

Velva Regular Commission Meeting

May 16, 2022

Regular Meeting – 7:00pm

Velva City Hall

Regular Meeting:

The Regular commission meeting was called to order by President Barta at 7:04pm. The Pledge of Allegiance was recited. Barta did introductions/roll call: Jennifer Barta – Commission President; Mary Liz Davis – Police Commissioner; Ken Kitelinger – Cemetery Commissioner; Ben Zietz – Water/Sewer Commissioner; Dave Keller – Street Commissioner; Kelly Jemtrud – Public Works; Ron Nagle – City Assessor; Jenny Johns – City Auditor; Emma Lavacheck & Alan Walter – Ackerman-Estvold Engineering.

Minutes - Motion by Keller/Kitelinger to approve the minutes from the April 18 regular meeting. Roll Call: All-aye ~ motion carried.

Payroll & Bills - Motion by Kitelinger/Davis to approve the bills paid since the last meeting and the current bills to be paid in the amount of \$64,804.42 and payroll for \$33,341.25. Roll Call: All-aye ~ motion carried. (Verendrye \$1,333.34; 4k Excavating 3,750; American Leg. 30; BAG 116.20; BDS 104.82; Brady Martz 12,000; Chemistry Lab 18.54; Circle 6,402.75; Core&Main 1,10.99; Enerbase 901.78; Ferguson 764.46; 1st Dist. 50; Gackle 188; Gooseneck 952.59; Hawkins 1,956.66; HOE 48.50; W. Howe 525.55; McGee 1,123; M. Heisler 802.50; Mouse River 2,316.75; NDLC 40; North Star 942.85; OneCall 6.50; Ottertail 4,363.75; Overhead Door 1,870; P. Jemtrud 450; PSB 6,198.63; R. Nagle 47.97; SRJB 9,284.39; SRT 427.58; Star City 250; TC Spec 49.25; Team Lab 4,675; Verizon 209.22; Weigel Trucking 1,430).

Reports of The President/Finance Commissioner

Barta stated she has signed the final paperwork for the Goldade lift station replacement project; so that is officially completed!

Barta added the ND League of Cities' Board of Directors, of which she sits on, has sent out surveys to all city auditors and elected officials for their input on strategic planning across the state.

Communications

Johns provided a draft of a road maintenance agreement for Commission review. The agreement would grant reimbursement to Curtis and Suzy Lee for the maintenance of Riverview Road, once a year. Maintenance would include snow removal, road grading/blading and gravel conservation using their personal equipment. Keller/Kitelinger made a motion to table the agreement for further review. Roll Call: All-aye ~ motion carried. Jemtrud will get bids for road grading service for city gravel roads.

-Johns asked if the city would be interested in selling Lot 8, Block 1, of Original Town Addition. This piece of property is co-owned with the VCDC. The true and full value of the property is assessed at \$6,400, meaning the sale of the property would need to follow Municode Sec. 2-1 Disposition of city property and all its requirements. Kitelinger/Davis made a motion to approve the sale of the co-owned property. Roll Call: All-aye ~ motion carried.

-Johns presented a building permit (zoning application) from Krumweide Addition to the County. Commission concurred there was no issue with permit.

Reports of Officers, Boards, Committees

-Police Commissioner: Deputy David Florey, McHenry County Sheriff's Department, introduced himself to the commission. Florey had no issues to discuss. Davis stated she is still seeing handicapped parking violations at the school.

-Water/Sewer Commissioner: Zietz and Jemtrud stated there were 3-curbstops repaired and the fire hydrant was replaced at the corner of Heritage and Prospect. Jemtrud stated he has under 12 meters left to install.

-Street Commissioner: Keller had nothing to discuss.

-Cemetery Commissioner: Kitelinger had no issues to discuss.

-Barta said that it is Public Works Week, and graciously thanked Kelly Jemtrud for his 28-years of service and Leo Walter for his 3-years of service! Barta thanked the department for all the work they do to provide for the citizens of Velva, it is very much appreciated!!

-Engineer's Report: Lavachek said she is working on submitting the annual SRF funding request which has been added to this year and is now several pages longer. However, it would be worth it to receive the 90/10 loan forgiveness opportunity to replace lead service lines. Lavachek also discussed the damage to the bridge; she has contacted Industrial builders for a bid to fix the damage. Lavachek – they did a few upgrades to the Goldade lift station electrical panel, and fixed the sensaphone function to ensure a phone call to Jemtrud if there is an issue. Lavachek stated the NCPC procurement contract for the main lift station has been received and signed.

-Auditor's Report: Johns gave an update on the hit and run damage of the park bridge. A truck pulling a harrow crossed the bridge and hit the cross-beams exiting the bridge. The Sheriff's department responded very quickly and we worked together with Mr. Braaten at the school to track down the driver. Johns contacted DOT engineer, Seward, to report the damage. A crew from the DOT engineering department has been down to inspect the damage. They reported that the damage needs to be fixed asap.

-Johns gave an update on the ARPA funding from the Federal Treasury. Johns stated the reporting process is complete and the best way to utilize the money, that will total around \$180,000 after the next deposit, is to transfer the ARPA Fund monies into the Highway Fund. This will allow the money to be used to promote the health and safety of the community by repairing city streets. Kitelinger/Davis made a motion to transfer the ARPA Fund money into Fund 2010 – Road & Bridge (Highway), to be used for street repairs. Roll Call: All-aye ~ motion carried.

-Johns explained that with graduation quickly approaching there may be scheduling issues the week leading to it. Wyche, Barta and Johns all have children graduating. Normally, President Barta has filled in during a scheduling problem, however, it may not work out this time. Barta and Davis offered to fill in whenever they could. Kitelinger/Keller made a motion to close the office Thursday, May 26th, and use alternative hours May 24-25, notifying the public as soon as possible of the week's office hour schedule. Roll Call: All-aye ~ motion carried. Johns graciously thanked the commissioners for their generous understanding of the situation!

-Johns presented a gaming site authorization for the American Legion – Joseph I. Weller Post 39 Inc. Kitelinger/Davis made a motion to approve the gaming site authorization as presented. Roll Call: Kitelinger, Davis, Zietz, Keller – aye; Barta – abstain ~ motion carried.

-Johns addressed the garbage cans on Main Street, maintained by the public works department. Johns stated that the City of Velva does not offer trash collection as a service and the PW employees do not have the resources to continue this maintenance. The cans are very heavy to dump without the proper equipment. Johns said we should allow business owners to place their own cans if they wish to, however, the responsibility should be theirs to maintain. Kitelinger/Davis made a motion to remove the city-maintained cans, but allow businesses to place and maintain receptacles if they wish. Roll Call: All-aye ~ motion carried.

-Finally, Johns gave an update on the Snow Emergency declaration issued by Barta during the mid-April blizzard. This declaration has allowed the city to submit all costs and fees accumulated during the storm to the state. Johns has submitted the necessary documents to the state/FEMA for reimbursement, which should be close to \$8,000.

-Assessor/Building Inspector's Report: No business to discuss.

-Public Works Report: Jemtrud asked Walter where to get the special asphalt mix for pothole repairs? Walter said Bechtold Paving has some available. Jemtrud has talked with a few people regarding seasonal help for the summer. The public works department will start mowing at the cemetery as soon as it is dry enough. The cemetery was sprayed today for weeds.

-Introduction & Adoption of Resolutions/Ordinances: No resolutions/ordinances to discuss.

Unfinished Business: Johns said she contacted the state's Historical Preservation department about the mining truck on highway 52. There are no grants available this year, but there will be next year. Barta did research also, discussing Brownfield funds with Maria Effertz Hanson.

New Business: City Commissioner, Ken Kitelinger, submitted a resignation letter due to relocating with his family. Barta graciously thanked Kitelinger for his years of service to the city, as an employee, resident and city commissioner! Zietz, Davis and Keller concurred. Johns stated that it has been a pleasure to work with Kitelinger, and appreciated his support of the city staff and the positive impact he has made on the community! Kitelinger stated that he was very proud of the work the city has accomplished in the past few years. Kitelinger said that Velva is on the right track, and he encouraged residents to get out and vote, to ensure that this will continue. He also urged residents to do their research on the candidates and be aware of smoke and mirrors. Jemtrud wished Kitelinger success and best wishes on his family's next endeavors and thanked him for his continued support over the years! Zietz/Davis regretfully accepted Kitelinger's resignation as commissioner. Roll Call: Barta, Davis, Zietz-aye; Keller-no ~ motion carried.

Miscellaneous: Walter addressed the commission, stating Ryan Ackerman explained that there will be maintenance on the levy this summer, and a walking path or "maintenance-roadway" will be established that can be used as a walkway.

Adjournment

-With no other business to discuss, Barta adjourned the meeting at 8:12 pm.

*The next Commission Meeting will be Monday, June 20, at 7:00pm.
If you would like to be on the next agenda, the deadline is Thursday at noon before a meeting.*

*****Minutes are Subject to Amendment and Approval*****

Jennifer Barta
Commission President

Jenny Johns
Auditor