

# Velva Regular Commission Meeting

October 18, 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: Ben Zietz – Water/Sewer Commissioner; Ken Kitelinger – Cemetery Commission; 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 and Alan Walter – Ackerman-Estvold Engineering; Amanda Carroll and Ashley Bauer; Deputy Dewanz and Deputy Flory from McHenry County Sheriff's Department; and Mike Schreiner, VAC Representative.

**Minutes** - Motion by Kitelinger/Davis to approve the minutes from the September 20 regular meeting, the September 20 special meeting and the sales tax meeting from October 18. 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 \$125,476.15 and payroll for \$30,639.31. Roll Call: All-aye; motion carried. (Verendrye 1333.34; Leo Walter 1125.00; Mint 1125; 3-D Specialties 216.54; Ackerman 14658.75; Bag Llc 395.65; Bds 104.86; Circle 6357.50; Dig It Up 3850; Ferguson 24939.12 First District 100; Gooseneck 8.90; Barta 140.06; Johns 17.50; Keller Paving 48000; Mcgee 1101.50; Mouse River Journal 10.56; Mouse River 437.63; One Call 8.75; Ottertail 3771.90; P.Jemtrud 450; Radisson 518.40; Rdo 1147.97; Nagle 17.50; Srijb 1500; Srt 404.10; Swanston 953.20; Tc Specialties 49.25; Team 10.50; Velva Drug 62.90; Velva Fresh Foods 75.31; Verizon 209.46).

**Personal Appearances Before Commission** – No personal appearances.

## **-Assessor/Building Inspector's Report:**

Barta moved the building inspector's report to the next item on the agenda. Barta presented the zone change application submitted by Star City Real Estate. The legal description for the property is Velva – Original Town – Addition; Block 3, Outlot 949, (previously known as lots 11 & 12). The property is currently zoned as R-1 Residential and the owners of the daycare would like it changed to C-1 Commercial since they operate as a business and would like to move in a mobile classroom. A recommendation to approve the application was given by the Planning & Zoning Board at their public hearing prior to the Commission meeting. Kitelinger/Davis made a motion to approve the zone change from R-1 to C-1. Roll Call: All-aye; motion carried. Barta then presented a building permit submitted by Star City Real Estate for a mobile classroom to be moved onto their property. Kitelinger/Zietz made a motion to approve the building permit. Nagle asked that a moving permit be obtained if their bid was accepted. Roll Call: All-aye; motion carried.

**-Police Commissioner:** With 2-deputies in attendance, Barta moved Police report to the next item on agenda. Deputy Dewanz introduced Deputy David Flory, a new deputy at the McHenry County Sheriff's Department. Speeding by the Daycare on 1<sup>st</sup> Avenue West to the school was discussed. Barta asked if a Deputy could contact the school to talk to their students about speeding. Barta/Dewanz stated that anyone can report a speeding violation if they are willing to testify in court,

if the ticket is disputed. Johns recommended a stop sign at the intersection of 1<sup>st</sup> Avenue/2<sup>nd</sup> Street W. Kitelinger/Davis made a motion to install a stop sign at the corner of 1<sup>st</sup> Avenue/2<sup>nd</sup> Street W. Roll Call: All-aye; motion carried.

### ***Reports of The President/Finance Commissioner***

Barta would like the previous topic posted on Facebook. Example: "...due to excessive speeding, a stop sign will be erected at the corner of 1<sup>st</sup> Avenue and 2<sup>nd</sup> Street West...for the safety of our children. The McHenry County Sheriff's Department will be enforcing the 4-way stop."

-Barta discussed the COVID numbers reported by the state for each city/county.

-Barta stated that herself, Nagle and Johns all attended the County Commission meeting held last Thursday in Towner. Barta also talked with a representative of 1<sup>st</sup> District Health unit the morning before the meeting and was informed that the demolition order was rescinded due to legalities with the County. Nagle stated that the County was unresponsive to our request to add a notice to the bid sheet to contact the city for further information. Nagle can declare a dangerous building and has the authority to mark the property as such. Kitelinger would like to involve the city attorney to ensure that the building is demolished. Johns stated that Armann Anderson was a valued advocate for Velva.

### **Communications**

No communications to discuss.

### **Reports of Officers, Boards, Committees**

**-Water/Sewer Commissioner:** Zietz stated that there was a water break behind the school. Zietz said that the Goldade lift station is waiting for parts for completion.

**-Street Commissioner:** Keller stated that 4<sup>th</sup> Avenue West was paved and turned out very well. Velva PW received 40 tons of class V gravel from the project. Keller would like to see future capital improvements for streets to include entire streets and avenues, not just patching. Keller said a speed bump was installed on Central Avenue East, and that the temporary speed bumps by the pool were removed for the season.

**-Cemetery Commissioner:** Kitelinger stated the cemetery will be sprayed for weeds yet this year, otherwise, it looks very good.

**-Police Commissioner:** (Previously discussed).

**-Engineer's Report:** Zietz asked Walter about any new lead line laws. Lavachek stated that she has a spreadsheet showing the costs throughout town to replace the water, sewer and streets. Lavachek presented Change Order #2 submitted by Dig It Up for an additional \$5,000 to dig around 2-additional sewer drops that were not on the original plans. Kitelinger/Davis made a motion to approve Change Order #2. Roll Call: Kitelinger, Davis, Zietz, Barta – aye; Keller – nay; motion carried. Lavachek said that Dig It Up submitted a time extension due to the parts they are waiting on to arrive. Lavachek presented Pay App #2 in the amount of \$257,128.69, which includes Change Order #2. Kitelinger/Davis made a motion to approve Pay App #2 and to allow Johns to move the appropriate funds from the money market account back to general checking until the direct deposit money for the grant is received. Roll Call: All-aye; motion carried.

**-Auditor's Report:** Barta read the email from Blake Crosby, Executive Director with the ND League of Cities - *As the Appropriations Committees of the House and Senate begin working tomorrow (October 12) to look at proposals (not bills) on using the State's ARPA funds for various projects, two Representatives have introduced proposals to use State's ARPA funds to fill the remaining "buckets" of the Prairie Dog bill. Please contact your local legislators and ask them to support those proposals. If the "buckets" were filled it would mean around \$85 million to be distributed to cities to be used for infrastructure projects as outlined in the Prairie Dog bill as passed in 2019.*

-Johns presented the proposed nuisance abatement list to be levied at the County. Davis/Zietz made a motion to approve the abatement list. Kitelinger stated that he did not want to assess the Hager tree removal of \$800. Keller agreed. Roll Call: Davis, Zietz, Barta – Aye; Kitelinger, Keller – Nay; motion carried.

-Johns presented a gaming permit submitted by the Velva Fire Department for Soltrains Bar & Grill, LLC. Davis/Zietz made a motion to approve the gaming permit submitted by the Velva Volunteer Fire Department gaming for Soltrains Bar & Grill, LLC. Roll Call: Davis, Zietz, Kitelinger – Aye; Keller, Barta – Abstain; motion carried.

-Johns presented a Class A liquor license application submitted for the Mint Bar, for the remaining 9-months. Keller/Zietz made a motion to approve the Class A liquor license application submitted by the Mint Bar, for the remaining 9-months, contingent on the sale of the property. Roll Call: All-aye; motion carried.

**-Assessor/Building Inspector's Report:** (previously discussed).

**-Public Works Report:** Keller stated that Jemtrud is donating his time at work to avoid overtime. Keller asked to add comp time usage for the public works department or until Walter returns. Keller/Kitelinger made a motion to approve comp time for the employees. Discussion on making it all of the employees. Keller amended his motion to include the public works department only. Kitelinger rescinded his second. Davis seconded. Roll Call: Keller, Davis, Zietz, Barta – Aye; Kitelinger – Nay; motion carried.

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

**Unfinished Business:** Cemetery portfolio was tabled until the next meeting.

-Keller/Davis made a motion to approve the sponsorship of the Highway 41 bridge replacement project. Roll Call: All-aye; motion carried.

**New Business:** No new business.

### **Adjournment**

-With no other business to discuss, Barta adjourned the meeting at 8:49 pm.

*The next Commission Meeting will be Monday, November 15, 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\*\***

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**Jennifer Barta**  
**Commission President**

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**Jenny Johns**  
**Auditor**