

CITY OF PORTLAND COUNCIL MINUTES

Monday September 14, 2020

The Portland City Council met in regular session on Monday September 14, 2020 at 6:00 pm in the Memorial Hall Building. The meeting was called to order by Mayor Sven Mickels. Also present were Aldermen Jerod Basol, Craig Klabo and JoAnna Nielson. Public Works Director Ben Basol was in attendance via teleconference. Justin Hall from Moore Engineering was in attendance via teleconference. Absent was Alderman Troy Grinde.

Moore Engineering provided an update on the current sanitary sewer project and the drainage issues on Highway 200 and Broadway. Motion Nielson, second Klabo to approve signing of Project Update Questionnaire for the City of Portland to remain the Drinking Water State Revolving Fund Program for potential funding for the city water tower replacement, all aye, motion carried.

Minutes for the August 10, 2020 regular meeting and August 17, 2002 special meeting were presented. Motion Klabo, second Nielson to approve minutes as presented, all aye, motion carried.

Mail reviewed. Motion Klabo, second Basol to approve signature for completion of 2018 audit, all aye, motion carried.

Permits. Motion Klabo, second Nielson to approve demolition permit for 806 Jahr Avenue, all aye, motion carried. City council to review all building and demo permit requirement and fees at October meeting.

The following bills were presented:

SALARIES	\$6,708.87
Aflac	\$420.94
American Funds	\$200.71
American Funds	\$272.85
Mayville State	\$2,811.77
IRS	\$1,760.88
ND Job Service	\$41.70
Barbara Rygg	\$49.00
Ben Basol	\$590.88
City of Fargo	\$14.00
City of Mayville	\$1,600.00
East Regional	\$11,633.70
Farmers Union Oil	\$339.69
Flaten Construction	\$520.00
MayPort Hardware	
Hank	\$18.97
Medlin Software	\$69.00
Nilson Brand	\$350.00
ND One Call	\$9.60

Traill County Treasurer	\$4,819.34
Xcel	\$925.47
East Regional	\$1,309.80
Ben Basol	\$519.84
Interstate Billing Service	\$1,047.63
Midco	\$201.94
Moore Engineering	\$9,331.15
Paulson Gravel	\$8,035.00
Waste Management	\$3,886.92
Xcel	\$1,049.52
Farmers Union Oil	\$5,160.00
Naastad Bros	\$20,000.00
TOTAL	\$83,699.17

Motion Nielson, second Klabo to approve \$5160.00 for pre pay propane for this winter, on roll, all aye, motion carried. Motion Basol, second Klabo to approve transfer of \$20,000.00, on roll all aye, motion carried. Motion Nielson, second Basol to pay bills as presented, on roll, all aye, motion carried.

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

Department Head Reports: **Police** – Jerod Basol: no report. **Streets** – Craig Klabo: no report. **Water** – JoAnna Nielson: Overdue bills discussed. Six (6) accounts scheduled to be turned off on Monday September 28, 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: Possible relocation of compost pile discussed. All options to be discussed at the October meeting. **Director of Public Works** - Ben Basol: Awaiting bid from Domier Construction for roof repair of the city shop. Still getting bids for a new sander for the city. Alderman Klabo to check with vendors for additional options.

Renewal of contract for Jeff’s Electric discussed. City to send a renewal notice to Jeff’s Electric with no changes. Cass County Authority housing proposed changes discussed. Motion Basol, second Nielson to relinquish our Responsibility Entity status to Traill County, all aye, motion carried.

City of Portland liquor license ordinances discussed. A copy of all liquor license ordinances to be reviewed at the October meeting.

No further business, meeting adjourned.

Nadine Rygg, Auditor

Sven Mickels, Mayor