

Velva Regular Commission Meeting

May 15, 2023

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: Gene Jenson – Streets (Cemetery) Commissioner; Ben Zietz – Water/Sewer Commissioner; Dave Keller – Street/Waterworks Commissioner; Mary Liz Davis – Sewerage/Finance Commissioner; Mike Schreiner – Commission President, Police/Finance; Jenny Johns – City Auditor; Kelly Jemtrud – Public Works Director; Alan Walter – Ackerman-Estvold Engineering; Cindy Ystaas, Jim Everson, Dan Ruby – Circle Sanitation, Curt Lee and Heather Tudor – Velva Area Voice.

MINUTES

Motion by Keller/Jenson to approve the minutes from the April 17 regular meeting and April 25 special meeting. Roll Call: All-aye; motion carried.

PAYROLL & BILLS

Jenson/Davis made a motion to approve the annual donation to Heart of America community service program. Roll Call: Jenson, Davis, Keller, Schreiner – aye; Zietz – no ~ motion carried. Davis/Zietz made a motion to approve the bills paid and bills to be paid in the amount of \$73,410.10 and Payroll for \$33,407.91. Roll Call: All-aye; motion carried. (LWalter 491.69; Morellis 794.50; 4k Excavating 26,113.08; A1 Evans 250; Ackerman 6,216.25; Acme 394.13; BAG 251.37; BDS 100; Chem Lab 18.54; Circl 6,444.50; Core/Main 8,894.98; Enerbase 178.51; 1st District 60; Hawkins 3,236.80; HOACS 250; HoE 99.09; JJohns 27.23; Larsco 224.36; LWalter 210.28; Main Elec. 4,811; McGee 348.50; Menards 263.97; Mouse River 560.13; Napa 5.96; ND Plumbing Board 48; NDDC Const. 5,042; North Star CCU 382.30; OneCall 14.30; Ottertail 5,639.16; PJemtrud 450; SRT 445; Swanston 465.25; TSC 15.99; VCDC 298.91; Velva Foods 65.41; Velva Library 298.91).

Personal Appearances

Cindy Ystaas and Jim Everson were in attendance to address the Commission about the “Welcome to Velva” sign on Highway 52, as they would like permission to pursue an overhaul of the sign, pending funding availability. Discussion on whether to refurbish or replace the sign and the DOT standards for replacing the sign. Jenson/Zietz made a motion to allow Ystaas and Everson permission for the project. Roll Call: All-aye; motion carried.

Communications

Dan Ruby, Circle Sanitation, was in attendance to present another 5-year contract for sanitation services with the city. Ruby stated that there will be a major change to the next contract, as they are having staffing issues and will be unable to continue the curbside pickup; the prices will stay the same, but they will have to go automated and/or tote(s) only. (Deputy Dewanz entered the meeting at 7:20pm). Circle Sanitation will provide information for the residents to let them know about the upcoming change. Jenson/Davis made a motion to approve the 5-year contract/agreement with Circle Sanitation. Roll Call: Jenson, Davis, Keller, Schreiner – aye; Zietz – no ~ motion carried.

Reports of The President/Finance Commissioner

Schreiner was contacted by Curt Lee regarding the road to his house and the maintenance responsibility of the road. Schreiner asked for the Lees to present a solution for the commission to vote on for their next meeting. Johns is to call the County to ask questions about the development and its timeline.

Communications

-Johns gave an update on the Living Local app numbers for downloads and views. Johns thanked Wyche for her diligence in getting everything posted.

Reports of Officers, Boards, Committees

Commissioner Zietz: Zietz asked the commission to consider purchasing a welder for the city shop. Zietz/Jenson made a motion to approve the purchase of a welder and accessories up to \$1,400. Roll Call: All-aye; motion carried.

Commissioner Davis: Davis asked Lonnie Sather to contact the city about the building inspector position.

Commissioner Jenson: Jenson stated that he has not been up to the cemetery yet; Jemtrud said the branches were cleaned up today. Jemtrud will assist Jenson on delivering black dirt to the cemetery for filling low spots. Jenson mentioned that he assisted with crack sealing and that he installed a window at the city shop today.

Commissioner Keller: Keller said the crack sealing that was done looked good.

Engineer's Report: Walter gave updates on the master lift station replacement, a lead service line update, the highway 41 project and the street situation in town.

Auditor's Report: Johns stated she is working on the 2024 budget and if anyone had ideas for purchases or upcoming projects to let her know so it could be added.

-Johns presented an updated proposal for financial audits with a new accounting firm, Schmitz-Holmstrom, LLP, for the years 2018, 2019 and 2020. Davis/Jenson made a motion to accept the proposed fees for a full audit of 2018 and 2019, and a review of 2020. Roll Call: All-aye; motion carried. Johns will contact Brady Martz to let them know they need to complete 2016-2017 by September 2023.

Assessor/Building Inspector's Report: The building inspector position was discussed.

Public Works Report: - Jemtrud would like to schedule a time for Keller and Jenson to look at the streets with him for this season's maintenance.

Introduction & Adoption of Resolutions/Ordinances: Johns included some information on the city's sales tax ordinance and the state laws, as well as, an update on scheduling a meeting with the sales tax committee to discuss sales tax money allocations.

Unfinished Business: Jenson presented a quote from Northern Integrity for the city hall plumbing and HVAC issue. Jenson/Zietz made a motion to approve the proposal using the general, water, and water and sewer sales tax funds. Roll Call: All-aye; motion carried.

New Business: Schreiner stated the next meeting will be Tuesday, June 20 at 7:00pm, due to the holiday on Monday.

-The appliance dump area was addressed by Davis. She would like everyone to think of ideas to keep this area more secure, and less accessible and unsightly to anyone abusing the service. Davis mentioned extending the fence to the road and installing cameras.

Miscellaneous/Additions: Jemtrud will ask Hoff for a bid for the demolition of the old water plant.

-Johns asked for permission to contact the city attorney for legalities on a nuisance ordinance change; adding contractor hiring as part of the ordinance.

Adjournment: With no other business to discuss, Schreiner adjourned the meeting at 9:16 pm.

*The next Commission Meeting will be Tuesday, June 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*****

Mike Schreiner
Commission President

Jenny Johns
Auditor