

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 January February 10, 2020 at 7:00 PM at the Minto City Auditor's Office.

Mayor Larry Jamieson called the meeting to order. The Pledge was recited. Present were Councilmen Stanley Miller, John Narloch and Lucas Kelley,

Open petitions from the public:

- Steven Novak, owner of Beaver's Café, attended to inform the Council that he was purchasing the Harvey Avenue Saloon. Mr. Novak has filled out the applications for the sale of beer and for the sale of liquor in the City of Minto. M-Miller to accept the applications, provisionally upon presentation of State approval for Liquor sales. S-Narloch, motion carried.
- A local apartment building owner, attended to discuss the recent increase in water cost. He would like the Council to make a modification to the resolution which addresses water costs and return the monthly minimum gallons allotted per month for apartment buildings. The Council will discuss this at the next meeting and Mrs. Ebertowski will retrieve some historical records on water rates and minimums.

Councilman Sitzer entered the meeting.

Jacob Barney, AE2S, attended to update the Council on the Safe Routes to School project that will be continued this summer. Mr. Barney reported that there are 19 properties where the current sidewalks are on private property. Property owners will be offered easements to relocate the sidewalks to the DOT right-of-way. AE2S will send letters explaining the process. The owners will be given the option to donate the property or receive an assessed amount. M-Miller and S-Narloch to have AE2S send letters and make contact with the property owners regarding the project, easements and payments. Motion carried.

A public hearing regarding the Community Development Block Grant the city received for its lagoon improvement project. The city received a \$198,000 CDBG grant for the improvements which included installation of aeration at the primary pond to increase treatment efficiency and aerators to the ponds and regrading/repair of the levee tops. Stacie Sevigny of the Red River Regional Council reviewed a project summary. Grant closeout is under way. The purpose of the public hearing was to review how the funding was implemented. There were no public comments.

Ms. Sevigny also reported on the Main Street and Housing Rehabilitation projects. The Main Street project will be completed this year and involves three Main Street businesses. The Housing Rehabilitation project has included 7 homes. Funds remain available for more houses to be rehabilitated. Availability to accept more houses will be advertised on the city's Facebook page.

The Council expressed their appreciation for the work that Ms. Sevigny has done on these projects.

Minutes from the regular meeting held on January 6, 2020 were submitted for approval. M-Sitzer, S-Narloch, carried. The minutes were approved.

The Golden Age Senior Center has requested an abatement of its Special Assessments. A discussion regarding the water and sewer special assessments and abatements was held. Special Assessments are not typically abated. Consolidated taxes can be abated and have been for the Golden Age Senior Center. M-Sitzer, S-Miller the Council made the decision to not abate the Special Assessments. Motion carried.

Committee reports were given:

- Streets: A Cemetery Committee will be established. Members so far are: Larry Jamieson, Thomas Sitzer and Barb Kasprick.
- Employee Relations: Annual employee evaluation meeting was scheduled for Wednesday, February 19 at 9:00 AM.

- Planning & Zoning: One building permit was submitted by Jim Fedorenko to replace windows. M-Miller, S-Sitzer, motion carried; the permit was approved.

Brad Narloch attended to discuss the recent increase in water cost from Walsh Rural Water. The water increased by 95 cents per 1,000 gallons. There was also an increase in operations and maintenance costs of \$117.00 per month. The Council will conduct a Special Meeting on Wednesday, February 19 at 2:00 PM to discuss water issues with personnel from Walsh Water.

M-Miller, S-Narloch, carried; approved the 2019 Financial Reports with adjustments for publication.

M-Sitzer, S-Kelly; carried. Financials and the following claims were approved:

ADOBE	19.99
AMAZON	114.32
AMERIPRIDE SERVICES INC	67.45
ART SHUTT WELDING	500.00
BANK OF NORTH DAKOTA	11,700.00
BULLDOG DESIGNS	60.00
CITY OF MINTO	1,647.14
CORE & MAIN	2,341.84
DAKOTA SUPPLY GROUP	45.99
DEPT OF ENVIRONMENTAL QUALITY	223.63
EAGLEVIEW FILING	4.95
EBERTOWSKI, CAROL	91.50
EMANUALONLINE	24.99
FASTENAL COMPANY	202.49
FILTER CARE OF GRAFTON	913.54
FILTER CARE OF GRAFTON, INC.	139.80
GF UTILITY BILLING	53.47
GRAFTON TRUE VALUE	244.65
GRAND FORKS WELDING & MACHINE	130.61
HARRISTON INDUSTRIES, INC.	21.22
HILTON - HILTON GARDEN INN	337.27
HOME OF ECONOMY, INC.	163.47
IMMENSE IMPACT, LLC	549.45
JR WELDING	184.67
KOBLE, PATRICE	25.00
LAKE AGASSIZ WATER AUTHORITY	100.00
MARCO	46.25
MIDCONTINENT	722.77
MINTO AUTO SALES AND SERVICE	329.66
MINTO COMMUNITY CENTER	750.00
MINTO PARK BOARD	2,774.12
MORGAN PRINTING	137.80
NARLOCH TRUCKING	9,415.00
ND DEPT OF MOTOR VEHICLES	27.50
ND RURAL WATER SYSTEMS ASSOC	278.10
NDSU EXTENSION PESTICIDE PROG.	150.00
NORTH CENT. MOSQUITO CONTROL	55.00
NORTH DAKOTA ONE CALL, INC.	4.37
NORTHDALE OIL	3,058.83
OTTER TAIL POWER	300.15
OTTER TAIL POWER COMPANY	1,926.49
PAYROLL EXPENSES	17,551.96
PENSKE USED TRUCKS	500.00
PETRO GAS	65.07
POLLARDWATER.COM - EAST	541.90
QUILL CORPORATION	182.50
RDO TRUST #80-5800	415.08

RESOLUTION 2020-003

WHEREAS the City of Minto recognizes the need to provide certain types of services to its citizens, and

WHEREAS the City of Minto needs to charge for those services provided, and

WHEREAS the City Council of the City of Minto recognizes the need to review and adjust rates on a regular basis to ensure all costs and obligations are met, then

BE IT RESOLVED by the City Council of the City of Minto, North Dakota that the following monthly utility service rates are in effect:

Water base rate	\$40.75
Water from 0 -10,000 gallons	\$7.10/1000 gallons
Water from 10,001 gallons and up	\$5.10/1000 gallons
Sewer	\$10.00
Sewer commercial large user	plus .5952380/1000 gallons over 6,720 gallons
Garbage residential curb side	\$18.00
Garbage dumpster	\$36.00/3 yds
Street Lights	\$3.75
Forest	\$2.00
Snow Removal	\$10.00
Insect Control	\$6.00

BE IT ALSO RESOLVED that all payments will be due on the 10th of the month and considered delinquent after that date. A 10% late fee will be applied to all delinquent accounts, and

BE IT ALSO RESOLVED all customers will be a charged a \$75.00 deposit to be returned to the customer after two years if the account is in good standing, and the fee for turning the water on at the curbside shall be \$100.00 nonrefundable.

This resolution was adopted at a regular meeting of the Minto City Council on February 10, 2020.

Larry Jamieson
Mayor

Attest: Carol Ebertowski
Auditor

M- to adopt resolution 2020-002 by Sitzer. S-Narloch, motion carried.

Brief discussion was held regarding the current online system to receive payments. There is a new free service that is recommended by the North Dakota League of Cities for accepting payments online. M- by Narloch to change from current provider Valli to provider GovCard for accepting online and credit card payments. There should be no monthly cost to the City. S-Miller, motion carried.

The North Dakota Insurance Reserve Fund (NDIRF) is requesting that the City choose a preferred agent for the 2020-2021 coverage period. M- by Sitzer to keep Kodabank, with Jason Flanders as authorized/preferred agent. S-Kelley, motion carried.

Flood planning was discussed. Spring Flood Preparation webinar is scheduled on February 13, 2020 at 10-11:00 AM. The webinar can be viewed at that time in the Auditor’s office.

Mrs. Ebertowski requested approval to attend the North Dakota League of Cities Spring Conference, April 13-15. M-Miller to approve, S-Narloch, motion carried.

There being no further business, M-Miller, S-Narloch, carried. The meeting was adjourned at 8:55 pm. The next regular meeting will take place Monday, March 9, 2020 at 7:00 PM.

Larry Jamieson
Mayor

Attest: Carol Ebertowski
Auditor