

## February 6, 2023, Mayville City Council

The Mayville City Council met in regular session on February 6th, 2023, at 6:00 pm in the council chambers with Bill Bohnsack acting as Mayor. The following Aldermen responding to call of the roll: Soholt, Gates, Moen. Absent: O'Brien, Petersen. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Janell Marmon and Traill County Sheriff Hunt. Brandon Smith from Moore Engineering was also present.

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

1. **January 3, 2022, minutes (Monthly meeting) Not available yet**
2. **May 2, 2022, minutes (Monthly meeting) Not available yet**
3. **October 3, 2022, minutes (Monthly meeting) Not available yet**
4. **January 9, 2023, minutes (Monthly meeting)**
5. **Auditor's Office approvals:** Mayville Senior Citizens Bingo Permit 1/1/23 – 12/31/23
6. **Conferences & Training Opportunities:** Info in packet – Jan Jordan Scholarship; ND Transportation Training & various others; Empowering ND Communities; Tactical Pipeline Response Training; ND Housing 2023 Home Ownership Forum. Information in packet for all these items listed.
7. **Hazard mitigation for Traill County** - Ben/Charlie meeting update for 5-year plan. List of Projects – Updates & changes? Additions?
8. **NDIRF:** Board of Directors Election
9. **Fire Department:** 2022 Reports in packet
10. **We have an assigned NFIP Coordinator** - Tyler Spomer
11. **Celebrate Cities Day is February 17<sup>th</sup>.**
12. **Latest Legislative 2023:** Updates
13. **Garrison Diversion:** - Matching Grant Program – info in packet
14. **Grant Information** – Info in packet
15. **MayPort EDC:** Annual Meeting was held February 2, 2023.
16. **If I were Mayor** – contest through NDLOC – info in packet.

Gates seconded the motion, motion carried.

### 1.0 Street & Storm Improvement District 2022-1

- 1.1 Status Update
  - 1.1.1 Construction to restart in Spring.
  - 1.1.2 Winter design group meeting – need to set.
  - 1.1.3 **Moore Engineering Invoice 32423 - \$5,359.00**

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

- 2.1 Status Update
  - 2.1.1 USDA Letter of Conditions
    - ROW Certification – Cassie
    - Final Items - Gail
  - 2.1.2 Plans and Specs Approved by USDA
  - 2.1.3 Will bid once LOC completed.

### 3.0 Mayville Dam 2

- 3.1 FEMA Coordination – Funds obligated from Spring Event
- 3.2 Study Update – Waiting on current river model from FEMA.
- 3.3 **Moore Engineering Invoice 32424 - \$3,905.00**

### 4.0 City Engineering Services - Moore Engineering Invoice

#### Street & Storm Improvement District 2022-1

Brandon Smith mentioned that they are continuing with quality control. He touched on 3<sup>rd</sup> party quality assurance for asphalt. Construction will restart in the spring. Brandon wants to get a winter design group meeting set – hopefully in the middle of February. He brought with him an invoice #32423 for \$5,59.00 which is the 7<sup>th</sup> payment to Moore Engineering for Storm/Street

portion. Moen made the motion to approve payment on this invoice. Soholt seconded the motion and upon a roll call vote the following voted; Yea: Soholt, Moen, Gates; Nay: Zero; Absent: Petersen, O'Brien.

**Sewer & Water Improvement District 2022-2**

Brandon Smith talked about the USDA Letter of Conditions has been received and working on requirement. The plans and specifications are complete. City Attorney has ROW (Right of Way) Certification to do. Some final items left for Gail to finish up. Will bid once the Letter of Conditions is completed.

**Mayville Dam 2**

Brandon Smith about FEMA Coordination – Funds obligated from Spring Event. Study Update – still waiting for river model from FEMA. **The city has received \$272,578.84 from Federal and \$36,343.85 from State reimbursement.** Brandon brought a Moore Invoice #32424 for \$3,905.00 for services rendered for the Mayville Dam 2. Soholt made the motion to approve payment on this invoice. Gates seconded the motion and upon a roll call vote the following voted; Yea: Moen, Gates, Soholt; Nay: Zero; Absent: O'Brien, Petersen.

Gates made the motion to approve December 2022 actual and January actual & February 2023 estimated expenses.

December 2022 Bills				
20015	Breidenbach Excavating	water distribution	repair of water leak	\$3,285.00
20039	Loffler Companies Inc	all	lease on copier	\$99.68
20040	MacQueen Emergency	fire dept	repair/maintenance	\$6,678.03
20047	Ness Plumbing	water distribution	maint/operation	\$814.84
20064	Xcel Energy	all	electricity	\$13,809.16

January 2023 Bill				
20010	Aasen Drug	library	off supp & comm serv proj	\$38.52
20011	Aflac	all	insurance	\$512.76
20012	American Solutions for Business	all	office supplies	\$287.32
20013	Aramark	all	misc	\$621.44
20014	Argus Dental & Vision	all	insurance	\$302.40
20017	Butler	emergency	snowblower	\$389.11
20018	Butler	emergency	snowblower	\$946.00
20019	Canon Financial Svcs	all	lease on copier	\$284.27
20020	Cardmember Services	non-dept & library	misc & periodicals	\$441.67
20023	Dacotah Paper	all	misc	\$272.05
20024	Dakota Natural Gas	streets	heating	\$712.15
20025	Dakota Natural Gas	fire dept	heating	\$714.26
20026	David Groven	city hall	snow removal - hired	\$75.00
20027	ECRWD	water treatment	purchase of raw water	\$3,472.42
20029	Farmers Union Oil	emergency	fuel for vehicles	\$354.12
20030	Flaten & Johnson	emergency	1995 Ford Truck	\$2,387.52
20031	General Equip & Supplies	emergency		\$999.96
20032	Goose River Bank	water dist & ww coll & treat	collection fee	\$27.84
20033	Grand Forks Utility Billing	water treatment	samples	\$70.00
20034	H.E. Everson	streets	maint/operations	\$184.65
20035	Jacobson Brothers	library	snow removal - hired	\$160.00
20036	Jeff's Electric	water treatment	repair/maintenance	\$560.11
20037	Lake Agassiz Water Authority	water treatment	dues	\$250.00
20038	Linde Gas & Equipment	streets	maint/operations	\$51.70
20041	MayPort Auto & Truck Parts	ww coll & treat & emerg	repair/maintenance	\$947.57
20042	MayPort Farmers Co-op	all	fuel for vehicles	\$4,178.85
20043	MayPort Hardware Hank	all	maint/operations	\$246.67
20067	Mayville Airport Authority	airport	Dec's spec rec'd in Jan	\$46.94

20068	Mayville State University	sales tax	Dec's tax rec'd in Jan	\$17,651.23
20045	Miller's Fresh Foods	city hall	misc	\$112.79
20046	Miller's Fresh Foods	library	maint & comm serv proj	\$47.42
20069	MPEDC	sales tax	Dec's tax rec'd in Jan	\$6,001.42
20048	Network Center	all	backups & Office 365	\$3,223.70
20050	Nilson Brand Law	city attorney	legal issues	\$7,111.00
20052	One Call Concepts	water distribution	maint/operations	\$11.70
ACH	OneAmerica	all	retirement	\$2,531.94
20055	Software Innovations	all	updates	\$750.00
20056	The Lockshop	library	repair/maintenance	\$288.35
20057	Titan Machinery		new one way	\$19,796.46
20059	Traill County Treasurer	sheriff	monthly contract	\$21,169.50
20060	Traill County Tribune		printing	\$497.25
20062	Verizon	all	cell phones	\$235.48
20063	Waste Management	sanitation	garbage & recycling	\$24,979.17
20065	Xcel Energy	all	electricity	\$2,951.61

**February 2023 Bills**

ACH	Bank of North Dakota	Water 23	loan payment	\$1,200.00
ACH	Bank of North Dakota	Sewer 24	loan payment	\$13,000.00
ACH	Bank of North Dakota	Tif #25	loan payment	\$1,245.00
ACH	Bank of North Dakota	Water 26 pt 1	loan payment	\$6,200.00
20021	Christian Gage	water treatment	motel	\$360.36
20028	Fargo Glass & Paint Co	armory	repair/maintenance	\$468.82
20044	Midcontinent Communications	all	internet & phones	\$1,304.89
ACH	NDPERS	all	insurance	\$3,710.30
20051	Nilson Brand Law	sanitation	monthly retainer	\$275.00
20053	Polar Telcom	auditor	lease on phones	\$60.77
20054	Reliance Standard Life Insurance	all	life insurance	\$241.50
20058	Titan Machinery	streets	payloaders	\$165.04
20061	USPS	water dist & ww	postage for water bills	\$325.84

**H2O Deposits refunded**

20022	City of Mayville (Brian Quinn)			\$30.81
20016	Brian Quinn			\$119.19
20049	Nick Rexine			\$150.00
				\$180,438.55

Moen seconded the motion, motion carried.

Review Calendars: November/December 2022 and January 2023: Note: City Offices closed for the following holidays: President's Day February 20<sup>th</sup> and Good Friday April 7<sup>th</sup>. March Council will be held on March 6<sup>th</sup>, 2023, 6pm. Tax Equalization meeting was set to April 25<sup>th</sup>, 2023, at 6pm. Admin and Physical Plant Committees will meet Tuesday 5pm, and Wednesday 7am, 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. Moen made the motion to accept the calendars as presented. Soholt seconded the motion, the motion carried.

It was decided at the January 2023 Council meeting to refuse gravel bids due to incorrect format and reopen bids for the February Council meeting. Bill Bohnsack as acting mayor opened up the 2 bids that were sent in for the February 2023 city council meeting. The first bid was from Paulson Gravel for Class 5 gravel and the bid was \$16.50/yd. The second bid was from KRB for Class 5 gravel and their bid was \$13.50/yd. Gates made the motion to accept the lower bid of KRB at \$13.50/yd for the year 2023. Soholt seconded the motion and upon a roll call vote the following voted; Yea: Moen, Soholt, Gates; Nay: Zero; Absent: Petersen, O'Brien.

Moen made the motion to grant permission to advertise for Insurance Bids – NDIRF for opening at March 6<sup>th</sup> Council. Gates seconded the motion, the motion carried.

Gaming Site Authorization: Top Hat Lounge, Tommy’s Sports Bar, Stub’s Bar – for Comet Athletic Club: Bingo, Raffles, Pull Tabs (all forms), Sports Pools, Twenty-One and Poker. Gates made the motion to approve this Gaming Site Authorization. Soholt seconded the motion and upon a roll call vote the following voted; Yea: Gates, Soholt, Moen; Nay: Zero; Absent: O’Brien, Petersen.

Nothing for the Sheriff’s report

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

Attest: Julie Christianson  
Julie Christianson, Deputy Auditor

Mayor: Karl Jorgenson  
Karl Jorgenson