

**Velva City Commission Meeting  
Monday, June 25, 2018 7:00pm**

Velva City Commission meeting called to order at 7:07pm by Commissioner Tom Foley. Pledge recited. In attendance: Commissioners: Dave Keller, Jen Soli and Ben Zietz. Also in attendance, Kerry Wyche, Heather King, Kelly Jemtrud, Jim Wilson, Mary Liz Davis, Heather Tudor, Ivan Canevello, Emma Keller, Suzy Lee, Sean Dafferner, Joe Goldade, Norm Sollid, Karla Harmel, Scott Westman, and Cameron Erickson.

**MINUTES**

Motion Keller/Zietz to approve the minutes from 5/29/18 and 6/11/18. No discussion. All ayes. Passed.

**PAYROLL & BILLS**

Motion Zietz/Soli to approve the bills in their entirety. No discussion. All ayes.

Vendor Name	Check Amount
AE2S Nexus	7939.04
BEN ZIETZ	49.05
FARMERS UNION OIL COMPANY	41.28
FIRST DISTRICT HEALTH UNIT	44.00
ND DEPARTMENT OF HEALTH	16.48
OTTERTAIL POWER	3608.13
PAM JEMTRUD	450.00
RON NAGLE	790.88
VELVA PUBLIC LIBRARY	853.87
VERIZON	162.94

**GUESTS**

**REPORTS OF OFFICERS**

**REPORTS OF THE PRESIDENT**

Tom Foley mentioned a developer is interested in buying a parcel of land. Jim Wilson explained how the city could go about selling the property. Foley stated we need to get Economic Development involved. Discussion on the tree dump hours. Tree dump hours are now enforced.

**REPORTS OF OFFICERS**

Finance advisor, Jen Soli asked Karla Hamel to give her report. Karla explained she is working on reconciling bank statements and said she will be helping Heather King on the preliminary budget. Street Commissioner, Ben Zietz talked about Lee's street and how the City can maintain it. Zietz stated that service trucks have damaged some streets and the company needs to be notified. Cemetery Commissioner Soli, said she had a new section of the cemetery plotted. Police Commissioner Foley, stated he talked to the deputy and asked him to enforce the City's ordinances. Commission discussed the police contract should be up for renewal and a new one should be in the office soon.

Scott Westman asked about putting more handicapped parking at Oak Valley Lutheran Church. Motion Zietz/Soli to approve 4 handicapped spots on the north curb of the south side of the church. Motion rescinded until Commission gets a description of where the spots will be located. The City will put it into a written resolution and pass at the next meeting.

**ATTORNEY**

Jim Wilson said he is almost done with the policy manual and will have a copy ready for next meeting.

**AUDITOR REPORT**

Heather King said she is having problems with the automatic withdrawal (ACH), and is working on fixing the issue.

**ENGINEERING**

Alan Walker talked about toe drain issues on the dike and concrete on the north end clean out is in need of repair. He is still waiting to hear back from the CORE about the bridge permit. Ben Zietz asked about the clogged culverts on Hwy 52. Alan said he will look into it.

#### **GAMING**

The Commission agreed the gaming permit that passed last meeting, submitted by CYP, is now fully completed.

#### **PUBLIC WORKS**

#### **OLD BUSINESS**

Discussion on the price and property lines for the Old Cenex Store on Hwy 52. Motion Zietz/Keller to sell property for \$2500.00. Roll Call vote. Zietz/Keller/Foley- Yes. Soli- No.

#### **NEW BUSINESS**

Discussion held on a road grader or blade. Keller mentioned the city should buy a blade since hiring someone to come to Velva will be very expensive. Keller and Zietz will look into the machinery. Commission decided to look into certifying Kelly Jemtrud and/or Tim Moulton to spray weeds in town.

#### **COMPLAINTS**

Discussion of campers illegally plugged in and used on people's property and a pile of cement in a resident's yard that needs to be removed. Ben Zietz said he would talk to both property owners.

#### **BUILDING PERMITS**

#### **FYI**

Next Commission meeting will be Monday, July 9 at 7:00pm.

Jen Soli sworn in by Heather King.

Mary Liz Davis sworn in by President Jen Soli.

Dave Keller sworn in by President Soli.

Heather King sworn in by President Soli.

#### **ADJOURNMENT**

Meeting adjourned by Tom Foley at 8:40pm.

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

**Tom Foley**  
**Acting President**

**Heather King**  
**Auditor**