

July 11, 2022, Mayville City Council

The Mayville City Council met in regular session on July 11th, 2022, at 6:00 pm in the council chambers with Mayor Jorgenson presiding and the following Aldermen responding to call of the roll: Bohnsack, O'Brien, Moen, Soholt, Gates. Absent: Petersen. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Janell Marmon, Brandon Smith.

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

1. **January 3, 2022, minutes (Monthly meeting)** Not available
2. **May 2, 2022, minutes (Monthly meeting)** Not available
3. **June 13, 2022, minutes (Monthly meeting)**
4. **June 28, 2022, minutes (Organizational meeting)**
5. **Auditor's Office Approvals:** Portland Liquor Store is licensed to transfer liquor license to Rainbow Gardens for music event on June 22, 2022. Goose River Bank licensed to host a movie and food down in the bowl on August 3, 2022.
6. **Conferences & Training Opportunities:** North Dakota League of Cities Newly Elected Officials Workshop, Thursday, July 14 from 9:00am – 4:00pm, North Dakota Heritage Center, Bismarck. North Dakota League of Cities 2022 Annual Conference, Thursday, September 22 – Saturday, September 24 Grand Forks Alerus Center.
7. **Garrison Diversion Matching Recreation Grant Program:** The grant application and guidelines are available on the Garrison Diversion website, www.garrisondiversion.org. Please be sure to review the guidelines as the list of eligible projects has changed to include swimming pools and ballfield/type projects. A maximum of \$75,000 per project phase has been implemented as well. Grant application and required paperwork must be postmarked by September 1, 2022.
8. **ADA Audit:** City building and facilities audit results to be received in a week or so. Expect issues with the sidewalks around the city buildings.
9. **City Library Improvements:** Tuck Pointing will begin July 18. The Soffit/Fascia work is complete.
10. **City Water Meter Inventory:** Replacement and meters for new construction are on order to supplement a low inventory. Earliest we expect to receive meters is September.
11. **Joint Powers:** Water resource meeting is scheduled for July 29.
12. **Water Tower:** The emergency generator for the mixer has not arrived.

Bohnsack seconded the motion, motion carried.

1.0 Street & Storm Improvement District 2022-1

1.1 Status Update

1.1.1 Construction started last Friday – Schedule Update

1.1.2 Engineering Contract presented to Physical Plant Committee – will bring to August City Council Meeting

1.1.3 **Moore Engineering Invoice 30292 - \$6,752.93**

2.0 Sewer & Water Improvement District 2022-2

2.1 Status Update

2.1.1 USDA Letter of Conditions Received – Working on Requirements

2.1.2 Will bid once LOC completed

2.1.3 **Moore Engineering Invoice 30291 - \$14,098.00**

Street & Storm Improvement District 2022-1

Construction started last Friday – will have a schedule update. Engineering Contract presented to Physical Plant Committee – will bring to August City Council meeting. Brandon Smith brought an invoice #30292 totaling \$6752.93 for work done so far.

Sewer & Water Improvement District 2022-2

USDA letter of Conditions Received – Brandon Reber and Gail are working on the requirements. Will bid on LOC is completed. Brandon Smith brought an invoice #30291 for a total of \$14098.00. We asked Brandon if we could combine both invoices into one. The grand total of both invoices is \$20850.93 Bohnsack made the motion to

approve these invoices and upon a roll call vote the following voted; Yea: Soholt, Moen, Bohnsack, O'Brien, Gates;
 Nay: None; Absent: Petersen.

Moen made the motion to approve June actual and July 2022 estimated expenses.

19590	A & B Business Solutions	library	office supplies	\$114.00
19591	Aasen Drug	library	office supplies	\$27.50
19592	Aflac	all	insurance	\$505.08
19593	American Solutions for Business	all	office supplies	\$142.09
19594	American United Life Insurance	all	retirement fee	\$500.00
19595	Aqua-Pure Inc	water treatments	chemicals	\$1,620.00
19596	Aramark	all	misc	\$375.67
19597	Argus Vision & Dental	streets & water	insurance	\$311.52
19598	Baker & Taylor	library	books	\$95.24
19599	Brite-Way Window Cleaning	city hall & armory	misc	\$301.00
19600	Cardmember Services	all	misc	\$1,123.16
19601	CraneJohnson Lumber Co	streets	maint/operation	\$51.95
19602	Dakota Natural Gas	streets	heating	\$19.89
19603	Dakota Natural Gas	fire dept	heating	\$18.59
19604	Deb Sletten	all	overpayment of water bill	\$79.20
19605	Drew Petersen	cemetery	contract	\$2,750.00
19606	ECRWD	water treatments	purchase of raw water	\$4,685.11
19607	Farmers Union Oil	streets	mower	\$69.19
19608	Goose River Bank	water & wastewater	collection fee	\$49.59
19609	Grand Forks Utility Billing	water treat & vw water	samples	\$272.00
1910	Great America Copier Lease	all	lease on copier	\$536.67
19611	H.E. Everson	streets & vector	maint/operation	\$74.73
19612	Hawkins	water treatments	chemicals	\$2,106.75
19613	Hub International	all	fire & tornado	\$5,932.00
19614	Linde Gas & Equipment	streets	maint/operation	\$49.55
19615	MayPort Farmers Co-op	all	fuel for vehicles	\$1,122.34
19616	MayPort Hardware Hank	st, city hall, water treat	maint/operation	\$504.28
19617	MayPort Hardware Hank	library	Furniture/Equipment	\$289.99
19639	Mayville Airport Authority	airport	May's specials rec'd in June	\$99.27
19640	Mayville State University	sales tax	May's sales tax rec'd in June	\$18,598.54
19618	Michael Todd & Com	streets & water dist	maint/operation	\$303.48
19619	Midcontinent Communications	all	internet & phones	\$1,298.83
19620	Miller's Fresh Foods	city hall	misc	\$96.35
19621	Miller's Fresh Foods	library	maint/operation	\$33.31
19641	MPEDC	sales tax	May's sales tax rec'd in June	\$6,323.50
ACH	NDPERS	all	insurance	\$3,710.30
19622	Network Center	all	datto backup & Office 365	\$262.00
19623	Nilson Brand Law	legal & legal retainer	legal issues	\$1,995.00
ACH	OneAmerica	all	retirement for June	\$2,817.97
19624	One Call Concepts	water distribution	maint/operation	\$30.65
19625	Paulson Gravel Service Inc	streets	maint/operation	\$3,317.22
1926	Polar	auditor	lease on telephone	\$60.77
1627	Precision	water distribution	maint/operation	\$8,375.00
19628	PS Garage Doors	streets	repair/maintenance	\$460.71
19629	Reliance Standard Life Insurance	all	insurance	\$213.50
19630	Soholt Bakery	city hall	misc	\$39.50
19631	Team Lab	wastewater treatment	chemicals	\$1,262.50
19632	Trail County Treasurer	sheriff	monthly contract	\$21,169.50
19633	Trail County Tribune	non-dept; water treatment	printing	\$484.60

ACH	USDA	Water 26 pt. 2	loan payment	\$21,880.00
19634	USPS	water dist & wastewater	postage for water bills	\$287.77
19635	Valley Plains Equipment	streets	mower blades	\$113.73
19636	Verizon	all	cell phones	\$272.83
19637	Waste Management	sanitation	garbage & recycling	\$25,296.28
19638	Xcel Energy	all	electricity	\$13,056.20

H2O Deposits refunded

19642	City of Mayville (John Ketchel)		\$150.00
19643	City of Mayville (Julia Kohls)		\$127.71
19644	City of Mayville (Lori Smith)		\$120.99
19645	Eric Staebler		\$150.00
19646	Julia Kohls		\$22.29
19647	Lori Smith		\$29.01

\$156,186.40

O'Brien seconded the motion, motion carried.

Approval of financial reports: May 2022 financials are included for review and approval. O'Brien made the motion to accept the financial reports as presented. Moen seconded the motion, the motion carried.

Review Calendars: July, August & September 2022: Note: City Offices closed for the following holidays: Independence Day, Monday, July 4; Labor Day, Monday, September 5; City Council, July 11, 6 pm rather than July 4th and on September 12th rather than September 5th. Committee meetings: Admin and Physical Plant committees will meet Tuesday 5 pm, and Wednesday 6 pm, 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.

A. Certification of Election Results

Mayor Mayville (Vote for One):

Karl Jorgenson	264
Write-In - Tim (Buck) Olson	1
Write-In - Linda Baier	1
Write-In - Steve Bensen	2
Write-In - Mike Carr	1
Write-In - Lowell Domier	1
Write-In - Charlie Moen	1
Write-In - Jon Nygard	1
Write-In - Larry O'Brien	1
Write-In - Aaron Soholt	1
Write-In - Scattered	0

Council Member Mayville at Large (Vote for 3):

Charlie Moen	262
Ray Petersen	256
Aaron Soholt	5
Write-In - Kelly Archambeau	1
Write-In - Roger Baier	1
Write-In - Bill Bohnsack	1
Write-In - Jay Burley	1
Write-In - Mike Carr	1

Write-In – Dan Conway	1
Write-In – Neil Dornacker	1
Write-In – Ashley Erickson	1
Write-In – Gilbert Growth	1
Write-In – Sarah Iverson	1
Write-In – Ross Johnson	1
Write-In – Becky Jorgenson	1
Write-In – Karl Jorgenson	1
Write-In – Lon Jorgensen	1
Write-In – Byron Kleven	1
Write-In – Brent Kohls	1
Write-In – Kim Labine	1
Write-In – Jeremy Marquardt	1
Write-In – Wendy Mehus	1
Write-In – Kim Meshefski-Labine	1
Write-In – Tom Moen	1
Write-In – Larry O’Brien	1
Write-In – Hannah Perkins	1
Write-In – Doug Petersen	1
Write-In – Derek Peterson	1
Write-In – Jeni	1
Write-In – Richard	1
Write-In – Jerod	1
Write-In – Tim Strand	1
Write-In – David Torgeson	3
Write-In – Rick Wilson	1
Write-In – Michael Winkler	2
Scattered	2

Municipal Judge Mayville (Vote for One):

Thomas R. Moe	278
Write-In – Cassie Tostenson	1
Scattered	1

Park Board Member Mayville Park (Vote for 2):

Jeremy Marquardt	283
Jacob Jaffa	246
Scattering	1

1% Sales Tax for Infrastructure Mayville:

Yes	231
No	65

Gates made the motion to accept the certification of election results as presented. Bohnsack seconded the motion, the motion carried.

O’Brien made a motion to allow Comet Athletic Club to provide gaming and raffle at CAC Sportsmen’s Raffle event at City Armory, Saturday, September 10, 2022. Gates seconded the motion, the motion carried.

FEMA Flood Related Disaster April – May 2022: Update from Ben Gates on status, dates and requests. Plan to add the artisan well to the declaration and burned-out Main Lift Station Motor rewind \$7,200. Ben stated that after the President signs off on the paperwork, that we will have 60 days to do a PDMG. This is just an update.

The street improvement contractor, RJ Zavoral & Sons plan to begin the Mayville Street project this week, and requests permission to begin work at 6:00 am daily which does not conform to the 7:00 am City Noise Ordinance. Will Council allow the variance to the ordinance? Gates made the motion to allow the variance to the ordinance so the street project work can start at 6:00 am instead of 7:00 am. O'Brien seconded the motion, the motion carried.

Budget preparation: Input is needed for suggested changes for 2023. Budget hearing set October 3, 2022, at 6 pm. Sheriff, Library, Equalization – 18,150 – Contract to sign for City, Increase in Software costs, Fire Department, Other city adjustment? Preliminary budget is due to County Auditor on August 10, 2022. The city auditor is looking for input from all departments for the budget.

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: Karl Jorgenson
Karl Jorgenson