

# Velva Regular Commission Meeting

## September 23, 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. In attendance: Commissioners: President Jennifer Soli, Tom Foley (conference call), Dave Keller, Ben Zietz and Mary Liz Davis. Also in attendance: Kerry Wyche, Ron Nagle, Alan Walter and Heather Tudor.

#### MINUTES

-Motion by Keller/Davis to approve the minutes from the 09/09/19 City Commission and Planning Commission meetings and 09/16/19 Final Budget meeting. No discussion. All-Ayes. Motion carried.

#### PAYROLL & BILLS

-Discussion ensued on one claim: Velva to pay the city's portion of the City Park Bridge of \$18,830.10 and J. Soli will contact the Park Board about the Park's portion. Motion by Davis/Zietz to pay bills in their entirety. All-Ayes. Motion carried.

<b>CITY OF VELVA, ND</b>				
<b>Check Register for Peoples State Bank</b>				
<b>Period</b>	<b>Check #</b>	<b>Vendor Name</b>	<b>Check Amount</b>	<b>Date Issued</b>
9/19	Electronic	VERENDRYE ELECTRIC COOP INC	\$1333.34	09/24/19
9/19	34088	1ST DISTRICT HEALTH UNIT	\$50.00	09/24/19
9/19	34089	ACKERMAN-ESTVOLD ENGINEERING & MNGMNT CO	\$100.00	09/24/19
9/19	34090	AE2S Nexus	\$506.35	09/24/19
9/19	34091	BAG LLC	\$297.18	09/24/19
9/19	34092	BDS (VALLI)	\$104.82	09/24/19
9/19	34093	CIRCLE SANITATION	\$6093.00	09/24/19
9/19	34094	DEPT OF TRANSPORTATION	\$18830.10	09/24/19
9/19	34095	ENERBASE COOPERATIVE RESOURCES	\$40.38	09/24/19
9/19	34096	Jennifer Soli	\$421.04	09/24/19
9/19	34097	Kerry Wyche	\$139.20	09/24/19
9/19	34098	Mary Liz Davis	\$413.70	09/24/19
9/19	34099	MCHENRY COUNTY AUDITOR	20325.00	09/24/19
9/19	34100	MIKE HEISLER	\$495.00	09/24/19
9/19	34101	OTTERTAIL POWER	\$3486.95	09/24/19
9/19	34102	PAM JEMTRUD	\$450.00	09/24/19
9/19	34103	SOLLID SURVEYING	\$800.00	09/24/19
9/19	34104	STARION BOND SERVICES	\$4243.75	09/24/19
9/19	34105	VERIZON	\$162.63	09/24/19
<b>Total:</b>			<b>\$58,292.44</b>	

## **POLICE REPORT**

No report available.

## **GUESTS/ NEW BUSINESS**

-Guest: June Hager. Long discussion on property owned by Laurence Anderson near the Hager home. Hager asked the Commission to do something about the vacant homes/decrepit homes in Velva. Anderson stated he is not breaking any ordinances and is current on all his bills and taxes and will fix up the properties on his own time. Soli will contact the attorneys for further review into this matter. Hager asked the Commission if the bayou owned by Anderson was legally filled. Anderson stated the Commission okayed the filling about three years ago during a commission meeting. Commissioner Keller agreed with Anderson. Alan Walter will check out the bayou then contact J. Johns with his findings.

## **OLD BUSINESS**

-No old business to discuss.

## **REPORTS OF THE PRESIDENT/FINANCE COMMISSIONER**

-The 1<sup>st</sup> reading, chapter 12, Section 12-105 of ordinance change was read by President Soli. Chapter 12, Section 12-102 was not read because it will change while approving Municode.

## **REPORTS OF OFFICERS**

### **Water Commissioner:**

-Commissioner Zietz asked about Leo Walter's certifications and raises. L. Walter is right on track with his certifications.

-L. Walter was asked to contact the Auditor when he needs overtime hours and she will contact the Commission.

### **Street Commissioner:**

-Sidewalk removal on corner of Main and along First Ave. discussed. One bid to remove old sidewalk presented. Commission asked for two more bids for the project.

### **Cemetery Commissioner:**

-Nothing discussed.

### **Police Commissioner:**

-Call will be placed to Police Department about the future Police contract.

## **AUDITOR**

-The City's copier machine discussed. The office copy machine is 12 years old. Commission given quotes on a new copier or we can keep the one we have now until it quits working. Commission asked to put the copier on Old Business for October's meeting. J. Johns researched life insurance rates. Utility rates discussed. Rate increase proposed for water users over the base amount. New Itron hand-held is ordered and on the way. Office computers will need to be updated (Windows 10) for hand-held to work. Commissioner Mary Liz Davis mentioned cyber security. Davis will contact J. Johns to discuss cyber security for the City of Velva.

## **BUILDING INSPECTOR/ASSESSOR**

-Deed update on the City Shop. Quit Claim deed issued, Nagle asked County about a Warranty deed. They responded that a Quit Claim is all that is needed per States Attorney.

-Discussion on building permits. Ron Nagle talked about different permits the City should have. Commission discussed an Excavation Permit addition in Municode.

Motion Davis/Keller to include Excavation Permit for city property/right of way in Municode. All Ayes. Motion Carried.

## **ENGINEERING**

-Alan Walter told the Commission once he receives a bill from Mike Heisler about the trees planted on the causeway, he can submit the bill to the State.

## **GAMING**

No items to discuss.

## **PUBLIC WORKS**

### **COMPLAINTS**

### **FYI**

Next Commission Meeting will be Monday, October 21 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**

Meeting adjourned by President Jennifer Soli at 9:01pm.

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

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**Jennifer Soli**  
**Commission President**

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**Jenny Johns**  
**Auditor**