

Velva Regular Commission Meeting

November 15, 2021

Regular Meeting – 7:00pm

Velva City Hall

Public Hearing:

Velva Public Hearing called to order at 7:13 pm by Commission President Jennifer Barta. Barta stated that the reason for the public hearing was to entertain public comment on the 5-year extension of the Renaissance Zone. Johns asked if there were any changes to the updated development plan. JD Larson stated that he is on the board and would be happy to help with anything. Barta asked three times if there were any other comments. Hearing none, Barta adjourned the public hearing at 7:26pm.

Regular Meeting:

The Regular commission meeting was called to order by President Barta at 7:26pm. The Pledge of Allegiance was recited. Barta did introductions/roll call: Ben Zietz – Water/Sewer Commissioner; Dave Keller – Street Commissioner; Mary Liz Davis – Police Commissioner; Jennifer Barta – Commission President; Kelly Jemtrud – Public Works Director; Ron Nagle – City Assessor; Jenny Johns – City Auditor; Emma Lavacheck– Ackerman-Estvold Engineering. Barta asked if she could move an item from the additions to the next item on the agenda. Tom Jespersion was in attendance to present to grant applications, that were approved by both the VCDC and Sales Tax committee, to the City Commission for final review. Sotrains Bar & Grill, LLC’s request for \$5,000 for plumbing and electrical upgrades and the Mercury building’s request for \$5,000 for window replacements. Keller/Davis made a motion to approve both grant requests. Roll Call: All-aye; motion carried. Barta asked that both checks be added to the bills to be paid.

Minutes - Motion by Davis/Keller to approve the minutes from the October 18 regular meeting, the November 1 special meeting and the sales tax meeting from November 15. Roll Call: All-aye; motion carried.

Payroll & Bills - Motion by Davis/Zietz to approve the bills paid since the last meeting and the bills to be paid in the amount of \$56,969.93 and payroll for \$30,717.74. Roll Call: All-aye; motion carried. (Verendrye 1333.34; Ackerman 17682.45; Bag Llc 437.41; BDS 104.82; Circle 6374.25; DOT 519.90; Ferguson 593.46 First District 50; Hawkins 2082.30; HOE 112.43; Main El 366.40; Mcgee 1821; Menards 494; Mercury 5000; Minot AC 319; Mint Bar 253.57; Mouse River 430.57; Municode 13.45; National Domains 224; North Star 1418.27; One Call 13.75; Ottertail 3316.32; P.Jemtrud 450; Safeguard 1294.51; Soltrain 5000; Srt 400.57; Swanston 261.26; Tc Specialties 98.50; Team Lab 6098.50; VCDC 79.74; Velva Library 79.74; Verizon 209.34).

Reports of The President/Finance Commissioner

Barta stated that she will be attending the redistricting board meeting at the County at 9am on November 17. As an executive board member of the NDLC, she will also be attending the retirement celebration for Blake Crosby, the Executive Director of the NDLC on December 1-2. December 4th will be the “Light up the Park” event for area businesses to decorate a spot at the park. Barta also mentioned that the appliance dumpster is to be used for appliances only. There have been other items left outside the gate that are not allowed per the agreement we have with the scrap company.

Communications

Two raffle permits were submitted this month. The Velva Area Chamber is requesting a permit to hold a calendar raffle and the Velva Saddle Club is wanting to sell raffle tickets as a fundraiser for their event to be held February 2022. Keller/Zietz made a motion to approve both raffle permits. Roll Call: All-aye; motion carried.

Reports of Officers, Boards, Committees

-Water/Sewer Commissioner: Zietz mentioned the flickering lights in the underpass. Jemtrud said that it is being addressed, and the whole fixture needs to be replaced.

-Street Commissioner: Keller said the Senior Center is having an event on December 4th as well, to host Santa Claus, and free pictures with Santa for the children. Keller said that he was contacted by a very rude person regarding the speed bump installation on the east side of town on Central Avenue. Further research confirmed that the person was not a Velva taxpayer.

-Cemetery Commissioner: Kitelinger was not in attendance, no issues to discuss.

-Police Commissioner: Davis had nothing to discuss. Barta stated that she informed a resident on the procedure for reporting a nuisance animal trespassing on their property. Davis asked how many water meters were left. Jemtrud/Johns stated there were approximately 100-water meters left to install, as we are in need of updated contacted information for residents to continue the project. Jemtrud stated that Keith from NDRWSA helped install some meters last week, and will help again tomorrow. Jemtrud also said that Commissioner Keller helped with installs last week as well.

-Engineer's Report: Lavachek gave an update on the Goldade lift station project nearing completion. The grinder pump will be installed this week. Lavachek discussed an option to request assistance from the Souris River Joint Board to help with expenses with the master lift station. Zietz/Keller made a motion to approve submitting a letter to the SRJB, requesting their assistance with foreseen expenses to the Master lift station when the flood control project is being done. Roll Call: All-aye; motion carried. Lavachek then addressed the map and letter submitted by Alan Walter regarding a sidewalk question for the west side of Main Street. Keller/Zietz made a motion to table the sidewalk discussion.

-Auditor's Report: Johns asked for approval or denial of the letter received from McHenry County Emergency Management and their hazard mitigation grant process. Davis/Zietz made a motion to approve President Barta to sign the letter. Roll Call: All-Aye; motion carried.

Personal Appearances Before Commission – No personal appearances.

-Assessor/Building Inspector's Report:

Nagle stated that the bids will be opened for the County-owned property tomorrow morning at 9am. The commission concurred for Nagle to contact the County in the morning for the results. Davis asked that Nagle present a list of any building permits approved throughout the month to the Commission.

-Public Works Report: Jemtrud asked if he could purchase new fixtures or get quotes for new fixtures for the underpass lights. Commission concurred to get quotes for the project.

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

Unfinished Business: Cemetery portfolio was discussed. Davis asked if a “grounds & property” manager would be an appropriate addition to the portfolio, or beautification committee leader. Johns will call other communities and work on a resolution for the portfolio.

New Business: No new business.

Additions: Barta presented a giant, beautiful “thank-you” card received by the Star City Learning Center and their children expressing their gratitude for the city’s help with their recent project.

Adjournment

-With no other business to discuss, Barta adjourned the meeting at 8:14 pm.

The next Commission Meeting will be Monday, December 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