

Unofficial & condensed minutes of a regular meeting of the City Council of the City of Minto, Walsh County, North Dakota, held on July 8, 2024, at 7:00 AM.

Mayor Jamieson called the meeting to order and the pledge was recited. Present were Councilmen Miskavige, Kelley & Shutt. Councilman Narloch was absent.

M-Shutt, S-Miskavige and carried, the council accepted the Canvas of Votes dated June 28, 2024, from the Walsh County Auditor.

The write-in council seat was not able to be filled and was declared vacant. If a special election is not called for after 15 days of vacancy, the seat will be appointed by Mayor Jamieson.

There being no further business, M-Shutt, S-Kelley and carried, the meeting was adjourned.

Mayor Jamieson called the organizational meeting to order. Present were Councilmen Miskavige, Kelley & Shutt.

After reviewing the agenda, there were two additions to the agenda.

Mrs. Shutt reported that the Oaths of Office for all City Officials who were elected at the June 11, 2024, City/Primary election have been signed, notarized and are on file with her.

M-Kelley, S-Miskavige and carried, Mr. Shutt was elected City Council President.

M-Kelley, S-Shutt and carried, Mr. Miskavige was elected City Council Vice-President.

M-Shutt, S-Miskavige and carried the Council approved the following 2024-2026 Committees:

- Streets, Utilities & Lights-Shutt
- Animal Warden-Miskavige
- Employee Relations-Jamieson, Kelley & a third member to be filled
- Planning & Zoning-Kelley & Miskavige
- Forestry-Kelley
- Building & Grounds-to be filled
- JDA rep-Kelley

M-Miskavige, S-Kelley and carried the following appointments were made:

- Auditor-Angela Shutt
- Engineer-AE2S
- Attorney-Einarson Law Office
- Assessor-Ed Sevigny, Walsh County Tax Director

M-Miskavige, S-Shutt and carried, the Council agreed to start the process of platting any property within city limits that is not platted. M-Miskavige, S-Shutt and carried, the Council voted to sell the 1994 Ford pickup to the Minto Park for \$1.00.

The first reading of Ordinance #193, to amend and re-enact section 6.0305 of the revised ordinances of the City of Minto, ND, relating to building and sewer connections, occurred. This revision clarifies that “All costs and expense incidental to the installation, connection, and/or maintenance of the building sewer shall be borne by the owner of the location or building served

or to be served. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation, connection and/or maintenance of the building sewer”.

Minutes from the regular meeting held on June 10, 2024, were submitted for approval. M-Shutt to approve the minutes, S-Kelley, & carried.

Committee reports were given:

- Streets, Utilities & Lights
 - M-Kelley, S-Miskavige and carried, the Council approved the closing of Harvey Avenue for two events during the Minto cookouts.
- Planning & Zoning
 - M-Kelley, S-Miskavige and carried, three building permits were approved.

M-Shutt, S- Miskavige and carried; the city will contact Minto Ag about spraying a sterilant around the ditches at the lagoon.

M-Shutt to approve claims and financials, S-Kelley and carried, financials and the following claims were approved:

ACME ELECTRIC 73.88, ADOBE 47.98, AE2S 6,688.01, AMAZON 103.46, CUMMINS SALES AND SERVICE 1,542.65, EINARSON LAW OFFICE 3,389.51, FERGUSON WATERWORKS #2516 500.31, FIRE BUG SERVICES. LLC 182.45, GF UTILITY BILLING 26.00, HILL'S INC. 122.10, KEITHS SECURITY WORLD INC 2,777.21, KNUTSON PRINTING COMPANY 88.00, PATRICE KOBLE 25.00, MARCO 142.80, MENARDS 160.26, MIDCONTINENT 291.35, MINTO COMMUNITY CENTER 750.00, MINTO PARK BOARD 962.19, MORGAN VERKE 75.00, ND LEAGUE OF CITIES 997.00, ND RURAL WATER SYSTEMS ASSOC 265.00, NO-MIS CONTRACTING LLC 280.87, NORTHDALE OIL 1,789.88, OTTER TAIL POWER 2,118.15, PAT PASCHKE 100.00, PAYROLL 23,488.10, REFUSE DISPOSAL SERVICE 4,958.00, RYAN EBERTOWSKI 2,300.00, SCHANILEC INSURANCE AGENCY 4,647.00, SHERWIN-WILLIAMS 256.90, ANGELA SHUTT 15.82, TEAM LABORATORY 2,155.00, USPS 112.36, VESTIS 38.24, WALSH COUNTY TREASURER 924.00, WALSH RURAL WATER DISTRICT 12,152.77

M-Kelley, S-Miskavige and carried, the Council approved a 1-year lease agreement with Ryan Ebertowski. The city will lease a portion of his building for \$2300.

Mrs. Shutt presented the 2025 Preliminary Budget to the Council. The Preliminary Budget will be discussed again at the August 9th meeting.

Mr. Shutt left the meeting at 9:10 AM.

M-Miskavige, S-Kelley, and carried, the meeting was adjourned at 9:22 AM. The next regular meeting will take place **Friday, August 9, 2024, at 7:00 AM.**

Larry Jamieson
Mayor

Attest: Angela Shutt
Auditor