

## November 6<sup>th</sup>, 2017 Mayville City Council

The Mayville City Council met in regular session on November 6<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: O'Brien, Bensen, Carr; Absent: Meshefski-LaBine, Petersen, and Bohnsack. Also in attendance: Don Moen, Gail Olstad, Robin Aanstad, Julie Christianson, Shawn Skager, Jayson Lee and Shelia Anderson.

Benson made a motion to accept the minutes from 10-02-2017 Council Meeting. O'Brien seconded the motion, motion carried.

O'Brien made a motion to accept the minutes from 10-09-2017 Special Council Meeting. Carr seconded the motion, motion carried.

The following 2017 bills were presented for Council discussion:

13987	420 Praxair	streets	maint/operation	\$	21.95
13988	A & B/Haroldson	all	office supplies	\$	55.99
13989	Aasen Drug	library	office supplies	\$	30.01
13990	Aflac	all	insurance	\$	608.27
13991	American Funds	all	retirement	\$	2,856.91
credit	Ameripride			\$	(4.73)
13992	Baker & Taylor	library	books	\$	447.28
13993	Bank of North Dakota	water 19 & 20	loan payment	\$	2,444.36
13994	Batchelor Business Machines	library	printing	\$	708.70
13995	Bjerke Brothers Body Shop Inc	streets	painting of payload bucket	\$	800.00
13996	Brad Beck	cemetery	maint/operation	\$	125.00
13997	Brite Way Window Cleaning	city hall	misc	\$	42.00
13998	Brudvik Law	legal	city issues & legal retainer	\$	1,155.00
13999	Butler	all	contracts	\$	3,967.40
13999	Butler	ww collections	lift station repairs	\$	630.00
13945	Cardmember Services	all	office 365	\$	93.63
14000	Cardmember Services	all	misc	\$	1,394.63
14001	City of Fargo	water treatment	samples	\$	38.00
14002	Countryside Creations Floral	non dept	flowers for Wanda F	\$	31.00
14003	CraneJohnson	streets	maint/operation	\$	24.99
14004	Dacotah Paper	all	misc	\$	221.06
14005	Edward Hamilton Bookseller	library	books	\$	83.90
14006	Emergency Apparatus Maint Inc	fire reserve	fire truck certifications	\$	1,499.78
credit	Farmers Union Oil			\$	(540.85)
14007	Ferguson Waterworks	water distribution	maint/operation	\$	203.42
14008	First & Farmers Bank	water distribution	collection fee	\$	1.10
14009	Gary Winger	cemetery	maint/operation	\$	105.00
14010	Goose River Bank	water distribution	collection fee	\$	59.56
14011	Grand Forks Utility Billing	ww treatment	samples	\$	129.50
14012	Great America Copier Lease	all	lease on copier	\$	381.04
14013	H. E. Everson	streets	maint/operation	\$	217.36
14014	Hannaheer's	library	printing	\$	162.68
14015	Holiday Inn Fargo	water & waste water	travel	\$	279.00
14016	In Control Inc	water treatment	repair/maintenance	\$	1,407.66
14017	Jeff's Electric	streets & armory	repair/maintenance	\$	137.76
14018	Key Contracting	streets	manholes	\$	7,700.00
14019	Kiplinger's	library	periodicals	\$	26.97
14020	Loretta Larson	library	furniture & equipment	\$	42.25
14023	MayPort Auto & Truck Parts	all	maint/operation	\$	604.65
14021	MayPort Farmers Coop	all	fuel for vehicles	\$	1,023.95
14022	MayPort Hardware Hank	all	maint/operation	\$	442.91
14024	Mayville Airport Authority	airport	September's specials in Oct	\$	98.54
14025	Mayville Plumbing	water distribution	repair/maintenance	\$	2,715.47

14026	Mayville State University	sales tax	September's rec'd in October	\$	14,275.24
14027	Midcontinent Communications	all	phone & internet	\$	1,878.93
14028	Miller's Fresh Foods	library	maint/operation	\$	23.18
14029	MPEDC	sales tax	September's rec'd in October	\$	3,115.46
14030	ND Public Finance Authority	Refunding 2002 & 2003	bond payment	\$	17,882.50
14031	ND Water & Pollution Control Conference	water & waste water	registration fee	\$	400.00
14032	NDPERS	all	insurance	\$	3,223.80
14033	Network Center Inc	all	backup & antivirus	\$	804.00
14034	Office of the State Auditor	all	audit review for 2016	\$	165.00
14035	One Call Concepts	water distribution	maint/operation	\$	54.00
14036	Paulson Gravel Service Inc	water distribution	repair/maintenance	\$	129.00
14037	PC Plus	library	Tech support	\$	80.00
14038	Petty Cash	all	replenish of petty cash	\$	26.92
14039	Polar	auditor	lease on telephones	\$	60.77
14040	Productivity Plus	streets	payloader	\$	267.75
14041	Reader's Digest	library	periodicals	\$	10.00
14042	Reliance Standard	all	insurance	\$	194.00
14043	Scientific American	library	periodicals	\$	34.99
14044	Septic Tank Servicing	streets	maint/operation	\$	350.00
14045	Shopko	library	books	\$	21.97
14046	Soholt Bakery	non dept	misc	\$	14.30
13937	Traill County Recorder	cemetery	warranty deed for Moss & Holt	\$	40.00
14047	Traill County Treasurer	police	contract	\$	14,545.54
14048	Traill County Tribune	all	printing	\$	1,707.75
14049	Traill Rural Water	water treatment	purchase of raw water	\$	5,548.55
14051	United States Postal Service	water dist & ww coll	first class presort	\$	225.00
13986	United States Postal Service	water dist	postage for water bills	\$	223.22
14050	USA Bluebook	water treatment	maint/operation	\$	1,495.59
14052	Verizon	all	cell phones	\$	180.74
14053	Waste Management	sanitation	contract fee	\$	23,523.71
14054	Xcel Energy	all	electricity	\$	10,364.88

<b>H2O Deposits refunded</b>	
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14055	City of Mayville (Charles Robinson)	\$	150.00
14056	City of Mayville (Shawn Gunderson)	\$	150.00

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\$ 133,639.89

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

The 2016 Audit was presented by Amanda Scanson from Brady Martz to the Council. We need to watch for any trends of loss. With less state funding we may have to increase revenue to provide the same services. Final September financials after 2016 entries were resubmitted for review and initial October financials for preview. Hard copies of the 2018 Budget that was approved on our Oct 9<sup>th</sup> meeting were distributed.

Calendars for November and December were reviewed and discussed.

The Auditor's office approved:

- Parade Permit for Mayport Community Club Winterfest
- Mayport CG FBLA for a raffle
- Our Lady of Peace Catholic Church for Bingo

O'Brien made a motion to use prepaid special assessment and cash on hand to pay down loan amounts for the SRF refinancing of Water 26 pt. 1 and Sewer 24 and other SRF funding loans. Bensen seconded the motion and upon a roll call vote the following voted: Yea: Carr, Bensen, O'Brien; Nay: 0; Absent: Petersen, Meshefski-LaBine, Bohnsack.

Mayor Moen reported on the LAWA meeting. Mayville's alternate member is Bill Bohnsack.

Century Link claim has been forward to our city attorney and NDIRF insurance.

The city has purchased a subscription for the ND League of Cities to GrandFinder. We expect to begin using it 2018.

NDDOT is accepting application for Transportation Alternatives for 2019. Information was provide to pass on to anyone interested and meets their qualifications.

Information for the National Youth Science Camp was provided.

During the Law Enforcement report Deputy Shawn Skager introduced the latest hire to the Sherriff Department Jayson Lee, he started in October and is living in Mayville.

Carr made the motion to have the Auditor file for the 2018-2019 insurance coverage. Bensen seconded the moth, motion carried.

O'Brien made a motion to resell the cemetery deeds to Leum's once we receive them back from Brudvik Law. Also approve the sale of Section 15, Lot 28 graves 6&7 to Richard and Marlys Holt, and Section 17, Lot 4, grave 7 to Melvin and LaVonne Moss. Carr seconded the motion, motion carried.

Compassionate Care Centers (marijuana) were discussed. The City has not received any requests.

O'Brien made a motion to accept the first reading of the Snow Emergency Ordinance:

**AN ORDINANCE TO AMEND CHAPTER XVI, ARTICLE 14 OF THE REVISED ORDINANCES  
OF 1979 OF THE CITY OF MAYVILLE BY RELATING TO SNOW EMERGENCY  
DECLARATION**

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

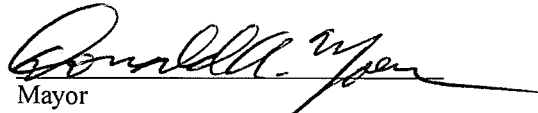
SECTION 1. Ordinance No. 16-1418 is hereby added to the Revised Ordinances of 1979 of the City of Mayville, North Dakota, to provide as follows:

16-1418 – SNOW EMERGENCY DECLARATION.

1. When the superintendent of streets or a designate determines, on the basis of existing weather conditions, that a snow emergency declaration is necessary, it will be broadcast on local radio and posted to the City of Mayville's website.
2. The declaration must include a list of the snow emergency routes on which a parking prohibition is in effect, unless the declaration is in effect for all designated snow emergency routes, in which case the declaration shall so state. The snow emergency routes are outlined in the City Snow Removal Plan.
3. The snow emergency declaration and a parking prohibition are effective until terminated or modified by the superintendent of streets by public announcement.
4. The declaration of a snow emergency allows the cost of labor and cost associated with the snow emergency to be paid out of the City Emergency Fund.

5. Additionally, by declaring a snow emergency, the City Council of the City of Mayville may seek the help of Traill County and the State of North Dakota with expenses necessary to alleviate the snow emergency in the City of Mayville

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

Date of First Reading: **November 6, 2017**

Date of Second Reading:

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

RESOLUTION SETTING JUST CAUSE HEARING  
FOR PUBLIC AND SANITARY NUISANCE LOCATED AT:

424 5<sup>th</sup> St. SE, Mayville, North Dakota

WHEREAS, the Building Inspector has submitted a report describing the condition of the property at 424 5<sup>th</sup> St. SE, City of Mayville, ND; and

WHEREAS, the Mayville City Council has received pictures of the property located at 424 5<sup>th</sup> St. SE, Mayville, ND; and

WHEREAS, the Building Inspector's report indicated that the property located at 424 5<sup>th</sup> St. SE, Mayville, ND meets the definition of a "public and sanitary nuisance" as set forth in the Mayville City Ordinances; and

WHEREAS, the owner of the property located at 424 5<sup>th</sup> St. SE will receive the above-named report and a notice to bring the property into compliance with city ordinances, which will be mailed to him by Certified Mail Return Receipt and affixed to the building or buildings located at 424 5<sup>th</sup> St. SE, Mayville, ND on November 8, 2017; and

WHEREAS, pursuant to the Mayville City Ordinances, the property is declared to be a menace to health and safety and a sanitary nuisance; and

WHEREAS, the City of Mayville desires to avail itself of the power to abate the public and sanitary nuisance located at 424 5<sup>th</sup> St. SE, Mayville, ND; and

WHEREAS, in order to remove the nuisances located at 424 5<sup>th</sup> St. SE, Mayville, ND, it is necessary to set a date for a "show cause hearing" as to why the property located at 424 5<sup>th</sup> St. SE, Mayville, ND should not be abated.

NOW, THEREFORE, be it resolved by the City Council of the City of Mayville that a "show cause" hearing on the proposed abatement of the property located at 424 5<sup>th</sup> St. SE, Mayville, ND be set for December 4, 2017, at 5:30 p.m. City staff are directed to give written notice to the owner, occupant, mortgagee, lessee and all other persons having an interest in said property as shown by the records of the County Recorder of the County of Traill to appear before the Mayville City Council on December 4, 2017, at 5:30 p.m. at Mayville City Hall to show cause why the property located at 424 5<sup>th</sup> St. SE, Mayville, ND should not be abated in accordance with the Building Inspector's report. City staff is directed to publish notice of this hearing in the *Traill County Tribune* at least 15 days prior to the above described hearing.

APPROVED: November 6, 2017.

Don Moen /s/  
Don Moen, Mayor


ATTEST:  
Gail Olstad /s/  
Gail Olstad, City Auditor

The motion for the adoption of the foregoing resolution was introduced by Member Bensen, and duly seconded by Member Carr, and upon vote being taken thereon, the following voted in favor thereof: O'Brien, Carr, and Bensen. The following members were absent and not voting: Meshefski-LaBine, Bohnsack, and Petersen. The following members voted nay: none. The majority having voted aye, the motion carried, and the resolution was duly adopted.

Carr made the motion to place the ads for Fuel Bids and Gravel Bids for a December 4<sup>th</sup> opening. Bensen seconded it, motion carried.

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

Attest:   
Gail Olstad Auditor

Mayor:   
Donald Moen