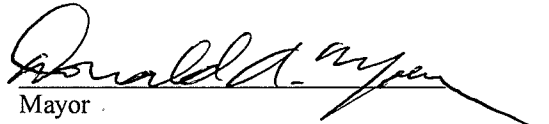
2-0504 – CITY AUDITOR – GENERAL DUTIES.


The City Auditor shall perform all duties of the their office required by law or city ordinance; Auditor shall attend the meetings of the City Council and shall keep a full and correct record of the proceedings had thereat; Auditor shall issue the calls for all special meetings of the City Council when required by the Mayor or any two (2) council members; Auditor shall keep a book called the "Ordinance Book" in which they shall record at length all ordinances passed by the City Council; Auditor shall, at the time the salary of any City Officer becomes due, as provided by ordinance, draw their order on the City Treasurer for the same and sign and deliver such order to such officer; Auditor shall keep a record of all licenses issued by them, to whom issued, for what purpose, the amount of license fee, and the location of the business licenses. Auditor shall make a settlement with the City Treasurer at the end of every month, and shall receive from City Treasurer all warrants, interest coupons, bounds, or other evidence of indebtedness which have been redeemed or paid by such City Treasurer, giving City Treasurer receipt therefor.

*The City Auditor is required to be certified within one year of their appointment beginning January 1, 2018. Curriculum for certification, developed by the League of Cities, will be mostly web-based and low cost.*

The City Auditor is hereby authorized and empowered to appoint one (1) or more deputies to assist in the work of their office. The City Auditor shall appoint such Deputy City Auditors as they shall deem necessary, with or

without bond, for whose acts the City Auditor shall be liable to the City of Mayville on his official bond. Such deputies shall be appointed from time to time as the necessity thereof arises, and shall receive such salary or compensation as may be fixed by the City Auditor, but such deputies shall receive no salary from the City of Mayville.

  
Mayor  
Mayville, North Dakota

ATTEST:   
City Auditor

**AN ORDINANCE TO AMEND CHAPTER II, ARTICLE 6 OF THE REVISED ORDINANCES OF 1979 OF THE CITY OF MAYVILLE BY AMENDING THERETO ORDINANCE NO. 2-0602.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAYVILLE, NORTH DAKOTA:

SECTION 1. Ordinance No. 2-0602 is hereby amended to the Revised Ordinances of 1979 of the City of Mayville, North Dakota, to provide as follows:

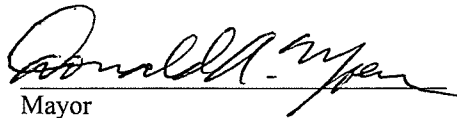
2-0602 - PROCEDURE.


All supplies and contractual services except as otherwise provided herein, when the estimated cost thereof shall exceed **One Hundred Fifty Thousand Dollars (\$150,000.00)** shall be purchased from the lowest responsible bidder after due notice inviting proposals. Due notice shall be given by advertising for the sale or purchase of the property or service by giving written notice in a paper of general circulation within the municipality for one (1) week and the opening of the bids so received not less than ten (10) days after the publication thereof. All sales or disposition of obsolete or unusable property when the estimated value shall exceed **One Hundred Fifty Thousand Dollars (\$150,000.00)** shall be sold to the highest responsible bidder. The lowest responsible bidder, or the highest responsible bidder shall be the bidder who in addition to price has the best ability, capacity and skill to perform the contract or provide the service required, promptly, or within the specified time without delay or interference. There shall also be considered character, integrity, reputation, judgment, experience and efficiency of the bidder, the quality of performance of previous contracts, sufficiency of financial resources and previous existing compliance with state and federal laws and city ordinance.

In any such circumstance as to cause the City Council to declare an emergency situation, the procedure so designated in regard to publishing invitations for proposals may be waived.

The City Council shall prescribe such regulations as are deemed advisable for the purchase of equipment or supplies not in excess of **One Hundred Fifty Thousand Dollars (\$150,000.00)**.

SECTION 2. Effective Date. This ordinance shall be in full force and effect from and after the date of its second reading and final passage.

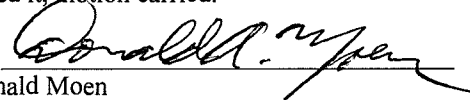
  
Mayor  
Mayville, North Dakota

ATTEST:  
  
City Auditor

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

Meshefski-LaBine made a motion to adjourn, Bohnsack seconded it, motion carried.

Attest:   
Gail Olstad Auditor

Mayor:   
Donald Moen