

**Velva City Commission Meeting**  
**REGULAR SESSION DEC 18, 2017 7:00PM**

Velva City Commission meeting was called to order at 7:00pm by Commission President Scott Blotter. Pledge recited. In attendance; Scott Blotter, Ben Zietz, Dave Keller, Jen Soli, Tom Foley, Jim Wilson, McKenzi Kossan, Rick Erickson, Mary Liz Davis, Karla Harmel, Heather Tudor, Ivan Canevello, Aloen Hollenbeck, Cindy Shattuck, Cheri Bourdeau, Ron Nagle, Suzy Lee, Sean Dafferner, Nate Kunde, Heather King, Jamie Gjellstad.

Regular Session meeting minutes from 11/20/17 to be amended and approved at next regular session on 01/15/17.

**AUDITORS REPORT**

Motion Keller/Foley to approve the bills for the month of December carried. Roll Call Vote (yes) Foley, Keller, Zietz, Blotter (no) Soli

ACKERMAN-ESTVOLD ENGINEERING & MNGMNT CO	3022.50
AFLAC	1410.36
ARBOR DAY FOUNDATION	10.00
BHG, INC	17.75
BLACK MOUNTAIN SOFTWARE	13316.00
BLUE CROSS/BLUE SHIELD OF ND	4655.99
CIRCLE SANITATION	5808.75
DL Barkie	5000.00
FARMERS UNION OIL COMPANY	25.10
GRAVEL PRODUCTS INC	690.19
HARTFORD FIRE INSURANCE COMPANY	2112.00
HAWKINS INC	2186.47
HOME 2 SUITES BY HILTON	565.12
HOME OF ECONOMY INC	31.98
IHRY INSURANCE INC-TOWNER	10.00
INTERNAL REVENUE SERVICE	2747.02
K & R CONTRACTING, LLC	3150.00
MAIN ELECTRIC CONSTRUCTION INC	1112.14
MOUSE RIVER OIL COMPANY INC	312.34
ND RURAL WATER SYSTEMS ASSO	235.00
NORTH DAKOTA CHEMISTRY LAB	595.55
NORTH DAKOTA WATER USERS ASSO	100.00
NORTHERN TIER CC	650.13
ONE CALL CONCEPTS, INC.	34.65
OTTERTAIL POWER	4259.74
OVERHEAD DOOR COMPANY	89.00
PAM JEMTRUD	900.00
PERSONNEL CONCEPTS	108.90
SRT	339.67
SWANSTON EQUIPMENT	141.31
TC SPECIALTIES	102.25
TEAM LAB CHEMICAL CORP	4369.50
UNUM LIFE INSURANCE COMPANY OF AMERICA	297.40
VELVA DRUG COMPANY	5.49
VERENDRYE ELECTRIC	1333.34
VERIZON	14.44
WALMART COMMUNITY/GEMB	169.76
WILSON LAW FIRM	2562.50

## **CITY COMPLAINTS**

### **ATTORNEYS REPORT**

Discussion was held regarding the options to give access to the Lowberg property.

Motion Foley/Keller to approve the City Engineer to come up with an engineer's estimate on the cost of acquiring needed property to access the lot carried. Roll Call Vote yes, Foley, Keller, Zietz, Blotter, Soli.

### **BUILDING PERMITS**

### **GAMING**

### **POLICE**

The November Police report was reviewed

### **PUBLIC WORKS/ENGINEERING**

#### **Kelly's Report**

#### **Alan Walter**

Discussed whether the lights on Main Street might fall under a program for ND Streets through the DOT and if it can be combined with a program already in the works through Ottertail.

Discussed

### **OLD BUSINESS**

Motion Keller/Zietz to retrieve any 2014 they have from Mahlum Goodhart and contract with Brady Martz for 2014-2017 for up to 41,000 carried.

Motion Foley/Soli to hire Heather King as Deputy Auditor carried. Roll call vote yes, Foley, Soli, Keller no, Zietz, Blotter

Motion Soli/Foley to offer the Deputy Auditor position to Heather King for \$16 an hour and benefits with a 3-month probationary period at which point upon successful achievement of probation we will relook at the wages. Roll Call Vote (yes) Foley, Soli, Keller, Blotter (no) Zietz

Discussed with Kayla Esslinger, Nate Kunde, and Sean Dafferner from Ottertail Power Company the changes to the in wording in the franchise agreement that the City has with them. The Commission requested the City's attorney and Ottertail Attorney will work on the wording of the agreement and discuss at the next commission meeting.

### **NEW BUSINESS**

Tim Moulton discussed the price of bulk water is the same for city residents and for outside consumers who come and buy it. Motion Blotter/Foley to table this until the next meeting so more research can be done carried.

**GUESTS**

Ivan Canevello discussed the janitorial services and his concern that no bids have ever been done for this contract position, it is renewed every year. Motion Soli/Keller to advertise on Velva Facebook page and Velva Area Voice for janitorial proposals for the cleaning of City Hall for the 2018 year, accept proposals until 4pm on January 15<sup>th</sup>, 2018, the wording will be used from the current contract. Roll Call Vote yes, Foley, Soli, Keller, Zietz, Blotter.

Discussed services available with Karla Harmel from AE2S. Motion Soli/Foley to approve prior to the end of 2018 signing a contract with AE2S Nexus Option 1 of their proposal for up to \$40,000 carried with \$20,000 out of 2017 budget carried. Roll Call Vote (yes) Foley, Soli, Zietz (no) Keller, Blotter.

Motion Keller/Foley to allow the park to add their cell phone service to the City's Verizon plan and reimburse us the extra cost carried. Roll Call Vote yes, Foley, Soli, Keller, Zietz, Blotter.

**FYI**

Motion Soli/Keller to table bonuses for Planning and Zoning Committee until further notice.

**ADJOURNMENT**

Meeting was adjourned at 9:55 PM

Commission President  
Scott Blotter

Auditor  
McKenzi Kossan