

**Velva City Commission Meeting
Monday, October 15, 2018 7:00pm**

Velva City Commission meeting called to order at 7:00pm by Commission President Jennifer Soli. Pledge recited. In attendance: Commissioners: Jennifer Soli, Dave Keller, Tom Foley, Ben Zietz and Mary Liz Davis. Also in attendance, Kerry Wyche, Kelly Jemtrud, Ron Nagle, Heather Tudor, Emma Keller, Laurie Klimpel, Ken Kitelinger, Rick Erickson, David Kramer, Donna & Gene Jenson, Kaylene Kitelinger, Sean Dafferner and Ivan Canevello.

MINUTES

Motion Foley/Zietz to approve the minutes from 9/19/18 and 9/24/18. R. Nagle check removed and BCBS check corrected in the 9/24/18 minutes. 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
ACKERMAN-ESTVOLD ENGINEERING & MNGMNT CO	100.00
AE2S Nexus	11762.22
AFLAC	571.28
BAG LLC	243.78
BEN ZIETZ	227.27
Chris Mullikin	100.00
CIRCLE CONTROL SYSTEMS	722.00
CIRCLE SANITATION	6149.00
CORE & MAIN	452.58
Dan's Repair & Welding	100.00
FIRST DISTRICT HEALTH UNIT	44.00
GAFFANEYS OF MINOT	225.67
GRAVEL PRODUCTS INC	619.42
GUSTAFSON SEPTIC SERVICE INC	13226.25
HAWKINS INC	2620.19
Heather King	227.27
Kerry Wyche	57.23
LARSCO, INC.	147.67
MAIN ELECTRIC CONSTRUCTION INC	308.40
MARY LIZ DAVIS	227.27
MCGEE HANKLA BACKES PC	806.50
MCHENRY COUNTY AUDITOR	20325.00
MOUSE RIVER OIL COMPANY INC	334.53
ND DEPARTMENT OF HEALTH	463.74
OTTERTAIL POWER	3631.16
PAM JEMTRUD	450.00
TC SPECIALTIES	37.25
VELVA DRUG COMPANY	12.80

GUESTS

Discussion held from Kaylene Kitelinger and David Kramer concerning the transfer of city property to the Souris Valley Care Center. Kramer stated he would bring abstract to City Hall. Commission decided to table until the next meeting. Motion Foley/Zietz. All ayes. Motion carried.

Donna Jenson asked the Commission to continue the variance to keep a trailer on their property at 508 1st Ave. West after they sell the property. Motion Keller/Zietz to continue the variance for 508 1st Ave. West in Velva. Roll call vote: Zietz-Yes; Foley-Yes; Keller-Yes; Davis-Yes; Soli-Yes. Motion Carried.

NEW BUSINESS

Mary Liz Davis presented a bid to update the City Ordinance book through Municode. Motion to table Municode bid until next meeting Foley/Zietz. No Discussion. All ayes.

OLD BUSINESS

President Soli discussed letter sent to the Commission from Rhonda Loberg. Soli informed Loberg that the City has had a change of legal counsel and the new attorneys are currently looking over the issue.

REPORTS OF THE PRESIDENT

Soli discussed the Personnel Handbook Committee. Zietz, H. King and Soli will be on the committee. Finance Commissioner: Finance committee report: Mary Liz Davis read minutes from the Finance Committee meeting.

REPORTS OF OFFICERS

Water Commissioner: Ben talked about the tour of the lift station, water treatment plant and the lagoon with AE2S.

Cemetery Commissioner: Two burials in the past couple of weeks.

Police Commissioner: Foley stated he informed the sheriff that some residents had concerns about suspicious activity late at night.

AUDITOR REPORT

The 2013 audit is finished and final report is in the office. H. King is working on special assessments for the 2019 taxes, due Nov. 1. The automatic withdrawal (ACH) customers doubled over the last month.

BUILDING INSPECTOR/ASSESSOR

Discussion on Velva Glass and Auto. Nagle stated he has been communicating with Jim Redding (DOT) about the situation. Discussion on the Finishline Burgers and Brews parking and how to keep the visibility unobstructed from traffic on Hwy 52.

ENGINEERING

Alan Walter stated dike reseeding will be done next spring. Walter received an email from the Corps, they will be sending the 408 permit to the DOT to get grant money back from the project.

GAMING

PUBLIC WORKS

Discussion on the tree dump inspection report. Inspector found some painted wood that is prohibited in tree dump. Hiring committee discussed new public works employee. Motion to offer Leo Walter the public works job at \$17.00 an hour and after level one certification a \$1.00 raise. Roll call vote: Foley-Yes; Zietz-No; Keller-No; Davis-Yes; Soli-Yes. Motion carried.

COMPLAINTS

Second Notice sent: Abatement of nuisance.

BUILDING PERMITS

FYI

Next Commission Meeting will be Monday, November 19 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.