

## November 1, 2021, Mayville City Council

The Mayville City Council met in regular session on November 1st, 2021, at 6:00 pm in the council chambers with Mayor Bensen presiding and the following Aldermen responding to call of the roll: Carr, Bohnsack, Gates, Moen. Absent: Petersen, O'Brien. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Shelia Anderson, Janell Marmon, Brandon Reber.

Gates made a motion to accept the approval agenda on the following items:

1. **October 4, 2021 minutes (Monthly meeting)**
2. **October 4, 2021 minutes (2021 Preliminary Budget Hearing)**
3. **Auditor's Office approvals:** Our Lady of Peace Catholic Church, Bingo, 11/20/21; MayPort CG Post Prom, Raffle, 11/01/2021 – 01/22/2022; American Legion Post #8, Raffle, 12/20/2021 – 03/30/2022; PLS Liquor License transfer to armory for wedding reception 11/13/21.
4. **Conferences & Training Opportunities:** State of Economy Conference – NDSU – Nov 8, 9a-4:30p; Virtual Exhibit Hall from NDLOC Annual Conf – available until 12/31/21.
5. **Main Street North Dakota Summit:** Held October 11 & 12 in West Fargo provided education and innovative ideas to create mis-use city centers and neighborhoods to attract skilled workforce and industries.
6. **LAWA/RRVWSP Meeting:** Project is under construction. Funding provided by 2019 and 2021 legislative sessions. City is asked to speculate on demand at project completion in 2075. Requests a meeting to discuss required information and layout a work plan to develop the answers (City of Grand Forks).
7. **America's Water Infrastructure Act – EPA Requirements:** Dan Overmoe completed and filed all required reporting prior to October deadline.
8. **ND Public Water Systems Backflow Prevention:** PWS's must develop containment programs to protect drinking water from backflow hazards by identifying cross connections within public buildings and ensure protection devices are installed and maintained.
9. **Cybersecurity Grant Status:** Conditional award, \$24,205.66 for firewall, software, and installation. US Dept. of Homeland Security has placed a temporary funding hold on the project. Grant recipients are required to complete the 2021 Nationwide Cybersecurity Review prior to February 28, 2022.
10. **Department of Water Resources:** With the passage of HB 1353 during the 2021 Legislative Session, the State Water Commission officially became the DWR. No change in department programs. Floodlines, the department quarterly newsletter will provide training and mitigation insight.
11. **NDIRF Personnel:** CEO Brennan Quintus is resigning effective January 2, 2022, and Director of Claims, Jeff Cahill is retiring effective January 14, 2022.
12. **West Lake Properties:** New owners of the trailer park/apartments. It was decided that the Council would like to have a preliminary plan by January 2022 on what they plan to do in the future with the park.
13. **Audit 2020:** Draft report was received. The question was raised whether to have a formal presentation? The Council decided on not this year.
14. **Sweeping info:** Sweeping has been hired out as our sweeper no longer is in working condition. We hire Mathsen Sweeping out of Grand Forks. They have done an excellent job for the City of Mayville. The cost for 2020 was \$1750. In 2021, we have spent \$13,625 on street sweeping. For the street project we spent \$3,125. We need to try and get the scheduled date and time more public for it to be more cost effective.

Carr seconded the motion, motion carried.

### Street & Storm Improvement District 2022-1

#### 1.1 Status Update

##### 1.1.1 Project Committee Meeting Recap

##### 1.1.2 Elevator discussion

##### 1.1.3 Design Phase

##### 1.1.4 Environmental Review

#### 1.2 Moore Engineering Invoice 28158 - \$87,240.00

### 2.0 Sewer & Water Improvement District 2022-2

#### 2.1 Status Update

##### 2.1.1 Lead service line discussion

##### 2.1.2 Working with RD on Application

##### 2.1.3 Design

##### 2.1.4 Environmental Review

### 3.0 CWSRF

#### 3.1 Sewer Rehab

#### 3.2 Storm Sewer

### Street & Storm Improvement District 2022-1

Brandon talked about Street & Storm Improvement District 2022-1. Brandon asked the question about what should be done with the elevator street (2<sup>nd</sup> Ave SE). A suggestion was made that a 5 ft apron along that whole street behind the curb & gutter. The railroad spur was brought up. That would need to get fixed. Brandon thought that a meeting with the elevator manager and possibly some of the elevator board to discuss with them on what they feel they would like to have done. Mike Carr will contact the elevator manager to get this meeting set up. The existing easement by MSU is about 20 ft wide but Brandon requested that it be made bigger. Brandon brought an invoice to the meeting for \$66,298.82 for work done so far this month. Moen made the motion to accept this amount as work done. Bohnsack seconded the motion and upon a roll call vote the following voted; Yea: Carr, Bohnsack, Moen, Gates; Nay: 0; Absent: O'Brien, Petersen.

### Sewer & Water Improvement District 2022-2

Brandon Reber talked about that there are around twenty lead service lines in Mayville from the curb stop up to the house. There is grant money up to 90% to fix this issue. Brandon also touched on the CWSRF for ARPA funding for Sewer Rehab. The engineers are still doing a lot of utility layouts.

Carr made the motion to approve October actual and November 2021 estimated expenses.

19092	Abigail Frederick	library	service comm projects	\$34.00
19093	Aflac	all	insurance	\$882.72
19094	American Solutions for Business	all	office supplies	\$80.28
19095	Aramark	all	misc	\$268.77
19096	Argus Dental & Vision	all	insurance	\$311.52
19097	Bank of North Dakota	Water 19 & 20	interest payment	\$1,860.51
19098	Cardmember Services	all	misc	\$266.33
19099	Christian Gage	armory	cleaning supplies	\$26.64
19101	Dakota Natural Gas	streets	heating	\$124.54
19102	Dakota Natural Gas	fire dept	heating	\$195.71
19103	Dan Overmoe	water treatment	postage for samples	\$96.13
19105	ECRWD	water treatment	purchase of raw water	\$3,647.97
19106	Erickson Pest Control	sanitation	maint/operations	\$120.00
19107	Farmers Union Oil	streets	repair/maintenance	\$218.00
19108	Ferguson Waterworks	water treat & distribution	maint/operations	\$644.80
19109	Goose River Bank	water dist & ww	collection fee	\$54.55
19110	Grainger	water treatment	maint/operations	\$338.46
19111	Grand Forks Utility Billing	water treatment	samples	\$70.00
19112	Great America Financial Services	all	lease on copier	\$593.46
19113	H.E. Everson	streets	maint/operations	\$365.16
19114	Hawkins	water treatment	chemicals	\$3,076.81
19115	Kastle Real Estate	water distribution	refund of water payment	\$57.69
19117	KRB Gravel	streets	maint/operations	\$1,080.00
19118	Linde Gas & Equip (420 Praxair)	streets	maint/operations	\$47.27
19120	MayPort Farmers Co-op	all	fuel for vehicles	\$366.32
19121	MayPort Hardware Hank	all	maint/operations	\$95.44
19122	MayPort Hardware Hank	library	comm serv project	\$7.99
19148	Mayville Airport Authority	airport	Sept spec in October	\$164.44
19123	McFarlane	water treatment	repair/maintenance	\$819.11
19145	Mayville State University	sales tax	Sept sales tax in Oct	\$16,215.95
19124	Midcontinent Communications	all	internet & phones	\$992.80

19125	Miller's Fresh Foods	library	comm serv project	\$3.45
19146	MPEDC	sales tax	Sept sales tax in Oct	\$5,513.42
19126	ND Dept of Environmental Quality	water distribution	maint/operations	\$18.54
ACH	NDPERS	all	insurance	\$4,452.36
19127	Network Center	all	backup & services	\$2,706.48
19128	Nilson Brand Law	waste water collections	legal retainer	\$225.00
ACH	North Dakota Public Finance Auth	Ref Bonds of 2012	bond payment	\$14,507.50
CREDIT	Northdale Oil			-\$570.35
ACH	One America	all	retirement	\$6,881.36
19129	One Call Concepts	water distribution	maint/operations	\$42.50
19130	Polar Telcom	auditor	lease on phones	\$60.77
19131	Precision	fire dept	maint/operations	\$2,554.36
19132	Precision	water distribution	maint/operations	\$1,162.57
19133	PS Garage Doors	fire dept	repair/maintenance	\$405.53
19134	Reliance Standard Life Insurance	all	life insurance	\$12.00
19136	Sign Solutions	streets	signs	\$827.18
19137	Traill County Treasurer	sheriff	monthly contract	\$12,350.60
19138	Traill County Tribune	non dept & sanitation	printing	\$96.50
19139	USPS	water dist & ww	postage for presort	\$265.00
19140	USPS	water dist & ww	postage for water bills	\$269.68
19141	Verizon Wireless	all	cell phones	\$270.91
19142	Waste Management	sanitation	garbage & recycling	\$23,690.66
19143	Xcel Energy	all	electricity	\$12,558.25

<b>H2O Deposits refunded</b>
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19100	City of Mayville (Logan Wengeler)	\$19.82
19104	Danielle Soholt	\$150.00
19116	Kody Kylo	\$150.00
19119	Logan Wengeler	\$130.18
19135	Scott Sundeen	\$150.00
		\$122,027.64

Gates seconded the motion, motion carried.

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

Review Calendars: November, December 2021 & January 2022: Note City Offices closed for the following holidays: Thanksgiving, Nov 25 & 26; and Christmas, Dec 24 & 27; New Year's Eve Day, Dec 31; Dec 6, Liquor license approval; Dec 6, 5:30p public hearing Planning & Zoning. Committee meetings: Admin and Physical Plant Committees will meet Tuesday 5pm, 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 meeting. Gates made the motion to accept the calendars as presented. Carr seconded the motion, motion carried.

Bohnsack made the motion to authorize the Auditor to advertise for bids for City Gravel and Fuel for 2022. Bids to be opened at December 6 Council meeting. Moen seconded the motion, the motion carried.

Moen 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 6 Council meeting. Gates seconded the motion, the motion carried.

Gates made the motion to appoint Traill County as the City Assessor. Bohnsack seconded the motion and upon a roll call vote the following voted; Yea: Moen, Carr, Bohnsack, Gates; Nay: 0; Absent: Petersen, O'Brien.

It was decided to table the RZ renewal until next month.

The library needs a supporting letter from the city (Mayor/Council) to pursue some grants. We asked Margaret to do up an example. The mayor will write a letter of support for the City of Mayville.

The subject of if wells are allowed within the city limits. It was decided to table this until later.

Soine Purchase Request – Opinion from Legal is that the City is not involved with this at all.

Discussion was held on the sheds at the Cemetery and Carr made the motion to take both down. Gates seconded the motion, the motion carried.

Nothing for the Sheriff's report

Moен made the motion to adjourn the meeting. Gates seconded the motion, motion carried.

Attest: Julie Christianson  
Julie Christianson, Deputy Auditor

Mayor: Steve Bensen  
Steve Bensen