Unofficial and condensed record of the minutes of a regular meeting of the City Council of the City of Minto, Walsh County, North Dakota, held on June 14, 2021 at 7:05 AM.

Mayor Larry Jamieson called the meeting to order and the pledge was recited. Present were Councilmen Lucas Kelley, Thomas Sitzer & Keith Shutt. Councilman John Narloch was absent. A quorum was established.

Open petitions form the public:

* Rick Langowski offered to purchase a parcel of land located along Hwy 81. The City Council will consider this offer, but need to confer with the city attorney.
* Kelly Slominski asked the Council for their input with how to best handle camping reservations/payments. Several ideas were mentioned. Mrs. Shutt indicated she may attend the next monthly park meeting to discuss this topic further.

Minutes from the regular meeting held on May 10, 2021 were submitted for approval. M-Kelley to approve the minutes, S-Shutt, carried.

Committee reports were given:

* Streets, Grounds & Lights:
  + Property inspections-Councilman Sitzer will schedule date in the near future.
  + A letter will be sent to a landlord concerning a driveway that is blocking drainage on a street.
* Planning & Zoning: M-Kelley to approve one building permit, S-Sitzer, carried.
* Employee Relations: New posted hours for the auditor will be Monday-Wednesday 7:30-4:00 and Thursday-Friday 7:30-10:30.

The City Council will address any public nuisance issues when they conduct the property inspections this summer. Letters will be mailed to any resident in violation.

Mayor Jamieson asked Mrs. Shutt to contact veterinarians in Grand Forks to see if they would be willing to travel to Minto and administer vaccinations.

Outstanding unauthorized dumping fines were discussed. One party partially paid their fine and Council accepted this payment, but a letter was sent advising the party no commercial dumping is allowed at the city compost site. The second party fined has yet to pay and will be turned over to SWS Collection Services.

The City Council looked over the proposals made by Ed Sevigny concerning property tax exemptions. They would like more information so Mrs. Shutt will contact Mr. Sevigny.

The Council will need to decide on the color to paint the water tower next summer. Samples were presented, no decision was made. The City may be receiving some money under the American Rescue Plan Act which could possibly be used to off-set the cost.

Mrs. Shutt had some questions concerning utility billing. The Council listened to her concerns and suggestions. There may need to be more discussion as she familiarizes herself with her position and more issues arise.

Mrs. Shutt contacted the city attorney about platting issues we are having. He advised he will be working on it and he will let us know how the city should proceed in this matter.

Mr. Shutt explained that the meter pit for the Northridge MHP could possibly be installed by July 1st. After the meter is installed, only one bill for all of the accounts will be sent to the owner of the park. Individual accounts at the park will be finalized and discontinued.

M-Kelley to approve claims and financials, S-Sitzer; carried. Financials and the following claims were approved:

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| ACME ELECTRIC | 844.05 |
| ADAPCO, INC. | 625.00 |
| ADOBE | 33.98 |
| AE2S | 408.70 |
| AIRGAS USA, LLC | 118.16 |
| ARAMARK | 130.95 |
| BIG JIM'S E-SIDE TIRE, INC. | 26.50 |
| BLAINE HAMILTON | 75.00 |
| BRUCE EIKENBERRY WINDOWS | 85.00 |
| CITY OF MINTO | 1656.87 |
| CONNECTING POINT | 59.50 |
| CORE & MAIN | 222.77 |
| CUMMINS SALES AND SERVICE | 1341.44 |
| FALLIS, DAPHNE | 75.00 |
| DUNNIGAN, LINDA | 75.00 |
| EBERTOWSKI, CAROL | 1290.00 |
| FILTER CARE OF GRAFTON, INC. | 446.18 |
| FLAGS USA-PARK | 81.00 |
| GF UTILITY BILLING | 26.00 |
| GRAFTON TRUE VALUE | 169.02 |
| GRZADZIELEWSKI, PAUL | 1950.00 |
| HALL CURRIE LAWYERS LTD | 250.00 |
| HOME OF ECONOMY, INC.-PARK | 63.95 |
| KOBLE, PATRICE | 25.00 |
| KODABANK | 1715.02 |
| MARCO | 54.92 |
| MIDCONTINENT COMMUNICATIONS | 321.44 |
| MINTO COMMUNITY CENTER | 750.00 |
| MORGAN PRINTING | 161.20 |
| ND LEAGUE OF CITIES | 30.00 |
| ND RURAL WATER SYSTEMS ASSOC | 130.00 |
| NORTH DAKOTA ONE CALL, INC. | 15.60 |
| NORTHDALE OIL | 818.79 |
| NORTHDALE OIL-PARK | 191.47 |
| OTTER TAIL POWER COMPANY | 1708.15 |
| PAYROLL | 16044.53 |
| PRAXAIR DISTRIBUTION INC | 945.90 |
| PS GARAGE DOORS | 84.00 |
| QUILL CORPORATION | 30.42 |
| REFUSE DISPOSAL SERVICE | 4958.00 |
| SAFEGUARD BUSINESS SYSTEMS | 437.86 |
| SHUTT, SAM | 80.00 |
| SIMONSON'S GAS | 93.31 |
| TRI-STATE PAVING INC. | 33489.00 |
| TRUE NORTH EQUIPMENT CO | 122.87 |
| TRUE NORTH EQUIPMENT CO | 334.00 |
| WALSH COUNTY RECORDER | 20.00 |
| WALSH COUNTY TREASURER | 906.00 |
| WALSH RURAL WATER DISTRICT | 9426.70 |
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M-Sitzer, S-Kelley to accept one gaming permit and one special event permit.

NDPERS emailed the 2021-2023 biennium health insurance premium rates. Effective July 1, 2021, the premium paid by the city will increase slightly.

Resolution 2021-005, Auditor Bond, was approved. Motion was made by Sitzer, seconded by Kelley, carried.

RESOLUTION 2021-005

WHEREAS North Dakota Century Code 40-13-02 states the auditor of any city shall execute and deliver to the city a bonds payable to the city, conditioned for the honest and faithful performance of their official duties, and

WHEREAS the bond must be in an amount fixed by the governing body of the city, and

WHEREAS the bond must be set by resolution of the governing body of the city in an amount at least equal to twenty-five percent of the average amount of money that has been subject to the auditor’s control during the preceding fiscal year, then

BE IT RESOLVED by the City Council of the City of Minto, North Dakota that the bond for the city auditor shall be set at $466,429.00.

This resolution was adopted at a regular meeting of the Minto City Council on June 14, 2021.

Larry Jamieson

Mayor

Attest: Angela Shutt

Auditor

Mrs. Shutt brought up the concerns residents have about fences being constructed. Many people don’t know where their property lines are and fences are possibly being placed in violation of city ordinances. The City Council talked about requiring property surveys whenever a building permit for a permanent structure was filed. Mrs. Shutt will contact the city lawyer to see what he recommends.

The renewal price for State Fire & Tornado Insurance will increase 14% for the year 2021-2022.

There was interest from a resident to purchase parcel 12595 located at 833 1st Street. Mrs. Shutt will contact the city attorney to see if we can sell this parcel out right or if it needs to go out on bids. Another resident was interested in purchasing Lot 13 in Stoltman’s Addition. The Council declined this sale to keep this lot open for future homes.

There being no further business, M-Kelley, S-Shutt, and carried, the meeting was adjourned at 8:40 AM. The next regular meeting will take place Monday, July 12, 2021 at noon.

Larry Jamieson

Mayor

Attest: Angela Shutt

Auditor