

**Velva City Commission Meeting  
Monday, July 9, 2018 7:00pm**

Velva City Commission meeting called to order at 7:03pm by Commissioner Dave Keller. Pledge recited. In attendance: Commissioners: Dave Keller, Jen Soli (phone), Tom Foley, Ben Zietz and Mary Liz Davis. Also in attendance, Kerry Wyche, Heather King, Tim Moulton, Jim Wilson, Heather Tudor, Emma Keller, Alan Walter, Suzy Lee, Florence Duchsherer, Jack Duchsherer, JP Lohnes, Jill Lohnes, Karen Morse, Rhonda Loberg, Almaree Anderson, Gretta Holt, Fred Price, Cindy Shattuck.

Dave Keller read aloud an e-mail from President Soli. In the e-mail, it stated that she would like to appoint Heather King as City of Velva Auditor, Ron Nagle as City of Velva City Assessor, and Ackerman-Estvold as City of Velva Engineering Firm. Soli also reorganized the Commission. Tom Foley, VP of Velva Commission and Police Commissioner; Mary Liz Davis as Street Commissioner; Ben Zietz as Water Commissioner and Dave Keller as Cemetery Commissioner. Motion Foley/Davis to appoint all as read. No discussion. All ayes.

**MINUTES**

Motion Zietz/Foley to approve the minutes from 6/25/18. No discussion. All ayes. Passed.

**PAYROLL & BILLS**

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

Vendor Name	Check Amount
AFLAC	607.14
BAG LLC	173.00
BDS (VALLI)	105.92
BLUE CROSS/BLUE SHIELD OF ND	3,865.33
CIRCLE SANITATION	5,808.75
GAFFANEYS OF MINOT	156.01
HAWKINS INC	1,056.21
HOME OF ECONOMY INC	62.17
K & R CONTRACTING, LLC	1,900.00
MAIN ELECTRIC CONSTRUCTION INC	1,956.56
MR LAWN	2,000.00
ND DEPARTMENT OF HEALTH	16.48
NORTH DAKOTA INSURANCE DEPARTMENT	1,804.74
SOURIS BASIN PLANNING COUNCIL	130.80
SRT	373.44
TC SPECIALTIES	37.25
U.S. POSTAL SERVICE	72.00
WILSON LAW FIRM	2,200.00

**GUESTS**

Kerry Wyche spoke for the Velva School about painting new handicapped spaces (65ft of curb space) and bus drop off/pick up spots that will be painted yellow (299ft of curb space). Discussion on the busses leaving at the end of the day, and congestion around the school. Jill Lohnes, from the school board, explained the schools plan to lessen the congestion in front of the school by moving the bus drop off/pick up. Motion to approve curb painting at the school Zietz/Keller. Roll call vote: All Yes.

**NEW BUSINESS**

Discussion of the new Police contract. The Commission had questions for the Sherriff about the contract. Zietz/Keller to table contract until the Sherriff can attend, so he can answer questions for the Commission.

#### **OLD BUSINESS**

Laurie Klimpel asked about the spraying of weeds in the ditch by the Cenex Store. Klimpel presented a letter from the DOT, dated in 2014, stating Velva "is responsible to maintain the highway right of way through Velva clear of encroachments, including changes or obstructions to drainage." Alan Walter said he would talk to the weed control officer about the issue. Jen Soli mentioned Mike Heisler is certified to spray. Mary Liz Davis asked Tim Moulton if he and Kelly could come back to the next meeting with information about certification.

The Loberg sisters attended to follow up on their petition of access to their property. They stated they would like to present a site plan to the City, but without access to their property, it is hard to make a site plan. J. Wilson explained how to go about creating a sub-division and stated there is access at the South end of the property. Wilson stated he would like to get an opinion from the Attorney General. By getting an opinion from the AG, it would help the City and the Lobergs with a decision on how to handle the new development. Foley gave permission for Wilson to write a letter to the AG asking for an opinion. Wilson said he would have the letter to the AG within the next two weeks.

#### **REPORTS OF THE PRESIDENT**

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

Finance Commissioner: None. Water Commissioner: Tim Moulton talked about the water pump that went down, possibly from a lightning strike. Pump is now fixed and H. King is looking into an insurance claim. Street Commissioner: Soli asked about the yellow curbing and when would be repainted. T. Moulton said they would repaint the curbs when they have time. Cemetery Commissioner stated there were two burials last month. Police Commissioner: Foley said he talked to the Sheriff about the trailers, etc. parked around town. The Sheriff drove around Velva, saw numerous violations, and will talk to his officers about enforcing the ordinances.

Foley also mentioned a developer is ready to make an offer on a city owned property. Jim Wilson suggested talk to the VCDC, and see if they would like to buy the property from the city. Then the VCDC can work with the developer in the sale of said property.

##### **ATTORNEY**

Wilson stated he did not have a chance to get the Policy Manual done. Wilson presented ordinance revisions on elected officers and Commission meetings. Wilson read each section aloud and explained that these terms can be amended. Zietz/Davis to approve the first reading of revised ordinances. No discussion. All ayes.

##### **AUDITOR REPORT**

Heather King said she resent the information that she sent in February, to Mahlum Goodhart again so they can complete the 2013 audit.

##### **ENGINEERING**

Alan Walter said he met with Randy from DL Barkie and he is going to fix the north end of the clean out. Walter is still waiting for a response from the CORE after calling numerous times and sending out e-mails. Walter talked to Jim Redding about the highway drainage. He and Kelly Jemtrud looked at the culverts and saw where the water is not draining properly. Drainage along the highway is plugged and needs to be fixed.

##### **GAMING**

##### **PUBLIC WORKS**

##### **COMPLAINTS**

Complaint of feral cats on property. Letter been sent to property owners where cats are living.

##### **BUILDING PERMITS**

Zack Vandermark fence project. Motion Zietz/Davis to approve permit for a fence.

**FYI**

Next Commission meeting will be Monday, July 23 at 7:00pm.

**ADJOURNMENT**

Meeting adjourned by Tom Foley at 8:54pm.

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

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

**Heather King**  
**Auditor**