

December 2nd, 2019 Mayville City Council

The Mayville City Council met in regular session on December 2nd, 2019 at 6:00 pm in the council chambers with Mayor Bensen presiding and the following Aldermen responding to call of the roll: Meshefski-Labine, Carr, Bohnsack, Moen, O'Brien. Absent: Petersen. Also in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Shelia Anderson.

Carr made a motion to accept the approval agenda on the following items:

1. Minutes from 11-04-19 meeting.
2. Auditor's office approvals: Mayville Fire & Rescue Raffle. American Legion Post #8 Raffle, First State Bank Fireworks Permit.
3. Conferences: Rural Water Systems: O & M Training, November and December dates & locations to be coming. Government IT Symposium: St Paul, December 10-12.
4. Audit: 2018 Draft report received and reviewed by City Auditor. Report has a clean opinion. Auditors will be asked to attend a subsequent Council meeting and review report. The 2017 Audit report was submitted to the State Auditor for filing.
5. HVAC Issue: Water Treatment Plant system quit; up and running following \$600 repair.
6. Holiday Open House Invite: Moore Engineering Office, December 11th from 4-7pm.
7. City Holiday Party: Tentatively set for February 7, 2020 at Paula's Julie is waiting for a couple of appetizer options.
8. Water Quality Award: City received 2018 Water Fluoridation Quality Award from US Dept of HHS.
9. GovCard Information: League of Cities recommended vendor. Auditor will review and compare: Action Jan/Feb 2020.
10. Main Street Grants: Community grants are available through the ND Dept of Commerce.
11. Hwy 18 Bridge: City Auditor is working with FEMA on application for study to address replacement of bridge south of Mayville.
12. Thank You: Received Thank You from James LeClair's family.

Meshefski-Labine seconded the motion, motion carried.

Review of December 2019 actual and January 2020 estimated expenses.

15659	420 Praxair	streets	maint/operation	\$27.33
15660	Aasen Drug	library	books & comm serv proj	\$67.63
15711	ACME Tools			\$93.18
15661	Aflac	all	insurance	\$1,201.38
15662	Agassiz Sales	streets	maint & sander	\$352.71
15663	American Funds	all	retirement	\$5,182.44
15730	American Solutions for Business	all	office supplies	\$70.53
15664	Ameripride	all	misc	\$492.69
15724	Ameripride	all	misc	\$492.69
15712	Baker & Taylor	library	books	\$67.62
15725	Bank of North Dakota	water 17	loan payment	\$15,977.39
15665	Bill Bohnsack	council	travel	\$417.60
15713	Bill's Repair	streets	repair/maintenance	\$100.00
15666	Blue360 Media	judge	office supplies	\$137.02
15667	Brady Martz	all	audit fee	\$4,500.00
15668	Brite-Way Window Cleaning	city hall & armory	misc	\$270.00
15669	Brodart Co	library	books	\$17.59
15670	Brudvik Law	non dept	monthly retainer	\$225.00
15726	Brudvik Law	city attorney	legal issues	\$1,360.00
15671	Cardmember Services	all	misc	\$891.95
15672	City of Fargo	water treatment	samples	\$43.00
15727	Countryside Creations	non dept	misc	\$106.00
15673	Dan Overmoe	wastewater collection	maint/operation	\$49.90
15731	Dan Overmoe	wastewater collection	maint/operation	\$39.98
15674	East Central Regional Water District	water treatment	purchase of raw water	\$3,410.34
15675	Farmers Union Oil	streets	fuel	\$377.12

ACH	GO Bonds	armory	bond payment	\$5,000.00
15676	Goose River Bank	water dist & wwater	collection fee	\$30.18
15677	Grand Forks Utility Billing	wastewater treatment	samples	\$355.50
15714	Grand Forks Utility Billing	wastewater treatment	samples	\$98.72
15715	GreatAmerica	all	lease on copier	\$368.03
15678	H. E Everson	streets	misc	\$17.95
15679	Hawkins	water treatment	chlorine	\$292.50
15680	In Control	water distribution	maint/operation	\$522.00
15681	Jacobson Brothers	library	snow removal	\$120.00
15682	Jeff's Electric	library restoration	repair/maintenance	\$1,096.26
15728	Jeff's Electric	non dept	misc	\$82.34
15683	KRB Gravel	ww coll & streets	repair/maintenance	\$2,577.00
15729	Loretta Larson	library	salary	\$75.00
15684	MayPort Auto & Truck Parts Inc	streets	tools & accessories	\$160.95
15685	MayPort Farmers Co-op			\$663.06
15686	MayPort Hardware Hank	all	maint/operation	\$190.80
15687	Mayville Airport Authority	airport	Nov's specials rec'd in Dec	\$15.69
15688	Mayville State University	sales tax	October's rec'd in November	\$17,730.43
15689	McFarlane	water treatment	repair/maintenance	\$676.75
15690	Midcontinent Communications	all	internet & phones	\$948.57
15716	Miller's Fresh Foods	city hall	misc	\$23.48
15691	MPEDC	sales tax	October's rec'd in November	\$6,028.35
15693	ND Rural Water Systems Association	water & wastewater	dues	\$245.00
15694	ND Sewage Pump & Lift Station	wastewater collection	maint/operation	\$6,895.00
15692	NDLC	streets,water,wwater	drug testing	\$480.00
ACH	NDPERS	all	health insurance	\$5,187.14
15695	Network Center	all	datta backup	\$304.00
15717	Network Center	all	datta backup	\$139.00
credit	Northdale Oil	all	propane	-\$4,199.18
15696	Office of State Auditor	all	audit fee	\$300.00
15697	One Call Concepts	water distribution	maint/operation	\$4.80
15698	Polar	auditor	lease on phones	\$60.77
15699	Productivity Plus	streets	payloader	\$2,836.71
15700	Quorum Consulting Group	pension fund	fee	\$800.00
15701	Reliance Standard	all	life insurance	\$213.75
15702	Sanitation Products	streets	sweeper	\$1,870.36
15703	Septic Tank Servicing	streets	maint/operation	\$715.00
15722	Septic Tank Servicing	wastewater collection	maint/operation	\$1,100.00
15704	Soholt Bakery	city hall	misc	\$18.75
15705	Stone's Mobile Radio	water treat & distribution	2012 Chevy pickup	\$38.14
15723	Swanston Equipment Corporation	streets	snowblower repairs	\$370.81
15718	Team Lab	wastewater treatment	chemicals	\$1,419.00
	Trail County Treasurer	sheriff	TBD	
15719	Trail County Treasurer	city lots	specials	\$1,843.24
15706	Trail County Tribune	non dept	misc	\$120.00
15707	USPS	library	postage	\$220.00
15708	USPS	all	postage for water bills	\$500.00
15720	USPS	non dept	annual box rent	\$150.00
15721	Verizon	all	cell phones	\$276.97
15709	Waste Management	sanitation	garbage & recycling	\$25,313.96
15710	Xcel Energy	all	electricity	\$9,665.07

Meshefski-Labine made the motion to approve the bills as presented as actual & estimated. Moen seconded the motion, motion carried

No financial reports currently.

O'Brien made the motion to accept December 2019 & January 2020 calendars. Please note that Offices will be closed for Christmas from December 23-25; Offices will be closed for New Year's December 31, 2019 & January 1, 2020. Meshefski-Labine seconded the motion, motion carried.

The 2020 Gas and Diesel bids were opened – Farmers Union's bid of 2 cents off pump price was the only bid. Meshefski-Labine made the motion to accept Farmers Union's bid. Carr seconded the motion and upon a roll call vote the following voted: Yea: Moen, Carr, Bohnsack, O'Brien, Meshefski-Labine; Nay: 0; Absent: Petersen.

Gravel Bids for 2020 were opened and Paulson Gravel's bid of \$10.90/yd was low bid. Carr made the motion to accept Paulson Gravel's bid. Moen seconded the motion and upon a roll call vote the following voted: Yea: Carr, Moen, O'Brien, Meshefski-Labine, Bohnsack; Nay: 0; Absent: Petersen.

Meshefski-Labine made a motion to approve the following liquor licenses:

APPROVAL OF BEER & LIQUOR LICENSES FOR 2020

<u>STUB'S BAR</u>	\$1,200.00
BEER LICENSE ON	\$100.00
BEER LICENSE OFF	\$100.00
LIQUOR LICENSE ON	\$1,000.00
<u>TOP HAT LLC</u>	\$2,200.00
BEER LICENSE ON	\$100.00
BEER LICENSE OFF	\$100.00
LIQUOR LICENSE ON	\$1,000.00
LIQUOR LICENSE OFF	\$1,000.00
<u>PETRI ENT, DBA HEROES-N-LEGENDS SPORTS BAR</u>	\$1,200.00
BEER LICENSE ON	\$100.00
BEER LICENSE OFF	\$100.00
LIQUOR LICENSE ON	\$1,000.00
<u>TOMAJE INC - DBA PIZZA SHOP</u>	\$1,100.00
BEER LICENSE ON SALE	\$100.00
LIQUOR LICENSE ON SALE	\$1,000.00
<u>PAULA'S STEAKHOUSE</u>	\$200.00
BEER + WINE LICENSE ON SALE	\$200.00

MAYVILLE GOLF CLUB INC

\$500.00

BEER LIC ON - Non-Transferable

\$500.00

LIQUOR LIC ON - Non-Transferable

LLOYD I NELSON POST #4221 VETERANS OF FOREIGN WARS OF THE US, INC

\$250.00

BEER LIC ON - Non-Transferable

\$250.00

LIQUOR LIC ON - Non-Transferable

CASEY'S #3550

\$1,100.00

OFF SALE LIQUOR

\$1,000.00

OFF SALE BEER

\$100.00

Moen seconded the motion, motion carried.

A motion was made by O'Brien to approve questionnaire for the Clean Water State Revolving Fund Program on scope/cost of potential sewer and storm improvements. This would be a place holder for the City. One aspect could possibly be a 2% loan if needed. This questionnaire needs to be signed and submitted prior to December 13, 2019 deadline. Moore Engineering will be submitting this on behalf of the City. Bohnsack seconded the motion, motion carried.

The Farm Land Lease was up for review and approval for land adjacent to the airport. Carr made the motion to accept this lease. It was also approved to take \$749 off this year's lease as Chad Nelson had to tear up part of his crop after planting was over. We were not aware of the airport regulations regarding how close you can farm next to the runway. Chad Nelson ended up having to dig up part of his crop due to these regulations. Moen seconded the motion and upon a roll call the following voted: Yea: Moen, Carr, Bohnsack, O'Brien, Meshefski-Labine; Nay: 0; Absent: Petersen.

Meshefski-Labine made the motion to approve sale of cemetery plot to Kelly and Julie Lipsiea. Their plot is in Section 16, Lot 3, Grave 6. O'Brien seconded the motion, motion carried.

A motion was made by Meshefski-Labine to designate City Armory as the voting place for City Elections in 2020. Carr seconded the motion, motion carried.

The Law Enforcement Contract was put on hold as no Sheriff was able to be at the meeting. This will be up for discussion at the January 2020 City Council Meeting on January 6th, 2020.

Meshefski-Labine made the motion for The Auditor's Bond application and approval to be signed by the City Auditor. Carr seconded the motion, motion carried.

Meshefski-Labine made the motion to adjourn the meeting with O'Brien seconded the motion, motion carried.

Attest: Julie Christianson
Julie Christianson Deputy Auditor

Mayor: Steve Bensen
Steve Bensen