

April 7, 2025, Mayville City Council

The Mayville City Council met in regular session on April 7th, 2025, at 6:00 pm in the council chambers with Mayor Jorgenson presiding and the following Aldermen responding to call of the roll: O'Brien, Soholt, Petersen, Bohnsack. Absent: Moen, Halvorson. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Cole Short. Brandon Reber from Moore Engineering was also present.

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

1. **March 3, 2025, minutes (Monthly meeting)**, minutes awaiting Ordinance from Cassie – moved to next meeting.
2. **Auditor's Office Approvals:**
 1. Smoke Eaters liquor license transfer to armory – Fireman's Fundraiser – 03/15/25.
 2. Mayville Golf Course Raffle Permit – 04/12/25.
 3. Mayville State University Baseball Raffle Permit – 06/28/25
 4. Shriner's Parade Permit – 06/21/25
 5. Floyd's Bar liquor license transfer to armory – MayPort Youth Center Hockey Fundraiser – 04/11/25.
3. **Paya Signups** – We have people using this online payment system practically every day. It is going very well!! Have not gotten numbers together yet.
4. **LAWA** – Meeting on 04/10/25 at 10 am.
5. **Verizon** – Charlie has been doing extensive research comparing what other towns are getting paid from Verizon. We have asked 18K they have offered 12K.
6. **NDIRF has sent us our refund of \$3,748.00.**
7. **NDIRF's Annual Meeting is May 8, 2025, at 9:30a at the North Dakota Heritage Center in Bismarck.**
8. **Christian passed the Wastewater Collection Certification test.** He can take the Water Distribution test again after May 21, 2025. Great job Christian!!
9. **The first meter readings with the new updated equipment went very well. It seemed to go much quicker in March.**

Petersen seconded the motion, motion carried.

ENGINEER'S AGENDA City of Mayville Council Meeting Monday, April 7, 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

3.0 Mayville Dam 2

3.1 Bid Results and Discussion

3.2 Funding Discussion

3.3 Next Steps

3.3.1 Funding Determination

3.3.2 Award Project

3.3.3 Construction

Street & Storm Improvement District 2022-1

Brandon Reber said that both him and Brandon Smith will be cruising the town to make sure all items are on the list to be completed.

Sewer & Water Improvement District 2022-2

Brandon Reber spoke that possibly beginning to middle of May – first construction meeting with KPH. Brandon figured that KPH will be waiting for the road limits to come off before starting any work here this spring.

Mayville Dam 2

There were 7 bidders all together. The lowest bidder was Comstock Construction out of Wahpeton. The bids are on hold for 60-90 days with the possibility of awarding the bid in May or June 2025. Brandon touched on that they are going to go to the State Water Commission meeting on Thursday, April 10 to ask for more possible funding for the Dam project. The City is guaranteed 4.6M as of right now. We have funding coming from FEMA, Outdoor Heritage Fund, State Water Commission.

Soholt made the motion to approve March 2025 actual and April 2025 estimated expenses.

21568	Advantage Pest Control	sanitation	maint/operation	\$150.00
21569	Aflac	all	insurance	\$735.99
21570	Aflac Inc (Argus Dental & Vision	all	insurance	\$268.43
21571	Alexis Whitehorn	library	books	\$602.22
21572	Baker & Taylor	library	books	\$33.43
21560	Bank of North Dakota	Water 19 & 20	loan payoff - early	\$90,625.74
21559	Bank of North Dakota	Water 17	loan payoff - early	\$92,354.29
ACH	ND Public Finance Authority	Tif#25 CW167	ww treatment bond-payoff early	\$42,154.01
ACH	ND Public Finance Authority	Water 23 DW89	water treatment bond-payoff early	\$40,146.66
21573	Books Systems	library	software	\$2,585.00
21574	Butler	water treatment	generator repair	\$403.12
21575	Canon Financial Services	all	lease on copier	\$350.96
21573	Christian Gage	non-dept & water treat	hotel & misc	\$206.55
21561	Christiansen Cabinets	library	furniture	\$2,000.00
21578	Dacotah Paper	all	paper products	\$198.08
21579	Dakota Natural Gas	streets	heating	\$198.12
21580	Dakota Natural Gas	fire dept	heating	\$314.31
21581	Dakota Natural Gas	water treatment	heating	\$43.19
21582	Demco	library	office supplies	\$351.17
21583	ECRWD	water treatment	purchase of raw water	\$4,115.68
21562	Elan Financial Services	all	misc	\$5,856.51
ACH	Empower	all	retirement	\$4,155.83
21584	Farmers Union Oil	all	fuel for vehicles	\$1,592.26
21585	Flaten & Johnson	streets	repair of truck	\$553.26
21586	Goose River Bank	wtr dist & ww coll & treat	collection fee	\$26.05
ACH	Goose River Bank	armory bonds	pay off armory bonds	\$5,357.34
21587	Grand Forks Utility Billing	water treatment	samples	\$70.00
21588	Grand Forks Welding & Machine	streets	repair of snow pusher blades	\$974.02
21589	H.E. Eversons	streets	maint/operation	\$366.89
21590	Hawkins	water treatment	chlorine	\$421.50
21591	Hillsboro Banner	library	printing	\$237.32
21592	Jacobson Brothers	library	snow removal - hired	\$120.00
21594	Keith's Security World	non-dept	misc - keys made	\$23.75
21595	Kotaco Fuels	streets	fuel for vehicles	\$21.45
21596	KPH	water distribution	repair of water leak	\$3,651.08
21597	Legacy Mark	cemetery	software	\$506.34
21598	Lofflers	all	software for copier	\$221.65
21599	MayPort Auto & Truck Parts	water treatment	tools/accessories	\$16.99
21600	MayPort Hardware Hank	all	maint/operation	\$288.67
21619	Mayville Airport Authority	airport	specials	\$1,282.13
21601	Midcontinent Communications	all	internet & phones	\$1,424.04
21602	Miller's Fresh Foods	city hall	misc	\$31.47
21620	MPEDC	sales tax	Feb rec'd in March	\$6,394.86
21603	ND Sewage Pump & Lift Station	waste water collection	annual service contract	\$1,045.00
ACH	NDPERS	all	insurance	\$4,266.90
21604	Network Center	all	backup,antivirus & Office 365	\$1,473.00
21605	Nilson Brand Law	city attorney	legal issues	\$1,285.00
21606	Nova Associates	city pension	admin fee	\$556.00

21607	One Call Concepts	water distribution	maint/operation	\$16.50
21608	Phd Pros	water distribution	repair - rental of air hammer	\$80.00
21609	Polar	auditor	lease on phones	\$59.00
21577	Christian Gage	water treat & ww coll	software support	\$315.00
21610	Reliance Standard Life Insurance	all	life insurance	\$191.75
21612	Soholt Bakery	city hall	misc	\$19.50
10408	Starion Bond Services	streets imp projects	bonds payment	\$698,724.27
21563	Starion Bond Services	Tif#25 - refunding imp 2012	bonds payment	\$126,292.50
21613	Trall County Treasurer	sheriff	monthly payment	\$26,587.97
21614	USPS	wtr dist & ww coll & treat	postage for water bills	\$342.78
21615	Verizon	all	cell phones	\$275.94
21616	Vestis	all	rugs & first aid kits	\$524.73
21617	Waste Management	sanitation	garbage & recycling	\$26,543.09
21618	Xcel Energy	all	electricity	\$3,122.17

H2O Deposits refunded

21593	Katie Banken			\$131.95
21611	Seth Horn			\$140.75
				\$1,203,424.16

Petersen seconded the motion, motion carried.

Approval of financial reports: 2025 Financials are reconciled through January 2025 and entered thru February – 2024 most of the City's closing entries are entered – Dec 2024 balances will not come into the 2025 statement until year is closed. Petersen made the motion to accept the financials as presented. Soholt seconded the motion, motion carried.

Review Calendars: April & May 2025: Note: City Offices closed for the following holidays: Good Friday 04/18/25 and Memorial Day 05/26/25. Physical Plant 7a 4/30/25, 5/28/25. Admin 4:30p 4/7/25, 5/5/25. Council 6p 4/7/25, 5/5/25. Committee meetings: Council meetings are on the first Monday in the month unless it is a holiday, then they are held the second Monday. The Physical Plant Committee is 7a the Wednesday preceding Council and Admin Committee is held Council Monday 4:30pm. Exceptions that arise at these committee and council meeting dates will be reviewed at the monthly City Council meetings. Bohnsack made the motion to accept the calendars as presented. Petersen seconded the motion, the motion carried.

Stennes House came back to the city. Advertise for bids to remove the house and basement and level the lot. No motion was needed.

Approval of paying off the following loans as of 4/15/25:

- a. 512-\$92,354.29
- b. 514-\$90,625.74
- c. 515-\$40,146.66
- d. 518b-\$42,154.01

for a total of \$265,280.70; Note 515 Reserve of 20K to 2022-2 USDA Loan Reserve once Loan is set up.

O'Brien made the motion to pay off these loans as presented. Petersen seconded the motion and upon a roll call vote the following voted; Yea: Soholt, Bohnsack, Obrien, Petersen; Nay: Zero; Absent: Moen, Halvorson.

Soholt made the motion for Smoke Eaters to change their gaming site authorization from West Fargo Fire Department to Comet Athletic Club. O'Brien seconded the motion and upon a roll call vote the following voted; Yea: Petersen, Soholt, Bohnsack, O'Brien; Nay: Zero; Absent: Halvorson, Moen.

The Mayville Public Library received a State Vision Grant from the State Library in the amount of \$6K. It is going to be used to have Christiansen Cabinets make 6 book bins. The bid that was received from Christiansen Cabinets was \$5,490.00 and he is asking for \$2k up front to start making the bins. O'Brien made the motion to approve this request as presented. Soholt seconded the motion and upon a roll call vote the following voted; Yea: O'Brien, Bohnsack, Petersen, Soholt; Nay: Zero; Absent: Moen, Halvorson.

The First Definitive Bond Payment Fund 571 from 2024 for 2025 Specials Received: A new account is being set up at First State Bank to hold the fund monies – see resolution below. December – April to be deposited and a check for \$698,724.27 will be cut that is due May 1st, check to be mailed April 15th. O'Brien made the motion to approve this new account, transfer and payment as presented. Petersen seconded the motion and upon a roll call vote the following voted; Yea: Petersen, O'Brien, Sohlt, Bohnsack; Nay: Zero; Absent: Halvorson, Moen.

Corporate Authorization Resolution

FIRST STATE BANK
124 Center Avenue S
Mayville, ND 58257

By: CITY OF MAYVILLE
SINKING & INTEREST FUND
21 1ST ST NE
MAYVILLE ND 58257-1201

30030631

Referred to in this document as "Financial Institution"

Referred to in this document as "Corporation"

I, Gail M Olstad, certify that I am Secretary (clerk) of the above named corporation organized under the laws of North Dakota, Federal Employer I.D. Number 45-6002122, engaged in business under the trade name of City of Mayville, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Board of Directors of the Corporation duly and properly called and held on 04/07/2025 (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

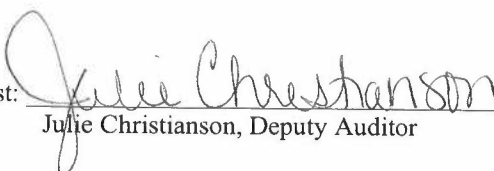
Petersen made the motion to approve the Clean Up Days – May 10th – May 24th for the Mayville Residents. Open 3 Saturdays 8a – noon and 2 weeks Wednesday thru Friday from noon – 7pm. Sohlt seconded the motion, the motion carried.

The city has some items that will be going on a surplus sale. We will be using Rick Nepstad's online auction for these items. O'Brien made the motion to approve selling these surplus items. Petersen seconded the motion and upon a roll call vote the following voted; Yea: Bohnsack, O'Brien, Sohlt, Petersen; Nay: Zero; Absent: Moen, Halvorson.

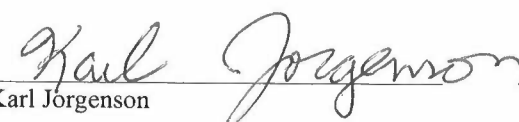
Nothing for the Sheriff's report

O'Brien made the motion to adjourn the meeting. Sohlt seconded the motion, motion carried.

Attest:


Julie Christianson, Deputy Auditor

Mayor:


Karl Jorgenson