

# CITY OF PORTLAND COUNCIL MINUTES

## Monday September 9, 2019

The Portland City Council met in regular session on Monday September 9, 2019 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 and Jerod Basol, and Public Works Director Ben Basol. Absent were Aldermen Troy Grinde and Craig Klabo.

Minutes for the August 12, 2019 regular meeting were presented. Motion Nielson, second Basol to approve as presented, all aye, motion carried.

Mail reviewed. Motion Basol, second Nielson to approve quit deed once approved by city attorney, all aye motion carried.

Permits. Motion Basol, second Nielson to approve a permit for new siding and windows, all aye, motion carried.

The following bills were presented:

SALARIES	\$6,708.87
Aflac	\$420.94
American Funds	\$191.16
American Funds	\$259.86
Mayville State	\$2,313.52
Farmers Union Oil	\$4,960.00
IRS	\$1,744.92
Barbara Rygg	\$49.00
Ben Basol	\$557.31
City of Mayville	\$1,600.00
David Groven	\$1,402.00
East Regional Water	\$8,002.10
Ferguson Waterworks	\$42.12
Flaten Construction	\$375.00
Medlin Software	\$69.00
Postmaster	\$160.00
Quill	\$265.45
Traill County Tribune	\$84.96
Xcel	\$879.56
Ben Basol	\$146.55
Billy Balstad	\$320.00
H E Everson	\$542.60
MayPort Hrdwr Hank	\$153.99
Waste Management	\$3,844.26
East Regional Water	\$1,309.80
Crane Johnson	\$12.95

Farmers Union Oil	\$1,188.24
NDLC	\$385.00
One Call Concepts	\$8.40
City of Fargo	\$14.00
Midco	\$148.85
Xcel	\$1,038.00

TOTAL	\$39,198.41
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Motion Basol, second Nielson to pay bills as presented, on roll, all aye, motion carried.

Financial reports presented. Motion Nielson, second Basol to approve a transfer request of \$8000.00, on roll, all aye. Motion carried. Motion Nielson, second Basol to approve financial reports as presented, all aye, motion carried. Discussion held on outstanding debt from former employee. City of Portland to apply non cashed checks that are 6 or more months old to balance, once reviewed by and approved by city attorney.

**Department Head Reports:** **Police** – Jerod Basol: no report. **Streets** – Craig Klabo: Standing water at Hwy 200 and Broadway discussed. Ben to get bids from Lakeside Construction and Naastad Bros. to see about possible solution. **Water** – JoAnna Nielson: Overdue bills discussed. Fourteen (14) accounts scheduled to be turned off on Monday September 23, 2019 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. Discussion about the purchase of new meters that have the ability to turn off via the handheld computer discussed. Item to be presented at October meeting. **Buildings/Grounds/Equipment** – Troy Grinde: no report. **Director of Public Works** - Ben Basol: Bid from Tri-State paving presented for road work on Morrison Ave. City to contact Moore Engineering and TCEDC about possible funding options.

MAP update presented. Karen Thomas and Brian will be in Portland on September 16 and 18 to do door to door canvassing in hopes of securing enough surveys for the City of Portland to possibly qualify for grant funding for a new water tower. 7<sup>th</sup> Street from Arnold Avenue to Grand Forks Avenue to be closed on Saturday September 21 from 8am to 5pm for burn training for the fire department. Attorney contract reviewed and to be renewed as current.

No further business, meeting adjourned.

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Nadine Rygg, Auditor

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Sven Mickels, Mayor