

September 8, 2025, Mayville City Council

The Mayville City Council met in regular session on September 8th, 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, Halvorson, Garrett. Alderman Sohlt was present on the phone. Absent: Petersen, Moen. Also, in attendance: Gail Olstad, Julie Christianson, Cassie Tostenson, Cory Erickson. Brandon Reber from Moore Engineering was also present.

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

1. **August 4, 2025, minutes (Monthly meeting)**
2. **Auditor's Office Approvals:** None at this time
3. **H & H Coating began the painting of the interior of the water tower on August 25.** They are working weekends and holidays.
4. **GIS – equipment is here** – waiting on Moore to get training.
5. **NDIRF** is sending a check for \$999.00 to cover the shed destroyed in the June storm. (we have \$1,000 deductible)
6. **FEMA Storm response.** Nothing at this time.
7. **County will be moving to a new system for GIS.** (Moore – will need to work with Kayla to start using once up and running).
8. **MSU Construction.** New parking and no parking maps and information provided by MSU and PCL. Emergency Services and community have been updated.
9. **Fall Cleanup** – September 13th – September 20th.
10. **Election information supplied to County for 2026 and 2028.**
11. **MPEDC Meeting was held last Thursday.**
12. **LAWA meeting to be held 9/9/25.**
13. **Exemptions on Federal Taxes on some OT started 1/1/25** – working on software and process.
14. **Rural Needs Survey** – results
15. **40th Annual Water Expo** – February 10-12, 2026.
16. **2nd Notice on testing from ECRWD.**
17. **Street Sweeping** – Zavoral – Moore?
18. **October 16, 2025, Deadline** for next notifications on Lead Line Inventory.
19. **Christian Gage has passed his Water Treatment Level III – Congratulations Christian!!**
20. **The 2024 Audit has begun.**

Halvorson seconded the motion, motion carried.

ENGINEER'S AGENDA City of Mayville Council Meeting Monday, September 8, 2025

- 1.0 Street & Storm Improvement District 2022-1
 - 1.1 Crack Sealing and Seal Coat complete
 - 1.2 Remaining Items
- 2.0 Sewer & Water Improvement District 2022-2
 - 2.1 Construction Update
 - 2.2 CAP 9 - \$132,119.19
- 3.0 Mayville Dam 2
 - 3.1 Proposed Construction Schedule
 - 3.2 Construction Engineering Agreement Next Month
- 4.0 DWSRF
 - 4.1 Water Treatment Plant Improvements
 - 4.2 Water Tower Improvements

Street & Storm Improvement District 2022-1

Brandon Reber mentioned that the crack sealing and seal coat is complete. R.J. Zavoral is supposed to do a second street sweeping.

Sewer & Water Improvement District 2022-2

Brandon Reber gave a construction update as there is still defective, clean up work that needs to be completed. A Contractor Application for Payment #9 initially was set for \$132,119.19. After some discussion by Brandon it was decided to withhold \$47,500 from that payment for retained/liquidated damages. Moore then presented a Contractor Application for Payment #9 for \$84,619.19. O'Brien made the motion to approve this payment to KPH Inc. Halvorson seconded the motion and upon a roll call vote the following voted; Yea: Garrett, Halvorson, O'Brien, Sohlt; Nay: Zero; Absent: Moen, Petersen.

Mayville Dam 2

Brandon spoke that the removal and excavation – ½ of the Dam will be done this year and the other half will be completed by July of next year. Brandon will be bringing the Construction Engineering Agreement to the meeting next month.

DWSRF

Brandon Reber will get the City of Mayville on the list for water treatment plant improvements.

Halvorson made the motion to approve August actual and September estimated expenses.

21887	Acme Tools	streets & water treat	maint/operation	\$467.40
21889	Aflac	all	insurance	\$678.93
21888	Aflac Inc	all	dental & vision insurance	\$268.43
21890	American Solution for Business	all	office supplies	\$305.63
21891	Baker & Taylor	library	books	\$578.84
21892	Brad Beck	non dept	misc	\$300.00
21893	Brite-Way Window Cleaning	armory & city hall	misc	\$320.00
21894	Canon Financial Services	all	lease on copier	\$350.96
21895	Dakota Natural Gas	streets	heating	\$16.00
21896	Dakota Natural Gas	fire dept	heating	\$16.00
21897	Dakota Natural Gas	water treatment	heating	\$16.00
21898	Demco	library	office supplies	\$123.27
21899	ECRWD	water treatment	purchase of raw water	\$6,411.98
21900	Elan Financial Services	library	office supplies	\$83.64
ACH	Empower	all	retirement	\$4,143.64
21901	Farmers Union Oil	all	fuel for vehicles & repairs	\$2,265.90
21902	Finley Motors	water treatment	2012 pickup	\$104.91
21903	Goose River Bank	water dist & ww & sani	collection fee	\$22.53
21904	Grand Forks Utility Billing	water treatment	samples	\$73.62
21905	H.E. Eversons	streets	maint/operation	\$27.68
21906	Hawkins	water treatment	chlorine	\$20.00
21907	Hillsboro Banner	non dept	misc - subscription	\$45.00
21908	Hillsboro Banner	all	printing	\$2,519.06
21909	LMN Lawncare	cemetery	monthly contract	\$3,616.67
21910	Lofflers	all	software for copiers	\$204.24
21911	MayPort Auto & Truck Parts	streets	maint/operation	\$107.98
21912	MayPort Hardware Hank	library	maint/operation	\$92.76
21913	MayPort Hardware Hank	all	maint/operation	\$256.33
21934	Mayville Airport Authority	airport	August rec'd in September	\$159.92
21914	Michael Frederick	library	books	\$30.00
21915	Midcontinent Communications	all	internet & phones	\$1,421.30
21916	Miller's Fresh Foods	library	programming	\$10.98
21917	Miller's Fresh Foods	city hall	misc	\$44.80
21935	MPEDC	sales tax	July rec'd in August	\$9,791.67
ACH	NDPERS	all	insurance	\$4,916.80
21918	Network Center	all	computer support	\$1,492.70
21919	Nilson Brand Law	all	legal issues	\$2,287.50

10415	Ohnstad Twichell	USDA	permanent financing	\$4,500.00
21920	One Call Concepts	water dist & ww coll	locates	\$39.00
21921	Polar	auditor's	lease on phones	\$59.00
21922	PowerPlan	streets	maint/operation	\$748.50
21923	Reliance Standard Life Insurance	all	life insurance	\$191.75
21924	TeamLab	ww treatment	chemicals	\$3,092.50
21925	Titan Machinery	streets	misc	\$13.63
21926	Trail County Treasurer	sheriff	monthly contract	\$26,587.97
21927	USPS	aud, water dist & ww	postage for water bills	\$371.12
21928	Verizon Wireless	all	cell phones	\$315.98
21929	Vestis	all	maint/operation	\$528.86
21930	Waste Management	sanitation	garbage & recycling	\$26,882.95
21931	Wesley Fager	cemetery	refund of cemetery plots	\$460.00
21932	Wigen Water Technologies	water treatment	maint/operation	\$2,012.18
21933	Xcel Energy	all	electricity	\$12,468.76

H2O Deposits refunded

\$121,865.27

O'Brien seconded the motion, motion carried.

Approval of financial reports: Tabled until next month.

Review Calendars: September and October 2025: Note: City Offices closed for the following holidays:

Labor Day 09/01/25

Physical Plant 7a 10/1/25, 10/29/25

Admin 4:30p 09/08/25, 10/06/25

Council 6p 09/08/25, 10/6/25

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

Audit 9/3/25.

Budget 10/6/25 – Confirmation Hearing 6p

Ind. Comm – OHF Meeting – 251K Alternate Dam – September – Moore?

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 and changes will be posted and on the calendar. Halvorson made the motion to accept the calendars as presented. Garrett seconded the motion, the motion carried.

O'Brien made a motion to approve the sale of cemetery lots to Don McMullen in Section 10, Lot 25, Graves 01 & 02. Halvorson seconded the motion and upon a roll call vote the following voted; Yea: Garrett, O'Brien, Soholt, Halvorson; Nay: Zero; Absent: Petersen, Moen.

Halvorson made a motion to approve the sale of cemetery lots to Kelly Archambeau in Section 1, Lot 25, Graves 09 & 10. Garrett seconded the motion and upon a roll call vote the following voted; Yea: Halvorson, Soholt, O'Brien, Garrett; Nay: Zero; Absent: Moen, Petersen.

Halvorson made the motion to approve the appointment of Trail County Assessors as the City of Mayville Assessors for the upcoming year. Garrett seconded the motion and upon a roll call vote the following voted; Yea: Soholt, O'Brien, Garrett, Halvorson; Nay: Zero; Absent: Petersen, Moen.

It was decided to change winter hours at the landfill from October 1 – April 30th only open on Saturdays 8a-noon. The new presented hours are November 1st – April 30th open 1st & 3rd Saturdays from 8a-noon. O'Brien made the motion to approve the new winter hours at the landfill. Soholt seconded the motion and upon a roll call vote the following voted; Yea: O'Brien, Halvorson, Soholt, Garrett; Nay: Zero; Absent: Moen, Petersen.

A discussion was held on the lagoons. The City Attorney made a referral for an Attorney/Legal Counsel for conflict free. Halvorson made the motion for the city auditor to hire legal counsel. Garrett seconded the motion and upon a roll call vote the following voted; Yea: Halvorson, Soholt, Garrett, O'Brien; Nay: Zero; Absent: Petersen, Moen.

Nothing for the Sheriff's report

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

Attest: Julie Christianson
Julie Christianson, Deputy Auditor

Mayor: Karl Jorgenson
Karl Jorgenson