

**Velva City Commission Meeting
Monday, February 18, 2019 7:00pm**

Velva City Commission meeting called to order at 7:00pm by Commission President Jennifer Soli. Pledge recited. In attendance: Commissioners: Jennifer Soli, Tom Foley (speakerphone), Dave Keller (speakerphone), Ben Zietz and Mary Liz Davis. Also in attendance, Heather King, Kelly Jemtrud, Ron Nagle, Alan Walter, Karla Harmel, Amanda Carrol, Ashley Bauer, Trey Skager, Matt Willis, Jack Duchsherer, Florence Duchsherer, John Duchsherer, Laurie Klimpel, Ken Kitelinger, Heather Tudor.

MINUTES

Motion Foley/Keller to approve the minutes from 1/21/19. All ayes. Motion carried.

PAYROLL & BILLS

Motion Zietz/Davis to approve the bills and payroll in their entirety. All ayes. Motion carried.

Vendor Name	Check Amount
1ST DISTRICT HEALTH UNIT	50.00
ACKERMAN-ESTVOLD ENGINEERING & MN	310.00
AFLAC	779.86
ARBOR DAY FOUNDATION	10.00
B&G Electric	712.39
BAG LLC	175.56
BANK OF NORTH DAKOTA	9150.00
BDS (VALLI)	100.00
BLUE CROSS/BLUE SHIELD OF ND	4412.77
CIRCLE SANITATION	6093.00
CORE & MAIN	885.12
DAKOTA FIRE EXTINGUISHERS	143.16
DAKOTA TRUCK & FARM	302.58
ENERBASE COOPERATIVE RESOURCES	503.75
GOOSENECK IMPLEMENT	2.42
GRAVEL PRODUCTS INC	678.80
HAWKINS INC	830.96
HEART OF AMERICA COMM SERVICE PRO	500.00
HEATHER KING	117.16
Kerry Wyche	117.16
MCGEE HANKLA BACKES PC	2814.50
MOUSE RIVER OIL COMPANY INC	820.68
Municode	2360.00
ND DEPARTMENT OF HEALTH	16.48
ND LEAGUE OF CITIES	1277.00
North Star Community CU- VISA	459.66
NORTHERN TRUCK EQUIPMENT CORP	611.79
ONE CALL CONCEPTS, INC.	6.10
OTTERTAIL POWER	5102.71
OTTERTAIL POWER	6267.05
PAM JEMTRUD	450.00
SRT	367.20

STEEN CONSTRUCTION & ASSOCIATES I	6500.00
TC SPECIALTIES	37.25
TRACTOR SUPPLY CREDIT PLAN	239.99
VELVA DRUG COMPANY	19.79
VELVA FRESH FOODS	135.25
VERIZON	161.34
WSI NORTH DAKOTA WORKFORCE SAFETY	1985.74

POLICE REPORT

Trey Skager went over the numbers of calls in 2018 and answered questions on how to read the report.

GUESTS

Amanda Carrol and Ashley Bauer were here to speak about their new business, Star City Learning Center. Velva Headstart will be closing its doors this spring. To fill the void, they will be opening Star City Learning Center on May 28, 2019 for Preschool/Daycare (ages 2-5), Before/After School Care (Kindergarten and older), Summer Care (2 & older), and Drop-In Care (2 & older).

Matt Willis from Metering Technology Solutions was here to visit with Kelly Jemtrud about the city's meters. He updated the meter reading software for the office. He also mentioned at the end of 2021, the software and hardware for meter reading will no longer have support. Right now there is an offer through Itron support that we are able to get the software free (approximately \$4,000) and only need to pay for the installation, training and setup. The handheld will be fine until it either starts acting up or we want a new one.

Karla Harmel from AE2S was here to give an update on her progress. She went over 2018 accounting. Davis/Zietz motion to approve 2018 budget amendments. All ayes. Motion carried.

NEW BUSINESS

OLD BUSINESS

REPORTS OF THE PRESIDENT

REPORTS OF OFFICERS

Water Commissioner: There was a curb stop emergency repair. There was also a water leak at the elevator that cause some damage.

Cemetery Commissioner: Mentioned that the roads in the cemetery need to be plowed throughout the winter.

AUDITOR REPORT

BUILDING INSPECTOR/ASSESSOR

The purchase of out lot 699 from Curt and Bonnie Feist should be completed by the next meeting.

ENGINEERING

Walter discussed work on the Velva Park Bridge will begin soon. The pre-construction meeting is scheduled in the next couple of weeks and then the bridge will be removed within a few weeks after that to begin the project.

He has received some letters for available low interest loans so far, but no grants yet for water projects. There will be a Community Assistance Visit meeting on March 13th at 9am regarding floodplain development and building going on that could possibly be in floodplains.

GAMING

PUBLIC WORKS

Kelly Jemtrud had questions on the retirement plan that we have. He is wondering if the employee/employer contribution has been done correctly over the years.

COMPLAINTS

BUILDING PERMITS

Zietz/Davis move to approve building permit for Dakota Agronomy control shack. All ayes. Motion carried.

Keller/Davis motion to approve to move ahead with the Renaissance Zone application for Star City Learning Center, if the state allows it to be used for another 5-year period with different owners. All ayes. Motion carried.

FYI

Next Commission Meeting will be Monday, March 18 at 7:00pm.

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

ADJOURNMENT

Meeting adjourned by President Jennifer Soli at 8:33pm.

Minutes are subject to amendment and approval.

Jennifer Soli
Commission President

Heather King
Auditor