

# Velva Regular Commission Meeting

April 15, 2024

7:00pm

Velva City Hall

Velva City Commission meeting called to order at 7:00 pm by Commission President Mike Schreiner. The Pledge of Allegiance was recited. Roll Call: Mike Schreiner – Commission President, Police/Finance; Mary Liz Davis – Sewerage/Finance Commissioner; Dave Keller – Street/Waterworks Commissioner (speakerphone); Ben Zietz – Water/Sewer Commissioner; Gene Jenson – Streets (Cemetery) Commissioner; Kerry Wyche – Deputy Auditor; Kelly Jemtrud – Public Works; Chery Bourdeau – City Assessor; Emma Lavachek & Alan Walter – Ackerman-Estvold Engineering.

## **MINUTES**

Motion by Davis/Zietz to approve the minutes from the March 18 regular meeting and special meetings on April 9. Roll Call: All-aye; motion carried.

## **PAYROLL & BILLS**

Zietz/Davis made a motion to approve the bills paid and bills to be paid in the amount of \$28,697.19 and Payroll for \$35,900.45. Roll Call: All-aye; motion carried. (A1 275, Ackerman 397.50, Am. Welding 43.56, BAG LLC 120.35, ChemLab 18.54, CBourdeau 2400, Circle San 7032.75, CoreMain 2104.03, Enerbase 113.06, 1<sup>st</sup>District 60, GJenson 214.32, HOE 126.96, JJohns 1500, KWyche 1564.32, Kevins 1253.54, MLDavis 214.32, McGee 376, Menards 227.25, MouseRiver 975.85, ND Sew. 2223, NSCCU 1259.73, 1Call 5.20, Ottetail 4537.59, PJemtrud 450, SRT 443.65, VAV 46, VCDC 230.29. Velva Foods 3.63, Velva Library 230.29, Velva Women’s Club 200, Verizon 269).

## **Additions**

Gaming site authorizations were presented. Zietz/Jenson made a motion to approve the VFD Gaming site authorizations for the FinishLine, Lariat and Mint bar; and to approve the Aggie Foundation site authorization for the Star City Golf Course. Roll Call: All – aye; motion carried.

-Special meeting minutes from April 10 were reviewed. Davis/Zietz made a motion to approve the special meeting minutes from April 10. Roll Call: All – aye; motion carried.

-Ordinance change 2024-01 was presented. Zietz/Davis made a motion to approve the first reading of ordinance change 2024-01, Sections 28-61 through 28-69, as presented. Roll Call: Zietz, Davis, Keller, Schreiner – aye, Jenson – nay; motion carried. (Johns entered the meeting at 7:20pm from P&Z meeting).

-Discussion on Resolution 2024-02 – setting up a local nexus. Jenson/Keller made a motion to table the Resolution until January, 2025. Roll Call: All – aye; motion carried.

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

Schreiner stated that the Sheriff’s Department hours were up in the past month and asked Trey if he had anything for the commission.

-Schreiner asked the Commission to waive the fees for a demo permit that will be turned in by the Velva Bulls Wrestling Club. Keller/Jenson made a motion to waive the fee, but must still file the paperwork. Roll Call: All – aye; motion carried. Deputy Flory entered the meeting at 7:28pm.

-Davis asked the Sheriff’s Department to please watch out for campers and illegal parking near 1<sup>st</sup> Ave W and 4<sup>th</sup> Street W.

-Keller asked if there was anything the city could do for Gefroh, who lives along the tree dump road, as his neighbor has filled his ditch with gravel whilst removing snow. Commission concurred that this is a civil issue.

## **Communications**

-A sales tax fund request was reviewed by the Commission submitted from the Velva Women's Club for flowers along the north side of the underpass (out of the beautification portion). The Sales Tax Committee recommended approval of \$200 to the club. Keller/Jenson made a motion to approve \$200 to the Velva GFWC Woman's Club. Roll Call: All – aye; motion carried.

-The second sales tax (beautification) request was submitted by the "Light-Up Velva" Committee. The Sales Tax Committee tabled the request until the May meeting. Commission concurred to wait for the Sales Tax Committee's recommendation.

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

**Commissioner Davis:** Davis had nothing to report.

**Commissioner Keller:** Keller had nothing to report.

**Commissioner Zietz:** Zietz expressed condolences to the family of Bonnie Nesmith and thanked her for her years of service to the City of Velva.

**Commissioner Jenson:** Jenson discussed trees for the cemetery. The Soil Conservation knows someone with a tree spade; and Jenson has been in contact with the Care Center, as they are looking to remove some trees. Jenson stated that he has talked with Linda Beal regarding her properties on Main Street.

## **Additions**

Schreiner asked who planned to speak from the golf course. Jill Lohnes addressed the commission, stating she would like the city attorney to review the last sentence of Municode section 2-26i. Keller/Jenson made a motion to ask our city attorney to review the last sentence of section 2-26i, to see if there is a way to provide input on how to move forward, and guidance on if a new motion can be made. Roll Call: All – aye; motion carried.

**Engineer's Report:** Walter stated that he and Emma drove around before the meeting, and the streets look tough.

-Lavachek discussed the water service line ordinance. Lavachek also gave an update on the master lift station. The project will start up again later this week. She also sent the DWR into the state, in anticipation of funding for future projects. Lavachek also updated the water GIS system to include the pictures of each curb stop.

**Auditor's Report:** Johns and Wyche submitted audit year 2022 to the State last week and have moved on to 2023.

**Assessor/Building Inspector:** There were no building permits to discuss. Johns stated an issue with the employment status of the city assessor; she is not under the city's insurance umbrella. Davis made a motion to appoint Bourdeau as a part-time employee. Johns/Bourdeau asked for more time to review the topic. Davis withdrew her motion.

**Public Works Report:** Jemtrud stated he has marked several areas in town for street patching. Crack sealing will begin as soon as the weather allows.

**Introduction & Adoption of Resolutions/Ordinances:** Ordinances/Resolutions were previously discussed.

**Personal Appearances:** Carla Baglien, Robin Burns and Lucy Price were in attendance representing the "Light-Up Velva" committee. The Committee has met several times and are doing a lot of work to make sure that decorations are incorporated back into the holiday season on Velva's Main Street. They discussed storage containers, street pole maintenance/needs, etc. They will need \$7,800 by July 1<sup>st</sup>, to ensure that they receive the quoted discount for their first round of purchases.

**Unfinished Business:** City-wide cleanup week is officially June 10 – 16. This will be for items too large to fit into the street tote. A list of permissible items will be sent out via the utility bill. There will also be an appliance dump cleanup week, either the week after or the week before, dependent on scheduling.

**New Business:** Bourdeau presented Sublots 951 & 952 and Outlot 953 for discussion. These plats were surveyed back in 2020, but just recently recorded. Bourdeau and Johns are asking to hire Ackerman Surveying to finalize the area. Jenson/Davis made a motion to hire Ackerman Surveying to finalize the area containing Sublots 951 & 952 and Outlot 953. Roll Call: All – aye; motion carried.

**Adjournment:** With no other business to discuss, Schreiner adjourned the meeting at 8:24 pm.

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

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**Mike Schreiner**  
**Commission President**

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**Jenny Johns**  
**Auditor**