

Velva Regular Commission Meeting

July 27, 2020

7:00pm

Velva City Hall

Velva City Commission meeting called to order at 7:01 pm by Commission President Jennifer Barta. The Pledge of Allegiance was recited. Roll Call was done by Barta, Commissioners: President Jennifer Barta, Dave Keller, Ken Kitelinger (speakerphone), MaryLiz Davis and Ben Zietz. Also in attendance: Alan Walter, Emma Lavachek, Kelly Jemtrud, Ron Nagle, Jenny Johns, Heather Tudor and County Commissioner, Keith Cederstrom.

MINUTES

Motion by Keller/Kitelinger to approve the minutes from the July 13, 14 and 21 meetings with one correction to the July 21st minutes adding "October 1st 2020" to the health insurance benefit begin date. Roll Call: All-Aye. Motion Carried.

PAYROLL & BILLS

Motion by Davis/Zietz to approve the bills to be paid in the amount of \$136,114.25 (minus a \$414 bill for the ambulance windshield cost, in order to do more research on the bill) and Payroll for \$15,625.08. Roll Call: All-Aye. Motion carried.

CITY OF VELVA, ND

Check Register for Peoples State Bank

Period	Check #	Vendor Name	Check Amount	Date Issued
7/20	34659	ACKERMAN-ESTVOLD	\$ 2,297.50	07/28/20
7/20	34660	ACME TOOLS	\$ 127.46	07/28/20
7/20	34661	BANK OF NORTH DAKOTA	\$ 122,287.50	07/28/20
7/20	34662	CIRCLE SANITATION	\$ 6,292.25	07/28/20
7/20	34663	DAKOTA AGRONOMY PARTNERS	\$ 80.00	07/28/20
7/20	34664	HAWKINS INC	\$ 1,338.21	07/28/20
7/20	34665	HIRSHFEILD'S	\$ 399.95	07/28/20
7/20	34666	HOME OF ECONOMY INC	\$ 54.69	07/28/20
7/20	34667	Jennifer Johns	\$ 32.20	07/28/20
7/20	34668	MIKE HEISLER	\$ 1,637.50	07/28/20
7/20	34669	North Star Community CU- VISA	\$ 508.73	07/28/20
7/20	34670	ROUGH RIDER INDUSTRIES	\$ 47.10	07/28/20
7/20	34671	SRT	\$ 373.93	07/28/20
7/20	34672	TC SPECIALTIES	\$ 49.25	07/28/20
7/20	34673	VERIZON	\$ 173.98	07/28/20
		Total	\$ 135,700.25	

GUESTS

NEW BUSINESS

OLD BUSINESS

ENGINEER

Walter discussed the timeline for the placards to finish the bridge project. They are waiting for supplies but the project will be completed by September. Lavachek discussed the cost proposal packet for a city-wide water, sewer and street replacement project. The estimated cost of the project is 37 million dollars. Lavachek also presented information regarding the USDA grant/loan forgiveness application she is working on for the Goldade lift station replacement project. Lavachek stated an environmental study needs to be done at the building and the engineering costs may exceed the previously approved \$10,000. Discussion ensued with the commission. Kitelinger/Zietz made a motion to approve an additional \$5,000 to Ackerman to do the environmental study. Roll Call: Kitelinger, Zietz, Davis, Barta – Aye; Keller – Nay. Motion Carried.

Lavachek also stated that she will work with PW Leo Walter on finishing up the last 1/3 of the GIS mapping in town.

REPORTS OF THE PRESIDENT/FINANCE COMMISSIONER

Barta discussed the preliminary budget meeting and the possibility of adding a salary scale for employee pay increases. Zietz and Kitelinger discussed the value of having an employee with 26-years of experience, knowledge and the state certifications needed to run the water plant, water distribution and wastewater systems. Zietz/Kitelinger made a motion to increase Jemtrud an additional 5.25% starting January 1st, 2021. Roll Call: Zietz-aye; Kitelinger-aye; Davis-aye; Keller-nay; Barta-aye. Motion Carried. Barta also discussed the remainder of capital improvement funds left over from the city hall updating project. Barta stated that curb painting surrounding fire hydrants is yellow. Barta discussed mosquito fogging.

REPORTS OF OFFICERS

Water Commissioner: Zietz gave credit to the public works department for finishing the street sign project and the street patching project. Zietz stated that the public works employees have now started replacing water meters for initial testing purposes for the software. Jemtrud stated he is a bit concerned about the pandemic and how people will react to them coming in their homes for the project. Zietz presented documentation on a slope-mower purchase to secure the safety of our employees when they are mowing the steep levees surrounding the river. Davis asked that we get equipment bids for a comparable mower. Discussion was tabled for further review. A special meeting will be called to discuss the findings.

Street Commissioner: Keller stated that the street patching/repair project went well and the streets look very good.

Cemetery Commissioner: Kitelinger stated that the cemetery mowing and trimming looks great, and that there are still some flowers at the gravesites.

Police Commissioner: Discussion ensued with regarding the survey created by Davis regarding the McHenry County Sheriff's Department and Velva's contract. County Commissioner, Keith Cederstrom, stated that cuts were proposed at the county level towards the Sheriff's Department. The preliminary budget meeting for the county is Tuesday, August 4th, in Towner. All City Commissioners will try to attend.

AUDITOR

Johns asked that she was able to table the late fee topic on the agenda for further review. Johns presented the liquor license transfer request made by Finish Line Burgers and Brew to the Velva Saddle Club on August 8th for the PBR Rodeo event. Keller/Davis made a motion to approve the liquor license transfer. Roll Call: All-Aye. Motion Carried. Discussion ensued on Municode chapters: 8, 18, 22, 24, 26 & 30. Davis/Kitelinger made a motion to approve the 1st readings of said chapters. Discussion ensued. Kitelinger rescinded his 2nd. The motion died for lack of a 2nd. Zietz/Kitelinger made a motion to approve the 1st reading of Municode chapters 8 and 26. Roll Call: Zietz-Aye; Kitelinger-Aye; Keller-Aye; Davis-Aye; Barta-Aye. Motion Carried.

BUILDING INSPECTOR/ASSESSOR

No business or building permits to discuss.

PUBLIC WORKS

Jemtrud stated that the public works department will be working with Gustafson Septic Service on jetting sewer lines from July 29-31, mainly south of the railroad tracks.

COMPLAINTS

GAMING

ADDITIONS

Barta informed the Commission that the bridge meeting previously scheduled for Wednesday, July 29, to discuss the replacement has been cancelled again. Walter stated that the SRJB is planning to do a program with handouts instead at an upcoming commission meeting, after the two previous attempts at a public meeting were cancelled. Walter stated the project may be postponed due to state funding being down.

ADJOURNMENT

Barta adjourned the meeting at 8:40 pm.

*The next Commission Meeting will be Monday, August 10 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 Barta
Commission President

Jenny Johns
Auditor