

**June 4<sup>th</sup>, 2018 Mayville City Council**

The Mayville City Council met in regular session on June 4<sup>th</sup>, 2018 at 6:00 pm in the council chambers with Mayor Moen presiding and the following Aldermen responding to call of the roll: Bensen, Carr; Bohnsack, O'Brien, Petersen, Meshefski-LaBine. Absent: none. Also in attendance: Don Moen, Gail Olstad, Julie Christianson, Cassie Tostenson, Shelia Anderson, Melissa Beach, and Olan Morrison.

Bensen made a motion to approve the 05/07/18 minutes, Carr seconded it, motion carried.

Carr made a motion to approve the 05/15/18 special meeting minutes, Bohnsack seconded it, motion carried.

The following 2018 bills were presented for Council discussion:

14451	420 Praxair	streets	maint/operation	\$	23.05
14452	A & B/Haroldson's	all	misc	\$	142.69
14453	Aasen Drug	library	office supplies	\$	13.96
14453	Aasen Drug	water treatment	maint/operation	\$	12.13
14454	Aflac	all	insurance	\$	667.20
14455	Agassiz Sales	streets	maint/operation	\$	62.40
14456	Ameripride	all	misc	\$	447.79
14457	Bjerke Brothers Body Shop Inc	streets	2016 Chevy pickup	\$	481.00
14458	Brady Martz	all	audit fee - partial	\$	8,000.00
14459	Brite-Way Window Cleaning	city hall & armory	misc	\$	270.00
14460	Brudvik Law Office	Tif & Streets	lease on prop;legal retainer	\$	525.00
14461	Cal Peterson	vector	maint/operation	\$	160.86
14462	Cardmember Services	all	misc	\$	461.51
14463	City of Fargo	water treatment	testing fees	\$	43.00
14464	Consumer Reports	library	periodicals	\$	30.00
14465	Countryside Creations	non-dept	misc	\$	51.00
14466	CraneJohnson	streets	repair/maint	\$	341.45
14467	Dacotah Paper	all	misc	\$	239.41
14468	Dakota Supply Group	water treatment	maint/operation	\$	233.28
14469	Dallas Evanson	streets	maint/operation	\$	220.00
14470	Derek Petersen	cemetery	contract	\$	2,750.00
14471	Ecolab	sanitation	maint/operation	\$	156.75
14472	Farmers Union Oil	all	heating & tire repair	\$	1,132.05
14473	Ferguson Waterworks	water distribution	maint/operation	\$	329.47
14474	Ferguson Waterworks	all	software maintenance	\$	2,773.28
14475	Flaten & Johnson	streets	repair/maint	\$	347.76
14476	Gary Winger	cemetery	misc	\$	75.00
14477	GreatAmerica Copier Lease	all	lease on copier	\$	504.96
14478	In Control Inc	waste water collection	maint/operation	\$	138.00
14480	MayPort Auto & Truck Parts Inc	ww water & streets	maint/operation	\$	262.02
14481	MayPort Farmers Co-op	all	fuel	\$	940.64
14482	MayPort Hardware Hank	all	maint/operation	\$	166.48
14483	Mayville Airport Authority	airport	Mar/April spec rec'd in April & May	\$	996.78
14484	Mayville State University	sales tax	April's sales tax rec'd in May	\$	16,067.51
14485	Moore Engineering	general	elevations - Peltier's	\$	1,000.00
14486	MPEDC	sales tax	April's sales tax rec'd in May	\$	4,000.55
14489	ND Dept of Health	water distribution	maint/operation	\$	28.25
ACH	NDPERS	all	insurance	\$	3,868.39
14487	Network Center	all	city computer	\$	416.50
14488	Newman Signs Inc	streets	maint/operation	\$	183.95
14479	Northwest Asphalt & Maint	sales tax	crack sealing	\$	19,679.85
14490	One Call Concepts	water distribution	maint/operation	\$	42.00
14491	Polar	auditor	lease on phones	\$	60.77
14492	PowerPlan	streets	maintainer	\$	216.47
14493	Precision	waste water collection	replace contactor - repair/maint	\$	129.53
14493	Precision	waste water collection	repair/maint	\$	365.00
14494	Reliance Standard	all	life insurance	\$	206.00
14495	Reynolds United	vector	chemicals	\$	395.85
14496	Sanitation Products			\$	198.87
14497	Software Innovations	non-dept	misc - postage on disks	\$	34.27
14498	Trail County Treasurer	police	contract	\$	17,500.00
14499	Trail County Tribune	general & sanitation	printing	\$	809.60
14500	Trail Rural Water	water treatment	purchase of raw water	\$	7,554.13
14501	Valley Plains Equipment	streets	JD mower	\$	131.97
14502	Verizon Wireless	all	cell phones	\$	244.56
14503	VFW	city hall	misc - flags	\$	244.00
14504	Waste Management	sanitation	garbage & recycling	\$	22,464.17
14505	Xcel Energy	all	electricity	\$	10,524.57

NEED TO REPLACE AFLAC CHECK FROM LAST MONTH'S MEETING AS GOT RIPPED BY USPS  
\$667.20 - CHECK # 14383 ORIGINAL CHECK - VOIDED IT AND NEW CHECK # 14507 \$667.20

H2O Deposits refunded

14506 City of Mayville (Kendall Grace)

\$ 150.00

\$ 129,515.68

Meshefski-LaBine moved to pay the bills as presented, a second by Petersen supported the motion, motion carried.

Calendars for June & July were reviewed.

The Auditor's office approved:

- Fireworks Sales Permit for "Up, Up & Away"

Malware attack of the City systems occurred on 5/21/2018 – this was ransom ware. Rather than pay the ransom the systems were cleaned and files restored from 5/18/2018. To coordinate all vendors, server, desktop installations the Auditor's office was assisted by NetCenter. The Auditors were able to complete 3 days but will have return to complete the audit. The office is behind about 3 weeks and there are still questions to be answered on older hardware such as the council laptops. Policies and procedures will be reviewed and updated as needed going forward.

Pest control at the City Landfill is currently handled by Ecolab and committed to through the end of 2018. We have been contacted by another interested party and will put the job up for bids in Q4, 2018.

The city has been contacted by Mr. John Boe to bid on tree work. He will be notified when we have work for a chance to bid when we have work to bid out.

Manhole work has been completed including 2 curb stops and the manholes on Hwy 200.

Crack Sealing was completed and a trial of a new product that is intended to repair larger issues than crack sealing was applied in 2 different areas to see how well they work and hold up through the seasons.

The high service pump replacements are anticipated for a June arrival and hopefully a June install.

Reminder of the ND League of Cities annual meeting Sept 13-15 was provided.

Update of availability of lots at Riverwood as of June 01, 4 river lots and 15 non river lots remain.

The City has several RFP's out for small concrete jobs around town, these include bolsters for the fire hydrant at the old Corner Café.

Report from Joint Powers meeting (Don/Larry): East Central Regional Water District has an underperforming well. To ensure a continued adequate water supply, they are doing test drilling and planning for a replacement well. This well will be on Volla property – not Motter property. We will need to share in the cost, but the fixed versus variable cost ratio is under discussion. Steve Burien from AE2S was in attendance to give us an update on the Red River Valley Water Supply Project.

Reminder that Election day is June 12<sup>th</sup>.

If necessary two additional leases will be done for property at Riverwood – Hall/Waswick.

Melissa Beach the Managing Director of the Traill County EDC presented the 2017 Annual Report.

Mr. Olen Morrison attended the Council meeting to discuss the possible purchase of the city's Trailer Court and Apartments from the current owner 210 Management. There are a few hurdles as well as inspections and proposals to be done prior to purchase. The Auditor's Office will supply a letter confirming that the flushing hydrants on the property are not required by City Ordinance. The potential new owners would like to do several improvement projects such as road repair/replacement, Central Fire Hydrant, and Street Lighting. It was discussed by Council and O'Brien made a motion that once the Estimates were available the City look at Bonding with the owners responsible to pay the improvements off through specials. Bensen seconded the motion, motion carried.



Mayor Moen provided a LAWA report: The Lake Agassiz Water Authority (LAWA) Board met on May 16th. LAWA's focus is the Red River Valley Water Supply Project (RRVWSP) involving a 167 mile long pipeline beginning at an intake structure on the Missouri River near Washburn and delivering water to the Sheyenne River just upstream from Lake Ashtabula. We are one of several communities that have signed a development agreement. There are still many "balls-in-the-air" on this project, but the majority of the preliminary design report has been completed. Because of limited funding (\$12.359 M from the legislature in 2015-2017 and \$30 M in 2017-2019) the project will proceed in phases with final design getting underway on selected components. The project is seeking an additional \$180 M from the legislature for the 2019-2021 biennium. There are 3 potential completion schedules on the table, with the midpoint schedule (I think the most likely) calling for completion in 2027.

While the basic design of the pipeline from Washburn to the Sheyenne River is reasonable complete at this time, the project continues to explore alternatives for how we get water from the main pipeline to communities like Mayville. This issue was addressed by Steve Burien at the Joint Powers meeting. One alternative is a smaller pipeline from Cooperstown. Other options involve a feed from Grand Forks. A feed from Grand Forks could leave the door open for future purchase of treated water from Grand Forks should that ever become economically preferable to operating our own water treatment plant. AE2S presented estimated costs for pipeline construction, but these figures do not include operating costs. Decisions need to be based on total cost which includes operating costs. AE2S is poised to develop these costs but, of course, each potential user would pay for a share of that effort. See page 16 in the AE2S slides.

I think we need to take a serious look at our options and to participate in any decisions made. Our cost share to have AE2S develop total cost numbers is relatively small and I propose that we accept that. On page 17 of the AE2S slides the big question is: "Do you want to participate in a regionalization integration planning effort?" I propose that the Council respond "yes."

Work is continuing on Financial Modeling/Cost Allocation which involves developing a financial plan for RRVWSP cost sharing that will hopefully be affordable for communities like Mayville.

O'Brien made a motion for the City to participate in the regional integration planning project and share the cost. Petersen seconded the motion and upon a roll call vote the following voted: Yea: Meshefski-LaBine, O'Brien, Bohnsack, Bensen, Carr, and Petersen. Nay: 0; Absent: 0.

Meshefski-LaBine made a motion to follow the Physical Plant recommendation to provide a permit subject to condition of proof of State Lic. and passed inspection, for a June – September Food Truck License for a fee of \$100.00. Carr seconded the motion, motion carried.

O'Brien made a motion to have the City Team to remove the old intake structure platform at the river. Bohnsack seconded the motion, motion carried.

O'Brien made a motion to purchase a new RO supply pump plus installation for the water treatment plant from Water Smith for \$8,092 plus shipping. Bohnsack seconded the motion and upon a roll call the following voted: Yea: Bensen, Carr, Petersen, Meshefski-LaBine, O'Brien, Bohnsack; Nay: 0; Absent: 0.

Meshefski-LaBine made the motion to allow Brian Pederson (Mayport Community & Event Center) to withdraw his permit for the Top Hat Bar. Carr seconded the motion, motion carried.

Carr made a motion to approve the gaming permit at the Top Hat Bar for the Park River Volunteer Fire Department. This allows the Top Hat to have black jack games and is shared with the local volunteer fire department. O'Brien seconded the motion, motion carried.

Meshefski-LaBine made a motion to have the Auditor's Office publish a blight/mowing ad. Petersen seconded the motion and upon a roll call vote the following voted: Yea: Meshefski-LaBine, O'Brien, Bohnsack, Bensen, Carr and Petersen; Nay: 0; Absent: 0.

O'Brien made a motion to accept a purchase agreement from Nathan and Katherine Wilke for Lot 5 less W. 10 ft. and Lot 6 less E. 75 ft., Block 4 for a purchase price of \$6,500. Meshefski-LaBine seconded the motion and upon a roll call vote the following voted: Yea: O'Brien, Bohnsack, Bensen, Carr, Petersen, and Meshefski-LaBine.

Meshefski-LaBine made a motion to accept purchase agreements from Paula Rae Homes for Lot 4 Block 2 Riverwood Addition for \$2,500; for Lot 7 & 8 block 1 Riverwood Addition for \$5,000; and lot 13 Block 1 Riverwood Addition for \$2,500. Bensen seconded the motion and upon a roll call vote the following voted: Yea: O'Brien, Bohnsack, Bensen, Carr, Petersen, and Meshefski-LaBine.

Meshefski-LaBine made a motion to accept Merwin Lyng's resignation from the Planning and Zoning Commission. Petersen seconded the motion, Motion carried. The City would like to Thank Merwin for his long service and wish him well on this latest retirement.

Meshefski-LaBine made a motion to allow the Auditor's Office to transfer \$5,000 into the Joint Power Reserve. Bohnsack seconded the motion and upon a roll call vote the following voted: Yea: Bensen, Carr, Petersen, Meshefski-LaBine, O'Brien, Bohnsack; Nay: 0; Absent: 0.

Carr made the motion to approve the Auditor's Bond.

### ***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 4<sup>th</sup>, 2018 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, four hundred and ninety thousand dollars (\$1,490,000.00) ,has been reviewed and found sufficient.

Dated this 4<sup>th</sup>, day of June 2018

Attest:   
Gail Olstad, City Auditor

Mayor:   
Steven Bensen

Meshefski-LaBine seconded the motion, motion carried.

Meshefski-LaBine made a motion to set the new Council Organizational Meeting for July 2<sup>nd</sup> at 6pm with regular council following. Bohnsack seconded the motion, motion carried.

The Annual holiday party was moved from January to a summer event this year. We will be holding it on the 12<sup>th</sup> of July at the Island Park.

Meshefski-LaBine made a motion to approve the gaming permit at the Heros & Legends Bar for Listen Inc. O'Brien seconded the motion, motion carried.

Meshefski-LaBine made a motion to approve the second reading of 16-1415:

### **AN ORDINANCE TO AMEND CHAPTER XVI, ARTICLE 16 OF THE REVISED ORDINANCE OF 1979 OF THE CITY OF MAYVILLE BY RESTATING AND REVISING ORDINANCE NO. 16-1415.**

### **BE IT ORDAINED BY THE CITY COUNCIL AND MAYOR OF THE CITY OF MAYVILLE, NORTH DAKOTA:**

Ordinance No. 16-1415 is revised and restated to read as follows:

#### **16-1415 DAILY PARKING RESTRICTIONS**

1. The city council may designate certain areas as restricted parking.
2. No person shall cause, allow, permit or suffer any vehicle to be parked between the hours of 2:30 a.m. and 5:30 a.m. at any of the following locations, the only exceptions being locations where signs are erected giving notice otherwise:



A. On Main Street from 1<sup>st</sup> Avenue East to 1<sup>st</sup> Avenue West.

3. No person shall allow, permit or suffer any vehicle to be parked at any time at any of the following locations, the only exceptions being locations where signs are erected giving notice otherwise:

A. On the south side of 3<sup>rd</sup> Street Northeast from 3<sup>rd</sup> Avenue Northeast to 5<sup>th</sup> Avenue Northeast.

B. On the west side of 5<sup>th</sup> Avenue Northeast from 3<sup>rd</sup> Street Northeast to 2<sup>nd</sup> Street Northeast.

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

  
Mayor

ATTEST:

  
Auditor

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

Bohnsack moved to Adjourn, Petersen seconded it, motion carried.

Attest:   
Gail Olstad Auditor

Mayor:   
Steven Bensen