

# CITY OF PORTLAND COUNCIL MINUTES

## Monday April 13, 2020

The Portland City Council met in regular session on Monday March 9, 2020 at 6:00 pm in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen JoAnna Nielson, Craig Klabo, and Jerod Basol, with Alderman Troy Grinde and Public Works Director Ben Basol present via teleconference. Brando Oye, Justin Hall and Tyler Clark were also attending via teleconferencing representing Moore Engineering.

Moore Engineering reviewed the engineering letter of agreement between the City of Portland and Moore Engineering for the water tower project. Motion Nielson, second Grinde to approve letter of agreement for \$75,500.00 for this phase of the project, on roll, all aye, motion carried. There will be monthly task force meeting regarding the water tower project with Moore Engineering at the monthly council meetings. Moore Engineering provided an update on the current sanitary sewer project, drainage concerns on Highway 200 and Broadway Avenue, and will provide any needed assistance for road repair on Morrison Avenue.

Minutes for the March 9, 2020 regular meeting were presented. Motion Klabo, second Basol to approve minutes as amended, all aye, motion carried.

Mail reviewed.

Permits. No permits this month.

The following bills were presented:

SALARIES	\$5,581.12
Aflac	\$420.94
American Funds	\$200.71
American Funds	\$272.85
Mayville State	\$1,931.05
IRS	\$1,681.11
ND Tax Commissioner	\$213.00
Barbara Rygg	\$49.00
Ben Basol	\$563.01
City of Fargo	\$14.00
City of Mayville	\$1,600.00
David Groven	\$244.00
East Regional water	\$7,057.10
Jeff's electric	\$279.40
Moore Engineering	\$9,868.90
Nilson Brand Law	\$575.00
Postmaster	\$105.00
Quill	\$932.97
Starion Bond	\$200,437.50

Traill County Treasurer	\$4,819.34
Traill County Tribune	\$174.96
Xcel Energy	\$838.11
East Regional water	\$1,309.80
Chris Karlstad	\$120.00
CNA Surety	\$371.00
David Groven	\$160.00
Famers Union Oil	\$229.05
MayPort Hardware	
Hank	\$25.48
Nadine Rygg	\$160.40
Waste Management	\$3,858.84
Midco	\$176.89
NDLC	\$170.00
Xcel Energy	\$979.93
Traill County Tribune	\$307.44
TOTAL	\$245,727.90

Motion Grinde, second Basol to pay bills as presented, on roll, all aye, motion carried.

Financial report presented. Motion Nielson, second Klabo to approve financial reports as presented, all aye, motion carried.

**Department Head Reports:** **Police** – Jerod Basol: no report. **Streets** – Craig Klabo: City to contact NDDOT regarding the areas on Highway 200 that are in need of repair. Motion Basol, second Klabo to acknowledge and bonus Public Works Director Ben Basol (\$3000.00) and Chris Karlstad (\$1000.00) for the consistent and outstanding job of snow removal and street maintenance this past winter, on roll, all aye, motion carried. Motion Basol, second Nielson to approve up to \$3500.00 for street sweeping, on roll, all aye, motion carried. **Water** – JoAnna Nielson: Overdue bills discussed. Thirteen (13) accounts scheduled to be turned off on Monday April 27, 2020 for non-payment. Letter to be sent to overdue accounts stating that the balance of these accounts must be **paid in full** to prevent water from being shut off. A \$100 turn on fee must be paid before water service will be restored. Failure to pay the fee and turn water on without the city approval will result in theft of services charges being filed by the City of Portland through the Traill County Sheriff's office. All accounts for Traill County Housing to be mailed to Traill County Housing in Hillsboro with a copy of the bills sent to the Fargo office, and not to individual customers. **Buildings/Grounds/Equipment** – Troy Grinde: New pay loader for the city has been received. **Director of Public Works** - Ben Basol: Motion Nielson, second Klabo to accept the bids from Tri-State Paving to crack seal the streets within the City of Portland and the bike path in the amount of \$10,120.00, on roll, all aye, motion carried. Motion Basol, second Grinde to approve \$6000.00 for Midco Diving and Marine Services for cleaning and inspection of city lift station and to complete any necessary repairs, on roll, all aye, motion carried.

Motion Klabo, second Basol for the city auditor to sign loan documents for the City of Portland at First State Bank with the City of Portland being the responsible party for the loan, all aye, motion carried.

Spring cleanup was discussed. City of Portland will notify all residents of clean up week via the city alert system when it will be scheduled. Currently the area is to wet and will need to dry.

No further business, meeting adjourned.

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Nadine Rygg, Auditor

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Sven Mickels, Mayor