

## July 7, 2025, Mayville City Council

The Mayville City Council met in regular session on July 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, Moen, Petersen, Halvorson, Sohlt. Absent: Garrett. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Cole Short and Don Moen. No one was present from Moore Engineering.

O'Brien made a motion to accept the approval agenda on the following items:

1. **June 2, 2025, minutes (Monthly meeting)**
2. **Auditor's Office Approvals:**
  - a. Acorn LLC – Food Truck – good through 6/3/26
  - b. Up & Away – Fireworks Permit – good through 7/5/25
  - c. Smoke Eaters – Liquor License transfer – 6/28/25 – outside bar for street dance (Summerfest)
  - d. Smoke Eaters – Liquor License transfer – 6/28/25 – armory for street dance (in case of inclement weather during Summerfest)
  - e. Rainbow Gardens & Sculpture Walk – Raffle – 07/16/25 & 8/20/25
  - f. Mayville State University Foundation – Raffle – 9/27/25
3. **Impacted by Tornadoes & Storms North Dakota or Minnesota** – Call Red Cross 1-800-733-2767.
4. **Thank You from the Bohnsack Family.**
5. **Garrison Diversion Matching Recreation Grant Program:** Grant applications and required paperwork must be postmarked by September 2, 2025. Grant application and guidelines are available at [www.garrisondiversion.org](http://www.garrisondiversion.org).
6. **Governor Armstrong sent out a mailing about security of Public Officials and home addresses listed on websites** – all information has been removed from the website since the recent shooting of two Minnesota Legislators.
7. **ECRWD has sent out a letter to all customers saying that in April 2025 there were samples that were missed.** The water was safe to drink still but wanted everyone to know.
8. **Trail County Public Health celebrated their 150<sup>th</sup> Anniversary.** They had kids paint 150 rocks and placed them in different communities. If those rocks were found, they were to take to City Hall and collect a prize. This ended June 30, 2025.
9. **Christian has gotten the CCR report completed. Thank you Christian!!**
10. **NDIRF has sent their annual report.**
11. **Secondary/Backup Air Compressor is here but not hooked up yet.**
12. **H & H Coating will begin the painting of the interior of the water tower at the end of July.** The water tower will be down for 6-8 weeks.
13. **MayPort EDC Meetings:** First Thursday of each month at Tommy's
14. **Tractor is repaired and back for mowing.**
15. **Legislative Report**
16. **GIS – equipment should be here, Maps available in August.**

Moen seconded the motion, motion carried.

### ENGINEER'S AGENDA City of Mayville Council Meeting Monday, July 7 2025

- 1.0 Street & Storm Improvement District 2022-1
  - 1.1 Remaining and Corrective Work
  - 1.2 Crack Sealing and Seal Coat
- 2.0 Sewer & Water Improvement District 2022-2
  - 2.1 Construction Update
  - 2.2 Luther Parking Lot completed with defective work
  - 2.3 CAP #8 - \$75,560.00
  - 2.4 Moore Engineering Invoice 002701 - \$47,445.96

3.0 Mayville Dam 2

3.1 Precon meeting – Tuesday July 29 at 2:00 pm

3.2 Contract Signing

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

According to the agenda, remaining and corrective work the week of the 14<sup>th</sup> of July. Crack sealing and Seal Coat end of July.

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

All the paving is completed. Moen made a motion to approve the Contractor payment #8 to KPH, Inc. for \$75,560.00. Halvorson seconded the motion and upon a roll call vote the following voted; Yea: Moen, O'Brien, Halvorson, Petersen, Soholt; Nay: Zero; Absent: Garrett. Halvorson made the motion to approve the payment to Moore Engineering Invoice 002701 \$47,445.96. Petersen seconded the motion and upon a roll call vote the following voted; Yea: Soholt, Moen, O'Brien, Halvorson, Petersen; Nay: Zero; Absent: Garrett.

**Mayville Dam 2**

The PreCon meeting is scheduled for July 29 at 2:00 pm at City Hall. We are still waiting on the Millers as they want the road in a different place from the last time and want extra stuff included. O'Brien made the motion to approve the signing of the contract between the City of Mayville and Comstock Construction. Soholt seconded the motion and upon a roll call vote the following voted; Yea: Moen, O'Brien, Petersen, Halvorson, Soholt; Nay: Zero; Absent: Garrett.

Moen made the motion to approve June actual and July 2025 estimated expenses.

21746	Aflac	all	insurance	\$490.66
21747	Aflac Inc	all	insurance	\$268.43
21748	Alexis Whitehorn	library	books & summer reading	\$361.25
21749	American Solutions for Business	all	office supplies	\$358.79
21750	Baker & Taylor	library	books	\$765.96
21751	Canon Financial Services	all	lease on copier	\$350.96
21760	Dakota Natural Gas	streets	heating	\$16.00
21761	Dakota Natural Gas	fire dept	heating	\$20.59
21762	Dakota Natural Gas	water treatment	heating	\$16.00
21766	Demco	library	office supplies	\$379.55
21767	ECRWD	water treatment	purchase of raw water	\$6,294.32
21768	Elan Financial Services	all	misc	\$755.46
ACH	Empower	all	retirement for June	\$2,861.66
21770	Farmers Union Oil	all	fuel for vehicles	\$478.99
21771	Ferguson Waterworks	water distribution	training	\$500.00
21773	Goose River Bank	wtr dist & ww coll & treat	collection fee.	\$32.31
21774	Grand Forks Utility Billing	water treat & ww treat	samples	\$290.00
21775	H.E. Everson	sanitation & streets	maint/operation	\$802.38
21776	Hawkins	water treatment	chemicals	\$416.50
21777	Hillsboro Banner	water treat & non-dept	printing	\$680.80
21778	Hillsboro Banner	library	printing	\$147.00
21779	HUB International	all	fire & tornado	\$9,001.00
21780	Jemco	water treatment	maint/operation	\$8,588.60
21781	Jet Way	water treatment	maint/operation	\$2,455.00
21783	LMN Lawncare	cemetery	monthly contract	\$3,616.67
21784	Lofflers	all	software	\$249.84
21786	Lovro Electric	library restoration	repair/maintenance	\$498.63
21787	MayPort Auto & Truck Parts	water & waste water	maint/operation	\$384.27
21788	MayPort Hardware Hank	library	repair/maintenance	\$555.65
21789	MayPort Hardware Hank	streets & water dist	maint/operation	\$196.80
21816	Mayville Airport Authority	airport	June special rec'd in July	\$58.88

21791	Midcontinent Communications	all	internet & phones	\$1,425.00
21791	Miller's Fresh Foods	city hall	misc	\$313.72
21792	Miller's Fresh Foods	library	summer reading program	\$22.13
21817	MPEDC	sales tax	May rec'd in June	\$7,080.63
21794	ND Sewage Pump & Lift Station	waste water treatment	repair/maintenance	\$26,140.00
ACH	NDPERS	all	insurance	\$4,916.80
21795	NDSWRA	waste water	dues	\$115.00
21796	Network Center	all	Office 365, antivirus, backup	\$738.00
21797	Nilson Brand Law	city attorney & non-dept	legal issues & retainer	\$881.00
21793	North Dakota League of Cities	non-dept	dues	\$1,775.00
21798	Nova 401 (K) Associates	city pension	retirement fee	\$556.00
21799	One Call Concepts	water dist & ww coll	maint/operation	\$34.70
21800	OverDrive	library	software	\$1,500.00
21801	Phd Pros	library	maint/operation	\$723.50
21802	Polar	city hall	lease on phone	\$59.00
21803	Precision Electric	water treatment	maint/operation	\$482.28
21804	Reliance Standard Life Insurance	all	insurance	\$191.75
21805	Sensible Heating & Cooling	library restoration	repair/maintenance	\$7,300.00
21806	Septic Tank Servicing	streets	maint/operation	\$250.00
21820	Soholt Bakery	library	comm serv projects	\$486.67
21807	Sweeney Controls	water treatment	maint/operation	\$597.80
21808	Trall County Treasurer	sheriff	monthly contract	\$26,587.97
21810	USA BlueBook	water treatment	maint/operation	\$569.72
21811	USPS	wtr dist & ww coll & treat	postage for water bills	\$343.65
21812	Verizon	all	cell phones	\$315.92
21813	Vestis	all	rugs	\$733.88
21814	Waste Management	sanitaton	garbage & recycling	\$26,861.56
21815	Xcel Energy	all	electricity	\$12,117.51

<b>H2O Deposits refunded</b>
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21752	City of Mayville (Abigail Holter)		\$27.46
21753	City of Mayville (Damian Garcia)		\$122.12
21754	City of Mayville (Darrick Frederick)		\$15.93
21755	City of Mayville (Deldrick Smith)		\$138.68
21756	City of Mayville (Gino Martinez)		\$79.83
21757	City of Mayville (Keagan Lautenschlager)		\$15.93
21758	City of Mayville (London Williams)		\$108.38
21819	City of Mayville (Mason Ollman)		\$150.00
21759	City of Mayville (Tyler Carstensen)		\$30.08
21745	Abigail Holter		\$122.54
21818	Caiden Schuehr		\$150.00
21763	Damian Garcia		\$27.88
21764	Darrick Frederick		\$134.07
21765	Deldrick Smith		\$11.32
21769	Elizabeth Olson		\$150.00
21772	Gino Martinez		\$70.17
21782	Keagan Lautenschlager		\$134.07
21785	London Williams		\$41.62
21809	Tyler Carstensen		\$119.92
			\$166,662.14

O'Brien seconded the motion, motion carried.

**Approval of financial reports:** 2025 Financials are reconciled through April 2025 and entered through May 2025. Most of the City's closing entries are entered – Dec 2024 balance will not come into the 2025 statement until year is closed. Petersen made the motion to accept the financials as presented. Halvorson seconded the motion, the motion carried.

**Review Calendars:** July, August, September & October (Budget) 2025:

Note: City Offices closed for the following holidays:

Labor Day 09/01/25

Physical Plant 7a 07/30/25, 09/03/25, 10/01/25

Admin 4:30p 07/07/25, 08/04/25, 09/08/25

Water Tower Interior Refurbishment – End of July for 6-8 weeks

Labor Day falls on Monday September 1 – Council moved to September 8<sup>th</sup>.

FEMA Storm Tracker – Due 7/7/ - 07/9

Prelim Budget due 08/11 to County with Hearing date – 10/6/25 – **Confirm**

[Ind. Comm – OHF Meeting – 251K Alternate Dam](#)

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 will be reviewed at the City Council meetings & changes will be posted and on the calendar. O'Brien made the motion to accept the calendars as presented. Halvorson seconded the motion, the motion carried.

LMN Lawncare is requesting additional funds for cleaning up the cemetery after the storm on 6-20-25. It was mentioned that all the cleanup was just part of the cemetery contract. LMN Lawncare was requesting \$3,000 in additional funds. After some discussion the request was denied. O'Brien made a motion to deny this request. Petersen seconded the motion, the motion carried.

**The city needs to fill Bohnsack's assignment slots. O'Brien made the motion to accept the assignments as listed below. Petersen seconded the motion, the motion carried.**

Park Board – Wendy Garrett

LARC

RRVWSP/LAWA - & Alternate – Don Moen & Aaron

MPEDC – Brian

Traill County Redistricting – Charlie

Citizen/Board largest pop. – Charlie

Head of Physical Plant Committee – Aaron

**LAWA/RRVWSP/Garrison Update – Don Moen**

Back in the day Don was the guy and Bohnsack was the alternate and now it is the opposite. Moen mentioned that there is a resolution honoring the service that Bill Bohnsack has provided for LAWA. Moen spoke that the authorized attorneys have a written agreement on their responsibilities (Garrison Diversion and LAWA). Garrison Diversion does the construction portion. Moen said that there are a lot of pipes already in the ground. He gave the breakdown of 75% State and 25% local. It runs 0.5 cf per second.

Moen made the motion to approve council ratification of the Mayor's Severe Summer Storm and Tornadoes Resolution and Proclamation City of Mayville 2025-01. Halvorson seconded the motion and upon a roll call vote the following voted; Yea: O'Brien, Halvorson, Petersen, Soholt, Moen; Nay: zero; Absent: Garrett.

### **Severe Summer Storms and Tornadoes Resolution and Proclamation City of Mayville 2025-01**

**WHEREAS**, the State of North Dakota experienced a series of severe summer storms and tornadoes that caused significant impacts and damage to public and private property; and,

**WHEREAS**, storm warnings were issued by the National Oceanic and Atmospheric Administration's (NOAA's) National Weather Service (NWS) indicating significant impacts would occur across the state; and,

**WHEREAS**, wind speeds from this series of storms were reported to exceed 100 miles per

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hour, causing widespread damage to trees, homes, electrical infrastructure, vehicles, and train derailments; and,

**WHEREAS**, multiple tornados were confirmed across the state, damaging numerous rural properties; and,

**WHEREAS**, wind and debris damage to electrical infrastructure caused widespread power outages to over 37,000 residents; and

**WHEREAS**, multiple Rural Electrical Cooperatives are currently working to perform emergency repairs and restore electricity to all impacted residents; and,

**WHEREAS**, city resources in the Mayville area have been significantly strained by the property damage and clean-up efforts caused by these storms.

**NOW THEREFORE**, Karl Jorgenson, as Mayor of the City of Mayville, hereby declares a citywide emergency in order to assist local officials, save lives and prevent injuries, alleviate hardships, implement appropriate responses and recovery actions and future mitigation measures and facilitate restoration of services and infrastructure.

Dated: June 23, 2025, 9am

  
Karl Jorgenson  
Mayville City Mayor

Attest:

  
Gail Olstad  
Mayville City Auditor

Moen made the motion to approve the Public Comment Policy as presented below. Halvorson seconded the motion and upon a roll call vote the following voted; Yea: Moen, O'Brien, Halvorson, Petersen, Soholt; Nay: Zero; Absent: Garrett

**RESOLUTION OF POLICY  
REGARDING PUBLIC COMMENT REQUIREMENTS AT REGULAR MEETINGS**

WHEREAS, the City of Mayville (the "City") is a North Dakota municipal corporation and political subdivision under the North Dakota Century Code;

WHEREAS, as a North Dakota political subdivision, the City is subject to the state's open meetings requirements under Chapter 44-04 of the North Dakota Century Code;

WHEREAS, during the 2025 Legislative Session, the North Dakota Legislature adopted SB 2180, requiring cities and other political subdivisions to allow public comments during regular meetings and adopt public comment policies;

WHEREAS, under SB 2180, the City must include an opportunity for members of the public to provide comments at every regularly scheduled meeting;

WHEREAS, SB 2180 requires political subdivisions to implement policies that include rules for public comments, including speaker time limits, total public comment duration, appropriate topics, and decorum standards;

NOW, THEREFORE, BE IT RESOLVED, the City of Mayville hereby adopts the following policy to comply with SB 2180 and ensure an orderly, efficient, and respectful public comment process during regular meetings of the City Council:

**Public Comment Policy**

**Agenda Placement:**

The City will include a public comment section as the first non-procedural agenda item at all regular City Council meetings.

**Speaker Registration:**

Any individual wishing to speak must submit a speaker card in person or via email to the City Auditor before the meeting is called to order. The card must include:

- The speaker's name;
- The speaker's address;
- A specific agenda item (from the current or previous meeting) the speaker wishes to address.

**Eligibility:**

Incomplete speaker cards will disqualify the individual from speaking at that meeting.

**Individual Time Limit:**

Each speaker is allotted up to three (3) minutes for comments. A timekeeper will notify speakers when their time has ended.

**Total Time Limit:**

Public comment as a whole will be limited to thirty (30) minutes per regular meeting.

**Speaking Order:**

Speakers will be called in the order in which completed speaker cards were received.

**Comment Scope:**

- Comments must:
- Address the agenda item listed on the speaker card; and
- Be relevant to City matters.

**Prohibited Content:**

- Comments must not:
- Be defamatory, abusive, harassing, or otherwise unlawful;
- Contain information that is confidential or exempt under state open records or meetings law;
- Disrupt the orderly conduct of the meeting.

**Yielding Time:**

Speakers may not yield or transfer their time to another individual.

**Written Comments:**

Individuals unable or unwilling to speak may submit written comments to the City Auditor. Written comments must include the person's name, address, and refer to a specific agenda item from the current or previous meeting. If submitted at least 24 hours before the meeting, comments will be circulated to the City Council and addressed during the meeting. Later submissions will be distributed post-meeting and not addressed at that session.

BE IT FURTHER RESOLVED, this policy supersedes any previous public comment policies or practices of the City.

Date Approved: 7/7/25

CITY OF MAYVILLE, NORTH DAKOTA

By: Karl Jorgenson  
Karl Jorgenson, Mayor

ATTEST:

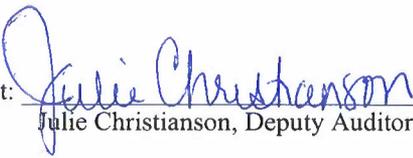


Gail Olstad, City Auditor

Contract renewal with Grand Forks Landfill (Waste Management takes our stuff there). Moen made the motion to accept this contract renewal. Soholt seconded the motion and upon a roll call vote the following voted; Yea: Soholt, Halvorson, Petersen, O'Brien, Moen; Nay: Zero; Absent: Garrett.

Nothing for the Sheriff's report

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

Attest:   
Julie Christianson, Deputy Auditor

Mayor:   
Karl Jorgenson