

# Velva Regular Commission Meeting

February 20, 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; Ben Zietz – Water/Sewer Commissioner; Gene Jenson – Streets (Cemetery) Commissioner; Jenny Johns – City Auditor; Kelly Jemtrud – Public Works Director; Chery Bourdeau – City Assessor; Kerry Wyche – Deputy Auditor, Emma Lavachek & Alan Walter – Ackerman-Estvold Engineering; also in attendance, Heather Tudor – Velva Area Voice; Jill Lohnes – Star City Golf Course Board Member, and Missy Rohrbeck.

## **Personal Appearances**

-Jill Lohnes read a prepared statement regarding the city land annexation. Schreiner/Zietz made a motion to reconsider the passing of Resolution 2023-01, from back in November 2023. Roll Call: Schreiner, Zietz, Jenson – aye, Keller, Davis – nay. Motion Carried. Schreiner/Zietz made a motion to reject Resolution 2023-01. Roll Call: Schreiner, Zietz, Jenson – aye, Keller, Davis – nay. Motion Carried.

-Missy Rohrbeck asked if the city would consider leasing the Welo Lot property to her so she could open a commercial kitchen. She proposed an All-Star shed on skids with no foundation that would be moveable; she would need water, sewer and electricity. The Commission concurred to wait for further information to proceed.

## **Additions**

Keller/Jenson made a motion to approve the raffle permit turned in by Oak Valley Lutheran Church. Roll Call: All – aye; motion carried.

## **MINUTES**

Motion by Keller/Jenson to approve the minutes from the January 16 regular meeting and special meetings on January 23, 31 and February 5. Roll Call: All-aye; motion carried.

## **PAYROLL & BILLS**

Davis/Jenson made a motion to approve the bills paid and bills to be paid in the amount of \$42,697.40 and Payroll for \$37,124.85. Roll Call: All-aye; motion carried. (Ackerman 1310, Am. Welding 43.56, BAG 179.25, BND 1950, BDS 104.86, ChemLab 18.54, Bourdeau 2550, DDirectory 289, Enerbase 1162.52, 1<sup>st</sup> District 60, Hawkins 1872.80, HOE 194.38, IhryIns. 296, Johns 3000, McGee 2298.50, Morellis 84.60, Mouse River 867.30, Napa 365.65, North Star 769.88, OneCall 5.40, Ottertail 4879.52, PJemtrud 450, SRT 448.94, Steen 3100, Sundre 815.88, TeamLab 151.50, VCDC 4624.57, Library 4624.57, Verizon 300, WSI 2839, Wyche 3041.18).

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

Schreiner reported the numbers from the Sheriff's Department, and discussed to dog at large citations issued.

## **Communications**

-Johns presented the NDLC Spring Workshop agenda and asked if anyone would like to attend. Davis, Wyche and Johns are registered to attend.

-Schreiner presented a gaming news article for the commission's review.

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

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

**Commissioner Keller:** Keller asked about a pickup and trailer parked on Central Avenue East hindering trucks to make the corner from the underpass. The Sheriff's Department will check into it.

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

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

**Engineer's Report:** Walter received a letter from the state water commission for a 60/40 grant opportunity previously applied for in 2020. The grant would allow replacement of approximately 1,000 feet of 4" water line from 1947 to be replaced. Zietz/Davis made a motion to approve the grant application submittal by the engineers. Roll Call: All – aye; motion carried.

-Lavachek gave an update on the master lift station, lead service line project and the storm sewer camera bill.

**Auditor's Report:** Johns and Wyche have submitted audit year 2020 to the State last week and have moved on to 2021.

**Assessor/Building Inspector:** Schreiner presented the building permit, recommended for approval by the Planning and Zoning board, submitted by JD Larson for 3-Conex storage containers, for temporary use. Davis/Zietz made a motion to approve the permit, with a deadline of removal of December 31, 2024. Roll Call: All – aye; motion carried.

**Public Works Report:** Jemtrud had nothing to discuss.

**Introduction & Adoption of Resolutions/Ordinances:** There were no ordinances to review.

**Personal Appearances:** Personal appearances were previously discussed.

**Unfinished Business:** Annexation boundary plat was previously dissolved.

**New Business:** The liquor license rate schedule was briefly discussed.

**Miscellaneous/Additions:** Wyche presented the new credit card company information for utility billing. Jenson/Davis made a motion to approve the new credit card company as presented. Roll Call: All – aye; motion carried.

-Johns recommended someone attend the hazard mitigation meeting on Thursday from 6:30 to 9:30 in Towner.

**Adjournment:** With no other business to discuss, Schreiner adjourned the meeting at 8:23 pm.

*The next Commission Meeting will be Tuesday, March 18 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**