

April 4, 2022, Mayville City Council

The Mayville City Council met in regular session on April 4th, 2022, at 6:00 pm in the council chambers with Mayor Bensen presiding and the following Aldermen responding to call of the roll: Carr, O'Brien, Gates, Petersen, Moen. Absent: Bohnsack. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Janell Marmon, Brandon Smith. Brad Thykeson, Garrett & Mandy Erickson, McKenna Linder, and Cassie Braaten.

Brad Thykeson came and spoke on behalf of the Mayville Airport Authority. He just wanted to shed some light on the airport. Some of the members involved are Lance Fugleberg, Ethan Grindeland, Steve Hilstad. Some new lighting has been put out there. UND flight school uses the airport quite often with their flight programs. Richard Fugleberg just built a new hangar out there. Brad made mention about having possibly some food out there sometime during Summerfest, so people can look around all the improvements taken place.

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

1. **January 3, 2022 minutes (Monthly meeting) – not available.**
2. **March 7, 2022 minutes (Monthly meeting).**
3. **Auditor's Office approvals:** Cruise to the island committee, Raffle Board, 9/11/2022; Shriners, Hold a Parade, 6/18/2022; Stub's Bar, Transfer liquor license to City Armory, 3/19/2022.
4. **Conferences & Training Opportunities:** Newly Elected Officials Workshop, Thursday, July 14 in Bismarck (Registration opened on April 1, 2022).
5. **Election June 2022 Candidate Filing Deadline:** April 11, 2022 4:00 pm is the filing deadline to have a candidate's name printed on the ballot for a City of Mayville office. The mayor, 3 council member positions, 2 park board member positions, and the city judge position are up for election. Ballot order 4:10 pm.
6. **2022 June Election Calendar Action Dates:** Document outlines various dates and action items.
7. **Shopko:** Bankruptcy proceedings filing in the Nebraska Bankruptcy Court. We will need to pay \$22305.34 to MPEDC.
8. **NDIRF Conferment of Benefits:** The NDIRF will return over \$5 million to its members. Strong underwriting, favorable investment return and responsible stewardship make the refund possible. Refund checks, based on your entity's premium contribution in 2021 and the length of NDIRF membership, will be mailed in April.
9. **North Dakota Water Resources Emergency Flood Protection Requirements:** The DWR is committed to providing homeowners, business owners and communities information regarding decisions in response to flood threat. Flood insurance, temporary emergency dikes and drains, and permit or permission requirements are detailed in the March 17th document.
10. **City Board of Equalization Meeting:** Monday, April 25 at 6:00 pm in City Hall. Attendance is not required to dispute your new assessment. Contact Traill County Tax Equalization Director at kayla.knudson@co.traill.nd.us for more information. Notice to be published April 16th and 23rd.
11. **East Central Regional Water District:** The 2021 Annual Report document was reviewed at the annual members meeting March 22, 2022.
12. **Dakota Natural Gas Update:** A residential mailing to city households was mailed recently regarding opportunity to schedule a no-obligation appointment for 2022 hookup.

Gates seconded the motion, motion carried.

1.0 Street & Storm Improvement District 2022-1

- 1.1 Status Update
 - 1.1.1 Out for bid
 - 1.1.2 Half dozen prime bidders have pulled plans
- 1.2 Schedule Moving Forward
 - 1.2.1 Bid April 19
 - 1.2.2 Meeting to discuss April 21
 - 1.2.3 Award April 25
- 1.3 **Moore Engineering Invoice 29473 - \$61,387.50**

2.0 Sewer & Water Improvement District 2022-2

- 2.1 Status Update
 - 2.1.1 Working with USDA on completing requirements
- 2.2 Schedule Moving Forward

2.2.1 Will post and bid when USDA gives approval

2.2.2 May push completion into next year

2.3 Moore Engineering Invoice 29474- \$33,666.00

Street & Storm Improvement District 2022-1

Brandon Smith talked about that on March 23, 2022 bids were sent out for this project. Contractors have been asking questions. The bid opening is scheduled for April 19th at 2:30 at Mayville City Hall. On April 21st, 2022 at 4 pm there will be a meeting to discuss the bids that came in and to award the bid. Brandon brought an invoice for 2022-1 for \$61,387.50 and 2022-2 for \$33,666. Gates made the motion to put these two invoices together as work done so far. Petersen seconded the motion and upon a roll call vote the following voted; Yea: Petersen, Gates, O'Brien, Moen, Carr; Nay: 0; Absent: Bohnsack.

Sewer & Water Improvement District 2022-2

Brandon Smith talked about the hold up with the USDA review as with the Tribal letters not getting sent out until later so will have to wait to hear until April 16th, 2022. Brandon also spoke about push back for supplies like hydrants and gate valves. City Attorney has some of the easements ready for payment. Cassie is still waiting to hear back from a few yet. The city will be paying Luther Memorial Home \$3342.50; Traill County Housing \$1567.55; Karl Jorgenson \$2688.15 and Finley Motors \$1950.00 for their easements. O'Brien made a motion to approve these payments. Carr seconded the motion and upon a roll call vote the following voted; Yea: Carr, Moen, Petersen, O'Brien, Gates; Nay: 0; Absent: Bohnsack.

Mandy Erickson spoke to the Council about her purchasing Faye's Henhouse and use it for a daycare center. She came to the Council meeting to ask to purchase a portion of the city parking lot next to that building. It would be the NW side of the building at the south corner. Mandy was thinking about a 30' x 50' for green space. They would put up a fence and it was recommended to have a barrier around the fence so it would not get driven into late at night. A motion was made by O'Brien to approve this sale contingent on the purchase of the building and if or when the daycare center was not in business anymore that the chunk of parking lot would revert to the city. Petersen seconded the motion and upon a roll call the following voted; Yea: O'Brien, Gates, Moen, Carr, Petersen; Nay: 0; Absent: Bohnsack.

Gates made the motion to approve March 2022 actual and April 2022 estimated expenses.

19390	A & B Business Solutions	library	office supplies	\$342.00
19391	Aasen Drug	library	office supp & Comm Serv	\$32.57
19392	Acme Tools	water treatment	tools	\$77.99
19393	Aflac	all	insurance	\$505.08
19394	Agassiz Sales	streets	maint/operation	\$71.20
19395	American Solutions for Business	all	office supplies	\$184.16
19396	Aramark	all	misc	\$380.92
19397	Argus Dental & Vision	streets & water	dental & vision insurance	\$259.60
19398	Baker & Taylor	library	books	\$172.83
19399	Bill Bohnsack	governing board	travel	\$145.08
19400	Black Mountain Software	all	annual contract	\$4,581.00
19401	Brodart Co	library	office supplies	\$43.50
19402	Butler	water treatment	generator repair	\$1,670.88
19403	Cardmember Services	all	misc	\$2,555.90
19404	Christian Gage	water & wastewater	training	\$582.10
19407	Dacotah Paper	all	paper supplies	\$122.79
19408	Dakota Natural Gas	fire dept	heating	\$281.26
19409	Dakota Natural Gas	streets	heating	\$192.84
19410	David Groven	city hall	snow removal hired	\$10.00
19411	ECRWD	water treatment	purchase of raw water	\$4,919.81
19412	First State Bank	water dist & wwater	collection fee	\$0.96
19413	Goose River Bank	water dist & wwater	collection fee	\$32.74

19414	Grainger	water treatment	maint/operation	\$159.80
19415	Grand Forks Utility Billing	water treatment	samples	\$70.00
19416	Great America	all	lease on copier	\$432.65
19417	Hawkins	water treatment	chemicals & repair	\$1,056.10
19418	Hotshots Custom & Repair	emergency	maintainer	\$684.78
19419	K-2 Construction	city hall	maint/operation	\$583.69
19420	K-2 Construction	fire dept	snow removal hired	\$125.00
19421	Linde Gas & Equipment	streets	maint/operation	\$47.96
19422	MayPort Auto & Truck	street & water	main/operation	\$227.45
19423	MayPort Farmers Co-op	all	fuel for vehicles	\$416.97
19424	MayPort Hardware Hank	all	maint/operation	\$243.93
19425	MayPort Hardware Hank	library	maint & furn & equip	\$176.48
19445	Mayville Airport Authority	airport	specials	\$6,008.11
19446	Mayville State University	sales tax	Feb rec'd in March	\$13,368.20
19426	Midco	all	internet & phones	\$1,002.08
19427	Miller's Fresh Foods	city hall	misc	\$49.02
19428	Miller's Fresh Foods	library	maint/operation	\$37.24
19447	MPEDC	sales tax	Feb rec'd in March	\$4,545.19
19429	ND Sewage Pump & Lift	water collection	maint/operation	\$1,110.00
ACH	NDPERS	all	insurance	\$3,710.30
19430	Network Center	all	datto backup & Office 365	\$459.00
19431	Nilson Brand Law	city atty;street proj	legal issues	\$5,826.10
CREDIT	Northdale Oil			-\$1,355.15
19432	One Call Concepts	water distribution	maint/operation	\$13.40
ACH	OneAmerica	all	retirement	\$2,799.75
19433	Polar	auditor	lease on phones	\$60.77
19435	Productivity Plus	emergency	2018 Payloader	\$509.27
19434	Precision	water collection	repair/maintenance	\$176.00
19436	Publishers Weekly	library	periodicals	\$139.00
19437	Reliance Standard	all	life insurance	\$151.25
19438	Starion Bond Services	Tiff #25	bond payment	\$135,547.50
19439	Traill County Treasurer	sheriff	monthly contract	\$21,169.50
19440	USPS	water dist & wwater	postage for water bills	\$279.73
19441	Verizon	all	cell phones	\$218.39
19442	Waste Management	sanitation	garbage & recycling	\$24,155.20
19443	Xcel Energy	all	electricity	\$17,571.82
H2O Deposits refunded				
19405	City of Mayville (Cole Johnson)			\$150.00
19406	City of Mayville (Rebecca Cole)			\$150.00
				\$259,241.69

Carr seconded the motion, motion carried.

Approval of financial reports: February 2022 financials are included for review and approval. Carr made the motion to accept the financials as presented. Petersen seconded the motion, motion carried.

Review Calendars: April, May, June, July, August 2022: City Offices closed for the following holiday: Good Friday observation, April 15; Memorial Day, Monday, May 30; Independence Day, Monday, July 4. Tax Equalization meeting will be held at City Hall, Monday, April 25, 6 pm. City Election June 14, 7 am to 7 pm; City Council Organization meeting, June 28, 6 pm. Moen made the motion to accept the calendars as presented. Gates 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.

City Maintenance Sales Items: Allow City Auditor to advertise and sell no longer used equipment including: 1993 Elgin (Pelican) SE Sweeper; 1984 F-600 Ford Pumper truck; Rayco Romper Packer; 1999 Dodge half-ton Pickup; V-Plow; and John Deere 410 Backhoe with frost breaker. O'Brien made the motion to allow the City Auditor to advertise these items for sale. Gates seconded the motion and upon a roll call vote the following voted; Yea: Petersen, Moen, Gates, Carr, O'Brien; Nay: 0; Absent: Bohnsack.

Dalton Linder had done some research on four wheelers. He brought it to the City Auditor. Some of the uses for a 4-wheeler would be for spraying for mosquitoes. Spraying at the lagoons. Also, possible painting curbs and gutters. Gail brought this reasoning to the Physical Plant Meeting and it was approved to bring to Council. Carr made the motion to purchase a 4-wheeler up to a purchase price of \$5,000. O'Brien seconded the motion and upon a roll call vote the following voted; Yea: Petersen, O'Brien, Gates, Moen, Carr; Nay: 0; Absent: Bohnsack.

There has been discussion about trading in of the Case Tractor and getting something else. Cal got two quotes for the same tractor. One bid was from True North in Northwood. The other bid was from Valley Plains in Hunter. True North's bid came with a trade in value of \$37,775 for the Case tractor with a balance owing of \$45,373.68. The bid from Valley Plains came in with a trade in at \$34,200 with a balance owing of \$49,630. After looking at both bids, it was decided to go with True North's bid. Gates made the motion to accept True North's bid of \$45,373.68. Carr seconded the motion and upon a roll call vote the following voted; Yea: Moen, Carr, Petersen, O'Brien, Gates; Nay: 0; Absent: Bohnsack.

Nothing for the Sheriff's report

O'Brien 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