Unofficial and condensed minutes of a regular meeting of the City Council of the City of Minto, Walsh County, North Dakota, held on July 12, 2021 at 12:00 PM.

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

Open petitions from the public:   
Don Barclay appeared on behalf of the Knox Presbyterian Church. There was a question concerning their most recent water bill. A discussion was held and a compromise was reached.

A final public hearing for the Community Development Block Grant awarded to the City of Minto, on behalf of three Minto businesses, was held as part of the regular city council meeting. Stacie Sevigny from the Red River Regional Council was present and reviewed a final project summary.

Jarda Solc & Karla Harmel appeared on behalf of Advanced Engineering and gave a budget presentation.

Minutes from the regular meeting held on June 14, 2021 were submitted for approval. M-Kelley to approve minutes, S-Sitzer, carried.

Committee reports were given:

* Streets, Grounds & Lights:
  + Property inspections-Council approved a drive around for July 12th.
* Planning & Zoning: M-Narloch to approve one building permit, S-Kelley, carried
* Forestry: Mr. Shutt stated there needs to be tree trimming done estimated cost around $2000.00.

The Council read a letter from city attorney Nicholas Hall concerning the platting issues the city is facing. According to the letter, all owners of property within the plat must consent and sign the plat. As a result, it is not possible for the city to force the platting of any portion of unplatted territory within the city limits without the consent of all property owners.

Mrs. Shutt also discussed the property line issues the city has been having concerning fences being constructed with Nicholas Hall. It was suggested that any fences being constructed and contested be subject to a visual inspection. Upon inspection, if the structure looks to be in compliance with city ordinance, the complainant would be responsible for obtaining a property survey if they so choose to. If the structure looks to be non-compliant with city ordinance, the person who constructed said structure would be responsible for obtaining a property survey to confirm the structure’s placement is correct. The City Council agreed with Mr. Hall’s explanation.

The Council once again discussed Mr. Muniz’s offer to purchase lot 13 in Stoltman’s addition. The Council denied his request.

The city will be placing notices in the Walsh County Record for the sale of two properties owned by the city. These properties are the following:  
 Lot 15 & PT of Lot 16, Block 16 of OT of Minto  
 Lots 3 & 4, Block 4 of Gillespies Addition of Minto  
 This property is deed restricted. It is located in the flood zone and no permanent

structures may be placed on it.

Sealed bids must be submitted to the City Auditor by noon Monday, August 2nd to be opened at the City Council meeting that day. All of the relevant information concerning the bidding process will be located in the notice or at the city office.

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

|  |  |
| --- | --- |
| ADOBE | 33.98 |
| AMAZON | 21.22 |
| ARAMARK | 58.54 |
| BATTERIES + BULBS | 51.51 |
| BEST BUY | 250.89 |
| CASEY'S GENERAL STORE | 66.50 |
| CITY OF MINTO | 1773.68 |
| CONNECTING POINT | 59.50 |
| CORE & MAIN | 368.23 |
| DACOTAH PAPER CO. | 68.81 |
| DAKOTA FENCE | 2213.25 |
| DAKOTA SUPPLY GROUP | 71.89 |
| EBERTOWSKI, CAROL | 1290.00 |
| FERGUSON WATERWORKS #2516 | 4328.79 |
| FILTER CARE OF GRAFTON, INC. | 235.43 |
| FIRE BUG SERVICES. LLC | 78.00 |
| FORTERRA PIPE & PRECAST | 7275.20 |
| GF UTILITY BILLING | 26.00 |
| GRAFTON TRUE VALUE | 96.70 |
| HALL CURRIE LAWYERS LTD | 446.25 |
| HARRISTON INDUSTRIES, INC. | 43.26 |
| HUGO'S | 15.06 |
| JR WELDING | 25.31 |
| KEITHS SECURITY WORLD INC | 468.00 |
| KOBLE, PATRICE | 25.00 |
| KODA INSURANCE | 904.00 |
| MARCO | 54.92 |
| MFOA | 30.00 |
| MIDCONTINENT COMMUNICATIONS | 316.50 |
| MINTO COMMUNITY CENTER | 750.00 |
| MORGAN PRINTING | 670.13 |
| NARLOCH TRUCKING | 145.00 |
| ND RURAL WATER SYSTEMS ASSOC | 255.00 |
| NORTH DAKOTA ONE CALL, INC. | 13.20 |
| NORTHDALE OIL | 2163.41 |
| OTTER TAIL POWER COMPANY | 1682.79 |
| QUILL CORPORATION | 69.99 |
| RDO EQUIPMENT | 50.96 |
| REFUSE DISPOSAL SERVICE | 5119.36 |
| SAMSON ELECTRIC LTD | 135.86 |
| SHUTT, SAM | 440.00 |
| TEAM LABORATORY CHEMICAL, LLC | 2012.50 |
| U.S. BANCORP GOVERNMENT LEASING & FINANC | 15145.60 |
| VERIZON CONNECT | 20.60 |
| WALSH COUNTY TREASURER | 906.00 |
| WALSH RURAL WATER DISTRICT | 11070.51 |

One special event permit was presented. M-Sitzer to accept, S- Kelley. Carried.

One gaming permit was presented. M-Kelley to accept and S-Narloch. Carried.

Mrs. Shutt mentioned vacant properties in town that were not being charged any water or sewer rates. These properties still have infrastructure that needs to be maintained. Mrs. Shutt will inquire how other cities handle vacant houses.

Mrs. Shutt also asked Council’s permission to join Black Mountain Cloud Security. Council agreed to purchase Cloud Security from Black Mountain.

Council discussed the water shut off located at 230 Major Avenue. The city will look into moving the shut off, if and when the property owner returns to the property.

Mrs. Shutt asked for clarification on an Ottertail bill the city pays, but includes park electricity. The Council agreed to pay this bill through 2021 and will revisit this issue January of 2022.

Mrs. Shutt asked Council’s permission for the City of Minto to be audited every year instead of every 2 years. Council agreed. Mrs. Shutt will request Brady Martz start performing yearly audits of the city.

There being no further business, M-Kelley, S-Sitzer, and carried, the meeting was adjourned at 1:53 PM. The next regular meeting will take place Monday, August 2, 2021 at 12 PM.

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Mayor

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Auditor