

# Velva Regular Commission Meeting

March 17, 2025

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, Street/Finance; Dave Keller – Vice President, Police Commissioner (including Cemetery oversight); Mary Liz Davis – Police/Finance Commissioner; Ben Zietz – Water/Sewer Commissioner; Gene Jenson – Commissioner of Streets/Improvements (including Cemetery oversight); Jenny Johns – City Auditor; Schad Prellwitz – Public Works Department; Brian Julius – Ackerman-Estvold Engineering; Heather Tudor – Velva Area Voice.

**MINUTES:** Motion by Keller/Jenson to approve the minutes from the February 18 regular meeting. 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 \$69,352.92 and Payroll for \$24,737.61. Roll Call: All-aye; motion carried. (SRT 601.28, Acme 164.94, Am. Welding 775, AutoValue 226.37, BAG 105.92, ChemLab 20.39, Circle 7017.75, Circle control 9951, Dakota Fire 178.09, enerbase 542.48, 1stDistrict 60, McGee 682, McHenry SD 20325, Menards 134.46, MFOA 40, MouseRiver 477.37, Napa 291.54, ND Sewage 1433, NCPC 4153.68, NSCCU 1522.57, ND State Auditor 540, Ottertail 4437.70, PJemtrud 450, RDO 47.18, Runnings 37.90, SPrellwitz 55.99, Swanston 882.15, TCSpecialties 550, TeamLab 4836, VCDC 4256.58, Library 4256.58, Verizon 300).

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

Schreiner had no business to discuss.

**Additions:** Schreiner presented the site authorization submitted by the Aggie Foundation for the Star City Golf Course. Davis/Keller made a motion to approve the site authorization. Roll Call: All – aye; motion carried.

-Johns updated the commission on the deposit made last week into the Prairie Dog fund of \$152,391.41 bringing the total to \$277,391.41. Johns explained the entire *previous* fund balance was utilized last fall during the capital street improvement project.

## **Communications:**

-Schreiner addressed the complaint letters in the commission packet.

-Schreiner asked if anyone would be interested in attending the NDRWSA's leadership retreat, held every other year in Medora, to contact Johns for more information.

-Schreiner addressed a letter of concern submitted by Norm Sollid.

-Schreiner stated that he will attend the LEPC emergency management meeting being held Thursday, March 27 at 6pm inside Velva City Hall.

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

**Commissioner Davis:** Davis announced that she has been appointed to the SBPC's executive board. Johns asked that Keller and/or Davis meet with Schreiner and the McHenry County Sheriff Skager to clarify responsibilities of ordinance violations, prior to the signing of the 2026 policing contract.

**Commissioner Keller:** Keller has been approached to allow chickens inside city limits. Keller also asked who takes care of the orchard on Central Avenue started by the FFA members of the school.

**Commissioner Zietz:** Zietz addressed an email he received regarding fluoride in the city water source.

**Commissioner Jenson:** Jenson stated that the back door into city hall may need to be replaced as they have found issues while attempting to install keyless entry into the door.

**Engineer's Report:** Julius gave an update on the lead service line inventory project; the state is starting with smaller communities and Velva is not on the list yet.

**Auditor's Report:** Johns presented the final audit report from the state for 2019. Johns stated they are already working on 2020 as well at the state level.

-Johns stated she is actively working on the 2024 audit as time allows.

**Assessor/Building Inspector:** City Assessor Bourdeau has set a date for the tax equalization meeting of April 8, 2025 at 2:00pm. Johns announced that a quorum is needed for approval of Bourdeau's valuations/assessments.

**Public Works Report:** Prellwitz stated that they got the old truck running, and asked about the possibility of getting a broom for the front of the skidsteer. Prellwitz also mentioned adding a toolcat purchase to the 2026 budget.

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

**Personal Appearances:** No personal appearances were present.

**Unfinished Business:** Appliance dump has been extended; collections are still being made at the drop off location if anyone needs to dispose of any appliances/metal. Schreiner stated that he has a key for after-hours dumping.

**New Business:** City-wide cleanup week has been scheduled for June 9-15, immediately following the garage sale weekend. The efforts will run exactly like last year with 10-hour/day dumping available after obtaining a key from the city office. The employees will also attempt to do a night and weekend shift if schedules allow it.

-The request to the VCDC from All Star Sheds has been tabled by the Sales Tax Committee for clarification on distribution guidelines.

**Adjournment:** With no other business to discuss, Schreiner adjourned the meeting at 7:34 pm.

*The next Commission Meeting will be Monday, April 21 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**