

February 3rd, 2020 Mayville City Council

The Mayville City Council met in regular session on February 3rd, 2020 at 6:00 pm in the council chambers with Mayor Bensen presiding and the following Aldermen responding to call of the roll: Carr, Bohnsack, O'Brien, Meshefski-Labine, Moen. Absent: Petersen. Also, in attendance: Gail Olstad, Julie Christianson, Shelia Anderson.

Meshefski-Labine made a motion to accept the approval agenda on the following items:

1. Minutes from 01-06-20 meeting.
2. Auditor's office approvals: PLS liquor license transfer to Mayville State for Glitz & Glam Gala on 1-25-20; District 20 Republicans: Selling raffle tickets from 2-9-20 to 3-1-20. This raffle will be held at the Mayville Senior Center.
3. Conferences & Training Opportunities: Nothing to note currently.
4. City Holiday Party: Friday, February 7th, 2020 at Paula's. Mark your calendar.
5. Homeowner Snowfall Responsibilities: Move vehicles off streets; Clear snow from in front of mail boxes and around fire hydrants; and keep garbage/recycle containers off the streets. Citizen action is very helpful and greatly appreciated while crews work to improve streets for safe travel.
6. Landfill & Armory Snow Event Posting: Notices that facility will not be available during or immediately following snow event have been posted.
7. Jordan Scholarships: NDLC scholarship applications are available. Contact City Auditor for information.
8. Flood Equipment Relocation: In the event the City Shop is flooded, equipment will be relocated. The armory is a designated emergency site which likely will restrict use in the facility.
9. Thank You: A "Thank You" was received from TCEDC for the City's help and use of the armory for the job fair/career expo that was held on January 22, 2020.

Carr seconded the motion, motion carried.

Carr made a motion to request change of appointment to Nilson Brand Law Firm from Brudvik Law. The City had received a Resignation and Thank you from Brudvik Law for their 25 years of service. Cassie Tostenson presented the council with a packet explaining their services that they could provide the City. This representation would be in place until the election in June. It will be on the ballot. Meshefski-Labine seconded the motion and upon a roll call the following voted Yea: Carr, Bohnsack, O'Brien, Meshefski-Labine; Nay: 0; Abstained: Moen; Absent: Petersen.

Review of December 2019, January 2020 and February 2020 expenses.

DECEMBER BILLS				
15795	AE2S	water treatment	RRVWSP	\$287.60
15796	Mayville Plumbing & Heating	water distribution	repair/maintenance	\$2,406.90
15797	Merrill E & Janet Meyer LLP		professional fees	\$1,500.00
15798	North Central Rental & Leasing	waste water collection	maint/operation	\$660.00
15799	Trail County Tribune	non-dept	printing	\$714.24
JANUARY BILLS				
15800	420 Praxair	streets	maint/operations	\$27.33
15801	Aasen Drug	library	office supplies & comm serv	\$57.35
15802	Aflac	all	insurance	\$800.92
15803	Agassiz Sales	streets	maint/operations	\$278.98
15804	American Funds	all	retirement	\$3,797.20
15805	American Solutions for Business	all	office supplies	\$172.90
15806	Baker & Taylor	library	books	\$344.98
15807	Butler	waste water collection	repair/maintenance	\$5,069.72
15808	Cardmember Services	all	Office 365	\$93.63
15809	Christian Gage	streets	training/travel	\$258.62
15810	Dacotah Paper	all	paper supplies	\$61.71
15811	David Groven	emergency	snow removal	\$50.00
15812	East Central Regional Water District	water treatment	purchase of raw water	\$3,046.74
15813	Edward R Hamilton	library	books	\$116.55

15814	Farmers Union Oil	all	fuel for vehicles	\$3,235.82
15815	Ferguson Waterworks	water distribution	meters	\$773.60
15816	Flaten & Johnson	streets	repair/maintenance	\$1,684.56
15817	General Equipment & Supplies Inc	emergency	snow removal	\$1,311.22
15818	Goose River Bank	water dist & waste water	water collection fee	\$40.08
15819	Grand Forks Utility Billing	water treatment	sampling	\$67.00
15820	GreatAmerica Copier Lease	all	lease on copier	\$356.62
15821	H.E Everson	streets	maint/operations	\$81.24
15822	Hawkins	water treatment	chemical for RO clean	\$2,298.00
15823	Jacobson Brothers	emergency	snow removal	\$80.00
15824	Jeremy Kihne	emergency	snow removal	\$200.00
15825	Lake Agassiz Water Authority	water treatment	dues	\$250.00
15826	MayPort Auto & Truck Parts Inc	streets	repair/maintenance	\$15.01
15827	MayPort Farmers Co-op	emergency & streets	snow removal & fuel	\$158.14
15828	MayPort Hardware Hank	all	maint/operations	\$183.20
15829	MayPort Hardware Hank	library	comm service projects	\$17.26
15830	Mayville Airport Authority	airport	prepaid specials	\$5,260.91
15831	Mayville State University	sales tax	Dec's rec'd in Jan	\$18,067.93
15832	Merrill E & Janet Meyer LLP		professional fees	\$320.00
15833	Midcontinent Communications	all	phone & internet	\$935.47
15834	Millers Fresh Foods	city hall	misc	\$42.31
15835	Millers Fresh Foods	library	maint/operations	\$79.37
15836	MPEDC	sales tax	Dec's rec'd in Jan	\$6,143.09
ACH	NDPERS	all	insurance	\$5,187.14
15837	Network Center	all	backups	\$26.00
15838	North Central Rental & Leasing	waste water collection	maint/operations	\$330.00
credit	Northdale Oil	streets, fire dept, lift station	prepaid propane	-\$2,782.18
15838	PC Plus	library	Tech Support	\$240.00
15840	Petty Cash	auditor	replenish petty cash	\$259.10
15841	Polar	auditor	lease on phones	\$60.77
15842	Powerplan	emergency	snow removal	\$532.64
15843	Precision	water treatment	repair/maintenance	\$80.00
15844	Septic Tank Servicing	streets	maint/operations	\$200.00
15845	Software Innovations	all	2020 contract	\$1,200.00
15846	Traill County Tribune	water & waste water	printing	\$1,155.00
15847	Verizon	all	cell phones	\$275.77
15848	Waste Management	sanitation	garbage & recycling	\$25,788.12
15849	Xcel Energy	all	electricity	\$11,959.73

FEBRUARY BILLS

15850	Ameripride	all	misc	\$492.69
ACH	Bank of North Dakota	Sewer 17	bond payment	\$1,350.00
ACH	Bank of North Dakota	Sewer 19 & 20	bond payment	\$3,600.00
ACH	Bank of North Dakota	Sewer 24	revenue bond	\$14,550.00
ACH	Bank of North Dakota	Water 16	bond payment	\$1,650.00
ACH	Bank of North Dakota	Water 26 Pt 1	revenue bond	\$6,800.00
ACH	Bank of North Dakota	Water 23	revenue bond	\$2,025.00
1579	Bank of North Dakota	Tiff #25 BND	bond payment	\$2,130.00
15851	Erickson Pest Control	Sanitation	maint/operation	\$60.00
15852	Gary Winger	cemetery	marking graves	\$80.00
15853	Mayville Airport Authority	airport	Jan spec's rec'd in Feb	\$3,243.02
15854	Network Center	all	backup	\$139.00
15855	Reliance Standard	all	life insurance	\$299.75

15856	Trall County Treasurer	police	monthly contract	\$22,084.97
15857	USPS	water & waste water	postage for water bills	\$424.28

H2O Deposits refunded

Johnny & Christa Nelson

\$330.92

\$165,117.92

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

Approval of financial reports: Calendar 2019 financials will be closed and reviewed at the March meeting.

Carr brought to our attention that physical plant and executive meeting was not on the April calendar. Please note that Physical Plant & Exec will be on 4-1-20. The offices will be closed on 2-17-20 for President's Day. Tentative Tax Equalization Meeting will be 4-20-20 at 5 pm. at City Hall. Meshefski-Labine made the motion to approve the calendars with the changes from above. Moen seconded the motion, the motion carried.

O'Brien made the motion to advertise for City, Fire Department, Park Board covering, Liability, Inland Marine, Auto and Public Officials liability. Bids to be received by 4:00 pm, Monday, March 2, 2020. Bohnsack seconded the motion, the motion carried.

A motion was made by Meshefski-Labine to approve a sale of one cemetery plot to Howard & Karen Sharpe. The plot is in Section 4A NH, Lot 10, grave 01. O'Brien seconded the motion and upon a roll call the following voted Yea: Moen, Carr, Bohnsack, O'Brien, Meshefski-Labine; Nay: 0; Absent: Petersen.

Mayville Pelleting was looking for a tax abatement for 2018 and 2019 taxes. It is 2 bins west of Arco (Tesoro). Carr made the motion to accept this tax abatement. Bohnsack seconded the motion and upon a roll call the following voted Yea: Carr, Moen, O'Brien, Meshefski-Labine, Bohnsack; Nay: 0; Absent: Petersen.

The 2020 Employee Wage & Benefit discussion & recommendation: A 3% across the board percentage increase; Position adjustment for Dalton for weekend water plant coverage and a change in handling holiday pay. These items were discussed. O'Brien made the motion to accept these recommendations. Moen seconded the motion and upon a roll call the following voted Yea: Moen, Meshefski-Labine, Bohnsack, O'Brien, Carr; Nay: 0; Absent: Petersen.

Highway 18 Bridge: Replacement timeline is 2020 construction season. The City sanitary sewer main located near bridge is a point of discussion with engineers. Brandon Reber from Moore Engineering was at the meeting. He stated that he would get in touch with Kent at Moore to make sure that the sloping is correct for the forced main near this construction.

Riverwood Addition Snow Issues: Area is subject to significant snow accumulation requiring man and equipment power during and following snow events. Looking for solutions to lessen impact. A permanent snow fence has been brought up. Bohnsack has been in contact with the MPEDC on seeing what they would like to see done now and for future development out there.

Lift Station Generator: Suggest replacement funding to be included in 2021 budget; also, will investigate tilt in Water Plant generator base for possible repair. Should the replacement be a portable?

Sheriff's report: nothing currently

Bohnsack updated the council on the cost share for the proposed RRVWAP which is currently at 75/25 (75% State/25% Local)

O'Brien made the motion to adjourn the meeting with Carr seconded the motion, the motion carried.

Attest: Julie Christianson
Julie Christianson Deputy Auditor

Mayor: Steve Bensen
Steve Bensen