

# Velva Regular Commission Meeting

March 16, 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, Kelly Jemtrud and Jenny Johns. Guests including: Heather Tudor and Kris Goodman.

## **MINUTES**

Motion by Foley/Davis to approve the minutes from the February 17 City Commission meeting. Roll Call: All-Aye. Motion carried.

## **PAYROLL & BILLS**

Motion by Zietz/Davis to approve the bills to be paid in the amount of \$49,310.07 and Payroll for \$15,210.05. Roll Call: All-Aye. Motion carried.

## **CITY OF VELVA, ND**

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

Period	Check #	Vendor Name	Check Amount	Date Issued
3/20	-99738	VERENDRYE ELECTRIC COOP INC	\$ 1,333.34	03/17/20
3/20	34389	ACME TOOLS	\$ 266.13	03/17/20
3/20	34390	ARBOR DAY FOUNDATION	\$ 10.00	03/17/20
3/20	34391	BAG LLC	\$ 85.80	03/17/20
3/20	34392	BDS (VALLI)	\$ 104.82	03/17/20
3/20	34393	CIRCLE SANITATION	\$ 6,220.50	03/17/20
3/20	34394	DOMAIN LISTINGS	\$ 228.00	03/17/20
3/20	34395	ENERBASE COOPERATIVE RESOURCES	\$ 548.25	03/17/20
3/20	34396	FIRST DISTRICT HEALTH UNIT	\$ 50.00	03/17/20
3/20	34397	GOOSENECK IMPLEMENT	\$ 162.05	03/17/20
3/20	34398	MAIN ELECTRIC CONSTRUCTION INC	\$ 1,649.40	03/17/20
3/20	34399	MENARDS	\$ 91.32	03/17/20
3/20	34400	MOUSE RIVER OIL COMPANY INC	\$ 266.93	03/17/20
3/20	34401	ND SEW. PUMP & LIFT STATION SV	\$ 2,629.00	03/17/20
3/20	34402	North Star Community CU- VISA	\$ 1,600.50	03/17/20
3/20	34403	ONE CALL CONCEPTS, INC.	\$ 1.20	03/17/20
3/20	34404	OTTERTAIL POWER	\$ 3,952.22	03/17/20
3/20	34405	RON NAGLE	\$ 47.15	03/17/20
3/20	34406	SRT	\$ 369.22	03/17/20
3/20	34407	STARION BOND SERVICES	\$ 19,323.75	03/17/20
3/20	34408	SUNDRE SAND & GRAVEL INC	\$ 674.86	03/17/20
3/20	34409	SWANSTON EQUIPMENT	\$ 1,114.79	03/17/20
3/20	34410	TC SPECIALTIES	\$ 49.25	03/17/20
3/20	34411	TEAM LAB CHEMICAL CORP	\$ 4,192.00	03/17/20
3/20	34412	VELVA DRUG COMPANY	\$ 13.98	03/17/20
3/20	34413	VELVA FRESH FOODS	\$ 24.27	03/17/20
3/20	34414	VELVA PUBLIC LIBRARY	\$ 2,914.64	03/17/20
3/20	34415	VERIZON	\$ 174.20	03/17/20
3/20	34416	ACKERMAN-ESTVOLD ENGINEERING	\$ 1,212.50	03/17/20
			<b>\$49,310.07</b>	

## **POLICE REPORT**

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

### ***NEW BUSINESS***

Gretta Holt addressed the Commission with an initiative petition to allow fowl within city limits. The city attorney has recommended that the Commission table the issue for further input from Velva residents. Johns stated that she was planning to recommend a public meeting for resident's opinions, however, that is not an option now with the social distancing guidelines. President Soli stated she would like a Facebook post regarding the issue for public input. Foley/Keller made a motion to table the issue of allowing fowl within city limits pending public input. Roll Call: All-Aye.

A liquor license transfer was submitted for the Pioneer Bar. The fee of the transfer for the last quarter of the license is \$375. Davis/Zietz made a motion to approve the liquor license transfer application for the Pioneer Bar. Roll Call: All-Aye.

### ***OLD BUSINESS***

Soli asked for an update on the Velva School property survey. Sollid Surveying completed the survey Monday afternoon, but there was not enough time to get everyone contacted prior to the meeting. Nagle will contact the city attorney to discuss the contract.

### ***ENGINEERING***

Discussion ensued on the postponement of the public meeting/demonstration from the Souris River Joint Board regarding the Highway 41 bridge project. This meeting will be rescheduled as soon as possible.

Walter addressed a capital improvement plan that will be presented at the next meeting.

Walter discussed the water plant and upgrades that may need to be addressed. Walter and Jemtrud will meet on the issue.

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

Soli discussed the limited access to the city's auditor's office. Following CDC recommendations pertaining to the COVID-19 pandemic, please use the water bill payment drop box inside city hall or call ahead if you need personal attention. Phone and email communications are available as normal.

Soli stated that she will be looking into protecting the City of Velva by declaring a State of Emergency which will allow state funding if necessary. The Auditor's office will prepare document for signature.

NDLC convention scheduled for April 14-15 has been cancelled.

Walter presented a map from MDU who will be trenching in natural gas lines this summer and will be within range to supply service to Velva residents. Walter will contact MDU's president to set up meeting for more information.

### ***REPORTS OF OFFICERS***

**Street Commissioner:** Davis discussing changing the workweek to Sunday through Saturday. Davis/Foley made a motion to change the employee workweek to Sunday through Saturday starting the next pay period, March 22. Roll Call: All-Aye.

Davis discussed the pothole repair that took place at the trailer park and the recent snow.

**Water Commissioner:** Zietz asked Johns to look into direct deposit.

Discussion ensued on a fire hydrant that needs replacement. Zietz/Davis made a motion to replace the fire hydrant. Roll Call: All-Aye.

Zietz also asked for a clearer post on Facebook regarding flushing and lift stations.

Zietz addressed the nitrate water sample failure. Johns stated that all procedures taken during those 48-hours were mandated by the ND Department of Environmental Quality. Johns stated that the ND Department of EQ contacted her on Thursday, March 12, after the second samples were submitted. The state laboratory made an error during the test, which sent the results off the charts. The Lab used nitric acid instead of or in addition to sulfuric acid to preserve the sample while it awaited testing. Velva's water was never out of compliance, and quite the opposite, was lower than years in the past. All three testing sites were well within the allowable range of 10 mg/L.

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

**Police Commissioner:** Foley asked about the drain by the park.

Foley asked that a letter went out to residents for tree trimming.

Foley stated that he was in contact with a towing company that is willing to work with the sheriff's department; as well as, the appliance yard being cleared out for parking of said towed vehicles.

The parking issue in Velva was discussed. Curb painting will begin this spring.

### **AUDITOR**

Johns gave an update on the water meter project. Ferguson employees are not allowed to travel right now due to the COVID-19. The replacement will be postponed until they are allowed back on the road.

Discussion ensued on city hall flooring replacement.

Johns stated that in April the Commission will meet twice a month, the second and fourth Mondays of the month.

Johns encouraged residents to complete the census survey paperwork that they received.

Davis/Foley made a motion to approve the 2<sup>nd</sup> reading of Municode Chapters 16, 20 and 28. Roll Call: All-Aye.

### **BUILDING INSPECTOR/ASSESSOR**

Johns disclosed the date for the Tax Equalization Meeting, April 9<sup>th</sup> at 5pm.

### **PUBLIC WORKS**

Jemtrud discussed his plans to order testing supplies from Hach.

### **COMPLAINTS**

#### **GAMING**

#### **ADDITIONS**

#### **ADJOURNMENT**

Soli adjourned the meeting at 8:14 pm.

*Next Commission Meeting will be Monday, April 13 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\*\****

---

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

---

**Jenny Johns**  
**Auditor**