

Velva Regular Commission Meeting

August 16, 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. Barta did introductions/roll call: Jennifer Barta – Commission President; Mary Liz Davis – Police Commissioner; Ron Nagle – City Assessor; Kelly Jemtrud – Public Works Director; Jenny Johns – City Auditor; Dave Keller – Street Commissioner; Ken Kitelinger – Cemetery Commission; Ben Zietz – Water/Sewer Commissioner; Alan Walter – Ackerman-Estvold Engineering; Heather Tudor – Velva Area Voice, Mike Schreiner – PW Applicant.

MINUTES - Motion by Kitelinger/Zietz to approve the minutes from the July 19 regular meeting and the August 9 special meeting. Roll Call: All-aye; motion carried.

PAYROLL & BILLS - Motion by Davis/Kitelinger to approve the bills to be paid in the amount of \$78,745.76 and payroll for \$29,988.32. Roll Call: All-aye; motion carried.

CITY OF VELVA, ND

Check Register for Peoples State Bank

Period	Check #	Vendor Name	Check Amount	Date Issued
8/21	36231	A-1 Evans Septic Service	\$ 210.00	08/17/21
8/21	36232	ACKERMAN-ESTVOLD	\$ 1,952.50	08/17/21
8/21	36233	BAG LLC	\$ 317.06	08/17/21
8/21	36234	BANK OF NORTH DAKOTA	\$ 34,650.00	08/17/21
8/21	36235	BDS (VALLI)	\$ 104.84	08/17/21
8/21	36236	Chemistry Lab	\$ 521.70	08/17/21
8/21	36237	CIRCLE SANITATION	\$ 6,352.50	08/17/21
8/21	36238	DAKOTA AGRONOMY	\$ 827.50	08/17/21
8/21	36239	DXP	\$ 443.49	08/17/21
8/21	36240	FIRST DISTRICT HEALTH	\$ 50.00	08/17/21
8/21	36241	GUSTAFSON SEPTIC	\$ 18,715.50	08/17/21
8/21	36242	HEARTLAND	\$ 1,137.50	08/17/21
8/21	36243	MAIN ELECTRIC	\$ 251.40	08/17/21
8/21	36244	MCGEE HANKLA BACKES	\$ 102.50	08/17/21
8/21	36245	MENARDS	\$ 36.63	08/17/21
8/21	36246	MIKE HEISLER	\$ 806.25	08/17/21
8/21	36247	MOUSE RIVER OIL	\$ 571.79	08/17/21
8/21	36248	ONE CALL CONCEPTS	\$ 14.40	08/17/21
8/21	36249	OTTERTAIL POWER	\$ 4,080.76	08/17/21
8/21	36250	PAMELA JEMTRUD	\$ 450.00	08/17/21
8/21	36251	SENSAPHONE WIRELESS	\$ 160.00	08/17/21

8/21	36252	SRT	\$	392.46	08/17/21
8/21	36253	TC SPECIALTIES	\$	49.25	08/17/21
8/21	36254	TEAM LAB CHEMICAL	\$	1,638.00	08/17/21
8/21	36255	TRACTOR SUPPLY	\$	69.99	08/17/21
8/21	-99719	VERENDRYE ELECTRIC	\$	1,333.34	08/17/21
8/21	36256	VERIZON	\$	209.61	08/17/21
		Bills paid since last meeting	\$	3,296.79	7/20-8/15
			\$	78,745.76	

GUESTS

No guests present.

NEW BUSINESS

-Davis asked that the Main Street Summit convention coming up in October be tabled to the next meeting.

OLD BUSINESS

Discussion ensued on adding additional duties to the Cemetery Commissioner portfolio. A few ideas were mentioned. Barta asked for everyone to keep thinking of ideas.

-Speeding on Central Avenue East was discussed. Jemtrud is scheduling for street patching and installing two speed bumps along Central Avenue East. He will check with Dig It Up, to coordinate with the lift station project for their street patching job. Zietz/Kitelinger made a motion to spend up to \$33,000 on street patching. Roll Call: All-aye; motion carried.

ENGINEER

Walter discussed the pre-approved grant that Lavachek received through CDBG for \$300,000. This money will be used to fix and/or replace the main lift station next year. Walter asked for a motion to accept or reject. Kitelinger/Zietz made a motion to accept the CDBG invitation to submit a full application. Roll Call: All-aye; motion carried.

REPORTS OF THE PRESIDENT

Finance Commissioner: Barta made a last call for the NDLC conference in September.

Water Commissioner: Zietz had nothing to discuss. Davis asked if the bulk water station was working properly due to a question she was asked about the pressure at the station. Jemtrud stated there were no issues with fill station, however, the city hall and fire hall all run on the same system, so if there is high water usage at the fire hall, the pressure will decrease at the fill station.

-Walter gave an update on the progress of the Goldade Lift Station replacement project.

Street Commissioner: Keller stated that Jemtrud is taking care of the patching and the speed bumps. Discussion on speeding by the pool. Johns gave an update about the quiet zone – CP Rail has stated that in order to make the crossing a private crossing would not make a difference in blowing the horns there. The same procedure would need to be implemented, including, installing lights and gates that meet the FRA quiet zone standards. The city would also take over all liability and maintenance of the crossing if it were to become private.

Cemetery Commissioner: Kitelinger had nothing to discuss.

Police Commissioner: More discussion on the speeding by the pool. Residents have reached out to Davis asking that more tickets be issued for speeding in this area, as it is unsafe.

AUDITOR/ADDITIONS

-Johns stated that the 1st disbursement from the American Recovery Plan Act has been receipted by Velva, for \$93,419.99. The next payment will be sometime next year and the funds can be used for water, sewer and street investments.

-Johns stated the Attorney gave an opinion that the City Commission could change the distribution ratio of sales tax proceeds by amending the ordinances and that they may do so without an election.
-Johns presented and ordinance change – 2021-05 – Sec. 26-5(e) Parking Offenses: No person shall park a trailer, camper, farm equipment or boat upon a public street or avenue if it is not connected to a truck tractor or primary mover **in excess of 24-hours**. Kitelinger/Davis made a motion to approve the 1st reading of ordinance change 2021-05 (Sec. 26-5(e)). Roll Call: Kitelinger-aye, Zietz-aye, Davis-aye, Keller-aye, Barta-aye; motion carried.

BUILDING INSPECTOR/ASSESSOR

-Nagle gave an update on a Velva property, owned by the County. Nagle has sent a letter to the attorney and is awaiting a response. Johns spoke to County Auditor, Carpenter, as well. Johns confirmed to Carpenter that the City needs to see forward progress on this property. Johns asked for County Commissioners, Anderson and Nelson, to set up a time to view the property. The City Commissioners would like a special meeting called to meet with the County Commissioners to view the property.

PUBLIC WORKS

-Jemtrud asked for approval to extend the “No Parking” area at the corner(s) of Main Street and Central Avenue. Davis/Zietz made a motion to extend the “No Parking” areas on Main/Central, due to safety and visibility issues, extending up to 16-feet. Discussion ensued. Davis/Zietz amended the motion to include both sides of Main Street, with approval from the NDDOT. Roll Call: All-aye; motion carried.

-Johns stated that they received one application for the seasonal PW employee. Kitelinger/Davis made a motion to hire Michael Schreiner at \$15/hour for as long as necessary, due to the Public Works workload; any additional salary over the budgeted amount shall come out of the sewer fund. Roll Call: All-aye; motion carried.

COMPLAINTS

-No complaints were received.

GAMING

-No permits were received.

ADDITIONS

Barta presented two liquor license transfer applications. 1. Finishline Burgers and Brew to the Rodeo grounds for a wedding on 9/18/2021. 2. Lariat Bar to the Rodeo grounds for Throttles & Gears, Cancer Run on 8/21/2021. Kitelinger/Davis made a motion to approve both transfer applications. Roll Call: All-aye; motion carried.

-Johns presented a Class A liquor license application and payment submitted by Soltrains Bar & Grill, to begin no earlier than quarter 2, or October 1, 2021. Zietz/Davis made a motion to approve the liquor license application. Roll Call: All-aye; motion carried.

-Keller stated that the Senior Center will be having their first supper since Covid, Thursday, August 19, starting at 5:00pm.

-With no other business to discuss, Barta adjourned the meeting at 7:55 pm.

The next Commission Meeting will be Monday, September 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.*

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

Jennifer Barta
Commission President

Jenny Johns
Auditor