

Velva Regular Commission Meeting

September 18, 2023

7:00pm

Velva City Hall

Velva City Commission meeting called to order at 7:02 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; Alan Walter and Emma Lavachek – Ackerman-Estvold Engineering; Heather Tudor – Velva Area Voice; and McHenry County Sheriff’s Deputy, Dave Dewanz.

MINUTES

Motion by Keller/Zietz to approve the minutes from the August 21 regular meeting. Roll Call: All-aye; motion carried.

PAYROLL & BILLS

Zietz/Jenson made a motion to approve the bills paid and bills to be paid in the amount of \$80,320.17 and Payroll for \$33,059.88. Roll Call: All-aye; motion carried. (4K \$2,500; Acme 101.76; Am.Welding 85.64; B&G 3,994.43; Bag 235.72; BDS 109.67; ChemLab 405.21; C Bourdeau 1,995; Circle 7,006; Civic 413.45; Core/Main 3,331.19; Dakota Truck 900.54; 1st District 60; Gooseneck 6.35; Hartford Ins. 3,130; Hawkins 1,386.13; HOE 249.98; Main Elec. 1,102.42; McHenry Cty 20,325; Menards 612.62; Morelli’s 50.50; Mouse River 1,315.79; ND Sewerage 1,350; NDDC Const. 15,000; NCPC 4,153.66; North Star 1,269.62; NWTire 441.57; 1Call 12; Ottetail 3,763.32; PJemtrud 450; SRT 279.40; VCDC 190.12; Library 190.12; Verizon 283.36; W. Scrap 500).

Reports of The President/Finance Commissioner

Schreiner went over the police report from the Sheriff’s Department. Schreiner stated the Sheriff’s Department is doing a great job and briefly discussed a drug bust that took place last month in Velva.

-Schreiner stated he received an email and he followed up with a phone call back to Scott Kujawa with CP Rail. Kujawa announced that CP Rail will be removing the fence located on city property and the CP right of way. The fence was installed several years ago by Soo Line Railroad, stated Keller, and this should not be the city’s issue. Keller added that the fence should remain where it is. Johns notified Curt Feist about the fence removal, as the City/Feist agreement allows his cattle to roam the area. Schreiner also mentioned he reached out to Kujawa again today about the underpass sign’s need for maintenance and replacement.

Communications

-One complaint letter was included in the packet for the commissioners’ review; the complaint was forwarded to the Sheriff’s Department, as it was a civil matter.

-Johns asked if anyone objected to Kayla Clementich and Kristen Bechtold using the Welo lot for staging and a vendor show for the Homecoming festivities next Friday, September 29th in the afternoon. Keller/Jenson made a motion to approve the use of the Welo lot for the festivities. Roll Call: All – aye; motion carried.

-Johns presented an access easement agreement submitted by SRT Communications for the property located east and west of city property, parcel no. 55003111260002. Zietz/Davis made a motion to approve Schreiner to sign the access easement agreement with SRT Communications, allowing them *to enter and drive upon the above mentioned property in order to access and transport vehicles and equipment to and from the communications tower* owned by SRT. Roll Call: All – aye; motion carried.

-Dewanz briefly gave insight into the complaint submitted last month.

-Schreiner presented a copy of an Order received by the ND Attorney General's office regarding a penalty committed by the Aggie Foundation violating NDCC 53-06.1 - Games of Chance. Discussion on forwarding the Order to the City Attorney for further review due to the lease agreement between the Star City Golf Course, located on city property, where the violation is alleged to occur. The City Commission concurred to forward the Order to the City Attorney for further review.

-A zoning application received by the County in care of the Krumweide addition was reviewed. Commissioners did not have any issues with the permit.

-Johns submitted a copy of an email received by USDA regarding the Dot's Pretzels facility in Velva, for the commissioner's review.

Reports of Officers, Boards, Committees

Commissioner Davis: Davis asked for an update on the appliance dumpster area. Discussion on moving the appliance dumpster to the tree dump area. Discussion on violations that occur often at the appliance dumpster area. Jenson/Davis made a motion to remove the appliance dumpster area by December 31st, until further notice. Roll Call: Jenson, Davis, Schreiner – aye; Zietz, Keller – nay; motion carried.

Commissioner Keller: Keller stated the Velva Fire Department Gaming approved the purchase for ten (10) AED machines to be placed around the City of Velva for public use and safety.

Commissioner Zietz: Zietz had nothing to report.

Commissioner Jenson: Jenson stated the cemetery looks very good and is happy with all the work being done up there.

-Jenson gave an update on the valley gutter project, which is set to conclude by Wednesday morning.

Engineer's Report: Jenson/Davis made a motion to approve Schreiner to sign the Construction Engineering Contract for Ackerman-Estvold for the Main Lift Station, submitted by Lavachek. Roll Call: All – aye; motion carried.

-Jenson/Davis made a motion to approve Schreiner to sign the notice to proceed for the Main Lift Station project, submitted by Lavachek. Roll Call: All – aye; motion carried.

-Lavachek asked for approval to resubmit the DWSRF application. Davis/Zietz made a motion to have Lavachek submit the Drinking Water SRF application to the state for the opportunity to receive low-interest loans and financing for water projects. Roll Call: All – aye; motion carried.

-Walter discussed the house demolition and tree removal on the north and south side of the dike. Johns asked for further review of the proposed trees to be removed along Glenwood Avenue as they are healthy, mature trees.

Auditor's Report: Johns gave a quick rundown on the 2017 audit review being finalized at Brady Martz. Johns stated there should be updated numbers by the end of September.

-The Commission concurred to appoint Jenson as the Velva representative for the multi-hazard mitigation plan meetings. The next meeting is scheduled for September 28th in the evening.

-Johns asked for approval of the 2023 special assessment list for unpaid fines and fees. Zietz/Davis made a motion to approve the 2023 special assessment list. Roll Call: All – aye; motion carried.

Assessor/Building Inspector's Report: The building permit list was discussed with the approvals of a garage addition, shed (moved-in), and demolition permit.

Public Works Report: Jemtrud stated the city received recycled asphalt/millings from the Highway 52 project, and so far they have been laid on Truax Avenue West and Riverview Road; there are still several areas in town left to do, along with the need for a roller/packer to complete the project. Discussion on the roller. The Commission concurred for Keller, Jenson and Jemtrud to decide which way to proceed with the roller.

Introduction & Adoption of Resolutions/Ordinances: No ordinances to discuss at this time.

Personal Appearances: No personal appearances.

Unfinished Business: The appliance dumpster area was previously discussed.

-Schreiner asked if there was any further discussion on the 2024 budget numbers. The Commission discussed the health insurance increase. Zietz/Jenson made a motion to approve the Final Budget for 2024.

Roll Call: All – aye; motion carried.

New Business: No new business to discuss.

Miscellaneous/Additions: Johns discussed the Wine Walk event coming up. Davis offered to use the VAC checking account for the Eventbrite deposits.

Adjournment: With no other business to discuss, Schreiner adjourned the meeting at 8:17 pm.

The next Commission Meeting will be Monday, October 16 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