

Velva Regular Commission Meeting

January 20, 2026

7:00pm

Velva City Hall

Call to Order and Roll Call

The regular meeting of the Velva City Commission was called to order at 7:00 p.m. by Commission President Mike Schreiner.

The Pledge of Allegiance was recited.

Roll Call:

- Mike Schreiner – Commission President, Street/Finance
- Dave Keller – Vice President, Police Commissioner (including Cemetery oversight)
- Mary Liz Davis – Police/Finance Commissioner
- Ben Zietz – Water/Sewer Commissioner
- Gene Jenson – Streets/Improvements Commissioner (including Cemetery oversight)
- Jenny Johns – City Auditor
- ~~Kelly Jemtrud – Public Works~~
- Emma Lavachek – Ackerman-Estvold Engineering
- Heather Tudor – Velva Area Voice
- Dave Dewanz, David Florey, Trey Skager – McHenry County Sheriff's Department
- Tracey Krueger – VCDC
- Vedaa Consulting and Ellen Huber – NDAREC

Personal Appearances

Schreiner asked to move the zone change request to the top of the agenda. Schreiner stated that the planning and zoning held a public hearing and read their recommendation. Keller/Jenson made a motion to approve the zone change from C1 neighborhood commercial to C3 Central Business District, with a buffer zone requirement to be approved at a later date when the new owners apply for their building permit with the planning and zoning board. Zietz would like to see the buffer strip be addressed prior to voting. Discussion on the buffer strip with Bourdeau and the NDAREC representatives.

Roll Call: All ayes. **Motion carried.**

*Schreiner moved to the grant request submitted to the VCDC and sales tax committee from the golf course for pump system repairs. Krueger explained the various pumps and situation. Keller/Jenson made a motion to approve the recommendation from the sales tax committee and grant \$31,430.25 to the Star City Golf Course out of the sales tax fund.

Roll Call: Jenson, Zietz, Keller, Davis, Schreiner - aye. **Motion carried.**

Approval of Minutes

Motion: Davis moved, seconded by Ziets, to approve the minutes from the **December 15th regular meeting and December 16th special meeting.**

Roll Call: All ayes. **Motion carried.**

Payroll and Bills

Motion: Davis moved, seconded by Jenson, to approve the bills paid and to be paid in the amount of \$49,725.15, and payroll in the amount of \$43,963.44.

Roll Call: All ayes. **Motion carried.**

Bills: Ackerman 195, SRT 565.58, AutoValue 418.86, Bag 85.85, C&R 1041.90, Circle 7617.62, Circle control 1125, Enerbase 990.30, 1stDistrict 60, GK repair 1012.34, Hawkins 1494.30, lenco 4100, MainElec 1917.74, McGee 799.50, Sheriffs Dept 20325, MouseRiver 602.08, mouse river journal 42, Napa 56.98, northern brake 395, Ottertail 5070.10, PJemtrud 450, TCspec. 940, CompStore 170, Verizon 250.

Reports of the President / Finance & Street Commissioner

Schreiner asked the commission if they would like to be notified on any emergent situations that take place within the city, such as the windstorm last summer. Commission concurred to do so.

-Schreiner presented the option of mandatory contractor licensing for work done throughout the city. No resolution was made.

-Schreiner visited with the State School Superintendent when he was in Velva last week. Schreiner recommended giving an award for outstanding achievements to Velva residents. Zietz/Jenson made a motion to approve outstanding achievements with an award. **Roll Call:** All ayes. **Motion carried.**

Communications:

- No complaints to review.

Schreiner reviewed the **Police Report**. Deputy Dewanz presented the opportunity to erect a sign along Highway 200 honoring a Velva fallen officer; the cost for two signs would be approximately \$367.

Keller/Jenson made a motion to approve the purchase of two signs, not to exceed \$400. **Roll Call:** All ayes. **Motion carried.**

*Johns asked if anyone would be interested in attending the March Madness/NDLC convention in March in Dickinson. Davis will tentatively attend.

• Reports of Officers, Boards, and Committees

Commissioner Davis: no business to discuss.

Commissioner Keller: Keller discussed the potential for excessive anhydrous truck traffic being detoured through Velva along highway 41 to Grand Forks in the coming future. Keller asked to eliminate the engine brakes sign.

Commissioner Zietz: Zietz asked that the city start the condemnation process on the elevators located on the west side of the underpass, previously leased by Nathan Smith farms, as there is visible building deterioration to the exterior of the building, and verbal mention of interior damage. The commission concurred to start the process.

Commissioner Jenson: no business to discuss.

Engineer's Report

Engineer Lavachek gave a rundown on the items for Velva she has taken care of, including access inquiries, Sunset Addition, the Floodplain ordinance and lead service line inventory funding. Lavachek has Velva on the list for the 66% loan forgiveness grant being offered by the NDDEQ. Lavachek ran quick numbers, and worst-case scenario has costs totaling over 2.5 million dollars. 155 residents have yet to respond to the lead line inventory project. Deadline for reporting to the NDDEQ will be November of 2027; at that time the city will need to have a plan in place to replace lead lines.

Auditor's Report

-Johns presented and explained the 2025 EOY transfer list that needs approval to finalize and closeout 2025. Jenson/Davis made a motion to approve the 2025 transfers as presented.

Roll Call: All ayes. **Motion carried.**

-Johns asked for approval of the 2025 Cash Receipts/Disbursements Schedule. Jenson/Davis made a motion to approve the 2025 Cash Receipts/Disbursements Schedule as presented.

Roll Call: All ayes. **Motion carried.**

-Johns stated that the city was awarded the 2025 Emerald Ash Borer mitigation grant; and work will begin this spring.

Assessor / Building Inspector

A building permit list was included in the Commissioners' meeting packets for review.

Public Works Report

Public Works Director Jemtrud was not in attendance.

Introduction and Adoption of Resolutions/Ordinances

-Johns presented a possible ordinance change on section 2-21. Davis/Zietz made a motion to approve the 2nd reading of Sec. 2-21 Regular Meetings: *The city commission shall meet regularly at the city hall on the third Monday of each month at the hour of ~~7:00~~ 6:00 p.m. unless some other time and place shall be specifically fixed by the board. The commission shall meet in addition thereto, as often as required, (N.D.C.C. § 40-09-11). The board of city commissioners shall meet in regular meeting at least once a month and at such additional times as the board, by ordinance, may establish. All regular meetings shall be held at a time and place to be designated by the board. No action of the board shall be effective unless upon a vote of a majority of a quorum of the members of such board. No final action shall be taken in any matter concerning the special department of any absent commissioner unless such business has been made a special order of the day or such action is taken at a regular meeting of the board. Special meetings may be called at any time by the president or any two members of the board to consider matters mentioned in the call of such meeting. Written notice of any special meeting shall be given to each member of the board.*

Roll Call: All ayes. **Motion carried.**

-Schreiner presented the 1st reading of ordinance change no. 2026-01 Sec. 12-6 Floodplain Management. Zietz/Jenson made a motion to Not pass the ordinance as presented. Roll Call: Zietz, Jenson – yes; Schreiner, Davis, Keller – nay; motion failed.

Davis/Keller made a motion to approve the 1st reading of ordinance change no. 2026-01 Sec. 12-6 Floodplain management.

Roll Call: Davis, Keller, Schreiner – aye; Jenson, Zietz – nay; **motion carried.**

Unfinished Business/Additions

After much review, the attorney has recommended to withdraw the sale notice for the property located on the west edge of the city. Due to unforeseen circumstances, access to the property has been denied. Keller/Jenson made a motion to remove the property for sale until further notice and shred any bids received.

Roll Call: All ayes. **Motion carried.**

-Zietz/Jenson made a motion to pursue eminent domain to gain access across their property. Roll Call: Zietz, Jenson, Schreiner – yes; Davis, Keller – nay; motion carried.

New Business

The next regular **City Commission Meeting** will be held on **Tuesday, February 17th, at 6:00 p.m.** due to the holiday.

Adjournment

There being no further business, **President Schreiner adjourned the meeting at 8:21 p.m.**

Next Meeting

The next regular **City Commission Meeting** will be held on **Tuesday, February 17th, at 6:00 p.m.** Agenda requests must be submitted by **Thursday at noon** prior to the meeting.

Minutes are subject to amendment and approval.

Mike Schreiner
Commission President

Jenny Johns
Auditor