

Velva Regular Commission Meeting

April 19, 2021

Regular Meeting – 7:00pm

Velva City Hall

REGULAR MEETING: Velva City Commission Meeting called to order at 7:00 pm by Commission President Jennifer Barta. The Pledge of Allegiance was recited. Roll Call: Jen Barta – President of the Commission; Dave Keller – Street Commissioner; Ken Kitelinger – Cemetery Commission; Ben Zietz – Water/Sewer Commissioner; Mary Liz Davis – Police Commissioner; Jenny Johns – Auditor; Kelly Jemtrud – Public Works Director; Ron Nagle – City Assessor; Emma Lavachek and Alan Walter – Ackerman-Estvold Engineering; Heather Tudor – Velva Area Voice; Guests – Lonnie Sather, Mike Miller and Terry Peterson.

MINUTES - Motion by Keller/Kitelinger to approve the minutes from the March 15 regular meeting, the Executive Session – special meeting on April 1 and the special meetings on April 5, 7 and 14th. Roll Call: All-aye; motion carried.

PAYROLL & BILLS - Motion by Kitelinger/Davis to approve the bills to be paid in the amount of \$86,463.52 and payroll for \$29,770.52. Roll Call: All-aye; motion carried.

CITY OF VELVA, ND

Check Register for Peoples State Bank

Period	Check #	Vendor Name	Check Amount	Date Issued
4/21	Electronic	VERENDRYE ELECTRIC COOP INC	\$ 1,333.34	04/20/21
4/21	36001	ACKERMAN-ESTVOLD	\$ 26,110.05	04/20/21
4/21	36002	ACME TOOLS	\$ 99.42	04/20/21
4/21	36003	BAG LLC	\$ 294.84	04/20/21
4/21	36004	BDS (VALLI)	\$ 104.93	04/20/21
4/21	36005	CHEMISTRY LAB	\$ 37.08	04/20/21
4/21	36006	CIRCLE SANITATION	\$ 6,314.00	04/20/21
4/21	36007	DAKOTA FIRE EXTINGUISHERS	\$ 164.25	04/20/21
4/21	36008	FERGUSON WATERWORKS #2516	\$ 22,557.39	04/20/21
4/21	36009	FIRST DISTRICT HEALTH UNIT	\$ 50.00	04/20/21
4/21	36010	GOOSENECK IMPLEMENT	\$ 12.91	04/20/21
4/21	36011	HAWKINS INC	\$ 1,815.64	04/20/21
4/21	36012	JENNIFER BARTA	\$ 20.72	04/20/21
4/21	36013	JENNIFER JOHNS	\$ 27.72	04/20/21
4/21	36014	MCGEE HANKLA BACKES PC	\$ 973.00	04/20/21
4/21	36015	MENARDS	\$ 189.90	04/20/21
4/21	36016	MOUSE RIVER OIL COMPANY INC	\$ 541.34	04/20/21
4/21	36017	NDCOMPUTER SUPPORT	\$ 240.00	04/20/21
4/21	36018	ND NEWSPAPER ASSO.	\$ 106.08	04/20/21
4/21	36019	ONE CALL CONCEPTS, INC.	\$ 4.80	04/20/21
4/21	36020	OTTERTAIL POWER	\$ 4,598.48	04/20/21
4/21	36021	PAMELA JEMTRUD	\$ 450.00	04/20/21
4/21	36022	RON NAGLE	\$ 20.72	04/20/21
4/21	36023	STARION BOND SERVICES	\$ 18,930.00	04/20/21
4/21	36024	SWANSTON EQUIPMENT	\$ 1,378.66	04/20/21
4/21	36025	TC SPECIALTIES	\$ 49.25	04/20/21
4/21	36026	VELVA DRUG COMPANY	\$ 39.00	04/20/21
			\$ 86,463.52	

GUESTS

-Lonnie Sather, residing at 401 Central Avenue East, addressed the city commission regarding traffic speeds on Central Avenue East or County Road 20. He stated that the average speed on the way into town was 40-60 mph in the 25 mph zone. He would like the Commission to please look into this issue before something terrible happens. Discussion ensued regarding it being a County Road, different ways to slow people down, and temporary solutions until something can be permanently established. Sather stated that Sunday mornings are the worst and he just asks that this issue not be overlooked for the sake of his family and every family that lives along that road. Barta asked that the process be started and for the issue to be placed on the next meeting's agenda under old business.

-Brent Fischer was not in attendance.

NEW BUSINESS

-Discussion ensued on email correspondence from Interstate Engineering regarding an upcoming water main replacement project along Highway 52 between Logan and Velva. Barta asked for more research to be done by Alan Walter and the item to be addressed again under old business next month.

-Mike Miller and Terry Peterson, representing the Aggie Foundation, asked a question about Municode Sec. 14-272, Site approval, specifically *subsection (b) No organization shall be allowed authorization for more than three sites at the same time within the city during one permit period, ...* Barta stated that the ordinances had all recently been gone through to update for the Municode, and that this had been another oversight. She stated that going through all of the old ordinances was extremely difficult and a few oversights have been made. The 1st reading to amend this ordinance was read on April 15th. Barta also explained the different types of games; and reiterated again that the amendment is necessary and was an oversight by the Commission and employees.

OLD BUSINESS

No items to discuss.

ENGINEER

Alan Walter addressed a letter that was sent out to several Velva residents south of town, received from the US Air Force. The summary of the letter is that there is a plan in place to reroute and rewire 7-missile sites to 15. Emma Lavachek discussed the upcoming Goldade lift station replacement project, stating that there has been a lot of interest in the notice for bids that went out last month. Seven prime contractors have requested specifications for the project. Barta stated that she signed the final CDBG paperwork today. Jemtrud said that contractors have been down to do soil testing. Jemtrud asked what the plan will be during the project for a bypass pumping plan to Main Street. Lavachek stated that each contractor will have to submit their bypass plan along with their bid.

REPORTS OF THE PRESIDENT

Finance Commissioner: Barta addressed the letter from the Office of the State Tax Commissioner, authorizing their office to administer the City of Velva's local sales, use and gross receipts taxes for the 2021-2023 biennium. Barta also addressed an email from the ND Department of commerce regarding the renaissance zone's expiration date of November, 2021. Barta will discuss this issue with Nagle to discuss the renewal. Barta stated that the Commission held a special meeting on April 14 to discuss the additional expense the city may incur for flooring in city hall and to approve funding up to \$4,000 if insurance did not cover all of the damage. She then stated that Commissioner Keller requested funding from the Velva Volunteer Fire Department gaming, and the City was granted \$3,500! Thank you to everyone involved with this much needed funding. Barta stated that Davis and herself would be attending the NDLC spring convention this week in Bismarck and that there are several webinars available online if any Commissioners were interested.

Water Commissioner: Zietz presented a question he received from a resident regarding having 2-curb stops on one parcel and being charged for each curb stop the base rate and usage for both water and sewer. Johns stated that there was a recent break at the second curb stop, and without Kerry Wyche, Deputy Auditor, tracking the usage on the new Neptune 360 program, that could have led to an extremely significant loss and was a liability to the city's system. Kitelinger agreed that unless the curb stop was turned off and the meter removed, the curb stop is a liability to the city and should continue to be charged. Johns stated that there were two separate addresses for the curb stops. Zietz will recommend the homeowner trench a seasonal water line to the second property, from his main home, to avoid the additional fees. Barta asked that Nagle do some research on the properties and why there is two addresses. Keller/Kitelinger made a motion to table the Schweitzer curb stop issue until the next meeting. Roll Call: All-aye; motion carried. Jemtrud added that a letter needs to be sent out regarding an ordinance violation/tree nuisance. Zietz also stated that there was a street light out south of the underpass; Jemtrud will take care of the issue. Zietz asked whose responsibility it was to maintain the new park bridge? Walter said the park is responsible. Barta asked Johns to send a letter to the Park Board members regarding the graffiti on the new bridge and the need for it to be repainted as soon as possible. Davis asked if our aquifer would be affected during the possible drought continuance this summer. Jemtrud stated the aquifer is quite large and they should be fine, but will continue to monitor the issue.

Street Commissioner: Keller discussed the two bids received for crack sealing. (Deputy Dewanz entered the meeting at 8:11pm). Jemtrud gave a rundown of different areas that are on the list to be crack sealed this year. Zietz/Kitelinger made a motion to approve the bid from Curb to Curb, spending a maximum of \$20,000, to be taken out of the Capital improvements account in the Highway fund. Roll Call: All-aye; motion carried. Keller also addressed the plumbing at City Hall. Jemtrud will be requesting bids/quotes to either replace and repair the current plumbing and/or look into installing electric heat throughout the building.

Cemetery Commissioner: Kitelinger stated that the cemetery looks good. Jemtrud asked about a call the office received regarding adding extra decorations, borders and rocks to a gravesite. Discussion ensued on the extra liability to the city. Kitelinger denied the request; the rest of the Commission concurred.

Police Commissioner: Discussion ensued with Deputy Dewanz on Central Avenue speeding. Dewanz stated that he knows it is an issue and is working with the State's Attorney to possibly institute a plan he had. Barta reiterated that any and all residents can make a complaint to the Sheriff's Department to report speeders. Discussion ensued on several dogs in town. Keller asked Dewanz about deputies "potentially stalking/poaching" patrons of the local bar establishments in Velva. Keller asked that the poaching stops and for the newspaper to report on the matter.

AUDITOR

-Johns gave an update on the debt consolidation process and that after running the numbers, it should save the city over \$55,000 in interest charges and administrative fees. Johns gave an additional update on the city hall situation and thanked Kelly Jemtrud and staff for all of their help during the cleanup process. Johns presented a quote received for the office's computer and networking needs. Barta asked to get another quote to compare.

BUILDING INSPECTOR/ASSESSOR

-Nagle discussed a property in town that is now owned by the County because of delinquent taxes. Nagle is to reach out to the 1st District Health Unit to have them evaluate the property.

PUBLIC WORKS

-Jemtrud's items were discussed previously in the meeting.

COMPLAINTS

-Johns presented a complaint submitted by a resident regarding a nuisance animal and possible dog breed violation.

GAMING

Zietz/Kitelinger made a motion to approve the gaming site authorizations submitted by the Velva Volunteer Fire Department for Finishline Burgers, the Lariat and the Mint. Roll Call: Zietz, Kitelinger and Davis – Aye; Keller, Barta – Abstain; motion carried.

ADDITIONS

Barta asked if there was any other business. Jemtrud relayed an issue that happened at one of the pump houses; the failure was submitted to the insurance company for review. Commissioner Zietz thanked all the employees for their hard work during the recent catastrophe at city hall. Hearing no other business, Barta adjourned the meeting at 8:59 pm.

*The next Commission Meeting will be Monday, May 17, 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