

September 13, 2021, Mayville City Council

The Mayville City Council met in regular session on September 13th, 2021, at 6:00 pm in the council chambers with Mayor Bensen presiding and the following Aldermen responding to call of the roll: Bohnsack, O'Brien, Moen. Absent: Carr, Petersen, Gates. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Jim Johnson. Brandon Reber was on the conference phone. Susie Rohde and Rob Jordahl from Jordahl Homes were present. Also present at the meeting was Jim Murphy, Alyssa Short and Cassie Braaten.

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

1. **August 2, 2021 minutes (Monthly meeting)**
2. **Auditor's Office Approvals:** Top Hat transfer liquor license within city August 21 until 2 am August 22, 2021; Andrew Huus Family Benefit to conduct Raffle, Raffle Board, 8/21/21; MayPort CG Dollars for Scholars to conduct Sports Pool, 8/27/21 – 03/31/22; Rachel Payne Benefit to conduct Bingo, Raffle, Raffle Board, 8/27/21.
3. **Conferences & Training Opportunities:** ND League of cities Annual Meeting, September 16-18, Bismarck, ND.
4. **Dakota Natural Gas Traill County Project Update:** Mayville alley work and scheduled hookups are in process. New hookups until freeze up with cost \$175; Next spring through July, \$75. Training is being planned for Fire Department, Police and City Crew.
5. **Joint Powers Meeting:** Meeting was held in August at Mayville City Hall. December 1st plan for true up in 2018, 2019 and 2020 payments. Voted to begin negotiation on new JP agreement.
6. **SBA Microloan:** Lake Agassiz Development Group has funding available to assist new and existing small businesses. If interested contact Annette Hedtke at Agassiz Development group, phone 701.235.1197 or email annette@lakeagassiz.com.
7. **Special Road Fund (SRF):** The ND Department of Transportation is accepting applications for projects that provide access to and / or are within recreational, tourist and historical areas. Applications are being accepted for 2022 and 2023 projects. To learn more about SRF, including guidelines and instructions go to the NDDOT web page at <https://www.dot.nd/divisions/localgov/special-road-fund.htm>. Application is to be submitted by November 30, 2021.
8. **ND Dept of Environmental Quality location change:** Effective September 1, 2021 new address is ND Department of Environmental Quality, Division of Municipal Facilities, 4201 Normandy Street, Bismarck ND 58501-1324.
9. **Xcel Energy:** Transitioning off Mayville mobile transformer is taking place. Outage South of Hwy 200 set for Wednesday, 9 am, 9/8/21 involving crews from Fargo and Grand Forks. Additional Mayville residential and business power interruption will be planned to complete the transformer station upgrade. Newspaper notification and Xcel business and residential contacts will be made to inform affected customers of planned power shutdowns.

Moen seconded the motion, motion carried.

1.0 Street & Storm Improvement District 2022-1

1.1 Status Update

1.1.1 BND Loan Application Submitted

1.1.2 Survey Completed

1.1.3 Project Committee Meeting – 30% Design – October 4?

1.2 Moore Engineering Invoice 27841 - \$45,500.00

2.0 Sewer & Water Improvement District 2022-2

2.1 Status Update

2.1.1 Working with RD on Application and PER

2.1.2 Joint Powers meeting recap

2.1.3 Survey completed with Street Project

2.1.4 Working on Engineering Agreement

3.0 Frontier Precision Quote - \$9,949.25

4.0 ARPA Funding from County

5.0 DWSRF Questionnaire

5.1 Water Treatment Plant Upgrades

5.2 Removing ACP water replacement from list due to ongoing project

Street & Storm Improvement District 2022-1

Brandon talked about Street & Storm Improvement District 2022-1. He mentioned that the preliminary Bank of North Dakota application has been submitted. There is work to be done to qualify for funding. Brandon also mentioned that on October 11th, 2021, that there will be a Project Committee Meeting. Brandon brought an invoice to the meeting for \$45500.00 for work done so far this month. Moen made the motion to accept this amount as work done so far. Bohnsack seconded the motion and upon a roll call vote the following voted; Yea: Bohnsack, Moen, O'Brien; Nay: 0; Absent: Carr, Gates, Petersen.

Sewer & Water Improvement District 2022-2

Brandon Reber brought a quote of \$9949.25 from Frontier Precision for the GIS. O'Brien made the motion to accept this quote. Moen seconded the motion and upon a roll call vote the following voted: Yea: O'Brien, Moen, Bohnsack; Nay: 0; Absent: Petersen, Carr, Gates.

Funding for Street/Storm/Water/Sewer: Working with Brady Martz to get the completed 2020 Audit to use for the funding requests. Also requesting Bonding Council and Financing Consultant for the application process to be retained. Moen made the motion to request John Shockley for the Bonding Council and Financing Consultant. O'Brien seconded the motion and upon a roll call voted the following voted: Yea: Moen, O'Brien, Bohnsack; Nay: 0; Absent: Gates, Petersen, Carr.

O'Brien made the motion to approve August actual and September 2021 estimated expenses.

18970	420 Praxair	street	maint/operation	\$47.77
18972	Aasen Drug	library	maint/oper/comm serv	\$16.92
18973	Aflac	all	insurance	\$588.48
18974	Agassiz Sales	street	maint/operation	\$220.22
18975	Aggressive Towing & Recovery	street project	2022-1	\$1,080.00
18976	American Solutions for Business	all	office supplies	\$90.72
18977	Aramark	all	misc	\$378.78
18978	Argus Dental & Vision	all	dental & vision	\$311.52
18979	Baker & Taylor	library	books	\$649.23
18980	Barnes & Noble	library	books	\$168.23
18981	Brite-Way Window Cleaning	city hall & armory	misc	\$270.00
18982	Butler	sanitation	cat repairs	\$977.64
18983	Cardmember Services	all	misc	\$283.57
18984	Christianson Cabinets	library	restoration	\$975.00
18992	Dan Overmoe	water treatment	training - motel	\$72.06
18994	Discover	library	periodicals	\$26.95
18995	Drew Petersen	cemetery	contract	\$2,750.00
18996	East Central Regional Water District	water treatment	purchase of raw water	\$8,200.81
18997	Farmers Union Oil	street	Red Chevy pickup	\$55.00
18998	Ferguson Waterworks	water dist & treatment	meters & maint/operation	\$710.57
18999	First State Bank	Fire Dept Reserve	fire truck payment	\$24,992.03
19000	Goose River Bank	water dist;ww & sani	collection fee	\$56.64
19001	Grand Forks Utility Billing	water treatment	samples	\$70.00
19002	Great America Copier Lease	all	lease on copier	\$414.58
19003	H.E Everson	street;water distribution	maint/operation	\$232.57
19004	Hawkins	water treatment	chemicals	\$2,041.40
19005	KRB Gravel Ltd	street	maint/operation	\$2,160.00
19006	Mathsen Sweeping	street	maint/operation	\$6,000.00
19007	MayPort Auto & Truck Parts	street & water distribution	maint/operation	\$49.68

19008	MayPort Farmers Co-op	all	maint; fuel for vehicles	\$648.85
19009	MayPort Hardware Hank	all	maint/operation	\$202.90
19010	MayPort Hardware Hank	library	capital improvement	\$94.23
19042	Mayville Airport Authority	airport	specials	\$108.26
19043	Mayville Airport Authority	airport	specials	\$3,736.48
19044	Mayville State University	sales tax	July rec'd in August	\$20,905.06
19011	Midcontinent Communications	all	internet & phones	\$1,002.91
19012	Miller's Fresh Foods	library	maint/oper/comm serv	\$23.15
19013	Miller's Fresh Foods	city hall	misc	\$59.51
19014	Moore Engineering	non-dept	elevations for Nagel	\$1,000.00
19046	Moore Engineering	street imp project	invoices	\$215,467.90
19045	MPEDC	sales tax	July rec'd in August	\$7,107.72
	ACH NDPERS	all	insurance	\$4,452.36
19015	Network Center	all	datto backup	\$908.58
19016	Nilson Brand Law	city attorney;street proj	legal	\$1,480.00
19017	ND Dept of Health	water distribution	maint/operation	\$270.12
19018	North Dakota Library Association	library	dues	\$35.00
CREDIT	Northdale Oil Inc			-\$570.35
19021	One Call Concepts	water distribution	maint/operation	\$239.45
	ACH OneAmerica	all	retirement	\$4,734.33
19022	Paulson Gravel Service	armory	maint/operation	\$174.00
19023	Polar	auditor	lease on phones	\$60.77
19024	Pollardwater	water distribution	maint/operation	\$274.50
19025	Precision	streets	maint/operation	\$2,449.01
19026	Precision	water treatment	repair/maintenance	\$135.00
19026	Precision	waste water collection	maint/operation	\$135.00
19027	Reliance Standard Life Insurance	all	insurance	\$325.00
19028	Security World Inc	water treat & non-dept	repair/maintenance	\$291.50
19029	Soholt Bakery	city hall	misc	\$17.50
19030	Starion Bond Services	Tif #25 Starion	bond payment	\$10,432.50
19019	State Auditor's Office	all	prof fee for 2019 audit	\$405.00
19020	State Auditor's Office	all	prof fee for 2018 audit	\$345.00
19031	Taylor Thompson	all	overpayment of water bill	\$3.02
19032	Team Lab	street	repair/maintenance	\$689.00
19033	Titan Machinery - Grand Forks	street	payloaders	\$152.50
19034	Titan Machinery - Northwood	street	95 Case Tractor	\$502.14
19035	Traill County Treasurer	sheriff	monthly contract	\$12,350.60
19036	Traill County Tribune	non-dept	printing	\$471.00
19037	USPS	auditor;water dist & ww	postage for water bills	\$284.75
19038	Valley United Co-op	street & ww treatment	maint/operation	\$100.71
19039	Verizon	all	cell phones	\$271.37
19040	Waste Management	sanitation	garbage & recycling	\$23,730.42
19041	Xcel Energy	all	electricity	\$14,191.15

H2O Deposits refunded

18971	Aaron Sundeen			\$150.00
18985	City of Mayville (Amber Binfet)			\$150.00
18986	City of Mayville (Courtney Priddie)			\$117.93
18991	Courtney Priddie			\$32.07
18987	City of Mayville (Devin Agnes)			\$24.95
18993	Devin Agnes			\$125.05
18988	City of Mayville (Nina Melendo)			\$150.00
18989	City of Mayville (Romello Hicks)			\$150.00
18990	City of Mayville (Shelby Moore)			\$150.00

Bohnsack seconded the motion, motion carried.

Approval of financial reports: January through August 2021 financials. Carr made the motion to accept the financials as presented. Moen seconded the motion, motion carried.

Review Calendars: September through December 2021: Note NDLC Annual Conference, Sept 16-18; 2022 Budget: Final public hearing October 4 prior to monthly Council meeting, and 2022 Final budget submit to County, October 8; City Offices closed for the following holidays: Veterans Days, Nov 11; Thanksgiving, Nov 25 & 26; and Christmas, Dec 24 & 27. Bohnsack made the motion to accept the calendars as presented. O'Brien seconded the motion, the motion carried. Committee meetings: Admin and Physical Plant committees will meet Tuesday 5 pm, and Wednesday noon respectively, the week proceeding the following month Council meeting. Council meetings are the first Monday in the month. Exceptions that arise to these committee and council meeting dates will be reviewed at the monthly City council meeting.

Moen made the motion to approve selling a cemetery plot to Mike & Shannon Reynolds for Daniel Reynolds in Section 14, Lot 02, Grave 10. Carr seconded the motion and upon a roll call vote the following voted; Yea: Moen, Carr, Bohnsack, O'Brien; Nay: 0; Absent: Petersen, Gates.

Rob Jordahl & Susie Rohde met with the Council on 5 lots across from the Our Lady of the Peace Catholic Church to the south. He proposed building 5 set of twin homes on those 5 lots. He proposed paying \$2500.00 for all 5 lots. Jordahl would pay \$300.00 for a lease on all 5 properties. There is no electricity on those lots. Jordahl would pay for the electrical work. Jordahl would pay for the abstract fees for the 5 lots. Jordahl Homes has reviewed the Riverwood covenants.. He is aware of needing to build within a year to avoid a special assessment penalty. O'Brien made the motion to authorize and approve the sale of the lots to Jordahl subject to the approval of Planning and Zoning as well as Riverwood Building Committee approving the plans for multifamily residential units on said lots. Bohnsack seconded the motion and upon a roll call vote the following voted; Yea: O'Brien, Bohnsack, Moen; Nay: 0; Absent: Carr, Gates, Petersen.

A review of Unterseher matter was held. No change in dollar value offered by Jeanne Unterseher. One of the proposals was to have Jeanne Unterseher come to a council meeting. The Council decided that it would be a great idea for Cassie to invite Jeanne Unterseher to come to our Council meeting to try and get things straightened out. Cassie will reach out to Jeanne's lawyer.

2022 Budget additional discussion: Projected expense changes include NDIRF insurance +14%, Sheriff +6%. Preliminary budget was submitted to County Auditor August 10. City Auditor to review summary document. Final public hearing, October 4.


The library is working with the State Historical Society on repairs to the Rock Foundation. The Tuck-Pointing needs repair/replacement. We have the quote from an approved vendor. They are looking into grants as well. O'Brien made the motion to go ahead with the project contingent upon approval from the Historical Society and funding availability. Moen seconded the motion, the motion carried.

Parking on Streets: It is a very big issue within the City of Mayville. Several residents have complained that their neighbors are parking in front of their homes. The streets are public streets. We do have a 48-hour parking ordinance so when people call in we tell them to call dispatch to have them ticketed.

Potential Trade of current city tractor: The street department got some quotes on 2 different tractors that were comparable. They were brought first to the Physical Plant Committee. It was decided to bring to Council. The Council members looked at them and decided that they were not apples to apples in comparison. The Council decided that there is no money in the budget for 2021 for a new tractor so will need to re-visit this idea next year.

Nothing for the Sheriff's report

O'Brien made the motion to adjourn the meeting. Moen seconded the motion, motion carried.

Mayor: 

Attest: Julie Christianson
Julie Christianson, Deputy Auditor

Steve Bensen