

**VELVA CITY COMMISSION MEETING MINUTES**  
**MONDAY APRIL 28, 2014 7:00 pm**

Velva City Commission meeting was called to order at 7:00 pm by Commission President Cindy Shattuck pledge recited. Commissioners present; Blotter, Anderson, Larson, Shattuck,

Cindy announced to Guests that were present regarding the homes being built on Prospect Hills that the City Office overlooked drafting a letter inviting home owners Tammy Holen & Darrell Duchsherer to the April 28, 2014 Commission meeting to discuss this issue. The City Office will draft a letter inviting Darrell & Tammy to the May 12, 2014 Commission meeting.

Others in attendance; Lynn Berland Klein, Fred Price, Lucy Price, Sara Beaudrie, James Witt, Geoff Hilton, Jennifer Hilton, Carol Knorr, Mark Knorr, Shelly Lauinger, Rod Loken, Marlys Loken; Mark Balas; Mike Lund; Jim Hager; June Hager; Pat Kremer; James M. Witt; Cindy Kittelson; Alan Walter, Mike Lund, Ivan Canevello, Jim Wilson, McKenzi Kossan, Lisa Jacob,

Motion Anderson/Blotter to approve the previous minutes with the following corrections; April 14, 2014 Commission mtg under other issues, Delete sending VCDC Comp plan contract. Correction to state; send the comp plan contract from Ackerman-Estvold to Attorney, April 8, 2014 Tax Equalization mtg add Larson to the attendance list, the purpose of the April 8, 2014 Special Meeting (First One Cent Sales Tax) was to change the sunset date to December, 2024 on the June, 2014 ballot. April 8, 2014 Special mtg Zoning 2<sup>nd</sup> ½ mile of Velva approved with no corrections carried. Roll call vote yes, unanimous

Motion Blotter/Larson to approve the 04/28/14 agenda with the following correction; Building permits will be directly after Guests carried. Roll call vote yes, unanimous

**GUESTS:**

June Hager along with Geoff & Jennifer Hilton approached the Commission regarding concerns with the property belonging to Patricia Sager, located at 109 2<sup>nd</sup> St E. Both parties are requesting that the property be condemned & would like the City to take action immediately regarding this issue. The Commission decided to have City Attorney Jim Wilson send a letter to the property owner. Commissioner Blotter stated that if a satisfactory result is not met with in a two month time period both parties should re approach the Commission regarding the issue.

Mr. James Witt approached the Commission regarding issues with the property directly south of his residence at 110 1<sup>st</sup> St E. Mr. Witt stated that this property is an eye sore & has smelled propane coming from this property. Commissioner Anderson stated that this property belongs to Laurence Anderson & the property is due to be demolished. Commission President Shattuck said the City will look at this property.

Mr. & Mrs. Hager also approached the Commission regarding concerns with the property belonging to Mr. Gary Powell located at 108 2<sup>nd</sup> St E. Mr. & Mrs. Hager are requesting that the property be cleaned up & would like the City to take action immediately regarding this issue. The Final property discussed was that of Mr. Trevor Anderson located at 201 2<sup>nd</sup> Ave E. Mrs. Hager stated that her request to the Commission 2 years ago to have Mr. Anderson remove the junk automobiles & clean up the property has not been satisfactorily completed. The Commission will review the City Ordinances regarding the issues at hand & have City Attorney Jim Wilson draft letters to the property owners.

Tammy Holen & Darrell Duchsherer approached the commission at approximately 8:30 regarding resident complaints on properties being built on Prospect Hills. They would like to be advised on if they should follow City Ordinance, Old Prospect Hills Covenants or the new version of the Covenants.

**BUILDING PERMITS**

Motion Larson/Blotter to approve the following building permits; John & D 'Ann Johnson (Paul Thomas Development), Lance Opperude (Garage), Carl Kistler (Fence), Darren Johnson (Deck) Darwin Dietz (Fence), Jerald Lang (Deck), & Jamie Guttormson (Garage Demo) carried. Roll call vote yes, unanimous

McHenry County zoning permits were reviewed by the Velva City Commission; Nick Reinisck (Home Krumwiede Acres), Donald Robertson (Home Krumwiede Acres), Bruce Kaylor (Home Krumwiede Acres). The City Office will send a reply to County stating that the above zoning permits were reviewed & agreed upon.

**POLICE:**

Commissioner Anderson spoke with Deputy Sherriff Trey Skager regarding a City Ordinance Enforcement Officer. It is believed that the City can pursue this without having a Municipal Judge. The Ordinance enforcer would issue the citation & it would then be forwarded to the McHenry County Sherriff's Dept to be processed. County Commissioner Harry Bergstad, Sheriff Marv Sola, Deputy Sheriff Trey Skager, and Commissioner James Anderson will meet in the near future to discuss & establish a process.

**PUBLIC WORKS / ENGINEERING****Alan's Report**

Alan has been in contact with the Ward County Emergency Manager & the National Weather Service regarding water releases from Canada. Alan will update the City as the information is received.

Alan & Kelly have reviewed the street conditions in Velva. The Estimated cost for chip sealing the city is \$268,000.00. ASTEC is the company who has contracted with the State to do street repairs. Alan suggested that the City contact ASTEC regarding additional street repairs needed in Velva. Motion Larson/Anderson to have Scott contact ASTEC regarding the additional street repairs needed in Velva carried. Roll call vote yes, unanimous  
Funding for this project will be discussed at the May 12, 2014 Commission meeting.

The Corps of Engineers will be in Velva May 12<sup>th</sup> – May 20<sup>th</sup> checking the dike. The City Office will notify the Commission ASAP on the date that the Corps will be arriving.

Motion Blotter/Anderson to have Ackerman- Estvold establish the easement lines on the dike & have the City pay for this service out of the dike certification fund in the amount not to exceed \$4,000.00 carried. Roll call vote yes, unanimous

**Kelly's Report**

On April 26<sup>th</sup>, 2014 there was a power surge that fried the circuit boards at the water plant. Kelly worked through the night to fix the issue & it is now resolved.

**BILLS & FINANCIALS**

Motion Anderson/Blotter to approve the bills carried. Roll call vote yes, unanimous

Best Western Ramkota Hotel \$149.40; Hawkins Inc. \$2,930.20; Mid American Research Chemical \$318.36; Mouse River Journal \$34.00; Pam Jemtrud \$500.00; SRT \$319.63; TC Specialties \$80.50; Velva Drug Company \$4.69; Velva Glass & Auto \$457.00; Wilson Law Firm \$3,011.16

**OLD BUSINESS**

Motion Anderson/Larson to accept bid & pay \$3,240.00 for the chip seal coat on Main Street carried. Roll call vote yes, unanimous

NDSTREET policy revision was reviewed.

**NEW BUSINESS**

Per the District Court of McHenry County the Hotel Berry was officially closed Friday April 24, 2014. Current Owner Lori May Reynolds has possession of the key.

**OTHER ISSUES**

Discussion was held regarding letter received from Mr. Kirk Morgan. This letter was a proposed agreement on the ownership of the street going west from the east edge of Larsons 1<sup>st</sup> addition.

City Engineer Alan Walter recommended that the City have the street surveyed to make it a legal street.

Motion Blotter/Larson to authorize City Attorney Jim Wilson to respond to Mr. Morgan's proposal, the response stating that the City will have the street surveyed & plated to make it a legal street of the City of Velva, as well as pay Mr. Morgan \$1.00 carried. Roll call vote yes, unanimous

**FYI**

Reminder that there will be a customer satisfaction meeting with Ackerman –Estvold May 6 2014 @ 6:00 PM

NDLC Annual Meeting provided for personal review

The Souris Basin Planning Council refunded the City of Velva \$7983.09 for the Lagoon project.

**ADJOURNMENT**

Motion Anderson/Larson to adjourn 8:51 pm carried. Roll call vote yes, unanimous

**Commission President**  
**Cindy Shattuck**

**Deputy Auditor**  
**McKenzi Kossan**