

November 2, 2020 Mayville City Council

The Mayville City Council met in regular session on November 2, 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, Julie Christianson, Cassie Tostenson, Shelia Anderson, Brandon Reber, Brandon Oye, Cassie Braaten, Tymecka Cody.

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

1. **Auditor's Office Approvals** – MayPort Community Club – Winterfest Parade – December 4, 2020; Mayville Fire & Rescue – Raffle – November 1, 2020 – March 20, 2021; American Legion Post \$8 – Raffle – December 20, 2020 – March 21, 2021.
2. **Conferences & Training Opportunities:** National League of Cities Annual Conference – November 18-20, Virtual Conference.
3. **NDDOT:** Highway ND 200 chip-seal cost will be borne by state. No cost to the City of Mayville. FEMA permit submitted for approval and approved.
4. **COVID-19 (Coronavirus):** This pandemic is having a significant impact on our citizens and communities. City Hall remains closed to daily traffic. Several businesses have reopened but must adhere to CDC guidelines and limit number of patrons. Governor Burgum continues news conferences that provide helpful and timely information for citizens and businesses in these challenging times. **Trail is now Yellow = Capacity is limited to 50% with a max of 100. Sanitize between use for all stations, equipment.**
5. **Armory Dumpster:** Container will be locked to prevent unauthorized use. Armory event renters will be provided a key upon rental.
6. **ND Dept. of Commerce Hospitality Economic Resiliency Grant:** Funding to support cafes, bars, and theaters with ongoing operating costs. Single location applicants may receive up to \$25K. Applications are expected to open the week of November 16 and be considered on a first come first-served basis.
7. **Jay Henrickson** concerns with wildlife in town. Would like Council to take action.
8. **MPEDC** will meet by Zoom for November 5th Meeting.
9. **CRF Allocations** for Cities and Counties Aug-Oct payroll reimbursement.

Carr 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 Meetings with Project Committee, School, Alley Business Owners

1.1.2 Proposed Projects

1.1.3 Project Committee Meeting

1.2 Braun Intertec Proposal - \$14,450

1.2.1 Pavement Coring and Soil Boring

1.3 Moore Engineering Invoice 25184 - \$22,745.50

1.4 Amendment No. 1 - \$24,800

1.4.1 Downtown Alley Survey and Evaluation

1.4.2 Additional meetings and work with Elementary School

1.5 Next Steps

1.5.1 Finalize Proposed Costs

1.5.2 Project Committee Meeting 4

1.5.3 Meet with Special Assessment Commission

1.5.4 Schedule Meeting with College

1.5.5 Public Input Meeting

2.0 CWSRF Questionnaires

2.1 Sanitary Sewer Replacement

2.2 Storm Sewer Extensions

Brandon Reber met with some MayPort CG School Officials about any street issues. Brandon Oye had an Amendment #1 to present for \$24,800.00. Moen made a motion to approve this amendment. Bohnsack seconded the motion and upon a roll call vote the following voted: Yea: Moen, Gates, O'Brien, Carr, Petersen, Bohnsack; Nay: 0. Brandon Reber selected November 16th, 2020 as the first Special Assessment Meeting here at City Hall. The power box going to the airplane on the stick needs to be buried. That will be done as maintenance. Brandon Reber brought an invoice showing the work done since last month

totaling \$22,748. Gates made the motion to accept this invoice as work done so far. O'Brien seconded the motion and upon a roll call the following voted: Yea: Gates, Carr, Bohnsack, Petersen, Moen, O'Brien; Nay: 0. Brandon Oye talked about GPR boring (pavement/boring) to see how much overlay there is. Brandon recommended 5 additional borings @ \$2000.00 each. O'Brien made the motion to accept these additional borings. Carr seconded the motion and upon a roll call vote the following voted: Yea: Petersen, O'Brien, Moen, Bohnsack, Moen, Gates; Nay: 0.

Gates made the motion to approve the actual bills for November 2020 and December 2020 estimated expenses.

16343	420 Praxair	streets	maint/operations	\$45.52
16344	Aasen Drug	library	office supplies	\$15.91
16345	Aflac	all	insurance	\$1,104.90
16347	American Library Association	library	dues	\$175.00
16346	American Funds	all	retirement	\$4,057.19
16348	Ameripride	all	misc	\$567.38
16349	Baker & Taylor	library	books	\$439.94
16350	Baker & Taylor Leasing	library	books	\$2,146.20
16351	Bank of North Dakota	Water 19 & 20	loan payment	\$1,984.44
16352	Batchelor Business Machines	library	office supplies	\$237.80
16354	Cardmember Services	all	misc	\$818.07
16357	CraneJohnson	streets	maint/operations	\$15.98
16358	Dacotah Paper	all	paper supplies	\$337.56
16359	East Central Regional Water District	water treatment	purchase of raw water	\$3,224.36
16360	Erickson Pest Control	sanitation	maint/operations	\$60.00
16361	Farmers Union Oil	all	fuel for vehicles	\$2,684.44
16362	Finley Motors	water treatment	2012 Chevy Pickup	\$180.77
16363	First State Bank	water dist & wwater	water collection fee	\$0.96
16364	Flaten & Johnson	streets	repair on sweeper	\$641.52
16365	Goose River Bank	water dist & wwater	water collection fee	\$49.19
16366	Grainger	water treatment	maint/operations	\$72.85
16366	Grainger	water treatment	maint/operations	\$163.07
16366	Grainger	water treatment	maint/operations	\$68.44
16367	Grand Forks Utility Billing	waste water treatment	maint/operations	\$70.00
16368	Great America Copier Lease	all	lease on copier	\$441.48
16369	H. E Everson	streets, ww water	maint/operations	\$244.09
16370	In Control Inc	waste water collections	maint/operations	\$2,948.13
16371	Jeff's Electric	street lights	street lighting	\$65.43
16372	Julie Christianson	library	cleaning aide	\$106.25
16373	K2 Construction	library	misc	\$50.00
16374	MayPort Auto & Truck Parts Inc	all	maint/operations	\$101.95
16375	MayPort Farmers Co-op	all	fuel for vehicles	\$85.50
16376	MayPort Hardware Hank	all	maint/operations	\$268.46
16405	Mayville State University	sales tax	Sept's rec'd in Oct	\$15,336.49
16377	Midcontinent Communications	all	internet & cable	\$955.91
16378	Miller's Fresh Foods	library	maint/operations	\$46.97
16379	Miller's Fresh Foods	city hall	misc	\$40.59
16406	MPEDC	sales tax	Sept's rec'd in Oct	\$5,214.40
ACH	ND Public Finance Authority	Refunding 2012	bond payment	\$15,482.50
16380	ND Sewage Pump & Lift Station	waste water collections	repair/maintenance	\$863.50
ACH	NDPERS	all	insurance	\$4,446.12
16381	Network Center	all	datta backup	\$165.00
16382	Nilson Brand Law	waste water collections	November retainer	\$225.00
16383	Nilson Brand Law	city attorney	legal issues	\$980.00
16384	North Dakota Dept of Health	water distribution	maint/operations	\$251.58

16385	Northwestern Equipment Inc	streets	repair on sander	\$619.00
16386	One Call Concepts	water distribution	maint/operations	\$16.80
16387	Paulson Gravel Service Inc	streets	maint/operations	\$145.00
16388	Petty Cash - Library Aide	library	replenish petty cash	\$200.00
16389	Polar	auditor	lease on phones	\$60.77
16390	Precision	streets	maint/operations	\$52.90
16390	Precision	armory	repair/maintenance	\$679.79
16390	Precision	armory	maint/operations	\$321.23
16391	Reliance Standard	all	life insurance	\$156.50
16392	Sanford	non-dept	misc	\$117.00
16393	Soholt Bakery	city hall	misc	\$68.00
16394	Team Lab	city hall	maint/operations	\$105.00
16394	Team Lab	waste water treatment	chemicals	\$1,421.00
16395	Titan Machinery	ww coll & treatment	95 Case tractor	\$110.75
16396	Traill County Sheriff	sheriff	monthly contract	\$22,084.97
16397	Traill County Tribune	library	printing	\$120.75
16398	Traill County Tribune	sanitation & non-dept	printing	\$562.34
16399	USA Blue Book	water treatment	maint/operations	\$148.91
16400	USPS	water dist & ww water	postage for water bills	\$245.10
16401	Verizon	all	cell phones	\$293.98
16402	Viking Signs	water distribution	maint/operations	\$75.00
16403	Waste Management	sanitation	garbage & recycling	\$23,405.43
16404	Xcel Energy	all	electricity	\$10,646.41

H2O Deposits refunded

16356	City of Mayville (Tom Palmer)	\$150.00
16355	City of Mayville (Briar Bahnmiller)	\$113.47
16353	Briar Bahnmiller	\$36.53
		\$129,437.47

O'Brien seconded the motion, the motion carried.

No financial reports given at this time.

Petersen made the motion to review and accept the calendars as presented: November & December 2020. Note: City Offices Closed for the following Holidays: Veterans Day, Nov. 11; Thanksgiving, Nov. 26 & 27; and Christmas, Dec. 24 & 25; Dec. 7, Liquor license approval. Moen seconded the motion and the motion carried.

AN ORDINANCE TO AMEND THE REVISED ORDINANCES OF 1979 OF THE CITY OF MAYVILLE RELATING TO NON-CONFORMING USES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MAYVILLE, NORTH DAKOTA:

Section 1. That the ordinance related to non-conforming uses be amended read to as follows:

Non Conforming Uses.

November 2nd, 2020

If any nonconforming structure or any building in which there is a nonconforming use is damaged by fire, flood, explosion, wind, war or other catastrophe, in an amount equal to or greater than fifty percent (50%) of its assessed valuation, it shall not be again used or reconstructed to be used for any use except one complying with the provisions of this article for the district in which it is located.

Notwithstanding the foregoing provisions of this paragraph, any principal nonconforming use or structure that is damaged or destroyed by any means, to the extent of more than fifty percent (50%) of its structural value prior to the damage, that structure may be restored, repaired or rebuilt in its entirety if all of the following conditions are met:


- a) The building or structure will not occupy any portion of the lot that was not occupied by the destroyed structure;
- b) The building or structure will not have a greater floor area than the destroyed structure;
- c) The building or structure will not exceed the height or number of stories contained in the destroyed structure;
- d) The number of off-street parking spaces located on the property will not be reduced from the number available before the damage; and
- e) The building permit for the repair or restoration must be obtained within six (6) months of date of the damage and restoration must begin within one (1) year of the date of the damage.

Section 2. Effective Date. This ordinance shall be in full force and effect from and after the date of its second reading and final passage.

MAYOR:


Steven Bensen

ATTEST:


Gail Olstad

Date of First Reading: 10/5/2020

Motion by: O'Brien

Second by: Gates

Yea: Gates, Bohnsack, Moen, Carr, O'Brien

Nay: 0

Absent: Petersen

November 2nd, 2020

Date of Second Reading: 11/02/2020

Motion by: Moen

Seconded by: Carr

Yea: Petersen, Bohnsack, Moen, Gates, Carr, O'Brien

Nay: 0

Date of Publication: 01-08-2021

Gates made the motion to authorize the Auditor to advertise for Gravel & Fuel Bids for 2021. Bids to be opened at December 7 Council Meeting. O'Brien seconded the motion and the motion carried.

Carr made the motion to authorize the Auditor to notify current liquor license holders that renewal applications will be mailed and due back prior to December 7 Council Meeting. Moen seconded the motion and the motion carried.

Water Tower Mixer: Purchase with or without controls: Option #1 – GS-9 mixer without SCADA controls \$26,180; Option #2 – GS-9 mixer with SCADA controls \$30,828. The money would come from painting inside the water tower. Bohnsack made the motion to go with Option #2. Petersen seconded the motion and upon a roll call vote the following voted; Yea: Moen, Bohnsack, Gates, O'Brien, Petersen, Carr; Nay: 0.

CWSRF Project Information: Approve submission of questionnaire for projects needing financial assistance for construction in 2021 and later years. Wastewater treatment, interceptor sewer, collector sewer, stormwater and nonprofit (included landfill) projects are eligible. 1. A questionnaire must be completed for each new project not currently on the project priority list for which CWSRF assistance is desired. 2. Previously listed projects that do not yet have a CWSRF loan for which CWSRF assistance may still be desired. December 11, 2020 deadline for submission. Gates made the motion to accept to have Moore Engineering go ahead with this for the City of Mayville. Carr seconded the motion and the motion carried.

The Council decided to bring back next month the New Home Property Tax Exemption: County asks cities discussion on increasing the \$75K exemption more appropriate which has been on the book several years. Is \$150K more appropriate; and from county perspective easy to manage if all cities set similar exemption value. Discussion.

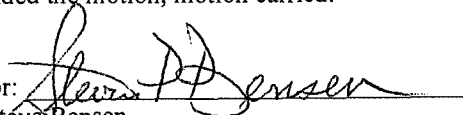
TCRMMMP – Ben Gates/Steve Hunt. Trail County Emergency Management Multi Hazard Mitigation Plan Update. Ben Gates cannot be this contact for the City. We need a rep. We need to return the letter no later than November 30th, 2020. The Council selected Charlie Moen as the rep for the City of Mayville. O'Brien made the motion to select Charlie Moen as the City's rep. Petersen seconded the motion, and the motion was carried.

Olstad brought up that the sweeper has seen its better days. The sweeper is a 1993 model. The City bought it in 2003 for \$50,000.00. It has been giving us a lot of trouble the last couple of years. The street guys figure they use it around 130 hours a year. O'Brien made the motion to find a company that would come and clean the streets one last time in 2020 before the snow flies at \$125.00/hour. Moen seconded the motion and upon a roll call vote the following voted; Yea: Petersen, O'Brien, Gates, Carr, Moen, Bohnsack; Nay: 0

No Sheriff's Report

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

Attest: 
Julie Christianson Deputy Auditor

Mayor: 
Steve Bensen