

Velva Regular Commission Meeting

October 19, 2020

Public Hearing – 6:30pm

Regular Meeting – 7:00pm

Velva City Hall

PUBLIC HEARING: Commission President, Jennifer Barta, called the Public Hearing to order at 6:30pm. Barta stated “I am opening the public hearing for the CDBG – City of Velva – Goldade Lift Station Replacement Project. Are there any comments?” Barta asked again for comments. Barta asked a third time for any comments. Hearing no comments, Barta asked for a motion to adjourn the Public Hearing. Kitelinger/Davis made a motion to continue with the CDBG application and adjourn the hearing. Roll Call: All-aye. Motion carried.

REGULAR MEETING: Velva City Commission Meeting called to order at 7:00 pm by Commission President Jennifer Barta. The Pledge of Allegiance was recited. Present: Jenny Johns – Auditor; Kelly Jemtrud – Public Works Director; Ron Nagle – Assessor; Ben Zietz – Water/Sewer Commissioner; Mary Liz Davis – Police Commissioner; Dave Keller – Street Commissioner; Ken Kitelinger – Cemetery Commissioner; Emma Lavachek and Alan Walter – Ackerman Estvold Engineering and Dave Dewanz – McHenry County Sheriff’s Department. Velva Area Voice, Heather Tudor – (ZOOM) was also in attendance.

MINUTES

Motion by Keller/Davis to approve the minutes from the September 28 meeting. Roll Call: All-Aye, motion carried.

PAYROLL & BILLS

Motion by Zietz/Davis to approve the bills to be paid in the amount of \$23,961.81, holding the check to the NDDOT regarding the park bridge project, and Payroll for \$15,745.04. Discussion ensued regarding the bridge project. Roll Call: All-Aye, motion carried. Johns is to contact Phillip Murdow regarding the NDDOT invoice.

CITY OF VELVA, ND

Check Register for Peoples State Bank

Period	Check #	Vendor Name	Check Amount	Date Issued
10/20	34820	ACME TOOLS	\$ 129.00	10/20/20
10/20	34821	ATCO	\$ 131.28	10/20/20
10/20	34822	BAG LLC	\$ 237.12	10/20/20
10/20	34823	BDS (VALLI)	\$ 100.00	10/20/20
10/20	34824	Chemistry Lab	\$ 415.74	10/20/20
10/20	34825	CORE & MAIN	\$ 295.68	10/20/20
10/20	34826	HAWKINS INC	\$ 1,160.89	10/20/20
10/20	34827	HOME/Economy	\$ 53.28	10/20/20
10/20	34828	IHRY Ins.	\$ 97.00	10/20/20
10/20	34829	JEN BARTA	\$ 375.00	10/20/20
10/20	34830	MARY LIZ DAVIS	\$ 300.00	10/20/20
10/20	34831	McGee Law Firm	\$ 1,056.50	10/20/20

10/20	34832	MENARDS	\$ 14.00	10/20/20
10/20	34833	MOUSE RIVER	\$ 214.86	10/20/20
10/20	34834	NAPA	\$ 388.89	10/20/20
10/20	34835	ND SEW. PUMP	\$ 2,168.50	10/20/20
10/20	34836	ND NEWSPAPER	\$ 66.30	10/20/20
10/20	34837	ONE CALL	\$ 18.00	10/20/20
10/20	34838	OTTERTAIL	\$ 3,870.64	10/20/20
10/20	34839	PAM JEMTRUD	\$ 450.00	10/20/20
10/20	34840	RON NAGLE	\$ 100.00	10/20/20
10/20	34841	SRT	\$ 373.28	10/20/20
10/20	34842	TC SPECIALTIES	\$ 49.25	10/20/20
10/20	34843	TEAM LAB	\$ 2,227.00	10/20/20
10/20	34844	TOLLEFSON'S	\$ 8,231.00	10/20/20
20-Oct	Electronic	Verendrye Electric	\$ 1,333.34	10/20/2020
10/20	34845	VELVA DRUG	\$ 27.60	10/20/20
10/20	34846	VELVA LIBRARY	\$ 77.66	10/20/20

GUESTS

No guests present.

NEW BUSINESS

No new business to discuss.

OLD BUSINESS

No old business to discuss.

ENGINEER

Walter stated that there were no new updates on the Highway 41 bridge project. Lavachek discussed the Goldade lift station and different scenarios for additional funding to afford the replacement project. Lavachek gave a list of necessities to apply for SRF – State Revolving Fund - funding. Discussion ensued on sewer rates. Zietz/Davis made a motion to apply for SRF funding. Roll Call: All – aye. Motion carried. Johns gave an update on the 2014 and 2015 audit. Completion is set to happen within the next few weeks, with several journal voucher entries to make to complete the audit. Bryan VanGrinsven entered the meeting at 7:27pm. Discussion ensued on revenues to pay the SRF loan. Zietz/Davis made a motion to raise sewer rates a maximum of \$4 per property/month, contingent on the outcome of the application for funding; the budgeted \$1 increase of the sewer rate will still take effect January 1, 2021. Roll Call: All-aye. Motion carried. Zietz/Kitelinger made a motion to approve Resolution 2020-02 to apply for an SRF loan and have President Barta sign the resolution. Roll Call: All-aye.

Police

Dewanz discussed a couple of parking issues that were resolved within the city. Davis asked about the upcoming winter season, including parking and snow removal.

REPORTS OF THE PRESIDENT/FINANCE COMMISSIONER

Barta had nothing to report.

REPORTS OF OFFICERS

Water Commissioner: Zietz stated there was a water break on Truax Avenue recently, and the problem was resolved very quickly by the Public Works Department and the contractor.

Street Commissioner: Keller discussed a safety issue with a sidewalk in Velva. Keller and Jemtrud have been in contact with the homeowner and will be addressed ASAP.

Cemetery Commissioner: Kitelinger had nothing to report.

Police Commissioner: Davis stated that she is writing an article for the Velva Area Voice.

BUILDING INSPECTOR/ASSESSOR

Nagle gave a report on the 21 building permits submitted this year. 17 are completed with 4 pending.

PUBLIC WORKS

Jemtrud stated that the water meter installation project will be on hold due to the McHenry County risk level increase.

EXECUTIVE SESSION

President Barta read the authority to go into Executive Session. The final item on tonight's agenda is consultation with the City Attorney regarding Morse v. City of Velva, Olsons, Froshaugs and Lohneses. US District Court Case No: 1:19-CV-00247. Under N.D.C.C. §44-04-17.1, §44-04-19.1 and §44-04-19.2, the City Commission may consult with its Attorney regarding these matters in an executive session that is closed to the public. Barta asked for a motion to continue. Kitelinger stated "I move that the City Commission consult with its attorneys in executive session under N.D.C.C. §44-04-17.1, §44-04-19.1 and §44-04-19.2 to receive and discuss advice regarding the Morse v. City of Velva, Olsons, Froshaugs and Lohneses litigation." Davis seconded. Roll Call by Johns: Kitelinger-aye; Davis-aye; Keller-aye; Barta-aye; Zietz-aye, motion carried. Barta stated "The motion has passed and under N.D.C.C. §44-04-17.1, §44-04-19.1 and §44-04-19.2 the City Commission may consult with, receive and discuss the attorney's advice regarding Morse v. City of Velva, et al. Any members of the public who are attending today's meeting are now asked to leave the room. We anticipate adjourning the executive session, and reconvening the open portion of the meeting, at approximately 8:30 p.m." Let the record show that the executive session began at 8:03 pm and was attended by Jennifer Barta, Ken Kitelinger, Dave Keller, Mary Liz Davis, Ben Zietz, Ron Nagle, Jenny Johns, Kelly Jemtrud and Bryan VanGrinsven. Barta stated "this executive session is being recorded. Discussions during this executive session must be limited to the Mors v. City of Velva, et al litigation. The City Commission will now hear from the City Attorney." Discussion ensued. Barta adjourned the executive session. Barta – "The executive session was adjourned at 9:14pm on October 19, 2020. The public has been invited to return to the meeting room and the City Commission meeting is now back in open session."

ADJOURNMENT

As there was no other business to discuss, Barta adjourned the meeting at 9:15 pm.

The next Commission Meeting will be Monday, November 16 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