

November 6, 2023, Mayville City Council

The Mayville City Council met in regular session on November 6th, 2023, at 6:00 pm in the council chambers with Mayor Jorgenson presiding and the following Aldermen responding to call of the roll: O'Brien, Moen, Gates, Bohnsack, Soholt. Absent: Petersen. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Jim Johnson and Sheriff Hunt. Brandon Reber and Josh Roehrich from Moore Engineering was also present.

O'Brien 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. **October 2, 2023, minutes from Budget Hearing.**
5. **October 2, 2023, minutes (Monthly meeting)**
6. **Auditor's Office approvals:** MayPort Community Club raffle 12-9-23. A parade permit for Winterfest 12/8/23.
7. **Conferences & Training Opportunities.**
8. **LAWA Wednesday, October 11th, 2023, in Fargo – Special Meeting – Bill Update –** Bill just talked about the bidding system that normally you take low bidder but the low bidder, so they checked their references. It was determined that the low bidder on previous jobs would jack up the prices after getting the bid so more or less nickel and diming them. It was determined that LAWA would not take the lowest bid but the next lowest bid @ 80 million.
9. **Audit Continuing –** waiting to hear on Bonding Transactions to be allowed to close 2022.
10. **Lead & Copper Survey sent out and replied to for State – funding questions.**
11. **Verizon will be doing some boring per their lease to bring more capacity to the antennas on the water tower.**
12. **Deputy Auditor attended a webinar on removal of slum and blight grants –** will look for follow up info from State.
13. **Aanstad Law has moved to the Nodak Insurance Building.**
14. **Alltek has been installing the power detection equipment for XCEL on the street lights.**

Gates seconded the motion, motion carried.

Street & Storm Improvement District 2022-1

- 1.1 Status Update
 - 1.1.1 Construction update
 - 1.1.2 Punchlist and Work Next Year
 - 1.1.3 Defective Work and Corrective Action
 - 1.1.4 **Contractor's Application for Payment #10 - \$956,919.16**
 - 1.1.5 **Moore Engineering Invoice 35599 - \$73,241.45**

2.0 Sewer & Water Improvement District 2022-2

- 2.1 Updated Application to USDA
- 2.2 Bid in Spring depending on Funding situation

3.0 Mayville Dam 2

- 3.1 Status update
- 3.2 Funding Update
 - 3.2.1 OHF Application
 - 3.2.2 USFW Funding
 - 3.2.3 BND Application
- 3.3 Design
 - 3.3.1 Geotechnical – Early November
 - 3.3.2 River Modeling
 - 3.3.3 Project Design Meeting – Set Up
- 3.4 **Moore Engineering Invoice 35598 - \$26,813.20**

4.0 CWSRF Questionnaires

4.1 Sanitary Sewer

4.2 Storm Sewer

Street & Storm Improvements District 2022-1

Brandon Reber mentioned that Zavoral has been working on the punch list. He stated that the defective work and corrective actions are still being documented. He did bring a change order #6 to the meeting. Gates made the motion to accept this change order, but no second was made so motion died.

O'Brien made the motion to approve contractor application for Payment: **Payment #10 to R.J. Zavoral & sons for Street/Storm \$842,464.16**. Gates seconded the motion and upon a roll call vote the following voted; Yea: Moen, Bohnsack, O'Brien, Gates, Soholt; Nay: Zero; Absent: Petersen. The initial amount that Moore Engineering brought to the meeting was \$956,919.16 but with defective work the retainage ended up being \$114,455.00.

O'Brien made the motion to approve payment to **Moore Engineering for Street/Storm \$73241.45**. Bohnsack seconded the motion and upon a roll call vote the following voted; Soholt, Moen, Bohnsack, O'Brien, Gates; Nay: Zero; Absent: Petersen.

Sewer & Water Improvement District 2022-2

Brandon Reber talked that Gail and himself are finishing working on the updated application to USDA. He mentioned that in February/March 2024 possibly putting out for bids as USDA will know if more grant money is available.

Mayville Dam 2

Brandon Reber spoke on the funding update for the Dam. On October 26th, 2023, a group of people consisting of Ray Petersen, Charlie Moen, Lowell Domier and Brandon Reber met in Bismarck with the Outdoor Heritage Fund Group and they spoke on how vital the Mayville Dam is to many different groups in Mayville. With a 11-1 vote the Outdoor Heritage Fund decided favorably to help with the Mayville Dam repair, possibly up to \$400K. Brandon also mentioned that there are other groups that he is looking to for more money like USFW and Bank of North Dakota low interest loan. Brandon also touched on the Geotechnical which should be completed early November to mid-November. Brandon would like to have a Project Design meeting early in December 2023. Brandon bought an invoice for work done so far on this Dam repair. Gates made the motion to approve payment to **Moore Engineering for Mayville Dam \$26,813.20**. Moen seconded the motion and upon a roll call vote the following voted; Yea: Gates, O'Brien, Soholt, Bohnsack, O'Brien; Nay: Zero; Absent: Petersen.

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

20523	Aasen Drug	library	office supplies	\$41.85
20524	Aflac	all	insurance	\$512.76
20526	Agassiz Sales	streets	maint/operation	\$992.00
20527	American Solutions for Business	all	office supplies	\$335.87
20528	Aramark	all	rugs	\$430.52
20525	Argus Dental & Vision	all	insurance	\$302.40
20529	Baker & Taylor	library	books	\$227.18
20530	Bank of North Dakota	Water 19 & 20	interest payment	\$1,525.66
20531	Blue360 Media	judge	office supplies	\$158.41
20532	Canon Financial Services	all	lease on copier	\$350.96
20533	Charlie Moen	emergency	flood expenses	\$241.86
20534	Dacotah Paper	all & library	paper products	\$331.50
20535	Dakota Natural Gas	streets	heating	\$63.89
20536	Dakota Natural Gas	fire dept	heating	\$54.31
20537	Dakota Natural Gas	water treatment	heating	\$16.00
20538	David Groven	emergency	snow removal hired	\$36.00
20539	Discover Magazine	library	periodicals	\$35.95
20540	ECRWD	water treatment	purchase of raw water	\$4,743.81
20541	Elan Financial Services	all	misc	\$1,069.63
20542	Ferguson Waterworks	water distribution	meters	\$20.00
20580	Gary Winger	cemetery	misc	\$180.00
20543	Goose River Bank	water dist, waste water	collection fee	\$39.30

20544	Grand Forks Welding	streets	snow pusher	\$710.02
20545	H. E. Everson	streets & water	maint/operation	\$264.80
20546	Hawkins	water treatment	chemicals	\$755.50
20547	Hillsboro Banner	non-dept	printing	\$344.80
20548	Linde Gas & Equipment	streets	maint/operation	\$51.22
20549	Loffler Companies	all	city computer	\$284.57
20550	Manthey Lawn Care	cemetery	contract - last payment	\$3,250.00
20551	Max Grotte	water distribution	refund of overpayment of bill	\$33.93
20553	MayPort Auto & Truck Parts	streets	maint/operation	\$92.47
20554	MayPort Farmers Co-op	all	fuel for vehicles	\$2,247.48
20555	MayPort Hardware Hank	all	maint/operation	\$382.71
20556	MayPort Hardware Hank	library	maint/operation	\$5.49
20581	Mayville State University	sales tax	Sept rec'd in Oct	\$19,117.30
20557	Midcontinent Communications	all	internet & phones	\$1,363.73
20558	Millers Fresh Foods	city hall	misc	\$148.07
20559	Millers Fresh Foods	library	maint/operation	\$35.83
20582	MPEDC	sales tax	Sept rec'd in Oct	\$6,499.88
20560	Naastad Bros	water distribution	repair/maintenance	\$10,260.00
20561	NDDOT	streets	treated sand	\$2,716.87
ACH	ND Public Finance Authority	Refunding 2012	bond payment	\$12,577.50
20563	ND Sewage Pump & Lift	waste water collections	repair/maintenance	\$114.41
ACH	NDPERS	all	insurance	\$4,266.90
20564	Network Center	all	datto backup & Office 365	\$262.00
20565	Nilson Brand Law	city attorney	legal issues	\$1,310.00
20562	North Dakota League of Cities	all	drug testing	\$280.00
20566	Northern Fire Equipment Service	library	misc	\$25.00
20567	Northern Fire Equipment Service	fire dept	maint/operation	\$227.45
ACH	One America	all	retirement	\$2,835.49
20568	One Call Concepts	water distribution	maint/operation	\$57.40
20569	Polar	auditor	lease on phones	\$60.77
20570	Precision Electric	water treatment	maint/operation	\$320.38
20571	Reliance Standard Life Insurance	all	insurance	\$218.50
20572	Soholt Bakery	city hall	misc	\$18.75
20573	Titan Machinery	streets	payloaders	\$106.50
20574	Traill County Treasurer	sheriff	monthly contract	\$24,467.82
20575	USPS	water & waste water	first class presort	\$310.00
20576	USPS	water dist & w water	postage for water bills	\$330.88
20577	Verizon	all	cell phones	\$235.75
20578	Waste Management	sanitation	garbage & recycling	\$25,314.84
20579	Xcel Energy	all	electricity	\$10,468.27

H2O Deposits refunded

20521	City of Mayville (Dawn DeMarce)	\$150.00
20522	City of Mayville (Tandie Olson)	\$150.00
20552	Max Grotte	\$150.00

\$144,533.14

Soholt seconded the motion, motion carried with Moen abstaining.

Approval of financial reports tabled next month.

Review Calendars: October/November/December 2023 and January 2024: Note that City offices will be closed for the following holiday: Veterans Day, November 10th, Thanksgiving November 23 & 24, Christmas December 22-25, New Year's December 29 – January 1, 2024. January 1st Council meeting moved to January 8, 2024, due to Holiday. Physical plant will be January 3 at 7a, and Admin will be January 8, 2024, 4:30pm. Committee meetings: Council meetings are the first Monday in the month unless it is a holiday, then they are held the second Monday. Physical Plant Committee is 7a the Wednesday preceding Council and Admin Committee is held Council Monday 4:30pm. Exceptions that arise will be reviewed at the City Council meetings & changes will be posted and on the calendar. Gates made the motion to accept the calendars as presented. Moen seconded the motion, the motion carried.

Moen made the motion to approve sending out liquor license applications to the drinking establishments in Mayville. They are due by 4:00pm December 4th, 2023, at City Hall. Soholt seconded the motion, the motion carried.

The MayPort Community Club came to the city to see about if the city would be interested in paying for the electricity if the Community Club purchased LED rope lights to put on the businesses along Main Street for Winterfest. The lights would be on a timer lit from 4:30pm to midnight. Moen made the motion to approve the city paying for the electricity. Gates seconded the motion and upon a roll call vote the following voted; Yea: Bohnsack, O'Brien, Gates, Soholt, Moen; Nay: Zero; Absent: Petersen.

Gates made a motion to sell the old 3-point blower for Farmall that was traded last year. Soholt seconded the motion and upon a roll call vote the following voted; Yea: Moen, Bohnsack, Soholt, Gates, O'Brien; Nay: Zero; Absent: Petersen.

O'Brien made the motion to allow the auditor to place an ad for Gravel (Class 5) and fuel bids to be opened at December 4th, council meeting. Moen seconded the motion, the motion carried.

Gates made the motion to accept the sale of a lot located at 540 7th Ave SE, Lot 5, Eastvold 4th Addition to Doug & Karen Osland. The sale price was set at \$4,000 and contingent upon approval from the Riverwood committee and the planning and zoning committee. It would also be contingent on approval of building plans. Bohnsack seconded the motion and upon a roll call vote the following voted; Yea: Moen, O'Brien, Soholt, Gates, Bohnsack; Nay: Zero; Absent: Petersen.

The City Attorney gave an update on the blighted areas in Mayville. 825 Center Ave S sent a letter stating that he was trying to clean his yard up. 327 3rd Ave SW was given till August 1, 2024, to get everything cleaned up. 325 3rd St SW got their blighted area cleaned up, so the attorney dismissed the property from anything else further being done. 21 Main St E is planning to go to City Court on November 21st, 2023, to determine what is needed to do on that property. The City Attorney was also told of a property at 130 4th Ave SE in Mayville that is deemed to be non-livable as the basement is caving in. The City Attorney asked the deputy auditor to send her the information on this property so the City can move forward with this new blight. Gates made the motion to accept the blight update as presented. Moen seconded the motion and upon a roll call vote the following voted; Yea: Soholt, Gates, Bohnsack, O'Brien, Moen; Nay: Zero; Absent: Petersen.

The Sheriff reported that the county has hired a dispatcher. They also have an offer into hiring a new deputy. Sheriff Hunt gave a thank you to all that had attended the Traill County Commissioners Meetings within the last few weeks. Sheriff Hunt very much appreciated all the support from the Mayville City Council members that attended those meeting.

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

Attest: Julie Christianson
Julie Christianson, Deputy Auditor

Mayor: Karl Jorgenson
Karl Jorgenson