

March 3, 2025, Mayville City Council

The Mayville City Council met in regular session on March 3rd, 2025, at 6:00 pm in the council chambers with Mayor Jorgenson presiding and the following Aldermen responding to call of the roll: Soholt, Halvorson, Moen. By computer: O'Brien, Bohnsack. Absent: Petersen. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, LaLynda Blotsky. Brandon Reber and Jim Evenson from Moore Engineering were also present.

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

1. **2022 unavailable removed.**
2. **February 3rd, 2025, minutes (Monthly meeting)**
3. **February 3rd, 2025, minutes (Special meeting)**
4. **Auditor's Office approvals:** TMG Foundation – Raffle – 07/12/25.
5. **LAWA – RRVWSP – Bill Update** – still waiting on funding.
6. **Stop Signs at 4th Street NW** – will get done in spring.
7. **The Mayville Public Library** is gearing up for their 125th anniversary coming in June 2025. They are still looking for ideas on the north side of the library. Lexi has been busy getting grants for the library for Summer Reading and various other projects. Great job Lexi!!
8. **BMS Pay is live now** – People can register and pay their utility bill online with checking/saving account, debit/credit card. To register please visit: <https://mayvillend.payacp.com/home>. This information will be sent to the website and put on social media.
9. **NDRW Contacts and Services** (see packet)
10. **The city has received the new drive-by meter reading device and tablet** – Neptune is converting files, and we expect to ready this upcoming month with the new after training the 17th of March.
11. **2025 the auditor office:** will be reviewing all the rates and fees and rentals. UB reconcile, landfill (assessment, policies and fees). Garbage needs the annual increase passed on (We do 8% every 4 years; we are in our 4th year).
12. **Budget 2026** – Items to the Auditor's Office please
13. **The landfill license expires in September 2027.**
14. **In State Travel Reimbursement rates for 2025** – see packet.

Soholt seconded the motion, motion carried.

ENGINEER'S AGENDA

City of Mayville Council Meeting Monday, March 3, 2025

- 1.0 **Street & Storm Improvement District 2022-1**
 - 1.1 Status Update
- 2.0 **Sewer & Water Improvement District 2022-2**
 - 2.1 Status Update
 - 2.2 Water Leak Discussion
- 3.0 **Mayville Dam 2**
 - 3.1 Funding Discussion
 - 3.1.1 FEMA – Fix Cost vs. Actual Cost
 - 3.1.2 DES
 - 3.1.3 DWR – Request Submitted
 - 3.1.4 OHF
 - 3.1.5 USFWS
 - 3.2 Schedule
 - 3.2.1 Ad to Papers this week
 - 3.2.2 Post Plans Friday
 - 3.2.3 April 3 Bid Date

- 3.2.4 April 10 DWR Commission Meeting
- 3.3 Next Steps
 - 3.3.1 More information from FEMA this week
 - 3.3.2 Decide on Fixed vs. Actual
 - 3.3.3 Bid Project
 - 3.3.4 90 Days to hold bids

Street & Storm Improvement District 2022-1

Brandon Reber mentioned that there is no update from R.J. Zavoral and Sons.

Sewer & Water Improvement District 2022-2

Brandon Reber said that everything is on hold from KPH until this spring. Brandon gave a big thanks to Dan Overmoe, Ward Heidbreder and Jeremy Aasen for all their help and expertise on the water leak over on 4th St SE. Those 3 gentlemen work for NDRWSA (ND Rural Water Systems Association). There were 2 leaks found on that street.

Mayville Dam 2

Brandon Reber talked about that as of right now we have \$4.9 million in funds reserved for the Dam project. We thought it was going to be more. Brandon mentioned increasing our fixed costs to a more realistic cost. Gail and Brandon are meeting with Justin Messner and Brent Kahl from the FEMA, and we are hoping for some good news from them. As it is right now, FEMA will pay 75% of \$4.9 million, 10% will be the state's portion and the City's portion is \$100k. The Outdoor Heritage Fund is giving the City \$400K.

Moen made the motion to approve February actual and March estimated expenses.

DECEMBER 2024 BILLS

21503	Goose River Bank	fire dept	loan payment	\$25,000.00
21504	K-2 Construction	fire dept	snow removal-hired	\$105.00

MARCH BILLS

21505	Abdo	library	books	\$370.30
21506	Aflac	all	insurance	\$490.66
21507	Aflac Inc (Argus Dental & Vision)	all	insurance	\$268.43
21509	Brite-Way Window Cleaning	city hall & armory	misc	\$301.00
21510	Brodart Co	library	periodicals	\$19.54
21511	Canon Financial Services	all	lease on copier	\$350.96
21514	Dakota Natural Gas	streets	heating	\$318.16
21515	Dakota Natural Gas	fire dept	heating	\$340.89
21516	Dakota Natural Gas	water treatment	heating	\$54.72
21518	ECRWD	water treatment	purchase of raw water	\$4,154.00
21519	Elan Financial Services	all	misc	\$267.28
ACH	Empower	all	retirement	\$2,421.96
21520	Farmers Union Oil	all	fuel for vehicles	\$283.43
21521	Ferguson Waterworks	water distribution	software support	\$1,500.00
21522	Goose River Bank	water dist,ww coll & treat	collection fee	\$16.91
21523	Grand Forks Utility Billing	water treatment	samples	\$70.00
21524	H.E. Everson	streets	maintenance/operations	\$578.40
21525	Hawkins inc	water treatment	chlorine	\$10.00
21552	Hillsboro Banner	non-dept	printing	\$894.32
21526	Hub International	non-dept	liability insurance	\$23,241.00

21527	Jacobson Brothers	library	snow removal-hired	\$80.00
21528	Julie Christianson	library	reimbursement - maint	\$67.44
21529	K-2 Construction	fire dept	snow removal-hired	\$35.00
21508	Lexi Whitehorn	library	reimbursement	\$101.42
21530	Lofflers	all	software for copier	\$205.75
21531	MayPort Auto & Truck Parts Inc	streets	maintenance/operations	\$126.15
21532	MayPort Hardware Hank	all	maintenance/operations	\$478.29
21553	Mayville Airport Authority	airport	Feb rec'd in March	\$7,418.43
21533	Midcontinent Communication	all	internet & phones	\$1,428.76
21534	Millers Fresh Foods	library	maintenance/operations	\$21.13
21535	Miller's Fresh Foods	city hall	misc	\$30.43
21551	MPEDC	sales tax	Jan rec'd in Feb	\$8,168.70
ACH	NDPERS	all	insurance	\$4,266.90
21536	Network Center	all	backups, antivirus, Office 365	\$735.00
21537	Nilson Brand Law	sanitation	March retainer	\$275.00
21537	Nilson Brand Law	city attorney & emergency	legal issues	\$2,863.00
21538	One Call Concepts	water distribution	maintenance/operations	\$15.85
21554	Paulson Gravel	city hall	snow removal-hired	\$190.00
21539	Polar	auditors	lease on phones	\$59.89
21540	Precision	armory	repair/maintenance	\$424.00
21541	Reliance Standard Life Insurance	all	life insurance	\$191.75
21542	Rough Rider Industries	library	furniture & equipment	\$8,876.00
21513	The Forum	emergency	dam bids printing	\$243.96
21543	Traill County Treasurer	sheriff	monthly payment	\$26,118.00
21556	USPS	water dist,ww coll & treat	postage for water bills	\$156.35
21502	USPS	water dist,ww coll & treat	postage for water bills	\$192.96
21544	Verizon	all	cell phones	\$275.94
21545	Vestis	all	rugs	\$522.73
21546	VFW	non-dept	misc - flags	\$36.00
21547	Waste Management	sanitation	garbage & recycling	\$26,563.20
21548	ND Workforce Safety & Ins	all	workman comp ins	\$2,475.69
21549	Xcel Energy	all	electricity	\$6,361.59

H2O Deposits refunded

21512	City of Mayville (Demetrious Winters)	\$26.80
21517	Demetrious Winters	\$123.20

\$160,212.27

Halvorson seconded the motion, motion carried.

Approval of financial reports: Financials are reconciled through December 2024, with the exception of the FSB – and the City's closing entries. We missed the March 1st deadline to have financials completed. Halvorson made the motion to accept the financials as presented. Moen seconded the motion, motion carried.

Review Calendars: March & April 2025: City offices closed for the following holidays: Good Friday 04/18/25. Physical Plant Meetings are at 7a on the following dates: 4/2/25 and 4/30/25. Admin Committee is at 4:30pm on the following dates: 4/7/25 as same as Council meeting at 6pm on 4-7-25. There is an Open tax Assessment Meeting/Assessors/Residents/Council on 4/10/25 at 5p. There is also a One-on-One with Assessors at 2p on 4/14/25 and at 10am on 4/17/25. The actual Tax Equalization Meeting is at 5pm on 4/28/25. Council meetings are on 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 at 4:30pm. Exceptions that arise to these committee and council meeting dates will be reviewed at the monthly City Council meetings and changes will be posted and on the calendar. Soholt made the motion to accept the calendars as presented. Moen seconded the motion, the motion carried.

Dennis Peterson from Hub International was present at the Council meeting and gave the City a bid of \$23,241.00 (NDIRF) for liability insurance (4 million). This bid does not include the Park Board as they have their own policy, but the bid does include the Fire Department. Bohnsack made the motion to accept this bid as presented. Moen seconded the motion and upon a roll call vote the following voted; Yea: Bohnsack, O'Brien, Halvorson, Soholt, Moen; Nay: Zero; Absent: Petersen.

Recommendation from Physical Plant to approve a change to the City of Mayville 1979 Ordinance to allow Special Permit open burning in the Bowl. Jasper Jacobson and Rich Hart attended the Physical Plant and proposed an option like the Special Fireworks Ordinance. (see existing Fire Ordinance). Organizations to pay a permit fee (\$25.00); Only clean wood allowed – no garbage, refuse, pallets or anything with any metal, burning only in the designated area in the bowl, cleanup of all remains required within 1 day. When applying for the permit for a Bonfire in the Bowl they will need the following

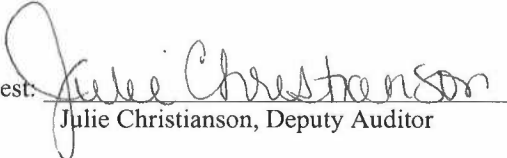
1. A letter signing off from the Fire Dept (a presence at the event is required and cannot occur if the State or County has designated a Red Flag Day).
2. A letter signing off from the Sheriff's Dept and
3. A letter signing off from the Head of the Organization (certificate of Liability Insurance by the sponsoring organization) Date/Time Length required – adult supervision required
4. The application will then go to Council for approval.

Soholt made the motion accept this recommendation as presented and also make this the first reading of the new ordinance. Halvorson seconded this motion and upon a roll call vote the following voted; Yea: Bohnsack, O'Brien, Halvorson, Soholt; Nay: Moen; Absent: Petersen.

Moen gave the Council an update on the Verizon antennas. Moen has been communicating with Bismarck and Minot about what they get paid from Verizon to have their antennas placed on a tower. Moen is still trying to talk with towns that are around the same size as Mayville to see what their pay is. Verizon offered to pay the City of Mayville \$12,000/year. Currently they pay the city around \$9k a year. Moen feels that Verizon needs to be paying the city quite a bit more than what they are offering. He is going to reach out to other cities to see what they get in payments.

Sheriff Hunt was present at the Admin Committee, and he touched on the barking dog issue on 6th and 7th Ave SE. He just told us that the neighbors just need to keep calling dispatch so there are records of phone calls so when the deputies go over to that residence, they can tell them how many phone calls they have gotten about the barking dog issue. In order to prosecute, a signed complaint is needed.

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

Attest: 
Julie Christianson, Deputy Auditor

Mayor: 
Karl Jorgenson