

## **August 5, 2024, Mayville City Council**

The Mayville City Council met in regular session on August 5th, 2024, 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, Halvorson, Petersen, Soholt. Absent: Bohnsack. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, LaLynda Blotsky, Jay Henrickson. Brandon Reber and Brianna Murphy 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. **October 3, 2022, minutes (Monthly meeting) Not available yet**
4. **July 1, 2024, minutes (Monthly meeting)**
5. **July 1, 2024, minutes (Organizational Meeting)**
6. **Auditor's Office approvals:** Mayville State Foundation Parade Permit – Farmer's Bowl 9/28/24; Liquor License Transfer to Floyd's Bar for Mayville State University Sportsmen Raffle 9/14/24 at Mayville State.
7. **Conferences & Training Opportunities:**
8. **Clagg House (Blight) Update – see packet**
9. **LAWA Meeting: Bill Update**
10. **IT Server Upgrade:** Neptune/Meter reading next step.
11. **Library:** Hired Alexis Whitehorn as Library Director. The Board will be meeting with her this week for further information.
12. **The Library Board Fundraiser at Rainbow Gardens was a success – July 17<sup>th</sup> – Thank you to everyone that helped make it a great success. Raised \$1,850.00**
13. **Construction Meeting – August 1<sup>st</sup> – found a valve not working on the south side of Water Tower. Also a manhole in an alley that needs some risers KPH will fix it.**
14. **New individual at USDA – Is. 's last day was 7-31-24. We will be working with Keri now at USDA.**
15. **ECRWD is not able to be on backup in case of issues with water plant when water tower is drained. The pipe is not big enough. After testing the back feed from ECRWD it has been determined that not enough water can be supplied to maintain necessary water pressure in the City of Mayville. In the case of an emergency, we would take as much as we can and try to direct it within the city to supply the most crucial locations such as the hospital, nursing home and armory; but there is not enough to supply the entire system.**
16. **Additional Stop signs by daycare at corner of 3<sup>rd</sup> Ave SE and Main Ave – It was brought up to put up a reduced speed with flashing light possibly or have the pickup/drop off to the south in the church parking lot – discussion to be held at committee meetings.**
17. **4<sup>th</sup> St NW is all graveled and worked.**
18. **Streetlights Out along 9<sup>th</sup> Ave SE – contacted Jason Suckut and he has to be replace the line feeding all of those lights so it will be later this fall.**
19. **Jasper working on options to replacement banners to go along Highway 200 – Questions on where and how to place, especially along 200.**
20. **DWSRF is soliciting for projects – deadline is 10-1-2024.**
21. **Mayville State University Block Party – August 24<sup>th</sup> from 3-6pm. Downtown Mayville on Main Street.**
22. **Garrison Diversion Matching Grant Program – deadline is September 3, 2024.**
23. **Water Tower Update – H&H Coating will be bringing a full crew this week. Last week had equipment issues so was not able to be here.**
24. **Inspection at Water/Sewer was completed and great job Christian and team!!**
25. **Tree fell on headstone at cemetery due to windstorm – NDIRF will not pay for it as it is the property owner's responsibility – will have to try and get in touch with the Tryhus family.**

Soholt seconded the motion, motion carried.

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

#### **1.1 Status Update**

##### **1.1.1 Punchlist, Defective Work, and Work this summer.**

##### **1.1.2 Upcoming Meeting with Contractor**

##### **1.1.3 Moore Engineering Invoice 39471 - \$15,728.05**

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

## 2.1 Construction Status Update

## 2.2 Contractor's Application for Payment No. 2 - \$187,768.08

## 2.3 Moore Engineering Invoice 39473 - \$50,510.99

## 3.0 Mayville Dam 2

### 3.1 Design

#### 3.1.1 Final Plans to Regulatory

#### 3.1.2 Access Road location

## Street & Storm Improvement District 2022-1

Brandon Reber mentioned that last Friday he had met with the Special Assessment Committee. He is planning another meeting with them this coming Friday. Brandon also mentioned that Zavoral & Moore had a 6-hour meeting together. They have another meeting coming up with Zavoral. The punch list and defective work is still being worked on this summer.

Soholt made the motion to approve payment to **Moore Engineering for Street/Storm for \$15,728.05**. A second was made by Moen and upon a roll call vote the following voted; Yea: Moen, Bohnsack, O'Brien, Halvorson, Petersen, Soholt; Nay: Zero; Absent: None.

## Sewer & Water Improvement District 2022-2

Brandon Reber gave a construction update – done with what they could do for now on the south side and will work by the water tower.

Moen made the motion to approve Contractor application for Payment: **Payment No. 2 to KPH Inc for Sewer/Water \$187,768.08**. Bohnsack seconded the motion and upon a roll call vote the following voted; Yea: Soholt, Moen, Bohnsack, O'Brien, Halvorson, Petersen; Nay: None; Absent: None.

Petersen made the motion to approve payment to **Moore Engineering for Sewer/Water \$50,510.99**. A second was made by Soholt and upon a roll call vote the following voted; Yea: Petersen, Soholt, Moen, Bohnsack, O'Brien, Halvorson; Nay: Zero; Absent: None.

## Mayville Dam 2

Brandon Reber stated that 45 days to receive comments – it is past now so now can go get a FEMA permit so looking at October/November to possibly bid the project.

O'Brien made the motion to approve July & August 2024 actual and estimated expenses.

21065	Aflac	all	insurance	\$439.76
21066	Aflac Inc(Argus Dental & Vision)	all	dental & vision insurance	\$259.76
21067	Agassiz Sales	streets	maint/operation	\$252.87
ACH	Bank of North Dakota	Tiff #25	bond payment	\$21,945.00
ACH	Bank of North Dakota	Sewer 24	bond payment	\$67,450.00
ACH	Bank of North Dakota	Water 23	bond payment	\$20,900.00
ACH	Bank of North Dakota	Water 26 pt 1	bond payment	\$26,000.00
21068	Bill Bohnsack	governing board	travel	\$166.16
21070	Brad Beck	cemetery	maint/operation	\$1,950.00
21071	Brite-Way Window Cleaning	city hall	misc	\$192.00
21072	Canon	all	lease on copier	\$350.96
21075	Countryside Creations	non-dept	misc	\$33.00
21076	Dakota Natural Gas	streets	heating	\$16.00
21077	Dakota Natural Gas	fire dept	heating	\$16.58
21078	Dakota Natural Gas	water treatment	heating	\$16.00
21079	ECRWD	water treatment	purchase of raw water	\$5,499.53

21080	Elan Financial Services	water treatment & vector	postage & parts for honda	\$88.06
21081	Ferguson Waterworks	water distribution	meters	\$3,877.50
21082	Finley Motors	ww coll & treat	repair of 2014 pickup	\$67.55
21083	Goose River Bank	water dist & ww	collection fee	\$20.68
21084	Grand Forks Utility Billing	water treat & ww coll	samples	\$161.00
21085	H.E Eversons	streets	maint/operation	\$39.85
21086	Hawkins	water treatment	chemicals	\$422.50
21087	Hillsboro Banner	library	printing of ad for director	\$114.00
21090	Kotaco Fuel & Propane	all	fuel for vehicles	\$1,018.50
21091	KRB Gravel Ltd	streets	maint/operation	\$5,360.00
21092	Linde Gas & Equipment	streets	maint/operation	\$53.64
21093	Lofflers	all	software on copier	\$179.25
21094	Manthey Lawncare	cemetery	contract	\$3,250.00
21095	MayPort Hardware Hank	streets,ww treat & dist	maint/operation	\$133.38
21114	Mayville Airport Authority	airport	June's specials	\$55.44
21096	Midcontinent Communications	all	internet & phones	\$1,381.00
21097	Miller's Fresh Foods	city hall	misc	\$18.58
21115	MPEDC	sales tax	June's sales tax	\$4,637.03
ACH	NDPERS	all	insurance	\$3,413.52
21098	Network Center	all	equipment, Office 365, backup	\$8,795.15
21099	Nilson Brand Law	water dist & flood	legal issues	\$432.00
ACH	OneAmerica	all	retirement	\$2,588.25
21100	One Call Concepts	water distribution	maint/operation	\$69.40
21101	Polar	auditor	lease on phones	\$59.00
21102	Reliance Standard Life Insurance	all	life insurance	\$186.25
21103	Soholt Bakery	city hall	misc	\$13.75
21104	Team Lab	waste water treatment	chemicals	\$4,914.50
21105	Traill County Treasurer	Sheriff	monthly contract	\$26,118.00
21106	USA Blue Book	water treatment	maint/operation	\$1,184.65
ACH	USDA	Water 26 pt 2	loan payment	\$21,880.00
21107	USPS	water dist & ww	postage for water bills	\$348.00
21108	Valley United	streets/ww treatment	chemicals	\$374.91
21109	Verizon Wireless	all	cell phones	\$235.78
21110	Veseris	vector	chemicals	\$926.62
21111	Vestis/Aramark	all	misc	\$668.24
21112	Waste Management	sanitation	garbage & recycling	\$26,174.51
21069	William Haines	streets	repair/maintenance	\$500.00
21113	Xcel Energy	all	electricity	\$10,068.43

<b>H2O Deposits refunded</b>
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21073	City of Mayville (Eva Vangsness)	\$150.00
21074	City of Mayville (Jessica Burwell)	\$118.00
21089	Jessica Burwell	\$32.00
		<u>\$275,616.54</u>

Soholt seconded the motion, motion carried.

Jay Henrickson came to council meeting to talk about blight around town. City Attorney discussed that the city is diligently working on it but it is a difficult thing to keep on top of it as there is not much we can do with the offenders but have the city go and mow their yards and charge them a fee. If that fee isn't paid then it gets put against their property taxes.

Approval of financial reports: Financials are reconciled through June 2024. O'Brien made the motion to accept the financials as presented. Petersen seconded the motion, motion carried.

Review Calendars: August, September and October 2024: Note: City Offices closed for the following holidays: Labor Day, September 2<sup>nd</sup>. Preliminary Budget due to County August 9<sup>th</sup>. Budget Public Hearing October 7<sup>th</sup>, 6p. Final Budget Due October 10<sup>th</sup>. 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. Moen made the motion to accept the calendars as presented. Petersen seconded the motion, the motion carried.

The Council decided to table the Verizon rates again until more information can be gathered.

A question was brought to the council about putting the word "Mayville" on the water tower for \$6,000 if Mayville State University decides not to pursue putting "M" or their logo on the water tower at their cost. Moen made the motion to pursue putting the word "Mayville" contingent on MSU not going forward. Halvorson seconded the motion and upon a roll call vote the following voted; Yea: Moen, Bohnsack, O'Brien, Halvorson, Petersen, Soholt; Nay: None; Absent: None.

An offer on a city lot received back from County – N 15' of Lot 9 of Gibb's Addition – Parcel #27000907420010. The city offered this lot to the Park Board for green space but was turned down. Council decided to table this offer at this time.


Fire & Tornado Premium f. 7/1/24 – 7/1/25 \$8,674.00 which includes the breakdown clause. Bohnsack made the motion to pay Hub International for Fire & Tornado. Moen seconded the motion and upon a roll call vote the following voted; Yea: O'Brien, Halvorson, Petersen, Soholt, Moen, Bohnsack; Nay: None; Absent: None.


Budget 2025 – Preliminary – Public Hearing set October 7<sup>th</sup>, 2024, at 6pm. The library – 5 Mill increase +\$37,079.63, Fire Department – paid off truck - \$16,021.57, Airport – flat 4% rate +\$747.54. Moen made the motion to accept this preliminary budget as presented. Petersen seconded the motion and upon a roll call vote the following voted; Yea: Halvorson, Petersen, Soholt, Moen, Bohnsack, O'Brien.

The City Attorney had brought Resolutions Directing Assessments to be levied but the Council decided to table it for now.

Nothing for the Sheriff's report

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

Attest:   
Julie Christianson, Deputy Auditor

Mayor:   
Karl Jorgenson