

# Velva Regular Commission Meeting

February 17, 2020

7:00pm

Velva City Hall

Velva City Commission meeting called to order at 7:00pm by Commission President Jennifer Soli. The Pledge of Allegiance was recited. Introductions by Soli, Commissioners: President Jennifer Soli, Tom Foley, Dave Keller (speaker phone), Ben Zietz and Mary Liz Davis. Also in attendance: Alan Walter, Emma Lavacheck, Ron Nagle, Kelly Jemtrud and Jenny Johns. Guests including: Heather Tudor and Keith Cederstrom.

## **MINUTES**

Motion by Keller/Davis to approve the minutes from the January 21 City Commission meeting, and the February 6 Committee meeting. Roll Call: All-Aye. Motion carried.

## **PAYROLL & BILLS**

Motion by Foley/Davis to approve the bills to be paid in the amount of \$34,013.39 and Payroll for \$16,104.88. Roll Call: All-Aye. Motion carried.

## **CITY OF VELVA, ND**

### **Check Register for Peoples State Bank**

<b>Period</b>	<b>Check #</b>	<b>Vendor Name</b>	<b>Check Amount</b>	<b>Date Issued</b>
2/20	34339	4k Excavating, LLC	\$ 7,178.00	02/18/20
2/20	34340	ACKERMAN-ESTVOLD ENGINEERING & MNGMNT CO	\$ 2,520.00	02/18/20
2/20	34341	BAG LLC	\$ 376.59	02/18/20
2/20	34342	BANK OF NORTH DAKOTA	\$ 7,500.00	02/18/20
2/20	34343	CIRCLE SANITATION	\$ 5,918.00	02/18/20
2/20	34344	DAKOTA FIRE EXTINGUISHERS	\$ 128.91	02/18/20
2/20	34345	FIRST DISTRICT HEALTH UNIT	\$ 50.00	02/18/20
2/20	34346	GAFFANEYS OF MINOT	\$ 517.27	02/18/20
2/20	34347	HAWKINS INC	\$ 1,966.57	02/18/20
2/20	34348	Jennifer Johns	\$ 32.20	02/18/20
2/20	34349	Kerry Wyche	\$ 60.72	02/18/20
2/20	34350	LARSCO, INC.	\$ 244.76	02/18/20
2/20	34351	MARY LIZ DAVIS	\$ 59.80	02/18/20
2/20	34352	MOUSE RIVER OIL COMPANY INC	\$ 219.64	02/18/20
2/20	34353	ND DEPARTMENT OF HEALTH	\$ 25.00	02/18/20
2/20	34354	ND Dept. of Environmental Quality	\$ 180.00	02/18/20
2/20	34355	ND LEAGUE OF CITIES	\$ 30.00	02/18/20
2/20	34356	North Star Community CU- VISA	\$ 530.76	02/18/20
2/20	34357	ONE CALL CONCEPTS, INC.	\$ 7.30	02/18/20
2/20	34358	OTTERTAIL POWER	\$ 4,415.33	02/18/20
2/20	34359	PAMELA JEMTRUD	\$ 450.00	02/18/20
2/20	34360	SWANSTON EQUIPMENT	\$ 25.76	02/18/20
2/20	34361	TC SPECIALTIES	\$ 49.25	02/18/20
2/20	34362	VELVA DRUG COMPANY	\$ 10.80	02/18/20
2/20	34363	VELVA FRESH FOODS	\$ 21.45	02/18/20
2/20	-99739	VERENDRYE ELECTRIC COOP INC	\$ 1,333.34	02/18/20
2/20	34364	VERIZON	\$ 161.94	02/18/20
		<b>Total:</b>	<b>\$ 34,013.39</b>	

## **POLICE REPORT**

The Police Report was in the packet for the commission's review.

## ***NEW BUSINESS***

City Government week was discussed. Deputy Auditor Wyche has contacted the school and Fire Department for approval to hold a coloring contest with the winner receiving a ride home from school from a Volunteer Fireman in a firetruck. Soli would also like to see a contest for 3<sup>rd</sup> and 7<sup>th</sup> graders to write a “If I were Mayor for a day...” essay.

## ***OLD BUSINESS***

No updates yet for the Saddle Club and Velva School properties regarding lease agreements.

Organization of a Tree City USA board was discussed. The Johns/Wyche are to contact past members and post a statement on Facebook requesting participation.

Soli asked for an update on the “no outlet” sign for Park Avenue. The NDDOT stated that we could not use the same post as their stop sign, so a new post/sign will go up this spring.

## ***ENGINEERING***

Discussion ensued on the Prospect Addition replat request which was approved by Planning & Zoning at their meeting. Soli asked for a motion to approve or deny the Prospect Addition replat. Zietz/Foley made a motion to approve the replat. Discussion ensued. Roll Call: All-Aye; motion carried.

Alan Walter discussed the request made by the Velva Commissioners to hold a public meeting/demonstration with the Souris River Joint Board regarding the Highway 41 bridge project for Velva residents to discuss their questions and concerns. Johns will contact Dusty at Ackerman Estvold to schedule the meeting on Monday, March 23 at 6:30pm at Verendrye.

Walter presented clarification on the reimbursement check received from the NDDOT as there will be an additional check sent once the trees are purchased.

## ***REPORTS OF THE PRESIDENT/FINANCE COMMISSIONER***

Soli discussed a few areas in town that need updated signage. The Public Works department will get a list together at their earliest convenience. Discussion ensued on parking issues in town and the need for enforced penalties. Foley will add “increased parking policing” to the upcoming police contract with McHenry County.

Johns gave an update on the SVCC seasonal maintenance agreement.

The 2014-15 audit completion timeline was discussed.

## ***REPORTS OF OFFICERS***

**Water Commissioner:** Zietz discussed lead water line replacement in town. Walter stated that anything built pre-1950 are most likely lead.

**Street Commissioner:** A pothole patch will take place on Highway 41 south.

**Police Commissioner:** Tom Foley discussed possible locations for non-criminal offense violation vehicle impound storage. Foley stated that he has been in contact with the State regarding the city/county police contract.

**Cemetery Commissioner:** Dave Keller had no business to discuss.

## ***AUDITOR***

Johns informed the commission of the NDLC’s Spring Training convention dates; Soli, Davis, Wyche and Johns to attend.

Johns stated that March 6 is the 30-day reminder of the deadline for candidates to have their names printed on the June 2020 election ballot. All petitions need to be turned in by April 6, 2020 at 4:00pm.

Johns asked for approval to assign an IT individual to help out with the water meter replacement project scheduling and a networking error in the office. Davis/Keller made a motion to approve the assignment. Roll Call: All-Aye.

Soli asked for a motion to approve the 1<sup>st</sup> reading of Municode Chapters 16, 20 and 28. Keller/Foley made a motion to approve the 1<sup>st</sup> reading of said chapters. Roll Call: All-Aye.

***BUILDING INSPECTOR/ASSESSOR***

Nagle discussed the work he has been doing with McHenry County, as well as evaluating special tax credits and veteran's exemptions. The tax equalization meeting will be scheduled for April.

Discussion ensued on vacated residences in Velva.

Discussion ensued on Dollar General.

***PUBLIC WORKS***

Jemtrud discussed his plans for getting ready for spring cleanup and street care.

Johns discussed the wear signs of PW vehicle #2 and approval to start looking for a replacement.

***COMPLAINTS***

***GAMING***

***ADDITIONS***

Discussion ensued with Deputy Welsh from the McHenry County Sheriff's Department about parking violations and a city impound. Cederstrom stated there is a Sheriff's Department meeting on February 27<sup>th</sup> at 9:30am.

***ADJOURNMENT***

Soli adjourned the meeting at 8:31 pm.

*Next Commission Meeting will be Monday, March 16 at 7:00pm.*

*If you would like to be on the agenda in the future, the deadline is Thursday at noon before a meeting.*

***\*\*Minutes are subject to amendment and approval\*\****

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**Jennifer Soli**  
**Commission President**

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**Jenny Johns**  
**Auditor**