

Velva Regular Commission Meeting

December 16, 2019

7:00pm

Velva City Hall

Velva City Commission meeting called to order at 7:00pm by Commission President Jennifer Soli. The Pledge of Allegiance was recited. Introductions by Soli, Commissioners: President Jennifer Soli, Tom Foley, Dave Keller, and Mary Liz Davis. Also in attendance: Alan Walter, Emma Lavacheck, Kelly Jemtrud, Ron Nagle, Heather Tudor, Trey Skager and Jenny Johns.

MINUTES

Motion by Keller/Foley to approve the minutes from the November 18 City Commission meeting, and the December 3 Special Commission meeting. Roll Call: All-Aye. Motion carried.

PAYROLL & BILLS

Motion by Davis/Foley to approve the bills to be paid in the amount of \$47,468.81 and Payroll for \$29,914.12. Roll Call: All-Aye. Motion carried.

CITY OF VELVA, ND

Check Register for Peoples State Bank

Period	Check #	Vendor Name	Check Amount	Date Issued
12/19	-99742	INTERNAL REVENUE SERVICE	\$ 598.05	12/17/19
12/19	-99741	INTERNAL REVENUE SERVICE	\$ 5.04	12/17/19
12/19	34233	ACKERMAN-ESTVOLD ENGINEERING	\$ 2,070.00	12/17/19
12/19	34234	ARBOR DAY FOUNDATION	\$ 10.00	12/17/19
12/19	34235	BAG LLC	\$ 189.54	12/17/19
12/19	34236	BDS (VALLI)	\$ 100.00	12/17/19
12/19	34237	BLACK MOUNTAIN SOFTWARE	\$ 11,271.00	12/17/19
12/19	34238	Chemistry Lab	\$ 116.52	12/17/19
12/19	34239	CIRCLE SANITATION	\$ 6,033.00	12/17/19
12/19	34240	FIRST DISTRICT HEALTH UNIT	\$ 50.00	12/17/19
12/19	34241	G & P COMMERCIAL SALES	\$ 58.98	12/17/19
12/19	34242	GOOSENECK IMPLEMENT	\$ 4,260.98	12/17/19
12/19	34243	HARTFORD FIRE INSURANCE COMPANY	\$ 2,351.00	12/17/19
12/19	34244	IHRY INSURANCE INC-TOWNER	\$ 12,091.00	12/17/19
12/19	34245	Jim Olson	\$ 164.00	12/17/19
12/19	34246	MAIN ELECTRIC CONSTRUCTION INC	\$ 569.93	12/17/19
12/19	34247	MCGEE HANKLA BACKES PC	\$ 722.00	12/17/19
12/19	34248	MENARDS	\$ 25.28	12/17/19
12/19	34249	MINOT AREA CHAMBER OF COMMERCE	\$ 319.00	12/17/19
12/19	34250	MOUSE RIVER OIL COMPANY INC	\$ 584.54	12/17/19
12/19	34251	ND LEAGUE OF CITIES	\$ 50.00	12/17/19
19-Dec	34260	ND Rural Water Systems Assoc.	\$ 345.00	12/17/2019
12/19	34252	NORTH DAKOTA WATER USERS ASSO	\$ 100.00	12/17/19
12/19	34253	North Star Community CU- VISA	\$ 474.11	12/17/19
12/19	34254	OTTERTAIL POWER	\$ 4,050.84	12/17/19
12/19	34255	PAMELA JEMTRUD	\$ 450.00	12/17/19
12/19	34256	STAR CITY MOTOR	\$ 100.00	12/17/19
12/19	34257	TC SPECIALTIES	\$ 49.25	12/17/19
12/19	34258	VELVA DRUG COMPANY	\$ 6.09	12/17/19
12/19	34259	VELVA PUBLIC LIBRARY	\$ 271.66	12/17/19
TOTALS:			\$ 47,486.81	

POLICE REPORT

McHenry County Sheriff, Trey Skager was in attendance to discuss the police report. Skager explained the report and the total hours put in in Velva; he also discussed the costs associated with police officers and vehicle maintenance. Davis discussed snow removal and parked vehicles on city streets. Davis also discussed smoking outside public buildings on Main Street.

NEW BUSINESS

Johns discussed the new Circle Sanitation Contract increase received last week. Due to an increase at the Minot landfill, Circle Sanitation is forced to increase their city contracts. Discussion ensued. Davis rescinded her motion from the November 18th meeting based on new information. Keller amended the motion to increase the first tote to \$17 and the second tote to \$5. Davis seconded. Circle Sanitation's fees will increase to \$16.75 for the first tote and \$5 for additional totes in 2020. Roll Call: All-Aye. Motion Carried.

OLD BUSINESS

Discussion ensued on Utility Billing rates. Johns stated that the garbage and water funds have been taking a loss in the past five years. The sewer fund has been maintaining, however, there is no extra available funds set aside for emergency equipment purchases in the sewer, water or garbage funds. Keller made a motion to increase the water base rate to \$16 for the first 1,000 gallons and increase the usage per thousand after the first thousand to \$6.50 beginning January 2020. Davis seconded. Roll Call: All-Aye. Foley made a motion to increase the sewer base rate to \$15. Davis seconded. Discussion ensued. Davis commented on an error that was reported in the Velva Voice. Roll Call: All-Aye. Motion Carried.

ENGINEERING

Walter discussed utility rates around the area. He gave examples from different cities. Walter discussed the NDDOT contract amendment and the upcoming refund. Lavacheck discussed the SRF Clean Water loan that she applied for, just in case of an infrastructure failure. Lavacheck discussed the support letters still needed for the sidewalk and shared use path. Lavacheck briefly went through the capital improvement plan, giving water and sanitary line updates. Discussion ensued.

REPORTS OF THE PRESIDENT/FINANCE COMMISSIONER

Johns discussed the Tree City USA meeting she attended in Granville last week. Velva was once in the program. Davis/Keller made a motion to reactivate the Tree City USA for Velva. Roll Call: All-Aye. Motion Carried. Soli will contact previous board members. Soli asked Johns to email the auditors again for an update on our books.

REPORTS OF OFFICERS

Water Commissioner: Absent.

Street Commissioner: Mary Liz Davis discussed the contract with the Souris Valley Care Center for sanding in their parking lot. Johns is to do research on the contract. Davis discussed removal of snow from sidewalks within 24-hours. Soli will do research on Safe Route to School grant specifications.

Cemetery Commissioner: Dave Keller had no business to discuss.

Police Commissioner: Tom Foley had no business to discuss, but he thanked Sheriff Skager and his deputy for being there.

AUDITOR

-Johns discussed the proposal request and bid form that Walter put together for the water meter replacement project. Johns inquired about the CHS property that was just donated to the city, and the future plans for the land. Johns stated that the petition/election paperwork for the upcoming 2020 general election will be available on January 2nd at the city office. Two Commission seats will be up for re-election. Johns stated that Kerry Wyche has been working diligently on updating the Cemetery information in Black Mountain. She is making great progress and will hopefully be done within a few months. Johns discussed the Black Mountain bill, and the unnecessary nodules that we are not using. Johns was given permission by Soli to cancel these nodules, saving the city close to \$5,000/year on maintenance and support.

-Discussion ensued on Municode Chapters: 6, 14a, 16, 18, 20, 22 and 26. Foley made a motion to approve Chapters 6, 14a and 20 with the amendments discussed; this will be the first reading of these chapters. Davis seconded. Roll Call: All-Aye. Motion Carried. Chapters 16, 18, 22 and 26 will be tabled for further review.

BUILDING INSPECTOR/ASSESSOR

Nagle discussed the Municode review he is working on as well as data entry and updating all of the properties.

PUBLIC WORKS

Jemtrud had no business to discuss.

COMPLAINTS

No complaint letters sent.

GAMING

No items to discuss.

ADDITIONS

Keller discussed Chapter 16 violations and vacant home issues.

Next Commission Meeting will be Monday, January 20 at 7:00pm.

If you would like to be on the agenda in the future, the deadline is Thursday at noon before a meeting.

ADJOURNMENT

Soli adjourned the meeting at 8:49 pm.

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

Jennifer Soli
Commission President

Jenny Johns
Auditor