

October 4, 2021, Mayville City Council

The Mayville City Council met in regular session on October 4th, 2021, at 6:10 pm in the council chambers with Mayor Bensen presiding and the following Aldermen responding to call of the roll: Petersen, O'Brien, Carr, Bohnsack. Absent: Gates, Moen. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Shelia Anderson, Brandon Reber.

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

1. **September 13, 2021, minutes (Monthly meeting)**
2. **Planning & Zoning Committee:** The committees September 15, 2021, meeting minutes are included in our packet for your review. Date is to be set for November public hearing.
3. **Auditor's Office approvals:** Top Hat to transfer liquor license to City Armory for Payne Benefit 10/09/21; Portland Liquor Store to transfer liquor license to City armory for wedding reception 9/18/21; Cruise the Island Car Show, to conduct Raffle, 9/12/21; Mayville State University Music Department to conduct Calendar Raffle 11/01/21 – 11/30/21.
4. **Conferences & Training Opportunities:** No items currently.
5. **Dakota Natural Gas Project Update:** Mayville alley work and scheduled hookups are in process. New hookups until freeze up will cost \$175; Next spring though July, \$75. Training is being planned for Fire Department, Police, and city Crew.
6. **Joint Power Meeting:** Meeting held in August at Mayville City Hall, Dec 1 plan for true up in 2018, 2019 and 2020 payments. Voted to begin negotiations on new JP Agreement.
7. **NDDOT Transportation Alternatives (TA) Program:** The ND Department of Transportation is accepting applications for projects for federal fiscal year 2025. Projects include: 1) Pedestrian and bicycle projects; 2) Safe routes to school and safe routes for non-driving projects; 3) And several other project types and descriptions. To learn more about TA, including guidelines and instructions to the NDDOT web page at <https://www.dot.nd.gov/divisions/localgov/TA.htm>. Applications are to be submitted by December 31, 2021.
8. **Xcel Energy:** Transitioning away from Mayville mobile transformer is taking place. Outage South of Hwy 200 completed 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. Notification of possible outage on October 6th from 12:15 pm – 1:15 pm for the block that includes City Hall.
9. **Emergency Snow Declaration:** Section 1. Ordinance No 16-1418 is hereby added to the Revised Ordinances of 1979 of the city of Mayville to provide as follows: Snow Emergency Declaration – Review
10. **Trailer Park & Apartments:** Jack Hoss sent checks and paid the apartments in full but paid the trailer park in half.

Petersen seconded the motion, motion carried.

1.0 Street & Storm Improvement District 2022-1

1.1 Status Update

1.1.1 Design Phase

1.1.2 Environmental Review

1.1.3 Land Acquisition discussion – Initial letters sent, see attached proposed offers

1.1.4 Project Committee Meeting – 30% Design – October 13-15

1.2 Moore Engineering Invoice 28158 - \$87,240.00

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 Design

2.1.3 Environmental Review

2.1.4 Working on Engineering Agreement

Street & Storm Improvement District 2022-1

Brandon talked about Street & Storm Improvement District 2022-1. He mentioned that they are working on the design phase and working towards March's bid process. Brandon also touched on that the USDA will need to certify in that all the land is

owned by the city that is in the infrastructure.. He talked about the properties on 6th Ave SE and 7th Ave SE. Also included in those properties are west of Casey's, behind Finley Motors, K2 Construction, and up 4th Ave SE. Still working on applications for funding. There is work to be done to qualify for funding. Brandon also mentioned that on October 14th, 2021, that there will be a Project Committee Meeting. Brandon brought an invoice to the meeting for \$87,240.00 for work done so far this month. Petersen made the motion to accept this amount as work done so far. Carr seconded the motion and upon a roll call vote the following voted; Yea: Carr, Petersen, O'Brien, Bohnsack; Nay: 0; Absent: Gates, Moen.

Sewer & Water Improvement District 2022-2

Brandon Reber talked briefly about still working with RD on application and PER. He mentioned that an environmental review was needing to be done. Brandon stated that still working on Engineering Agreement. O'Brien made the motion to authorize legal counsel to begin easement negotiations and acquisitions for Sewer and Water Project District 2022-2. Carr seconded the motion and upon a roll call the following voted; Yea: Bohnsack, O'Brien, Petersen, Carr; Nay: 0; Absent: Gates, Moen.

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

19047	Aasen Drug	library	off Supp;Comm Project	\$74.70
19048	Aflac	all	insurance	\$588.48
19049	American Solutions for Business	all	office supplies	\$473.16
19050	Aramark	all	misc	\$86.77
19051	Argus Vision & Dental	all	insurance	\$311.52
19052	Cardmember Services	all	misc	\$353.07
19053	Crane Johnson	cemetery	maint/operation	\$40.39
19054	Dacotah Paper	all	misc	\$872.56
19055	Drew Petersen	cemetery	mowing contract	\$2,750.00
19056	ECRWD	water treatment	purchase of raw water	\$6,005.81
19058	Farmers Union Oil	streets	mower repair	\$35.13
19057	Fargo Line-X	streets	maint/operation	\$671.88
19059	Ferguson Waterworks	water distribution	meters	\$5,363.24
19060	First State Bank	water dist & ww	collection fee	\$2.00
19061	Flaten & Johnson	streets	repair on bucket truck	\$118.80
19062	Gompf Displays Inc	streets	flags & fasteners	\$209.93
19063	Goose River Bank	water dist & ww	collection fee	\$49.89
19064	Grand Forks Utility Billing	water treatment	samples	\$70.00
19065	Great America Financial Services	all	lease on copier	\$453.70
19066	Linde Gas & Equipment	streets	maint/operation	\$47.77
19067	MayPort Farmers Co-op	all	fuel for vehicles	\$547.18
19068	MayPort Hardware Hank	all	maint/operation	\$199.83
19069	MayPort Hardware Hank	library	maint/operation	\$21.96
19089	Mayville Airport Authority	airport	August spec rec'd in Sept	\$188.58
19090	Mayville State University	sales tax	August rec'd in Sept	\$17,406.99
19070	Mayville State University Bookstore	library	office supplies	\$85.98
19071	Midcontinent Communications	all	internet & phones	\$997.11
19091	MPEDC	sales tax	August rec'd in Sept	\$5,918.37
ACH	NDPERS	all	insurance	\$4,452.36
19072	ND Dept of Environmental Quality	water distribution	maint/operation	\$18.54
19073	Network Center	all	datto backup & misc	\$4,317.73
19074	Nilson Brand Law	waste water collection	legal issues & retainer	\$1,272.16
CREDIT	Northdale Oil			-\$570.35
ACH	One America	all	retirement	\$4,727.86
19075	One Call Concepts	water distribution	maint/operation	\$140.00
19076	Polar	auditor	lease on telephone	\$60.77
19077	Precision	water treatment	repair/maintenance	\$135.00
19077	Precision	streets	maint/operation	\$720.01

19077	Precision	water treatment	repair/maintenance	\$135.00
19078	Quorum Consulting Group	city pension	admin fee	\$825.00
19079	Reliance Standard Life Insurance	all	life insurance	\$180.50
19080	Septic Tank Servicing	streets	maint/operation	\$200.00
19081	Soholt Bakery	city hall	misc	\$44.75
19082	The New York Times	library	periodicals	\$20.00
19083	Traill County Treasurer	sheriff	monthly contract	\$12,350.60
19084	Traill County Tribune	str project & non-dept	printing	\$1,391.00
19085	USPS	water dist & ww coll & tr	postage for water bills	\$268.00
19086	Verizon	all	cell phones	\$270.91
19087	Waste Management	sanitation	garbage & recycling	\$23,730.42
19088	Xcel Energy	all	electricity	\$14,021.25
				<u>\$112,656.31</u>

Petersen seconded the motion, motion carried.

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

Review Calendars: October through December 2021: Note City Landfill open to residents, Oct 2 – 9; 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: Veteran’s, Nov 11; Thanksgiving, Nov 25 & 26; and Christmas, Dec 24 & 27.

Committee meetings: Admin and Physical Plant Committees will meet Tuesday 5 pm, and Wednesday noon, respectively, the week preceding the following month’s 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 meetings. Bohnsack made the motion to accept the calendars as presented. Carr seconded the motion, the motion carried.

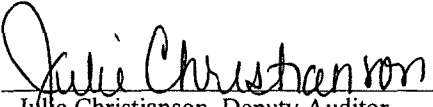
Carr made the motion to reappoint Bill Bohnsack to represent the City at LAWA. Petersen seconded the motion, motion carried.

Review of Unterseher Matter: Invitation to address Council at October meeting. Input and action if appropriate. City Attorney spoke to the Council about asking Mrs. Unterseher to come to the October meeting. No response was received back from Mrs. Unterseher or her lawyer.. The Council asked what a next step would be. City Attorney advised that she could do service of process. That is where it is left at. We will wait to see if we hear anything from this service of process from Unterseher or her lawyer.

The owner of the lot east of City Hall and north of Senior Center has expressed interest in selling property to city. The asking price is \$5000.00. Discussion was held and it was mentioned that it only made sense for the city to purchase the lot since we move snow there in the winter and use it for extra parking. O’Brien made the motion to approve the city to purchase this lot for \$5000.00. The abstract would need to be updated and the warranty deed would need to be free and clear. Bohnsack seconded the motion and upon a roll call vote the following voted; Yea: O’Brien, Bohnsack, Petersen, Carr; Nay: 0; Absent: Gates, Moen.

Nothing for the Sheriff’s report

O’Brien made the motion to adjourn the meeting. Petersen seconded the motion, motion carried.

Attest: 
Julie Christianson, Deputy Auditor

Mayor: 
Steve Bensen