

May 1, 2023, Mayville City Council

The Mayville City Council met in regular session on May 1st, 2023, at 6:00 pm in the council chambers with Mayor Jorgenson presiding and the following Aldermen responding to call of the roll: Soholt, Moen, Gates, Petersen, Bohnsack. Absent: O'Brien. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Janell Marmon and Jasper Jacobson. Brandon Reber from Moore Engineering was also present.

Petersen 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. **May 2, 2022, minutes (Monthly meeting) Not available yet**
4. **April 3, 2023, minutes (Monthly meeting) Not available yet**
5. **April 25, 2023, minutes (Tax Equalization meeting) Not available yet**
6. **Auditor's Office approvals:** Annual Food Truck Permit for Hippie Gone Hot Dog; Annual Food Truck Permit for Mama LaRonni's Italian Treats; Cruise to the Island Committee – Raffle 09/10/23.
7. **Paulson Gravel will be demolishing Karl Jorgenson's Building** and taking to landfill, asbestos documentation has been completed, \$2500 deposit to be received. The building is 1800 sq ft so cost will be \$2,000.
8. **City Residential Cleanup days set for May 6th to May 20th.** Ad in Packet.
9. **Senate Bill 2183 Snow removal reimbursement to Counties, Cities, Township.** Early Season Data Submitted. Extended Season Data Due in May.

Gates seconded the motion, motion carried.

1.0 Street & Storm Improvement District 2022-1

1.1 Status Update

1.1.1 Precon Meeting last week

1.1.2 Proposed construction schedule

1.1.3 Winter design group meeting

1.1.4 **Moore Engineering Invoice 33320 - \$7,678.50**

2.0 Sewer & Water Improvement District 2022-2

2.1 Status Update

2.1.1 USDA Letter of Conditions

- All items to USDA

2.1.2 Council to Authorize Ad for Bid once USDA gives go ahead

2.2 **Moore Engineering Invoice 33323 - \$2,225.00**

3.0 Mayville Dam 2

3.1 Report discussion

3.2 **Moore Engineering Invoice 33325 - \$18,422.50**

4.0 Mayville WTP Assistance

4.1 **Moore Engineering Invoice 32751 - \$4,281.35 – Nothing at this time**

Street & Storm Improvement District 2022-1

Brandon Reber mentioned that the intersection of 1st St NE and 1st Ave NE had to be torn up as a pipe needed to be replaced. The contractor there was going to be like 8" of asphalt but only 4" of asphalt when they started tearing it up. Zavoral gave Brandon 2 options to present to the Council. Option 1 is top patch the section. Option 2 is to redo the section. It was decided to redo the section. Brandon talked about the millings to start in mid-June. We have had one construction meeting so far. Every two weeks we will continue to have a construction meeting on Tuesday at 9am. Brandon brought an **invoice #33320 made payable to Moore Engineering Payment #12 for \$7,678.50**. Moen made the motion to approve payment on this invoice. Petersen seconded the motion and upon a roll call vote the following voted; Yea: Moen, Bohnsack, Gates, Petersen, Soholt; Nay: Zero; Absent: O'Brien. Moen has asked we review the amount \$10/ton for millings – Ryan Holte is looking at this.

Sewer & Water Improvement District 2022-2

Brandon Reber talked about the USDA Letter of Conditions has been sent to USDA. Council will need to authorize Ad for Bid once USDA gives go ahead which could possibly be 3 weeks after approval from USDA. He mentioned that both R.J Zavoral and Naastad Brothers have expressed interest in bidding for this project. Brandon brought an invoice #33323 made payable to Moore Engineering Payment #13 for \$2,225.00. Bohnsack made the motion to approve this payment. Soholt seconded the motion and upon a roll call vote the following voted; Yea: Soholt, Moen, Bohnsack, Gates, Petersen; Nay: Zero; Absent: O'Brien.

Mayville Dam 2

Brandon Reber mentioned that the dam study report was going to be on Thursday, May 4th at 7:00am. Josh Hassell and himself would be at that meeting here at City Hall. Brandon brought an invoice #33325 made payable to Moore Engineering Payment #9 for \$18,422.50. Petersen made the motion to approve payment. Moen seconded the motion and upon a roll call vote the following voted; Yea: Bohnsack, Gates, Petersen, Soholt, Moen; Nay: Zero; Absent: O'Brien

Gates made the motion to approve May 2023 actual and estimated expenses.

20190	Aflac	all	insurance	\$769.14
20191	Aramark	all	misc	\$385.07
20192	Argus Dental & Vision	all	insurance	\$302.40
ACH	Armory GO Bonds	armory	bond payment	\$5,000.00
20193	Bank of North Dakota	Water 19 & 20	loan payment	\$11,643.04
20194	Bill Bohnsack	governing board	reimbursement for mileage	\$81.22
20195	Butler	ww coll & armory	generator repair	\$1,257.08
20196	Canon Financial Services	all	lease on copier	\$350.96
20197	Cardmember Services	all	maint/operations	\$1,232.37
20198	Crane Johnson Lumber Co	streets	maint/operations	\$79.80
20199	Dakota Natural Gas	water treatment	heating	\$325.00
20200	Dakota Natural Gas	streets	heating	\$133.62
20201	Dakota Natural Gas	fire dept	heating	\$177.50
20202	David Groven	city hall	snow removal hired	\$215.00
20203	ECRWD	water treatment	purchase of raw water	\$3,644.65
20204	Erickson Pest Control	sanitation	maint/operations	\$60.00
20205	Goose River Bank	water dist & ww coll & treat	collection fee	\$29.48
20206	Grand Forks Utility Billing	water treatment	samples	\$70.00
20207	H.E Everson	streets & water	maint/operations	\$406.65
20208	Hawkins	water treatment	chlorine	\$20.00
20209	Jacobson Brothers	library	snow removal hired	\$340.00
20210	Karl Jorgenson	emergency	flood	\$220.74
20211	Kelli Tvedt	library	comm serv projects	\$38.58
20212	Linde Gas & Equipment Co	streets	maint/operations	\$51.79
20213	Loffler Companies Inc	all	city computer	\$281.90
20214	MayPort Auto & Truck Parts Inc	streets & ww coll & treat	maint/operations	\$109.83
20215	MayPort Farmers Co-op	all	fuel	\$1,922.55
20216	MayPort Hardware Hank	streets, wtr trt & city hall	maint/operations	\$194.34
20241	Mayville Airport Authority	airport	March specials rec'd in April	\$866.59
20242	Mayville State University	sales tax	March rec'd in April	\$15,373.95
20217	Midco	all	internet & phones	\$1,291.27
20218	Miller's Fresh Foods	library	maint/operations	\$51.28
20243	MPEDC	sales tax	March rec'd in April	\$5,227.14
ACH	ND Public Finance Authority	Refunding 2012	2002 & 2003 RD bond pymt	\$78,552.50
ACH	NDPERS	all	insurance	\$3,710.30

20219	Neset Repair	streets	new transmission - red pickup	\$5,927.95
20220	Network Center	all	backup & office 365	\$700.75
20221	Nilson Brand Law	city atty:flood	legal issues & retainer	\$550.00
10327	Nilson Brand Law	water & sewer dist-2	water & sewer	\$2,447.50
ACH	OneAmerica	all	retirement for April	\$4,813.43
20222	One Call Concepts	water distribution	maint/operations	\$111.25
20223	Patriot Fire & Safety Inc	fire dept	maint/operations	\$4,775.37
20224	Polar	auditor	lease on phones	\$60.77
20225	Precision	city hall & fire dept	maint/operations	\$3,731.58
20226	Publishers Weekly	library	periodicals	\$129.49
20227	Reliance Standard Life	all	insurance	\$218.50
20228	Septic Tank Servicing	streets	maint/operations	\$235.00
20229	Soholt Bakery	city hall	misc	\$48.00
20189	TNA Inc	streets	new snowblower	\$11,100.00
20230	Team Lab	streets, water dist	repair/maintenance	\$1,849.00
20231	Traill County Equalization	state aid & sales tax	professional services	\$18,150.00
20232	Traill County Sheriff	sheriff	monthly contract	\$21,169.50
20233	Traill County Tribune	non-dept & cemetery	printing	\$620.50
20234	Traill County Tribune	library	printing	\$84.00
	USPS	water dist & ww coll & treat	postage for water bills	\$273.44
20235	Verizon	all	cell phones	\$235.39
20236	Waste Management	sanitation	garbage & recycling	\$25,078.53
20237	Wigen Water Technologies	water treatment	maint/operations	\$883.66
20238	Workforce Safety & Insurance	sanitation	workers comp	\$250.00
20239	Xcel Energy	all	electricity	\$13,399.44

H2O Deposits refunded

\$251,258.79

Bohnsack seconded the motion, motion carried.

Approval of financial reports: 2022 and 2023 Q1 are included. Cash on Hand and Investments do not carry over until we close. I will try to do a compilation this week and send out. Gates made the motion to accept the financials as presented. Soholt seconded the motion, motion carried.

Review Calendars: May/June 2023: Note: City Offices will be closed for the following holiday: Memorial Day 5/29/23. Council will be held on June 5th, 2023, 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. Petersen made the motion to accept the calendars as presented. Soholt seconded the motion, the motion carried.

Bids for Cemetery Care Taking Contract 2023 **OR** 2023-2024 – see contract/bid. Mayor Jorgenson opened up 2 bids for the cemetery. The first bid was from Jacobson Brothers for just one year (2023) for \$22,653. The second bid was from Manthey's Lawn Care from Hillsboro which read from May 1st, 2023 – October 31st, 2024, for \$19,500. The city is required to take the low bid unless there are special circumstances. Petersen made the motion to accept the bid of \$19,500 from Manthey's Lawn Care for the cemetery care taking contract. Gates seconded the motion and upon a roll call vote the following voted; Yea: Gates, Petersen, Soholt, Moen, Bohnsack; Nay: Zero; Absent: O'Brien.

Petersen made the motion for State Authorization for 2023-2025 to administer City of Mayville's Local sales, use and gross receipts. Moen seconded the motion and upon a roll call the following voted; Yea: Bohnsack, Moen, Gates, Petersen, Moen; Nay: Zero; Absent: O'Brien.

A replacement snowblower has been found – the old one cannot be used on new tractor due to angle. Additional quote attached. Old snow blower to be listed and sold directly this fall. The street guys and Mayor Jorgenson went and looked at this new snow blower. Moen made the motion to approve the purchase of this snow blower. Soholt seconded the motion and upon a roll call vote the following voted; Yea: Soholt, Moen, Petersen, Gates, Bohnsack; Nay: Zero; Absent: O'Brien.

Bohnsack gave an update on LAWA. The cost so far is 175 million. The big cities are carrying the majority of the cost so far. The water is coming from Washburn to Cooperstown.

The City Paper to be designated: Currently it is the Traill County Tribune. The County has moved to the Hillsboro Banner. Those are our two options. Bohnsack made the motion to keep the city's paper as the Traill County Tribune. Petersen seconded the motion, the motion carried.

Sales of Cemetery Lots:

- Section 15, Lot 1, Grave 5 – Marvin Roller
- Section 15, Lot, Graves 6 & 7 – David & Grace Verminski

Soholt made the motion to accept this cemetery lot sales as presented. Moen seconded the motion and upon a roll call vote the following voted; Yea: Petersen, Soholt, Moen, Bohnsack, Gates; Nay: Zero; Absent: O'Brien.

Nothing for the Sheriff's report

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

Attest: 
Julie Christianson, Deputy Auditor

Mayor: 
Karl Jorgenson