

## December 7th, 2020 Mayville City Council

The Mayville City Council met in regular session on December 7th, 2020 at 6:00 pm in the council chambers with Mayor Bensen presiding and the following Aldermen responding in person to call of the roll: Carr, Bohnsack, O'Brien, Gates, Moen, Petersen. Also, in attendance: Gail Olstad, Cassie Tostenson, Shelia Anderson, Brandon Reber.

O'Brien made a motion to accept the approval agenda on the following items:

1. **October 5, 2020 minutes (Monthly meeting)** Held over
2. **October 5, 2020 (2021 Budget Hearing)** Held over
3. **(November 2, 2020 minutes (Monthly meeting))** Held over
4. **Auditor's Office approvals:**
  - i. First State Bank – Winterfest Fireworks – December 4, 2020
  - ii. MSU Baseball & Softball – Raffle, November 15, 2020 – Feb 13, 2021
5. **Conferences & Training Opportunities:** Nothing at this time
6. **Legislative Information:** The ND League of Cities will have weekly legislative conference calls Friday afternoons at 2:00pm beginning January 15. The NDLC website [www.ndlc.org/legislature](http://www.ndlc.org/legislature) will provide valuable session information.
7. **COVID-19 (Coronavirus):** This pandemic is having a significant impact on our citizens and communities. City Hall remains closed to daily traffic. A number of businesses have reopened but must adhere to CDC guidelines and limit number of patrons. Governor Burgum continues news conference that provide helpful and timely information for citizens and businesses in these challenging times.
8. **Armory Use/Plan:** Building will be available weekday hours to accommodate senior walking, TKD, HS & MSU team practices, and other activities as scheduled.
9. **Audit:** The 2019 audit has been completed. Report has a clean opinion. Report copies will be provided to Council when available.
10. **Hunting within City limits:** Hunting is not allowed within city limits including the Mayville Golf Course.
11. **Main Street Traffic Light:** Flashing stop and caution yellow as temporary fix. Not repairable. Considering available options. Added

Gates seconded the motion, motion carried.

### Mayville Street Project: Moore Engineering Street Project Study Update:

#### 1.0 Citywide Street Improvements Study

- 1.1 Study Update
  - 1.1.1 Updated estimates and exhibits from previous meetings
  - 1.1.2 Meeting with Special Assessment Commission
  - 1.1.3 Braun Intertec Work Completed
  - 1.1.4 Meeting with College
- 1.2 **Moore Engineering Invoice 25494 - \$20,109.01**
- 1.3 Next Steps
  - 1.3.1 Project Committee Meeting 4
  - 1.3.2 Special Assessment Commission Meeting 2
  - 1.3.3 Public Input Meeting

Brandon Reber brought an invoice showing the work done since last month totaling \$20,109.01. Petersen made the motion to accept this invoice as work done so far. Moen seconded the motion and upon a roll call the following voted: Yea: Gates, Carr, Bohnsack, Petersen, Moen, O'Brien; Nay: 0.

Gates made the motion to approve the actual and estimated bills for December 2020 expenses. Final listing to be circulated prior to checks being cut.

Ck #	Who	Fund	What	\$\$	
16411	420 Praxair	streets	maint/operations	\$	46.02
16412	Aasen Drug	library	office supplies	\$	98.20
16413	Aflac	all	insurance	\$	736.60

16414	Agassiz Drain Tile LLC	sales tax	ditch cleaning	\$	875.00
16415	American Funds	all	retirement	\$	2,846.17
16416	Ameripride	all	misc	\$	503.06
16417	Baker & Taylor	library	books	\$	202.38
16418	Border States	waste water collections	repair/maintenance	\$	1,120.07
16419	Brite-Way Window Cleaning	armory & city hall	misc	\$	270.00
16420	Cardmember Services	all	misc	\$	1,059.41
16421	Center Point Large Print	library	books	\$	203.00
16422	Demco	library	office supplies	\$	225.34
16423	East Central Regional Water District	water treatment	purchase of raw water	\$	3,532.19
16424	Farmers Union Oil	all	fuel for vehicles	\$	520.21
16425	Ferguson Waterworks	water distribution	maint/operations	\$	131.45
16426	Finley Motors	water treatment	2012 Chevy Pickup	\$	439.65
16427	First State Bank	water dist & wwater	water collection fee	\$	0.96
16428	Flaten & Johnson	streets	repair on 1990 Intl Truck	\$	163.22
16429	Goose River Bank	water dist & wwater	water collection fee	\$	32.59
16430	Grand Forks Utility Billing	waste water treatment	maint/operations	\$	245.24
ACH	GRB Armory Refurbish GO Bonds	Armory	bond payment	\$	5,000.00
16431	Great America Copier Lease	all	lease on copier	\$	424.00
16433	H & H Coatings Inc	water distribution	maint/operations	\$	3,500.00
16432	H. E Everson	streets, ww water	maint/operations	\$	368.45
16434	Hawkins	water treatment	chemicals	\$	5,859.05
16435	Jacobsen Brothers Snow removal	library	snow removal - hired	\$	80.00
16436	Jeff's Electric	streets	repair/maintenance	\$	113.00
16437	Jeremy Disrud	all	overpayment of bill	\$	53.24
16438	Jet-Way Multiple Services Inc	CIP - Streets	streets - short term	\$	10,800.00
16439	Mathsen Sweeping	streets	maint/operations	\$	1,750.00
16440	MayPort Auto & Truck Parts Inc	water treatment	maint/operations	\$	3.99
16441	MayPort Farmers Co-op	all	fuel for vehicles	\$	5.01
16442	MayPort Hardware Hank	streets	maint/operations	\$	293.65
16466	Mayville Airport Authority	airport	Oct rec'd in November	\$	481.07
16467	Mayville Airport Authority	airport	Nov rec'd in December	\$	111.78
16468	Mayville State University	sales tax	Oct's rec'd in Nov	\$	18,742.19
16443	Midcontinent Communications	all	internet & cable	\$	951.58
16444	Miller's Fresh Foods	library	misc	\$	30.98
16445	Miller's Fresh Foods	city hall	misc	\$	164.56
16469	MPEDC	sales tax	Oct's rec'd in Nov	\$	6,372.34
16446	Naastad Brothers	water distribution	repair/maintenance	\$	3,688.08
ACH	NDPERS	all	insurance	\$	4,446.12
16447	Network Center	all	datta backup	\$	1,052.88
16448	Nilson Brand Law	non-dept	December retainer	\$	225.00
16448	Nilson Brand Law	city attorney	legal	\$	340.00
credit	Northdale Oil Inc			\$	(4,247.79)
16449	One Call Concepts	water distribution	maint/operations	\$	19.85
16450	Paulson Gravel Service Inc	streets	maint/operations	\$	1,090.00
16451	Polar	auditor	lease on phones	\$	60.77
16452	Precision	armory	repair/maintenance	\$	105.00
16452	Precision	armory	3rd pump repair	\$	533.08
16453	Productivity Plus	streets	2018 payloader	\$	310.97
16454	Quorum Consulting	City Pension	admin fee	\$	1,650.00
16455	Reliance Standard	all	life insurance	\$	325.00
16456	Septic Tank Servicing	streets	maint/operations	\$	200.00
16457	Soholt Bakery	city hall	misc	\$	12.00

16458	Trail County Treasurer	sheriff	monthly contract	\$	22,084.97
16459	Trail County Treasurer	city lots	specials	\$	2,437.75
16460	Trail County Tribune	all	printing	\$	240.50
16461	USPS	water dist & ww water	postage for water bills	\$	240.52
16462	USPS	non-dept	misc - box rental	\$	150.00
credit	Valley United			\$	(12.23)
16463	Verizon	all	cell phones	\$	268.98
16464	Waste Management	sanitation	garbage & recycling	\$	23,170.94
16465	Xcel Energy	all	electricity	\$	19,393.91

H2O Deposits refunded

\$ 146,141.95

Moen seconded the motion, the motion carried.

Gates made a motion to accept the preliminary September Financials as presented. Carr seconded the motion, motion carried.

O'Brien made the motion to review and accept the calendars as presented: December 2020 & January 2021. Note: Office closed: Christmas, December 24, 25; New Year's Eve & Day, December 31 and January 1; Martin Luther King, Jr. Day, January 18. Gates seconded the motion and the motion carried.

O'Brien made a motion to accept the low bid for fuel from ARCO MPF Coop of 2.5% Discount from pump price. Petersen seconded the motion and upon a roll call the following voted: Yea: Gates, Carr, Bohnsack, Petersen, Moen, O'Brien; Nay: 0.

Carr made a motion to accept the low bid for gravel received from KRB of \$10.80 a yard. Petersen seconded the motion and upon a roll call the following voted: Yea: Gates, Carr, Bohnsack, Petersen, Moen, O'Brien; Nay: 0.

O'Brien made a motion to accept the 2021 Liquor License Renewals.

**APPROVAL OF BEER & LIQUOR LICENSES FOR 2021**

<b><u>STUB'S BAR</u></b>	35 Center Ave S	<b>\$1,200.00</b>
BEER LICENSE ON		\$100.00
BEER LICENSE OFF		\$100.00
LIQUOR LICENSE ON		\$1,000.00
<b><u>TOP HAT LLC</u></b>	131 1st Ave SE	<b>\$2,200.00</b>
BEER LICENSE ON		\$100.00
BEER LICENSE OFF		\$100.00
LIQUOR LICENSE ON		\$1,000.00
LIQUOR LICENSE OFF		\$1,000.00
<b><u>PETRI ENT, DBA HEROES-N-LEGENDS SPORTS BAR</u></b>	P O Box 531	<b>\$1,200.00</b>
BEER LICENSE ON		\$100.00
BEER LICENSE OFF		\$100.00
LIQUOR LICENSE ON		\$1,000.00
<b><u>TOMAJE INC - DBA PIZZA SHOP</u></b>	47 2nd Ave SW	<b>\$1,100.00</b>
BEER LICENSE ON SALE		\$100.00
LIQUOR LICENSE ON SALE		\$1,000.00
<b><u>PAULA'S STEAKHOUSE</u></b>	11 Main St W	<b>\$200.00</b>
BEER + WINE LICENSE ON SALE		\$200.00

<u>MAYVILLE GOLF CLUB INC</u>	720 5TH ST SE	\$500.00
	BEER LIC ON - Non-Transferable	\$500.00
	LIQUOR LIC ON - Non-Transferable	
<u>LLOYD I NELSON POST #4221 VETERANS OF FOREIGN WARS OF THE US, INC</u>	813 Parke Ave	\$250.00
	BEER LIC ON - Non-Transferable	\$250.00
	LIQUOR LIC ON - Non-Transferable	
<u>CASEY'S #3550</u>	PO BOX 3001 ANKENY IA 50021	\$1,100.00
	OFF SALE LIQUOR	\$1,000.00
	OFF SALE BEER	\$100.00

Gates seconded the motion and upon a roll call vote the following voted; Yea: Moen, Bohnsack, Gates, O'Brien, Petersen, Carr; Nay: 0.

O'Brien made a motion to approve the sale of one plot to Ron & Judy Semmens. Section 4A, Lot 22, Grave 06. Moen seconded the motion and upon a roll call vote the following voted; Yea: Moen, Bohnsack, Gates, O'Brien, Petersen, Carr; Nay: 0.

O'Brien made the motion to not approve the sale of land South and East of the existing Car Wash property for Business Retail use as it is zoned residential general. Petersen seconded the motion, motion carried.

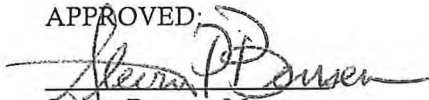
O'Brien made the motion to adopt the following resolution:

**RESOLUTION APPOINTING RETIREMENT PLAN AGENT**

**BE IT RESOLVED** by the City Council of the City of Mayville, North Dakota, that OneAmerica is hereby appointed in the place of American Funds as the entity managing the City's retirement plans.

**BE IT FURTHER RESOLVED** that the Mayor and Auditor be authorized executed necessary documentation to effectuate the transition.

Dated this 7<sup>th</sup> day of December, 2020

APPROVED:  
  
 Steven Benson, Mayor

ATTEST:

  
 Gail Olstad Auditor


Date Adopted: 12/7/2020  
 Introduced by: O'Brien  
 Seconded by: Moen  
 Members Present: All  
 For: Carr, Petersen, Moen, Bohnsack, O'Brien, Gates,  
 Against: none  
 Absent: none

Carr made the motion to have the non-working non-repairable traffic lights made into a 4 way stop until spring when they will be removed and permanent stop signs erected with lighting. O'Brien seconded the motion and upon a roll call vote the following voted; Yea: Moen, Bohnsack, Gates, O'Brien, Carr; Nay: Petersen

No Sheriff's Report

Moen made the motion to adjourn the meeting. Gates seconded the motion, motion carried.

Attest:   
Gail Olstad, Auditor

Mayor:   
Steve Bensen